NORTH SANPETE SCHOOL DISTRICT
SCHOOL BOARD OF EDUCATION MEETING
OCTOBER 20, 2026

Minutes of the North Sanpete School District Board of Education meeting held Tuesday, October 20, 2026, at the North Sanpete School District Office. President Richard Brotherson called the meeting to order at 6:01 p.m. and led the Pledge of Allegiance. Stacey Goble offered the prayer.

Board members in attendance were President Richard Brotherson, Vice President Jeremy Madsen, Greg Bailey, Stacey Goble, and Joseph Cook.

Others in attendance were Superintendent O'Dee Hansen, Assistant Superintendent Rena Orton, Business Administrator Rickie Stewart, Board Secretary Brittany Stubbs, Principals Christy Straatman, Ryan Syme, Natalie Stansfield and Stacey Peterson, UEA Representative Cindy Johansen as well as Angela Thompson, Harold Orton, Tim Syme, Kathy Dimick, Rhett Larsen, and Lacey Rosenlof.

BOARD RECOGNITION

Mr. Cook thanked those in attendance for their dedication and the excellent work they do.

Principal Straatman recognized the success of Homecoming and thanked Business Administrator Stewart for helping ensure all schools were represented in the parade. She also praised the Special Education Department for its strong team and increasing support for students.

Principal Syme shared a positive example of middle school students demonstrating kindness and cooperation when two groups willingly shared a popular lunch table.

Business Administrator Stewart recognized the positive momentum established at the beginning of the school year and noted that it has continued.

Superintendent Hansen shared that State Superintendent Molly Hart indicated Talia Casares would continue to be recognized as Utah Teacher of the Year, although another individual would be selected to represent Utah at the national convention. He also shared that the Utah State Board of Education was considering establishing a scholarship in her memory.

SCHOOL REPORTS

Dual Language Immersion (DLI) Program

Principal Ryan Syme, Principal Stacey Peterson, and Principal Christy Straatman presented an update on the District's Dual Language Immersion (DLI) program.

Principal Peterson explained recent statewide changes to the DLI program, including its transition to the Utah State Board of Education (USBE), reductions in coaching staff, changes to professional development, and the elimination of the state DLI website.

PENDING

Curriculum selection has also shifted from the state to individual districts, allowing schools greater flexibility in choosing materials that meet their students' needs.

The principals reviewed current program supports, including professional development, collaboration with state coordinators and other districts, additional educational support personnel, and improved tracking of student participation and withdrawals. They emphasized the importance of identifying why students leave the program and providing interventions to help students succeed.

Current enrollment data showed 379 students participating in DLI across grades 1–12, representing 16.8% of District enrollment. Principal Straatman reviewed high school Spanish AP exam results, noting that the percentage of students earning a passing score of 3 or higher increased to 56% in 2026. The presentation also included data on students exiting the program, with moving or transferring schools identified as the most common documented reason.

Board members asked about the impact of reduced state coaching, curriculum selection, student retention, and collaboration with other districts. Administrators explained that although in-person coaching has decreased, virtual training and access to state support personnel have increased. They also noted that the District is receiving additional state DLI funding and that experienced teachers continue to provide stability within the program.

The principals outlined plans to continue student support team meetings, parent communication, ongoing data collection, and quarterly teacher professional development.

Mt. Pleasant Elementary School Report

Principal Natalie Stansfield presented an update on Mt. Pleasant Elementary under the theme “Big or Small, We Celebrate Them All,” emphasizing the school's commitment to recognizing student growth and achievement, regardless of how small the improvement may be.

Principal Stansfield reported a current enrollment of 527 students, including 33 students receiving special education services, 47 receiving speech services, and nine requiring one-on-one support. She discussed the demands placed on special education staff, including a teacher managing a caseload of approximately 45 students and the significant time required for IEP preparation and meetings.

She reviewed the school's 2025–2026 end-of-year Acadience results, which showed 73% proficiency in reading and 65% in math. The school has established goals of 78% reading proficiency and 70% math proficiency by the end of the 2026–2027 school year. She highlighted the school's student reading goal program, which celebrates individual progress and encourages students to continually set new goals.

Principal Stansfield outlined several strategies being used to improve student achievement, including weekly professional learning communities and student support team meetings, individualized reading plans, daily reading and math intervention groups, peer tutoring, and attendance initiatives.

PENDING

She also highlighted the school's community outreach efforts, including an annual clothing drive that served approximately 250 people and a food drive that assisted 25 families.

Board members discussed concerns about special education caseloads, staffing demands, and the potential for employee burnout. Superintendent Hansen explained that the number of students qualifying for special education services has increased and that the District supplements special education funding with maintenance and operations funds when necessary. Business Administrator Stewart reported that she and Special Education Director Chaylece Shelley had reviewed staffing needs across the District.

Board Member Goble requested that the Special Education Director provide a report at a future Board meeting. Superintendent Hansen indicated that arrangements would be made to add the report to an upcoming meeting schedule.

CONSENT CALENDAR

The Board reviewed the consent calendar, including the minutes of the September 15, 2026 Regular Board Meeting. No corrections or additions were noted.

Business Administrator Rickie Stewart presented the financial reports. She explained that the revised Maintenance and Operations (M&O) report requested by the Board was not yet complete due to the approximately 1,300 accounts requiring review. She anticipated having the updated report available for the November Board meeting.

She also provided an update on the District's transition to Cache Valley Bank's corporate banking system, including competitive interest rates, purchasing rebates, and plans to implement corporate credit cards. She also discussed ongoing efforts to improve purchasing procedures, provide procurement training to school secretaries, and give principals and directors better financial information to support purchasing decisions.

Board President Brotherson asked about the status of the District's annual audit. Mrs. Stewart reported that the audit was progressing ahead of the previous year's schedule and was expected to be completed by the end of October. She acknowledged that the October 1 deadline had not been met but explained that she had been communicating with state officials regarding the delays and the turnover in Business Administrator positions. Mr. Brotherson emphasized the importance of meeting future deadlines and maintaining communication with the state. Mrs. Stewart stated that the Business Office was committed to meeting the October 1 deadline going forward.

Mrs. Stewart also emphasized the importance of monitoring expenses, particularly food and fuel costs, and identifying opportunities for savings.

Motion: Board Member Goble moved to approve the Consent Calendar. Board Member Bailey seconded the motion.

Roll Call Vote:

Mr. Madsen – Yes

PENDING

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

Motion carried unanimously, 5–0.

NSSD STRATEGIC PLAN 2026-2031

Assistant Superintendent Rena Orton presented the Instructional Coaches Teacher Contact Sheet, which documents teacher contacts and the areas of support provided by instructional coaches. She reported that coaches are actively working with teachers on curriculum planning, instructional strategies, classroom management, technology integration, and professional growth. She explained that the Strategic Plan includes collaboration among principals, teachers, and instructional coaches, and that information regarding principals' work with teachers will be presented at the November Board meeting.

Board Member Goble asked how coaching priorities are determined. Mrs. Orton explained that teachers may request assistance in specific areas, while coaches may also identify needs and initiate support.

Cindy Johansen, UEA representative, asked whether instructional coaching is available to all teachers or only new teachers. Mrs. Orton clarified that coaching is intended for all teachers and that coaches are working to reach everyone across their assigned schools.

PERSONNEL SERVICES

Letters of resignation from E. Finlinson and B. Smith were presented for the Board's consideration.

Board Member Madsen made a motion to approve the resignations as presented. Board Member Cook seconded the motion.

Roll Call Vote:

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

Motion carried unanimously, 5–0.

Employees Hired

E. Silva	Moroni Elementary	Teacher
E. Evans	Fairview Elementary	AmeriCorps TA
A. Oliver	Ft. Green Elementary	Teacher Assistant
K. Allred	Moroni Elementary	Sweeper

PENDING

L. Butil	NSHS	Math Tutor
J. Johansen	NSHS	Hawk Online TA/Math Tutor
R. Syme	NSHS	Teacher Assistant
K. Blain	NSHS	Teacher Assistant
K. Nielson	NSHS	Teacher Assistant
G. Christiansen	NSHS	Assistant Volleyball Coach
R. Carney	NSHS	Assistant Football Coach
L. Dewey	NSHS	Assistant Girls Basketball Coach
A. Walker	NSHS	Assistant Girls Basketball Coach
H. Price	NSHS	Assistant Boys Basketball Coach
T. Morley	NSHS	Assistant Boys Basketball Coach
E. Evans	All Schools	Substitute
B. Larsen	All Schools	Substitute
K. Nielson	All Schools	Substitute
B. Kurtz	All Schools	Substitute

Superintendent Hansen requested Board approval of an LEA-Specific Educator License for Mark Willey at Pleasant Creek School to continue teaching World Geography. He explained that Mr. Willey holds a social studies endorsement but does not have the specific endorsement required for this course.

Board President Brotherson asked whether the license requires annual approval and whether teachers holding LEA-Specific licenses are monitored. Superintendent Hansen explained that Board approval is required only once and discussed the varying circumstances of teachers working under these licenses.

Motion: Board Member Bailey moved to approve an LEA-Specific Educator License for Mark Willey to teach World Geography. Board Member Madsen seconded the motion.

Roll Call Vote:

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

Motion carried unanimously, 5–0.

STUDENT SERVICES

School Choice

Superintendent Hansen presented one school choice request for Board approval. He noted that the request had already been approved by the school principal.

Motion: Board Member Cook moved to approve the school choice request as presented. Board Member Bailey seconded the motion.

Roll Call Vote:

- Mr. Madsen – Yes

PENDING

- Mr. Brotherson – Yes
- Mr. Bailey – Yes
- Mrs. Goble – Yes
- Mr. Cook – Yes

Motion carried unanimously, 5–0.

School Report Card
Superintendent Hansen presented the District's annual School Report Card, which is publicly available online and reflects student assessment data from the 2025–2026 school year. He explained that schools no longer receive letter grades and are instead evaluated using performance designations such as Typical, Commendable, and Needs Improvement.

Mr. Hansen highlighted Moroni Elementary's English Language Learner (ELL) performance, noting that 63% of students demonstrated adequate progress, a 32% increase from the previous year.

Board members discussed state assessments and participation rates. Principal Straatman reported that approximately 39% of high school students opted out of state testing, which can affect reported performance results. She explained that the school continues to encourage participation and that testing will be incorporated into regular class periods this year to help improve participation.

Principal Straatman also clarified that graduation rates reported on the School Report Card reflect the previous graduating class because students may complete graduation requirements during the summer. She anticipated an improvement in the next reported graduation rate.

October 1 Enrollment Report – 2026-2027
Superintendent Hansen presented the October 1 enrollment report, showing a total District enrollment of 2,603 students, compared to 2,677 the previous year, a decrease of 74 students. He noted that neighboring districts are experiencing similar enrollment declines and that the District is working to better understand where students are enrolling, including charter schools, online programs, and homeschooling.

Board members discussed the number of school-age children residing within District boundaries who are not enrolled in District schools. Data Specialist Angela Thompson reported that approximately 364 K–12 students residing within District boundaries are participating in other educational programs, based on available state enrollment information. She explained that the District can track some student enrollments through the state's UTREX system, although families are not required to provide their reasons for leaving.

The discussion included the flexibility offered by online and home-based education programs, attendance expectations, and differences in testing requirements. Administrators noted that some families choose alternative educational options for scheduling flexibility or other personal preferences.

PENDING

Principal Stansfield shared that Mt. Pleasant Elementary enrolled ten students this year who had not previously attended public school. She reported that these students entered below grade-level expectations but were already demonstrating academic improvement.

Board members expressed concern about declining enrollment and discussed the importance of understanding enrollment trends and identifying ways to support and retain students.

NSHS Student Handbook Amendment – Student Advisory Council
Principal Christy Straatman presented a proposed amendment to the North Sanpete High School Student Handbook establishing a Student Advisory Council (SAC). She explained that the council would provide students with opportunities to participate in school governance, share their perspectives, and communicate with the Board of Education. The proposal had been reviewed by the School Community Council, which provided positive feedback.

Principal Straatman outlined the proposed structure, including student participation in School Community Council and Board meetings, regular interaction with Board members, and an application process involving an essay and interview.

Board members discussed opportunities for students to report to the Board and receive feedback. The Board expressed support for having a different Board member attend SAC meeting each month during the first year. The possibility of offering elective credit or recognition toward the high school's S Award was also discussed.

Motion: Board Member Madsen moved to approve the amendment to the 2026–2027 North Sanpete High School Student Handbook establishing the Student Advisory Council. Board Member Cook seconded the motion.

Roll Call Vote:
- Mr. Madsen – Yes
- Mr. Brotherson – Yes
- Mr. Bailey – Yes
- Mrs. Goble – Yes
- Mr. Cook – Yes

Motion carried unanimously, 5–0.

NSMS Student Handbook Amendment – Academic Eligibility
Principal Ryan Syme presented a proposed amendment to the North Sanpete Middle School Student Handbook establishing academic eligibility requirements for students participating in select school-sponsored activities during instructional hours. The proposal would require students to maintain a current-term GPA of at least 2.0 with no failing grades to be excused from regular classes for activities such as field trips, music rehearsals, and student leadership activities. Whole-grade and whole-school events would be exempt.

Principal Syme explained that the proposal was intended to improve student accountability, reduce failing grades, and protect instructional time. He reported that he

PENDING

had discussed the proposal with middle school teachers and staff and that, while there was general support, some staff members had expressed concerns. He cited instances of students missing instruction for school activities while failing classes and explained the proposed eligibility notification and grade improvement procedures.

Concerns were expressed regarding the potential impact of the proposed requirements on performing arts classes. It was noted that rehearsals and performances are part of the curriculum for these courses and that restricting student participation could negatively affect students' grades and the success of the programs. A written statement outlining similar concerns was also provided to the Board.

Board members and those in attendance discussed the importance of maintaining academic accountability while preserving valuable educational opportunities. Discussion included student attendance, failing grades, missed instructional time, and the distinction between extracurricular activities and curriculum-related requirements.

Several possible alternatives were considered, including exempting curriculum-related rehearsals, distinguishing between full-day and partial-day absences, modifying eligibility requirements, and adjusting the school schedule to provide additional academic support and rehearsal opportunities.

Superintendent Hansen and other administrators emphasized the importance of balancing academic expectations with opportunities for students to participate in meaningful educational activities. Principal Syme expressed willingness to consider revisions to the proposal and work toward a solution that addresses the concerns raised.

Following extensive discussion, Board President Brotherson recommended allowing additional time to consider possible alternatives. Principal Syme agreed to continue working with staff and administrators to address the concerns raised. No motion was made, and no action was taken on the proposed handbook amendment.

2026–2027 NSSD Calendar Amendment
Superintendent Hansen presented a proposed amendment to the 2026–2027 school calendar changing the observance of Juneteenth from Monday, June 21, 2027, to Friday, June 18, 2027, to align with the updated state holiday observance.

Board President Brotherson questioned whether the District should continue observing Juneteenth as a paid holiday, noting the limited number of employees affected and the proximity to other summer holidays. Board Member Madsen noted that eliminating the paid holiday would be a separate discussion from the proposed calendar amendment. Business Administrator Stewart confirmed that the holiday is included in employee contracts.

Board President Brotherson requested that the Board consider the continued observance of Juneteenth at a future meeting.

Motion: Board Member Madsen moved to approve the amendment to the 2026–2027 NSSD calendar changing the Juneteenth observance to June 18, 2027. Board Member Goble seconded the motion.

PENDING

Roll Call Vote:

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

Motion carried unanimously, 5–0.

2028–2029 NSSD Calendar Approval
The Board reviewed the proposed 2028–2029 school calendar. Board Member Madsen mentioned people have asked for a full two-week Christmas break for students and families, but this concern did not affect the proposed 2028-2029 calendar. Superintendent Hansen discussed the placement of professional development and teacher preparation days to accommodate the break.

Motion: Board Member Madsen moved to approve the 2028–2029 NSSD school calendar as presented. Board Member Cook seconded the motion.

Roll Call Vote:
- Mr. Madsen – Yes
- Mr. Brotherson – Yes
- Mr. Bailey – Yes
- Mrs. Goble – Yes
- Mr. Cook – Yes

Motion carried unanimously, 5–0.

TRAVEL REQUESTS

In-State Overnight Travel
The Board was notified of the following upcoming in-state overnight travel:
- Drill Team is traveling overnight to Pleasant Grove October 27-28
- Cross Country is traveling overnight to St. George November 13-14
- Swim is traveling overnight to Moab November 13-14
- Boys Basketball is traveling overnight to Ben Lomond November 18-20

POLICIES

Personnel Policy Revisions: D-01, D-14, D-15, D-60, and D-82
Angela Thompson presented the proposed revisions to personnel policies D-01, D-14, D-15, D-60, and D-82 for first reading. She explained that the District is reviewing and updating outdated personnel policies to align with current laws and hiring practices. Policy D-15, Recruitment, Selection, Hiring, and Appointment, is intended to consolidate multiple existing hiring policies into one comprehensive policy. Additional related policies, including employee transfers, will be presented for first reading at a future meeting. Existing policies will remain in effect until replacement policies are adopted.

PENDING

The Board discussed how the proposed revisions would affect existing hiring procedures, including internal job postings and employee transfers. Concerns were raised about reviewing related policies together and ensuring teachers have an opportunity to provide input before final adoption. Mrs. Thompson explained that the policy review process includes teacher representatives, administrators, and District personnel. She also agreed to work with employee representatives to increase awareness of proposed revisions. Superintendent Hansen noted that the revisions are being developed with reference to state law, model policies, and practices in other school districts.

Board members discussed the importance of having sufficient time to review proposed policies and supporting materials. Mrs. Thompson explained how Board members can access policy drafts, research, and reference materials throughout the review process. Additional discussion and revisions may occur before final adoption.

Motion: Board Member Goble moved to approve the first reading of policies D-01, D-14, D-15, D-60, D-82, and Exhibit D-15E. Board Member Bailey seconded the motion.

Roll Call Vote:

- Mr. Madsen – No
- Mr. Brotherson – Yes
- Mr. Bailey – Yes
- Mrs. Goble – Yes
- Mr. Cook – Yes

Motion carried, 4–1.

MATTERS FROM THE BOARD

Board Member Goble reminded Board members of the upcoming Policy Review Committee meeting and requested additional Board participation. Board Member Madsen indicated he would try to attend.

The Board discussed requirements in MasterBoard, including the annual conflict of interest disclosure, code of conduct acknowledgment, and Board self-evaluation. Board members discussed which items could be completed individually and which required Board participation. The conflict-of-interest disclosure will be addressed at the November Board meeting.

Board Member Cook requested information about the District's hearing screening equipment and procedures, including an opportunity to observe a demonstration. Superintendent Hansen agreed to arrange a demonstration.

Board Member Cook also asked about early identification and screening for dyslexia. Assistant Superintendent Orton explained that kindergarten students are screened using Acadience assessments, with additional screening and referrals for further evaluation as needed. She noted that parents may also request testing and discussed

PENDING

the District's implementation of an early literacy intervention program in preschool through first grade.

Board President Brotherson reviewed requirements for documenting closed sessions, including recording requirements and the need to conduct separate closed sessions when discussing matters subject to different recording requirements.

EXECUTIVE SESSION

Motion: Board President Brotherson moved to enter a closed session to discuss the character, professional competence, or physical or mental health of an individual. Board Member Goble seconded the motion.

Roll Call Vote:

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

Motion carried unanimously, 5–0.

The Board entered closed session at 9:03 p.m.

Motion: Board President Brotherson moved to exit the closed session and return to open session. Board Member Bailey seconded the motion.

Roll Call Vote:

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

Motion carried unanimously, 5–0.

The meeting returned to regular session at 10:29 p.m.

ADJOURNMENT

Motion: Board Member Madsen moved to adjourn the meeting. Board Member Cook seconded the motion.

Roll Call Vote:

- Mr. Madsen – Yes
- Mr. Brotherson – Yes
- Mr. Bailey – Yes

PENDING

- Mrs. Goble – Yes
- Mr. Cook – Yes

Motion carried unanimously, 5–0.

The meeting adjourned at 10:30 p.m.

PENDING