

NORTH SANPETE SCHOOL DISTRICT
SCHOOL BOARD OF EDUCATION MEETING
SEPTEMBER 15, 2026

Minutes of the North Sanpete School District Board of Education meeting held Tuesday, September 15, 2026, at the North Sanpete School District Office. President Richard Brotherson called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Greg Bailey offered the prayer.

Board members in attendance were President Richard Brotherson, Vice President Jeremy Madsen, Greg Bailey, and Stacey Goble. Joseph Cook arrived at 7:24 p.m.

Others in attendance were Superintendent O'Dee Hansen, Assistant Superintendent Rena Orton, Business Administrator Rickie Stewart, Accountant Bryce Warby, Board Secretary Brittany Stubbs, UEA Representative Cindy Johansen, Principals Christy Straatman, Ryan Syme, and Natalie Stansfield, as well as Angela Thompson, Tisha Young, Sean Rawlinson, Shauna Rawlinson, Kristen Mecham, Amber Kendall, and Stephanie Sorensen.

BOARD RECOGNITION

President Brotherson recognized Talia Casares, a teacher at Moroni Elementary School, who had recently been named Utah Teacher of the Year and who passed away unexpectedly on September 14. He noted that the Board had planned to recognize Mrs. Casares at the meeting for this achievement and spoke of her dedication as an educator and the significance of the honor. President Brotherson expressed condolences to her family, loved ones, and the Moroni Elementary School community during this difficult time.

SCHOOL REPORTS

Moroni Elementary School Report

Principal Stacey Peterson was excused from the meeting due to the unexpected passing of a Moroni Elementary teacher. The school report was not presented.

IT Department Report

IT Director Sean Rawlinson presented an overview of the District's approach to safe and purposeful technology use. He discussed cybersecurity improvements, including the use of passkeys, and the District's layered approach to student safety through content filtering, monitoring, and staff supervision. He also reviewed options available to parents for monitoring or restricting student internet access on District devices.

CONSENT CALENDAR

The Board reviewed the consent calendar, including the minutes of the August 18, 2026 Regular Board Meeting and the September 8, 2026 Work Meeting. No corrections or additions were noted.

Business Administrator Rickie Stewart reported on efforts to streamline District banking and financial procedures, including recent discussions with Zions Bank and an

upcoming meeting with Cache Valley Bank. She reported that the District's tax rate had been certified and that all Truth in Taxation requirements had been completed.

Mrs. Stewart reported that preparations are underway for the annual audit, which is scheduled to begin September 28. She explained that, based on the auditors' recommendation, Steve Rowley will assist District staff with year-end closeout procedures and audit preparation at a cost of less than \$5,000. Darin Johansen will also assist with audit preparation.

President Brotherson requested that future Maintenance and Operations reports include explanations for significant budget variances. Mrs. Stewart indicated that the report will continue to evolve as budget mapping is completed and that significant variances will be addressed.

Fraud Risk Assessment

Business Administrator Rickie Stewart reviewed the District's annual Fraud Risk Assessment and explained that the assessment is completed annually to evaluate internal controls, audit trails, checks and balances, and District procedures.

President Brotherson asked about the response indicating that the District has a licensed or certified financial expert as part of its management team. Mrs. Stewart identified Darin Johansen but stated that she would confirm whether he continues to qualify for purposes of the assessment.

Mr. Bailey made a motion to approve the Consent Calendar as presented. Mrs. Goble seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

The motion passed unanimously.

NSSD STRATEGIC PLAN 2026-2031

Assistant Superintendent Rena Orton presented an update on the NSSD Strategic Plan. She reviewed the color-coded progress tracking, noting completed and ongoing items as well as priorities planned for January. Instructional coaches are continuing coaching cycles, and principals are conducting classroom engagement observations with a goal of visiting every teacher by October 15. Mrs. Orton also reported that the monthly Coaches Corner newsletter continues to provide information and resources related to instructional coaching.

In response to a question from Principal Syme, Mrs. Orton explained that teachers can access strategic plan information through their principals and that the plan is also available on the District website, although the public version does not include the color-coded progress tracking.

TRAVEL REQUESTS

In-State Overnight Travel

The Board was notified of the following upcoming in-state overnight travel:

- Girls tennis will travel to SLC October 1-3
- Drama will travel to Cedar City for Shakespeare competition October 1-3
- All-State Choir will travel to SLC October 8-10
- Boys Golf will travel to Price October 14-15

Out-Of-State Overnight Travel

The Board reviewed a request for the North Sanpete High School cheer team to attend Cheer Nationals in California, February 17–23. Cheer Coach Stephanie Sorensen explained that the team must meet competition prerequisites to qualify for the national event and is beginning that process. The trip is included in the approved fee schedule with a maximum cost of \$1,500 per student, and the team plans to fundraise to reduce student costs.

Principal Straatman recognized the cheer coaches for their work and the success of the program. Board members expressed support for providing students with the opportunity to participate while emphasizing the importance of keeping costs manageable.

Assistant Superintendent Rena Orton reported that she had been invited to serve as one of six Utah delegates to the National Educator Apprenticeship Consortium. She explained that the two-year commitment includes monthly virtual meetings, opportunities for representatives to visit NSSD, travel to other states, and a culminating event in Washington, D.C. She noted that participation and travel expenses are covered by the program at no cost to the District. Mrs. Orton also discussed the importance of continued support and growth of the educator apprenticeship program.

Mr. Bailey made a motion to approve the out-of-state overnight travel requests as presented. Mr. Madsen seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes
Mr. Brotherson – Yes
Mr. Bailey – Yes
Mrs. Goble – Yes

The motion passed unanimously.

PERSONNEL SERVICES

Letters of resignation from C. Straatman, H. Nicholes, S. Larson, K. Puett, and K. Nielson were presented for the Board's consideration.

Mr. Bailey made a motion to approve the resignations as presented. Mrs. Goble seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

The motion passed unanimously.

Employees Hired

P. Sloan	Mt. Pleasant Elem	Teacher Assistant
K. Smith	NSHS	Teacher Assistant
K. Hathaway	NSHS	Pep Band Advisor
A. Fowles	NSHS	Math Tutor
T. Sorensen	NSHS	Math Tutor
L. Olson	NSHS	Math Tutor
J. Sagers	All Schools	Substitute
J. Westring	All Schools	Substitute
C. Hacking	All Schools	Substitute
S. Rivera	All Schools	Substitute
B. Lamb	All Schools	Substitute
A. Olds	All Schools	Substitute
S. Daley	All Schools	Substitute
J. Pulver	All Schools	Substitute
D. Anderson	All Schools	Substitute
L. Seely	All Schools	Substitute
G. Gomez	All Schools	Substitute
H. Smith	All Schools	Substitute
B. Mckay	All Schools	Substitute Custodian
B. Larsen	Transportation	Substitute Bus Driver
S. Burton	Transportation	Substitute Bus Driver

SUPPORT SERVICES**Fleet Vehicle Tracking and Safety Options**

Business Administrator Rickie Stewart reported on vehicle tracking and safety options for District fleet vehicles. Utah Risk Management does not offer a vehicle tracking program and referred the District to other school districts for information. Mrs. Stewart reviewed options from Zonar, REI, and WEX. Zonar offers GPS tracking and dash cameras but would cost approximately \$10,000 to outfit the District's fleet. REI, which the District currently uses for its buses, is expected to introduce a lower-cost option in October. The District has also requested information from WEX but has not yet received a response. Mrs. Stewart noted that Risk Management indicated that adding vehicle tracking would not reduce the District's insurance premiums.

Mr. Madsen suggested Azuga as another option. Mrs. Stewart will research the company and report back to the Board.

STUDENT SERVICES

School Choice

Nine school choice enrollment requests were presented for Board approval. All requests presented had received approval from the respective school principals.

Mr. Madsen made a motion to approve the school choice requests as presented. Mr. Bailey seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

The motion passed unanimously.

Dual Immersion

One Dual Immersion request was presented for Board approval. The request had already received approval from the Moroni Elementary Principal.

Mrs. Goble made a motion to approve the Dual Immersion request as presented. Mr. Bailey seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

The motion passed unanimously.

Current Enrollment

Assistant Superintendent Rena Orton presented current District enrollment and class-size information as of September 11, 2026, including enrollment by grade level and school. She noted that enrollment numbers are still changing and that more definitive information will be available after the October 1 reporting date.

Board members discussed changes in enrollment between grade levels. Mrs. Orton and Angela Thompson explained that differences may result from factors including preschool students remaining in preschool an additional year, early graduation, and students transferring to Pleasant Creek School or other programs. Mrs. Thompson indicated that after October 1 she can provide additional information regarding students who have left the District and their reported exit reasons.

Superintendent Hansen noted that declining enrollment is affecting school districts throughout Utah and reported that several districts are currently considering school closures.

Policies

President Brotherson reported that he had begun working on revisions to Policies C-13, D-15, and D-45 following the September 8 Work Meeting. Angela Thompson had also begun reviewing the policies and will take the lead on the revision process. Mrs. Thompson discussed the use of research tools to review applicable laws, administrative rules, District policies, and policies from other school districts as part of the review process.

Mrs. Thompson introduced plans for a District Policy Committee that will meet monthly to review policies before bringing proposed revisions to the Board. The committee will include representatives from administration, teachers, education support professionals, and other departments as appropriate. Board members will also be invited to participate. The goal is to review at least three policies each month and systematically update the District's policy manual.

Mrs. Goble suggested that Board members rotate attendance at Policy Committee meetings. Business Administrator Stewart also reported that the District is developing fiscal procedure resources for employees and budget and finance resources for the Board.

President Brotherson indicated that Policies C-13, D-15, and D-45 will be brought back to the Board for further consideration after additional review.

CURRICULUM & INSTRUCTION

Health Curriculum Materials Review and Adoption

Assistant Superintendent Rena Orton reported on the September 1 Health Curriculum Materials Review Committee meeting. She explained that the committee reviewed the proposed health curriculum materials and addressed parent concerns, including removing Instagram links and revising language in the materials. The committee recommended the revised curriculum materials to the Board for approval.

Mr. Madsen made a motion to approve the health curriculum materials as recommended by the Curriculum Materials Review Committee. Mrs. Goble seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

The motion passed unanimously.

DISCUSSION & INFORMATION ITEMS

NSBA Conference

The Board discussed the National School Boards Association (NSBA) Conference scheduled for April 2–4, 2027, in Washington, D.C. Superintendent Hansen noted that

the advanced early-bird registration deadline is December 4, allowing additional time for the Board to consider attendance.

Annual School LAND Trust Training

Superintendent Hansen reviewed the annual School LAND Trust training requirement and provided Board members with training resources to complete individually. Board members committed to reviewing the training materials on their own time.

Superintendent Hansen also discussed District oversight of School LAND Trust funds, noting that principals work with their School Community Councils to develop and manage School LAND Trust plans and that the District monitors expenditures for compliance with approved budgets and program requirements.

Focused Graduation Pathway (FGP) Annual Report

Superintendent Hansen presented the annual Focused Graduation Pathway (FGP) report required by USBE. He explained that the program provides an alternative pathway for eligible students that includes the opportunity to earn credit through GED testing. The program was implemented in March 2026 and is available to students; however, no students participated during the 2025–2026 school year.

MATTERS FROM THE BOARD

Mr. Madsen reported that the Master Board Certification program is available again and that Board members had received information regarding the required training. The certification deadline is December 3. The Board discussed the training requirements and whether any portions could be completed as a group. President Brotherson asked Board members to review the training materials before the next meeting, with an update and further discussion planned for October.

Mr. Madsen asked about future Board work meetings. President Brotherson reviewed the discussion from the September 8 Work Meeting regarding the format of future work meetings. He emphasized limiting the number of agenda items to allow for more in-depth discussion, identifying topics in advance, providing supporting information beforehand, and having Board members come prepared to discuss the scheduled topics.

EXECUTIVE SESSION

A motion was made by President Brotherson and seconded by Mrs. Goble to exit regular session and enter executive session to discuss the character or professional competence of an individual.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

The motion passed unanimously.

The Board entered executive session at 7:07 p.m.

A motion was made by President Brotherson and seconded by Mrs. Goble to exit executive session and return to the regular session.

Roll Call Vote:

Mr. Madsen – Yes

Mr. Brotherson – Yes

Mr. Bailey – Yes

Mrs. Goble – Yes

Mr. Cook arrived at the meeting during the vote and did not participate in the vote.

The motion passed unanimously among the members voting.

The meeting returned to the regular session at 7:24 p.m.

Adjournment

A motion was made by President Brotherson and seconded by Mr. Madsen to adjourn the meeting. The motion passed unanimously.

The meeting adjourned at 7:24 p.m.