

**Uintah School District
Board of Education
Uintah County, Utah**

Approved Work Session Meeting Minutes

Date: August 12, 2026
Time: 4:00 pm
Location: Uintah School District
826 South 1500 East, Naples, 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
- Mindy Merrell, Support Services Director
- Ryan Maughan, Special Services Director
- Dr. Mistalyn Leis, Human Resources Director
- Christy Nerdin, Director of Instruction

Minutes recorded by Business Administrator's Secretary Sarah Fluckiger.

1. Introduction/Opening

1.01 Welcome/Call to Order

Business Administrator Troy Timothy welcomed attendees. President Dave Chivers called the meeting to order at 4:00 pm.

1.02 Reverence

The reverence was offered by Member Robin McClellan.

2. Policy Revisions

2.01 Policies for Approval on First Reading

A. 007.0310 Student and Family Privacy

Support Services Director Mindy Merrell presented Policy 007.0310, Student and Family Privacy, explaining that the word "Survey" would be removed from the policy title because the policy addresses broader parental rights in education. Ms. Merrell stated that the policy outlines limitations on district recommendations related to treatments and other matters and requires parents to receive notice during registration of planned surveys, access to survey questions, and

information about entities that may receive collected data so parents can make informed decisions regarding student participation. She noted that the revisions align the policy with recent state legislation and model policy language and that the Policy Committee had no additional recommendations following its review. In response to Member McClellan's question, Ms. Merrell confirmed that survey information and links to the questions are provided through the student registration process.

B. 007.0230 Bullying and Hazing

Ms. Merrell presented Policy 007.0230, Bullying and Hazing, revised to align with new state requirements and address retaliation, abusive conduct, reporting, parent notification, and investigation procedures. Board members discussed training frequency for employees, coaches, and volunteers. Dr. Woodford cautioned against exceeding state requirements given the volume of mandatory employee training. The Board supported flexible language requiring initial training and refresher training at least once every three years, with stakeholder feedback requested on frequency. Member McClellan emphasized the policy's commitment to a safe and respectful school environment. The policy will return to the Policy Committee and school community councils for further review.

C. 007.0250 Electronic Devices in Public Schools

Superintendent Dr. Rick Woodford presented Policy 007.0250, Electronic Devices in Public Schools, and explained that the district's current policy complies with state law. The Board reviewed two options: extending a bell-to-bell prohibition through middle school or limiting it to elementary schools while retaining the current secondary policy. Staff survey results and principal feedback indicated benefits from the existing policy, but inconsistent enforcement and continued classroom disruptions, particularly during the third trimester. Discussion focused on student well-being, cyberbullying, parent communication, staff workload, and enforcement challenges. Dr. Woodford and the principals outlined plans to strengthen accountability through student surveys, closer monitoring, and Minga, a tracking system that carries cell phone violations forward across class periods so staff can identify repeated violations and respond sooner. Member McClellan supported a bell-to-bell prohibition through eighth grade, while other Board members favored improving enforcement before expanding restrictions. The policy will return for further Board consideration.

D. 005.0050 Knowledge of Policies and Procedures

Human Resources Director Dr. Mistalyn Leis presented Policy 005.0050, Knowledge of Policies and Procedures, explaining that the policy was updated to clarify employees' responsibility to be familiar with Uintah School District policies and procedures. Dr. Leis stated that employees review and acknowledge the policy through annual mandatory training. She also noted that a statewide committee has reviewed required trainings and their schedules to ensure district employees receive all legally required instruction while minimizing unnecessary duplication.

2.02 Policies for Approval on Second Reading

A. 007.0420 Parent/Teacher Conference Policy (For Elimination)

Director of Instruction Christy Nerdin presented Policy 007.0420, Parent/Teacher Conference Policy, for elimination. Ms. Nerdin explained that parent/teacher conferences will continue and have become increasingly important under Senate Bill 241, but the requirements will be incorporated into the district's Parent and Family Engagement Policy, where they fit more appropriately. She noted that no changes had been made since the policy's first reading.

3. Items Requiring Future Board Action

3.01 Minutes

A. June 17, 2026, Pending Work Session and Business Meeting Minutes & June 25, 2026, Pending Special Board Meeting Minutes

Mr. Timothy reported that all Board-requested corrections to the pending minutes from the June 17, 2026, work session and business meeting and the June 25, 2026, special board meeting had been addressed and posted to Diligent Community. With no further concerns expressed, he recommended that the Board approve the minutes as presented.

3.02 Contracts Needing Board Approval

Mr. Timothy reported that there were no contracts requiring Board approval.

3.03 2026-2027 Board Leadership Governance Calendar

Dr. Woodford presented the 2026–2027 Board Leadership Governance Calendar as an annual planning guide for Board agendas. He summarized updates developed with the executive committee and district directors, including removing outdated requirements, adding an annual review of school resource officer contracts, identifying the school security update as optional, updating staff responsibilities, and adding the annual tax-rate adoption and approval of qualified teachers to the June agenda. Dr. Woodford noted that the June agenda may require adjustments and emphasized that the calendar is a working document that may be revised as needs arise.

4. Informational/Discussion Items

4.01 Board Committee Reports

Member McClellan reported on the Uintah Schools Foundation, UBTech, the Utah School Boards Association, and the Policy Committee. She noted the Foundation's opening social, the anticipated opening of UBTech's nail technology program in November or December, the September 22 regional meeting, and an upcoming transition in USBA leadership.

Member Maynard reported that the Audit Committee confirmed membership and reviewed the audit schedule; auditors will also examine the district's bullying policy and related school procedures.

Member Massey summarized Finance Committee discussions regarding SuccessFund fundraising, progress toward a balanced food services budget, capital expenditures and future bus replacement planning, investment earnings, proposed budgeting software, and trademark protection for Uintah High School branding.

President Chivers reported that the Facilities Committee discussed restoration and display of the Maeser Elementary bell, irrigation and water-use concerns, and the completed sale of the Glines property. Dr. Woodford stated that the proceeds were returned to the capital account and that the district's existing properties position it well for future school needs.

5. Adjournment

Motion: Member Massey moved to adjourn the work session; Member McClellan seconded.

Vote: Five in favor: President Chivers, Vice President McKee, Member Maynard, Member McClellan, and Member Massey.

The motion carried unanimously. The work session adjourned at 5:43 pm.