



APPROVED MINUTES

December 2025 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **December 9, 2025** at the Piute County Courthouse in Junction, Utah. Teresa Morgan called the meeting to order at **3:32 P.M.** Present was Teresa Morgan, Neccia Dalton, Erin Jensen, Rick Dalton, and Jeremy Pearson. Also present was Superintendent Koby Willis and Business Administrator Dallas Sylvester. Guests at the meeting were: Brandi Schear, Tammy Jessen, Heather Fautin, Janette Lee, Russ Lee, and Shauna Bagley.

Present online was: Hunter Tanner and David Lee.

Work Meeting: The board met before the normal meeting to put together interview questions for the superintendent position interviews that will be held this week.

Opening Remarks:

- President Teresa Morgan welcomed everyone to the meeting. After the pledge of allegiance was recited, opening remarks were given by Jeremy Pearson.

Program Reports:

- CES Kindergarten Classroom Report**
 - Brandi Schear gave the board a report on the CES kindergarten classroom.
 - She shared which curriculum she follows and uses in the classroom.
 - She showed the board an Acadience report that tracks student progress and performance throughout the year in Reading and Math.
 - She presented the board with the education software for guiding instruction report.
 - She showed the board what she does to focus on communication with parents.
 - She presented on the kindergarten career day that was held this year.
 - She explained to the board what the scientist of the week program is that is part of the class.
 - She told the board about other activities and field trips the students have participated in this year.
 - The Christmas program will be held on Monday December 15th at 10:00 a.m.
- CES 1st Grade Classroom Report**
 - Tammy Jessen presented the board with the CES 1st grade classroom report.
 - She presented the board with a list that her students put together about the things they have learned in class this year.

- She presented the board with answers from students about what their favorite part of the class has been this year.
- Tammy mentioned that she currently has 12 students in her class.
- She explained that it has been difficult to integrate new students into the classroom that have not been working with the same programs as other students.
- Tammy shared that as a 1st grade teacher the four-day school week can be challenging for students who struggle with reading due to having more days off from school.

- **OES 1st/2nd Classroom Report**
 - Janette Lee presented the board with the OES 1st/2nd grade classroom report.
 - Janette talked about using CKLA in the classroom.
 - She showed the board some of the activities and packets she is using in the classroom that go along with CKLA.
 - Janette expressed that she is grateful that she has all the resources she needs to be successful and thanked the school board for that.
 - Janette Lee mentioned that she hasn't seen any regression in the students due to the 4-day school week.

Public Comments

- President Teresa Morgan turned the time over to the public for public comment.
- No public comments were made.

Business Items:

- **Elementary Schools Construction Update**
 - Superintendent Willis presented the board with an update on the construction of the elementary schools.
 - Most of the roof structure has been installed in Circleville.
 - The contractors are finishing the last of the block work in Circleville.
 - The pad has been poured in Marysville.
 - The block crew will be transitioning from Circleville to Marysville shortly.
 - The schools are currently ahead of schedule.
 - Superintendent Willis explained that the school district will still need to decide if backup generators will be installed in the new elementary schools.
 - The schools are designed to have generators and a pad will be poured for them, but the district can add them later if needed.
- **Softball Field Construction Update**
 - Superintendent Willis gave the board an update on the construction of the softball field.
 - Superintendent Willis mentioned that the school district received funding from the state for the rural athletic facilities grant to complete the softball field project.
 - The school district was awarded \$393,176 in grant funding for the project. The overall project is estimated to cost \$659,085.
 - Superintendent Willis presented the board with the proposed project to be completed with the grant funding, which includes adding a restroom/concession area and other items.
 - Superintendent Willis presented the individual cost estimates associated with the project.

- Superintendent Willis mentioned that the school district could submit a change order to Bedrock Concrete to complete the full project since Bedrock Concrete was awarded the original project by being the low bid through the RFP process.
- The board expressed that they would like to allow Bedrock Concrete to submit a change order to complete the softball field project since Bedrock Concrete was awarded the original contract.
- Rick Dalton made a motion to continue with Bedrock Concrete to finish the full softball field project by doing a change order for the additional items added to the overall project. Jeremy Pearson seconded the motion. Motion passed by unanimous vote.

- **Review FY25 Audited Financial Statements**
 - Dallas Sylvester presented the school board with the FY25 audited financial statements.
 - The board reviewed the statements and the FY25 actual revenues, expenditures, and fund balances for each individual fund.
 - The FY25 audited financial statements can be found on the school district website.
- **Circleville Elementary Mascot**
 - Principal Lee has recommended to the board that the Circleville Elementary mascot be changed from the Stallions to the Junior T-Birds.
 - The next step will be to design the new mascot logo and receive community and staff input.
- **Policy #4100 - FH - Student Discipline Revision 3rd Reading**
 - Superintendent Willis presented the school board with the 3rd reading of the revision of policy #4100-FH-Student Discipline. .
 - Neccia Dalton made a motion to approve the revision of policy #4100 - FH - Student Discipline. Rick Dalton seconded the motion. Motion passed by unanimous vote.
- **Safe Schools Policies Revisions 3rd Reading**
 - Teresa Morgan presented the board with the 3rd reading of the safe schools policies #4101-4107 revisions.
 - Erin Jensen made a motion to approve the revisions of the safe schools policies #4101-4107. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- **2026-2027 School District Calendar 2nd Reading**
 - Superintendent Willis presented the 2026-2027 school district calendar for the 2nd reading.
 - Principal Lee presented a proposal for the calendar for 2026-2027 with his suggestions.
 - The 2026-2027 school district calendar will continue to be revised and reviewed in upcoming meetings.
- **NSBA Conference April 2026**
 - The school board discussed the NSBA conference in April. Each board member will be attending the conference as well as Dallas Sylvester and the new Superintendent that will be hired.
- **Approval of Minutes and Vouchers**
 - Neccia Dalton made a motion to approve the November meeting minutes, the November payroll, the November revenues, and district vouchers 26000365-26000433. Rick Dalton seconded the motion. Motion passed by unanimous vote.

- **New Hires, Assignments, and Reassignments**

New Hires

- No new hires approved this month

Information Items: None

Executive Session : at **5:15 p.m.** Neccia Dalton made a motion to move into executive session for the Discussion of the Character, Professional Competence, or Mental Health of an Individual. Jeremy Pearson seconded the motion. Each individual board member was in favor of moving into executive session. Erin Jensen voted aye, Teresa Morgan voted aye, Rick Dalton voted aye, Neccia Dalton voted aye, Jeremy Pearson voted aye.

- The school board entered the executive meeting at **5:15 P.M.**
- The school board left the executive meeting at **6:43 P.M.**

Adjournment

- At **6:43 P.M.** Rick Dalton made a motion to adjourn the **December 9, 2025** meeting of the school board. Erin Jensen seconded the motion. Motion passed by unanimous vote.