

Board Study Session Meeting
Wednesday, September 16, 2026 4:30 PM
Mountain

District Office Conference Room
346 East 600 North
Nephi, UT 84648

Brady Blackett: Present
Linda Hanks: Present
Hollie Holman: Present
Bart Mills: Present
Janet Ware: Present
Present: 5.

1. Audit Committee - **Darin** **Meeting Attendees**

- **Board Members Present:** Linda Hanks (Board President), Janet Ware, Bart Mills, Brady Blackett, Holly Holman
- **Administration & Legal:** Dr. Hughes (Superintendent), Darin Clark (Business Administrator), Brittany Tellez (Legal Counsel)

Audit Committee & Annual Financial Audit

- **Annual Financial Audit Update:** Darin Clark reported the financial audit is 90-95% complete. Final state financial reports are due October 1, and audited financial statements are due November 30, with a formal auditor report expected in December.
- **Audit Committee Requirements:** Small districts comply with state compliance audit guides by utilizing the full Board of Education as the district's audit committee. The committee is required to meet a minimum of twice per year.
- **Fraud Risk Assessment:** The district scored 395 out of 395 points (a perfect score), though internal improvements are continuously pursued. The assessment will be formally presented during the regular board meeting agenda to ensure public disclosure.
- **Audit Training:** Board members are required to complete annual financial training. The board agreed to use USBA PowerUp online modules to fulfill this requirement, supplemented by an in-person training segment during the November work session.

2. Policy GC Community Use of School Facilities **Policy GC: Community Use of School Facilities**

- **Policy Review Rationale:** The current policy contains overly complex categorizations and outdated fee structures, creating administrative confusion for school secretaries and principals.
- **Key Discussion Points:**
 - **Civic Center Law:** School facilities are legally required to be accessible to the community as civic centers.
 - **Feeder Programs & Youth Activities:** Discussion focused on distinguishing between non-profit community youth programs/feeder teams vs. for-profit

commercial entities while maintaining fair access without overburdening local taxpayers.

- **Cost Recovery & Operations:** General facility costs (utilities, rest room supplies) are nominal, but direct personnel costs (after-hours supervision, custodial overtime, specialized technical labor) must be covered.
- **Auditorium Usage:** Requires dedicated, trained staff for lighting and sound management (\$25/hour rate for technicians).
- **Liability & Repairs:** Renters must hold appropriate liability insurance. Minor damages are typically handled in-house, but formal procedures are needed when repairs incur significant costs.
- **Next Steps:** A board sub-committee consisting of Bart Nielson and Brady Blackett will collaborate with Dr. Hughes, business staff, and building administrative secretaries/principals to streamline policy categories and clarify fee structures over the next 30 days.

3. Fall Work Session (November) - **Dr. Hughes** **Fall Board Work Session Scheduling**

- **Format Evaluation:** Dr. Hughes proposed shifting the traditional presentation-heavy "Data Dive" with principals to a small-group or 1-on-1 rotational dialogue format to foster direct engagement and targeted discussions on student achievement.
- **Board Feedback:** Board members emphasized the necessity of ensuring all discussions comply with Open and Public Meetings Act (OPMA) recording requirements and raised concerns about potential principal fatigue from repeating presentations.
- **Scheduled Date:** The Board tentatively set the Fall Work Session for a full-day meeting on **Thursday, November 12, 2026**. (A follow-up study session remains on the calendar for November 18, 2026).

4. Board Handbook

- **Conflict of Interest Forms:** Annual conflict of interest disclosures must be completed every January. Administrative staff will send fillable PDFs of previously submitted forms to board members for review and re-signature ahead of the January board meeting.
- **Upcoming High School Commencement & Recognition Schedule:**
 - **2025:** Holly Holman
 - **2026:** Brady Blackett
 - **2027:** High School Commencement assignment set for Juab High School; Junior High recognition assignments to be finalized.
- **School Community Councils (SCC):** Fall elections are concluding across all schools. Board members were reminded of their roles as non-voting liaisons between individual school councils and the board.

5. Master Board's - **Linda** **Master Board Certification**

- **Canvas Platform Transition:** USBA Master Board Certification training has migrated to Canvas. Invites have been distributed to board members via email.

- **Target Completion:** Board members are asked to complete their individual modules prior to December 1, 2026.

Adjournment

The study session was officially closed at 5:41 PM.