

Jordan School District  
**MINUTES OF BOARD OF EDUCATION MEETING**  
December 9, 2025

The Board of Education of Jordan School District met in study, general, and closed sessions on Tuesday, December 9, 2025, beginning at 4:01 p.m. at JATC South (Board Conference Room), 12723 S. Park Avenue (2080 West), Riverton, Utah. The sessions were also provided electronically via YouTube.

**STUDY SESSION**

Those recognized or signed in as present:

Niki George, Board President  
Bryce Dunford, First Vice President  
Brian W. Barnett, Second Vice President  
Erin Barrow, Board Member  
Lisa Dean, Board Member  
Darrell Robinson, Board Member  
Suzanne Wood, Board Member  
Anthony Godfrey, Superintendent  
John Larsen, Business Administrator  
Michael Anderson, Associate Superintendent  
Paul Van Komen, BVKTS Law, excused  
Scott Thomas, Administrator of Auxiliary Services  
Dave Rostrom, Director, Facility Services  
Kurt Prusse, Director, Purchasing  
Ian Roberts, Capital Outlay Manager, Facilities  
Lisa LeStarge, Administrative Assistant

President George presided and conducted. The Board of Education met in a study session to discuss the following:

**A. *Overview of Administrative Policy BP178 Purchasing Provisions and Procedures for Construction Bids***

John Larsen, Business Administrator, said the Board had recently asked for more information about the District's purchasing policies. He invited Kurt Prusse, Director of Purchasing, to the table for a presentation.

Mr. Prusse said Purchasing has many well established processes, code, and rules they abide by that may not be known to the public and he welcomed the opportunity to share this information. Mr. Barnett said the impetus for this request came from questions regarding a bid for a greenhouse in Herriman that the Board recently approved.

Mr. Prusse described the construction process, including the following: state statute, code, & rule; design process, the selection of a construction method, construction contract management, and procurement requirements.

Board members asked about using District personnel or students to construct a project; or donated labor and/or supplies. Mr. Prusse said self-performed work is allowed, but often resources are better used in maintenance for facilities or for small improvements. Mr. Rostrom added that Jordan maintains over six million square feet of building space, and manages over 2500 work order requests per month, in addition to special projects like lighting or sound system upgrades.

Mr. Rostrom said there are additional concerns and calculated risk when using donated labor or supplies, including the need for a general contractor with a business license, state requirements for being bonded and insured, quality of the work and materials, and the need to document the work.

Ms. George suggested a construction class could offer students the opportunity to gain trade skills while working on a small building project. Mr. Rostrom said there must be a licensed professional overseeing the project, and Dr. Godfrey added that the timeline for project completion would need to be considered.

Board members asked about improving the timeline for the bidding process, so they could have more time to review the bids prior to a vote. Mr. Rostrom said bids are typically held for 30 days and Mr. Prusse said this timeline could be increased, but likely at additional cost. He noted all open bids are available to access through a link on the Purchasing website.

Ms. George requested an expiration date be added to the bid summary documents posted on BoardBook and Mr. Prusse agreed. She also asked about including an individual department report in each Board study session to get an overview of department goals and current projects. Board members discussed the time it would take and feasibility.

**MOTION:** It was moved by Suzanne Wood and seconded by Lisa Dean to table agenda item A. *Overview of Administrative Policy BP178* for discussion at a later date.

Mr. Robinson suggested the Executive Committee work out the details of departments presenting in Board study sessions, then Ms. Barrow made the following motion.

**SUBSTITUTE**

**MOTION:** It was moved by Erin Barrow and seconded by Darrell Robinson to assign Administration to create a draft proposal for a way to stay up-to-date with each of the department head's current projects and goals and that he present this in a future Board meeting. The motion passed with a vote of six to one. Mr. Dunford cast the opposing vote.

**B. Aspen Elementary School Boundaries**

Brian Barnett, Facilities Advisory Committee, reported on the assignment to assess Aspen Elementary School's enrollment growth, as it qualified for review under the guidelines of the current Enrollment Considerations document. After review, the Committee's recommendation is to wait and re-evaluate next year with updated numbers due to the following considerations:

- The school is well below use capacity, and is forecasted to not reach use capacity until 2028
- There is no rapid growth this year
- Aspen recently had a boundary change
- Current kindergarten numbers are well below sixth grade numbers

**MOTION:** It was moved by Bryce Dunford and seconded by Erin Barrow to accept the Facilities Committee's recommendation and do nothing currently regarding the Aspen Elementary School boundary.

Mr. Robinson suggested the surrounding schools' enrollment should be considered when looking at enrollment growth or decline. Mr. Barnett said other schools with declining enrollment could be reviewed in the near future, but the recent assignment was to look at Aspen Elementary in particular.

The Board discussed boundary and permit timelines, the Board and Facilities Committee's roles in enrollment reviews and recommendations, and use capacity versus architectural capacity with the consideration of a maximum of six portables at each elementary school.

President George called for a vote on the motion to accept the recommendation of the Facilities Committee and make no changes to boundaries at the present time. The motion carried with a vote of six to one. Mr. Robinson cast the dissenting vote.

**MOTION:** It was moved by Darrell Robinson and seconded by Lisa Dean to study the south Daybreak and Herriman Elementary Schools; and the elementary School in the Olympia Hills area to consider long term enrollment needs.

Mr. Barnett said he doesn't want to commit to looking at boundary changes until there is more evidence to support a need. Mr. Robinson advocated for moving forward with a broader study of enrollment.

After further discussion, Lisa Dean called the question.

President George called for a vote on the motion to study long term enrollment in the southwest area of the District. The motion carried with a vote of six to one. Mr. Barnett cast the dissenting vote.

Due to the time constraint, it was decided to continue discussion on Aspen Elementary School Boundaries and commence with agenda item C. *Procedures for Policy Review* after the General session.

At 6:31 p.m., the meeting adjourned. The general session started at 6:37 p.m.

### **GENERAL SESSION**

Those recognized or signed in as present:

Niki George, Board President  
Bryce Dunford, First Vice President  
Brian W. Barnett, Second Vice President  
Erin Barrow, Board Member  
Lisa Dean, Board Member  
Darrell Robinson, Board Member  
Suzanne Wood, Board Member  
Anthony Godfrey, Superintendent  
John Larsen, Business Administrator  
Michael Anderson, Associate Superintendent  
Paul Van Komen, BVKTS Law, excused  
Scott Thomas, Administrator of Auxiliary Services  
Paul Bergera, Director, Transportation Services  
Katie Bastian, Director, Nutrition Services  
Ben Jameson, Director, Evaluation, Research & Accountability  
Jason Mott, Accountant/Internal Auditor  
Lisa LeStarge, Administrative Assistant

President George presided and conducted. She welcomed those present. The following Kings Peak Virtual High School students conducted a flag ceremony and led everyone in the Pledge of Allegiance: London Gomez, Student Body Vice President; and Lily Reutzel, Student Council Member. Reverence was given by Riley Sadler, of Kings Peak Virtual High School.

### **Celebrating Kings Peak Virtual School**

Kai Miyake, Student Body President of Kings Peak, presented information to the Board about the good things happening at the virtual high school and reviewed some of the programs and activities in which students and faculty members participate.

### **Resolutions of Appreciation**

Lisa Dean read a Resolution of Appreciation for the following former Jordan District employees who recently passed away:

Douglas Clair Gardner – employed by Jordan District from 2005 to 2008

Stewart Clawson Hewlett – employed by Jordan District from 1982 to 2008, and 2016 to 2025

Ronald Glenn Warlick – employed by Jordan District from 2022 to 2025

### **Board Member Recognitions**

Lisa Dean attended a STEM night at Columbia Elementary School and praised teachers for giving opportunities for all learners to receive high quality instruction. She also thanked lawmakers who attended the recent Legislative Breakfasts hosted by the Board, and thanked the schools and administrative assistants who put the events together.

As a parent of a special education student, Board Member Suzanne Wood said she has a deep appreciation for the Unified Sports program. She recognized Daybreak and Monte Vista Elementary Schools as the first schools in the State to be awarded the National Unified Champion School designation by Special Olympics North America. She thanked Superintendent Godfrey, administrators, District Athletic Director Bryan Veazie, and staff who support and assist with events.

Niki George spoke of the positive interactions with legislators at the Legislative Breakfasts held recently. She said she is grateful for their efforts to balance educational needs across the state and for the support legislators give Jordan District.

Lisa Dean gave kudos to all those involved with high school theater productions this winter, saying they enrich the community and benefit all those participating as well as the many who attend.

### **Superintendent's Recognitions**

Dr. Godfrey recognized the students in attendance from Kings Peak Virtual High School, noting Jordan's virtual school options allow for greater personalized learning and an innovative way to meet students' needs. He thanked the Board for their support of Jordan's virtual schools.

## **I. Public Comments**

### **A. Public Comments Regarding Non-Agenda Items**

No members of the public signed up to address the Board regarding non-agenda items and no audience members accepted the invitation to speak.

President George invited Mr. Larsen, business administrator, to read comments submitted to [boardcomments@jordandistrict.org](mailto:boardcomments@jordandistrict.org) from the following individuals, whose comments are summarized below:

Markie Nakken and Zac Ishino, parents, individually wrote to express interest in establishing a Spanish dual language immersion program at Aspen Elementary School.

## **II. General Business – Consent Agenda**

### **A. Motion to Approve Consent Agenda Items**

#### **1. Minutes**

Minutes of the Board of Education meetings held November 18, 2025 were presented to the Board of Education for approval.

**MOTION:** It was moved by Lisa Dean and seconded by Darrell Robinson to approve Consent Agenda item A1, as recommended. The motion passed unanimously.

### **B. Motion to Accept Consent Agenda Items**

1. **Expenditures**

Expenditures for the month of November 2025 were provided to the Board of Education.

2. **Financial Statement**

The financial statement through November 30, 2025, was provided to the Board of Education. A copy is attached at the conclusion of these minutes. (Attachment 1)

3. **Personnel – Licensed and Education Support Professionals**

Personnel changes for the month of November 2025 were provided to the Board of Education.

4. **Non-Compliance Report**

**MOTION:** It was moved by Lisa Dean and seconded by Erin Barrow to accept Consent Agenda items B1 through B4, as recommended. The motion passed unanimously.

III. **Bid Recommendations**

A. School or Department  
**Nutrition Services**

Items for Bid  
**Fresh Baked Pizza**

Bidders

5 Buck Pizza  
Domino's Pizza  
Sobe Eats Culinary Concepts

Amount of Bid

Total annual estimated expenditure  
\$700,000 (per year)

Purpose: To provide a vendor that will make fresh-baked pizza for all of the schools in Jordan School District.

Budget: Nutrition Services Food

Recommendation: It was recommended awarding a contract to Domino's Pizza. The Nutrition Services department made the recommendation based on the results of the evaluation process and the vendor providing the best value to the District.

**MOTION:** It was moved by Lisa Dean and seconded by Erin Barrow to approve the bid for Fresh Baked Pizza for Nutrition Services, as recommended.

Ms. George asked why the District chose to use an outside vendor rather than making the pizza in school kitchens. Katie Bastian, Nutrition Services Director said students prefer this fresh-baked pizza and it reduces labor costs for nutrition workers on days the pizza is served.

President George called for a vote on the motion for Fresh Baked Pizza. The motion passed unanimously.

B. School or Department  
**Transportation**

Items for Bid  
**School Buses**

Bidders

Bryson Sales & Service Inc.  
Lewis Bus Group  
Rush Truck Center

Amount of Bid

\$1,346,926.00 (7 buses)

Purpose: To purchase one (1) new special education school bus, two (2) general education transit-style buses, and four (4) general education conventional-style buses to add to the existing Transportation bus fleet. These new school buses will replace older buses as they reach their end of life.

Budget: Transportation Capital Bus Purchases

Recommendation: It was recommended placing the order with the state contract holders, Bryson Sales & Service Inc., Lewis Bus Group, and Rush Truck Center, as they are the best value for each type of bus needed to add to the fleet. State Contracts: MA4697, MA4698, and MA4699

**MOTION:** It was moved by Lisa Dean and seconded by Darrell Robinson to approve the bid for School Buses for Transportation, as recommended.

Board members asked about the need for additional buses when District enrollment has dropped and for further clarification on the types of buses mentioned in the bid. Paul Bergera, Director of Transportation Services, said there is a need for more buses due to geographical growth, not enrollment growth. He said conventional buses are better on flat terrain, while transit-style buses are better suited for hilly terrain and can accommodate a few more students.

President George called for a vote on the motion for additional school buses. The motion passed unanimously.

#### IV. **Special Business**

##### A. **BUDGET HEARING: Recommendation to Approve Amended Budget for the 2025-26 Fiscal Year**

Bryce Dunford, Finance Committee Chair, explained the process of amending the budget for the current school year as changes have been made since the budget was initially approved last June. He invited Business Administrator John Larsen to present a report on the changes.

Mr. Larsen gave the following details about the General Fund. He pointed out that the 2025-26 revised budget reflects items that are being carried over from last year in the following areas: TSSA, Trust Lands, and grants. He said the "unassigned" balance of approximately \$41.2 million was moved out of instruction and is offset by the carryover. Additional adjustments were made to staff support services and postage, due to October 1, 2024 enrollment count changes.

Mr. Robinson asked about changing the process of moving unassigned balances to instruction and vice versa. Mr. Larsen said the law forces conversation about these funds as this balance is reassigned at least twice per year. The Board has set parameters on its balances as well, and the Finance Committee looks at this in earnest January through June each year.

Mr. Larsen recognized Senior Accountant Jason Mott and thanked them for their work on the amended budget report.

**MOTION:** It was moved by Bryce Dunford and seconded by Lisa Dean to approve the Amended Budget for the 2025-26 Fiscal Year.

##### Public Comment

No patrons signed up to address the Board regarding this Special Business item and no patrons accepted the invitation to speak.

President George called for a vote on the motion to approve the Amended Budget for the current year. The motion passed unanimously.

A copy of the Statement of Revenues, Expenditures and Changes in Fund Balances is attached at the conclusion of these minutes (Attachment 2)

**V. Information Items**

**A. Superintendent's Annual Report to the Board of Education**

Superintendent Godfrey presented his annual report to the Board, expressing gratitude for the opportunity to give his seventh annual presentation as Superintendent. He said, thanks to the Board, the District is not limited in what it can accomplish for students. He expressed appreciation for the their support and gratitude for Cabinet members, administrators, and all Jordan employees from 15 job families who are doing "amazing things on a daily basis."

Dr. Godfrey explained that changing demographics and attendance rates have created challenges. He pointed out average daily attendance rates are declining and chronic absenteeism is increasing, which could adversely affect student test scores. However, he noted academic growth in middle school and high school assessments. In addition, Superintendent Godfrey gave the following highlights for the year:

- At 91.8 percent, graduation rates are at the highest level ever
- High school AP exam participation has increased as well as AP exam pass rates
- 2024-25 had the highest pass rate for High School AP exams thus far
- The 2025 school dropout rate is the lowest it has ever been

Dr. Godfrey supplied the Board with additional data using new Ends policy measurements from the Strategic Plan. He thanked Ben Jameson, Director; and Brooke Anderson, Data Scientist, in the Assessment, Research & Accountability department for work and providing information for this presentation.

Superintendent Godfrey explained that Utah Aspire Plus assessment will be administered for the last time in 2025-26, and then a course-based assessment will be used. He highlighted the following information from the Panorama student and Stakeholder Input surveys:

- Student's reported a greater sense of belonging
- 96.6 percent of elementary and 83.8 percent of secondary parents report that they feel like teachers are willing to help their child

Dr. Godfrey said exceptional professional development opportunities are being given to employees with support of the Board; and safety and security is being improved with locks and classroom door wedges.

Bryce Dunford asked the Superintendent if he has seen ideas implemented in neighboring school districts that he might be interested in bringing to Jordan. Dr. Godfrey mentioned leadership development with an emphasis on mentoring and formal coaching for administrators.

President George expressed appreciation for the Superintendent and the great work he does in the District.

**Additional Public Comment**

President George noted Mayor Dirk Burton of West Jordan City was in attendance and had arrived after the public comment period in tonight's meeting. With the Board's approval, she invited him to speak.

Mayor Burton thanked Board members for their letter of support for building a recreation center in West Jordan City. He also gave an update on the bridge over 7000 South, noting construction is progressing. Ms. George thanked the mayor for the safe route for students trying to cross a busy corridor to get to Copper Hills High School.

VI. **Discussion Items**

A. **Committee Reports and Comments by Board Members**

Brian Barnett said the Facilities Committee met last week and notes from their meeting are posted on BoardBook. Mr. Robinson expressed frustration that he wasn't included in the conversations about enrollment growth recommendations. Mr. Barnett explained that Ms. Dean and Ms. Barrow attended as their schools were on the list to be discussed due to enrollment concerns. He also said there could have been a disconnect in the way the Enrollment Considerations document was interpreted in regards to communication specifications. The need for input from Board members who represent a potentially-impacted school was discussed, including ideas on how notification should be handled.

**MOTION:** It was moved by Brian Barnett and seconded by Erin Barrow to bring the Enrollment Considerations for Growth document to a future Board meeting to discuss other ideas.

Darrell Robinson said the practice needs to change, not the document, and Ms. George added it is difficult to update the document to meet every situation.

Mr. Barnett expressed a desire to tighten up the language in the document for more clarification.

President George called for a vote. The motion passed with a vote of six to one. Ms. George cast the dissenting vote.

Suzanne Wood thanked Associate Superintendent Mike Anderson for coordinating the recent Legislative Breakfasts. She thanked all who attended and said it was a good opportunity to hear priorities and discuss concerns together. Lisa Dean said she appreciated the handouts that were prepared, and Mr. Larsen and Dr. Anderson's expertise in explaining things to legislators.

President George asked Board members if they want to do a holiday letter to Jordan employees and all agreed. She reported on planning for the Board's summer retreat, giving suggestions for the meeting name change. Suzanne Wood suggested the event be titled "Board Summit" and all agreed. It was decided this meeting will be held in June at a location off-campus and possibly include a yearly service project to benefit students, goal review and setting, and Board self-evaluation on alternate years. Ms. George will send out a document to collect further Board member input. Ms. George said the Joint Legislative Committee (JLC) will meet this week and she will send out a virtual link if there is interest.

B. **Topics for Bulletin Board**

President George suggested topics for the Board's publication include an update on recent changes to the Midas Creek area boundaries, a financial update, well-wishes for the new year, and highlight of a Board committee (possibly Government Relations).

At 9:22 p.m., President George declared the meeting adjourned and announced that the Board would return to study session.

**STUDY SESSION, Continued**

Those recognized or signed in as present:



Niki George, Board President  
Bryce Dunford, First Vice President  
Brian W. Barnett, Second Vice President  
Erin Barrow, Board Member  
Lisa Dean, Board Member  
Darrell Robinson, Board Member  
Suzanne Wood, Board Member  
Anthony Godfrey, Superintendent  
John Larsen, Business Administrator  
Michael Anderson, Associate Superintendent  
Paul Van Komen, BVKTS Law, excused  
Lisa LeStarge, Administrative Assistant

President George presided and conducted. The Board of Education continued its study session to discuss the following:

**B. Aspen Elementary School Boundaries, continued**

President George gave a reminder that it was decided in the earlier session to take a deeper look into enrollment considerations for elementary schools in the southwest part of the District. She invited Board member input on next steps, and discussion ensued about priorities for enrollment considerations as growth in Jordan is slowing. It was decided to add this topic to a future Board agenda.

**C. Procedures for Policy Review**

Bryce Dunford, Board First Vice President, asked Board members to consider the importance of governing through Board policy, noting the Board should have policies in place that align with its priorities. He apologized for initially misunderstanding the role of the new ad hoc Policy Review Committee, and he asked for Board member input on whether to revise and follow the current policy review calendar or review a policy when the ad hoc committee gives a recommendation.

It was mentioned that the current policy review calendar does not include all District policies and is over seven years old. It was decided the Policy Review Committee will revise the policy schedule and propose to the Executive Committee additional policies to be considered for review.

Mr. Dunford asked Board members to be familiar with all District policies, and study in depth those being brought forth for review. He offered to share PDF copies of Board and Administrative policies with Board members if they prefer that format.

**MOTION:** At 10:29 p.m., it was moved by Lisa Dean and seconded by Suzanne Wood to go into closed session. The motion passed with a unanimous vote.

**CLOSED SESSION**

Those recognized or signed-in as present:

Niki George, Board President  
Bryce Dunford, First Vice President  
Brian W. Barnett, Second Vice President  
Erin Barrow, Board Member  
Lisa Dean, Board Member  
Darrell Robinson, Board Member  
Suzanne Wood, Board Member  
Anthony Godfrey, Superintendent  
John Larsen, Business Administrator  
Michael Anderson, Associate Superintendent  
Paul Van Komen, BVKTS Law, excused

President George presided and conducted. The Board of Education met in a closed session to discuss the character, professional competence, or physical or mental health of an individual; property, potential litigation, negotiations, and security measures. The closed session discussion was recorded and archived.

**MOTION:** At 11:24 p.m., it was moved by Lisa Dean and seconded by Suzanne Wood to adjourn the meeting. The motion passed with a unanimous vote.

/II  
Attachments