



## CANYONS SCHOOL DISTRICT MINUTES OF BOARD OF EDUCATION MEETING

The following minutes are a summary of the November 12, 2024, Canyons Board of Education meeting. To listen to the entire board meeting, including all comments made during the meeting, please go to BoardDocs at <http://www.boarddocs.com/ut/canyons/Board.nsf>

The Board of Education of Canyons School District met in a board meeting on Tuesday, November 12, 2024, beginning at 4:30 pm at the Canyons Administration Building, 9361 S. 300 East, Sandy, Utah 84070.

**Those in attendance were:**

Amber Shill, Board President  
Amanda Oaks, Vice President  
Andrew Edtl, Vice President  
Kris Millerberg, Board Member  
Holly Neibaur, Board Member  
Karen Pedersen, Board Member  
Nancy Tingey, Board Member  
Rick Robins, Superintendent  
Leon Wilcox, Business Administrator  
Dan Harper, General Legal Counsel  
Charlie Evans, Director of External Relations

**1. Closed Session – 4:30 pm**

- A. For the purpose of discussing pending or reasonably imminent litigation
- B. For the purpose of discussing the character, professional competence, or physical or mental health of an individual
- C. For the purpose of discussion regarding deployment of security personnel, devices, or systems

**MOTION: Andrew Edtl moved to approve to go into closed session for the purpose of discussing pending or reasonably imminent litigation, for the purpose of discussing the character, professional competence, or physical or mental health of an individual and for the purpose of discussion regarding deployment of security personnel, devices, or systems. Karen Pedersen seconded the motion. \*A vote was taken. 6 Yea (Ms. Millerberg, Ms. Tingey, Ms. Pedersen, Ms. Shill, Ms. Oaks, Ms. Oaks) 1 Not Present (Ms. Neibaur joined the meeting after the roll call vote) The motion carries.**

\*Person in Attendance: All Board Members, Rick Robins – Superintendent, Leon Wilcox - Business Administrator, Daniel Harper – General Counsel, McKay Robinson – Assistant Superintendent. William B. Shinoff Esq. Lawyer Frantz Law Group, Charlie Evans – Director of External Relations joined the meeting after roll call.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUPG7D04D1>

**2. Study Session – 5:30 pm**

- A. Jordan High Stadium Donation and Naming Rights – Tom Sherwood, Director High Schools and Denise Haycock, Canyons Education Foundation Development Officer

The Canyons School District Policy states that only an individual or entity contributing 50% of the new building value, building re-model, or other facility will be considered for naming a facility. The Board of Education retains sole authority to name a facility. When a gift is valued at \$50,000 or more and are used to improve educational facilities, to provide services for students or staff, or to enhance educational programs may be recognized with a plaque or other appropriate memorial at the location where the gift is received.

Dan Jorgensen, an alumnus of Jordan High School, is contributing \$500,000 and requesting the football field be named after his father, Henry C. Jorgensen. The donation would be used to replace the field with new turf. The donation meets the policy requirement that the gift must be at least 50% of the remodel value.

In addition, two endowment funds will be set up, to fund, recognizing excellence in teaching and a student scholarship for recognition in the arts, debate, vocational pursuits, math and english. Mr. Jorgensen requested the small theatre be named after his grandmother Anna Berg Jorgensen. Presentation available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUKK7C6BF0>

- B. Update on lease revenue bond projects and proposed 2025 small capital projects – Leon Wilcox, Business Administrator

Mr. Wilcox provided an update on the lease revenue bond projects currently in progress for Hillcrest High, Corner Canyon High, Eastmont Middle, and Jordan High. He also reviewed proposed projects for the 2025-2026 school year which include updates for several elementaries and Indian Hills Middle school. Presentation available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUQ37D1A4A>

### 3. Business Meeting – 7:00 pm

#### 4. Opening Items

- A. Welcome  
B. Approve Agenda for November 12, 2024

**MOTION:** Andrew Edtl moved to approve the agenda for November 12, 2024. Amanda Oaks seconded the motion. 6 Yay (Ms. Tingey, Mr. Edtl, Ms. Shill, Ms. Oaks, Ms. Millerberg, Ms. Pedersen) 1 Not Present (Ms. Holly Neibaur) The motion carries.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUKR7C6BF9>

- C. Pledge of Allegiance – Quail Hollow Elementary, Principal Jeff Nalwalker  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUKU7C6BFC>
- D. School Highlights – Quail Hollow Elementary, Principal Jeff Nalwalker  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUKX7C6C00>

#### 5. Canyons Strong Employee Recognitions – Jeff Haney, Director, and Kirsten Stewart, Associate Director of Communications

The following employees were recognized:

- Veterans Day, November 11 – Veterans were recognized through classroom discussion, assemblies, musical performances, and special community events.

- Principal Amy Boettger and Assistant Principal Mark Mataya - Entrada High received a top state honor for excellence in adult education. The Utah State Board of Education presented Entrada with a greatest of all time award for the best overall adult education program in Utah.
- Dan Hughes and Michael Murphy, HVAC technicians – assisted in the restoration of heat to Butler Elementary.
- The CSD Education Foundation distributed \$90,000 in Innovation Grants via the annual delivery of the Fund Bus event.
- Corner Canyon won the 6A Boys Golf trophy for the second year in a row
- 2024 UMEA Red Rocks State Marching Band Championships
  - Alta – Percussion Champions, 5A Third Overall
  - Brighton – 5A Fourth Overall
  - Hillcrest – 4A Fifth Overall

Presentation on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUL37C6C06>

## 6. Patron Comments

The following patrons commented:

No patrons sign up for comment.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUL57C6C0A>

## 7. Consent Agenda

- Approval of Minutes for October 15, 2024
- Approval of Hire and Termination Reports
- Approval of Student Overnight Travel
- Approval of Purchasing Bids
- Approval of October Financial Reports
- Approval of LEA Specific Licenses and Endorsements
- Approval of Memorandum of Understanding between Canyons School District and Alpine School District regarding Suncrest busing
- Approval of Jordan High Stadium Donation and Naming Rights

**MOTION: Amanda Oaks moved to approve the Consent Agenda Item 7A Approval of Minutes from October 15, 2024; Item 7B Approval of Hire and Termination Reports; Item 7C Approval Student Overnight Travel; Item 7D Approval of Purchasing Bids; Item 7E Approval of October Financial Reports; Item 7F Approval of LEA Specific Licenses and Endorsements; Item 7G Approval of Memorandum of Understanding between Canyons School District and Alpine School District regarding Suncrest busing; Item 7H Approval of Jordan High Stadium Donation and Naming Rights. Holly Neibaur seconded the motion. The motion passed unanimously.**

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUL77C6C0F>

## 8. New Business

- Policy 100.02- Board of Education Ethics and Conduct Guidelines; Policy 200.01 - Board Audit Committee; Policy 200.05 – Tax Increment Financing Agreements; Policy 400.03-Drug Free Workplace; Policy - 700.01-School Community Councils (Second Reading, Possible Action) – Jeff Christensen, Assistant Legal Counsel

Policy 100.02- Board of Education Ethics and Conduct Guidelines

The policy update includes language that each Board member will submit a written conflict of interest disclosure between January 1 and January 31 of each year the board member is in office in accordance with state law.

Policy 200.01 - Board Audit Committee

The board members serving on the audit committee shall be listed on the District's website, as well as the name and contact information for the internal audit director, and a copy of the annual audit plan.

Policy 200.05 – Tax Increment Financing Agreements

An addition to the policy includes indicating that if the project includes retail, the municipality must indicate the percentage of sales tax revenue it will contribute to the project.

Policy 400.03-Drug Free Workplace

Update to not discriminate for medical cannabis use while employed by the District.

Policy - 700.01-School Community Councils

The language in the policy will be revised to read, "An election for School Community Council members may be conducted by electronic means, provided the means a method of conducting the election has been approved by the District"

**MOTION:** Nancy Tingey moved to approve the revisions to the following policies: Policy 100.02- Board of Education Ethics and Conduct Guidelines; Policy 200.01 - Board Audit Committee; Policy 200.05 – Tax Increment Financing Agreements; Policy 400.03-Drug Free Workplace; Policy - 700.01-School Community Councils. Holly Neibaur seconded the motion. The motion passed unanimously.

Presentation and documents available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARULL7C6C21>

- B. Proposed calendars for 2025-2026 school calendar and tentative approval for 2026-2027 and 2027-2028 school calendars (Second Reading) – Steve Dimond, Director of Human Resources

This reading included a review of the Brighton High school proposed calendars. An adjustment to the K-12 2025-2026 Brighton calendar will allow two additional days off for students that will align throughout the district calendaring. It was identified that the K-12 2026-2027 and K-12 2027-2028 (Brighton and Traditional) was one day longer than it should have been and that was modified to have the last day of school be May 27<sup>th</sup> respectively. Presentation and documents available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUSN7D79E7>

- C. Strategic Plan Focus Group Report: Operating Systems – Leon Wilcox, Business Administrator

To ensure that each department in the district is aligned with the strategic vision and Board goals all departments are required to complete an inventory reporting on the purpose of the department, required reports, employees, statutory responsibilities, assigned responsibilities, strategic initiatives, interface with schools and the department budget.

The committee has discussed SB98 regarding moving to a .gov and .edu domain. The State's Privacy director says a move is not required to move to a .gov and there seems to be a misunderstanding between the bill's language and intent. The Operating Systems committee recommends transitioning when the .edu is made available.

There are some elementary class sizes which have 12-15 students while others are significantly larger than the target ratios and this issue will likely continue as elementary enrollment decreases. The committee is proposing several strategies to address the class-size reduction issue. The student enrollment and student population continue to decline statewide.

Presentation and documents available on BoardDocs.  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARUSU7D8277>

**9. Staff Comments**

- A. Superintendent Report  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARULQ7C6C28>
- B. Business Administrator Report  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARULT7C6C2D>

**10. Board Comments**

- A. The President will recognize individual Board members for reports

**MOTION: Holly Neibaur moved to go into closed session for the purpose of discussing the character, professional competence, or physical or mental health of an individual. Andrew Edtl seconded the motion. \*A roll call vote was taken.**

Persons in attendance: All Board Members, Rick Robins - Superintendent, Leon Wilcox – Business Administrator, McKay Robinson – Assistant Superintendent, Daniel Harper – General Legal Counsel.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DARULX7C6C38>

**11. Closing Items**

- A. Adjourn

/cc

ATTEST \_\_\_\_\_ Board President  
Amber Shill

\_\_\_\_\_  
Rick Robins Superintendent