



Regular Meeting - Dec 16 2025 Minutes

Tuesday, December 16, 2025 at 4:00 PM

Park City School District Offices

Page

1. Call to Order/Pledge of Allegiance

1.1 Call to Order

Board President Reed called the meeting to order at 3:30 p.m.

1.2 Pledge of Allegiance.

2. Closed Session

The Board adjourned to Closed Session for the purpose of discussing:

- a. A strategy session to discuss pending or reasonably imminent litigation
- b. Discuss the character, professional competence, or physical or mental health of an individual, personnel

Member Hill made a motion to adjourn to Closed Session. Member Britton seconded the motion. Roll call vote, all in favor. The Board adjourned at 3:31 p.m. The Board reconvened at 4:19 p.m.

Moved by: Nick Hill


Seconded by: Kathleen Britton

Yea Meredith Reed, Nick Hill, Eileen Gallagher,
Kathleen Britton, and Susan Goldberg

Motion Carries 5-0

3. Discussion

3.1 Summit County Vaccine Clinics 7

Phil Bondurant, Director Summit County Health Department, and Derek Moss, Nursing Director, discussed the success of their coordinated vaccine efforts between the Summit County Health Department and Park City School District. For public health to be successful, we have to have strong partnerships and Phil thanked Superintendent Huntsman for her support of the Health Department. Setting up a clinic where they can access parents, such as parent-teacher conferences, or other school events, is very beneficial and a time savings to families. These clinics are not just for vaccines, it is an opportunity to provide information to families. [Presentation](#) 

3.2 School Highlight 8 - 17

Kim Howe, Parley's Park Elementary Principal, highlighted some of the great things happening at PPES this year. Kim feels extremely blessed to be a leader in the district. PBIS expectations at PPES are: Be Safe, Be Helpful, Be Kind. Clarity is Kindness. Kim said that at PPES, they are all committed to be curious, not judgmental. Kim is very excited that RISE scores have risen since her first year at PPES in 2021. Acadience Reading is also showing great growth.

Employees recognized at Parley's are Theresa Rosalas, Head Custodian and Katie Clouse, Special Education Teacher. Theresa is flexible, always has a smile, and willing to help. She touches every staff, and she leads with kindness. Katie's heart is bigger than anyone you will find. She handles herself with the most incredible professionalism. She leads her team with kindness and clarity. She definitely represents Park City. Katie and Theresa were given a gift from Vail Resorts to honor their great work.


Parley's Park ensures that all staff members have an inclusive opportunity to participate in the established shared leadership structure. Committed to continuously delivering efficient, effective, and transparent communication. Kim believes that transparent communication is a game-changer.

As a leader, Kim has had the privilege of watching a school transform. With the implementation of Conscious Discipline, we are aligned, and we are cohesive as a team. With these changes, Kim has seen fewer conflicts and behavior issues with students.

[PPES Presentation](#) 

- 3.3

Construction Update

18 - 26
- JD Simmons, Sr. Project Manager with MOCA, provided a construction update on Dozier Field. The team as started with site demolition, visitor bleachers have been removed and home bleachers are about 75% out. Site grading has begun. Concession stand and ticket stand will be demoed in the next few days. Since the weather has been so good, they are ahead of schedule a bit. [Presentation](#) 

4. Consent Agenda

[Regular Session Minutes of November 18, 2025](#) 

[Special Session Minutes of November 24, 2025](#)

Travel Requests

[26/27 New Course Proposals](#) 

[Trailside TSSA/Land Trust Revision](#) 

[Autism Curriculum Adoption \(STAR\)](#) 

[Check Registers of November 2025](#) 

[Board Revenue and Expenditures of November 2025](#)  [Revenue](#) 

Classified Hires

Name	Location	Position	FTE
Mary Ellen Cashen	TSES	Instructional Assistant - One year only	.575
Diana Adams	MPES	Instructional Assistant	.7375
Pirena Pallares	MPES	After School Assistant	.4875

Carolyn Kelsh	TRANSP	Bus Attendant	.725
Maxwell Godinez	TRANSP	Sub Bus Driver	NA
Jessie Baker	TRANSP	Sub Bus Driver	NA
Rebecca Paulsen	TSES	Instructional Assistant - Preschool One Year Only	.50

Member Hill made a motion to approve the Consent Agenda. Member seconded the motion. Motion passed unanimously.

Moved by: Nick Hill

Seconded by: Eileen Gallagher

Yea Meredith Reed, Nick Hill, Eileen Gallagher,
Kathleen Britton, and Susan Goldberg

Motion Carries 5-0

5. Public Comment 5:00 PM

5.1 Public Comment

Todd Coleman-He is concerned that demolition trucks are going through the neighborhood. He is requesting that the construction trucks do not go through the neighborhood. He is also concerned about the students parking at the church. It is dangerous to have all of the traffic in the neighborhood.

6. Monthly Reports

This time has been set aside for employee group reports.

6.1 Employee Group Reports

Kristin Hall-PCEA Co-President, PCEA is rejoicing in the repeal of HB 267. They are looking ahead to the Legislative Session.


6.2 Student on the Board Report

Lila Owens, Student on the Board, presented her report to the

Board. This week is Winter Spirit week, with fun dress-ups every day and the talent show on Friday. In collaboration with PC Library, if you prove that you have a PC Library card, you can enter an opportunity drawing for prizes. NHJ Food Drive wraps up this week. Member Gallagher and Member Britton will attend the next Student Council meeting, which will be held on January 14.

7. **Decision**

7.1	Resolution	48
-----	------------	----

The Board approved the Resolution to authorize J. Randall Upton and Austin Harris as administrators for the district's PTIF accounts held by the Office of the State Treasurer. [Entity Resolution](#) 

Member Hill made a motion to approve the Resolution. 48
Member Gallagher. seconded the motion. Motion passed.

Moved by: Nick Hill
Seconded by: Eileen Gallagher

Yea Meredith Reed, Nick Hill, Eileen Gallagher,
 Kathleen Britton, and Susan Goldberg
Motion Carries 5-0

8. **Policies for Adoption**

The following policies have been posted for the required 20 days, and they are now before the Board for adoption.

8.1	Policies for adoption	49 - 80
-----	-----------------------	---------

- [4005 Purchasing Procedures](#) 
- [10005 Entrance Age and Qualifications](#) 
- [10010 Student Enrollment](#) 
- [11005 Public Information and Media Access to School Facilities and Students](#) 

Member Hill made a motion to adopt the policies as 49 - 80
presented. Member Britton seconded the motion. Motion

passed unanimously.

Moved by: Nick Hill

Seconded by: Kathleen Britton

Yea Meredith Reed, Nick Hill, Eileen Gallagher,
Kathleen Britton, and Susan Goldberg

Motion Carries 5-0

9. Adjourn

Member Hill made a motion to adjourn to January 20, 2026. Member Britton seconded the motion. Motion passed unanimously.

Meeting adjourned at 5:12 p.m.

Moved by: Nick Hill

Seconded by: Kathleen Britton

Yea Meredith Reed, Nick Hill, Eileen Gallagher,
Kathleen Britton, and Susan Goldberg

Motion Carries 5-0

Meredith Reed

Board President