



## CANYONS SCHOOL DISTRICT MINUTES OF BOARD OF EDUCATION MEETING

The following minutes are a summary of the September 2, 2025, 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, September 2, 2025, beginning at 5:30 pm at 9361 S 300 E, Sandy, UT 84070.

**Those in attendance were:**

Amber Shill, Board President  
Amanda Oaks, Vice President  
Andrew Edtl, Vice President  
Katie Dahle, Board Member  
Jackson Lewis, Board Member  
Holly Neibaur, Board Member  
Karen Pedersen, Board Member  
Rick Robins, Superintendent  
McKay Robinson, Assistant Superintendent  
Leon Wilcox, Business Administrator  
Daniel Harper, General Legal Counsel  
Charlie Evans, Director of External Relations

**1. Closed Session – 4:30**

- A. For the purpose of discussing the character, professional competence, or physical or mental health of an individual.

**MOTION: Amanda Oaks 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 vote was taken. The motion passed unanimously. (Ms. Neibaur joined electronically)**

\*Persons in Attendance: All Board Members and Rick Robins – Superintendent, Leon Wilcox – Business Administrator. Daniel Harper, Legal Counsel; and McKay Robinson, Assistant Superintendent left the meeting after the roll call was taken.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSTY744B03>

**2. Study Session – 5:30 pm**

- A. Annual SCC Training (State Statute) – Susan Edwards, Community Engagement Coordinator

On behalf of the Board of Education, the District will conduct six sessions of School Community Council (SCC) training for principals and SCC presidents for each school. The SCC plan responsibilities include developing a school Land Trust Plan, preparing a final report for the previous school year, creating safe walking routes and submitting any necessary amendments for Board approval, as needed. These plans help create academic achievement specifically for each school. The SCC also reviews and advises the principal on TSSP, Positive Behaviors Plan,

digital citizenship, electronic device plan, school safety and attendance plans. All plans are due to School Performance by April 13, 2026.

The items that the External Relations Department and the SCC's are responsible for updating on the websites were reviewed. The 2024-25 audit found consistent issues: minutes missing, public notice, full schedules for the year, and missing contact information. The next audit will focus on rules of order, procedures and/or bylaws. Presentation available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSU7744B0E>

B. School Safety and Digital Report – Susan Edwards, Community Engagement Coordinator

The Board of Education received folders with information regarding School Safety and Digital report. Audio available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSU8744B0F>

C. Sandy City Housing and Transit Reinvestment Zone (HTRZ) Proposal – Leon Wilcox, Business Administrator

The Sandy City Housing and Transit Reinvestment Zone (HTRZ) meeting is scheduled for Monday, September 22, 2025. The committee is comprised of 13 members, each receiving one vote. After a presentation and discussion, members will vote on the proposal, and a majority is needed to approve the HTRZ. Under the HTRZ legislation, the redevelopment agency can receive 80% of the tax increment increase over a 25-year period and this proposal is seeking those terms. Mr. Wilcox further reviewed the proposal and financial/student information.

The Board of Education will be drafting a letter in opposition of the proposal to send to the committee. Presentation and documents available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSWZ747EF2>

*Holly Neibaur joined the meeting in person*

D. Policy Update: Policy—300.04—Copyright (First Reading); Policy—300.05—Emergencies and Safety Procedures (First Reading); Policy—300.10—Named Gifts and Memorials; Policy—400.31—Evaluation of Licensed Personnel (First Reading); Policy—400.32—Evaluation of Administrative Personnel (First Reading); Policy—500.06—Technology Resources – Electronic Devices and Network Acceptable Use (Students)(First Reading), Policy-500.35-Student Attendance (First Reading) – Jeffrey Christensen, Assistant Legal Counsel

Policy—300.04—Copyright (First Reading)

The policy update clarifies responsibilities for school administration and licensed personnel to make a good-faith determination as to whether an intended use of intellectual property is permissible to assist students in their compliance of copyright in assignments, presentations and projects.

Policy—300.05—Emergencies and Safety Procedures (First Reading)

The policy update includes language and requirements to align USBE Rule R277.400 to coordinate with local enforcement or other public safety representatives in appropriate drills for school safety emergencies.

Policy—300.10—Named Gifts and Memorials

The Policy Committee recommends this policy be broadened to allow for accepting significant financial contributions or in-kind donations to the District from business and industry partners

and donors. The Board of Education will have authority to determine the timing, means and manner of public recognition or such support in accordance with all applicable federal and state laws, and administrative rules made for such a purpose.

Policy—400.31—Evaluation of Licensed Personnel (First Reading)

The evaluation statute and USBE Rule allows for a District to move to an evaluation cycle of up to four years, rather than the current three-year cycle. It is recommended that CSD transition to a four-year evaluation cycle for educators.

Policy—400.32—Evaluation of Administrative Personnel (First Reading)

The evaluation statute and USBE Rule allows for a District to move to an evaluation cycle of up to four years, rather than the current three-year cycle. It is recommended that CSD transition to a four-year evaluation cycle for administrators.

Policy—500.06—Technology Resources– Electronic Devices and Network Acceptable Use (Students) (First Reading)

The purpose of the update to this policy is to clarify that the annual review of District policy in online registration constitutes notice of the policy and an acknowledgement of receipt by the student and parent/legal guardian. Any language that may have mistakenly implied the false notion of a contractual agreement for which a student or parent/legal guardian may or may not agree is inaccurate and has since been removed from the policy.

Policy-500.35-Student Attendance (First Reading)

In the Utah 2025 Legislative Session, a bill was introduced to add an additional “valid excuse” for a student to be absent from school, for “competition in a rodeo sanctioned by an international, non-profit organization dedicated to the development of sportsmanship, horsemanship and character in youth through the sport of rodeo.”

Presentation and documents available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSX274845E>

**3. Business Meeting – 7:00 pm**

**4. Opening Items**

- A. Welcome
- B. Approve Agenda for September 2, 2025

**MOTION: Holly Neibaur moved to approve the agenda for September 2, 2025. Jackson Lewis seconded the motion. The motion passed unanimously.**

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSUE744B17>

- C. Pledge of Allegiance – Butler Middle School, Principal Bryan Rudes  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSUH744B1A>
- D. School Highlights – Butler Middle School, Principal Bryan Rudes  
<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSUL744B1D>

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

The following students and staff were recognized:

- Alta High School – Cool School of the Week
- Mont L. Millerberg Golf Tournament
- Ron McBride Foundation
- Gretchen Zaitzeff – 2025 Utah Literacy Champion

## 6. Patron Comments

The following patrons commented:

- Jason Maldonado – KCH Foundation, appreciation and lights in baseball field
- Juliana Jackson – Boundary Study
- Laura Nielson – Boundary Study
- Joanne Andrus – Elementary Orchestra
- Olivia Morrison – Boundary Study
- Jessica Watts – Boundary Study
- Caitlin Soffe – Boundary Study
- Kristina Ruedaj – Boundary Study
- David Miller – Boundary Study
- Nicole Ford – Boundary Study

Patron comments:

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSUQ744B21>

## 7. Consent Agenda

- Approval of Minutes for August 19, 2025
- Approval of Hire and Termination Reports
- Approval of Purchasing Bids
- Approval of TSSP Amendment for Oak Hollow Elementary
- Approval of Canyons Innovation Center Naming and Branding
- Approval of Easement Agreement with Cottonwood Heights for a Historical Monument at Butler Elementary

**MOTION:** Amanda Oaks moved to approve the Consent Agenda Item 7A Approval of Minutes for August 19, 2025; Item 7B Approval of Hire and Termination Reports; Item 7C Approval of Purchasing Bids; Item 7D Approval of TSSP Amendment for Oak Hollow Elementary; Item 7F Approval of Easement Agreement with Cottonwood Heights for a Historical Monument at Butler Elementary. Jackson Lewis seconded the motion. The motion passed unanimously.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSUS744B25>

Item 7E Approval of Canyons Innovation Center Naming and Branding was pulled for discussion. This item will be placed on a future agenda for additional discussion.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSY574E9A4>

## 8. New Business

- Long Range Planning Committee Proposal regarding school boundaries and school consolidations and closures (First Reading) – Leon Wilcox, Business Administrator

Mr. Wilcox addressed the declining elementary enrollments from 2018-19 school year to the 2025-26 school year, which period has a reduction of 2,427 students or 16.3% decline. The reasons attributed to the decline include increasing housing prices, declining birth rates, limited growth potential, charter schools, private/home schooling and the voucher program.

The committee recommends a minimum of three classes per grade level, but four or more classes is preferred for elementary schools. The optimal elementary school enrollment for three classes per grade is 425 students and optimal school enrollment for four classes per grade level is 560 students. The student enrollment totals for the eight schools included in the boundary study were reviewed, currently Quail Hollow had the highest student enrollment with 363 and Bella Vista at the lowest at 203 based on the 2025-26 school year 10<sup>th</sup> day enrollment.

The committee recommended that Copperview and Sprucewood be removed from the study at this time since they do not border other schools. These schools could be studied later for boundary adjustments and/or school consolidation.

Some of the challenges with staffing a smaller school include class size, FTE teacher supplement, teacher PLC collaboration, overhead operating cost and less funding for supplies, equipment, Land Trust and TSSA. The average elementary school personnel overhead cost is \$1,231,600. The average non-personnel overhead cost is \$151,000 for a combined total of \$1,382,600. If additional transportation is needed, it may cost approximately \$48,000 per route.

The goal is to retain all employees, with most teachers following the students to a new school. If the transfer of teachers becomes necessary, teachers will be invited to submit choice of assignments. Educational Support Professionals will be handled on a case-by-case basis.

The Facility Condition Index (FCI) provides a building score, and the lower the score, the better condition the building is considered to be in. Newly constructed schools have a FCI score of under 5%. The FCI score only reflects the condition of the building and does not factor in the site conditions surrounding the building.

A long list of considerations was provided by the committee. Some of those considerations include maximizing the instructional model, moving toward optimal class size, maintaining program offerings, keeping neighborhoods and school communities together and the school feeder systems.

Utah Code 53G-4-402(24) states that when a school is closed or a boundary is changed, the Board must approve a motion to initiate the notification process and name each school that is being considered for closure and each school impacted by the closure and/or boundary changes. The Board must allow a 90-day notice to approve closing a school, notification must be sent to all parents via Parent Square and U.S. Postal Service. The respective mayor and city council must also be notified. Public comment must be allowed for at least two Board meetings. In addition, a public hearing must be held preferably at the school being considered for closure. If a boundary change is required for a school being closed, it must occur within 60 days of the Board approving the school closure.

Families may permit to any Canyons school according to Utah law. If a student's school boundary is changing and the student would like to remain at the current school that is no longer the student's boundary school, the student will need to complete a special permit. Current students impacted by a boundary change will be given preference regarding open enrollment. The recommended changes would not occur until the 2026-2027 school year.

Mr. Wilcox reviewed recommendations regarding school closure and subsequent consolidation and boundary adjustments for elementary schools that would take place for the 2026-2027 school year. The committee recommends that for the Northeast area, the Board consider closing Bella Vista Elementary school and have those students attend Ridgecrest Elementary School, except for Ridgecrest students residing west of 1300 E who would attend East Midvale Elementary School, which aligns with the current Midvale Middle School boundary and feeder system.

The committee recommends that for the East Central area, the Board consider closing Park Lane Elementary School and have current Park Lane students attend Granite Elementary School or close Granite Elementary School and have current Granite students attend Park Lane

Elementary School with the following exception: Granite students residing west of Eastdell Dr. and north of 9800 South would attend Willow Canyon Elementary School and Granite students residing south of Dimple Dell Road and between Dimple Dell and Wasatch Blvd would attend Lone Peak Elementary School. Granite's EEC unit would remain with either Park Lane or Granite (depending upon which school is closed) and Park Lane's ACC unit would move to Willow Canyon.

The committee also recommended middle and high school boundary changes. The changes are recommended to occur for the 2026-2027 school year. Current high school students would be allowed to permit to their current school until graduation. Recommendations include aligning middle school boundaries for Granite and/or Park Lane, Lone Peak and Willow Canyon, all Brookwood students and Oakdale students residing east of Highland would attend Albion, all Silver Mesa students would attend Union, and Brighton/Hillcrest would adjust to align with middle school boundaries.

The Board will receive feedback at the September 16<sup>th</sup>, October 7<sup>th</sup> and 21<sup>st</sup> Board meetings on considering closing Bella Vista Elementary School, Park Lane Elementary School, and Granite Elementary School. Public hearings will be held as follows: October 15<sup>th</sup> at Granite Elementary, 6:00 pm; October 16<sup>th</sup> at Bella Vista Elementary, 6:00 pm; and all other proposed boundary changes October 30<sup>th</sup> at the District Office, Canyons Center, 7:00pm.

A second reading will occur after the public hearings on the November 11<sup>th</sup> meeting. A third reading with possible action will occur at the December 2<sup>nd</sup> or 16<sup>th</sup> Board meeting.

**MOTION:** Katie Dahle moved to approve the committee's recommendation that the Board authorize the Administration to provide official notice that it is proposed that Bella Vista Elementary School be closed and consolidated into Ridgecrest Elementary and that a section of Ridgecrest be boundaried into East Midvale Elementary. Also, approve notice for a public hearing to be held on Thursday, Oct 16, 2025, at 6:00 pm at Bella Vista Elementary School. Andrew Edtl seconded the motion. The motion passed unanimously.

**MOTION:** Amanda Oaks moved to approve the committee's recommendation that the Board authorize the Administration to provide official notice that it is proposed that Park Lane Elementary and Granite Elementary be consolidated into one school and either Park Lane Elementary or Granite Elementary will be closed. Also, that one current section of Granite Elementary be boundaried into Willow Canyon Elementary and another section of Granite be boundaried into Lone Peak. Also approve notice for a public hearing to be held on Wednesday, Oct 15, 2025, at 6:00 pm at Granite Elementary school. Andrew Edtl seconded the motion. The motion passed unanimously.

**MOTION:** Karen Pedersen moved to approve the committee's recommendation that the board authorize the administration to provide official notice that boundary changes could occur at the following locations: East Sandy Elementary, Glacier Hills Elementary, Albion Middle, Butler Middle, Eastmont Middle, Indian Hills Middle, Mount Jordan Middle, Union Middle, Brighton High, Hillcrest High and Jordan High. Also, approve notice for a public hearing to be held on Thursday, Oct 30, 2025, at 7:00 pm in the Canyons center located at the District Office. Jackson Lewis seconded the motion. The motion passed unanimously.

Presentation and document available on BoardDocs.

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSYJ74F821>

**9. Staff Comments**

A. Superintendent Report

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSVB744B36>

B. Business Administrator Report

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSVE744B39>

**10. Board Comments**

A. The President will recognize individual Board members for reports

<https://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=DKYSVJ744B3D>

**11. Closing Items**

A. Adjourn

/cc

ATTEST

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Amber Shill Board President

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Rick Robins Superintendent