



CANYONS SCHOOL DISTRICT  
**MINUTES OF BOARD OF EDUCATION MEETING**

The following minutes are a summary of the August 15, 2023, 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 business meeting on Tuesday, August 15, 2023, beginning at 4:30 pm at the Canyons District Office, 9361 S. 300 East, Sandy, Utah 84070.

**Those in attendance were:**

Amber Shill, Board President  
Mont Millerberg, Vice President  
Amanda Oaks, Vice President  
Andrew Edtl, Board Member  
Holly Neibaur, Board Member, joined electronically  
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.

**MOTION: Karen Pedersen moved to approve to go into closed session for the purpose of discussing pending or reasonably imminent litigation. Amanda Oaks seconded the motion. 6 Yea (Ms. Shill, Mr. Millerberg, Ms. Tingey, Ms. Oaks, Ms. Pedersen, and Mr. Edtl) 1 Not Present (Ms. Neibaur). The motion carries.**

\*Person in Attendance: All Board Members, Rick Robins – Superintendent, Leon Wilcox – Business Administrator, Charlie Evans - Director of External Relations, Dan Harper – General Counsel, McKay Robinson – Assistant Superintendent.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQKX5DFC3B>

**2. Study Session – 5:00 pm**

*Ms. Neibaur joined the meeting*

- A. Update on 2023-2024 Volunteers and Introduction of Region 17 PTA Board – Susan Edwards, Public Engagement Coordinator

Region 17 PTA is a division of Utah PTA that serves Canyons School District. The Region 17 PTA Board oversees the 43 existing PTA's and PTSA's in the District. The Region 17 Board fills in the gaps where PTA's and PTSA's need assistance. The volunteers doing PTA service collectively reported serving a total of 66,470.50 hours, saving the district in paid employee expenses, approximately \$2,100,467.80. Liz Miles, Region 17 PTA Board Director introduced the Region 17 PTA board members, Jessica Smith - South Elementary School Council, Ashley Backman – Central Elementary School Council, Heather Isabel – Health and Safety Commissioner, Sheila Armstrong – Treasurer, Michael Williams – North Elementary School

Council, Amourette Bradley – Secretary, Janine Cardnez - Secondary Council President, Betty Shaw – Advocacy Commissioner, Dr. Rick Robins – Administrative V.P., Susan Edwards – District Representative. CSD is one of the only Districts to have liaison between the District and PTA and that collaboration is extremely valuable. Documents available on BoardDocs.  
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQL85E0140>

B. Annual Open Meetings Training – Dan Harper, General Legal Counsel

Training for the Utah Open and Public Meetings Act is required by state statute, Utah Code 52-4-101 and the presiding officer of the Board of Education is responsible to ensure the annual training requirements are reviewed. The purpose for the Act is to require government entities take actions openly and ensure deliberations allow for an open public process. Presentation available on BoardDocs.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQNM5E5161>

C. School Safety, Digital Citizenship and Safe Walking Routes Update – Susan Edwards, Public Engagement Coordinator

School Community Councils (SCC's) are required to report the school's safety concerns each year. Each board member received a report to review for the schools in which they have constituents. The SCC's will meet in September and October to determine the concerns for each school and submit in November.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQNY5E5DEC>

D. USBA Update – Mont Millerberg, Board Vice President

Mr. Millerberg updated the Board of Education on the upcoming USBA Delegate Assembly which will be held, August 25-26, 2023. It was decided that Mont Millerberg, Amanda Oaks, and Karen Pedersen will represent CSD as voting delegates. The USBA Leadership Academy will be held September 7-9, 2023, in Midway, Utah.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQNZ5E67A0>

**3. Business Meeting – 7:00 pm**

**4. Opening Items**

- A. Welcome
- B. Approve Agenda for August 15, 2023

**MOTION: Mont Millerberg moved to approve the agenda for August 15, 2023. Andrew Edtl seconded the motion. 6 Yea (Ms. Shill, Mr. Millerberg, Ms. Tingey, Ms. Oaks, Ms. Pedersen, and Mr. Edtl) 1 Not Present (Ms. Neibaur). The motion carries.**

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQLE5E0150>

C. Pledge of Allegiance – Dr. Brian McGill, Director of Student Services

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQLH5E0154>

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

- A. Opening Day Plans - Jeff Haney, Director, and Kirsten Stewart, Associate Director of Communications

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQLQ5E0160>

**6. Patron Comments**

The following patrons commented:

- Ladd Johnson – CCHS Soccer Field
- Miranda Jones – CCHS Baseball Field
- Matt Call – CCHS Soccer Field
- Amberly Jeppson – CCHS Fields
- Laural Jeppson – CCHS Fields

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQLS5E0166>

*Ms. Neibaur joined the meeting.*

## 7. Consent Agenda

- Approval of Minutes for August 1, 2023
- Approval of Hire and Termination Reports
- Approval of Purchasing Bids
- Approval Student Overnight Travel
- Approval of July Financial Reports
- Approval of USBE Early Learning Plan
- Approval of MOU with Canyons Education Association regarding 32 hours of paid professional time
- Approval of Update to Policy-400.021 – Sexual Harassment (Title IX)
- Approval of Gordan Universal Settlement and Release of All Claims

**MOTION: Amanda Oaks moved to approve Consent Item 7A Approval of Minutes for August 1, 2023, Item 7B Approval of Hire and Termination Reports, Item 7C Approval of Purchasing Bids; Item 7D Approval of Student Overnight Travel, Item 7E Approval of July Financial Reports, Item 7F Approval of USBE Early Learning Plan, Item 7G Approval of MOU with Canyons Education Association regarding 32 hours of paid professional time, Item 7H Approval of Update to Policy-400.021-Sexual Harassment (Title IX) and Item 7I Approval of Gordan Universal Settlement and Release of All Claims. Karen Pedersen seconded the motion. The motion passed unanimously.**

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQLU5E0169>

## 8. New Business

- New Policy-700.06-Language Access Services (Second Reading, Possible Action) – Jeff Christensen, Assistant Legal Counsel

The update will align the district to be compliant with state and federal law. The new policy will include language to ensure English learners, including immigrant children and youth, attain English proficiency and develop high levels of academic achievement in English. It will also provide guidance on the appropriate uses of interpreters, to improve instruction and assistance by teachers, counselors and administrators to a student learning English and the student's parents and family.

**MOTION: Holly Neibaur moved to approve New Policy-700.06-Language Access Services. Andrew Edtl seconded the motion. The motion passed unanimously.**

Presentation and documents available on BoardDocs.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQM95E0184>

- Long Range Planning Committee Update – Leon Wilcox, Business Administrator

Janet Goble, Director of Career and Technical Education Center (CTEC) and Doug Hallenbeck, Principal of CTEC provided an update on credentials of value, the increase in enrollment, current programs, potential future programs, and specific facility needs.

Mr. Wilcox reviewed an assessment update, priority matrix, vision and guiding principles, plan review and site analysis and concepts for Jordan High School. He also reviewed the conditions and issues concerning the field conditions at Corner Canyon High school.

A building assessment overview was provided from 2009 to the present date for Crescent View Middle School, Eastmont Middle, Jordan High and CTEC. Nate Edvalson, Director of Canyons Transitions Academy (CTA) discussed the needs that necessitate moving the CTA program from the basement of the district office to a new location. He is requesting consideration be made to move the program to the Crescent View building.

The Long-Range planning committee will continue to discuss and prioritize the needs and projects with consideration of the available funding. Presentation available on BoardDocs. <http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULTT96EDB9E>

**9. Staff Comments**

- A. Superintendent Report  
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQMD5E018D>
- B. Business Administrator Report  
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQMG5E0195>

**10. Board Comments**

- A. The President will recognize individual Board members for reports  
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CULQML5E01A3>

**11. Closing Items**

- A. Adjourn 9:45pm

/cc

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

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