

**Executive Report Resources**  
**February 26, 2026**  
**CCID Board Meeting**

**Enrollment Report-**

Since the last board meeting we had our lottery. The marketing team and administration has worked hard to increase retention and enrollment. We had 236 students with priority enrollment, meaning that they plan on returning next year. We had 88 new students apply in the lottery and 57 students accepted a spot. We are waiting for 25 students to accept or decline. We had a new family orientation where 15 families, and 25 students attended. We are on target to have an enrollment of 300 students next year.

**Current Enrollment (2025-26)**

**Projected Enrollment for 2026-2027**

<b>Grade</b>	<b>Enrollment</b>		<b>Grade</b>	<b>Returning</b>	<b>New Students</b>
Kindergarten	30		Kindergarten	0	23
1st Grade	19		First Grade	Kinder- 30	2
2nd Grade	27		Second Grade	1st- 20	7
3rd Grade	19		Third Grade	2nd- 26	6
4th Grade	35		Fourth Grade	3rd-18	7
5th Grade	29		Fifth Grade	4th-35	4
6th Grade	34		Sixth Grade	5th-28	5
7th Grade	48		Seventh Grade	6th- 33	3
8th Grade	24		Eighth Grade	7th- 44	1
TOTAL	265		Total	234	58 Total 292

## **School Events**

### **ARISS BARC Amateur radio contact with the ISS.**

According to the report from ARISS, 368 people watched the livestream from 10 different countries while it was happening.

Total 368 views (100%)

1	United States	290 (78.8%)
2	Germany	10 (2.72%)
3	United Kingdom	10 (2.72%)
4	France	8 (2.17%)
5	Ireland	7 (1.9%)
6	Italy	7 (1.9%)
7	Canada	6 (1.63%)
8	Belgium	4 (1.09%)
9	China	3 (0.82%)
10	Poland	3 (0.82%)

We know several HAM radio operators also listened. We have shared the link on our social media and with families, so we know we have reached many more people. There was a story on KSL news as well as in the Herald Journal. This was great publicity for our school. It shows what CCID is all about- hands on learning and making things real and relevant.

### **Best of Northern Utah**

Once again, our marketing committee is busy getting our name out there. We have chosen to participate in the Best on Northern Utah contest. The nominations for Best of Northern Utah opened on February 18th and will end March 4th. Our school has already been nominated. Voting begins on March 11th at noon and ends March 25th at 5:00 PM. We will be encouraging our families to vote for our school. The marketing committee is working on filming sort videos of families saying why they like CCID. These videos will be put on our social media and our website with encouragement for people to vote for us.

### **Cool School of the Week**

CCID was nominated several times and finally selected as the cool school of the week from Fox 13 News. On Thursday, March 19th, Doug Elderidge and his crew will be coming to film 5 two-minute segments at our school. The segments will air every 30 minutes starting at 7:45 and ending at 9:45. We are excited to show the state what CCID is all about. Why we are a cool school, and how we meet the needs of students.

### **School Calendar, 2026-27 School Year**

The administration has provided the board with a draft of a calendar for the 2026-27 school year. To ensure transparency to the school's families and staff, the administration recommends that this calendar be approved by the board and published to the school community no later than the beginning of the 4th quarter. This will need to be formally voted on.

### **Policies for Review**

#### **Fee Hearing, First Consideration of Fee Schedule, School Year 2026-27**

The Administration is recommending a revised fee schedule for school year 2026-27. Important changes include increases in fees to reflect increasing costs in materials, equipment, travel, etc.

#### **General Information about School Fee Hearings**

Per Utah Admin. Code R277-407. School Fees, an LEA must do the following to establish a fee schedule or to amend a fee schedule:

- Before approving the LEA's fee schedule, an LEA shall provide an opportunity for the public to comment on the proposed fee schedule during a minimum of two public LEA governing board meetings.
- Provide public notice of the meetings where fees will be discussed in accordance with Title 52, Chapter 4, Open and Public Meetings Act; and
- Encourage public participation in the development of fee schedules and waiver policies.
- An LEA shall provide notice to parents and students of the meetings using the same form of communication regularly used by the LEA to communicate with parents, including notice by email, text, flyer, or phone call.
- An LEA shall keep minutes of meetings during which fee and waiver policies are developed or adopted, together with copies of approved policies.
- After the fee schedule is adopted, an LEA may amend the LEA's fee schedule if the LEA follows the process described above before approving the amended fee schedule.

#### **LAND Trust Plan, 2026-27 School Year, Second Consideration**

The administration provided the board with a recommendation for its 2026-27 LAND Trust Plan in board documents provided in advance of the meeting. The school is making progress toward achieving the increased percentages of students performing at or above grade level in reading and math. Increases in grade-level proficiency have largely been the result of increases in personnel to provide tiered, targeted support to students identified as performing below grade level in reading and math. Although

student outcomes in reading and math are measurably and steadily improving, the administration recommends that the school continues focusing on reading and math, the acquisition of additional personnel to support MTSS, and the provision of scholarship for students wishing to attend StoryCon. The school is scheduled to receive \$69,182.91 from the Utah Trust Lands for FY27.

## **Human Sexuality Curriculum Review and Human Sexuality Committee**

### **Human Sexuality Committee**

In coming months, the school will need to assure the USBE that it has the following required Human Sexuality Committee members:

- Health or Mental Health Specialist
- District Level Administrator
- School Level Administrator
- School Health Educator
- Parents: Parents on the committee must be equal or greater in number relative to the other members on the committee. Parents on the committee may not be staff members but may be board members. The parents we have are Lynne McNeill, becky Winstead and Barbara Lundberg. The staff members are Bill Graham, Melia Balls, and Jamie Douglass

### **Human Sexuality Curriculum**

The Human Sexuality Committee is required to review the Human Sexuality Curriculum and make a recommendation for changes or approval to the Board of Directors. The school will engage in the process of review with the committee in the next month and bring back a recommendation to the board sometime this spring.

## **Early Warning System Requirements Update**

The Administration completed a survey from the Utah State Board of Education, due February 15, 2026, in which the school had to assure the USBE that the board would choose an early warning system in compliance with Utah Code Section 53F-4-207. Melia Balls has been designated as the point of contact related to the school's Early Warning System. Melia has also registered for the required informational webinar which will provide information that will be brought back to the board for consideration.

Utah Code Section 53F-4-207 requires each Local Education Agency (LEA) to implement a digital Student Intervention Early Warning System (EWS) in every school. LEAs must have a plan for compliance by the 2026-2027 school year. To support this mandate and ensure compliance with state law, the Utah State Board of Education

(USBE) has established a statewide contract with Panorama Education. Any LEA that chooses to utilize this contract may do so at a discounted rate: USBE will fund 50% of the cost, and participating LEAs will be responsible for the remaining 50%. Standard EWS is \$3,500 or \$4,000 if LEAs choose to use an optional Survey Module. LEAs that prefer NOT to use Panorama may select a different early warning system platform, provided it meets all statutory requirements outlined in Utah Code Section 53F-4-207. USBE will monitor compliance for every school via the CACTUS/USIMS database.

## **Administrative Guidelines**

The administration has provided the board with copies of three guidelines that the school uses internally to guide staff members in three specific areas. Although administrative guidelines do not necessarily require board approval, the guidelines below have legal and ethical implications. The administration is seeking board review of these guidelines.

### Acceptable Use of Video Material in the Educational Setting

This guideline has been updated to allow for simple disclosure on pre-approved video materials but a more involved process for providing notice and obtaining permission from parents for using materials not pre-approved.

### Bloodborne Pathogens and Infectious Materials Guidelines

This guideline helps to protect staff and students from infections which can be transmitted through bodily fluids during routine injuries or care, as well as accidents or illness that necessitate a staff member handling blood or other bodily fluids. Such guidelines are required by OSHA for regulatory compliance, providing a structured plan for exposure and protective measures.

### Infants and Breastfeeding in the Workplace (Employee Handbook)

Utah public schools are required to give notice to employees and to implement policies on infants and breast feeding to comply with state and federal laws such as HB242, the PUMP Act, and Utah's anti-discrimination statutes. Schools must provide mandated, private, non-bathroom lactation spaces and breaks for nursing mothers. The policy supports employee retention, reduces absenteeism, and ensures health standards for lactating employees. The Administration intends to move its guideline related to these requirements into the Employee Handbook where it is more easily found and referenced by employees.

## **Policy Review**

### **Admissions and Enrollment Policy (Revised)**

This policy has been updated to clarify the school's enrollment procedures, allowable preferences, withdrawal and transfer, grounds for denial of admission, and dual enrollment. The policy also updates references to Utah Code and Utah Admin. Code.

### **Background Check and Reporting Policy (Revised)**

This policy has been revised in the following ways:

- **Administrative Discretion**: The policy now clarifies what sort of discretion the administration has per §53G-11-405(3) when considering the results of background checks.
- **Identification of Risk Mitigation Strategies**: The policy now lists the specific privacy risk mitigation strategies that the school uses.
- **Addition of Clarifying Language Based on Individual's Duties**: The policy now includes language noting that the review of a potential employee's background check should be based on that individual's duties at the school: "The background check review for each individual will take into consideration the individual's specific duties and responsibilities at the school."
- **Reporting to UPPAC**: The policy reflects recent USBE rule related to notifying UPPAC prior to an LEA investigation when a parent makes a specific kind of report.

### **Bullying, Cyberbullying, and Harassment Policy (Revised)**

This policy has been revised to include a thorough Action Plan in the event of a confirmed incidence of bullying, cyberbullying, harassment, or retaliation in accordance with the requirements of state law and USBE rule. The policy has also been reformatted in some sections, and links to Utah Code and Utah Admin. Code have been updated.

The Administration is also recommending that the Employee Appeal Process related to bullying be removed from the Bullying, Cyberbullying, and Harassment Policy and properly placed in the school's Employee Handbook. While this process is required by Utah law, it is not required to be located in a public-facing, board-approved policy. The Administration is seeking board approval for re-locating this policy among other employee grievance processes within the Employee Handbook where employees will be able see and use the process better.

### **Emergency Safety Interventions Policy (Revised)**

This policy has been housed in the school's Safe Schools Policy. However, the Administration is recommending that the policy stand alone to provide guidelines for all emergency safety interventions, training, reporting, notification, and records at the

school. The content of the policy has been slightly revised to better reflect the requirements of Utah Code §53G-8-301 and Utah Admin. Code R277- 608.

#### Meal Charges and Negative Lunch Balances Policy (New)

This new policy is required by the federal Child Nutrition Program and clarifies the school's processes for collecting monies from delinquent lunch accounts. It also confirms the school's intention to serve lunch to students regardless of the state of families' lunch accounts and to avoid lunch shaming or other actions that could negatively impact students.

#### Parent Notification Policy (Revised)

The administration is recommending approval of this revised policy which better aligns with Utah Code §53-G-9-604. Utah law requires the school to inform parents or guardians about their child's behavior, allegations, activities, and performance. In particular, the school must ensure that parents have been informed when there is either an allegation or a confirmed report of a matter that concerns the health and safety of their child. This policy aligns with other board-approved policies and procedures related to attendance, records, discipline, bullying, harassment, discrimination, and safety.

#### Student Acceleration and Retention Policy (Revised)

This revised policy improves the format of the previous policy and updates relevant references and links. The revisions also clarify the process of decision-making and appeal for parents requesting a retention or acceleration of a student.

#### Suicide Prevention Policy (Revised)

The Administration is recommending that the board approve this revised and reformatted Suicide Prevention Policy to ensure a proactive and prepared environment at school where staff can identify and support at-risk students, protect the entire school community from suicide contagion, and fulfill ethical and legal obligations to safeguard students' well-being. The policy provides clear guidance for school personnel and promotes a supportive school culture, which is crucial given the high rates of youth suicide and mental health issues among students in Utah.

#### Test Administration and Testing Ethics Policy (Revised)

This policy provides guidelines for implementing testing procedures in accordance with state and federal laws in order to determine the effectiveness of the school in assisting students to master the fundamental educational skills toward which instruction is directed Utah Code §53E-4-301. The policy provides guidelines to ensure that the school follows required procedures and provides appropriate training for the administration of statewide assessments, as required by Utah Admin. Code R277-404.