

PCSD Study Session and Business Meeting

Tuesday, August 11, 2026
Study Session
Provo City School District
280 West 940 North
Provo, UT 84604



A. 4:00 p.m. Study Session

The following YouTube links are available to watch the meetings live or at the viewer's convenience:

PCSD Live YouTube Channel: youtube.com/channel/UCFmB8Jxqa9-RMOSvfwbyIUQ

4:00pm Study Session: https://youtube.com/live/_d8UQ3RIol8?feature=share

7:00pm Business Meeting: <https://youtube.com/live/Q4lPnczqnP4?feature=share>

Audio Timestamps are Approximate

A.1. Welcome

Meeting called to order at 4:00p.m.

A.2. Roll Call *(Audio Timestamp 00:00:21)*

Jennifer Partridge, Board President; Gina Hales, Board Vice President; Melanie Hall, Board Member; Lisa Boyce, Board Member; Meg Van Wagenen, Board Member; Makali Lese, Student Board Member; Shyah Ward, Student Board Member; Emily Harrison, Board Member; Teri McCabe, Board Member; Devyn Dayley, Business Administrator; Wendy Dau, Superintendent

A.3. Motion to Convene *(Audio Timestamp 00:00:55)*

I move that we convene the study session. This motion, made by Melanie Hall and seconded by Megan Van Wagenen, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

A.4. Welcome to new 2026-27 Student Board Members, Shyah Ward, PHS and Malaki Lese, THS *(Audio Timestamp 00:01:13)*

A.5. Board Member Training: Board Member Teri McCabe, Superintendent's Responsibilities *(Audio Timestamp 00:03:32)*

Most meetings will include training presented by rotating board members on the Board Handbook, USBE Guide, or Policies. Guide to Effective School Boards

Summary: Board Member Teri McCabe referenced PCSD Policies and the USBE Guide to Effective School Boards regarding superintendent responsibilities.

- The Superintendent is an educational leader and administrative manager of the district.
- The Superintendent will execute the policies set by the board
- Respond to employee, student, parent and community matters
- Work harmoniously with the board, employees, students, and community members

A.6. Student Travel Requests *(Audio Timestamp 00:05:16)*

Two requests will be reviewed tonight and voted on in the business meeting:

1. THS Dance Company to NYC, February 2027
2. THS Cheer to Orlando, FL February 2027

A.7. Timpview High School Construction Update *(Audio Timestamp 00:27:47)*

Summary: Josh Burtenshaw with Westland Construction presented on the progress at Timpview High School.

- The project is still on schedule and going well.
- [Presentation](#) is available in the attachments to this agenda item

A.8. Dixon Construction Update *(Audio Timestamp 00:40:43)*

Summary: Treven Dansie from Westland Construction presented on the ongoing demolition project at the Dixon site.

- Plans will be ready to bid in November or December for the new building.
- The public is encouraged to stay outside the fences, the demolition site is unsafe, police have been called on those that have entered the fenced area. Cameras monitor the area.
- [Presentation](#) is available in the attachments to this agenda item

A.9. Discussion Regarding District Positions: Athletic Facilities and Grounds Manager and Foundation Coordinator *(Audio Timestamp 00:46:11)*

Summary:

Athletic Facilities and Grounds Manager:

- Due to high rates on a recent bid to maintain the district athletic fields, district leadership is exploring the possibility of posting for a position to help with the maintenance of competition fields and courts.

- The current grounds crews have a hard time keeping up with everything, and custodial could use help as well.
- This new hire would be responsible for keeping the fields, courts and athletic areas in competition readiness.
- Darrell Jensen Assistant Superintendent Secondary Education, contributed to this discussion.

Foundation Coordinator:

- District personnel have struggled to provide the support needed to successfully support the PCSD Foundation.
- Other districts have full or part-time personnel to do this.
- There is a need for someone to run events, bring in funds for schools, and to bring in enough money to pay for the position out of those funds. This could be a requirement for the provisional position.
- There is also the possibility of restructure within the communications department to help with funding for this position.

A.10. Discussion: Engaging Classrooms and Technology *(Audio Timestamp 01:01:40)*

Summary: In light of recent legislation and the board's desire to be intentional with technology use and education, the board discussed ways to help increase engagement in schools and develop a plan or policy regarding technology use in most classrooms.

- Student board members will be tasked with learning from students what helps with engagement, desire to be in class and at school.
- Gina stepped out 5:08pm, back at 5:11
- Student board members recounted personal stories about learning more, enjoying class more with up-front, in class teaching methods and how it helped with math problems and interest in classes.
- Making up work missed for absences is one challenge to consider with technology use.
- AI use was also discussed, there needs to be a balance between learning how to use AI responsibly, appropriately, and an understanding of what it is, its limitations, the ethics involved in its use, etc.
- There is a need to help educate parents and community as well.
- Darrell Jensen, Assistant Superintendent Secondary Education contributed to this discussion

** Board Vice President Gina Hales stepped out at 5:08 p.m., returned at 5:11 p.m. during this discussion.*

A.11. State Literacy Program Implementation *(Audio Timestamp 01:34:11)*

Michelle Elderedge Director of Continuous Improvement contributed to this discussion about the district's plan to follow this new legislation and focus on early literacy in elementary schools.

A.12. Discussion Regarding 7120 Procedure 1, Timpview PTO Applicant Request

(Audio Timestamp 01:55:46)

Summary: There was a request from a parent group that would like to form a PTO at THS to extend a deadline and allow electronic signatures for the petition requirement. The board felt it should be discussed in this board meeting.

- The applicant organization has met the first requirement, and is requesting an extension to the 30-day deadline and an exception to allow electronic signatures for the needed petition required by Policy 7120 Procedure 1 in the current step of the application process.
- The board discussed whether an exception to the policy should be made in accordance with the request in the middle of the process and also if the policy should be reviewed for the future. There will be a vote on the request in the business meeting.

A.13. Name for New Elementary School *(Audio Timestamp 02:07:52)*

Summary: Discussion about using Dixon or Timpanogos or new name for the new elementary school that will be located at the Dixon site and house the current Timpanogos Elementary students.

- The school will keep the mascot and colors of the Timpanogos Elementary School.
- The board will vote on the name in a future board meeting.

A.14. Policy Review 2nd Readings *(Audio Timestamp 02:22:54)*

Summary: District administration generates or revises policies from time to time as needed, whether due to state legal requirements or local identified needs. The policy committee, including select board members, helps in this process and, when ready, the board reviews the policies in multiple readings and posts on the district website for public comment before approving the policies.

Superintendent Wendy Dau Reviewed the following policies as 2nd readings; the board will vote on these policies tonight in the business meeting.

- Updated Policy 4335 American Heritage
- New Policy 4067 CPR Training
- Updated Policy 4030 Animals on School Premises
- Updated Policy 4023 Sex Education
- New Policy 4015 Parent/Guardian Access to District Instructional Materials

A.15. Policy Review 1st Readings *(Audio Timestamp 02:31:46)*

Summary:

Superintendent Wendy Dau reviewed the following policies as first readings with the board in this meeting:

- New Policy 4064, Firearm Safety
- New Policy 5350, Risk Management Coverage for Employees

- New 5350 Form 1 Acknowledgment of Liability
- Updated Policy 5325 Credit for Prior Teaching Experience and New Employee Placement on the Salary Schedule, 5325 P1(already in place on the website)
- New 5410 Legal Defense of Employees
- New 5090 Procedure 3 District Employee and Student Relations
- New 5200 Procedure 2 Drug and Alcohol Testing of Other Employees
- New 5800 Employee Work Information Privacy

The other policies listed on the agenda will be reviewed as first readings in a future board meeting due to time constraints tonight.

A.16. Large Purchase Request: Clear Touch Panels and Installation and HVAC

Units - CTE Timpview *(Audio Timestamp 02:45:42)*

Devyn Dayley, Business Administrator reviewed two large purchase requests with the board that will be voted on tonight in the business meeting:

1. Replacement of Clear Touch Panels and Installation at Provo Peaks Elementary
\$101,435.00
2. HVAC Units CTE Buildings at Timpview, can be reused in new buildings when current building is replaced. \$55,211.72

A.17. Consent Calendar Review and Questions *(Audio Timestamp 02:47:09)*

The Board of Education is required to approve items in the consent agenda as part of their legal responsibility. At every board meeting, items come to the agenda that need little if any discussion or debate either because they are routine procedures or already have unanimous consent. A consent agenda (Roberts Rules of Order calls it a consent calendar) allows the board to approve all these items together without discussion or individual motions. Depending upon the organization, this can free up anywhere from a few minutes to a half hour for more substantial discussion on other critical agenda items.

The consent calendar of the Board of Education of Provo School District contains routine items and reports related to approval of minutes, appointment or termination of employees, decisions related to school choice, the monthly financial report including purchases over \$50,000, and other reports requiring no formal Board action.

Summary: Consent calendar questions were asked and answered.

A.18. Upcoming Board Calendar *(Audio Timestamp 02:49:48)*

Elementary Teacher District Day

Wednesday, August 12, 2026

7:30am - 12:00pm, PHS

Secondary Teacher District Day

Thursday, August 13, 2026

7:30am - 12:00pm, PHS

First Day of School

Wednesday, August 19, 2026

JLC Meetings

Friday, August 21, 2026

10:00am - 12:00pm, SLC

Study Session & Business Meeting

Tuesday, August 25, 2026

District Offices

Study Session & Business Meeting

Tuesday, September 8, 2026

District Offices

Foundation Golf Tournament

Wednesday, September 16, 2026

All Day Study Session & Business Meeting

Friday, September 25, 2026

Grandview Site, 8am-5pm

Joint Provo City Council and PCSD School Board

Thursday, October 1, 2026

City Council Chambers, 12:00pm

A.19. Motion to Adjourn *(Audio Timestamp 02:51:26)*

I move that we adjourn. This motion, made by Gina Hales and seconded by Lisa Boyce, Carried.

B. 7:00 p.m. Business Meeting

B.1. Welcome

Meeting called to order at 7:01 pm

B.2. Roll Call *(Audio Timestamp 00:00:26)*

Devyn Dayley, Business Administrator; Lisa Boyce, Board Member; Teri McCabe, Board Member; Gina Hales, Board Vice President; Jennifer Partridge, Board President; Wendy Dau, Superintendent; Meg Van Wagenen, Board Member; Emily Harrison, Board Member; Melanie Hall, Board Member; Malaki Lesa, Student Board Member; Shyah Ward, Student Board Member

B.3. Motion to Convene *(Audio Timestamp 00:01:05)*

I move that we convene the business meeting. This motion, made by Lisa Boyce and seconded by Melanie Hall, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

B.4. Opening Remarks: Vice President Gina Hales *(Audio Timestamp 00:01:22)*

Summary: Board Vice President Gina Hales referenced the Artemis II mission, reminder that a crew is a group of people working together no matter what for a common cause. Earth, we are a crew and Provo City School District, we are a crew, there will be differences of opinion and perspectives, but we all have the same goal, which is stellar educational experiences for our students. Looking forward to working together as a crew with students, parents, community, teachers, and everyone this school year.

B.5. Pledge of Allegiance *(Audio Timestamp 00:04:14)*

Pledge led by Matt Morden, AV Specialist in the Technology Department

C. Community Connections

C.1. Public Input *(Audio Timestamp 00:05:07)*

Micheal Robinson, Dixon neighborhood: Thanked board for taking public comments and input on Dixon and Timpanogos, gratitude expressed for being community crew leaders.

Lana Bailey, Edgemont boundaries: Expressed desire for the board to trust in the process for the PTO/PTA change.

Marty Evans, Canyon Crest boundaries, PTA member: Opposed to changing process or granting exceptions in PTO/PTA process. Expressed a desire for a voice for all, and for the board to stick to the understood process, let PTA get back to supporting teachers, supporting students.

Julia Doxey reading statement from Cari Crandall, THS PTA President, Canyon Crest boundaries: Opposed to extending current deadline of Friday for PTO applicants to get needed signatures. Expressed desire for board to not make changes and stick to the policy for clarity and stability. Process becomes a moving target when changed because a group can't meet requirements.

Patricia Smith, Rock Canyon: Expressed gratitude to the board for listening. Here on behalf of getting a PTO instead of a PTA for THS. Asked to extend deadline and allow online signatures, get truth out to parents. Expressed opinion that the PTA rallies when opposed and shuts down parents trying to form PTO.

Olivia Goldman, Spring Creek boundaries, PTA Member: Opposed to extending deadline for PTO, as they had over a year to gather public input and get the word out there. The process takes a lot of time out of meetings, and away from other things PTA could be doing to support schools, don't extend it.

Ashley Rayback, Spring Creek boundaries: Expressed gratitude for all time and effort of the board. Encouraged board to uphold policy about forming another parent organization (PTO). PTA has worked for years to follow policies and make it fair for all. Keeping to the policy frees PTA to move forward and serve students and families at THS. PTA is for all children and parents, members or not.

Jonathon Wood, Wasatch parent, THS and Centennial boundaries: Expressed opinion that debate is allowed, encouraged and awesome. Tonight's question regards rule of order, it's important, keep fairness, policy is set and voted on, stick to it. Change in future if needed, but the organization seeking additional time in the middle of the process suggests they don't have the support needed to move forward in accordance with current policy.

Megan Bowen, Timpanogos, Provo Peaks community: Expressed thanks to the board for the forethought and communication on the Timpanogos and Dixon rebuild,

Elisse Newey, Rock Canyon community, Timpanogos Parent: Expressed for Timpanogos move and keeping community school.

Ashmae Hoiland, Westridge community, PTA Member: Wanted to echo hope that board will uphold policy and set precedent of following policy. Expressed dedication of PTA to serving every student that goes to the schools, invited those in favor of PTO to join PTA and work together for school.

D. Business Items

D.1.Business Item: 7120 Procedure: Timpview PTO Applicant Request

(Audio Timestamp 00:26:12)

I move that we not approve the PTO Applicant request regarding 7120 Procedure 1. This motion, made by Gina Hales and seconded by Megan Van Wagenen, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

D.2. Student Travel Request THS Dance to NYC *(Audio Timestamp 00:36:01)*

I move to approve the Timpview High School Dance Company travel request to NYC in February of 2027. This motion, made by Gina Hales and seconded by Emily Harrison, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

D.3. Student Travel Request: THS Cheer to Florida *(Audio Timestamp 00:38:13)*

I move that we approve the February 2027 Timpview High School Cheer Trip to Orlando, Florida as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Melanie Hall, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

D.4. Business Item: Policy 4335 American Heritage *(Audio Timestamp 00:39:06)*

I move that we approve updated Policy 4335 American Heritage as discussed in open meetings tonight. This motion, made by Megan Van Wagenen and seconded by Lisa Boyce, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

D.5. Business Item: Policy 4067 CPR Training *(Audio Timestamp 00:40:18)*

I move that we approve new Policy 4067 CPR Training, as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Gina Hales, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

D.6. Business Item: Policy 4030 Animals in Schools *(Audio Timestamp 00:40:57)*

I move that we approve updated Policy 4030 Animals on School Premises as discussed in open meetings tonight. This motion, made by Emily Harrison and seconded by Melanie Hall, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

D.7. Business Item: Policy 4023 Sex Education *(Audio Timestamp 00:42:02)*

I move that we approve updated Policy 4023 Sex Education as discussed in open meetings tonight. This motion, made by Gina Hales and seconded by Megan Van Wagenen, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye

Melanie Hall: Aye
Emily Harrison: Aye
Teri McCabe: Aye
Jennifer Partridge: Aye
Megan Van Wagenen: Aye

D.8. Business Item: Policy 4015 Parent Access *(Audio Timestamp 00:42:55)*

I move that we approve new Policy 4015 Parent/Guardian Access to District Instructional Material as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Megan Van Wagenen, Carried.

Lisa Boyce: Aye
Gina Hales: Aye
Melanie Hall: Aye
Emily Harrison: Aye
Teri McCabe: Aye
Jennifer Partridge: Aye
Megan Van Wagenen: Aye

D.9. Business Item: Large Purchase Request, Clear Touch Panels and Installation

(Audio Timestamp 00:44:03)

I move that we approve the large purchase request in the amount of \$101,435.00 for Clear Touch Panels and Installation. This motion, made by Megan Van Wagenen and seconded by Emily Harrison, Carried.

Lisa Boyce: Aye
Gina Hales: Aye
Melanie Hall: Aye
Emily Harrison: Aye
Teri McCabe: Aye
Jennifer Partridge: Aye
Megan Van Wagenen: Aye

D.10. Business Item: Large Purchase Request, CTE HVAC Units Timpview *(Audio*

Timestamp 00:45:12)

I move that we approve the large purchase request in the amount of \$55,211.72 for HVAC Units for CTE Timpview. This motion, made by Melanie Hall and seconded by Gina Hales, Carried.

Lisa Boyce: Aye
Gina Hales: Aye

Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

E. Consent Calendar

E.1. Consent Calendar: Board Minutes

E.2. Consent Calendar: Personnel Report

E.3. Consent Calendar: Financial Reports

E.4. Consent Calendar: Home School, School Choice, eSchool Report

E.5. Motion to Approve the Consent Calendar *(Audio Timestamp 00:46:14)*

I move that we approve the consent calendar. This motion, made by Lisa Boyce and seconded by Melanie Hall, Carried.

Lisa Boyce:	Aye
Gina Hales:	Aye
Melanie Hall:	Aye
Emily Harrison:	Aye
Teri McCabe:	Aye
Jennifer Partridge:	Aye
Megan Van Wagenen:	Aye

F. Reports

F.1. Business Administrator Report *(Audio Timestamp 00:47:18)*

Summary: Shout out to Cat Miner, Wellness Specialist, and Erika Halford, Benefits Specialist, and the wellness committee, for the wellness event today at GLC. Another will be held next Friday at PDC.

F.2. Board Member Roundtable *(Audio Timestamp 00:48:29)*

Summary:

- Grateful for new student board members, will have them and the student advisory committee help with learning more about engagement and what students need to help them be excited to be in classes, and what makes classes engaging.
- Highlight of Dixon rebuild construction meetings: Important work is getting done there and having the right people at the table is very helpful. Also impressed with architecture team and construction team and their openness to district needs.

- It take a tremendous amount of work to create a classroom environment, grateful for the teacher preparation being done for incoming students.
- Highlight on Administration kick off meetings that were held recently: Great to see the end of year meetings and these meetings just continuing that work. Superintendent Wendy Dau and her team did a great job of continuing to 'Ingite the Magic.' Good things happened last year, and it's good to see the district moving to the next level this year.
- Lots of work has been done with the DLI committee, getting it set up and invitations and explanations sent out, and the first meeting will be on August 20th. Thank community for wanting to help

F.3. Superintendent Report *(Audio Timestamp 00:58:34)*

Summary:

- The Superintendent has enjoyed talking to each department, seeing the collaboration on various projects, and in helping the principals, teachers and schools, with emphasis on literacy and other important pieces. See the posted videos to learn more.
- Excited about listening tours, school visits, and community meetings
- After reading in an administrator magazine about student voice, Superintendent Dau will be working on setting up 'lunch with the superintendent' opportunities for students that meet reading goals or other groups the principals think would benefit from time with her. She will also be going to kindergarten at Canyon Crest on the first day of kindergarten.
- All the magic happens in schools with the students, very excited for school to start.

President Jennifer Partridge: Reminder that schools start on August 19th, next board meeting will be August 25th.

F.4. Motion to Adjourn *(Audio Timestamp 01:01:23)*

I move that we adjourn. This motion, made by Melanie Hall and seconded by Gina Hales, Carried.