

**Uintah School District
Board of Education
Uintah County, Utah**

Approved Business Meeting Minutes

Date: December 10, 2025
Time: 6:00 p.m. – 7:30 p.m.
Location: 826 S 1500 E, Naples, Utah

Board Members Present:

- Dave Chivers, President
- Tawnya McKee, Vice President
- Todd Massey
- Denise Maynard
- Robin McClellan
- Paisley Bell, Student Board Member
(Non-Voting Member)

Executive Staff Present:

- Dr. Rick Woodford, Superintendent
- Troy Timothy, Business Administrator
- Dr. Mistalyn Leis, Human Resources
Director

Others Present:

Minutes recorded by Sarah Fluckiger, Business Administrator's Secretary.

1. Introduction

1.01. Welcome/Call to Order

Troy Timothy welcomed attendees and introduced the Board. President Chivers offered opening remarks and called the work session to order at 6:00 p.m.

1.02. Reverence

The reverence was offered by Kurt Case.

1.03. Pledge of Allegiance

Aiden Dilworth led the Pledge of Allegiance.

1.04. Student Board Member Report – Paisley Bell

Paisley provided updates on Uintah High School activities, including sports (wrestling, swim, basketball), cheer and drill team achievements, robotics competition, teen center donations, and student council fundraising efforts.

1.05. Celebrations

A. Students of the Month

The following students were recognized as Students of the Month by their teachers and/or administrators:

- Brooklyn Murray – Central Cove Early Learning Center
- Ulalei Tilo – Ashley Elementary
- Braxxton Perry – Davis Elementary
- Dominic Begay – Discovery Elementary
- Guage Rock – Eagle View Elementary
- Duritan Yeppa – Lapoint Elementary
- Kara Colt – Maeser Elementary
- Bentley Case – Naples Elementary
- Eason Merrell – Uintah Middle School
- Jet Bowden – Vernal Middle School
- Aiden Dilworth – Uintah High School
- Cash Jenkins – AVEC / UON

1.06. School Reports

Presenter: Principal Christina Viar-Jolliff

Principal Viar-Jolliff provided a comprehensive update on Uintah Middle School's progress and initiatives. The school's theme for the year is "Keep It Moving," with a focus on continuous improvement in academics and school climate. The main goal is to reduce the percentage of students not meeting proficiency in core subjects by 10%, as measured by RISE assessments.

Academic Strategies: The school has implemented new assessment tools, including Acadience Reading and Capti Assess, to monitor student progress and provide targeted interventions. Instructional time at Uintah Middle School was increased across all classes. The daily schedule was adjusted so that every class period is longer, giving students more time for learning in every subject area. This change was made with the understanding that core subjects needed additional focus, but the benefit extends to all classes. As part of these adjustments, a creative writing class was added for sixth graders to provide enrichment opportunities for students who do not require extra support in reading or math.

Friday Interventions: Fridays are now used for targeted intervention and enrichment sessions. Core teachers invite students needing extra help or extension, while all students participate in enrichment activities during the second session. Attendance on Fridays has improved, and the approach allows for both academic support and participation in clubs and service projects.

School Culture & Service: The school emphasizes community and service, with events like the Hawkathon and assemblies celebrating student achievements and gratitude. The music program

has expanded outreach through performances and grants. The school's wellness center is being reorganized, with plans to reopen after the holidays using social worker support.

Board Discussion: Board members praised the school's strategic use of data, focus on resilience, and commitment to service. Questions addressed the effectiveness of Friday interventions, student attendance, and the transition of the wellness center.

1.07. Patron Input

The board received both online and in-person comments, particularly regarding the Exchange Visitor Program policy and legal status powers.

In-Person Comments:

James Head expressed appreciation for the district's support of the eSports program and raised a question about policy language related to soliciting employee input (002.0100 Powers and Duties). James also spoke in support of the DLI program and advocated for district support of H-1B visa sponsorship, emphasizing the positive impact of international teachers while voicing his concerns with policy 005.0545 (NEW) Exchange Visitor Program.

Tiara Collins spoke on behalf of parents and the community, urging the board to reconsider the Exchange Visitor Program policy. Tiara highlighted the financial burden placed on families to retain DLI teachers, the importance of program stability for students, and the need for principal and community input before making policy changes. Tiara requested the board table the policy for further review and stakeholder engagement regarding 005.0545 (NEW) Exchange Visitor Program.

Board Response: The board acknowledged the comments, discussed the complexity of the issue, and agreed to gather additional feedback from teachers, principals, and finance staff before the policy's second reading. The board emphasized the importance of public input and committed to a thorough review process. President Chivers reported that four online comments were emailed to board members.

Input given in accordance with Board Policy 002.0720.

2. Business/Action Items

2.01. Consent Calendar

- A. Minutes**
- B. Contracts Needing Board Approval**
- C. Monthly Board Financial Update**
- D. Fraud Risk Assessment**

President Chivers briefly explained meeting procedures for the benefit of the public, noting that Board work occurs throughout the month, allowing the business portion to proceed efficiently.

Motion: Member Maynard moved to approve the Consent Calendar as presented, which includes the November 12, 2025 work session and business meeting minutes, contracts needing board approval, financial update, and fraud risk assessment. Seconded by Member McClellan.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.02. Policies for Approval on First Reading

A. 005.1120 Special Program Compensation (for Elimination)

Motion: Member McClellan moved to approve Policy first reading. Member Maynard seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

B. 002.0100 Powers and Duties

Motion: Vice President McKee moved to approve Policy first reading. Member Massey seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

C. 002.0220 Board Members: Elections and Redistricting

Motion: Member Maynard moved to approve Policy first reading. Member Massey seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

D. 005.0545 (NEW) Exchange Visitor Program

Motion: Member McClellan moved to table the policy. Motion was not seconded and thus failed.

Motion: Member Maynard moved to approve Policy first reading. Vice President McKee seconded the motion.

Board agreed to gather additional feedback from teachers, principals, and finance staff before second reading.

Vote: Four in Favor: Members Chivers, McKee, Massey, and Maynard. One abstains: McClellan.

The motion passes with one abstention.

2.03. Policies for Approval on Second Reading

A. 001.0300 Impact Aid Policy

Motion: Vice President McKee moved to approve the policy. Member Massey seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

B. 004.1100 Public Hotline and Complaint Response

Motion: Member McClellan moved to approve the policy. Member Maynard seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously

C. 007.0230 Bullying and Hazing

Motion: Member Maynard moved to approve the policy. Vice President McKee seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

D. 007.0810 Attendance

Motion: Member Maynard moved to table the policy. Member Massey seconded the motion

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.04. Approval of FY24-25 Audit

Motion: Member Maynard moved to approve the FY24-25 Audit. Member McClellan seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.05. Personnel Changes

Motion: Vice President McKee motioned to approve, Member Maynard seconded.

Dr. Mistalyn Leis presented a list of new hires, position changes, coaching assignments, and separations.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

3. Informational / Discussion Items

3.01. Purchases over \$50,000

Troy Timothy reviewed one purchase:

- Central Education Center demolition contract awarded to Scott Allred Paving for \$269,750.

All purchases were included in the approved budget.

3.02. Calendar Items

Dr. Woodford directed the Board to the Diligent calendar for upcoming events. Additional highlights included:

- Legislative lunch meeting scheduled for tomorrow at Swain's with Duchesne and Daggett districts.
- Board members encouraged to review upcoming events and activities on Diligent Community.
- Winter break: December 24 – January 2.
- USBA annual conference in Salt Lake City after the new year.

Board Discussion:

Robin McClellan, Denise Maynard, and Tawnya McKee shared remarks on district culture, parental influence, service values, and support for dual immersion programs.

3.03. Superintendent and/or Board President follow up or clarification on items discussed during the meeting.

Superintendent Rick Woodford:

- Expressed appreciation for the public dialogue and input received during the meeting, emphasizing that open conversation strengthens the district.

- Acknowledged the complexity of board decisions and affirmed the district's commitment to implementing board policy with fidelity.
- Thanked all who participated and shared perspectives, noting that such engagement is vital for the district's growth.

Board Member Comments:

Todd Massey: Thanked those who voiced opinions and contributed to the policy process, especially regarding the Exchange Visitor Program. Highlighted the value of adding new perspectives to committee work and praised the audit committee's collaboration with district auditors.

Robin McClellan: Reflected on the importance of parental influence and district culture. Encouraged parents to support their children's experiences in school and extracurriculars by staying neutral and positive, and to avoid undermining teachers or coaches. Emphasized the need for balance in family life and the power of parental guidance.

Denise Maynard: Agreed with Robin's comments on culture, noting that the district's success or failure often comes from within. Shared a positive story about community support at a recent school event and stressed the importance of maintaining a positive, unified tone.

Vice President Tawnya McKee: Spoke about the district's focus on service as a core value, especially in response to behavioral challenges in athletics and activities. Encouraged continued emphasis on service and community-mindedness. Clarified support for the dual immersion program and appreciation for teachers and parents, while acknowledging the complexity of policy decisions and the need for clear communication.

Board President Dave Chivers: Thanked the board and community for their thoughtful deliberation and support for those in need. Reflected on the importance of compassion and stewardship, especially during the holiday season, and expressed pride in being part of the Uintah School District.

4. Adjournment

4.01. Meeting Adjourned

Motion: Member Massey moved to adjourn the meeting, and Member Maynard seconded.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously, and the meeting adjourned at 7:30 p.m.

DATE: December 10, 2025

TO: UINTAH BOARD OF EDUCATION

FROM: Dr. Mistalyn Leis, Director of Human Resources

**RE: Board Approval Request for December 10, 2025: Board Approval of New Hires,
Newly Assigned Employees; Notification of Separations of Employment**

**Superintendent Woodford requests Board approval of the following individuals for
hire/assignment to new positions:**

NEW HIRES – BOARD APPROVAL REQUESTED:

Name	Position	Assignment	FTE	Education/ Training	Source of Funding
Natalie Atwood	Intervention Aide	Naples	0.7375	All Required	Program 0183 Specialists and Aides
Charito Martin	Food Service Worker	UMS	0.40	All Required	Program 8000 School Foods Program
Teresa Baum	Food Service Worker	VMS	0.40	All Required	Program 8000 School Foods Program
Ramsay Taliaferro	Science Aide	UHS	0.7375	All Required	Program 5420 TrustLands
Orson Batty	General Maintenance / Carpenter	Maintenance	1.0	All Required	Program 0285 Maintenance Operations
William Brad Self	Bus Driver	Transportation	0.7375	All Required	Program 5315 Pupil Transportation
Femaluai Tivao	Bus Driver	Transportation	0.7375	All Required	Program 5315 Pupil Transportation

NEWLY ASSIGNED EMPLOYEES – BOARD APPROVAL REQUESTED:

Name	Former (Current) Assignment	New Assignment	Effective Date
Leslie Snow	SpEd Preschool Aide (0.4875 FTE) @ CEC	SpEd Preschool Aide (0.7375 FTE) @ CEC	11/17/2025
Gentry Jensen	Intervention Aide (0.7375 FTE) @ Ashley	SpEd Aide (0.7375 FTE) @ Ashley	11/17/2025
Gayle Whitmire	Intervention Aide (0.7375 FTE) @ UMS	Registrar (1.0 FTE) @ UMS	11/17/2025
Holly Chivers	BA Secretary (1.0 FTE) @ USD	Finance Secretary (1.0 FTE) @ VMS	11/17/2025

Sabrina Hamberger	Custodian (1.0 FTE) @ VMS	Head Custodian (1.0 FTE) @ VMS	12/3/2025
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NEWLY HIRED EXTRACURRICULAR COACHES:

Name	Program	School	Years of Service
Valton Mortenson	Assistant Boys Basketball Coach	UMS	10
Scott Mansfield	Assistant Girls Basketball Coach	UMS	23