PCSD Study Session and Business Meeting Minutes
Tuesday, December 9, 2025 Study Session

Provo City School District
280 West 940 North
Provo, UT 84604

These minutes have not yet been formally approved by the Board of Education and until such formal approval are subject to change

A. 4:00pm Closed Executive Session for discussing the character, professional competence, or physical or mental health of an individual. UT Code 52.4.205

A.1. Welcome

Meeting called to order at 4:01pm

A.2. Roll Call *(Audio Timestamp 00:15)*

Jennifer Partridge, Board President; Gina Hales, Board Vice President; Melanie Hall, Board Member; Lisa Boyce, Board Member; Meg Van Wagenen, Board Member; Emily Harrison, Board Member; Teri McCabe, Board Member; Devyn Dayley, Business Administrator; Wendy Dau, Superintendent

A.3. Motion to Convene a Study Session *(Audio Timestamp 00:32)*

A.4. Motion to Convene a Closed Executive Session for the Purpose of Discussing the Character, Professional Competence, or Physical or Mental Health of an Individual. *(Audio Timestamp 00;47)*

Roll Call Vote: Jennifer Partridge, Aye; Gina Hales, Aye; Melanie Hall, Aye; Lisa Boyce, Aye; Meg Van Wagenen, Aye; Emily Harrison, Aye; Teri McCabe, Aye

*Opening Recording Ends

A.5. Personnel *(Private)*

A.6. Motion to Adjourn *(Audio Timestamp, 2nd Recording 00:09)*

*Adjourning Recording started at 4:22pm

B. 4:15 p.m. Study Session *(Audio Link)*

B.1. Welcome
Meeting called to order at 4:26pm

B.2. Roll Call *(Audio Timestamp 00:00:13)*
Jennifer Partridge, Board President; Gina Hales, Board Vice President; Melanie Hall, Board Member; Lisa Boyce, Board Member; Meg Van Wagenen, Board Member; Bailee Lindstrom, Student Board Member; Emily Harrison, Board Member; Teri McCabe, Board Member; Devyn Dayley, Business Administrator; Wendy Dau, Superintendent

*Rachel Ryu, Student Board Member, Not Present

B.3. Motion to Convene *(Audio Timestamp 00:00:44)*
I move that we convene the study session. This motion, made by Lisa Boyce and seconded by Megan Van Wagenen, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

B.4. Board Member Training *(Audio Timestamp 00:01:04)*
Summary:
- Professional Development for the board is generally given through the Utah School Board Association (USBA) and the National School Board Association (NSBA).

- They offer annual conferences and different resources to help board members improve individually and collectively.

- Conferences give board members a chance to learn from other board and to get to know each other better which helps build good working relationships.

- Our board has been asked to teach a session at this year's NSBA Conference

B.5. Provo Peaks Land Trust Plan Amendment *(Audio Timestamp 00:03:28)*
Summary:
Principal Ryan McCarty helped explain the amendment.
- Reallocation of funds, to reduce carry over

- No new goals,

- $5000 to support Multi-Lingual (ML) students

- Will help with two goals, increase of all student test scores and increase ML student test scores.

- Will use for an ML aide that will help ML students as well as helping with skill-based instruction during WIN time.

B.6. Nebo School District Boundary Changes *(Audio Timestamp 00:07:19)*
Summary:
- These changes correct historic annexations

- Mostly a wash, just getting school boundaries aligned with city boundaries.

- PCSD will get 4 parcels from Nebo and they will get 1 parcel – with geographical size and populations of homes and businesses, the change is mostly a wash.

B.7. Possible Boundary Adjustment Timeline Discussion *(Audio Timestamp 00:08:51)*
Summary:
- Timeline for possible boundary changes discussed

- These two items were recommendations that transportation suggested, there is no significant issue but these changes would better align bus routes. The board asked transportation to identify problem areas when reviewing the boundary study, these were two suggestions that would help with efficiency.

1. Westridge and Rock Canyon, currently the boundary splits a street so that a few houses go to different high school and elementary schools than kids on the other side of the street. The recommendation is to move them so that all go to Westridge and PHS
2. Edgemont and Rock Canyon, suggestion to move 30 some students to Rock Canyon, population might change might impact demographics at both schools, could impact Blue Ribbon School eligibility for Edgemont, and also might be better fit for students

- The board wants to gather more information from parents and the community on both changes, but particularly on the second change involving Rock Canyon and Edgemont.

- The vote tonight will be whether or not to start the process, it isn't a vote to change anything.

- Assurance that the board should and will work to do what is best for students, not just for Blue Ribbon eligibility.

B.8. Calendar for 2027-2028 *(Audio Timestamp 00:20:03)*
Summary:
Discussion with Board and District Staff including Jason Cox, Deputy Superintendent
- Most popular calendar is Calendar C, which has an earlier start, a full fall and Christmas break, and ends before Memorial Day.

- Teachers concerned about even length of terms, that can be adjusted later (leave out terms on future calendar surveys suggested to avoid confusion).

- Suggestion to try shortening breaks to lengthen summer break during a year when school will start earlier in August, just to see if people actually prefer that.

B.9. DLI Update and Discussion *(Audio Timestamp 00:30:58)*
Summary:
DLI Data

DLI Presentation

- Still just discussing, gathering data, no decisions are being made at this time, no programs are ending.

- 3rd grade is the year students usually drop DLI

- Students with disabilities in DLI also decrease that year (not sure if this correlates, speech IEPs phase out, other factors could influence this 3rd grade change)

- Jamie Leite, Principal at Lakeview, spoke regarding multi-lingual students DLI programs, parents often want children to learn even more languages when they already are comfortable with more than one

- Timpanogos doesn't follow the state model, has interesting differences in data

- High school test rates, bridge courses, have high completion rate

- Jamie Leite, Principal at Lakeview, adds kids at multiple entry points (all grades), State doesn't recommend this, but it has helped Lakeview with attrition

- Lakeview Elementary emphasizes that DLI is not a gifted program, the only requirement is long term commitment to language learning - working to help teachers, students and parents know that all students can learn language.

- Research shows that it doesn't help students improve in other subjects when removed from DLI programs.

- Big schools (100 students in a class level and about 25 kids per class) are much more equipped, do better with DLI.

- Specials at Lakeview are mixed, not separated by DLI/non-DLI, all teachers participate in PLCs, help every student.

- Concerns expressed regarding availability of language classes at secondary schools for non DLI students. It can be harder to have multiple robust language programs in secondary along with DLI, but there are other factors, such as: schedule availability, and certified teacher availability.

Jamie Leite, Principal at Lakeview Elementary; Sara Parrish, DLI Curriculum Specialist; and Darrell Jensen, Assistant Superintendent Secondary Education contributed to this conversation

Next steps: Send out survey to all parents; Parent Advisory Council, Community Connections Council discussions; try to find ways to support DLI in a more effective way; after survey, small focus groups to find solutions

B.10. Fall Sports Update *(Audio Timestamp 01:20:35)*
Summary:
Speakers Superintendent Wendy Dau; Assistant Superintendent, Secondary Education, Darrell Jensen
- Athletic Transfer students have already established eligibility at another High School (so there are no 9th grade transfer students for athletics)

- Choice students have come from outside (local and non-Provo) boundaries

- PHS has fewer school choice and transfer students than THS,

- THS has most the Choice students in Girls XC and Football, the most Transfer students in Football and Girls Volleyball

B.11. Policy Review 1st Readings *(Audio Timestamp 01:34:12)*
Summary:

1st Readings Policy Summary Presentation

1. Policy 3115: Homeless Students
2. Policy 3120: Dual Enrollment
3. Policy 3142: Exchange Students
4. Policy 3142, Procedure 1: Exchange Students
5. Policy 3135: Re-entry into Public Schools
6. Policy 3168: Vision Screening
7. Policy 3175: Immunizations
8. Policy 5070: Contracts for Certified Employees
9. Policy 5205: Employee Physical Examinations
10. Policy 5081: No Implied Contract
11. Policy 4202: Electronic Resources

B.12. Policy Review 2nd Readings *(Audio Timestamp 02:04:43)*
Summary:
2nd Readings Policy Summary Presentation

1. Policy 1410: Notice of Meeting - no changes
    - Policy 1410, Procedure 1: Public Hearing Notice Requirements - no changes
    - Policy 1410, Procedure 2: Public Hearing Requirements - no changes
2. Policy 1424: Community Involvement in Education - no changes
    - Policy 1424, Procedure 1: Parent Advisory Committee - no changes
    - Policy 1424, Procedure 2: Community Connections Committee - no changes
3. Policy 3305: Student Privacy Plan and Sex-Designated Facilities - no changes
4. Policy 3010: School Eligibility and Admissions Requirements - no changes
5. Policy 3118: Open Enrollment - no changes
    - Policy 3118, Procedure 1: Open Enrollment - no changes
6. Policy 3005: Kindergarten Admissions and Attendance - no changes
    - Policy 3005, Procedure 1 - no changes
7. Policy 3650: Student Data Protection - no changes

B.13. Consent Calendar Review and Questions *(Audio Timestamp 02:15:38)*
Summary:
Reviewed - questions asked and answered by Board and District Staff including Jason Cox, Deputy Superintendent

B.14. Upcoming Board Calendar *(Audio Timestamp 02:19:20)*

Upcoming Board Calendar Items
President Jennifer Partridge

JLC Meetings
Thursday, December 11, 2025
10:00am - 1:00pm

Winter Break
December 22, 2025 - January 2, 2026
Bryce Canyon, UT

Student Advisory Council
Wednesday, January 21, 2026
11:00am, PHS

JLC Meeting
Thursday, January 8, 2026
3:00-5:00pm, SLC Little America

USBA Conference
Thursday, January 8-10, 2026
SLC, Little America

Study Session & Business Meeting
Tuesday, January 13, 2026
District Offices

Martin Luther King Day
Monday, January 19, 2026

USBA Public Education Celebration
Tuesday, January 20, 2026
3-6pm at the State Capitol

JLC Meeting
Friday, January 23, 2026
11:00am - 1:45pm, State Senate Building

Study Session & Business Meeting
Tuesday, January 27, 2026
District Offices

USBA Day on the Hill
Friday, January 30, 2026
9:00am - 3:00pm, SLC Capital Building

JLC Meeting
Friday, January 30, 2026
11:00am - 1:45pm, State Senate Building

B.15. Motion to Adjourn *(Audio Timestamp 02:20:54)*
I move that we adjourn. This motion, made by Gina Hales and seconded by Lisa Boyce, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

C. 7:00 p.m. Business Meeting (*Audio Link*)

C.1. Welcome
Meeting called to order at 7:01pm

C.2. Roll Call *(Audio Timestamp 00:28)*
Devyn Dayley, Business Administrator; Lisa Boyce, Board Member; Teri McCabe, Board Member; Gina Hales, Board Vice President; Jennifer Partridge, Board President; Wendy Dau, Superintendent; Meg Van Wagenen, Board Member; Emily Harrison, Board Member; Melanie Hall, Board Member; Bailee Lindstrom, Student Board Member

* Rachel Ryu, Student Board Member, Not Present

C.3. Motion to Convene *(Audio Timestamp 00:52)*
I move that we convene the business meeting. This motion, made by Melanie Hall and seconded by Megan Van Wagenen, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

C.4. Opening Remarks *(Audio Timestamp 01:09)*
Summary:
Quote from Howard W. Hunter:

"This Christmas mend a quarrel. Seek out a forgotten friend. Dismiss suspicion and replace it with trust. Write a letter. Give a soft answer. Encourage youth. Manifest your loyalty in word and deed. Keep a promise. Forgo a grudge. Forgive an enemy. Apologize. Try to understand. Examine your demands on others. Think first of someone else. Be kind. Be gentle. Laugh a little more. Express your gratitude. Welcome a stranger. Gladden the heart of a child. Take pleasure in the beauty and wonder of the earth. Speak your love, and then speak it again."

C.5. Pledge of Allegiance: Video with East Bay Post High student, Brooke Hill
(Audio Timestamp 03:45)

D. Community Connections

D.1. Provo Way Awards *(Audio Timestamp 04:41)*
Provo Way Award Recipients:

- Kayleen Nelson, District Office, BTS Arts Learning Coach & Fine Arts Curriculum Specialist
- Ari LeCheminant, District Office, District Compliance Coordinator Title I & II
- Jac Trunk, Canyon Crest, Teacher
- Joni Bauer, Independence, Instructional Coach
- Becky Niewinski, Provo Peaks, ESP
- Ryan Clarke, Timpview, Student of the Month!

D.2. School Report: East Bay Post High *(Audio Timestamp 14:09)*
Summary:
School Board EBPH Presentation

D.3. Public Input *(Audio Timestamp 26:39)*

Summary:
Courtnay Ellison, Sunset View Neighborhood: Property tax concerns

E. Business Items

E.1. Business Item: Provo Peaks Land Trust Amendment *(Audio Timestamp 31:45)*
I move that we approve the Provo Peaks Land Trust Amendment as discussed in open meetings tonight. This motion, made by Megan Van Wagenen and seconded by Lisa Boyce, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.2. Business Item: Nebo Boundary Changes *(Audio Timestamp 33:18)*
I move that we approve the district boundary changes with Nebo School District as discussed in open meetings tonight. This motion, made by Gina Hales and seconded by Melanie Hall, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.3. Business Item: Boundary Adjustment Process for Carterville Road
(Audio Timestamp 34:11)
I move that we approve the process for the boundary adjustment for Carterville Road as discussed in open meetings tonight. This motion, made by Melanie Hall and seconded by Emily Harrison, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.4. Business Item: Boundary Adjustment Process for Edgemont and Rock Canyon
(Audio Timestamp 35:20)
I move that we approve the boundary adjustment process for Edgemont and Rock Canyon as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Gina Hales, Carried.

Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.5. Business Item: Calendar for 2027-2028 *(Audio Timestamp 36:43)*
I move that we approve Calendar C for the 2027-2028 school year as discussed in open meetings tonight. This motion, made by Gina Hales and seconded by Melanie Hall, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.6. Business Item: Policy 1410 Notice of Meetings *(Audio Timestamp 38:48)*
I move that we approve Policy 1410, Notice of Meetings, as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Megan Van Wagenen, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.7. Business Item: 1424 Community Involvement in Education *(Audio Timestamp 39:37)*
I move that we approve Policy 1424 Community Involvement in Education as discussed in open meetings tonight. This motion, made by Gina Hales and seconded by Melanie Hall, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.8. Business Item: Policy 3305 Student Privacy Plan and Sex-Designated Facilities *(Audio Timestamp 40:21)*
I move that we approve Policy 3305 Student Privacy Plan and Sex-Designated Facilities as discussed in open meetings tonight. This motion, made by Megan Van Wagenen and seconded by Emily Harrison, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.9. Business Item: Policy 3010 School Eligibility and Admissions Requirements *(Audio Timestamp 41:16)*
I move that we approve Policy 3010 School Eligibility and Admissions Requirements as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Gina Hales, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.10. Business Item: Policy 3118 Open Enrollment *(Audio Timestamp 31:59)*
I move that we approve Policy 3118 Open Enrollment as discussed in open meetings tonight. This motion, made by Melanie Hall and seconded by Gina Hales, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe:

Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.11. Business Item: Policy 3005 Kindergarten Admissions and Attendance
(Audio Timestamp 42:53)
I move that we approve Policy 3005 Kindergarten Admissions and Attendance as discussed in open meetings tonight. This motion, made by Emily Harrison and seconded by Lisa Boyce, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

E.12. Business Item: Policy 3650 Student Data Protection *(Audio Timestamp 43:34)*
I move that we approve Policy 3650 Student Data Protection as discussed in open meetings tonight. This motion, made by Lisa Boyce and seconded by Megan Van Wagenen, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

F. Consent Calendar *(Audio Timestamp 44:13)*

F.1. Consent Calendar: Board Minutes

F.2. Consent Calendar: Personnel Report

F.3. Consent Calendar: Financial Reports

F.4. Consent Calendar: Home School, School Choice, eSchool Report

F.5. Motion to Approve the Consent Calendar *(Audio Timestamp 44:13)*
I move that we approve the items on the consent calendar. This motion, made by Melanie Hall and seconded by Emily Harrison, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0

G. Reports

G.1. Business Administrator Report *(Audio Timestamp 44:46)*
Summary:
After reviewing Administrator Evaluations and Survey of employees, Devyn wants to work on recognizing employees and their efforts more. To start, she gave a shout out for her help and work well done to Executive Assistant Bonnie Tautkus.

G.2. Student Board Member Report *(Audio Timestamp 45:56)*
Summary:
Some of the things the Student Advisory Council and Student Board Members are working on:
- Preparing USBA Presentation

- Preparing 8th graders for High School (more accessible college nights, better communication with counselors, making opportunities such as internships, MTech, and CTE classes more known)

- Campus Safety (school dances, assemblies, sporting events)

G.3. Board Member Roundtable *(Audio Timestamp 49:15)*
Summary:
- Student Advisory Council, it is great to work with students, they work really hard

- Policy Committee, they also work really hard, lots of progress, still a lot of work to do

- PTA, Appreciate the work being done

- Capital Facilities, meeting tomorrow

- No more School Safety Task Force

- Legislative Committee Melanie Hall is taking over for Teri McCabe due to scheduling difficulties

- Shout out to student helping out with grant for safe walks in Franklin neighborhood

- Christmas store at Amelia every year to buy presents for parents and friends and family

- Canyon Crest PTA Meeting, love seeing parents engaged and teachers and administrators together in a room discussing teaching and learning

- PBIS Kindness Committee, focused on PBIS supports, data, seeing positive improvements, planning kindness retreat involving secondary teachers and students and kindness chains

G.4. Superintendent Report *(Audio Timestamp 53:56)*
Summary:
- Some approved travel

- Acknowledged that there are many negative voices, but there is also lots of good work happening, it's good to have high expectations, and also recognize how hard people are working.

G.5. Motion to Adjourn *(Audio Timestamp 56:33)*
I move that we adjourn. This motion, made by Gina Hales and seconded by Melanie Hall, Carried.
Lisa Boyce: Aye, Gina Hales: Aye, Melanie Hall: Aye, Emily Harrison: Aye, Teri McCabe: Aye, Jennifer Partridge: Aye, Megan Van Wagenen: Aye
Aye: 7, Nay: 0