Uintah School District
Board of Education
Uintah County, Utah

Approved Work Session Meeting Minutes

Date: February 11, 2026
Time: 04:00 pm – 05:30 pm
Location: Uintah School District
826 S 1500 E, Vernal, Utah

Board Members Present:
- Dave Chivers, President
- Tawnya McKee, Vice President
- Todd Massey
- Denise Maynard
- Robin McClellan

Executive Staff Present:
- Dr. Rick Woodford, Superintendent
- Troy Timothy, Business Administrator
- Dr. Mistalyn Leis, Human Resources Director
- Mindy Merrell, Support Services Director
- Jayme Leyba, Director of Elementary Education

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

1. Introduction/Opening

1.01. Welcome/Call to Order

Troy Timothy welcomed attendees. President Chivers called the meeting to order at 4:01 pm.

1.02. Reverence

The reverence was offered by President Dave Chivers.

2. Policy Revisions

2.01. Policies for Approval on First Reading

A. 010.0700 Video and Audio Surveillance

Mindy Merrell outlined the policy to the board. Member Robin McClellan requested clarification, which Mindy Merrell provided. The policy exceeds state requirements. Cameras will not be placed in classrooms, locker rooms, bathrooms, or other sensitive areas.

2.02. Policies for Approval on Second Reading

A. 007.0405 Uintah School District Concurrent Enrollment

Jayme Leyba addressed the board and asked if they had any questions regarding the policy. He then addressed questions raised by Member Robin McClellan and Member Todd Massey providing clarifying information. Superintendent Rick Woodford also provided information to the board to help with the issues in question. Member Robin McClellan expressed a desire to know the enrollment numbers for this program.

B. 005.0100 Employee Conflict of Interest (NEW)

Dr. Mistalyn Leis provided an overview of the policy, noting that no changes had been made since its initial reading. She proceeded to address specific inquiries from board members regarding section 2.1. Superintendent Rick Woodford requested consideration for updating certain wording in the policy to more accurately clarify its applicability to members of other city, town or other local governmental entities. Dr. Mistalyn Leis confirmed that she would ensure the necessary amendments are completed and uploaded to Diligent prior to the upcoming board meeting.

C. 010.1000 School Safety (NEW)

Mindy Merrell presented updates from the initial reading, highlighting the decision to retain definitions within the policy and mentioning minor changes in section placement. The group discussed state mandates that come without funding, and Member Robin McClellan voiced concerns about both financing and the clarity of the policy's language, recommending a revision to address these issues. Superintendent Rick Woodford suggested several paths forward: incorporating an addendum, postponing the policy, or accepting or rejecting it as written. Ultimately, board members leaned toward tabling the policy in order to send it back to the committee for updates and brought back at the next board meeting.

3. Items Requiring Future Board Action

3.01. Minutes

A. Amended December 10, 2025 Board Meeting Minutes, and January 14, 2025 Pending Work Session and Business Minutes

Troy Timothy addressed the board and emphasized the need to amend the previous meeting minutes, citing an error in one of the recorded policy numbers. He further confirmed that all necessary modifications for January 14, 2026 minutes had been completed.

3.02. Contracts Needing Board Approval

Troy Timothy indicated that there are currently no contracts requiring board approval. President Dave Chivers asked about the food purchase order, and Troy Timothy explained that even though the purchase order was over $50,000, it does not represent a contract and does not require approval.

4. Informational/Discussion Items

4.01. Committee Reports

- **Facilities Committee**

Presenter: President Dave Chivers

Updates included the completion of Lapoint Elementary's propane bus fueling station, demolition of the old Central Cove building, final punch list for the new Central Cove Educational Center, cooler system at the foods building, and playground fencing. Superintendent Rick Woodford clarified the need for fencing at additional district location and discussed alternative safety options like soft fall or turf. President Dave Chivers provided a Maeser Bell project update, emphasizing his goal for a community-led initiative.

- **Finance Committee**

Presenter: Member Todd Massey

Updates were given on projects currently under consideration for capital outlay. The district is facing challenges with Medicaid funding, which were also discussed. Speaker Member Todd Massey suggested earmarking funds for specific items to address large upcoming financial needs. The nutrition department’s efforts to manage spending were summarized. Speaker President Dave Chivers explained that earmarking makes it easier to be transparent with the community and helps people better understand our fund balances. Speaker Troy Timothy described the differences between district funds, such as fund 10 versus fund 32, noting that each can only be used for certain purposes. Lastly, Rodrigo Jurado was asked about this year’s Medicaid funding shortfall; he clarified that the program operates through a state pool, and the timing impacts its funding process.

- **Uintah Schools Foundation**

Presenter: Member Robin McClellan

A summary of the State of the District was presented, followed by updates from USBA and an overview of the current legislative session. Furthermore, detailed information was shared concerning the house bills most significantly affecting our district. Vice President Tawnya McKee expressed appreciation for the legislative updates, while also voicing concerns regarding their implications. Similarly, Superintendent Rick Woodford provided additional insights into his reservations about specific bills.

- **Policy Committee**

Presenter: Member Denise Maynard

Member Denise Maynard referenced the prior discussion of the policies during the earlier work session and announced the date for the upcoming committee meeting.

5. Adjournment

Motion: Member Todd Massey moved to adjourn the work session; Member Denise Maynard seconded.

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

The motion was carried unanimously and the work session concluded at 5:14 p.m.