

Emery County School District | Board of Education

MINUTES FOR Wednesday, September 9, 2026

The Wednesday, September 9, 2026 meeting of the Board of Education, held at the San Rafael Middle School 290 West 500 South, Ferron, UT, was called to order at 7:00 pm by President Hatt.

Members Present:

Royd Hatt, James Winn, Kenzi Guymon, Neal Peacock, and Todd Huntington

Members Absent:

Others Present: Superintendent Shank, Business Administrator Jackie Allred, Supervisors Yvonne Jensen, Doug Johnson, JR Jones, Wayne Maxfield, and Tracy Rowley.

Page

A) REGULAR SESSION

1. Call to Order
2. Pledge of Allegiance

B) PRESENTATIONS

C) CONSENT AGENDA

1. Warrants
2. Minutes from previous meeting(s)
[August Monthly Meeting - Aug 05 2026 - Minutes - Html](#) 
3. Financial Reports from previous month
4. Names for New Hire Approvals
Angel Turner / Preschool Asst 5.9 hour / Huntington Elementary
Jacklyn Phillips / Lead Preschool Asst 3.3 hour / Cleveland Elementary
Della Ekker / Title I Asst 5.9 hour / Bookcliff Elementary
Khloe Ewell / Kindergarten Asst 5.9 hour / Huntington Elementary
Sydney Staley / LandTrust Asst 5.9 hour / Huntington Elementary
Kelsie Jensen / Preschool Asst 3.3 hour / Cleveland Elementary
Siri Jensen / PE Specialist 12 hour per week / Ferron Elementary
Peggy Kremers / Lunch Worker 2 hour / Huntington Elementary
Kammy Bishop / Preschool Asst 5.9 hour / Cottonwood Elementary
Stephanie Howes / Stdnt Internation Specialist 5.9 hour / San Rafael
Vielka Acosta / SpEd Asst 5.9 hour / Huntington Elementary
Michelle Nelson / SpEd Asst 5.9 hour / Canyon View

6

Mandie Merrell / LandTrust Asst 5.9 hour / Canyon View

Tealee Morales / SpEd Asst 5.9 hour / Canyon View

Megan Nelson / LandTrust Asst 3 hour / Huntington Elementary

Melissa Swasey / Ednet Facilitator 12 hour per week / Emery High

Ty Mecham / IT Technician Full Time / District Office

Makaila Peacock / Data Entry Specialist 5.9 hour / District Office

5. Policies for Consent

11

[BE - Board Meetings PROPOSED.docx](#) 

[BEC - Board Meetings- Closed Meetings PROPOSED.docx](#) 

[BEE2 - Board Meetings Electronic Meetings PROPOSED.docx](#) 

Consent Action

Moved by: Kenzi Guymon; seconded by: James Winn

Carried.

D) BOARD ACTION ITEMS

1. LEA Specific Licenses for current school year

A school board approving an LEA (Local Education Agency) specific license allows a local school district to hire and internally certify a teacher who does not hold a standard state-wide professional license. Some ECSD educators are required to teach subjects not on their professional license.

Motion was made to approve the list of educators as presented.

Moved by: James Winn; seconded by: Kenzi Guymon

Carried

2. Future Year Board Meeting Calendar

20

[Calendar 2027.pdf](#) 

The presented calendar represents similar meeting schedule as in prior years with the meetings generally on the second Wednesday of each month.

Motion to approve the 2027 ECSD Board meeting schedule was made.

Moved by: Kenzi Guymon; seconded by: Neal Peacock

Carried.

3. Elmo Property Lease Renewal

21

[Elmo Town Lease 2025 - 2030.docx](#) 

Elmo Town currently leases the ECSD acreage north of the city for disposal services. The approval will extend the original five-year contract.

A motion was made to approve the additional 5-year agreement with Elmo Town.

Moved by: Kenzi Guymon; seconded by: Todd Huntington

Carried.

4. Transportation Electrical Project Bid Approval 22

This project will provide electrical access for 10 buses parked at the transportation department during the winter months. Two qualified bids were received. The lowest bidder was KAY ELECTRIC, LLC. It is anticipated that this project will be completed by December 1, 2026.

[2026 Award Justification Statement Transportation Electrical.pdf](#) 

A motion was made to award this project to KAY ELECTRIC, LLC.

Moved by: James Winn; seconded by: Todd Huntington

Carried.

5. Policy updates for Code change

With the changes from the 2026 legislative session, USB A revised 177 policies. 81 policies only require the reference to state code to be updated. It is proposed to allow the District to automatically update the minimal revised policies while still presenting the remainder to be reviewed by committee and board. For this year, 45% of the policies can be updated leaving 96 to be reviewed.

A motion was made to allow the District to update the policies with minimal changes as determined by the Superintendent or Business Administrator.

Moved by: Royd Hatt; seconded by: Neal Peacock

Carried.

6. First Reading Policies 23

[GEBC - Overtime PROPOSED.docx](#) 

[GECE - Postpartum and Parental Leave PROPOSED.docx](#) 

[GBEB - Staff Code of Conduct PROPOSED.docx](#) 

[BEA - Board Meetings Notice Requirements PROPOSED.docx](#) 

[IHA - Basic Instructional Program PROPOSED.docx](#) 

Motion to approve First Reading Policies was made.

Moved by: Kenzi Guymon; seconded by: James Winn

Carried

7. Second Reading Policies 45

[GCIG - Professional Staff Growth Credits PROPOSED.docx](#) 

[JFABG - Admissions for UFA Participants PROPOSED.docx](#) 

[JJ - Extracurricular Activities PROPOSED REVISED.docx](#) 

Motion to approve these policies was made.

Moved by: Kenzi Guymon; seconded by: James Winn

Carried.

[JICJ - Electronic Communication Device Use By Students and Visitors.docx](#) 

Policy covered by IJNDBA

[GA - Personnel Goals.docx](#)  Obsolete

As these policies are no longer needed or conflict with updated policies, a motion was made to rescind those presented.

Moved by: James Winn; seconded by: Kenzi Guymon

Carried.

E) REPORTS

1. Principal

San Rafael Principal Jarett Gilbert presented the school's initiatives which focus on the District Portrait of a Graduate's six pillars to strengthen the school culture and help students be influential members of society.

The updated cell phone policy is going well regarding the changes implemented this year not allowing cell phones during school hours. The school has seen huge successes from the literacy program. The 25-26 RISE Scores rose 8.3% compared to the 24-25 scores which is beyond most goals. PLCs are stronger as a school community and the teachers are working diligently to create a strong school support for students.

The conversion to Mastery Grading is a current challenge. Educators are dedicated on the continuation of transparent communication to parents and their student's learning success. San Rafael's staff is focused on building a strong culture of support and caring for all students.

2. Superintendent

Supt Shank announced Jessie Ward as the Apples Teacher of the Month. She is currently assigned at Huntington Elementary as the second grade teacher.

The 25-26 Reading on Grade Level Report gave 71% of Utah's students reading on grade level by Third Grade. ECSD showed 67.9% and showing growth in the past three years.

Beginning of Year 26-27 Enrollment is 1,805 K-12 with 102 Preschool. This is a decrease from last year's Oct 1 count of 1,905 K-12.

SHiNE (Salary Supplement for Highly Needed Educators) 26-27 candidates represent 23.09 FTEs and follow the District plan for Math, Science, SpEd, and Concurrent Enrollment educators.

The District has created a UFA Student Enrollment Procedure giving guidelines to parents and school staff for those students who are enrolled with the Utah Fits All Scholarship program but will also take courses with ECSD.

3. Business Administrator

With the new year, ECSD has hired 27 new classified employees, 12 transfers, 9 new educators, and 6 educator transfers totaling 54 employee changes. This represents

approximately 15% of current employees.

The District's Business department has completed the initial annual external audit with no anticipated findings. There were many more state compliance items added this year.

The Benefit Fair provided a meal for employees and their families along with access to 11 Vendors that provide medical, life, and insurance benefits. About 400 people were served.

For interest, a section of the 1931 audit report was shared showing the District properties at the time.

4. Board Member Committee

Todd Huntington will attend a CRA meeting next week. James Winn commented that the USBA Board of Directors continue to plan the New Board Member meeting in December. He also attended the District Policy Committee. USBA introduced the new Mastery Board certification which will need to be completed by December 1, 2026. Royd Hatt attended the District Leadership meeting and noted that school community council meetings will start next week. Kenzi Guymon attended the USBA policy training. Neal Peacock will also attend the upcoming school council meetings.

F) PUBLIC COMMENTS

None received.

G) CLOSED SESSION

Not held

H) ADJOURN

Seeing no other items on the agenda, President Hatt confirmed the meeting closed at 7:45 pm.

Board President