



CANYONS SCHOOL DISTRICT MINUTES OF BOARD OF EDUCATION MEETING

The following minutes are a summary of the October 21, 2025, Canyons Board of Education meeting.

To listen to the entire board meeting, including all comments made during the meeting, please go to Diligent Community at <https://canyonsdistrict.community.highbond.com/Portal/>

The Board of Education of Canyons School District met in a board meeting on Tuesday, October 21, 2025, beginning at 4:30 pm at 9361 S 300 E, Sandy, UT 84070.

Those in attendance were:

Amber Shill, 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

Excused: Amanda Oaks, Vice President

1. Closed Session – 4:30

- A. For the purpose of discussing the character, professional competence, or physical or mental health of an individual.
- B. For the purpose of discussing deployment of security personnel, devices, or systems.

MOTION: Jackson Lewis moved to go into closed session for the purpose of discussing the character, professional competence, or physical or mental health of an individual and for the purpose of discussing deployment of security personnel, devices, or systems. Katie Dahle seconded the motion. *A vote was taken. 5 Yea (Mr. Jackson, Ms. Shill, Mr. Edtl, Ms. Dahle, Ms. Neibaur joined electronically) 1 Not Present (Ms. Pedersen joined after the roll call vote) The motion passed unanimously.

*Persons in Attendance: All Board Members and Rick Robins – Superintendent, Leon Wilcox – Business Administrator, Daniel Harper - Legal Counsel, Charlie Evans - Director of External Relations, McKay Robinson - Assistant Superintendent and Jeff Haney – Director of Communication (joined for a portion of the meeting). Audio available on [Diligent Community](https://canyonsdistrict.community.highbond.com/Portal/)

2. Study Session – 5:00 pm

Ms. Neibaur not present

- A. Proposed calendars for 2026-2027 school calendar and tentative approval for 2027-2028 and 2028-2029 school calendars (First Reading) – Steve Dimond, Director of Human Resources

The Board of Education reviews, according to District policy and guidelines established by the Utah State Board of Education, three school calendars. The calendar committee follows guidelines that assist them to develop the calendar and make note of any variance from the guidelines and seeks review and approval from the Board of Education. Mr. Dimond reviewed the variances for the upcoming calendars.

The Calendar committee met on October 8, 2025, to review, discuss and recommend three school calendars, a final for the 2026-2027 school year, a proposed calendar for the 2027-2028 school year and a tentative calendar for the 2028-2029 school year.

The committee is requesting the Board survey and update guidelines for A/B day schedule, the end of the first semester, scheduling of professional development and calendar guidelines. Presentation and calendars available on [Diligent Community](#).

Ms. Neibaur joined the meeting in person

- B. Strategic Plan Focus Group Report: Human-Centered Supports – Dr. Brian McGill, Director of Student Services

Dr. McGill reviewed the committee goals and progress for Thrive Time, student wellness, employee wellness, and behavioral supports. Thrive Time development started during the 2022-2023 school year and has continued to be developed, refined and implemented in Elementary schools (K-5) and Middle schools (6-8). Employee wellness goal achievements include expanding childcare, increased ability to use additional personal days, expanded telehealth, provided policy for maternity/paternity leave, increased appreciation for administrators and licensed staff, provided ESP training, built a plan for job/position analysis and addressed elementary planning time. Student wellness goals have included piloted telehealth, mental health screening nights, reduced rates of anxiety and depression by 7-8% on Student Health & Risk Prevention Survey (SHARP's), responded to higher volumes of support services, supported more significant student mental health issue, supported Youth Academy DCMT and a 60% reduction in safe-school violations from 2024-25 to 2025-26. Behavior supports have targeted training for administrators, coaches, teachers, behavior assistant, intervention mentors & recess aides.

The "Red Shoes Living" awards were started to recognize colleagues for respect, kindness and gratitude awareness. Presentation available on [Diligent Community](#)

- C. Policy Update: Personal Policies 400.1–Employee Conduct and Professionalism, 400.04–Criminal Background Checks, 400.05–Employee Health and Information, 400.06–Hiring Personnel, 400.07–Substitute Staff Employment, 400.08–Technology Resources: Network Acceptable Use (Employees), 400.13–Professional Development Conferences, 400.29–Jury Duty, New Policy: 400.17–SHINE (Salary Supplement for Highly Needed Educators)(First

Reading) and Policy 500.34-Immunization of Students (First Reading)- Jeffrey Christensen, Assistant Legal Counsel

The Board Policy Committee recommends a policy update for the following:

Policy 400.1–Employee Conduct and Professionalism

Clarify interactions between and among employees should be professional and appropriate. Add an exception for an employee driving alone with a student in a private vehicle, for situations when an employee is acting as a parent or a volunteer position in the community. Update the definition for Extra-curricular activity with statute as defined in Utah Code 53G-7-401. Update the provision for weapons/firearms to indicate that an employee, unless acting as a school guardian pursuant to Utah Code Utah 53-22-105, who obtains a concealed weapons permit does so solely as a personal choice, and it is not within the scope of their employment and is contrary to the purpose of the employment by the District.

Policy 400.04-Criminal Background Checks

Include language that any felony conviction will render an individual ineligible for consideration of volunteer services, prospective employment, or result in employment termination. Include language that the District will verify that an FBI criminal background check has been completed upon hire or rehire. Restructure relevant definitions to the beginning of the policy.

Policy 400.05-Employee Health and Information

Update to align with Salt Lake County Health Regulation #38 that all employees in the county are required to maintain a personal record of immunizations, exemption, or proof immunity. Excluded employees may use available leave in accordance with District policy.

Policy 400.06-Hiring Personnel

To clarify the responsibility to hire the most qualified candidate is granted to the superintendent and/or designee(s), to recruit, screen and select employees. Remove language for an exception regarding part-time positions and hiring of relatives that is no longer applicable.

Policy 400.07-Substitute Staff Employment

Remove language from the policy regarding the internal management of substitute teachers, which is more appropriately maintained in Human Resource Departmental guidelines.

Policy 400.08-Technology Resources: Network Acceptable Use (Employees)

Remove language that may have mistakenly implied the false notion of a contractual agreement regarding employee network acceptable use. Employees are subject to the terms and conditions of Canyons School District policies based upon their employment.

Policy 400.13-Professional Development Conferences

Remove language for review of professional development conferences in Cabinet, which is not current practice. Instead, professional development conference applications are reviewed by the Assistant Superintendent and Business Administrator.

Policy 400.29-Jury Duty

Remove language requiring amounts paid to an employee for service as a jury or witness to deduct from the employee's regular pay.

New Policy: 400.17-SHINE (Salary Supplement for Highly Needed Educators)

Pursuant to Utah Code 53F-2-50, the District is required to develop a policy for the administration of the Salary Supplement for Highly Needed Educators (the SHINE program). The policy must include identification of high need areas in the District, a process for determining if a teacher is eligible for the supplement, and process for certifying a list of eligible teachers, and an appeal process.

Policy 500.34-Immunization of Students (First Reading)

Updated to align with R-696-100-7, allowing a 30-day conditional enrollment period after providing notice to parent (s) that a student immunization is not complete. Include language that a school with conditionally and extended conditionally enrolled students shall routinely review every 30 days the immunization status of all conditionally enrolled students until each student has completed the subsequent doses and provided written documentation to the school or early childhood. Include language that notice is no longer required to be "written" and may include a phone call, voicemail, text, etc.

Presentation and documents available on [Diligent Community](#)

3. Introduction of Student Advisory Council – 6:30 pm

A. Introduction of Student Advisory Council – Dr. Tom Sherwood, Director of High School Principals

Dr. Sherwood introduced, Alex Kofoed, Student Council member representing Brighton High School. Alex expressed his appreciation for the opportunity that each of the students have to represent their schools, share what is going well and what they see could be improved.

2025-2026 Student Advisory Council

Alta

Christopher (Topher) Willmore
Sophie Lo
Andie Anderson
Brigham Hale
Haylie Kemp

Brighton

Madelyn Boyack
Alexander Robert Kofoed
Mary Ann Jensen
William Kokeny

Corner Canyon

Zack Ware
Luis Ortega Sanchez
Maren Crosby
Lily Winchester

Diamond Ridge

Caren Ventura
Nancy Ceballos

Entrada

Aaron Ashbaker

Hillcrest

Veeranshu Danech

Shreya Sanghvi

Atticus Bradley

Aahana Sharmacharya

Jordan

Lucia (Zee) Anderson

Victor Reynaud

Henry Sorenson

Jonetzy Rivera

Addison Downing-Garza

4. Business Meeting – 7:00 pm

5. Opening Items

A. Welcome

B. Approve Agenda for October 21, 2025

MOTION: Holly Neibaur moved to approve the agenda for October 21, 2025. Andrew Edtl seconded the motion. The motion passed unanimously

C. Pledge of Allegiance – Mt. Jordan Middle School, Principal Ryan Durant

D. School Highlights – Mt. Jordan Middle School, Principal Ryan Durant

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

The following employees were recognized:

- Ryan Jakeman, Assistant Director of Facilities and Bob Martin, Assistant Risk Coordinator – School Safety Week
- October is National Principals Month
- 2025 APEX Award Winners
 - Volunteer of the Year - Trevan Cole

District Teacher of the Year - Lucia de la Cruz Rodriguez

Education Support Professional of the Year - Charlotte B. Graham

Student Support Services Professional of the Year - Denise Haycock

Education Support Professional of the Year - Kathy Hilton

Community Partner of the Year - Dan C. Jorgensen

School Administrator of the Year - Shelly Karren

District Administrator of the Year - Shana Lowe

District Administrator of the Year - Kirsten Stewart

Legacy Award - Nancy Tingey

Elected Official of the Year - Troy Walker

- Karl Banks, Troy Shipley for School Bus Safety Week and Jeff Deal, Bus Driver for his kindness to a student having a difficult day
- Emma Moss – Women Tech Council, Awards finalist

Presentation available on [Diligent Community](#)

7. Patron Comments

The following patrons commented:

1. Adriana Velazquez – Boundary
2. Jared Herbert – Boundary
3. Talmage Reid – Jordan Baseball
4. Sarah Hamel – Boundary
5. Emily Hansen – Boundary
6. Juliet Palmer – EEC at Granite relocation
7. JR McKee – Jordan Baseball
8. Emilie Wright – EEC
9. Monica Calmes – Boundary
10. Ian Buchanon – Jordan Baseball Field
11. Morgan Hekking – EEC Granite Elementary
12. Taylor Hekking – EEC Granite Elementary
13. Jessica Smith – Feeder school alignment
14. Peter Archambault – Jordan Baseball Field
15. Taylor Berhow – Park Lane Elementary
16. Dallin Sudbury – Granite Elementary
17. Ashley Brown – Granite Elementary EEC
18. Julie Greenfield – Granite Elementary
19. Gianni Lucero – Jordan Baseball Field
20. Charles Sumner – Jordan Baseball Field
21. Tucker Zahlmann – Jordan Baseball Field
22. Kody Kemp – Jordan Baseball Field
23. Teagen Kemp – Jordan Baseball Field
24. Sarah Zahlmann – Jordan Baseball Field
25. Brock Smith – Jordan Baseball Field
26. Jason Maldonado – Jordan Lights
27. Robyn Grass – Winter road conditions
28. Laura Anderson – Willow Canyon Elementary
29. Evan Anderson – Willow Canyon Elementary
30. Julia Sorensen – Granite Elementary
31. Jeff Frisehknecht – Park Lane Elementary
32. Tristyn Farrington – Park Lane Elementary

Audio available on [Diligent Community](#)

8. Consent Agenda

- A. Approval of Minutes for October 7, 2025
- B. Approval of Hire and Termination Reports
- C. Approval of Purchasing Bids
- D. Approval of September Financial Reports
- E. Approval of Landtrust/TSSP Amendment for Midvale Elementary
- F. Approval of Landtrust/TSSP Amendment for Draper Park Middle
- G. Approval of Landtrust/TSSP Amendment for Granite Elementary

MOTION: Katie Dahle moved to approve the Consent Agenda Item 8A Approval of Minutes for October 7, 2025; Item 8B Approval of Hire and Termination Reports; Item 8C Approval of Purchasing Bids; Item 8D Approval of September Financial Reports; Item 8E Approval

of Landtrust/TSSP Amendment for Midvale Elementary; Item 8F Approval of Landtrust/TSSP Amendment for Draper Park Middle; Item 8G Approval of Landtrust/TSSP Amendment for Granite Elementary. Holly Neibaur seconded the motion. The motion was passed unanimously.

Audio available on [Diligent Community](#)

9. New Business

- A. Long Range Planning Committee Proposal regarding school boundaries and school consolidations and closures update– Leon Wilcox, Business Administrator

Mr. Wilcox presented a few highlights on why the school boundaries are being proposed now. Elementary enrollments have declined from 15,488 students in the 2013-2014 school year to present enrollment of 12,567 students and enrollment is expected to continue to decline until the end of this decade.

The Public Hearings have been well attended. Bella Vista Elementary had approximately 225 attendees and 36 in person commenters. Granite Elementary had approximately 370 attendees and 52 in persons commenters. The District has received 585 electronically submitted comments and questions through the portal and email.

Presentation available on [Diligent Community](#)

10. Staff Comments

- A. Superintendent Report
B. Business Administrator Report

11. Board Comments

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

12. Closing Items

- A. Adjourn 9:05pm

/cc

ATTEST

Amber Shill Board President

Rick Robins Superintendent