Board of Education Board of Education Regular Meeting
Monday, August 10, 2026 at 6:00 PM
Located at Boardroom, 285 East 400 South, Kamas, Utah 84036.

Board Members Present were:
Attendance Taken at 6:00 PM.

Dan Eckert:	Present
Ty Metcalf:	Present
Matt Weller:	Present
Lynda Whitmore:	Present
Wade Woolstenhulme:	Absent

Board Member Woolstenhulme excused.

I. **INTRODUCTORY ITEMS**:

A. Welcome and Call to Order:

1. Guests:

B. Vision and Mission Statements: **Description:**

Vision Statement:

South Summit School District — valuing individuals and **preparing** them for **success.**

Mission Statement:

We **support, empower,** and **inspire** individuals to **promote** and **achieve** academic and character **excellence.**

C. Pledge of Allegiance:

II. **PUBLIC INPUT**:

III. **DISTRICT UPDATES**:

A. Director Reports:

1. Athletic Department Title IX Report:

2. Data Reporting: **Description:** In June 2026, the Board asked Shelley Halverson to bring a graph that shows student growth and achievement overtime.

B. Superintendent Update
1. OLAG Audit Discussion
2. SB 241 Requirements
   a. Elementary School Specialists Recommended Schedule
3. Staffing

:

C. Business Administrator Update

1. Rec Center Name Change Recommendation (See Attachment)
2. Summer Project Update
3. Update on Jordan Property

:

IV. **PROCEDURAL UPDATE**:

A. Procedure 4012-D: Focused Graduation Pathway: **Description:** The State Board of Education has created an option for high school students that are significantly behind on core credits to earn credit by passing GED exams. This is a new procedure to explain theFocused Graduation Pathway.

B.Updated procedure 4072-A: **Description:** Updating Procedure 4072 A based on Legislative updates.

C.Procedure 5042-A Background Check: **Description:** Update to Procedure 5042-A Background Check

Item VIII

D.Procedure 6001-A : **Description:** Updates to Procedure 6001-A based on model policy and updated state code.

E.Procedure 6001-C: **Description:** Update to Procedure 6001-C as a result of the past legislative session.

F.Updated procedure 6024-B: **Description:** Update to Procedure 6024-B to require electronic reporting.

G.Procedure 6029-G Emergency Safety: **Description:** Procedure 6029-G is being updated based on Legislative updates and new definitions.

H.Procedure 6051-A: Personal Electronic Devices/Cell Phones: **Description:** Procedure 6051-A: Personal Electronic Devices/Cell Phones is being updated to shift the ban of cell phones in schools to bell-to-bell according to recent legislative mandates.

I.Procedure 6061-A Revision: **Description:** 6061-A: This procedure has been rewritten to match updated legislation and model policy.

J.Procedure 6065-A: Student Bullying, Cyber-Bullying, Hazing, and Abusive Conduct: **Description:** Updates are being made to Procedure 6065-A based on recent legislative and model policy changes as well as adding references the use of AI.

K.Procedure 6070-A Mental Health Care: **Description:** Update to Procedure 6070-A: Mental Health Care to add the definition for Mental Health Service.

V.**RECESS**:

VI.**ACTION ITEMS**:

A.Consent Agenda:

1.June 8, 2026 Board Meeting Minutes:

2.June 22, 2026 Budget Hearing Minutes:

3.Financial and Payment Reports

A. June 2026 Revenue Report
B. June 2026 Expense Report
C. June 2026 Vendor Summary Report
D. July 2026 Revenue Report
E. July 2026 Expense Report
F. July 2026 Vendor Summary Report:

4.New Hires: **Description:** SSAFC
Ryan Rowser

Teachers
Keyan Staples - SSHS Science Teacher
Holly Groves - SSES PT Literacy Teacher

Educational Support Professionals
Christi Snyder - SSES Behavior ESP
Amanda Keddington - SSMS SpEd ESP
Abigail Frick - SSES ESP
Katherine Rubush - SSES ESP

Other Hires
Amanda Keddington - SSES PE Specialist
Hailey Hadean - SSSD Social Worker
Keyton Gines - SSHS Work Base Learning Coordinator
Jaime Smith - SSHS Wildcat Academy Facilitator
Brent Gines - Sub Bus Driver
Kip Peterson - Sub Bus Driver
Micah Zibel - SSES PT SLT

5.SSHS Social Studies Teacher - Matthew Tollison: **Description:** SSHS Social Studies Teacher - Matthew Tollison

6.New Employees: **Description:** Jay Williams - SSHS SpEd Teacher

Federico Garcia - SSHS SpEd ESP

7.SSAFC New Hire: **Description:** Samuel Miner - SSAFC

8.Substitutes: **Description:** Kristy Brown
Bradley Stewart

9.Subsitute - Lindsay Castillo: **Description:** Substitute - Lindsay Castillo

10.Reassignments:

11.Volunteers with approved background checks:

12.Out of State Travel Request - Orlando, FL: **Description:** Travel Request 8513671 - Orlando, FL

13.Homeschool Affidavits:

14.Miscellaneous:

15.SSHS Fall 2026 Coaches List: **Description:** SSHS Fall 2026 Coaches List

B.South Summit Elementary School 2026-2027 TSSA Amendment: **Description:** The elementary school needs to amend their 2026-2027 TSSA plan due to changes in legislation, specifically SB241.

C.FY26 Risk Assessment: **Description:** Enclosed is the FY26 Risk Assessment.

D.Policy 6051: Personal Electronic Devices/Cell Phones: **Description:** Minor grammatical edits are being suggested to Policy 6051: Personal Electronic Devices/Cell Phones as a result of updating the subsequent procedure.

E.Policy 6061 Participation in Activities Revision: **Description:** Policy 6061: Participation in Activities includes a name change and minor edits to match updated legislation.

F.Policy 6065: Bullying, Cyber-Bullying, Hazing and Abusive Conduct: **Description:** Policy 6065 has some minor edits to add retaliation and abusive conduct to the policy as well as the correct Utah Code.

VII.**BOARD ITEMS**:

A.Board Items: **Description:** NSBA?

VIII.**CLOSED SESSION**: **Description:**

Closed Session Reasoning: 52-4-204 and 52-4-205

If, during the meeting, the discussion on any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with Utah's Open and Public Meeting Act, Title 52, section 4, Paragraphs 4 through 10, UCA. Before a closed meeting is convened, the presiding office will publicly identify the section or section of the act authorizing the closed meeting. All final votes, actions, or decision will be taken in an open meeting. Electronic and

telephonic participation may be available for board members. The board room at 285 E. 400 S. in Kamas, UT will be the anchor location for any electronic or telephonic participation.

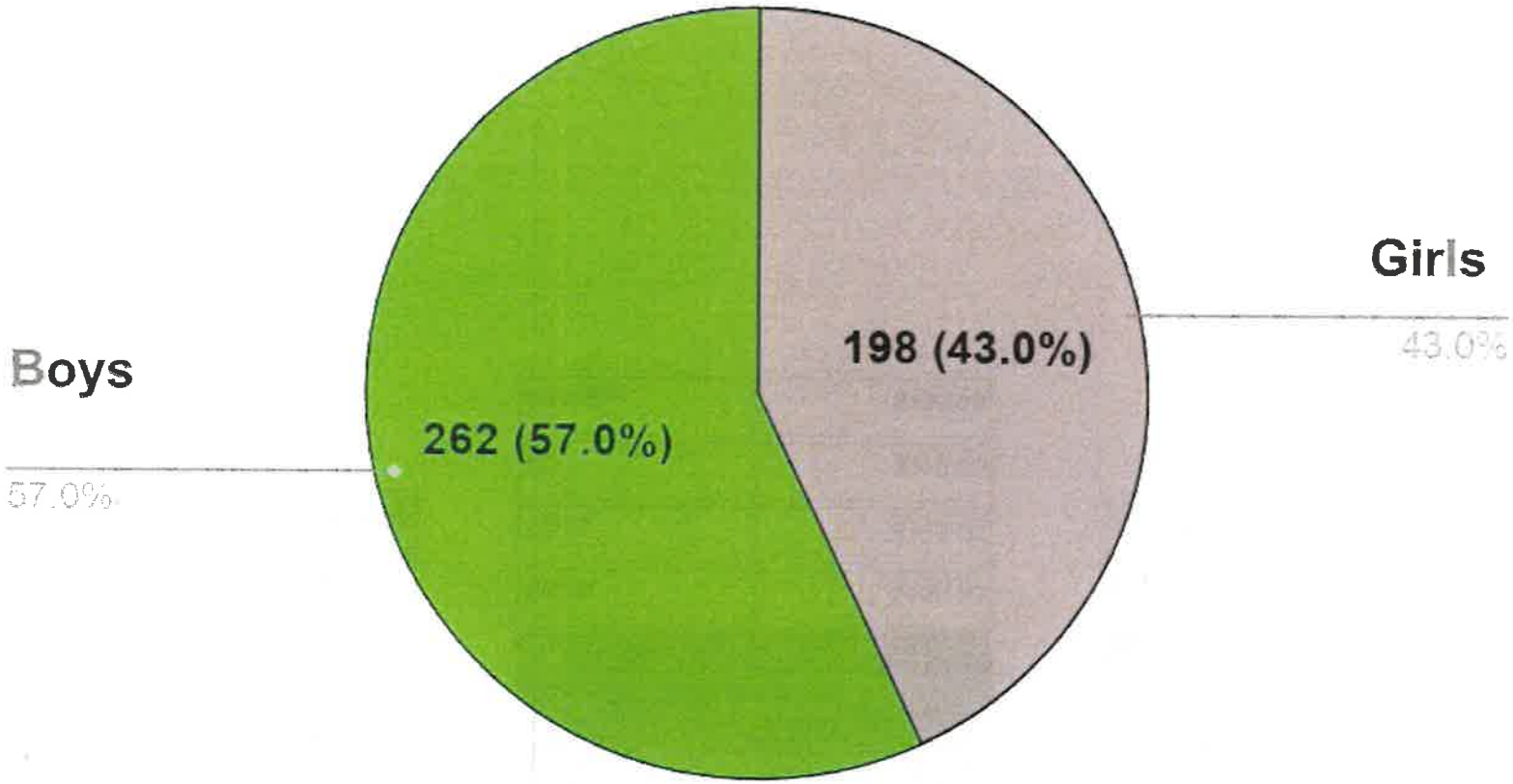
IX.**ADJOURNMENT**:

2025-26 Report on Interscholastic Sports

SOUTH SUMMIT
HIGH SCHOOL

Activity	Number of Girls Participating	Number of Boys Participating	Total Participants
Baseball	0	31	31
Basketball	20	30	50
Cheerleading	26	0	26
Cross Country	2	5	7
Drill	25	0	25
Football	0	70	70
Golf	11	21	32
Soccer	24	28	52
Softball	17	0	17
Swimming	7	16	23
Tennis	14	0	14
Track & Field	25	25	50
Volleyball	22	0	22
Wrestling	5	36	41
Totals:	198	262	460

Total Participation by Gender



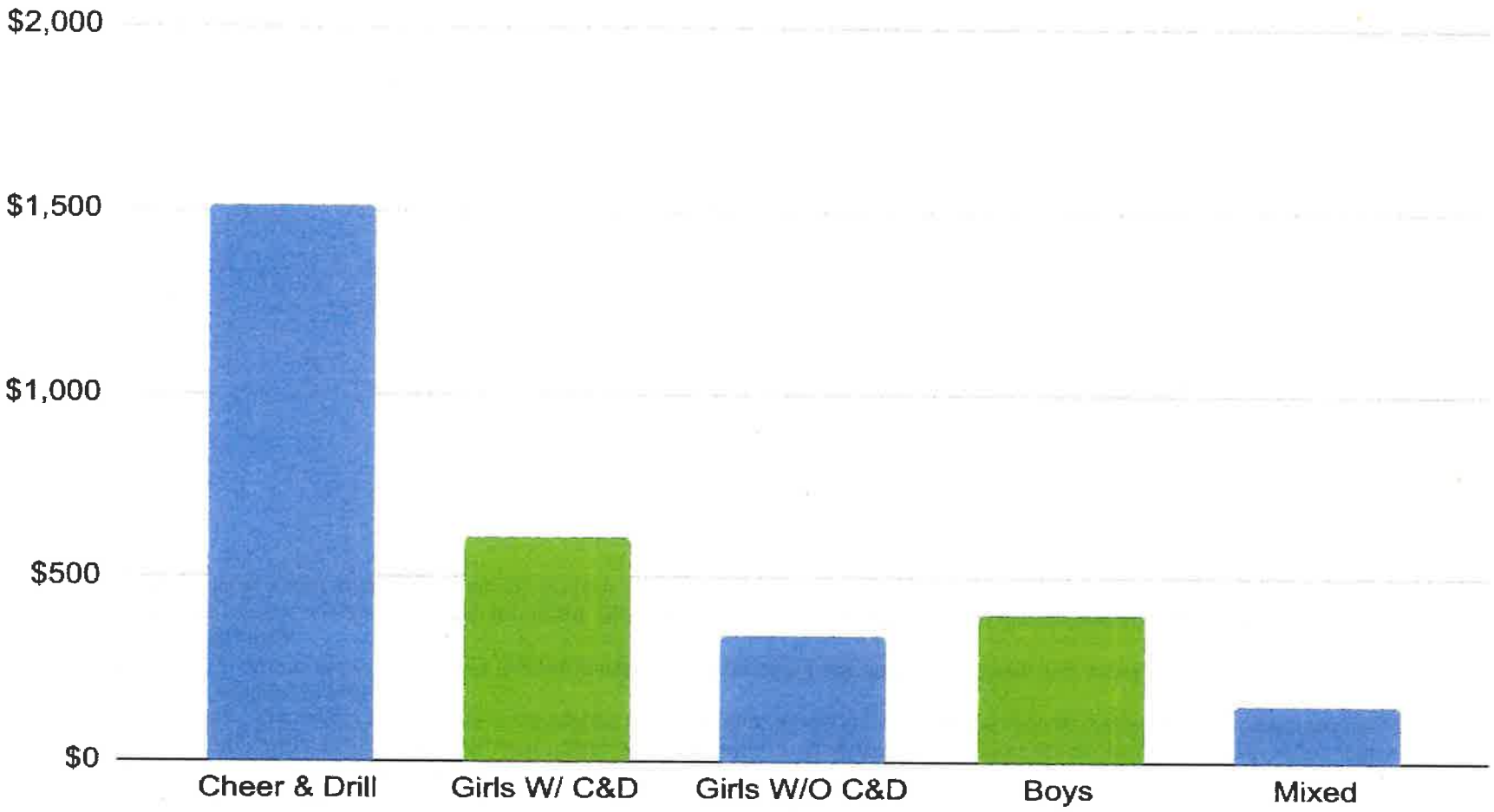
Funds Devoted to Each Gender Based on Sport

Girls 163 Participants	
SPORT	25-26 Total Fees Charged
Cheer	$1,775.00
Drill	$1,250.00
Girls Basketball	$295.00
Girls Golf	$300.00
Girls Soccer	$400.00
Girls Tennis	$125.00
Girls Wrestling	$390.00
Softball	$525.00
Volleyball	$400.00
Average Fee	**$606.67**

W/O Cheer & Drill = $348

Mixed Gender 80 Participants	
SPORT	25-26 TOTAL FEES
Swim	$150.00
Track	$165.00
XC	$150.00
Average	**$155.00**

Boys 216 Participants	
SPORT	25-26 Total Fees Charged
Baseball	$300.00
Boys Basketball	$370.00
Boys Golf	$275.00
Boys Soccer	$625.00
Boys Wrestling	$450.00
Football	$400.00
Average	**$403.33**


$2,000
$1,500
$1,000
$500
$0
Cheer & Drill
Girls W/ C&D
Girls W/O C&D
Boys
Mixed

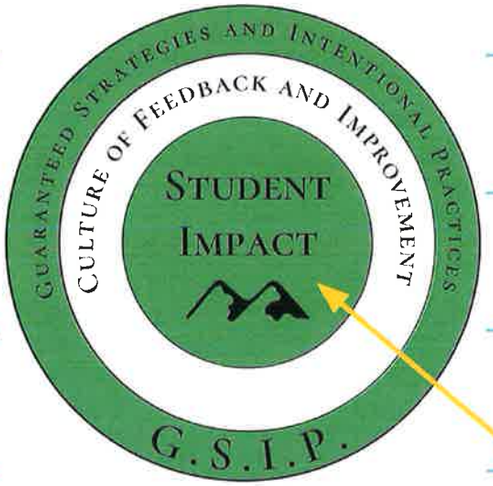
South Summit High School Athletics Highlights

- **New Mission & Vision**
  - Adopted a new athletics **Mission:** *To develop character, leadership, and lifelong success through activities.*
  - Adopted a new **Vision:** *To create a culture where character leads and every participant is better prepared to thrive in life.*
  - These statements are guiding decisions, expectations, and the overall direction of our athletic programs.
- **Improved Communication & Efficiency**
  - Transitioned to one all-sports coaches meeting and one all-sports parent meeting each season, recognizing that time is one of our most valuable resources.
  - This streamlined approach has created consistent messaging across all programs while reducing unnecessary meetings.
- **Positive Parent Feedback**
  - Our new all-sports parent meeting has received positive feedback from families.
  - Parents appreciate receiving consistent expectations regarding academics, attendance, eligibility, sportsmanship, and the values of South Summit Athletics in one setting.
- **Strength & Conditioning Program**
  - We have seen a noticeable improvement in our student-athletes through the leadership of Ryan Rockhill, our Weights, PE, and Health teacher.
  - Students and parents consistently share positive feedback regarding his ability to motivate, develop, and build meaningful relationships with athletes.
  - His program is helping establish a stronger culture of commitment, accountability, and athletic development across all sports.
- **Partnership with Especially 4 Athletes**
  - South Summit Athletics is partnering with *Especially 4 Athletes,* a nonprofit organization whose mission closely aligns with our own.
  - Their motto, *"Eyes Up. Do the Work."*, reinforces the character, leadership, resilience, and service-focused culture we are striving to build within our athletic programs.
  - We look forward to the opportunities this partnership will provide for our student-athletes and coaches.
- **Focus Beyond Winning**
  - While competitive success remains important, our primary emphasis continues to be developing young people of strong character who are prepared to succeed in school, athletics, and life after graduation.

WHERE ARE WE NOW?

Student Data Over Time

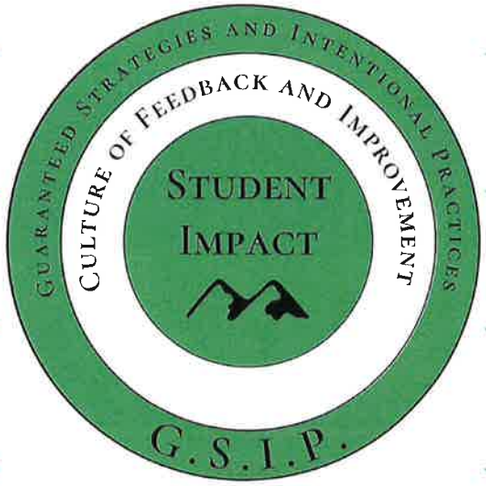
August 10, 2026



PURPOSE

"Data are not just numbers; they are a means to get the truth about whether we are making a difference."

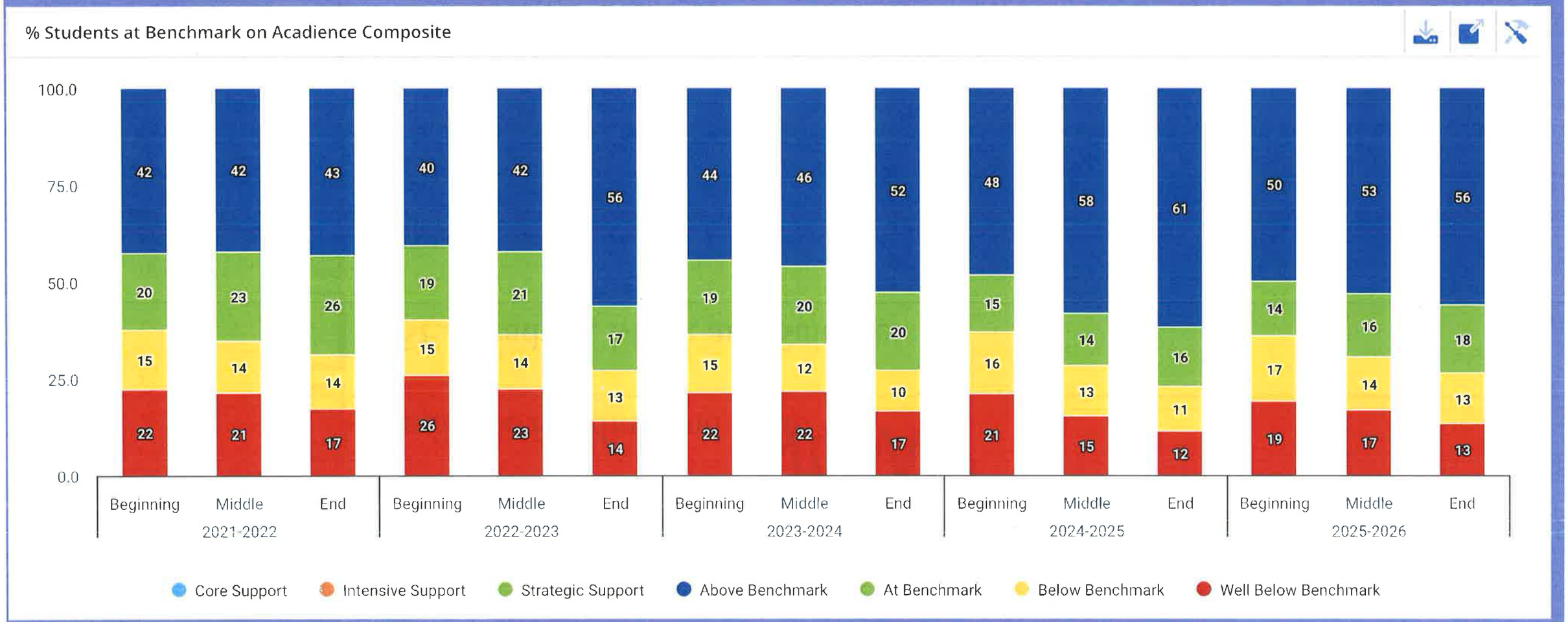
Michael Fullan



WHERE ARE WE NOW?

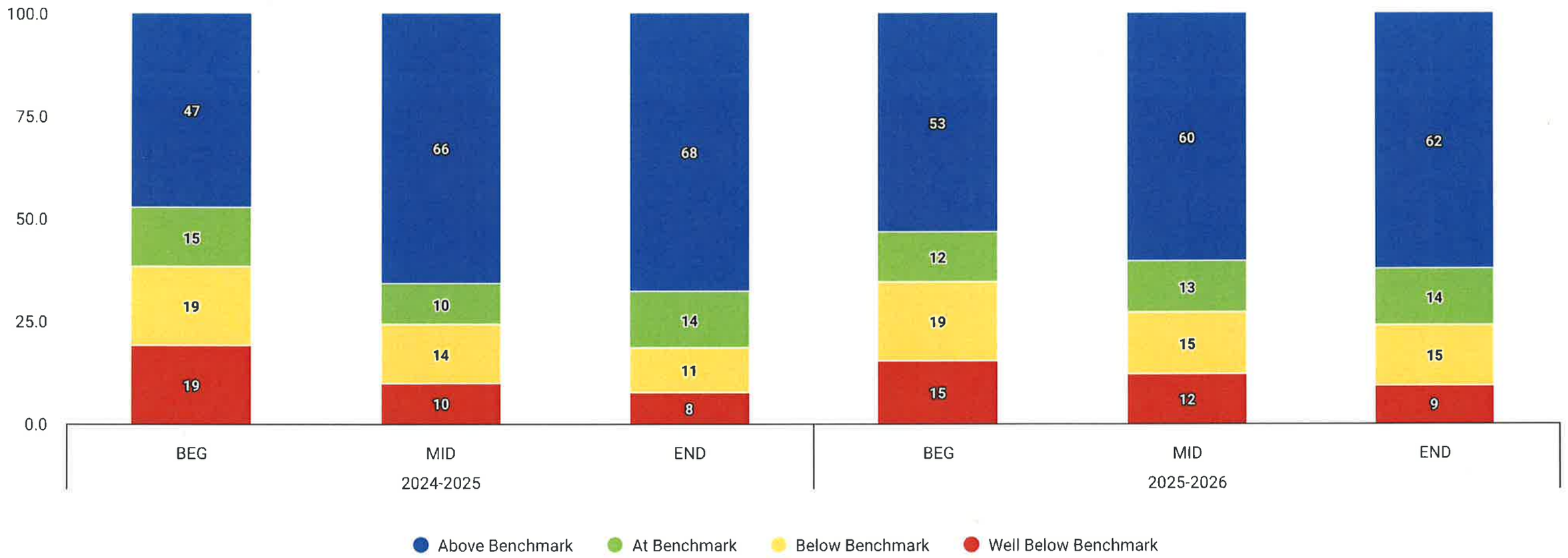
- [ ] Acadience Reading and Math
- [ ] RISE: Reading, Math, and Science
- [ ] Aspire Plus
- [ ] ACT
- [ ] WIDA

Acadience Reading



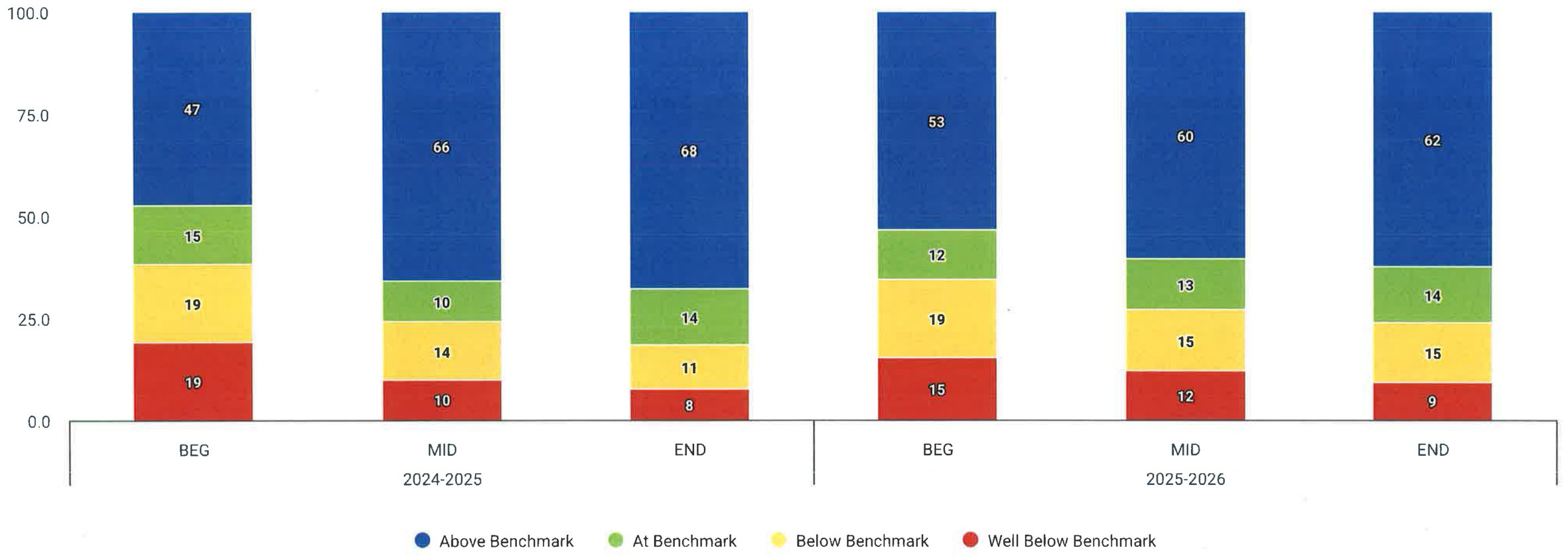
Acadience math

% Students at Benchmark on Acadience Composite

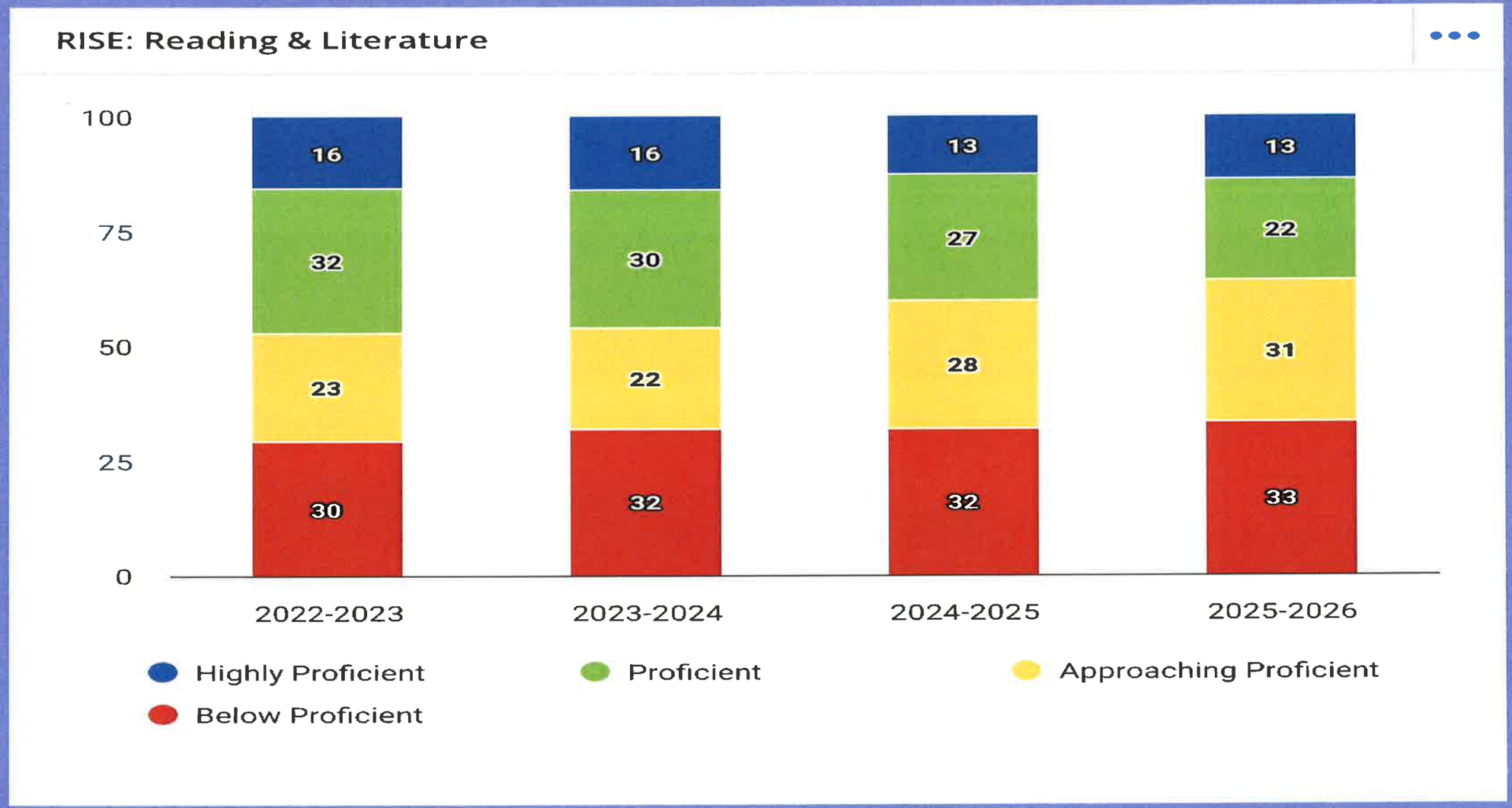


Acadience math

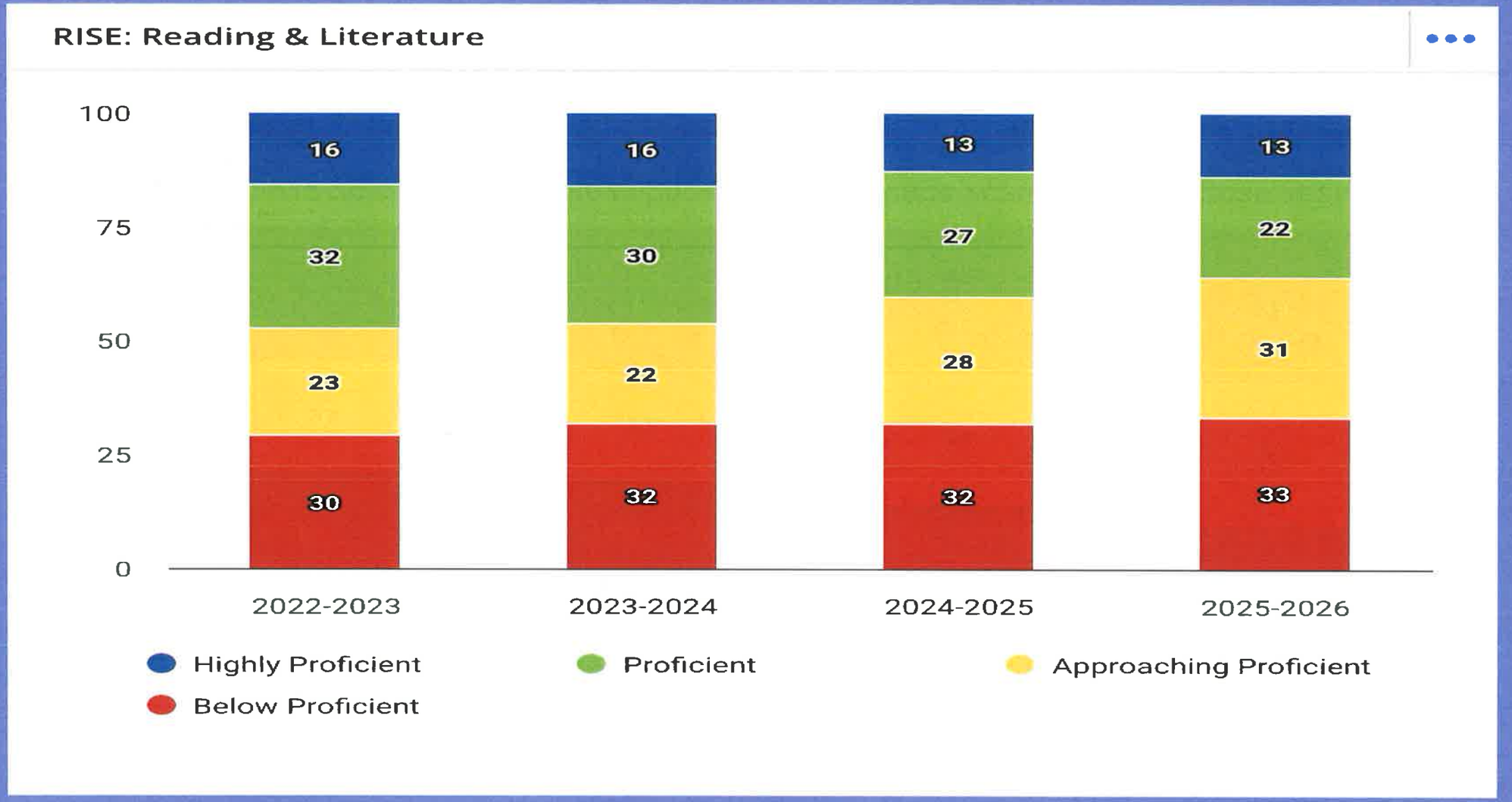
% Students at Benchmark on Acadience Composite



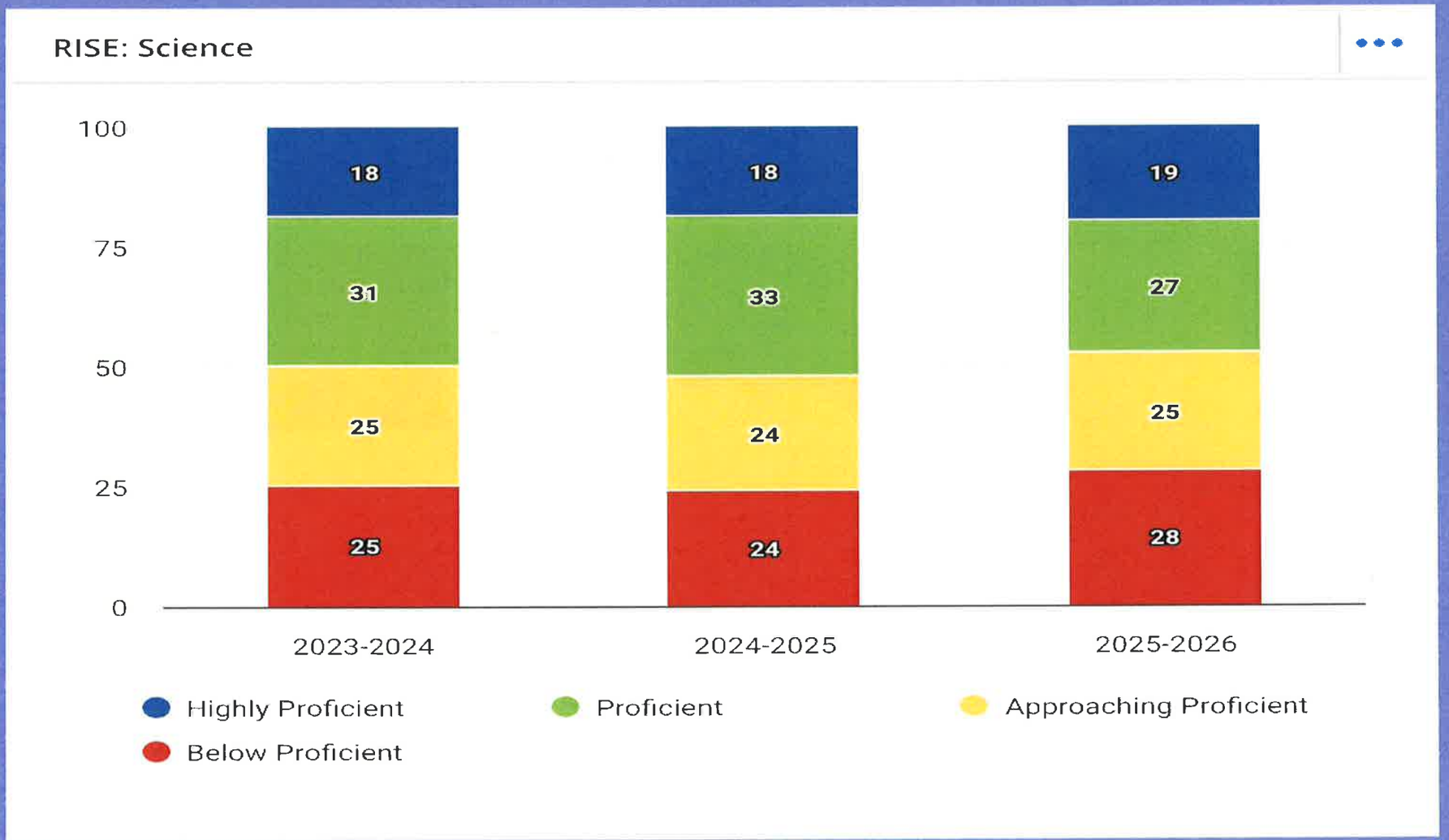
RISE ELA


RISE: Reading & Literature
100
75
50
25
0
16
32
23
30
16
30
22
32
13
27
28
32
13
22
31
33
2022-2023
2023-2024
2024-2025
2025-2026
Highly Proficient
Proficient
Approaching Proficient
Below Proficient

RISE math


RISE: Reading & Literature
100
75
50
25
0
16
32
23
30
16
30
22
32
13
27
28
32
13
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33
2022-2023
2023-2024
2024-2025
2025-2026
Highly Proficient
Proficient
Approaching Proficient
Below Proficient

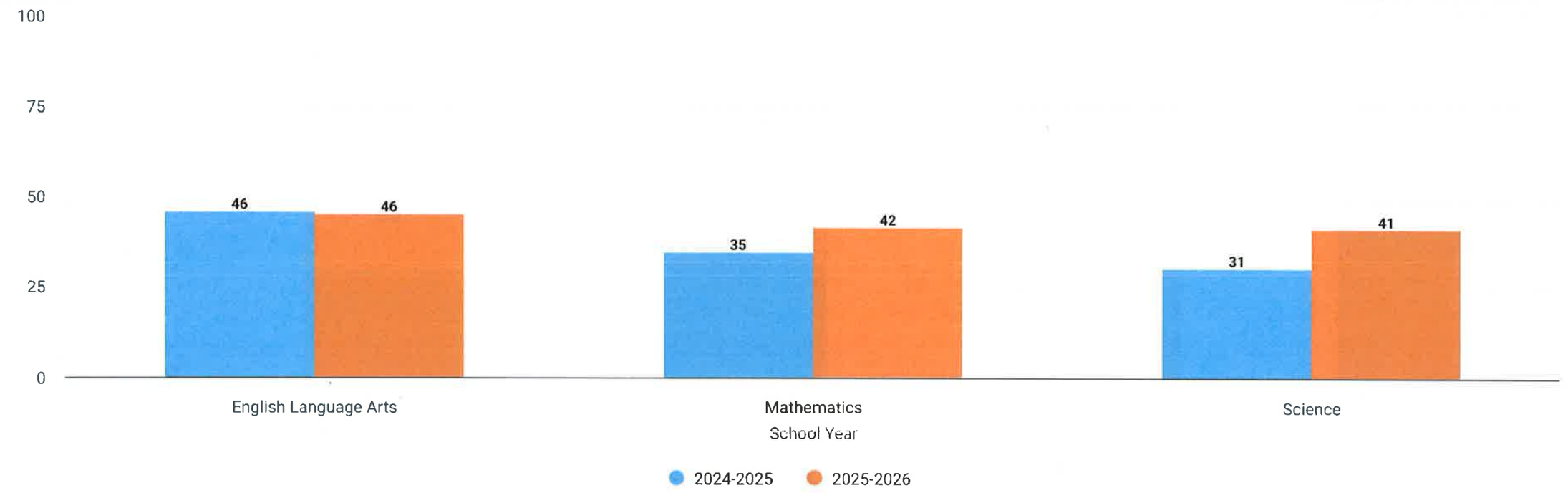
RISE science



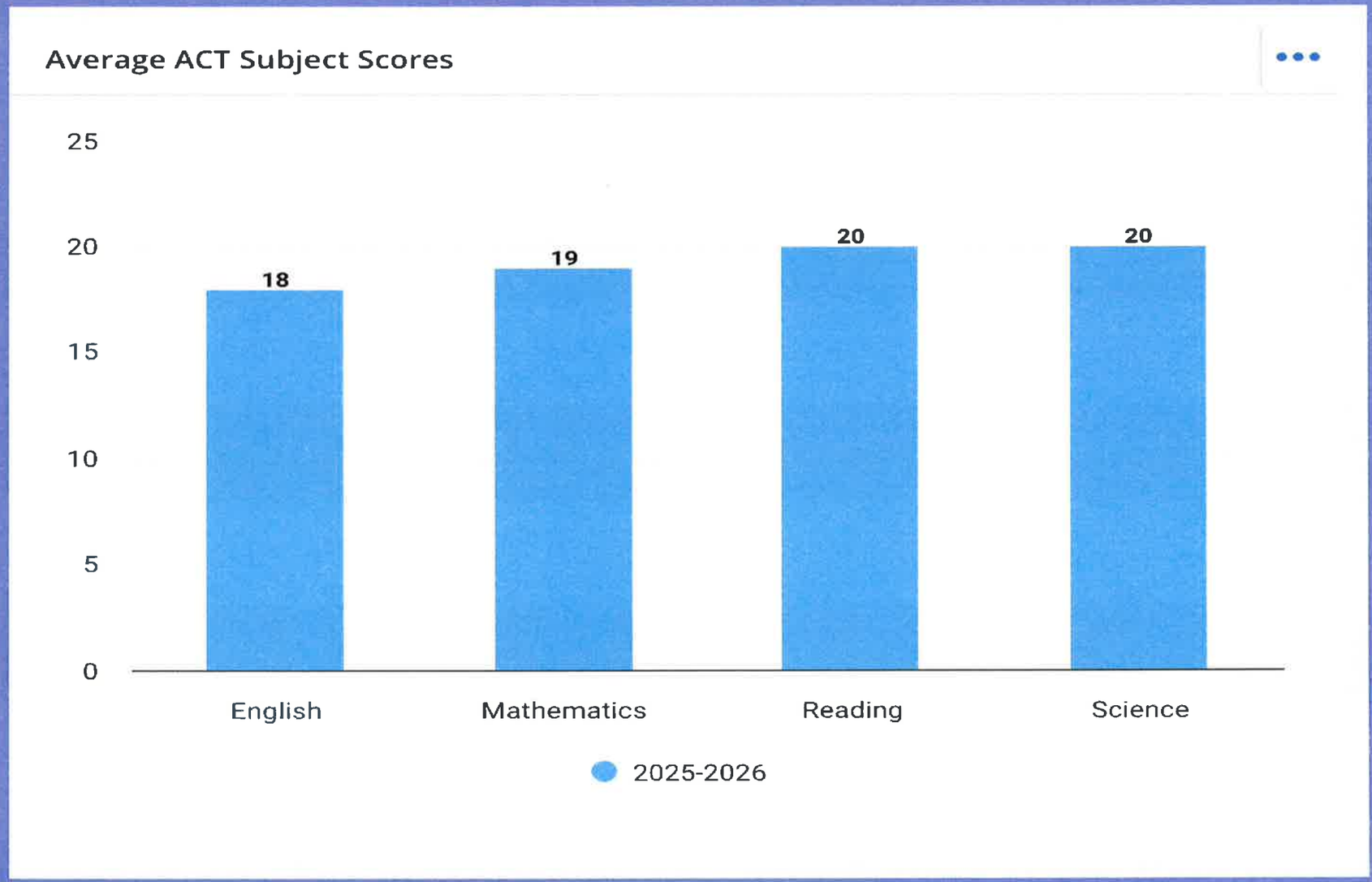
ASPIRE PLUS

ASPIRE PLUS | RISE | Acadience Math | Acadience Reading | NWEA | ACCESS 2.0 | ACT | Score Roster | Score Search

Passing Rate

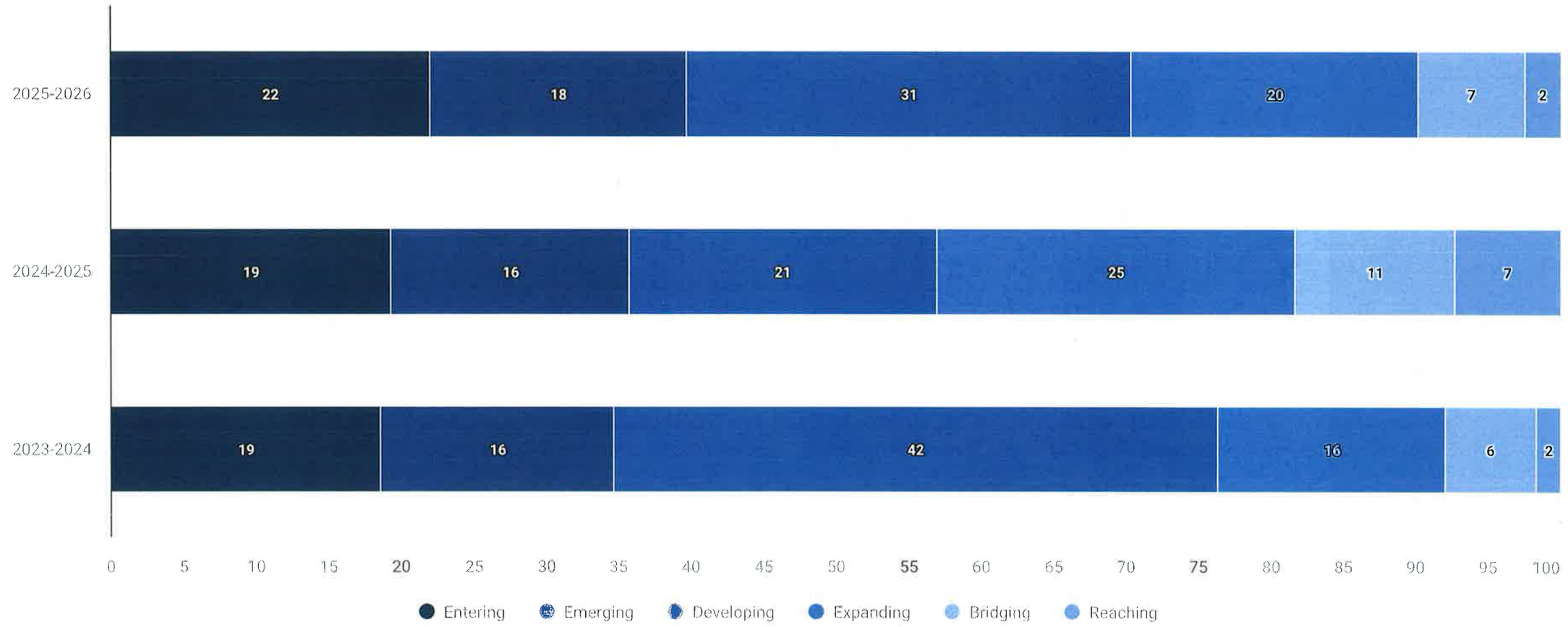


ACT


Average ACT Subject Scores
25
20
15
10
5
0
18
19
20
20
English
Mathematics
Reading
Science
2025-2026

WIDA

ASPIRE PLUS | RISE | Acadience Math | Acadience Reading | NWEA | ACCESS 2.0 | ACT | Score Roster | Score Search



"THE BIGGEST EFFECTS ON STUDENT LEARNING OCCUR WHEN TEACHERS BECOME LEARNERS OF THEIR OWN TEACHING, AND WHEN STUDENTS BECOME THEIR OWN TEACHERS." —

John Hattie, *Visible Learning: A Synthesis of Over 800 Meta-Analyses Relating toAchievement* (2008)

THE WHY

Our current identity no longer reflects the organization we have become.

The public recognizes a recreation facility. The community depends on a comprehensive recreation department.

01

ORGANIZATIONAL CLARITY

Creates a clear distinction between the department, the facility, and the services delivered across the community.

02

STRONGER PUBLIC UNDERSTANDING

Makes the full scope of programs, leagues, fields, events, aquatics, fitness, and partnerships easier to recognize.

03

GREATER STRATEGIC VALUE

Positions the department more effectively for partnerships, funding opportunities, public trust, and future growth.

A clearer identity aligns how the organization is seen with the full value it already delivers.

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Positions the department more effectively for partnerships, funding opportunities, public trust, and future growth.

A clearer identity aligns how the organization is seen with the full value it already delivers.

Give the mission a clear name.

South Summit Recreation becomes the parent identity.

SOUTH SUMMIT
— RECREATION —

The Summit Recreation Center remains the flagship facility.

the summit
recreation center

One organization. Two distinct identities.

This proposal does not create a new organization. It gives the existing recreation system a clear and coordinated identity.

SOUTH SUMMIT RECREATION

(That makes the hierarchy instantly understandable, especially for anyone seeing it for the first time.)

The Summit Recreation Center

Flagship Facility

Programs & Leagues

Youth and Adult Recreation

Fields, Events & Community

Community Services beyond the Facility

1. **Approve South Summit Recreation as the identity of the Recreation Department**
2. **Approve The Summit Recreation Center as the name of the flagship facility**
3. **Authorize a phased, fiscally responsible implementation**



















4012-D Focused Graduation Pathway

Commented [GM1]: I think we need to sit down with Kena about this... One of my concerns is that we are creating a pathway for students to take care of their core credits in one swoop... It may likely become "the easy way" to get a high school diploma???

Definitions

• FGP Student: A student who meets the eligibility requirements, attends a South Summit School District school, and consents to participate in the Graduation Pathway.

• GED® Exam: A standardized high school equivalency test measuring proficiency in core subjects, such as Reasoning Through Language Arts, Mathematical Reasoning, Science, and Social Studies.

Program Requirements

The goal of the Focused Graduation Pathway program is to allow students an alternate pathway to high school completion using a hybrid of in-person courses and proficiency-based completion of core credits through successful passing of GED® assessments. The program will be overseen by the Student Services Director. High school administrators will refer students based on the recommendations of their counselors and intervention teams using outlined eligibility criteria and individual student needs and goals.

Commented [SH2]: I would use Director since that is your title

Candidate Eligibility Criteria

To be considered as a candidate for the Focused Graduation Pathway, a candidate must:

• Be a senior enrolled in high school.

• Be significantly deficient in high school credits earned, with at least 3 of those credits being in the core areas (mathematics, language arts, science, social studies).

• Demonstrate a 9th grade reading level as indicated by the Lexile exam.

• Maintain their high school enrollment with satisfactory attendance throughout the entirety of the pathway.

Enrollment

Students wishing to enroll in the Focused Graduation Pathway must meet with applicable school staff to review policy and procedures. Enrollment into the Focused Graduation Pathway is voluntary. Parents must provide written consent for their student to be enrolled

in the Focused Graduation Pathway. If the student is a verified unaccompanied minor, the student may sign consent.

Instructional Support

Students will be enrolled in GED® prep courses for each subject area identified as a need. These classes will be taught by highly qualified subject area experts until the student demonstrates readiness through a practice test.

Commented [SH3]: This will require a conversation with Kena about how to use FTE at the high school. We will need to think through how this will work as students enter and exit the program.

How we will determine who a "high quality subject area expert" is?

Commented [SC3R2]: Experts are already in place in the GED courses. This should not affect FTE, maybe one student a year.

Testing

An FGP student must complete a GED® exam at an approved testing center or through an online proctored test, in accordance with exam policies and procedures.

Credits

Core credit will be awarded to an FGP student for passing GED exams up to:

- 4.0 language arts credits for passing the Reasoning through Language Arts exam
- 3.0 social studies credits for passing the Social Studies exam
- 3.0 mathematics credits for passing the Mathematical Reasoning exam
- 3.0 science credits for passing the Science exam

Awarded credits shall be recorded on the student's transcript as Pass/Fail instead of a letter grade when official exam results are obtained by the school. The equivalency exam will be included in the course name of the transcript for each entry.

Additional Credits Required to Receive a High School Diploma

Students will need to complete all remaining graduation requirements to be eligible to earn a state high school diploma.

Student Enrollment and Retention

FGP Students will maintain enrollment in a K-12 school until they have completed the requirements for graduation, or their class has graduated. Students will be assigned a school counselor to track their progress towards graduation and to set goals for post graduation.

Commented [SH4]: How are you guys picturing this goes? Are students outsourced to an online GED prep class? Will the class be in person with a teacher at the high school? And how is it funded?

Commented [SC4R2]: FGP student would have to go to the night GED class until able to pass the practice exam.

Reporting Requirements

The Student Services Director will annually report to the State Superintendent the following:

- Enrollment numbers
- Completion rates
- Other relevant data as determined by the State Superintendent

Oversight and Compliance

The State Superintendent will oversee the implementation of this policy and ensure compliance with state and local requirements. Schools failing to meet the standards outlined in this policy may lose authorization to participate in the FGP.

South Summit School District
Achieving Excellence

Utah's Statewide Online Education Program Procedure

Procedure 4072-A

Section: 4000 – Instructional Program

I. Definitions

A. SOEP (Statewide Online Education Program): A program established by the state of Utah that allows students to take courses online, providing flexibility and additional learning opportunities.

B. LEA (Local Education Agency): Refers to the South Summit School District in the context of this policy.

C. Fee Waiver: A waiver granted to students who meet eligibility criteria as outlined by state law and district policies, removing the obligation to pay certain school-related fees.

II. Eligibility

A. All students in grades 6-12 who are enrolled in the South Summit School District may participate in SOEP as outlined in USBE Rule. Students may register for up to six credits per academic year as permitted by Utah Code, while remaining enrolled in their local school. Additional credits may be taken with administrative approval.

III. School Support and Use of School Facilities

A. Fee Waiver Students:

1. South Summit School District will provide eligible fee waiver students participating in SOEP with access to school facilities and a designated space during the

school day to complete their online coursework.

2. Students must request the use of school space at least one week prior to the start of the SOEP course.

3. Any technological support required must be arranged with the school in advance.

B. Non-Fee Waiver Students:

1. Students who are not on a fee waiver are encouraged to complete their SOEP coursework outside of school hours. They may not be provided with designated school space during the school day. Non-fee waiver students may still seek occasional access to school resources, such as the library or computer labs, based on availability and with administrative approval.

IV. Course Scheduling and Credit Transfer

A. Course Registration and Approval:

1. Students wishing to enroll in SOEP must submit their course registration to the school counselor or designee for approval, ensuring the courses align with the student's graduation requirements and Individualized Education Plan (IEP) if applicable.

V. Credit Transfer

A. Upon successful completion of an SOEP course, the student's course credit will be transferred to South Summit School District and applied toward their graduation requirements. The district will follow USBE guidelines regarding the calculation of grades and the inclusion of SOEP courses on a student's transcript.

South Summit School District
Achieving Excellence

VI. Student Responsibilities

A. Students participating in SOEP are responsible for:

B. Ensuring timely registration and enrollment in SOEP courses.

C. Adhering to the guidelines set forth by the online course provider.

D. Managing their online coursework independently, including meeting course deadlines and requirements.

E. Communicating with both the SOEP provider and their school counselor if they encounter difficulties.

VII. District Responsibilities

A. The district will:

1. Provide clear guidance and support to students and families regarding participation in SOEP.

2. Ensure fee waiver students are offered access to school space during the day to work toward completing online coursework, as outlined in this policy.

3. Facilitate the transfer of course credits from SOEP to the student's district transcript.

Adopted Date: September 8, 2025
Last Reviewed Date:
Last Revised Date:
Prior Revised Dates:

South Summit School District
Achieving Excellence

Background Check

Procedure: 5042-A

Section: 5000 Personnel

I. **Purpose**

A. In order to protect the health and safety of all students and protect the property of the District, the South Summit School District shall require an employee, potential employee or volunteer who will be given significant unsupervised access to a student in connection with the individual's assignment to submit to a criminal background check as a condition for employment or appointment.

II. **Background Check**

A. The District shall require a criminal background check on each new employee, substitute and unsupervised volunteer.

III. **Conducting the Background Check**

A. The applicant, volunteer, or employee shall be notified that they must sign a release form and subject themselves to a background check. If they, an applicant, or volunteer refuses to sign the release they will not be considered for employment. Employees who decline to sign the release form will be subject to disciplinary action up to and including dismissal from employment.

B. The background check will be conducted by the District Office and the Utah Bureau of Criminal Identification.

IV. **Opportunity to Respond to Background Check**

A. The District will consider convictions that are job-related for the employee, applicant, or volunteer. If a person is denied employment or is dismissed from employment because of information obtained through a criminal background check, the person shall receive notice of the reasons for denial or dismissal and shall have an opportunity to respond to the

South Summit School District
Achieving Excellence

reasons.

V. **Confidentiality**

A. Information obtained under this policy is confidential and may only be disclosed as provided in Utah Code 53G-11-401.

VI. **Background Check Job Action**

A. The District Superintendent and and HR Director will utilize the Utah State Background Check Decision Outline as a guide to determine any job action taken in regard to background checks and self-disclosure of an arrest.

VII. **Release Statement**

A. All employees, substitutes, and volunteers must read and sign the release form before background checks are conducted.

~~A.~~

VIII. **Destruction of Records**

A. The District will ensure that, in the case that records need to be destroyed, it will be done in the proper manner. If the District must destroy physical copies of ABC or Background information, it must be witnessed if completed by a third party. If the destruction cannot be witnessed, then shredding must be done with a district shredder before being given to the third party company for destruction.

BCI Waiver

Cross References: Policy 5042

Legal References: 53G-11-401

Adopted Date: March 14, 2024
Last Reviewed Date:
Last Revised Date:
Prior Revised Dates:

South Summit School District
Achieving Excellence

Student Enrollment and Admissions

Policy: 6001-A

Section: 6000

Students

I. **Definitions**

A. Alternative District or Alternative District of Residency: a district which may provide educational services where a student resides:

1. With a responsible adult, other than a custodial parent or legal guardian; or

2. In a health care facility or human services program facility.

B. Children of Military Families: School aged children, enrolled in kindergarten through twelfth grade, in the household of an active-duty member.

C. Health Care Facility: General acute hospitals, specialty hospitals, home health agencies, hospices, nursing care facilities, residential-assisted living facilities, birthing centers, ambulatory surgical facilities, small health care facilities, abortion clinics, facilities owned or operated by health maintenance organizations, end stage renal disease facilities, and any other health care facility that is designated by the State's Health Facility Committee. Health care facility does not include the offices of private physicians or dentists, whether for individual or group practice.

D. Human Services Program: For purposes of these administrative procedures, human services program means a: foster home; therapeutic school; youth program; resource family home; or recovery facility. Human services program also includes a facility or program that provides: secure treatment; inpatient treatment; residential treatment; residential support; adult day care; day treatment; outpatient treatment; domestic violence

treatment; child-placing services; social detoxification; or any other human services that are required to contract with and be licensed by Utah's Department of Human Services. Human services program does not include a boarding school or a residential, vocational and life skills program, as defined in Utah Code Ann. §13-53-102.

E. Emancipated minor: A child under the age of 18 who has become emancipated through marriage or by order of a court consistent with Utah State Code; or a child recommended for school enrollment as an emancipated or independent or homeless child/youth by an authorized representative of the Utah State Department of Social Services.

F. Enroller: An individual who enrolls a student in a public school.

G. Homeless child/youth: A child who:

1. Lacks a fixed, regular, and adequate nighttime residence.

2. Has primary nighttime residence in a homeless shelter, welfare hotel, motel, congregate shelter, domestic violence shelter, car, abandoned building, bus or train station, trailer park, or camping ground.

3. Sleeps in a public or private place not ordinarily used as a regular sleeping accommodation for human beings.

4. Is living with relatives or friends on a temporary or emergency basis due to lack of housing due to loss of housing or economic hardship or similar reason.

5. Is a runaway, a child or youth denied housing by his family, or school age unwed mother living in a home for unwed mothers, who has no other housing available.

H. Newcomer Student: A student who is 3 through 21 years old; was not born in the United States; and has not attended one or more schools in one or more states for more than three full academic years.

I. Parent: For purposes of these administrative procedures and the corresponding board policy, “parent” means:

1. A biological or adoptive parent;

2. A legal guardian or other individual legally authorized to make educational decisions for the child;

3. An individual, with whom the child lives, who is acting as a parent in the absence of a natural parent or a guardian;

4. A foster parent if the authority of the biological or adoptive parents to make educational decisions on the child’s behalf has been terminated or specifically limited by a court order;

5. In the absence of any individual qualified under parts 1-4, a surrogate parent appointed pursuant to the Individuals with Disabilities Education Act; and/or

6. A stepparent if the stepparent is present on a day-to-day basis with the natural parent and child, and the other parent is absent from the home. A stepparent who is not present on a day-to-day basis in the home of the child does not have rights under Family Educational Rights and Privacy Act (FERPA) with respect to the child’s education records. Stepparents without guardianship of a child do not have the authority to enroll or register a child in school.

7. “Parent” does not include the state or any political subdivision of government.

J. Qualified Social Service Provider: A social service provider that works directly with a student’s family.

K. Social Service Provider: A social service provider means one of the following professionals, licensed to practice under Utah Code Ann. §58-60-205:

1. A clinical social worker;

2. A certified social worker;

3. A certified social worker intern;

4. A social service worker; or

5. Staff employed to provide direct support to a professional described in subparts 1-4 above.

L. Responsible Adult Resident: An individual who is 21 years old or older who is a resident of this state and is willing and able to provide reasonably adequate food, clothing, shelter and supervision for the child.

II. Determination of a Child's School District of Residence

A. The school district of residence for a minor child whose custodial parent resides within Utah is:

1. The district in which the custodial parent resides; or

2. The school district in which the child resides:

a. While in the custody or under the supervision of a Utah state agency, local mental health authority, or substance abuse authority;

b. While under the supervision of a private or public agency authorized to provide child placement services by the Division of Child and Family Services (DCFS); or

c. While living with a responsible adult resident of the District who has been designated as the child's custodian through a durable power of attorney as provided for in this policy and the District has been determined to be the child's district of residency as provided for in "Alternative District of Residency" below; or

d. If the child is married or has been legally declared an emancipated minor by a court of law or authorized administrative agency; or

e. While the child is receiving services from a health care facility or human services program (as defined by Utah Code

§ 26B-2-201 and Utah Code § 26B-2-101) and the District has been determined to be the child's district of residency as provided for in "Alternative District of Residency" below.

Utah Code § 53G-6-302(1), (2) (2024)
Utah Admin. Rules R277-621 (September 24, 2021)

B. A minor child whose custodial parent does not reside in the state is considered to be a resident of the district in which the child lives, if it is established to the satisfaction of the local Board that:

1. The child is married or has been determined an emancipated minor by a court of law or authorized state administrative agency; or

2. The child was placed and is being supervised by a child placing agency which is authorized by the State of Utah to provide residential, or child placement services and the agency is paying the child's tuition and fees to the extent required by Utah Code § 26B-2-131;

3. The child is in custody or under the care of a Utah state agency;

   Utah Code § 26B-2-131 (2023)

4. The child lives with a resident of the district who is a responsible adult and whom the district agrees to designate as the child's legal guardian in accordance with state law;

5. The District, in its sole discretion may accept a non-emancipated student as a resident of the District if each of the following are demonstrated to the Board's satisfaction:

   a. The child lives with a responsible adult who is a resident of the district and is the child's noncustodial parent, grandparent, brother, sister, uncle, or aunt;

   b. The child's presence in the district is not for the primary purpose of attending school;

   c. The child's physical, mental, moral, or emotional health would best be served by considering the child to be a

resident for school purposes; and

d. The child is prepared to abide by the rules and policies of the school and district; or

e. The board determines that:

i. The child's parent moves from the state;

ii. The child's parent executes a power of attorney under Utah Code Ann. §75-5-103 that

iii. Meets the requirements of Section II below; and

iv. Delegates powers regarding care, custody, or property, including schooling, to a responsible adult with whom the child resides;

f. The responsible adult described in Section II.B.4 is a resident of the district;

g. The child's physical, mental, moral, or emotional health will best be served by considering the child to be a resident for school purposes;

h. The child is prepared to abide by the rules and policies of the school and school district in which attendance is sought; and

i. The child's attendance in the school will not be detrimental to the school or school district.

C. If admission is sought under Sections I.A.2.c, I.B.3, or I.B.4 above, then the district requires the person with whom the child lives to be designated as the child's custodian in a durable power of attorney or the child's guardian. See, Section XIII below for more information of durable powers of attorney and guardianships.

III. Enrollment of Homeless or Unaccompanied Youth, or Emancipated Minors

A. Pursuant to state and federal law, homeless students are entitled to immediate enrollment and full participation in school, even if they are unable to produce records normally required for enrollment, such as

previous academic records, medical records, proof of residency, guardianship records, birth certificate, or other required documents.

B. A homeless child or unaccompanied youth must:

    1. Be allowed to continue in their school of origin, defined as the school the child has attended when permanently housed or the school the child last attended;

    2. Be allowed to enroll in the school in whose boundaries the child actually resides;

    3. Be enrolled immediately with the expectation that the child begin attending immediately;

    4. Be provided transportation support to the child's school of origin; and

    5. Be eligible for free meals.

C. Determination of residence for homeless, unaccompanied youth, or emancipated minors may include consideration of the following criteria:

    1. The place, however temporary, where the student actually sleeps;

    2. The place where the student keeps his/her belongings; and/or

    3. The place which the student considers to be home.

    4. Such recommendations concerning a child's domicile as made by the Utah State Department of Human Services.

D. Determination of residence for such students may not be based upon:

    1. Rent or lease receipts for an apartment or home;

    2. The existence or absence of a permanent address; or

    3. A required length of residence in a given location.

E. After the student is enrolled and attending the school, the school secretary or Director of Student Services will assist the parent or unaccompanied youth in obtaining necessary records, completing forms, and/or provide

other assistance as necessary.

F. Any disputes involving school selection or enrollment of a homeless child or an unaccompanied youth shall be referred to the Director of Student Services. However, a homeless child or unaccompanied youth must be immediately admitted to the school in which enrollment is sought pending resolution of the dispute.

    1. The parent, guardian, or unaccompanied youth must be provided with a written explanation of the school's decision regarding school selection or enrollment, including the rights of the parent, guardian, or youth to appeal the decision.

    2. If the parent, guardian or unaccompanied youth wish to appeal the decision, the principal should be notified.

    3. The principal will notify the Director of Student Services, who will ensure the appropriate dispute resolution process is carried out as quickly as possible.

    4. The Director of Student Services will convene an appeals committee. This committee will be composed of a school administrator, a counselor from an uninvolved school, and the Director of Student Services.

    5. The appeals committee will hear the dispute and render a written decision which will be provided to the appellant. The decision of this committee may be appealed to the superintendent or his/her designee within fifteen business days of the date of the decision. The parent, guardian, or unaccompanied youth may also appeal the decision of the committee to the State Superintendent of Public Instruction.

G. If there is a dispute as to the residence or the status of an emancipated minor or an unaccompanied youth, the Director of Student Services should be contacted, but the issue may also be referred to the Utah State Board of Education (USBE) for resolution.

IV. Enrollment for Students with Disabilities

A. For a student with a disability being educated pursuant to an individualized education program (IEP), the appropriate educational placement must be determined by the student's IEP team.

B. The decision to accept a student requiring special education services must include consideration of the capacity of the school's special education program, and the services mandated by the student's IEP. Services provided in self-contained programs are an IEP team decision and not an enrollment option.

C. The capacity of the special education program is defined by using the weighted count described in the USBE Special Education Rules. If 90% of that capacity has been reached, additional enrollment requests requiring special education services may not be granted.

D. If it is determined that the school has not reached the 90% capacity, schools will use the process outlined in Policy 6009 in determining which applications to accept.

E. If, during the course of the school year, a student requires additional special education services, the IEP team will determine an appropriate placement, which may or may not be at the same school.

F. A transfer student's enrollment may be discontinued if it is determined by enrollment projections that the capacity of the special education program will exceed 90% capacity for the coming school year. Parents will receive notice no later than March 15 if the student's enrollment is to be discontinued.

V. Dual Enrollment

A. Any child who is enrolled in a regularly established private school or a home school may also enroll in a District school for dual enrollment purposes. Any dual enrollment student may participate in any academic activity in the schools of the District subject to compliance with the same rules and requirements that apply to a full-time student's participation in the activity. Dual enrollment students are required to attend school part-time as prescribed by the School Board. In addition, a student who attends a portion of the school day at a District school shall be subject to administrative scheduling and teacher discretion of the District's school.

Dual enrollment students are subject to the school's tardy and truancy policies according to the school's pre-established time schedules.

B. A student enrolled in a dual enrollment program is considered a student of the District for purposes of state funding to the extent of the student's participation in the District school's programs.

C. A dual-enrollment student with a disability may participate as a dual enrollment student consistent with State Board rule and federal regulations. The school shall prepare an IEP for such a student prior to the student's participation in dual enrollment using comparable procedures to those required for identifying and evaluating public school students. A student with a disability seeking dual enrollment is entitled to services for the time, or the number of courses, that the student is enrolled in the public school, based on the decision of the IEP team.

Utah Code § 53G-6-204Utah Code § 53G-6-204 (2025)
Utah Code § 53G-6-702 (2020)
Utah Admin. Rules R277-438 (December 8, 2016)
State Board of Education Special Education Rules VI.D.8

Dual Enrollment Application

VI. Determination of Alternative District of Residency

A. A student's custodial parent may request a determination that the district is a student's alternative district of residency.

1. Any such requests must be in writing;

2. The parent/student must indicate why the student should receive resident services from the district in accordance with Section II above; and

3. The request must be submitted to the district's Director of Student Services.

B. Upon receiving such a request, the Director of Student Services will review the request and, within ten business days, make a recommendation to the superintendent on whether the student should be treated as a resident of the district.

C. The student's custodial parent's district of residence is responsible for the student's education services pending the superintendent's decision.

D. The superintendent will issue a written decision within ten business days setting forth the statutory reasons for approving or denying the request.

E. If the superintendent approves the request, the district shall assume responsibility for providing educational services for the student and enroll the student immediately.

1. If a request is approved for a student qualifying for services under IDEA, the district shall conduct an individualized education program (IEP) meeting with representation from the district and the former district of residence.

2. If a request is approved for a student attending a private human services program facility, the student is entitled to educational services at a school designated by the district.

    a. The district is not required to provide educational services on site at a private human services program facility, unless the student's district IEP team determines that on-site services are required to meet the student's needs under federal law.

3. The district is not responsible for a student's required transportation between a healthcare facility or human services program facility and the designated school.

4. The Superintendent or Director of Student Services may periodically reevaluate the non-resident student's eligibility for district education services in accordance with the criteria outlined in Section II.

F. If the superintendent denies a student request, the student may appeal the decision within ten business days to the State Superintendent of Public Instruction.

VII. **Residency Documentation**

A. Before a student is enrolled in a district school, the student's parent(s) must show proof of residency in the district, except for a determination regarding homeless or unaccompanied youth, or emancipated minors (see, Section III above).

B. The following are examples of documentation a school may request to show residency. The district considers two forms of any of the following --in any combination -- to be sufficient to establish residency (e.g., one document from Section 1 and one document from Section 2; or two documents from Section 2; or one document from Section 1 and one document from Section 3, etc.):

1. Documents showing primary residence:

a. A copy of deed and/or record of most recent mortgage payment;

b. A copy of lease and record of most recent rent payment;

c. Legal affidavit from landlord affirming tenancy, stating the duration of tenancy, and record of most recent rent payment, if available, or statement in the landlord's affidavit that s/he is not charging the family rent;

d. Other documentation acceptable to the district that confirms legal guardian's primary residence; or

e. If none of the above is available, a legal affidavit from the leader of a recognized, established religious unit (ward, stake, parish, mosque, synagogue, etc.) affirming that the family lives at the address designated by the parent.

2. Documents dated within the past 60 days:

   a. Letter from approved government agency, such as assisted housing, food stamps, or unemployment payments;

   b. Payroll stub;

   c. Bank or credit card statement;

   d. Utility bill;

   e. Valid driver's license;

   f. Current vehicle registration;

   g. Valid Utah photo identification card;

   h. Valid passport;

   i. Voter registration documentation; or

   j. Church or religious records.

3. Documents dated within the past year:

a. W-2 form;

b. Excise (vehicle) tax bill; or

c. Property tax bill.

C. The following documents do not establish residency:

1. powers of attorney;

2. letters from friends or relatives;

3. P.O. Box in district boundaries; or

4. property owned in district boundaries.

D. The school does not need to retain documentation provided by a student's parent(s) or legal guardian(s) once residency has been confirmed.

E. False or misleading information regarding residency or other pertinent information will result in revocation of the student's enrollment.

VIII. **Age of Entrance Requirement and Grade Placement**

A. School assignment and grade placement of any K-12 student is determined by the district.

B. In order to enroll a child in kindergarten, the child must be at least five years of age on or before September 2 of the school year for which enrollment is sought. Enrollment in a kindergarten program is optional.

1. The District may enroll a child in kindergarten who does not meet this age requirement if the child moves to Utah from a different state in which the child, during the school year, was a resident and was enrolled in kindergarten in accordance with the prior state's kindergarten age requirements and transfers to the enrolling school after the beginning of the same school year. The District may also enroll children as described below.

Utah Code § 53G-4-402(8) (2025)

C. The district will enroll six-year-old children, who have not attended a kindergarten program, based on the child's date-of-birth:

1. Children who turn six years old between July 1 and September 1 will be enrolled in kindergarten, and their grade-level placement will be evaluated before the end of that school year.

2. Children who turn six years old prior to July 1 will be enrolled in first grade, and their grade-level placement will be evaluated before the end of that school year.

D. In order to enroll a child in first grade, the child must be at least six years of age on or before September 2 of the school year for which enrollment is sought.

E. Students entering the district after first grade, will be placed according to their age.

F. Compulsory education laws require all children age 6 to 18 to be enrolled in school or have a documented, current, authorized exemption from school.

IX. **Foreign Immigrant Students**

A. Students whose most recent school enrollment was in a foreign country shall be enrolled in their age-appropriate grade in the South Summit School District.

B. After enrollment, parents or guardians may request retention or acceleration following the process in Policy 4006 Student Retention and Acceleration.

C. Students who have graduated from or otherwise completed a high school program or its equivalent in a foreign country are not eligible for enrollment in the District.

X. Foreign Non-Immigrant Students

A. The Board and District administration shall not authorize enrollment for any foreign non-immigrant students if any part of the enrollment would violate the laws, regulations, or guidelines of the United States or the Department of Homeland Security (DHS).

B. Foreign non-immigrant students are eligible for graduation from District high schools provided they meet current Utah graduation requirements.

1. Students must provide official transcripts to receive credit for courses taken in their home country. As credits may not exactly transfer, make-up credits may be required. Students are responsible for the time and expense of make-up credits.

2. Foreign non-immigrant students who choose not to graduate but complete their 12th grade year in a District school may be recognized by school administration during graduation ceremonies.

XI. Enrollment Documentation

A. In accordance with state law, upon enrollment for the first time in any school, the individual enrolling the student (the “enroller”) shall provide within 30 days of the date of enrollment:

1. A certified copy of the student’s birth certificate; or

2. Other reliable proof of the student’s

a. identity;

b. biological age; and

c. relationship to the student's legally responsible individual; and

d. an affidavit explaining the enroller's inability to produce a copy of the birth certificate; and

3. A certified, accurate, and complete immunization record or official immunization exemption; and

4. If applicable, a report card or written withdrawal form from the school last attended.

B. If the documentation described in Section VIII inaccurately reflects the student's biological age, the enroller shall provide to the school:

1. An affidavit explaining the reasons for the inaccuracy; and

2. Except as provided in section VIII below, supporting documentation that establishes the student's biological age.

a. The supporting documentation may include:

i. a religious, hospital, or physician certificate showing the student's date of birth;

ii. an entry in a family religious text;

iii. an adoption record;

iv. previously verified school records;

v. previously verified immunization records;

vi. documentation from a social service provider; or

vii. other legal documentation, including from a consulate, that reflects the student's biological age.

C. If the supporting documentation described in Section XI is not available, the school shall assign a review team to work with the enroller to determine the student's biological age for the district to use for a student's

enrollment and appropriate placement in a public school.

1. The review team must include three members, one of whom has completed the state-mandated child sexual abuse and human trafficking prevention training within the last two years.

    a. The members of the review team may include a district administrator, the student's teacher(s); the school principal; a school counselor; a school social worker; a school psychologist; a culturally competent and trauma-informed community representative; a school nurse; or a relevant educational administrator.

D. A school shall report to local law enforcement and to DCFS any sign of child trafficking that the review team identifies in carrying out the review team's duties.

E. A school enrolling a transfer student must request a certified copy of the transfer student's cumulative file directly from the student's previous school within 14 days.

1. The student's previous school must send the file within 30 school days of receiving the request, unless it has been notified by DPS that the record is that of a missing child.

    a. If the student's record has been flagged as that of a missing child, the school may not forward the record to the new school and must notify DPS of the request.

XII. Legal Surname

A. Students must be registered, and permanent records maintained, under the legal surname as shown on the student's birth certificate. This does not preclude the use of a preferred surname in daily school activities.

XIII. Guardianships and Durable Powers of Attorney

A. The district may grant a child admission to one of its schools under a durable power of attorney in circumstances described in Sections II.

B. The durable power of attorney must be issued by the party who has legal custody of the child, must designate the individual with whom the child lives as the child's custodian, and must grant the custodian full authority to

take any appropriate action in the interests of the child, including authorization for educational and medical services.

C. Both the party granting and the custodian shall agree to assume responsibility for any fees or other educational charges, and, if a fee waiver is requested, to provide the district with all financial information necessary in order to determine eligibility for fee waivers.

D. The district may revoke its grant of admission to a student under durable power of attorney at any time.

E. Be aware that durable powers of attorney do not confer legal guardianship of a child and may be revoked at any time by the parties named in the agreement.

F. A power of attorney meeting the applicable requirements and accepted by the district shall remain in force until the earliest of the following occurs:

    1. the child reaches the age of 18, marries, or becomes emancipated;

    2. the expiration date stated in the document; or

    3. the power of attorney is revoked or rendered inoperative by the grantor or grantee, or by order of a court of competent jurisdiction.

G. Upon request, the district may provide required court documents, including affidavits of waiver, when an individual is petitioning a court for legal guardianship of a minor child.

H. NOTE: A document issued by other than a court of law that purports to award guardianship to a person who is not a resident of the jurisdiction in which guardianship is awarded is not valid until reviewed by a court of law.

XIV. Procedures for Admission of Foreign Exchange Students

A. Refer to Policy 6009 and Procedure 6009-A

XV. Transfers from Persistently Dangerous Schools and for Student Victims

A. Pursuant to state law, students may transfer out of schools designated by the USBE as “persistently dangerous” (see, Utah Admin. Code R27714-2-

1, Identification of Persistently Dangerous Schools). In the event such a designation occurs:

1. the board shall develop criteria for and subsequently designate district schools available to accept students requesting a transfer from the persistently dangerous school;

2. parents of all students attending the persistently dangerous school shall be notified of available transfer schools no later than August 15 of the school year of designation; and

3. parents of students moving into a persistently dangerous school community shall be immediately notified of the school's persistently dangerous status and their right to request a transfer.

B. Within 30 days of receiving notification of persistently dangerous school status, parents may submit a written transfer request to the board. Students shall be assigned to an available school within 30 days of a written parent request for transfer. Parents must decide within 10 days following notification to accept the school assignment offered by the board or have their children remain in the resident school.

C. Parents may appeal any decisions made under this section to the Director of Student Services in accordance with these administrative procedures.

D. In accordance with state law, students who have been disciplined for certain violent criminal offenses or federal gun-free school violations forfeit their right to transfer.

E. If a student is a victim of a violent criminal offense that occurs on school property or a federal gun-free school violation, the student and his/her parents shall receive notice of transfer options and other available services in accordance with state law.

XVI. Special Provisions Related to Children of Military Families

A. For purposes of this section only, an eligible student means a student who is a dependent child of a member of uniformed services who is on permanent change of station orders, and is:

1. Relocating to the state and does not reside in the state during the district's enrollment period; or

2. Relocating out of state during the school year.

B. The district shall allow an eligible student to provisionally enroll in a district school at the same time and in the same manner as individuals who reside in the state.

C. The district may not require proof of residence from an eligible student at the time the eligible student applies to enroll in a district school.

D. The district shall require proof of residence within 10 days after the eligible student's first day of residence in the state.

E. The Interstate Compact on Educational Opportunity for Military Children ("Compact") may require the district to implement additional alternative procedures relating to the enrollment and placement of children of military families. For purposes of these procedures, the Compact may affect enrollment requirements, including requests for documentation, age of entrance requirements, and grade placements. See, Utah Code Ann. §§53E3-901 et seq. and 53G-6-306.

Adopted Date: December 8, 2022 Last Reviewed Date:
9/8/2025 Last Revised Date:
9/8/2025 Prior Revised Dates:
01/16/2025

South Summit School District
Achieving Excellence

Student Toilet Training

6001-C

Section: 6000 - Students

I. **Definition of "Toilet Trained":** "Toilet trained" means that a child can:

A. Communicate the need to use the bathroom to an adult;

B. Sit down on a toilet;

C. Use the toilet without assistance;

D. Undress and dress as necessary; and

E. Tend to personal hygienic needs after toileting.

1. If an accident occurs, a toilet-trained child can independently tend to hygienic needs and change clothes. A child is not toilet trained if the child has accidents with sufficient frequency to impact the educational experience of the child or the child's peers, as determined by the District.

Utah Code § 53G-7-203(6) (2025)
Utah Admin. Rules R277-631-2 (March 10, 2025)

II. **Toilet Training Requirement for Student Enrollment**

A. A student may not be enrolled in school unless the student is toilet trained or the student's lack of toilet training results from a condition addressed by an Individualized Education Plan (IEP) or Section 504 Plan. Prior to enrollment, the parent of each student to be enrolled shall provide assurance to the District that the student is toilet trained using the Confirmation of Toilet Training form contained in this Policy.

Utah Code § 53G-7-203(6)(a), (c) (2025)
Utah Admin. Rules R277-631-3(1),(2) (March 10, 2025)

South Summit School District
Achieving Excellence

III. **Addressing the Needs of Students Who are Not Toilet Trained**
When a student is determined to not be toilet trained, the District shall:

A. consider whether the student's delay in toileting capability may be a sign of a disability that could impact the student's education and if appropriate shall conduct an initial evaluation under IDEA;

B. Refer the student and the student's parent to a school social worker or counselor:

1. To provide additional family supports and resources; and

2. To create an individualized plan to address the student's needs;

C. Establish the circumstances, if appropriate, under which a parent or a parent's adult designee may aid in toilet training; and

D. Coordinate with appropriate District personnel and parents to reintegrate the student, as appropriate, once the student has become toilet trained.

Utah Admin. Rules R277-631-3(3) (March 10, 2025)

Adopted Date: December 12, 2024 Last Reviewed Date: 9/8/2025 Last Revised Date: 9/8/2025
Prior Revised Dates: 12/12/2024, 6/26/2025

South Summit School District
Achieving Excellence

Health Requirements and Services:

Procedure 6024-B:

Section: 6000 - Students

I. Communicable Diseases

A. Reports

1. The Principal or District Nurse shall report to the local health authority or to the Utah Department of Health and Human Services those students attending school who are suspected of having a reportable disease or condition, as defined by state law and the Utah Department of Health and Human Services.

Utah Code § 26B-7-206 (2023)
~~Utah Admin. Rules R386-702-4(1)(j) (November 8, 2024)~~
Utah Admin. Rules R386-702-5(1)(k) (June 1, 2026)

B. Exclusion

1. The Principal or District Nurse, at the direction of local health officers or an official of the Utah Department of Health and Human Services, shall exclude from attendance any student suffering from a reportable disease, as defined by the Utah Department of Health and Human Services, until directed otherwise by the same officials.

~~Utah Code § 26A-1-114(3)(b) (202~~Utah Code § 26A-1-114(3)(b) (2026~~5)~~)
Utah Admin. Rules R386-702-13(2)(d), (e), (3) (June 1, 2026)
~~Utah Admin. Rules R386-702-11(2)(c), (d), (e) (November 8, 2024)~~

C. Re-Admittance

1. Students excluded for the reason of communicable disease shall be readmitted as determined by the local or state health authority

or county attorney.

Utah Code § 26A-1-114(3)(b) (2026)
Utah Admin. Rules R386-702-13(2)(d), (e), (3) (June 1, 2026)

~~*Utah Code § 26A-1-114(3)(b) (2025)*~~
~~*Utah Admin. Rules R386-702-11(2)(c), (d), (e) (November 8, 2024)*~~

D. Communicable Disease and Event Reports

1. School personnel shall report diseases and health events ~~in writing~~ to the Utah Department of Health and Human Services using electronic case reporting or to the local health department using a method approved by the local health department, as required by Utah Administrative Rules R386-702-~~4~~3 and R386-702-~~7~~6. Certain diseases and events must be reported by telephone immediately upon discovery, as well as ~~in writing~~ by electronic case reporting or the local health department-approved~~department approved~~ method. (The telephone numbers for reporting to the Utah Department of Health and Human Services are 801-538-6191 during business hours and 888-374-8824 after business hours.). Each report should include the name of the student afflicted, date of birth ~~age~~, sex, address, phone number, diagnostic information~~date of onset~~, and such other information as prescribed by the Department of Health and Human Services. If available, the report form supplied by the Department of Health and Human Services at https://epi.utah.gov/disease-reporting should be used.

~~*Utah Admin. Rules R386-702-4(1)(j) (November 8, 2024)*~~
~~*Utah Admin. Rules R386-702-3 (November 8, 2024)*~~
~~*Utah Admin. Rules R386-702-6 (November 8, 2024)*~~
*Utah Admin. Rules **R386-702-2(20)** (June 1, 2026)*
*Utah Admin. Rules **R386-702-4** (June 1, 2026)*
*Utah Admin. Rules **R386-702-5(1)(k)** (June 1, 2026)*
*Utah Admin. Rules **R386-702-7** (June 1, 2026)*
*Utah Admin. Rules **R386-702-8** (June 1, 2026)*

2. Reports made by school personnel are confidential, but full assistance shall be given to attending physicians or public health workers.

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Utah Admin. Rules R386-702-10(1), (2) (June 1, 2026)~~Utah Admin. Rules R386-702-8(1), (2) (November 8, 2024)~~

II. Immunizations

A. Definitions: The following definitions apply within this policy:

1. ~~"~~Enroller~~:" means~~ an individual who enrolls a student in a public school.

2. "Immunization record:" means a record relating to a student that includes:

    a. Information regarding each required vaccine that the student has received, including the date each vaccine was administered, and which is verified by one of the following: a licensed health care provider, a registered nurse, a pharmacist, an authorized representative of a local health department, or an authorized representative of the Utah Department of Health and Human Services; and

    b. Information regarding each disease against which the student has been immunized by previously contracting the disease; and

    b.c. An exemption form identifying each required vaccination from which the student is exempt.

3. "Legally responsible individual" means:

    a. The student's parent, legal guardian, or (if the student does not have a legal guardian) an adult brother or sister of the student; or

    b. The student, if the student is an adult or is a minor who may give consent under Utah Code § 26B-4-321 (which identifies certain minors who may consent to vaccinations and examinations for school attendance).

4. "Licensed health care provider:" means a health care provider licensed by the Division of Occupational and Professional Licensing of the Utah Department of Commerce as a medical doctor, an osteopathic doctor, a physician assistant, or an advance practice registered nurse.

5. "Local health department:" means the same as that term is defined in Utah Code § 26A-1-102.

6. "Newcomer student:" means a student who is three through 21 years old, was not born in any state, and has not attended one or more schools in one or more states for more than three full academic years.

7. "Required vaccine:" means a vaccine required by the Utah Department of Health and Human Services as a condition of attending school.

~~attending school.~~

8. ~~"~~Social service provider~~:" means~~ one of the following persons licensed to practice under Utah Code § 58-60-205 or staff employed to provide direct support to one of these persons:

    a. A clinical social worker;

    b. A certified social worker; or

    c. A social service worker.

9. ~~"~~Vaccination exemption form~~:" means~~ a form established by the Utah Department of Health and Human Services and which documents and verifies that a student is exempt from the requirement to receive one or more vaccines.

Utah Code § 53G-9-301 (2024)
Utah Code § 53G-6-603(1)(b) (2024)
Utah Code § 53G-9-308(1) (2022)
Utah Code § 53E-3-524(1)(a), (d) (2023)

B. Immunization Required for School Admission

1. Except for the circumstances specified elsewhere in this policy, a student may not attend a school in the District unless the school has received an immunization record from a permitted source (which are the legally responsible individual of the student, the student's former school, or a statewide registry) that shows either that the student has received all required vaccinations or that the student is exempt from receiving the vaccination.

Utah Code § 53G-9-302(1) (2018)
Utah Admin. Rules R396-100-3 (February 25, 2024)

C. Obtaining and Maintaining Immunization Records

1. Each school shall request an immunization record for each student at the time the student enrolls in the school and shall retain the immunization record as part of the student's permanent

school record.

Utah Code § 53G-9-306(1) (2025)2025

2. Within five business days after a student enrolls in a school, a person designated by the principal or other administrator shall determine whether the school has received an immunization record for the student, shall review the student's immunization record for compliance with the requirements for that record, and shall identify any deficiencies in the immunization record.

   Utah Code § 53G-9-306(2)(a) (2025)2025

3. Each school shall maintain a current list of all enrolled students which notes:

   a. Each student for whom the school has received a valid and complete immunization record;

   b. Each student who is exempt from receiving a required vaccine; and

   c. Each student who is attending school under conditional enrollment.

   ~~c.~~d. For each student, each disease against which the student is not immunized.

   Utah Code § 53G-9-309(1), (2) (2022)

4. The student names on this immunization list are confidential and private information and, notwithstanding the requirements of GRAMA, may only be released as provided for in Utah Code Title 26B or Utah Code § 53E-9-202.

   Utah Code § 53G-9-309(4) (2022)
   Utah Code § 53E-9-202 (2019)
   Utah Code § 26B-1-212 (2022)

5. The District and district schools may share a student immunization record or other records relating to vaccination or

immunization with other schools or school districts and with local and state health departments and the Utah Department of Human Services as necessary to ensure compliance with student immunization requirements and to prevent, investigate, and control the causes of epidemic, infectious, communicable, and other diseases affecting the public health.

Utah Code § 26B-1-212 (2022)

6. Upon request, a school shall provide a student's immunization record to a new school to which a student transfers (this does not require consent of the student's legally responsible individual). If no specific request is made for a student's immunization record, that record shall be transferred when any student records are transferred to a new school.

*Utah Code § 53G-9-306(3) (2025)*2025

D. Exemptions

1. Vaccination with required vaccines is not a prerequisite for admission to the District schools if the student qualifies for a medical or personal exemption to the vaccination requirement.

2. A student qualifies for the medical exemption if the student's legally responsible individual provides the school with:

   a. A completed vaccination exemption form and

   b. A written notice signed by a licensed health care provider stating that, due to the physical condition of the student, administration of the vaccine would endanger the student's life or health.

3. A student qualifies for the personal exemption if the student's legally responsible individual provides the school with a completed ~~online~~ vaccination form stating that the student is exempt from the vaccination because of a personal or religious belief.~~module certificate~~.

4. A vaccination exemption form remains valid for as long as the student remains enrolled in the public education system. The

exemption form is part of the student's permanent school record, including if the student transfers schools. If the school offers both remote and in-person learning options, a student with a vaccination exemption may not be denied the opportunity to participate in in-person learning based on the student's vaccination status.

*Utah Code § 53G-9-303 (2025)*Utah Code § 53G-9-303 (2025)

E. Conditional Enrollment

1. If upon review it is determined that the school has not received an immunization record for a newly enrolled student, or that there are deficiencies in the immunization record, the school shall place the student on conditional enrollment and within five days of doing so provide notice to the student's enroller. This notice shall state that the student has been placed on conditional enrollment for failing to meet the immunization record requirements, shall describe the deficiencies in the immunization record or state that no immunization record has been provided, shall give notice that the student will not be allowed to attend school unless a compliant record is provided or the deficiencies are cured within the conditional enrollment period, and shall describe the process for obtaining a required vaccination. When possible, the notice shall be delivered in the enroller's preferred language and using one of the following methods as determined by mutual agreement between the enroller and the school: written notice delivered in person, written notice by mail, written notice by email or other electronic means, or telephone (including voice mail).

   Utah Code § 53G-9-306(2)(b) (2025)
   Utah Code § 53G-9-308(3) (2022)

2. If the school receives a compliant immunization record within the conditional enrollment period, the student shall be removed from conditional enrollment status. Unless an extension is granted as provided below, if the record is not provided within the conditional enrollment period, the student shall be prohibited from attending the school.

Utah Code § 53G-9-308(4), (5) (2022)

3. The conditional enrollment period is the time period during which the student's immunization record is under review by the school or 30 calendar days after the school provides notice of the lack of or a deficiency in an immunization record. The student must begin receiving required immunizations within 30 calendar days of school enrollment. Where the student is receiving multiple doses of a required vaccine, the principal or other administrator shall extend the conditional enrollment period by the amount of time medically recommended to complete all required vaccination dosages. The principal or other administrator may grant an extension of the conditional enrollment period in extenuating circumstances if there is agreement between the administrator one of the following that an extension will likely lead to compliance with the immunization record requirement: a district nurse, a health official, or a health official designee (including a social service provider or a culturally competent and trauma-informed community representative). A newcomer student enrolling in a school for the first time constitutes an extenuating circumstance.

   Utah Code § 53G-9-308(2), (6) (2022)
   Utah Admin. Rules R396-100-7 (February 25, 2024)

F. Conditional Enrollment of Military Child

1. A military child who at the time of school enrollment has not been completely immunized against each specified disease may attend under a conditional enrollment, and shall be given 30 days from the day of enrollment to obtain:

   a. each specified vaccine if the specified vaccine only requires one dose; and

   b. at least the first dose of a specified vaccine, if the specified vaccine is a series of vaccines.

2. Except as provided above, a military child is subject to rules developed by the Utah Health Department in accordance with

Utah Code § 53G-9-305.

Utah Code § 53E-3-905(3) (2018)

G. Action Upon Disease Outbreak

1. In the case of a disease outbreak, the school principal or school nurse shall, upon the request of an official from a local health department, take the following steps:

   a. Identify each student who is not immune to the outbreak disease;

   b. Notify the legally responsible individual of any such student, providing information regarding steps the legally responsible individual may take to protect students; and

   c. For a period determined by the local health official, but not to exceed the duration of the disease outbreak, do one of the following at the discretion of the principal or other administrator after obtaining approval from the local health department:

      i. Provide a separate educational environment for non-immune students that ensures the protection of those students and of the remainder of the student body; or

      ii. Prevent non-immune students from attending school.

Utah Code § 53G-9-309(3) (2022)

III. ***Students with Potentially Life-Threatening Allergies***

A. Parent's or Legal Guardian's Responsibility

1. The student's parent or guardian has the primary duty to inform school authorities about the child's potentially life-threatening medical condition(s) upon registration of the child or upon medical diagnosis of the medical problem. Therefore, the student's parent or guardian shall:

a. Annually notify, in writing, the school of the child's allergies and, if not already on file with the school, provide written physician verification of the child's allergies.

b. Work with the school to develop a plan that accommodates the child's needs, including an Allergy and Anaphylaxis Emergency Action Plan. In the case of a child's potentially life-threatening food allergy, develop an Individualized Healthcare Plan with the appropriate school staff.

c. Provide written documentation, instructions, and medications as directed by a physician, using the Individualized Healthcare Plan as a guide. Give permission for student's photo to be shared on a need-to-know basis.

d. Provide properly labeled medications and replace medications after use or upon expiration.

e. Educate the child in self-management of their allergy, including, where applicable:

    i. safe and unsafe foods;

    ii. strategies for avoiding exposure to unsafe foods, including how to read food labels (age appropriate);

    iii. symptoms of allergic reactions;

    iv. how and when to tell an adult that the child may be having an allergy-related problem.

f. Review the Individualized Healthcare Plan and Allergy and Anaphylaxis Emergency Action Plan with the appropriate school staff, the child's physician, and the child (if age appropriate) after a reaction has occurred.

g. Provide emergency contact information, including the name, phone number, fax number, and address of the student's treating physician.

B. School's Responsibility

1. Registration procedures shall enquire as to whether or not a student has medical problems of which the school should be aware.

2. Review the health records and/or information submitted by parents and physicians.

3. In developing a reasonable accommodation of the student with a potentially life-threatening food allergy, the following guidelines are recommended:

    a. The school principal or principal's designee, classroom teacher(s), the parent(s) or legal guardian, the student (as age appropriate) and a district nurse or other qualified person should develop the Individualized Healthcare Plan. Other persons may be involved as determined to be necessary.

    b. Consideration in the Individualized Healthcare Plan shall be given to:

        i. elimination, whenever reasonably feasible, of allergens from meals, educational tools, arts and craft projects, and incentives;

        ii. education of the student, parent or guardian, community, staff, and food handlers;

        iii. appropriate standards of hygiene and maintenance for facilities and students;

        iv. classroom and school routines in light of the age, maturity, and ability of the student, and expectations regarding personal responsibility;

        v. emergency procedures and preparation for such;

vi. procedure to be followed should a “dangerous” food product be brought to the classroom.

4. Provide copies of the Allergy and Anaphylaxis Emergency Action Plan to all staff who interact with the student on a regular basis, including substitute teachers.

5. Review the Individualized Healthcare Plan and Allergy and Anaphylaxis Emergency Action Plan with parent or guardian, student (as age appropriate) and physician after a reaction has occurred at school or a school-related activity and consider whether the plans need to be modified.

C. Emergency Injection for Anaphylaxis

1. In addition to students with known, potentially life-threatening allergies who have specific prescriptions for medication to respond to reactions, the following addresses the use of stock medications to treat reactions in others.

2. This policy does not create a duty or standard of care for a person to be trained in the use and storage of injectable epinephrine rescue medication, nor does it create a duty on the part of the District or a school to store injectable epinephrine rescue medication at a school (apart from the obligation to make injectable epinephrine rescue medication available to trained individuals as set forth below). A decision to complete the training program described below and to make injectable epinephrine rescue medication available for emergency medical situations is voluntary. A school, school board, or school official may encourage a teacher or other school employee to volunteer for such training. A school, the school board, or a school official may not prohibit or dissuade a school employee from (a) being trained in use and storage of injectable epinephrine rescue medication, (b) possessing or storing an injectable epinephrine rescue medication on school premises (if the employee is a qualified adult and the possession and storage is in accord with training), or (c) administering an injectable epinephrine rescue medication (if the employee is a qualified adult and the administration is in

accord with training).

Utah Code § 26B-4-406 (2025)

3. Each primary and secondary school shall make initial and annual refresher training regarding the storage and emergency use of an injectable epinephrine rescue medication available to any interested teacher or other school employee, who is at least eighteen (18) years of age, who volunteers for such training. The training may be provided by the school nurse, or other person qualified to provide such training, designated by the school district physician, the medical director of the local health department, or the local emergency medical services director.

4. A person who provides this training shall include instruction on:

    a. techniques for recognizing symptoms of anaphylaxis;

    b. standards and procedures for the storage and emergency use of an injectable epinephrine rescue medication;

    c. emergency follow-up procedures, including calling the emergency 911 number and contacting, if possible, the student's physician and a parent or guardian; and

    d. written materials covering the information provided during training.

5. The volunteers shall retain for reference the written materials covering the information provided during training.

Utah Code § 26B-4-407 (2025)

6. A teacher or other school employee who has received the above training regarding the storage and emergency use of an injectable epinephrine rescue medication becomes a "qualified adult" and:

    a. May obtain (along with the school nurse) from the District Nurse, the medical director of the local health department, the local emergency medical services director, a physician,

pharmacist, or any other person or entity authorized to prescribe or dispense prescribed medicines or drugs, a prescription for injectable epinephrine rescue medication;

b. May immediately administer an injectable epinephrine rescue medication to a person exhibiting potentially life-threatening symptoms of anaphylaxis at school or a school activity when a physician is not immediately available;

c. Shall initiate emergency medical services or other appropriate medical follow-up in accordance with the training materials after administering an injectable epinephrine rescue medication.

7. Each primary or secondary school shall make an emergency injectable epinephrine rescue medication available to any teacher or other school employee who is employed at the school and has become a "qualified adult." However, the school is not required to keep more than one emergency injectable epinephrine rescue medication on the school premises so long as it may be quickly accessed by a teacher or other school employee who is a "qualified adult" in the event of an emergency.

Utah Code § 26B-4-406(5) (2025)
Utah Code § 26B-4-409 (2025)

8. A school may obtain a prescription for a supply of injectable epinephrine rescue medication for storage at the school and use by qualified adults if the school (a) designates an individual to complete an initial and annual refresher training program regarding the proper storage and emergency use of injectable epinephrine rescue medication and (b) stores the injectable epinephrine rescue medication according to Utah Department of Human Services standards.

Utah Code § 26B-4-409(5) (2024)

9. The following, if acting in good faith, are not liable in any civil or criminal action for any act taken or not taken under the authority

of § 26B-4-406 et seq. with respect to an anaphylactic reaction: (a) a "qualified adult," (b) a person who conducts training regarding the emergency use and storage of injectable epinephrine rescue medication, and (c) the District or its schools.

Utah Code § 26B-4-410 (2025)

D. Student's Responsibility

1. The student will be proactive in the care and management of his or her food allergies and other reactions based upon the student's developmental level, including the following:

   a. Should not trade or share food, utensils, or containers with others;

   b. Should not eat anything with unknown ingredients or known to contain any allergen;

   c. Should notify an adult immediately if he or she eats something the student believes may contain the food to which he or she is allergic.

   d. Know the location of his/her epinephrine nasal spray or injectable epinephrine rescue medication, if applicable, or other emergency medications.

   e. Wash hands before eating.

E. Student Self-Administration of Epinephrine

1. Under Procedure 6024-A, elementary students are prohibited from carrying or self-administering medication on school premises except in certain limited circumstances. However, any student may possess and self-administer an epinephrine nasal spray. In addition, students may possess or possess and self-administer injectable epinephrine rescue medication provided that the student's parent or guardian has previously provided the school with a signed written request and written health care provider approval.

2. The written request must state that the parent or guardian authorizes the student to possess or possess and use the injectable epinephrine rescue medication while acknowledging that the student is responsible for, and capable of, possessing or possessing and self-administering the injectable epinephrine rescue medication.

3. The health care provider approval must state that the provider finds that it is medically appropriate for the student to possess or possess and self-administer an injectable epinephrine rescue medication and the student should be in possession of the injectable epinephrine rescue medication at all times.

Utah Code § 26B-4-407(4) (2025)

F. Medication Sharing Prohibited

1. No student is permitted to sell, share, or otherwise give to others any medication, prescription or non-prescription. Violations of this policy are subject to disciplinary action under the school's drug policies.

G. Resource Materials for Training

1. Training materials and information, along with other resource material relating to emergency administration of epinephrine, are available at the following:

a. A Shot to Live, http://medicine.utah.edu/pediatrics/a-shot-to-live/

b. Get Trained, http:/www.nasn.org/ToolsResources/FoodAllergyandAnaphylaxis/GetTrained

IV. Medical Treatment Directives

A. Background

1. In very isolated situations, a child who is terminally ill may be enrolled and actively participating in a public school. This policy

sets forth what school personnel may and must do if a student is subject to an "order for life sustaining treatment" directive and faces a life-threatening medical emergency.

2. The law provides that an "order for life sustaining treatment" executed pursuant to Utah Code 75A-3-106 may be directed to health care providers or emergency medical service providers licensed or certified under Utah Code Title 53, Chapter 2D, Utah Emergency Medical Services Act. An order for life-sustaining~~life sustaining~~ treatment gives direction to health care providers, health care facilities, and emergency medical services providers regarding the specific health care decisions of the individual to whom the order relates. The law further provides that those licensed or certified emergency medical providers may be directed to withhold or withdraw all life-sustaining procedures. Professionals licensed pursuant to Utah Code § 53-2d-402 include paramedics, advanced emergency medical service technicians, emergency medical services technicians, emergency medical responders, behavioral emergency services technicians and advanced behavioral emergency services technicians. Such professionals are granted immunity from liability for complying in good faith with an order for life-sustaining~~life sustaining~~ treatment. Such professionals are also granted immunity for providing life-sustaining treatment notwithstanding a contrary directive in an order for life-sustaining~~life sustaining~~ treatment.

Utah Code § 53-2d-402 (2025)
Utah Code § 75A-3-101(19) (2025)
Utah Code § 75A-3-106 (2024)

B. School Employee Responsibility

1. Medical service providers who are school employees may have responsibilities related to the treatment or withholding of treatment for persons for whom a valid order for life-sustaining~~life sustaining~~ treatment has been issued pursuant to Utah Code § 75A-3-106 . Such providers may act in good faith to exercise their judgment with

regard to complying with an order for life-sustaininglife sustaining treatment to withhold or withdraw life-sustaining treatment or to provide life-sustaining treatment despite a contrary directive in the order.

2. With the exception of situations governed by paragraph i, above, it is the policy of the District that first aid shall be provided to any and all students in need of such assistance while under the control and/or supervision of the District. Orders for life-sustaininglife sustaining treatment will not be followed by school district staff who are not licensed under Section 53-2d-402.

3. When a school employee or volunteer observes or becomes aware of a medical emergency involving a student, normal responsive actions should be taken, including the summoning of emergency medical personnel and administering first aid.

4. This should be done by school staff irrespective of whether an order for life-sustaininglife sustaining treatment is in place and has been provided to the school with respect to that particular student.

Adopted Date: January 16, 2025
Last Reviewed Date: 11/10/2025
Last Revised Date: 11/10/2025
Prior Revised Dates: 01/16/2025

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Emergency Safety Intervention

Procedure 6029-G

Section: 6000 - Students

I. Emergency Safety Interventions

A. This policy governs the use of emergency safety interventions, which are used to address situations where a student presents an immediate danger (to self or others).

II. Definitions

A. Emergency safety intervention, or ESI: the use of seclusion or physical restraint when a student presents an immediate danger to self or others.

B. Seclusion: seclusionary time out, meaning the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving, including:

1. Placing the student in a locked room; or
2. Placing a student in a room where the door is blocked by furniture or held closed by staff.
3. The room or area must meet applicable health department and fire marshal regulations.

C. Chemical Restraint: the use of medication administered to a student, including medications prescribed by the student's physician or other qualified health professional, on an as-needed basis for the sole purpose of involuntarily limiting the student's

freedom of movement.

D. Comprehensive Emergency Safety Intervention Training: a training required for key identified school personnel that has the components described in Subsection R277-608-4(2).

E. Corporal Punishment: intentional infliction of physical pain upon the body of a student as a disciplinary measure

F. Emergency Safety Intervention Committee or ESI Committee: an emergency safety intervention committee as described in Section R277-608-6.

G. Functional Behavior Assessment or FBA: a systematic process used to understand the function and purpose of a student's specific, interfering behavior and factors that contribute to the behavior's occurrence and nonoccurrence for developing effective positive behavioral interventions, supports, and other strategies to mitigate or eliminate the interfering behavior.

H. Foundational Behavior Support Training: a training required for all school employees who supervise students or may be asked to assist in managing a student's behavior that has the components described in Subsection R277-608-4(1).

I. Physical restraint: personal restriction that immobilizes or reduces the ability of an individual to move the individual’s arms, legs, body, or head freely.

J. Physical escort: a temporary touching or holding of the hand, wrist, arm, shoulder, or back for the purpose of guiding a student to another location.

K. Mechanical restraint: the use of any device or equipment to restrict a student’s freedom of movement.

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L. Immediate danger or immediate and significant threat: the imminent risk of physical violence ~~or aggression~~ towards self or others, or other physical behaviors which are likely to cause imminent risk of substantial bodily injury or serious bodily injury.

M. Substantial bodily injury: bodily injury which does not amount to serious bodily injury, but which causes or creates protracted physical pain, temporary disfigurement, or temporary loss or impairment of the function of any bodily member or organ.

N. Serious bodily injury: bodily injury that creates or causes serious permanent disfigurement, protracted loss or impairment of the function of any bodily member or organ or creates a substantial risk of death.

O. Disengagement strategies: strategies for safely and effectively releasing or separating oneself or others from a situation, person, or engagement to protect oneself or others.

~~O.~~P. ESI key employee: an employee who has received comprehensive ESI training and is authorized to use an ESI with a student.

Utah Code § 53G-8-301~~(1)(b), (c), (d) (2025)~~
Utah Code § 76-1-101.5(17), (18) (2023)
Utah Admin. Rules R277-608-~~2(4), (8), (10)(a), (14), (15), (16) (March 10, 2025)~~
~~Utah Admin. Rules R277-608-4(3) (March 10, 2025)~~

III. Emergency Safety Intervention

A. An emergency safety intervention is using seclusion or physical restraint when a student presents an immediate danger to self or others (not for disciplinary purposes). The District shall implement policies and procedures for the use of emergency

safety interventions for all students which are consistent with evidence-based practices.

B. Physical restraint as part of an emergency safety intervention may not be used with a student except within the guidelines stated below under Physical Restraint. Mechanical restraint may not be used as part of an emergency safety intervention, except those which are protective, stabilizing or required by law, or any device used by a law enforcement officer in carrying out law enforcement duties, including seatbelts or any other safety equipment when used to secure students during transportation. Chemical restraint may not be used on a student.

C. Seclusion as part of an emergency safety intervention may not be used with a student except by a key employee and only when a student presents an immediate danger of serious physical harm to self or others, when less restrictive interventions have failed, and within the guidelines stated below under Seclusion.

~~D.~~ For a student with a disability, emergency safety interventions may not be written into a student's individualized education program as a planned intervention unless school personnel, the family, and the IEP team agree less restrictive means have been attempted to address the qualifying circumstances (that is, circumstances where the student presents an imminent danger of physical violence or aggression towards self or others which is likely to cause serious physical harm) have been attempted, a functional behavior analysis has been conducted, and a positive behavior intervention plan based on data analysis has been written into the plan and implemented.

Utah Code § 53G-8-301~~(4), (10)(b)(ii), (iii) (2025)~~
Utah Admin. Rules R277-608-~~2(1)(b), (4), (10)(b) (March 10, 2025)~~
A. *~~Utah Admin. Rules R277-608-3(3)(h) (March 10, 2025)~~*
Utah Admin. Rules R277-609-~~4(3)(c) (April 8, 2025)~~

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IV. Physical Restraint

A. Reasonable and necessary physical restraint may only be used in self-defense, to obtain possession of a weapon or other dangerous object in the possession or under the control of a student, to protect the student or another individual from physical injury, to remove a student who is violent from a situation, or to protect property from being damaged when physical safety is at risk. Prior to its use, a school employee must first use the least restrictive available intervention available, including a physical escort. It may not be used as a means of discipline or punishment. The student may not be placed in a prone (face-down) or supine (face-up) position in physical restraint. No restraint may be used which obstructs the airway of a student or which adversely affects a student's primary mode of communication.

B. All physical restraint must be immediately terminated when either (a) the circumstances warranting the restraint are no longer present, or (b) the student is in severe distress. The restraint must be for the minimum time necessary to ensure safety and the District's release criteria must be implemented. However, before stopping, releasing, and reassessing, a student may not be physically restrained for more than the shortest of: 30 minutes; the time described in the District's emergency intervention training program; or when law enforcement intervenes~~arrives~~.

Utah Code § 53G-8-301~~(2), (4) (2025)~~
Utah Admin. Rules R277-608-~~3(3)(a) – (c) (March 10, 2025)~~
~~Utah Admin. Rules R277-608-5(1)-(4) (March 10, 2025)~~

V. **Seclusion**

A. Seclusion may only be used by ESI certified staff, for purposes of maintaining safety and may not be used: as a behavioral

intervention, as a ~~means of~~ disciplinarye practice ~~or punishment~~; for coercion, retaliation, or humiliation; because of inadequate staffing; or for a staff member's convenience. Seclusion may not be used with students below grade 1. There shall be immediate and continuous review of the decision to use seclusion. Seclusion shall be used for the minimum time necessary to ensure safety as reasonably understood by the employee and shall end according to the District's release criteria. In any event, a student may not be placed in seclusion for more than 30 minutes per occurrence except that, if the parent or guardian cannot be reached after 15 minutes and the 30 minute time limit has been reached, the student may be reassessed and may be returned to seclusion for an additional 30 minutes if the student continues to pose an immediate and significant threat to the student or others and less restrictive interventions remain ineffective. Seclusion may not be used unless the employee has used other, less restrictive interventions before the seclusion. In using seclusion, the employee must confirm that the area meets applicable fire and public safety regulations. During the seclusion, the student must be maintained within line of sight of and actively supervised by an employee who is familiar to the student and who has received comprehensive ESI training.

Utah Code § 53G-8-301~~(10)(a)(iii), (b) (2025)~~
Utah Admin. Rules R277-608-~~5(9) – (12) (March 10, 2025)~~

B. Whenever seclusion is used, the school shall debrief all witnesses, involved staff members, the student who was secluded, and the parent of the student. The use of seclusion shall be documented the District's student information system, and the documentation shall include the reason for its use, its duration, ~~and~~ any alternative strategies attempted, and whether the room used for seclusion complied with requirements for seclusion.

Utah Code § 53G-8-301~~(10)(b)(i), (c) (2025)~~

VI. Designated Area for Seclusion

South Summit School District
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A. A school within the District may designate an enclosed area for the sole purpose of seclusion if the following conditions have been met.
    1. The school has submitted a written application requesting approval from the Board of Education which:
        a. Describes the enclosed area;
        b. Outlines the data and reasoning for designating an enclosed area;
        c. Documents that the school has given written notification to the parents of the school's students of the proposed enclosed area and has invited and considered parent input regarding the proposed area; and
        d. Demonstrates that the proposed area satisfies the standards and requirements of Utah Admin. Rules R392-200 and Utah Admin. Rules R710-4;
    2. The Board of Education has consulted with the District's ESI committee regarding the application;
    3. The Board of Education affords parents from the school in question the opportunity to comment on the proposed enclosed area; and
    4. The Board of Education determines that designation of the enclosed area is appropriate and approves the application.

    Utah Admin. Rules R277-608

B. The District shall, by December 31, 2026, report the following to the Utah State Board of Education:
    1. The location of each existing seclusion room;
    2. Whether and to what extent each seclusion room meets the standards for seclusion rooms set out in Utah Code § 53G-8-301(14);
    3. Any plans to construct new seclusion rooms; and
    4. The District's plan and timeline for bringing each existing or planned seclusion room into compliance with the standards set out in Utah Code § 53G-8-301(14).

    Utah Code § 53G-8-301

C. Existing seclusion rooms shall be brought into compliance with the standards for seclusion rooms set out in Utah Code § 53G-8-301(14) according to procedures and milestones established by the Utah State Board of Education.

Utah Code § 53G-8-301(14)(i) (2026)

D. All new school construction that includes plans for a seclusion room shall comply with the standards for seclusion rooms set out in Utah Code § 53G-8-301(14).

Utah Code § 53G-8-301(14)(b) (2026)

E. If school staff, a school, or administration become aware of a violation of the physical standards for seclusion rooms set out in Utah Code § 53G-78-301(14), that shall be reported to the Board of Education. A corrective action plan shall be developed and the violation and the corrective action plan shall be reported to the Utah State Board of Education as provided for in rules established by the State Board.

Utah Code § 53G-8-301(13)(a)(i) (2026)

~~VI.~~VII. Parental Notice

A. When an ESI (physical restraint or seclusion) is used, a school shall notify the student's parent immediately and in any event within 15 minutes of use. The employee shall also notify the school administration and provide documentation of the ESI to the ESI Committee. ~~If an ESI is used for more than 15 minutes, a second notice shall be given immediately to the student's parent and to school administration.~~

B. The notice provided shall be documented in the student information system records.

~~c.~~ The school shall, upon his or her request, provide to the student's parent or guardian a copy of any notes or additional documentation taken during an ESI. Within 48~~24~~ hours of an ESI, the school shall notify the student's parent or guardian that such a request may be made. A student's parent or guardian may request a time to meet with school staff and administration to discuss the use of an ESI.

Utah Code § 53G-8-301~~(10)(d) (2025)~~
Utah Admin. Rules R277-608~~-5(5) – (8), (13) – (19) (March 10, 2025)~~

~~VII.~~VIII. ESI Training

A. All employees who supervise students or who may be asked to assist in managing a student's behavior shall receive foundational behavior support training including behavioral or emotional crisis management including de-escalation strategies consistent with the LRBI manual and the District's policies relating to ESI.

    1. Training must be completed within two months of employment (or 30 days if working directly with a student with disabilities) and bi-annually thereafter.

B. ESI key employees shall also receive comprehensive ESI training before the key employee may be authorized to use an ESI with a student and shall receive the comprehensive ESI training annually thereafter. This comprehensive training shall include disengagement strategies, the appropriate, safe, and effective use of ESI and the proper and required documentation of ESI.

    1. Training must be completed before a school employee is authorized to use ESI and annually thereafter.

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Utah Admin. Rules R277-608-4 ~~(March 10, 2025)~~

~~VIII.~~IX. ESI Committee

A. The District shall establish an Emergency Safety Intervention (ESI) Committee with members appointed by the Superintendent and consisting of two or more administrators, at least one parent or guardian of a student enrolled in the District, and at least two certified educational professionals with behavior training and knowledge of state rules and District discipline policies.

B. The ESI Committee shall meet often enough to monitor the use of emergency safety intervention in the District, shall determine and recommend professional development needs relating to emergency safety intervention, shall develop policies for local dispute resolution processes to address concerns regarding disciplinary actions, and shall ensure that each emergency incident where a school employee uses an ESI is documented in the District's student information system and is reported to the State Superintendent through UTREx.

C. The District shall collect, maintain, and periodically review documentation and other records of the use of emergency safety interventions at schools within the District, according to procedures defined by the State Superintendent of Public Instruction.

1. For each incident where an ESI is used, the data shall report the incident and shall include

   a. the duration of the intervention used to respond to the incident,
   b. the stated purpose of the intervention used,
   c. the alternative de-escalation strategies~~interventions~~ attempted,

d. demographic information regarding the student (sex, ~~gender,~~ age, grade in school, and applicable disability status), and
e. (without revealing the identity of staff involved), relevant training offered to staff and whether the staff received the training.

2. Such documentation and records shall be provided annually by June 30 to the State Superintendent. In addition, the District shall submit all required UTREx discipline data and incident or infraction data elements as part of the District's daily UTREx submission.

Utah Code § 53G-8-301~~(11) (2025)~~
Utah Admin. Rules R277-608~~-6 (March 10, 2025)~~
~~Utah Admin. Rules R277-608-8 (March 10, 2025)~~

~~IX.~~ X. Violations

A. School authorities shall take prompt and appropriate action, including in-service training and other administrative action, upon confirming a violation of *Utah Code § 53G-8-301(11) (2025)*

B. Any violations of *Utah Code § 53G-8-301(11) (2025),* including violations of any standards for seclusion or physical restraint established by the state board pursuant to *Utah Code § 53G-8-301(11) (2025)*

1. Constitute an act of unlawful detention and is subject to the penalty described in Utah Code section 76-5-304, and

2. Result in a referral to:
   a. Local law enforcement, and
   b. The Utah Professional Practices Advisory Commission (UPPAC)

South Summit School District
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Adopted Date: October 13, 2025
Last Reviewed Date: 10/13/2025
Last Revised Date: 10/13/2025
Prior Revised Dates:

South Summit School District
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Personal Electronic Devices / Cell Phones

Procedure 6051-A

Section: 6000 – Students

I. Definitions

A. Classroom hours: the time during which a student receives scheduled, teacher-supervised instruction that occurs:

1. in a classroom setting (either physical or virtual),
2. during regular school operating hours, and
3. as part of an approved educational curriculum.
   "Classroom hours" does not include:
   a. Lunch periods;
   b. Recess;
   c. Transit time between classes;
   d. Study halls (unless directly supervised by a qualified instructor);
   e. After-school activities unless part of an approved extended learning program; or
   f. Independent study time occurring outside of scheduled instruction.

B. Cellphone:

1. A smartphone, a feature phone, a mobile phone, a satellite phone, or a personal digital assistant that incorporates capabilities similar to a smartphone, feature phone, mobile phone, or satellite phone;

2. A smart watch, as defined below; or

3. Emerging technology, as defined below.

C. Smart watch: a wearable computing device that closely resembles a wristwatch or other time-keeping device with the capability to act in place of or as an extension of an individual's cellphone. It does not include a wearable device that can only tell time, monitor an individual's health informatics, receive and display notifications or information without the capability to respond, or track the individual's location.

D. Emerging technology: any device that has or will be able to act in place of or as an extension of an individual's cellphone. It does not include devices provided or required by the school.

E. Electronic device: a cellphone or any other kind of device that is used for audio, video, or text communication or any other type of computer or computer-like instrument.

F. District-owned electronic device: an electronic device which is identified as being owned, provided, issued, or lent to a student by the District.

G. Personal electronic device: any electronic device owned by a student or family member that is not a district-owned device.

H. Hot spot: Any device that allows Wi-Fi enabled devices (like laptops and phones) to access the internet via a wireless local area network (WLAN)

I. Guest: an individual who is not a student, employee, or designated volunteer of the District who is on school property or at the site of a school-sponsored activity or event.

J. Inappropriate matter: pornographic or indecent material as defined in Utah Code § 76-5c-208(1)(a)(iii) and Utah Code § 53G-10-103.

K. Individualized suspicion

1. Information that an individual has violated a policy;
2. This is generally required for a constitutional search (including a search of personal belongings);
3. Exceptions are possible when the privacy interests implicated by a search are minimal and where other safeguards are available;
4. This standard is not as exacting in the public school setting as in criminal law.

L. Medical necessity:

1. A student's illness, with or without a health care professional's documentation; or
2. A student's recurring illness or medical problem(s).

M. Parent: The person(s) who has legal responsibility for the student's education.

N. Reasonable suspicion:

1. Reasonable suspicion need not be based on a single factor, but can be based on the totality of the circumstances;
2. It can be based on the aggregate effect of all information available at the time of a search;
3. It does not require absolute certainty, but only "sufficient probability," the sort of common-sense conclusion about human behavior upon which practical people are entitled to rely.

II. Use of Personal Devices

A. Personal devices shall not be connected to the District network.
   1. Third-party district-approved vendors may be provided a temporary access to the District network in limited cases.

B. Students may not provide, share, or use personal "hot spots"

with district-owned devices.

III. Use of District-owned Electronic Devices

A. District-owned electronic devices must be used in accordance with the specific rules and conditions related to the issuance of the device to the student, including rules on care and maintenance of the device, any restrictions on personal uses of the device, and rules relating to installation or use of software on the device.

1. Students may not use any District-provided electronic device or equipment provided through a District educational service provider to access inappropriate matter, nor may students use any District-provided electronic device to hack (obtain unauthorized access or interfere in any way with any network or any electronic device).
2. Students may not use any District-provided electronic device in any way that significantly impairs academic excellence.
3. Students may not connect to any personal "hot spots" during school hours and/or school activities.
4. Students may not use any District-provided electronic device in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, or guests.
5. Regardless of location, use of District-owned electronic devices must comply with Policy 6052 (regarding internet use), Policy 6065 (regarding bullying, cyberbullying, and hazing), and other student conduct policies.

B. District-owned electronic devices are the responsibility of the students to whom they are issued, both with respect to loss or

damage of the device and with respect to misuse of the device. When the recipient student allows another to use a District-owned electronic device, the recipient student is jointly responsible for any misuse of the device.

C. Students have no expectation of privacy regarding the contents or use of District-owned electronic devices. The devices shall have filtering software or other restrictions in place to prevent students from accessing inappropriate matter. However, the failure of such filtering software or mechanisms does not prevent a student from being disciplined for accessing inappropriate matter. Teachers or administrators may directly or remotely view, control, search, or otherwise access District-owned electronic devices at any time.

D. District-owned electronic devices remain the property of the District. Use of a District-owned electronic device in violation of any District policy may result in the device being confiscated from the student, which may result in missed assignments, inability to complete required assessments, and possible loss of credit or academic grade consequences, in addition to any other appropriate disciplinary sanctions.

IV. Student Use of Cellphones

A. Students may not use cellphones during classroom hours except under the specific circumstances outlined in the following section.

1. Students may have cellphones in their possession during classroom hours.
2. Cellphones must remain out of sight during classroom hours AND be turned off.
3. A cellphone may be confiscated if a student uses it during classroom hours.
4. Confiscated cellphones may be retrieved by individuals designated by the school. Students may also be subject

to school discipline.

5. A school shall, by written policy, establish a warning schedule for student violations which all school employees shall follow.
6. Student cellphones inappropriately used or disclosed may be subject to search by school administrators based on reasonable suspicion.

B. Students may use cellphones during classroom hours as follows:

1. To address a medical necessity.
2. As provided in the student's IEP or Section 504 accommodation plan.
3. To use the SafeUT Crisis Line.
4. To respond to an imminent threat to the health or safety of an individual.
   a. To respond to a school-wide emergency.

V. General Standards for Student Use of Electronic Devices

A. Students may not use any electronic device to access inappropriate matter while on school property or while using District connectivity.

B. Students may not use any electronic device to hack (obtain unauthorized access or interfere in any way with) any school network or any District electronic device or electronic device of a person associated with the school.

C. Students may not use any electronic device in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, or guests.

D. Use of student electronic devices at school must comply with Policy 6052 (regarding internet use).

E. Regardless of location, use of student electronic devices must comply with Policy 6065 (regarding bullying, cyberbullying, and hazing), and other student conduct policies.

F. Misuse of student electronic devices in a manner that causes disruption at school or school-sponsored activities, programs, or events may result in discipline under the school disciplinary policies (including where warranted suspension or expulsion) and may result in notification to law enforcement authorities.

G. Use of a student electronic device in violation of this or other District policies may result in confiscation of the device as provided herein, may result in the school contacting a parent to address the violation, and may result in such other disciplinary sanctions as provided for under this or other student conduct policies. In addition, where such use is in violation or believed to be in violation of an applicable law, regulation, or ordinance, school administrators or teachers may notify law enforcement or other appropriate authorities and the student may be subject to criminal or other penalties provided by law.

H. Students may not be required to use a privately owned electronic device to complete course work.

VI. Consequences for Violation of Policy

A. Students will receive one warning prior to discipline for violation of this policy, as determined by the school.

B. Designated individuals, upon identification, may retrieve their student's electronic device during school hours or by appointment.

C. A school may impose other consequences for a student's violation of the electronic device policy only following notice of such policy to the school community. Such penalties are not exhaustive, and more than one penalty may be imposed, if warranted. Such penalties may include:

1. loss of electronic device privileges
2. disciplinary letter
3. in-school suspension
4. Suspension
5. loss of extracurricular or honor privileges or Recognition

D. If students are defiant and will not cooperate with school administrators and/or will not surrender electronic device(s), the designated school administrator may take appropriate action for the safety and well-being of the student and other students or employees at the school. The school principal or designee shall notify a parent immediately of additional penalties.

VII. Reporting misuse of electronic devices

A. Students should report any misuse of electronic devices by an employee to the principal or other appropriate administrator. Students should report misuse of electronic devices by other students to a teacher or an administrator. Misuse of electronic devices by guests should be reported to the principal or other appropriate administrator.

VIII. Training

A. Each school shall, within the first 45 days of each school year, provide school-wide or in-classroom training to students that covers:

1. The District's internet and electronic device policies (Policies 6052 and 6065);
2. The importance of digital citizenship;

3. The District and school's student conduct and discipline policies;
4. The benefits of connecting to the internet and using the school's internet filters while on school premises; and
5. The discipline related consequences of violating internet and electronic device policies.

IX. Notice to Students and Parents of Policy

A. A copy of this policy shall be made available in printed form at the District offices and a copy of this policy or a clear electronic link to this policy shall be made available on the District's web site. Individual school policies shall be made available in printed form at the school offices and a copy of those policies or a clear electronic link to those policies shall be made available on the school's web site. Parents and students shall receive annual written notice of District and school electronic device policies, which may be satisfied by the website posting, publishing the policy in a school handbook or directory, sending the policy to the student's home or any other reasonable means.

B. Parents and students shall receive notice of changes in District or school electronic device policies in a timely manner and through reasonable means.

C. A copy of the most current policy shall always be available in the main office of the school and shall be posted online on the school website, if a school has a website.

D. Schools may require that parents return a copy of the policy with signature indicating that parents have had access to the policy.

E. Information to parents should include exceptions to the policy and potential consequences for students. Information to parents shall provide clear information of how best to contact students during school hours or activities, in lieu of immediate contact by

electronic device.

F. Students and parents shall be notified that law enforcement may be contacted, at school's discretion, if circumstances warrant such contact.

X. Confiscated Student Electronic Devices

A. Only licensed school personnel (unless other employees are specifically identified in policy) may confiscate student electronic devices. Licensed school employees are discouraged from searching or reviewing material or numbers stored on student electronic devices except with reasonable suspicion that would warrant a search. Licensed school employees may search an electronic device based on their reasonable suspicion that the student has violated this policy or another District policy. To the extent justified by the nature of the violation for which the reasonable suspicion exists, the search may include text messages, photo files, and calls (recent, missed, or dialed).

B. Schools will do their best to guard and protect confiscated student electronic devices, but are not responsible for loss, damage, or theft.

C. Schools will make a good faith effort to notify parent(s) or designated individuals that a student's electronic device is in the school's possession and, time and resources permitting, will maintain possession of such devices until the end of the school year, at which time the school may dispose of the device. Prior to disposal of devices, schools shall attempt to clear all personal data.

XI. Other Provisions

A. Picture taking or video or audio recording by students is strictly forbidden in school or school activity private areas, such as locker rooms, counseling sessions, washrooms, and dressing

areas. Students are further prohibited from using electronic devices to transmit any such recordings. Students are prohibited from using electronic devices in any way which would cause invasions of the reasonable privacy expectations of students or school staff or guest.

B. Students bring their electronic devices on school property or to school activities at their own risk. The school is not responsible for lost, stolen or damaged student electronic devices.

C. Students are strictly responsible for their own electronic devices. If devices are borrowed or taken and misused by non-owners, device owners are jointly responsible for the misuse of the device and policy violation(s) committed with the device.

D. Students and parents should be informed and understand that confiscated electronic devices may be subject to search by school officials.

E. A student's penalties for violation(s) of an electronic device policy provision may vary depending upon the intentional nature of the violation, other disciplinary actions the student may have received, and specific circumstances of the violation.

Legal References:

Utah Admin. Rules R277-495 (October 8, 2024)

Utah Code § 53G-7-227 (2025)

Utah Code § 53G-17-1202 (2024)

South Summit School District
Achieving Excellence

Adopted Date: September 8, 2025
Last Reviewed Date:02/09/2026
Last Revised Date:02/09/2026
Prior Revised Dates:

Participation in Activities

Procedure: 6061-A

Section: 6000 Students

I. **Definitions**

A. **Curricular activities**: occur within the regular school day and constitute the delivery of instruction to students in the District.

B. **Co-curricular activities**: an extension of classroom instruction in which participation is by the entire class or a significant portion thereof. They relate directly to, and enhance student learning of, essential elements through participation, demonstration, illustration, and observation. Co-curricular activities are included in the teacher's instructional plan and are conducted by or supervised by a classroom teacher or other educational professional such as a librarian, school nurse, counselor, or administrator.

C. **Extracurricular activit**y: school-sponsored activities that are not directly related to instruction of the essential elements, but that may have an indirect relation to some areas of the curriculum. They offer worthwhile and significant contributions to a student's personal, physical, and social development. Participation in extracurricular activities is a privilege and not a right, and students must meet specific requirements in order to participate. Activities may include, but are not limited to, performances, contests, demonstrations, displays, and club activities.the same meaning as set out in Policy 6007.

Utah Code § 53G-6-703(1)(c) (2023)

Utah Code § 53G-7-501 (2025)

D. **Good Standing:** A student who is in compliance with District academic, attendance, behavior, and citizenship expectations and is eligible to participate in extracurricular and co-curricular activities.

E. **Qualifying online student**: an online student seeking to participate in an extracurricular or co-curricular activity at a district school:

1. within the attendance boundaries of which the student’s custodial parent resides (and, for interscholastic competition of athletic teams, the student did not have a prior initial establishment of eligibility requirements); or

2. from which the on-line student withdrew for the purpose of participating in an on-line education program.

Utah Code § 53G-6-705(2) (2026)

F. **Qualifying charter school student**: a charter school student seeking to participate in an extracurricular or co-curricular activity which is not offered at the student's charter school, at a district school:

1. within the attendance boundaries of which the student's custodial parent resides (and, for interscholastic competition of athletic teams, the student did not have a prior initial establishment of eligibility requirements); or

2. from which the charter school student withdrew to attend charter school; or

3. if the student's charter school is located on or has Board approval to locate on the campus of that district school; or

4. as may be provided for in rules established by the Utah State Board of Education.

Utah Code § 53G-6-704(2), (3) (2026)

G. **Qualifying private school student**: a private school student who did not have a prior initial establishment of eligibility requirements who is seeking to participate in an extracurricular activity at a district school:

1. within the attendance boundaries of which the student's custodial parent resides; or

2. from which the private school student withdrew to attend private school.

Utah Code § 53G-6-703(2)(c) (2023)

H. **Qualifying home school student**: a home school student who did not have a prior initial establishment of eligibility requirements who is seeking to participate in an extracurricular activity at a district school:

1. within the attendance boundaries of which the student's custodial parent resides; or

2. from which the home school student withdrew to attend home school.

Utah Code § 53G-6-703(2)(c) (2023)

I. **Qualifying scholarship student**: a student who has a scholarship under the Utah Fits All Scholarship Program who did not have a prior initial establishment of eligibility requirements who is seeking to participate in an extracurricular activity at a district school:

1. Within the attendance boundaries of which the student's custodial parent resides; or

2. From which the student withdrew to attend school under a Utah Fits All Scholarship Program scholarship.

   Utah Code § 53G-6-703(2)(c) (2023)
   Utah Code § 53F-6-406(6) (2026)

J. **Qualifying student**: a qualifying home school, private school, charter school, online, or scholarship student as defined above.

K. **Non-qualifying student**: a student who is not enrolled in a District school who is not a qualifying student as defined above.

II. General Participation Requirements

A. Participation

1. Participation in extracurricular activities is a privilege and not a right. Students opting to engage in extracurricular programs, athletics, student organizations, or student government/leadership are expected to exhibit exemplary citizenship, integrity, and respect. As representatives of the District, participants must behave in a manner that positively reflects upon the school community.

B. Compliance with District and UHSAA Requirements

1. Students shall adhere to all applicable District policies, school rules, and, when relevant, the Handbook of the Utah High School Activities Association (UHSAA). All UHSAA-governed activities must be conducted according to established eligibility standards, competition regulations, and season-specific rules.

C. Eligibility

1. Prior to participation, students must satisfy all academic, behavioral, and attendance criteria mandated by District policy 6005, Administrative Procedures, and UHSAA regulations.

D. Activity Expectations

1. Coaches and advisors must provide written expectations to students and guardians before participation begins, covering:

   a) Eligibility standards and participation requirements;

   b) Specific team or club rules;

   c) Attendance and conduct standards;

   d) Disciplinary consequences for rule violations;

   e) Financial expectations

f) Any other activity-specific mandates.

2. Verification of receipt by both student and guardian is required. For athletics, completion of approved registration (e.g., Aktivate) fulfills this acknowledgment.

E. Equal Opportunity to Participate

1. Eligible students will be notified of tryout periods and provided fair opportunities to participate. When selection is necessary, it shall be based on objective criteria established by the coach and/or advisor. Parents and students must be advised that competitive placement is not guaranteed.

F. Physical Education and Athletic Classes

1. Full-year athletic movement or physical education classes may not be scheduled exclusively for specific teams. Such classes must not be used to bypass UHSAA practice limits or season start dates. Athletics remain secondary to the core instructional program.

G. Religious Accommodations

1. In accordance with state law, students may wear religious attire or clothing required by sincerely held beliefs. Such items must not substantially hide the official uniform or create safety conflicts with competition rules.

H. Non-Discrimination

1. Extracurricular programs shall be managed without unlawful discrimination or harassment. Eligibility standards must be applied consistently and equitably across the student body.

III. Academic Eligibility and Participation Requirements

A. General Eligibility

1. Students participating in extracurricular activities shall meet all academic eligibility requirements established by the School, District, the Utah High School Activities Association (UHSAA), and applicable state law. Eligibility shall be determined at the conclusion of each grading period in accordance with District procedures and UHSAA regulations.

2. Participation in extracurricular activities during the first grading period of each school year shall be based upon the student's academic eligibility as determined under applicable UHSAA regulations and District procedures.

B. Academic Standards

1. To remain eligible to participate in extracurricular activities, students shall:

    a) Meet the minimum academic standards established by the School, District, and UHSAA;

    b) Make satisfactory progress toward graduation;

    c) Maintain satisfactory attendance as required by District policy; and

    d) Remain in good standing with the school regarding behavior and citizenship.

C. Grade Review

1. Academic eligibility shall be reviewed at the end of each official grading period.
2. Athletic directors and/ or other designated administrators shall determine eligibility using official grade reports.
3. Students, parents and coaches shall be notified promptly of any change in eligibility status.

D. Academic Suspension

1. A student who fails to meet the District's academic eligibility requirements shall be ineligible to participate in extracurricular activities upon the posting of official grades for the applicable grading period, in accordance with UHSAA regulations and District policy.
2. During a period of academic suspension, the student:

    a) May continue to attend practices, meetings, rehearsals, conditioning sessions, and team instruction unless otherwise prohibited by the athletic director, principal, or coach;

    b) May not compete in contests, performances, games, tournaments, or other public events representing the District; and

    c) Shall remain subject to all team, school, and District expectations.

E. Reinstatement

1. A student suspended for academic ineligibility shall regain eligibility at the conclusion of a grading period in which the student satisfies all District and UHSAA academic eligibility requirements.

2. Eligibility shall be restored upon verification by the school Athletic Director or Administrator following issuance of official grades.

F. Summer Limitation

1. Academic deficiencies earned during the final grading period of the regular school year may be remedied before the first grading period of the succeeding school year by completing approved coursework in the same subject area, consistent with UHSAA regulations and District requirements. Eligibility shall be determined after any approved summer grade replacement has been completed.

G. Attendance Expectations

1. Students shall satisfy all attendance requirements established by District policy 6005 in order to participate in extracurricular activities.

2. Students who are absent from school without an approved excuse may be prohibited from participating in practices, performances, contests, or competitions occurring on the day of the absence, unless otherwise approved by the school principal or designee as provided in District Policy 6005 and any school-level attendance procedures.

H. Continued Eligibility

1. Participation in extracurricular activities is contingent upon continued compliance with all District policies, school rules, team expectations, and UHSAA regulations throughout the activity season. Failure to maintain academic, behavioral, attendance, or citizenship standards may result in suspension or removal from participation as provided in this procedure.

IV. Participation by Non-Enrolled Students

A. Qualifying Students Extracurricular Participation

1. Eligibility to Participate

a) In accordance with Utah law, qualifying home school, private school, charter school, and online students may participate in extracurricular activities offered by the District if they satisfy all eligibility requirements established by state law, State Board of Education rule, District policy, District

procedures, and, where applicable, Utah High School Activities Association (UHSAA) regulations, subject to the student's parent agreeing to provide the student transportation to the District school for the activities.

b) Unless otherwise required by law or specifically provided by the District, transportation to and from practices, rehearsals, competitions, performances, meetings, and other extracurricular activities is the responsibility of the student's parent or legal guardian.

c) Participation shall be limited to activities for which the student is eligible under applicable state law and shall not be construed as enrollment in the District.

2. School of Participation

a) A qualifying student may participate in extracurricular activities at the District school authorized by Utah law, including:

(1) The school located within the attendance boundaries of the student's custodial parent's residence;

(2) The District school from which the student withdrew to enroll in a home school, private school, charter school, or online education program, if permitted by law;

(3) For qualifying charter school students, a District school located on the same campus as the charter school or otherwise authorized by state law; or

(4) Any other school authorized by Utah State Board of Education rule.

3. General Eligibility Requirements

a) Qualifying students shall:

(1) Meet the same age, residency, behavior, citizenship, and participation standards required of enrolled District students;

(2) Meet all UHSAA eligibility requirements applicable to the activity;

(3) Comply with District policies, school rules, and team or activity expectations;

(4) Complete all required registration forms, acknowledgments, medical documentation, and emergency contact information prior to participation; and

(5) Submit any documentation required by state law or the District to verify eligibility.

4. Academic Eligibility for Qualifying Home School Students

a) Attendance requirements applicable to enrolled District students do not apply to qualifying home school students.

b) A qualifying home school student establishes academic eligibility by submitting an academic eligibility affidavit signed by the student's parent, instructor, or educational organization to the school principal. The affidavit shall affirm that the student:

(1) Is mastering the material being taught in each course or subject; and

(2) Is making satisfactory educational progress toward advancement or promotion.

c) Upon receipt of a completed academic eligibility affidavit, the qualifying home school student shall be considered academically eligible for all extracurricular activities during the applicable activity season unless:

(1) The person submitting the affidavit provides written notice to the principal that the student no longer meets academic eligibility requirements; or

(2) An academic eligibility panel determines that the student does not meet academic eligibility requirements.

d) A person who has probable cause to believe that a qualifying home school student does not meet academic eligibility requirements may submit a signed affidavit to the principal stating the basis for that belief.

e) If the principal determines that the affidavit establishes probable cause, the principal shall request that the Superintendent appoint an academic eligibility panel to review the student's academic eligibility in accordance with Utah Code § 53G-6-703.

f) The academic eligibility panel may:

(1) Review the affidavit and confer with the individual submitting it;

(2) Request test scores, a portfolio of student work, or other documentation demonstrating academic progress; and

(3) Determine whether the student satisfies the academic eligibility requirements established by state law.

g) If the panel determines that the student does not meet academic eligibility requirements, the student shall be ineligible to participate in extracurricular activities for the remainder of the applicable activity season. Eligibility may be restored upon submission of documentation demonstrating that the student has reestablished academic eligibility as provided by Utah law.

Utah Code § 53G-6-703(4) to (14) (2023)

5. Academic Eligibility for Charter, Private School, and Online Students

a) Academic eligibility for qualifying charter school, private school, and online students shall be determined in accordance with Utah law, State Board of Education rule, and applicable UHSAA regulations.

b) The District may require official documentation from the student's school verifying academic eligibility before participation.

6. Registration Requirements

a) Prior to participation in athletics, qualifying students shall complete all District registration requirements (e.g., Aktivate) applicable to the activity, including:

(1) Emergency medical information;

(2) Medical clearance or physical examination required by UHSAA;

(3) Parent or guardian acknowledgments;

(4) Consent and liability forms;

(5) UHSAA eligibility documentation, when required; and

(6) Any additional forms required of enrolled District students participating in the same activity.

7. **Equal Treatment**

a) Qualifying students who satisfy all eligibility requirements shall have the same opportunity to try out for and participate in extracurricular activities as similarly situated enrolled District students.

b) Selection for competitive teams shall be based upon the same objective criteria used for all participants and shall not discriminate based upon a student's enrollment status.

8. **Revocation of Eligibility**

a) A qualifying student's eligibility to participate may be suspended or revoked for failure to comply with applicable District policies, this procedure, activity rules, UHSAA regulations, or state law. The student shall be afforded the same notice and appeal rights provided to enrolled District students under this procedure.

B. Qualifying Students Co-curricular Participation

1. Online and Charter Student Participation in Co-curricular Activities

a) A qualifying online or qualifying charter school student who is not enrolled in a District school is eligible to participate in co-curricular activities, subject to the student's parent agreeing to provide the student transportation to the District school for the activities.

Utah Admin. Rules R277-494-4 (December 8, 2025)

2. Private, Home School, and Scholarship Student Participation in Co-curricular Activities

a) Private, home school, and scholarship students may participate in co-curricular activities in District schools in accordance with the dual enrollment provisions of Policy 6001.

Utah Admin. Rules R277-494-6 (December 8, 2025)
Utah Code § 53G-6-702 (2020)
Utah Code § 53F-6-406(6) (2026)

C. Non-Qualifying Students Participation in Extracurricular Activities

1. A school may allow a non-qualifying student to participate in an extracurricular activity that the school sponsors and supports if (a) the student satisfies the general eligibility requirements set forth below and (b) the student meets the open enrollment requirements of Policy 6009, subject to the following additional requirements:

    a) For an interscholastic competition of athletic teams, a private school student, home school student, charter school student, or online student, or scholarship student meets the initial establishment of eligibility requirements.

    b) For an interscholastic contest or competition for music, drama, or forensic groups or teams, the private school student's private school does not offer the activity and the private school meets the entry requirements for participation.

2. For an interscholastic contest or competition for music, drama, or forensic groups or teams, the home school student, charter school student, or online student meets the entry requirements for participation.

3. For an interscholastic contest or competition for music, drama, or forensic groups or teams, the scholarship student's school of enrollment does not offer the activity and the school of enrollment meets the entry requirements for participation.*Utah Code § 53G-6-703(2)(d) (2023) Utah Code § 53G-6-704(4) (2023) Utah Code § 53G-6-705(3) (2026) Utah Code § 53F-6-406(6) (2026)*

4. Students participating under this section are also subject to the transportation requirements set forth in Section9

D. Non-Qualifying Students Participation in Co-curricular Activities

1. A District school may allow a non-qualifying charter student or non-qualifying online student to participate in a co-curricular activity based on a negotiated agreement with the student's school of enrollment. These co-curricular activities may include a debate, drama, or choral program, a specialized course or program offered during the regular school day, or an enrichment program or activity.

    Utah Admin. Rules R277-494-4(1)(b), (c) (December 8, 2025)

E. Eligibility Standards for All Non-Enrolled Students

1. Non-enrolled students who are allowed to participate in an extracurricular or co-curricular activity as provided for above shall be subject to all eligibility standards:
    a) applied to a fully enrolled District school student;
    b) of the District school where the student participates in the extracurricular or co-curricular activity; and
    c) for the extracurricular or co-curricular activity in which the student participates.
2. Apart from the basic eligibility requirements outlined above, District schools may not impose additional requirements on non-enrolled students to participate in an extracurricular or co-curricular activity that are not imposed on fully enrolled District students at the District school.

Utah Code § 53G-6-703(3)(a), (b) (2023)
Utah Code § 53G-6-704(5), (6) (2023)
Utah Code § 53G-6-705(4), (5) (2026)
Utah Admin. Rules R277-494-4(1)(a)(iii) (December 8, 2025)
Utah Admin. Rules R277-494-5(1)(c) (December 8, 2025)

F. Activity Fees for All Non-Enrolled Students

a) All non-enrolled students, whether qualifying or non-qualifying, who participate in an extracurricular or co-curricular activity at a District school shall pay the same fees as required of fully enrolled District school students to participate in the extracurricular or co-curricular activity.

b) For charter and online school students, the student's school of enrollment shall pay the District school a school participation fee of $75 for each school year the student participates in a District school activity (a single fee covers both extracurricular and co-curricular activities for that year). This fee is in addition to a student activity-specific fee for the activity.

Utah Admin. Rules R277-494-3(2), (3) (December 8, 2025)
Utah Admin. Rules R277-494-4(3) (December 8, 2025)

c) All applicable fees, including school participation fees and activity-specific participation fees, shall be paid before the student participates in the activity unless a fee waiver applies. School fees for non-enrolled students shall be waived by the District if required under Utah law and State Board of Education policy. However, for students qualifying for fee waivers, the student's online or charter school shall be responsible to pay both the school participation fee and the student activity-specific fee to the District.

Utah Admin. Rules R277-438-4 (December 8, 2016)
Utah Admin. Rules R277-494-2(8), (9) (December 8, 2025)
Utah Admin. Rules R277-494-3(7) (December 8, 2025)
Utah Admin. Rules R277-494-4(5) (December 8, 2025)

V. Student Conduct and Behavioral Expectations

A. Standards of Conduct

1. Students participating in extracurricular activities are expected to conduct themselves in a manner that reflects positively on themselves, their school, the District, and the community. Participants shall demonstrate honesty, integrity, good sportsmanship, respect for others, and responsible citizenship at all times while participating in school-sponsored activities.

2. Students shall comply with all District policies, school rules, team or organization expectations, and the applicable rules of the Utah High School Activities Association (UHSAA).

B. Prohibited Conduct

1. The following conduct is prohibited and may result in disciplinary action, suspension, or removal from participation in extracurricular activities, in addition to any other consequences provided by District policy or state law:

    a) Use of foul, abusive, profane, or vulgar language while participating in or attending school-sponsored activities;

    b) Possession, use, distribution, or being under the influence of alcohol, tobacco products, electronic cigarette or vaping products, nicotine products, controlled substances, illegal drugs, drug paraphernalia, or unauthorized prescription medications;

    c) Hazing, initiation activities, demeaning conduct, bullying, cyberbullying, harassment, retaliation, assaultive behavior, or any conduct prohibited by District policy or state law;

    d) Fighting, violence, threats, intimidation, or conduct that endangers the safety of others;

    e) Theft, vandalism, dishonesty, or other criminal conduct;

    f) Conduct that substantially disrupts a school-sponsored activity or reflects adversely upon the District or school.

C. Hazing Prohibited

1. The District maintains zero tolerance for hazing.

2. No student shall participate in, encourage, permit, or fail to report hazing or initiation activities involving physical violence, restraint, intimidation, humiliation, improper touching, forced consumption of any substance, or any activity that creates an unreasonable risk of physical or emotional harm.

3. Students who violate this provision may be suspended or dismissed from the team, club, or activity and may be subject to additional disciplinary action under District Policy 6029 – Safe and Orderly Schools and Policy 6065-A – Bullying, Cyberbullying, Hazing, and Retaliation.

D. Substance Use

1. Students participating in extracurricular activities shall remain free from the use, possession, distribution, or influence of alcohol, illegal drugs, controlled substances, tobacco products, electronic cigarette products, nicotine products, or unauthorized prescription medications.

2. Violations shall be addressed in accordance with District policy, including Policy 6029 – Safe and Orderly Schools and, where applicable, Policy 6048 – Drug Testing of Students. Students participating in UHSAA-sanctioned activities shall also be subject to applicable UHSAA rules.

E. School Suspensions

1. Students assigned an in-school suspension or out-of-school suspension shall not participate in extracurricular contests, performances, competitions, practices, meetings, rehearsals, team travel, or other school-sponsored activity events during the period of suspension.

2. The period of suspension includes weekends, holidays, and school recesses occurring during the suspension.

F. Behavior During School-Sponsored Activities

1. Students are expected to demonstrate respectful behavior while representing the District at practices, competitions, performances, meetings, conferences, travel, lodging facilities, restaurants, and all other school-sponsored events.

2. Students shall comply with the reasonable directions of coaches, advisors, sponsors, administrators, and other supervising staff at all times.

G. Conduct on Activity Trips

1. Students participating in travel associated with extracurricular activities represent the District and shall conduct themselves in a manner that reflects positively upon the school community.

2. Students shall:

    a) Follow all instructions provided by coaches, advisors, drivers, sponsors, and chaperones;

    b) Observe District transportation rules and lodging expectations;

    c) Respect school property, public property, hotel facilities, and the property of others;

    d) Comply with all curfews and supervision requirements established for the activity;

    e) Refrain from conduct that may endanger themselves or others or bring discredit upon the District or school.

3. The principal or designee may revoke a student's travel privileges when the student's behavior demonstrates an inability to safely and responsibly participate in school-sponsored travel.

H. Continuing Consequences

1. Behavioral consequences imposed for violations of this procedure may extend beyond a single activity season when required by District policy, UHSAA regulations, or the nature of the violation.

2. For students participating in UHSAA-sanctioned activities, eligibility consequences shall transfer with the student as required by applicable UHSAA rules.

I. Due Process

1. Before a student is suspended or removed from an extracurricular activity for behavioral reasons, the student shall be informed of the alleged violation and provided an opportunity to respond, consistent with District policy and applicable due process requirements.

2. The principal or designee shall make the final school-level determination unless otherwise provided in this procedure or by District policy.

VI. Coach and Advisor Responsibilities

A. General Responsibilities

1. Coaches, advisors, sponsors, and other designated school personnel are responsible for providing appropriate supervision, instruction, and leadership for students participating in extracurricular activities. Staff members shall conduct all activities in a manner that promotes student safety, good sportsmanship, ethical conduct, and compliance with District policy, state law, and Utah High School Activities Association (UHSAA) regulations.

B. Supervision of Students

1. Coaches and advisors shall provide reasonable supervision of students at all times during school-sponsored activities, including:

    a) Practices, rehearsals, meetings, and competitions;

    b) Locker rooms and changing areas, consistent with student privacy rights;

    c) School-sponsored travel;

    d) Meals and eating establishments;

    e) Hotels and overnight lodging; and

    f) Any other location where students are participating in a school-sponsored activity.

2. A coach, advisor, or designated school employee shall remain responsible for supervising participating students until the students have been released to a parent, legal guardian, or other authorized adult, or until otherwise released in accordance with District procedures.

C. Student Safety

1. Coaches and advisors shall take reasonable steps to ensure the physical and emotional safety of participating students and shall promptly report any suspected violations of District policy involving:

    a) Allegations of drug, alcohol, nicotine, etc.;

    b) Hazing;

    c) Bullying, cyberbullying, harassment, or retaliation;

    d) Abuse or neglect;

    e) Unsafe conditions;

    f) Criminal conduct; or

g) Any conduct that threatens the health or safety of students.

2. Nothing in this procedure limits a District employee's mandatory reporting obligations under state law.

3. Nothing in this section limits the District's authority to immediately remove a student from participation when necessary to protect the health, safety, or welfare of students or others.

D. Off-Season Activities

1. Participation in summer camps, clinics, workshops, leagues, or other off-season activities shall be voluntary unless otherwise permitted by UHSAA regulations.

2. A coach, advisor, or school employee shall not:

   a) Require participation in an off-season activity as a condition of making or remaining on a team or organization;

   b) Use attendance at an off-season activity as a criterion for selection, playing time, leadership positions, or participation opportunities;

   c) Require students to attend camps, clinics, or workshops from which the coach, advisor, or employee receives compensation from a source other than the District; or

   d) Conduct off-season activities in violation of UHSAA rules or Utah State Board of Education regulations.

3. District-sponsored camps and clinics shall comply with all applicable UHSAA bylaws and state regulations.

E. Practices and Competition

1. Coaches and advisors shall schedule practices, conditioning activities, rehearsals, and competitions in accordance with UHSAA rules, District procedures, and applicable state law.

2. Athletic fitness or movement classes shall not be used to circumvent UHSAA limitations regarding practice dates, competition seasons, or participation requirements.

F. Required Training

1. Prior to supervising students, coaches and advisors shall complete all training required by District policy, state law, and State Board of Education rule, including, as applicable:

a) Child sexual abuse prevention training;

b) Bullying, cyberbullying, hazing, and retaliation prevention training;

c) Concussion recognition and management training;

d) Cardiopulmonary resuscitation (CPR) and First Aid certification through an approved provider for athletic coaches; and

e) Any additional training required by the District or UHSAA.

2. The Athletic Director shall maintain documentation demonstrating completion of all required training and certifications.

G. Professional Conduct

1. Coaches, advisors, and sponsors shall model appropriate behavior at all times while supervising students.

2. While participating in school-sponsored activities, staff members shall not:

a) Possess or consume alcoholic beverages;

b) Use tobacco products, nicotine products, or electronic cigarette products;

c) Use or possess controlled substances except as lawfully prescribed;

d) Engage in hazing, harassment, bullying, retaliation, or abusive conduct; or

e) Engage in conduct that compromises student safety, undermines public confidence, or violates District policy or professional ethical standards.

3. Coaches, advisors, and sponsors shall immediately report any suspected violation of this procedure or any conduct that threatens student safety to the principal or athletic director

H. Communication with Parents and Students

1. Coaches and advisors shall maintain open communication with students and parents regarding:

a) Participation expectations;

b) Practice and competition schedules;

c) Team or activity rules;

d) Academic eligibility requirements;

e) Safety expectations; and

f) Any disciplinary action affecting participation.

2. Reasonable efforts shall be made to communicate significant concerns or changes affecting a student's participation in a timely manner.

I. Compliance

1. Failure of a coach, advisor, sponsor, or other designated school employee to comply with this procedure, District policy, state law, or UHSAA regulations may result in corrective action, including disciplinary measures consistent with District employment policies and applicable law.

J. Emergency Response

1. Coaches and advisors shall be familiar with the emergency action plan applicable to the facility or venue where activities are conducted and shall follow District emergency procedures in the event of a medical or other emergency.

VII. Appeals

A. A student or the student's parent or legal guardian may request that the principal review a decision regarding the student's eligibility or disciplinary consequences related to participation in an extracurricular activity. The request shall be submitted within five (5) school days of the decision.

B. The filing of an appeal does not stay the original decision unless authorized by the Superintendent.

C. The principal shall review the information, consult with the coach, advisor, or activity director as appropriate, and issue a written decision within a reasonable time.

D. If the student or parent is dissatisfied with the principal's decision, a written appeal may be submitted to the Superintendent or designee within five (5) school days. The Superintendent's decision shall constitute the District's final administrative determination unless otherwise provided by law or applicable UHSAA procedures.

E. Appeals involving eligibility determinations, transfer eligibility, or other matters governed exclusively by UHSAA bylaws shall be processed in

accordance with the UHSAA Constitution, Bylaws, and Handbook. Nothing in this procedure is intended to replace or limit any appeal rights established by the UHSAA.

Student Bullying, Cyber-Bullying, Hazing, and Abusive Conduct

Procedure: 6065-A

Section: 6000 Students

1. **Definitions**

    1. Abusive Conduct means:

        1. The verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee or student that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress. A single act does not constitute abusive conduct

    2. Action plan means:

        1. A process to address an “incident” as described in 6065-A section I, G.

    3. Bullying means: staff bullying and student bullying.

    4. Communication means:

        1. The conveyance of a message, whether verbal, written, or electronic.

    5. Cyber-bullying means:

        1. Using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text,video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.

        2. In addition, any communication of this form that is generated off-campus but causes or threatens to cause a material and substantial disruption at school or interference with the rights of students to be secure may also be considered cyber-bullying.

Utah Code § 53G-9-601(5) (2025)

3. Hazing means:

    1. A school employee or student intentionally, knowingly, or recklessly committing an act that:

        1. Meets one of the following:

            1. endangers the mental or physical health or safety of a school employee or student; or

            2. involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;

            3. involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or

            4. Involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and either

        2. Is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club or event; or

        3. Is directed toward a school employee or student whom the student knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the student also participates.

6. Incident means:
    1. An incident of bullying, cyber-bullying, hazing, or retaliation which has been substantiated through a formal investigation process as described in

this policy. An incident occurs at the same time and in the same place and may involve one or more students to whom the incident is directed, one or more students as causes of the incident, or a student as both a subject and a cause of the incident.

7. Retaliate means:

    1. An act or communication intended:

        1. as retribution against a person for reporting bullying, cyberbullying, abusive conduct, or hazing; or

        2. to improperly influence the investigation of, or the response to, a report of bullying, cyberbullying, abusive conduct, or hazing.

8. School Employee means:

    1. School administrators, teachers, and staff members, as well as others employed or authorized as volunteers, directly or indirectly, by the school, school board, or school district and who works on a school campus.

9. Staff bullying means:

    1. A school employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another school employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that:

        1. creates an environment that a reasonable person would find hostile, threatening, or humiliating; and

        2. substantially interferes with a student's or employee's educational or professional performance, opportunities, or benefits.

    2. Staff bullying does not mean instances of:

        1. ordinary teasing, horseplay, argument, or peer conflict;

        2. reasonable correction of behavior by a school employee; or

        3. reasonable coaching strategies and techniques by a school employee who is a coach.

10. Student bullying means:

    1. One or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that:

        1. creates an environment that a reasonable person would find hostile; and

        2. interferes with a student's educational performance, opportunities, or benefits.

    2. Student bullying does not mean instances of:

        1. ordinary teasing, horseplay, argument, or peer conflict;

        2. reasonable correction of behavior by a school employee; or

        3. reasonable coaching strategies and techniques by a school employee who is a coach.

11. Volunteer means:

    1. A non-employee with significant, unsupervised access to students in connection with a school assignment.

2. **Bullying and Abusive Conduct Prohibited**

    1. No student may engage in bullying of a student or school employee on school property, at a school related or sponsored event, on a school bus, at a school bus stop, or while the student is traveling to or from a school location or school related or sponsored event. No student may engage in abusive conduct.

    2. Students who engage in bullying or abusive conduct are in violation of this policy and an incident of bullying shall result in disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (6029).

    3. Anonymous reports of bullying or abusive conduct alone cannot constitute the basis for formal disciplinary action.

    4. The school or District may also report an incident of bullying to law enforcement if that is permitted by

Utah Code §53G-8-211
Utah Code § 53G-9-602(1) (2024)
Utah Code § 53G-9-605(1) (2024)
Utah Admin. Rules R277-613

3. **Hazing and Cyber-bullying Prohibited**

    1. No student may engage in hazing or cyber-bullying of a student or employee at any time or at any location.

    2. Students who engage in hazing or cyber-bullying are in violation of this policy and an incident of hazing or cyber-bullying shall result in disciplinary action up to and including expulsion, as well as suspension or removal from a school-sponsored team or activity, including school sponsored transportation, consistent with the District's Safe and Orderly Schools Policy 6029.

    3. The school may also determine to break up or dissolve a team, organization, or other school-sponsored group for hazing violations by its members.

    4. Anonymous reports of hazing or cyber-bullying alone cannot constitute the basis for formal disciplinary action.

    5. The school or District may also report infractions to law enforcement if that is permitted by

        Utah Code §53G-8-211.
        Utah Code § 53G-9-605(1) (2024)
        Utah Admin. Rules R277-613

4. **Retaliation Prohibited**

    1. No student may engage in retaliation against a school employee, a student, or an investigator for, or witness of, an alleged incident of bullying, cyber-bullying, hazing, retaliation or abusive conduct.

    2. Students who engage in such retaliation are in violation of this policy and for an incident of retaliation are subject to disciplinary action up to and including expulsion, consistent with the District's Safe and Orderly Schools policy 6029.

    3. Anonymous reports of retaliation alone cannot constitute the basis for formal disciplinary action.

    4. The school shall inform students who have reported being subject to bullying, cyber-bullying, or hazing and these students' parents that retaliation is prohibited

and shall encourage the students and parents to be aware of and to report any subsequent problems or new incidents.

Utah Code § 53G-9-603(1) (2024)
Utah Admin. Rules R277-613

5. **Making a False Report Prohibited**

    1. No student may make a false allegation of bullying, abusive conduct, cyber-bullying, hazing, or retaliation against a school employee or student.

    2. Students who engage in making such false allegations are in violation of this policy and for verified instances of false allegations are subject to disciplinary action up to and including expulsion, consistent with the District's Safe and Orderly Schools Policy 6029.

    Utah Code § 53G-9-603(2) (2024)
    Utah Admin. Rules R277-613

6. **Improper Sharing of Recording of Incident Prohibited**
    1. No student may share a recording of an incident or of abusive conduct in a way which would impact or encourage future incidents or abusive conduct or intending to impact or encourage future incidents or abusive conduct. Students who violate this prohibition are in violation of this policy and for verified infractions are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (6029). This restriction does not prevent a student from sharing a recording of an incident or of abusive conduct with a teacher or administrator as part of reporting the incident or abusive conduct or in response to a request from a teacher or administrator for the recording.

    Utah Code § 53G-9-605(3)e(2024)

7. **Investigation and Action Plan**

    1. Upon receipt of a reported incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation, the school principal or designee shall promptly review and investigate the allegations. This investigation shall include interviewing the individual students subjected to the incident, the individual alleged to have engaged in prohibited conduct, the parents of the students subjected to the incident and alleged perpetrator, any witnesses to the conduct, school staff familiar with the alleged victim, and school staff familiar with the alleged perpetrator. The principal or designee may also review physical evidence, including but not limited to video or audio recordings, notes, email, text messages, social media, and graffiti. The principal or designee shall inform any

person being interviewed that the principal or designee is required to keep the details of the interview confidential to the extent allowed by law and that further reports of bullying will become part of the investigation.

Utah Admin. Rules R277-613-5(2), (3), (4) (October 8, 2024)

2. When the available information indicates that an infraction may also constitute a civil rights violation, the principal or designee shall also investigate that possible violation and take such disciplinary or other action as may be warranted.

3. When it is determined that an incident has occurred, the school shall create and implement an action plan. While parents should be involved in the development and implementation of the action plan, the school may develop and implement the plan without parent involvement when the parent chooses not to participate in the process.

   Utah Code § 53G-9-605.5 (2024)
   Utah Code § 53G-9-605(3)(f), (h), (i) (2024)

4. The action plan shall include a communication plan designed to keep each parent updated on the implementation of the plan. The communication plan shall provide for regular updates and communication shall include explaining the process for addressing the incident, informing the parent about the outcome of the investigation, and discussing safety considerations for the student at whom the incident was directed.

5. For the student at whom the incident was directed and in direct coordination with that student's parent, the plan shall include (1) a tailored response to the incident that addresses the student's needs, (2) a mechanism to consider consequences or accommodations the student may need regarding decreased exposure or interactions with the student who caused the incident, (3) notification of the consequences and plan to address the behavior of the student who caused the incident, (4) supportive measures designed to preserve the student's access to educational services and opportunities, and (5) to the extent available, access to other resources the parent requests for the student. The action plan may not include a requirement that the student at whom the incident was directed change the student's education schedule or placement or participation in a school-sponsored sport, club, or activity.

6. For the student who caused the incident and in direct coordination with that student's parent, the plan shall include (1) a range of tailored and appropriate consequences, making reasonable effort to preserve the student's access to educational services and activities, (2) a process to determine and provide any needed resources related to the underlying cause of the incident, (3) supportive measures designed to preserve the student's access to educational services and

opportunities while protecting the safety and well-being of other students, and (4) a process to remove the student from school in an emergency situation, including a description of what constitutes an emergency.

Utah Code § 53G-9-605.5 (2024)
Utah Code § 53G-9-605(3)(f), (h), (i) (2024)

7. The student who caused the incident (or the student's parent) may appeal one or more of the consequences to that student which are included in the action plan through the same processes and procedures provided for appeal of other student disciplinary actions.

   Utah Code § 53G-9-605.5(4) (2024)

8. The action plan may include supporting involved students through trauma-informed care practices, if appropriate, as defined in Utah Admin. Rules R277-613-2(15).

9. The action plan may also include positive restorative justice practice action. Restorative justice practice is a discipline practice that brings together students, school personnel, school families, and community members to resolve conflicts, address disruptive behaviors, promote positive relationships, and promote healing. The student at whom the incident was directed is not required to participate in a restorative justice practice with the student who caused the incident. If the principal or designee desires to have a student participate, the principal or designee shall first inform that student's parent about the restorative justice practice and obtain the parent's consent prior to such participation.

10. If any retaliation occurs, the principal or designee shall take strong responsive action against it, including but not limited to providing assistance to any student subjected to the incident and his or her parent in reporting subsequent problems and new incidents.

11. The principal or designee shall follow up with parents of all students involved (victim or perpetrator), informing parents when an investigation is concluded, what safety measures will be in place for their child as determined by the investigation, of additional information about the investigation to the extent consistent with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), and of any available appeal options if a parent disagrees with the resolution of the investigation.

8. VIII.**Training and Education**

1. Each school shall establish procedures for training school employees, coaches, volunteers and students on bullying, cyber-bullying, hazing, retaliation, or abusive conduct. The principal or designee shall be the point person to assist, direct, and supervise training on these matters.

2. Training to students, staff, and volunteers shall:

    1. Include information on:

        1. Bullying, cyber-bullying, hazing, retaliation, and abusive conduct;

        2. Discrimination under Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;

        3. How bullying, cyber-bullying, hazing, retaliation, and abusive conduct are different from discrimination and may occur separately from each other or in combination,

        4. How bullying, cyber-bullying, hazing, retaliation, and abusive conduct are prohibited based on the students' or employees' actual or perceived characteristics, including race, color, national origin, sex, disability, religion, gender identity, sexual orientation, or other physical or mental attributes, or conformance or failure to conform with stereotypes, and

        5. The right of free speech and how it differs for students, employees, and parents;

        6. Complement the suicide prevention program required for students and the suicide prevention training required for licensed educators; and

        7. Include information on when issues relating to these standards may lead to employee or student discipline.

        Utah Code § 53G-9-607(1), (2) (2024)
        Utah Admin. Rules R277-605-6(4) (July 22, 2022)

    1. This training shall be provided to all new employees, coaches, and volunteers within the first year of service and shall be provided to all employees, coaches, and volunteers at least once every three years after the initial training.

Utah Admin. Rules R277-605-6(4) (July 22, 2022)

1. In addition to training school employees and educating students mentioned above, all volunteer coaches, employees, and students involved in any curricular athletic program or any extra-curricular club or activity shall be informed annually of the prohibited activities list provided previously in this Policy and the potential consequences for violation of this Policy.

2. The content of this activity training shall be developed in collaboration with the Utah High School Activities Association (UHSAA) and the training shall also be provided in collaboration with UHSAA. The school shall obtain and keep signature lists of the participants in the activity training.

   Utah Admin. Rules R277-613-6 (August 8, 2023)
   Utah Admin. Rules R277-605-6(4) (July 22, 2022)

3. Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying, harassment, hazing, or cyber-bullying.

   Utah Code § 53G-9-605(3)(j)(ii), (4) (2024)

4. The District may also offer voluntary training to parents and students regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation.

   Utah Code § 53G-9-607(2)(c) (2024)

5. The principal or designee responsible for reviewing and investigating allegations of bullying, cyber-bullying, hazing, retaliation, and abusive conduct shall receive training on conducting a review and investigation as provided for in this policy.

1. **District Coordinator**

1. The District shall designate at least one individual who can provide training to each school principal or designee responsible for school training and oversight. This individual also oversees implementation of action plans, monitors implementation of this policy regarding communication plans, acts as the District's liaison to the State Board of Education regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation, and assists with school case-specific details.

1. **Assessment**

1. Subject to the requirements of Utah Code § 53E-9-203 regarding parental consent for certain types of inquiries of students, each school shall regularly (and at least once per year) conduct assessment through student input (surveys, reports, or other methods) of the prevalence of bullying, cyber-bullying, and hazing in the school, and specifically in locations where students may be unsafe and adult supervision may be required such as playgrounds, hallways, and lunch areas.

   Utah Code § 53E-9-203 (2024)

2. **Publication and Acknowledgement**

   1. A copy of this policy shall be included in student conduct handbooks, employee handbooks, shall be provided to the parent of each student enrolled in the District, and shall be available on the District website.

   2. Each student 8 years of age and older and a parent of each student enrolled in the District shall annually provide a signed statement stating that the student and parent has received a copy of this policy; however, such a statement is not a substitute for having met the training requirements of this policy.

      Utah Code § 53G-9-605(3)(j)(4) (2024)

3. **Parental Notification of Incidents and Suicide Threats**

   1. The school shall promptly notify a student's parent when the student is involved in an incident (whether as a target or as a perpetrator) or when a student threatens suicide. When the student is involved in an incident, the parent shall also be notified of the action plan. In addition to giving notice of the incident or threat, the school shall also provide the parent with (1) suicide prevention materials and information as recommended by the State Superintendent, (2) information on ways to limit a student's access to fatal means (including firearms and medication), and (3) information and resources on the healthy use of social media and online practices. (See Procedure 6029-E.)

   2. The school shall produce and maintain a record that verifies that the parent was notified of the threats or incidents listed above and provided the required information. If applicable, the record shall also track implementation of the action plan. The record is a private record for purposes of the Government Records Access and Management Act.

   3. The process for notifying a parent shall consist of:

1. The school principal or designee shall attempt to make personal contact with a parent when the school has notice of a threat or incident listed above. It is recommended that the parent be informed of the threat or incident with two school people present. If personal contact is not possible, the parent may be contacted by phone. A second school person should witness the phone call.

2. Contact with the parent must be documented in a "Verification of Parent Contact Regarding Threat or Incident." When there is an action plan, the documentation shall be supplemented to track implementation of the action plan.

3. Subject to laws regarding confidentiality of student educational records, at the request of a parent, a school may provide information and make recommendations related to an incident or threat.

   Utah Code § 53G-9-604 (2024)

4. The record of parental notification shall be maintained in accordance with Utah Code Student Data Protection 53E-9-3, Utah Code Student Privacy and Data Protection 53E-9-2 and the Federal Family Educational Rights and Privacy Act (“FERPA”). A copy of the record of parental notification shall upon request be provided to the student to whom the record relates. After the student has graduated, the District shall expunge the record of parental notification upon request of the student.

   Utah Code § 53G-9-604(2)(a)(iii)(4) (2024)

4. XIII. **Report to State Superintendent**

1. Each year, on or before June 30, the District shall submit a report to the State Superintendent which includes (1) a copy of the District’s bullying policy; (2) confirmation of compliance with the requirement to obtain a signed acknowledgment of the policy from students, parents, and employees; (3) verification of required training regarding bullying, cyber-bullying, hazing, retaliation, and abusive conduct; (4) the number of verified and alleged incidents of bullying, cyber-bullying, hazing, and retaliation; and (5) the number and type of those incidents that either included a student or employee who is part of a federally protected class or was allegedly bullied, cyber-bullied, hazed, or retaliate against because of the student’s or employee’s actual or perceived disability, race, national origin, religion, sex, gender identity, sexual orientation, or other characteristic, including the federal reporting requirements for civil rights violations.

Legal References:

Utah Code § 53G-9-601 (2025)

Utah Admin. Rules R277-613-2(2) (October 8, 2025)

Cross References:	Policy 6065

Adoption Date: November 10, 2022
Last Reviewed Date: 09/08/2025
Last Revised Date:09/08/2025
Prior Revised Dates: 08/10/2023, 01/16/2025

South Summit School District
Achieving Excellence

Mental Health Care Procedure

Procedure 6070-A

Section: 6000 - Students

I. **Definitions:**

A. Authorized personnel: an individual

1. Who holds a license:

a. As a school psychologist, as defined in Utah Code § 53F-5-218;

b. As a school social worker, as defined in Utah Code § 53F-5-218;

c. Under Utah Code Title 58, Chapter 61, Psychologist Licensing Act;

d. Under Utah Code Title 58, Chapter 60, Part 2, Social Worker Licensing Act;

e. Under Utah Code Title 58, Chapter 60, Part 3, Marriage and Family Therapist Licensing Act; or

f. Under Utah Code Title 58, Chapter 60, Part 4, Clinical Mental Health Counselor Licensing Act; or

g. Who is supervised by someone with one of the above licenses, to the extent the person's actions fall within the scope of that supervision; and

2. Whom the District, or a District school, employs or engages by contract or agreement to support student mental health through a restricted service consistent with the scope of the individual's license or certification

B. Mental Health Service: has the same meaning as "practicing mental health therapy" as defined by Utah Code § 58-60-102(17).

~~B.~~C. Restricted service: a mental health service that takes place in a school setting. It does not include:

1. Describing basic stress-management strategies;

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Commented [1]: Please help with the spacing

2. Informing students and parents of the availability of a restricted service; or

3. Engaging in generalized crisis response, which does not include one-on-one therapy, in accordance with District or Utah State Board of Education crisis response protocols.

II. **Providing Restricted Services**

A. Except as provided in a student's IEP or Section 504 accommodation plan, only authorized personnel may provide restricted services to students. Authorized personnel may only provide restricted services within the scope of the provider's license and without other students present. Informed written parental consent must also be obtained as provided below.

B. Written parental informed consent for restricted services must be obtained before the first session of a restricted service in a given school year. A student's IEP or Section 504 accommodation plan that includes a restricted service satisfies the requirement for written parental informed consent. Otherwise, the consent shall be obtained using a standard form that includes:

1. Fields for at least the following information:
   a. Student name;

   b. Name of individual giving consent;

   c. Name of each authorized personnel who has authority under the consent to provide a restricted service;

2. A statement that, unless the parent opts out of receiving notices (which the parent may do at any time), the authorized personnel will provide within one business day after each session notice to the parent that the restricted service took place and a description of the topic of the service; and

3. A statement that authorized personnel will adhere to the topics or issues that the parent identifies, in collaboration with authorized personnel, for discussion with or exclusion from the

student, except that the topics may be addressed if:

a. The omission would compromise the student's immediate safety;

b. The omission would violate mandatory reporting requirements; or

c. Based on behaviors or statements that the authorized personnel observes, the authorized personnel determines a need to assess the student's safety.

4. When obtaining the consent, the District, school, or authorized personnel shall, through consultation with the parent, provide the parent with an opportunity to identify topics or issues the parent intends the authorized personnel to address or to not address with the student. The authorized personnel may not address a topic or issue that the parent has expressly stated should not be addressed unless (a) not doing so within the restricted service would compromise the student's immediate safety or (b) the student discloses information that creates a duty for the authorized personnel to make a mandatory report (including for suspected cases of child abuse or neglect under Utah Code § 80-2-602 , abuse or a student under Utah Code § 53E-6-701 , or any other legally mandated duty to report). If one of these exceptions applies, the authorized personnel may only discuss the information with the student to the extent necessary to make the report.

5. The requirement to obtain consent also does not apply in a case in which delaying to contact a parent to obtain consent would create an immediate serious risk of suicide or serious bodily injury (as defined in Utah Code § 76-1-101.5) to the student or to another individual. If this circumstance occurs, the District, school, or authorized personnel shall notify the parent in accordance with the requirements of Policy 5082 and Policy 6065 for suicide threats.

Legal References:

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~~*Utah Code § 53G-9-901 (2025)*~~
Utah Code § 58-60-102 (2026)
Utah Code § 53G-9-902 (2025)
Utah Code § 53G-9-604 (2024)
Utah Admin. Rules R277-313 (August 7, 2025)

Adopted Date: September 8, 2025
Last Reviewed Date:
Last Revised Date:
Prior Revised Dates:

South Summit School District
Achieving Excellence

Board of Education Regular Meeting
Monday, June 8, 2026 at 6:00 PM

1. INTRODUCTORY ITEMS - 6:00 PM

The board president welcomed everyone and called the meeting to order at 6:00 PM

A. Board Member Present were:
   1. President Weller
   2. Vice President Whitmore
   3. Board Member Metcalf
   4. Board Member Woolstenhulme
   5. Board Member Eckert

B. Guests in attendance were:
   1. Superintendent Maughan
   2. Business Administrator Robinson
   3. Board Assistant McMillan
   4. Caryl Miles
   5. Stephanie Clegg
   6. Shelley Halverson
   7. Jerry Parker
   8. Sara Charboneau
   9. Rebecca Jensen

C. Business Administrator Robinson led the Pledge of Allegiance.

D. Board Member Woolstenhulme reviewed the Vision & Mission Statements.
Vision Statement: South Summit School District - **valuing** individuals and **preparing** them for **success.**
Mission Statement: We **support, empower,** and **inspire** individuals to **promote** and **achieve** academic and character **excellence.**

2. PUBLIC INPUT

1. Jerry Parker Jerry Parker.pdf Ethical Concerns & District Integrity
   a. Why is district property given to individuals without going to public auction? Baseball equipment was given to an individual instead of going to an auction to make it fair for everyone.
   b. Why is there personal property being stored on district property? There is a Volkswagen, Boat, Trailer, a Can Am and an RV parked in a district building on 200 West in Kamas that he knows has been there for over three years. Mr. Parker asked the board to go to the district property and investigate it. As a taxpayer, he would like to park his RV on the district property too.
   c. President Weller asked Mr. Parker to provide evidence of the allegations and said that the board will investigate.
   d. Mr. Parker spoke that the district needs to go in a different direction. He commented that South Summit School District is the worst school in the state and the employee turnover is atrocious. Instead of the community just complaining in the background, he's stepping up to bring it in front of the board.

3. DISTRICT UPDATES

A. Director Reports
   1. Utah Professional Practices Advisory Commission (UPPAC) - Presentation by Rebecca Jensen. UPPAC - Some Basics From My

Perspective.pptx UPPAC is a group of educators and community members (PTA), who advise the Utah State Board of Education in matters relating to the professional practices of educators.
    a. The primary function of UPPAC is to investigate misconduct allegations.
    b. Board Members Eckert and Woolstenhulme asked that they be notified when there are UPPAC Investigations on the teachers, so they aren't blind sited by community members.
    c. Board Member Metcalf suggested offering prepaid legal benefits to employees.
2. End of Year Testing Data Report: Shelley Halverson reported. 25-26 EOY Data Presentation.pdf see attached presentation for specific test results. Acadience (K-4) math and reading basic skills screener. RISE (3-8) ELA, math and science tests of Utah Core Mastery. Aspire ELA, math, and science tests of application of college skills. ACT ELA, math, and science tests of application of college skills.
    a. The Utah State Standard will be that 80% of students will be proficient. Right now, the standard is 70%.
    b. 70% of students have shown growth and improvement from last year's end of level testing to this year's end of level testing.
    c. Board President Weller asked for a graph of data over time. Board Vice President Whitmore asked for the graph over time and a report of student growth in the August Board Meeting
    d. The board asked for comparisons with the surrounding districts.
    e. Board Member Metcalf asked how the comment from Mr. Parker during public comment compares to what was reported by Mrs. Halverson at this board meeting? Superintendent Maughan responded that the comment from Mr. Parker is inaccurate. Board Member Metcalf commented that the comparison data with surrounding districts would be helpful.

B. Superintendent Items
1. Kamas Valley Community Foundation (KVCF)/SSSD Employees of the Year: Board Member Metcalf, Superintendent Maughan, and Amy Regan put together a rubric to award teachers and classified employees.
    a. SSES: Kelli Woolstenhulme - teacher, and Chyanne Hancock - classified
    b. SSMS: Deborah Rydalch - teacher and Bridgette Smith - classified
    c. SSHS: Jenny Polloczek - teacher and Lisa Mitchell - classified
    d. Silver Summit: Quitin Nethercott - teacher and Cristal Taylor - classified
    e. Lee Robinson - classified employee from Transportation
2. Scholarship Report 2026: Out of 139 seniors, there was $3.7 million dollars in scholarships awarded with 127 total scholarships.
3. Instructional Coaching update: Coaching Update.pdf
    a. Superintendent Maughan explained how the Instructional Coaches are being used within the district.
4. Moving to Boardbook Premier for agendas and minutes.

C. Business Administrator Items
1. Preliminary Update on FY25-FY26 Budget. By the end of the week (June 12, 2026) the Certified Tax rate should be finalized by the county and more accurate revenue projections will be incorporated in the official FY27 budget. Enclosed is the projection: Jun 6th Budget Update Document.pdf

2. Pool Update: The re-lining of the pool has commenced and should be completed within the next 3 to 4 weeks. IMG_6041.jpeg

   IMG_6042.jpeg
3. One of the boilers at the Rec Center has been installed and will be brought online for testing over the next week. Once it has been operating smoothly and all testing is complete, the team will remove the existing second boiler and proceed with the installation of the new one. The project is progressing as planned, and the board will continue to receive updates as work advances. IMG_6043.jpeg

   IMG_6045.jpeg

4. PROCEDURAL UPDATE

A. Review

1. Procedure 7015-B

   7015-B Transportation Cost Allocation and Recovery Procedure.docx

5. RECESS

1. The board took a recess at 7:46 PM and returned at 7:51 PM

6. CLOSED SESSION

Closed Session Reasoning: 52-4-204 **and** 52-4-205

If, during the course of the meeting, discussion on any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with Utah's Open and Public Meeting Act, Title 52, section 4, Paragraphs 4 through 10, UCA. Before and closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. Electronic and Telephonic participation may be available for Board Members. The Board Room at 285 E. 400 S. in Kamas, UT will be the anchor location for any electronic or telephonic participation.

Motion to go into closed session to discuss the employee compensation packages at 7:52 PM
Moved by: Lynda Whitmore; seconded by: None
FOR: Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and Wade Woolstenhulme

Motion Carried 5-0

Motion to return to the open meeting at 8:35 PM
Moved by: Lynda Whitmore; seconded by: Wade Woolstenhulme
FOR: Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and Wade Woolstenhulme

Motion Carried 5-0

7. ACTION ITEMS:

A. Consent Agenda

1. Meeting Minutes
   a. May 11, 2026 Meeting Minutes 5-11-26 Board Minutes
2. Financial and Payment Reports
   a. May 2026 Check Summary

   MAY2026 VENDOR PAYMENTS.pdf
   b. May 2026 Revenue Report

   MAY2026 REVENUE.pdf

   May 2026 Expenditure Report

   MAY2026 EXPENSE.pdf
3. New Hires
   a. SSAFC Hires
      i. Amberlee Hendricksen

ii. Coy Prescott
iii. Emmitt Romney

b. Other Hires
i. Manuel Sanchez -

4. Volunteers
5. Travel Requests
   a. FCCLA Nationals - Washington, DC
6. Homeschool Affidavits
   a. Homeschool K & PS.pdf

Motion to approve the Consent Agenda to include the Meeting Minutes from May 11, 2026; the financial reports and payment requests; the New Hires to include the SSAFC New Hires and the other hires; the volunteers with approved background checks; the Travel Requests; and the Homeschool Affidavits.
Moved by: Lynda Whitmore; seconded by: Wade Woolstenhulme
FOR: Lynda Whitmore, Matt Weller, Ty Metcalf, and Wade Woolstenhulme
AGAINST: Dan Eckert

Motion Carried 4-1

B. Employee Compensation Packages
   1. Background and Context: In the closed session (above), the board reviewed the compensation packages. These recommendations reflect the collaboration and discussion regarding employee compensation priorities, available funding, projected costs, and the long-term financial sustainability of the District. We appreciate the thoughtful input provided by employees and committee members throughout this process.
   - Classified Employee Compensation Notice. FY26-27 Classified Employee Compensation Notification.pdf
   - License Employee Compensation Notice. FY26-27 Licensed Employee Compensation Notification.pdf

Motion to approve the Employee Compensation Packages for FY27 with no less than a 4% Cost Of Living Adjustment (COLA)
Moved by: Dan Eckert; seconded by: Lynda Whitmore
FOR: Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and Wade Woolstenhulme

Motion Carried 5-0

C. Superintendent Contract
   1. See attached FY27-28 Contract.Greg Maughan - Superintendent Agreement 2027-2028.pdf

Motion to approve the Superintendent's Contract for FY27-28
Moved by: Lynda Whitmore; seconded by: Ty Metcalf
FOR: Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and Wade Woolstenhulme

Motion Carried 5-0

D. Business Administrator Contract.
   1. See attached FY27-28 BA Contract. BA AGREEMENT FOR EMPLOYMENT 2027-2028.pdf

Motion to approve the Business Administrator's Contract for FY27-28
Moved by: Lynda Whitmore; seconded by: Ty Metcalf
FOR: Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and Wade Woolstenhulme

Motion Carried 5-0

8. BOARD ITEMS:

A. Board Items

1. Budget Meeting: June 22, 2026, Vice President Whitmore will be excused from the June 22, 2026, board meeting
2. Due to scheduling conflicts, board leadership decided not to participate in the local parades this year. Board Member Eckert commented that he would still like to do the parades, and he will submit his parade entries to the appropriate parties.
3. There is no board meeting scheduled in July.
4. Board Member Woolstenhulme asked if the district was fully staffed for the upcoming school year. Wade - staffed for coming year? Superintendent Maughan commented that there is a teacher that just notified HR that they are moving and will not be returning in the fall. That job was just posted today.

9. ADJOURNMENT:

Motion to adjourn at 8:41 PM
Moved by: Wade Woolstenhulme

_____
Board President, Matt Weller

_____
Business Administrator, Adam Robinson

South Summit School District
Achieving Excellence

Board of Education Board of Education Budget Hearing
Monday, June 22, 2026 at 6:00 PM
Located at Boardroom, 285 East 400 South, Kamas, Utah 84036.

Board Members Present were:
Attendance Taken at 5:56 PM

Dan Eckert:	Present
Ty Metcalf:	Present
Matt Weller:	Present
Wade Woolstenhulme:	Present
Lynda Whitmore:	Absent

I. INTRODUCTORY ITEMS
The Board President welcomed everyone and called the meeting to order at 6:00 PM

A. The Board President conducted a roll call of the board and noted that Vice President Whitmore was excused.

1. Guests in attendance were;
Superintendent Maughan
Business Administrator Robinson
Board Assistant McMillan
Rebecca Jensen

B. Superintendent Maughan conducted the Pledge of Allegiance

C. Board Member Eckert reviewed the Vision and Mission Statements

II. BUDGET HEARING: Business Administrator Robinson reported that South Summit School District is committed to maintaining a fiscally responsible approach to conservatively estimate revenue and carefully evaluate expenditures to align the district's resources with the Strategic Goals. This year, several programs within the district were evaluated to help maintain educational quality and a competitive employee compensation package.

A. Enrollment for 2027 is projected at 1497 students (compared to 1554 students in 2026). As enrollment changes, it is the responsibility of the district to evaluate staffing levels, operational structures, and programs to ensure that resources remain aligned with actual student needs based on enrollment.

B. Property Tax for FY27: the assessed valuation in the district went from $6.7 billion (FY26) to $7.34 billion in FY27.

C. Projected Local Revenue for FY27 is estimated to be $28.4 million compared to FY26 which was $27.3 million.

D. Total Projected Revenue for FY27 is estimated to be $38.2 million
The WPU (Weighted Pupil Unit) increased by 4.2% which is equal to $4870.00 per student.

E. Board Member Woolstenhulme asked for clarification regarding the administrator that was not being replaced. Business Administrator Robinson explained that an administrator at the elementary school retired and the district did not replace that position.

F. President Weller asked about the Food Services accounts. Business Administrator Robinson commented that there is a deficit between the revenue and expenses in this department, and that this is happening to districts all through the state of Utah.

G. Business Administrator Robinson presented the Recommended Final Budget for FY2026 and the Recommended Original Budget for FY2027 at the same time. FY27 Budget is built on matching resources to student enrollment.

1. 5.89% increase in revenue from projections.
2. 16% decrease in state revenue
3. Business Administrator Robinson presented the Expenditures by Section
    a. The Balance Sheet in the FY2026 Final Budget = 5.89% increase from the projection
    b. FY26 will end at $38 million in revenue and expenditures at $38.5 million.
        i. Board Member Woolstenhulme asked if there was a formula used to decide how many employees are in each department? Business Administrator Robinson explained that there is a formula based on a district policy.
        ii. Board Member Eckert asked how much of an increase the district received in property tax. Business Administrator Robinson replied that it was a 5.89% increase.
        iii. Board Member Woolstenhulme asked about the cost the district is spending per student for South Summit Schools vs. the cost the district is spending per student at the Silver Summit Schools.
        iv. Board Member Metcalf asked how the district's lunch prices compared to other districts. Business Administrator Robinson replied that South Summit School District's prices are low. He explained that the district can only raise the prices a certain percentage each year. The district will have to increase lunch prices again for this upcoming school year.
        v. The Salary Schedules for FY27 were presented.
        vi. Board Member Metcalf asked what the employee COLA ended up being. Business Administrator Robinson replied that it ended up at 4.5%.

FY 2026 Recommended Final Budget
Fund 10 - Operations and Maintenance

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$29,922,649	$30,250,255
Total Expenditures	$29,927,649	$29,927,499

Remaining Carryover $21,426,775

Fund 21 - School Fund

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$703,988	$882,886
Total Expenditures	$703,988	$731,510

Remaining Carryover of $284,776

Fund 26 - Charter School (Set by State)

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$203,350	$223,874
Total Expenditures	$203,350	$223,874

Fund 27 - Education Foundation - Moved to the Kamas Valley Community Foundation, No Longer Affiliated with SSSD

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$0	$83,211
Total Expenditures	$830,876	$609,916

Remaining Carryover of $0

Fund 32 - Capital Projects

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$5,878,552	$5,892,714
Total Expenditures	$5,883,552	$5,883,552

Remaining Carryover of $9,688,727

Fund 40 - Building Reserve

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$200,000	$228,210
Total Expenditures	0	0

Remaining Carryover 6,165,843

Fund 49 - Food Service

Summary	Original Budget 2026	Final Budget 2026
Total Revenues	$520,200	$518,240
Total Expenditures	$769,514	$769,514

Remaining Carryover of $287,116

FY 2027 Recommended Original Budget

FY26-27 Fund Overview

a. Revenue

Fund Summary of Revenue	Final Budget 2026	Original Budget 2027	% Change
Fund 10 - Ops & Maintenance	$30,250,255	$30,477,614	.75%
Fund 21 - School Activity	$882,886	$711,805	-19,38
Fund 26 - Charter School Fund	$223,874	$201,337	-10.07%
Fund27 - Education Foundation	$83,211	0	-100.00%
Fund 32 - Capital Projects	$5,892,714	$6,121,650	3.89%
Fund 40 - Building Reserve	$228,210	$210,000	-7.98%
Fund 49 - Food Service	$518,240	$565,600	9.14%

b. Expenses

Fund Summary of Expenses	Final Budget 2026	Original Budget 2027	% Change
Fund 10 - Ops & Maintenance	$29,927,499	30,711,921	2.62%
Fund 21 - School Activity	$731,510	$711,805	-2.69%
Fund 26 - Charter School Pass-Through	$223,874	$201,337	-10.07%
Fund 27 - Education Foundation	$609,916	$0	-100%
Fund 32 - Capital Projects	$5,883,552	$6,126,650	4.13%
Fund 40 - Building Reserve	0	0	0
Fund 49 - Food Service	$769,514	$794,907	3.30%

3. Fund 10 - Detail

a. Revenue

Fund 10 - Summary of Revenue	Final Budget 2026	Original Budget 2027	% Change
1000 - Total Local	$22,772,127	$24,113,849	5.89%
3000 - Total State	$7,120,098	$5,980,765	-16.00%
4000 - Total Federal	$358,030	$383,000	6.97%
Total Revenues	$30,250,255	$30,477,614	.75%

b. Expenses

Fund 10 - Summary of Expenses	Final Budget 2026	Original Budget 2027	% Change

1000 - Instruction	$16,181,268	$17,208,207	2.60%
2000 - Support Services - Students	$2,119,251	$2,062,686	-2.67%
2200 - Support Services - Staff Assistance	$1,774,348	$1,673,089	-5.71%
2300 - Support Services - General District Admin	$1,106,211	$1,026,190	-7.23%
2400 - Support Services - School Admin	$2,056,451	$1,877,184	-8.72%
2500 - Support Services - Central Services	$1,045,159	$1,176,034	12.52%
2600 - Operations & Maintenance of Plan	$3,329,519	$3,400,640	2.14%
2700 - Student Transportation	$1,081,498	$1,100,436	1.75%
3300 - Community Services	$1,226,187	$1,187,456	-3.16%
Total Expenditures	$29,927,449	$30,711,921	2.62%

4. Fund 32 - Capital Projects Detail

a. Revenue:

Fund 32 - Summary of Revenue	Final Budget 2027	Original Budget 2027	% of Change
1000 - Total Local Revenue	$5,892,714	$6,121,650	3.89%
3000 - Total State Revenue	0	$0	0%
Total Revenue	$5,892,714	$6,121,650	3.89%

b. Expenses

Fund 32 - Summary of Expenses	Final Budget 2026	Original Budget 2027	% of Change
300 Purchased Professional and Tech Svc	$582,425	$335,000	-42.48%
400 Purchased Property Services	$5,892,714	$5,007,019	14.03%
700 - Property	$909,981	$784,631	-13.78%1%
Total Expense	$5,883,552	$6,126,650	4.13%

FY 2027 Property Tax Rate Summary

III. PUBLIC COMMENT ON BUDGET HEARING

President Weller opened for Public Comment at 6:30 PM
There was none.

IV. AGENDA ITEMS BUDGET HEARING

A. FY 2026 Final Budget

Motion to approve the FY25-26 final budget.
Made by Ty Metcalf
Seconded by Wade Woolstenhulme
Carried

Dan Eckert:	Yea
Ty Metcalf:	Yea
Matt Weller:	Yea
Wade Woolstenhulme:	Yea
Lynda Whitmore:	Absent

B. FY 2027 Original Budget

Motion to approve the FY 26-27 original budget with associated salary schedules.
Made by Ty Metcalf

Seconded by Dan Eckert
Carried

Dan Eckert:	Yea
Ty Metcalf:	Yea
Matt Weller:	Yea
Wade Woolstenhulme:	Yea
Lynda Whitmore:	Absent

1. Written Budget Narrative
   FY26-27 South Summit School District Budget Report
2. FY27 Certified Salary Schedule
3. FY27 Classified Salary Schedule
4. FY27 Aquatic and Fitness Center Salary Schedule
5. Extracurricular Stipends

C. FY 2027 Property Tax Rate

The Property Tax Rate is based on the property values within the district. It is set by the County. Board Member Eckert asked for clarification regarding the charter school levy and how it works. Business Administrator Robinson replied that the funds are collected and they go to the state for distribution to the charter schools.
Motion to approve the FY26-27 property tax rate.
Made by Ty Metcalf
Seconded by Wade Woolstenhulme
Carried

Dan Eckert:	Yea
Ty Metcalf:	Yea
Matt Weller:	Yea
Wade Woolstenhulme:	Yea
Lynda Whitmore:	Absent

V. ADJOURNMENT

Motion to adjourn at 6:35 PM
Made by Wade Woolstenhulme

_____
Board President, Matt Weller

_____
Business Administrator, Adam Robinson

Report Description: BOARD REVENUE SUMMARY Account Year: 26 Period Range: 12 - 12 Date Range: 06/01/2026 - 06/30/2026

Account	Account Description	Original Budget	Adjustments	Est Revenue	Revenue Received Current	Revenue Received YTD	Available	Percent
10 Maintenance and Operations Fund								
1 Revenue From Local Sources								
1100	**Property Taxes**	**$21,046,020.00**	**$195,279.40**	**$21,241,299.40**	**$291,207.09**	**$21,808,726.50**	**-$567,427.10**	**0.00**
1300	**Tuitions**	**$240,900.00**	**$2,800.64**	**$243,700.64**	**$1,393.09**	**$251,973.56**	**-$8,272.92**	**0.00**
1500	**Earnings on Investments**	**$600,000.00**	**$199,652.79**	**$799,652.79**	**$77,736.00**	**$1,052,268.44**	**-$252,615.65**	**0.00**
1800	**Revenue From Community Service**	**$711,991.86**	**-$180,890.25**	**$531,101.61**	**$61,402.51**	**$647,824.26**	**-$116,722.65**	**0.00**
1900	**Other Revenue From Local Sources**	**$72,320.00**	**$84,772.74**	**$157,092.74**	**$8,228.00**	**$164,600.74**	**-$7,508.00**	**0.00**
1 Revenue From Local Sources		**$22,671,231.86**	**$301,615.32**	**$22,972,847.18**	**$439,966.69**	**$23,925,393.50**	**-$952,546.32**	**0.00**
3 Revenue From State Sources								
3000	**Revenue From State/Min School Program**	**-$10,000.00**	**-$70,167.00**	**-$80,167.00**	**-$2,288.00**	**-$82,455.00**	**$2,288.00**	**0.00**
3100	**Special Education/Applied Tech**	**$2,452,313.00**	**$148,962.81**	**$2,601,275.81**	**-$768,123.41**	**$2,333,876.55**	**$267,399.26**	**10.28**
3200	**Other State Programs**	**$1,173,014.00**	**$37,021.63**	**$1,210,035.63**	**$100,370.73**	**$1,210,035.63**	**$0.00**	**0.00**
3300	**Other State Programs**	**$111,336.00**	**$37,152.94**	**$148,488.94**	**$9,903.21**	**$142,586.94**	**$5,902.00**	**3.97**
3400	**Other State Programs**	**$1,743,172.00**	**$307,932.95**	**$2,051,104.95**	**$125,827.62**	**$2,065,524.37**	**-$14,419.42**	**0.00**
3500	**Other State Programs**	**$1,330,277.00**	**$132,721.37**	**$1,462,998.37**	**$58,534.85**	**$1,431,043.40**	**$31,954.97**	**2.18**
3800	**Supplementals/Other Bills**	**$66,900.00**	**$337,523.82**	**$404,423.82**	**$0.00**	**$232,423.82**	**$172,000.00**	**42.53**
3 Revenue From State Sources		**$6,867,012.00**	**$931,148.52**	**$7,798,160.52**	**-$475,775.00**	**$7,333,035.71**	**$465,124.81**	**5.96**
4 Revenue From Federal Sources								
4200	**Unrestricted Federal Govt. Revenue/State**	**$35,000.00**	**$37,739.59**	**$72,739.59**	**$0.00**	**$72,739.59**	**$0.00**	**0.00**
4500	**Restricted Federal Govt./State**	**$306,477.85**	**-$3,189.63**	**$303,288.22**	**$0.00**	**$241,260.31**	**$62,027.91**	**20.45**
4800	**Federal No Child Left Behind**	**$42,927.00**	**-$4,412.15**	**$38,514.85**	**$0.00**	**$3,695.99**	**$34,818.86**	**90.40**
4900	**Other Federal**	**$0.00**	**-$23,838.03**	**-$23,838.03**	**$0.00**	**-$23,838.03**	**$0.00**	**0.00**
4 Revenue From Federal Sources		**$384,404.85**	**$6,299.78**	**$390,704.63**	**$0.00**	**$293,857.86**	**$96,846.77**	**24.79**
5 Other Sources and Changes								
5300	**Fixed Assets**	**$5,000.00**	**-$2,856.39**	**$2,143.61**	**$0.00**	**$2,143.61**	**$0.00**	**0.00**
5 Other Sources and Changes		**$5,000.00**	**-$2,856.39**	**$2,143.61**	**$0.00**	**$2,143.61**	**$0.00**	**0.00**
10 Maintenance and Operations Fund		**$29,927,648.71**	**$1,236,207.23**	**$31,163,855.94**	**-$35,808.31**	**$31,554,430.68**	**-$390,574.74**	**0.00**
21 School Funds								
1 Revenue From Local Sources								
1500	**Earnings on Investments**	**$3.00**	**$5.44**	**$8.44**	**$0.00**	**$0.00**	**$8.44**	**100.00**
1700	**Student Activities**	**$591,894.85**	**$109,745.95**	**$701,640.80**	**$0.00**	**$0.00**	**$701,640.80**	**100.00**
1900	**Other Revenue From Local Sources**	**$112,090.00**	**$92,915.20**	**$205,005.20**	**$0.00**	**$0.00**	**$205,005.20**	**100.00**
1 Revenue From Local Sources		**$703,987.85**	**$202,666.59**	**$906,654.44**	**$0.00**	**$0.00**	**$906,654.44**	**100.00**
3 Revenue From State Sources								
3800	**Supplementals/Other Bills**	**$0.00**	**$39,625.15**	**$39,625.15**	**$0.00**	**$0.00**	**$39,625.15**	**100.00**
3 Revenue From State Sources		**$0.00**	**$39,625.15**	**$39,625.15**	**$0.00**	**$0.00**	**$39,625.15**	**100.00**
21 School Funds		**$703,987.85**	**$242,291.74**	**$946,279.59**	**$0.00**	**$0.00**	**$946,279.59**	**100.00**

Report Description: BOARD REVENUE SUMMARY Account Year: 26 Period Range: 12 - 12 Date Range: 06/01/2026 - 06/30/2026

Account	Account Description	Original Budget	Adjustments	Est Revenue	Revenue Received Current	Revenue Received YTD	Available	Percent
26 Tax Increment Financing Fund								
1 Revenue From Local Sources								
1100 Property Taxes		**$203,350.00**	**$20,524.27**	**$223,874.27**	**$0.00**	**$0.00**	**$223,874.27**	**100.00**
1 Revenue From Local Sources		**$203,350.00**	**$20,524.27**	**$223,874.27**	**$0.00**	**$0.00**	**$223,874.27**	**100.00**
26 Tax Increment Financing Fund		**$203,350.00**	**$20,524.27**	**$223,874.27**	**$0.00**	**$0.00**	**$223,874.27**	**100.00**
32 Capital Projects Fund								
1 Revenue From Local Sources								
1100 Property Taxes		**$5,218,251.55**	**-$16,969.55**	**$5,201,282.00**	**$69,258.98**	**$5,186,526.95**	**$14,755.05**	**0.28**
1500 Earnings on Investments		**$350,300.00**	**$269,901.17**	**$620,201.17**	**$52,272.70**	**$572,473.87**	**$47,727.30**	**7.70**
1900 Other Revenue From Local Sources		**$60,000.00**	**$11,231.29**	**$71,231.29**	**$148,835.23**	**$220,066.52**	**-$148,835.23**	**0.00**
1 Revenue From Local Sources		**$5,628,551.55**	**$264,162.91**	**$5,892,714.46**	**$270,366.91**	**$5,979,067.34**	**-$86,352.88**	**0.00**
3 Revenue From State Sources								
3800 Supplementals/Other Bills		**$250,000.00**	**$0.00**	**$250,000.00**	**$0.00**	**$0.00**	**$250,000.00**	**100.00**
3 Revenue From State Sources		**$250,000.00**	**$0.00**	**$250,000.00**	**$0.00**	**$0.00**	**$250,000.00**	**100.00**
5 Other Sources and Changes								
5300 Fixed Assets		**$5,000.00**	**$144,317.10**	**$149,317.10**	**$0.00**	**$149,317.10**	**$0.00**	**0.00**
5 Other Sources and Changes		**$5,000.00**	**$144,317.10**	**$149,317.10**	**$0.00**	**$149,317.10**	**$0.00**	**0.00**
32 Capital Projects Fund		**$5,883,551.55**	**$408,480.01**	**$6,292,031.56**	**$270,366.91**	**$6,128,384.44**	**$163,647.12**	**2.60**
40 Building Reserve Fund								
1 Revenue From Local Sources								
1500 Earnings on Investments		**$200,000.00**	**$28,210.00**	**$228,210.00**	**$18,510.85**	**$231,721.26**	**-$3,511.26**	**0.00**
1 Revenue From Local Sources		**$200,000.00**	**$28,210.00**	**$228,210.00**	**$18,510.85**	**$231,721.26**	**-$3,511.26**	**0.00**
40 Building Reserve Fund		**$200,000.00**	**$28,210.00**	**$228,210.00**	**$18,510.85**	**$231,721.26**	**-$3,511.26**	**0.00**
49 Food Services Fund - Governmntl								
1 Revenue From Local Sources								
1600 Food Services		**$179,700.00**	**$63,145.07**	**$242,845.07**	**$1,153.05**	**$244,063.13**	**-$1,218.06**	**0.00**
1 Revenue From Local Sources		**$179,700.00**	**$63,145.07**	**$242,845.07**	**$1,153.05**	**$244,063.13**	**-$1,218.06**	**0.00**
3 Revenue From State Sources								
3800 Supplementals/Other Bills		**$150,000.00**	**-$61,449.60**	**$88,550.40**	**$8,027.25**	**$84,652.15**	**$3,898.25**	**4.40**
3 Revenue From State Sources		**$150,000.00**	**-$61,449.60**	**$88,550.40**	**$8,027.25**	**$84,652.15**	**$3,898.25**	**4.40**
4 Revenue From Federal Sources								
4500 Restricted Federal Govt./State		**$190,500.00**	**$2,344.22**	**$192,844.22**	**$19,266.99**	**$190,777.39**	**$2,066.83**	**1.07**
4 Revenue From Federal Sources		**$190,500.00**	**$2,344.22**	**$192,844.22**	**$19,266.99**	**$190,777.39**	**$2,066.83**	**1.07**
49 Food Services Fund - Governmntl		**$520,200.00**	**$4,039.69**	**$524,239.69**	**$28,447.29**	**$519,492.67**	**$4,747.02**	**0.91**
6 YEAR 26		**$37,438,738.11**	**$1,939,752.94**	**$39,378,491.05**	**$281,516.74**	**$38,434,029.05**	**$944,462.00**	**2.40**

Report Description: BOARD EXPENDITURE SUMMARY Account Year: 26 Account Periods: 12 - 12 Dates: 06/01/2026 - 06/30/2026

Account Account Description	Original Budget	Adjusted Budget	YTD Encumbrance	Period Expended	YTD Expended	Available Balance	Percent
6 YEAR 26							
10 Maintenance and Operations Fund							
1 Salaries	$17,159,890.08	$17,241,296.10	$0.00	$1,330,983.59	$15,318,556.00	$1,922,740.10	88.85
2 Benefits	$7,611,281.49	$7,355,751.34	$0.00	$599,167.37	$6,579,848.43	$775,902.91	89.45
3 Purchased Professional and Technical	$762,485.00	$567,562.00	$812.00	$12,716.87	$493,126.36	$73,623.64	87.03
4 Purchased Property Services	$794,750.00	$818,477.33	$71,471.89	$68,693.67	$541,592.09	$205,413.35	74.90
5 Other Purchased Services	$764,910.00	$1,075,440.62	$0.00	$81,980.33	$995,044.43	$80,396.19	92.52
6 Supplies and Materials	$2,090,297.38	$2,365,224.37	$166,868.70	$136,378.95	$2,073,030.28	$125,325.39	94.70
7 Property	$555,500.00	$373,564.89	$4,450.00	$7,499.00	$243,458.39	$125,656.50	66.36
8 Other	$188,385.00	$130,182.26	$0.00	$33,082.60	$109,217.02	$20,965.24	83.90
10 Maintenance and Operations Fund	$29,927,498.95	$29,927,498.91	$243,602.59	$2,270,502.38	$26,353,873.00	$3,330,023.32	88.87
21 School Funds							
3 Purchased Professional and Technical	$57,893.00	$59,108.20	$0.00	$0.00	$0.00	$59,108.20	0.00
4 Purchased Property Services	$500.00	$2,259.20	$0.00	$0.00	$0.00	$2,259.20	0.00
5 Other Purchased Services	$182,644.00	$137,985.30	$0.00	$0.00	$0.00	$137,985.30	0.00
6 Supplies and Materials	$432,692.00	$487,476.64	$0.00	$0.00	$0.00	$487,476.64	0.00
7 Property	$13,863.85	$20,744.33	$0.00	$0.00	$0.00	$20,744.33	0.00
8 Other	$16,395.00	$22,428.61	$0.00	$0.00	$0.00	$22,428.61	0.00
21 School Funds	$703,987.85	$730,002.28	$0.00	$0.00	$0.00	$730,002.28	0.00
26 Tax Increment Financing Fund							
8 Other	$203,350.00	$223,874.27	$0.00	$0.00	$0.00	$223,874.27	0.00
26 Tax Increment Financing Fund	$203,350.00	$223,874.27	$0.00	$0.00	$0.00	$223,874.27	0.00
32 Capital Projects Fund							
3 Purchased Professional and Technical	$390,125.22	$582,425.17	$110,449.00	$9,530.77	$349,764.81	$122,211.36	79.02
4 Purchased Property Services	$4,801,926.33	$4,391,145.04	$1,332,940.12	$195,406.64	$2,722,659.70	$335,545.22	92.36
7 Property	$691,500.00	$909,981.34	$1,063,163.70	$7,448.36	$852,776.06	-$1,005,958.42	210.55
32 Capital Projects Fund	$5,883,551.55	$5,883,551.55	$2,506,552.82	$212,385.77	$3,925,200.57	-$548,201.84	109.32
49 Food Services Fund - Governmntl							
1 Salaries	$338,434.49	$334,195.25	$0.00	$17,524.36	$321,966.93	$12,228.32	96.34
2 Benefits	$142,594.41	$134,066.32	$0.00	$9,258.17	$124,359.70	$9,706.62	92.76
3 Purchased Professional and Technical	$0.00	$130.00	$0.00	$0.00	$130.00	$0.00	100.00
4 Purchased Property Services	$9,900.00	$8,100.00	$0.00	$0.00	$6,030.50	$2,069.50	74.45
5 Other Purchased Services	$760.00	$896.70	$0.00	$30.00	$865.89	$30.81	96.56
6 Supplies and Materials	$274,650.00	$286,269.14	$0.00	$48.44	$232,310.17	$53,958.97	81.15
7 Property	$0.00	$4,431.50	$0.00	$0.00	$4,431.50	$0.00	100.00
8 Other	$3,175.00	$1,425.00	$0.00	$0.00	$364.50	$1,060.50	25.58
49 Food Services Fund - Governmntl	$769,513.90	$769,513.91	$0.00	$26,860.97	$690,459.19	$79,054.72	89.73
6 YEAR 26	$37,487,902.25	$37,534,440.92	$2,750,155.41	$2,509,749.12	$30,969,532.76	$3,814,752.75	89.84

SOUTH SUMMIT SCHOOL DISTRICT JUN.2026

Date	Vendor Name	Amount
6/1/2026	AIR COMM	$65.00
6/1/2026	BRAVA AWARDS AND PROMOTIONS	$28.15
6/1/2026	BYRON HORNER	$688.10
6/1/2026	CENTENNIAL SALES	$797.62
6/1/2026	CRUS OIL INC	$3,272.60
6/1/2026	DAWNELLE ANDERSON	$5,703.75
6/1/2026	ERIKA MONTOYA	$102.75
6/1/2026	EXPLORELEARNING	$2,538.00
6/1/2026	LAMINATION DEPOT	$1,916.91
6/1/2026	POWERSCHOOL GROUP LLC	$2,700.00
6/1/2026	SKILL STRUCK	$21,000.00
6/1/2026	SPEECHBLISS, LLC	$2,958.00
6/1/2026	SPRINKLER SUPPLY CO INC	$47.54
6/1/2026	SUSAN BARRETT	$8,219.75
6/1/2026	TIME 4 SPEECH	$4,831.25
6/3/2026	TEAM UP ATHLETICS UINTAH	$1,631.60
6/4/2026	ACCESS PRINTER PRODUCTS	$180.00
6/4/2026	CHARLIE'S PRODUCE	$80.96
6/4/2026	CUMMINS SALES AND SERVICE	$1,567.96
6/4/2026	DEPT OF GOVERNMENT OPERATIONS	$11,358.66
6/4/2026	DFA DAIRY BRANDS - MEADOWGOLD DAIRY	$1,748.50
6/4/2026	EMMA GREINER	$4,025.00
6/4/2026	HEATH ENGINEERING COMPANY	$1,500.00
6/4/2026	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	$120,000.00
6/4/2026	KARL MALONE CHEVROLET	$143.76
6/4/2026	KARL MALONE FORD PARK CITY	$395.70
6/4/2026	MERCHANTS BUILDING MAINTENANCE	$10,956.00
6/4/2026	MHI SERVICE INC	$12,000.00
6/4/2026	MOUNTAIN VALLEY TEMPERATURE CONTROL INC	$300.00
6/4/2026	OZOBOT	$10,163.05
6/4/2026	PARK CITY SCHOOL DISTRICT	$113,642.91
6/4/2026	PITNEY BOWES INC	$323.68
6/4/2026	SCHOOL WEBMASTERS	$5,124.00
6/4/2026	SUMMIT COUNTY SHERIFF	$160,000.00
6/4/2026	SYSCO INTERMOUNTAIN	$6,392.12
6/4/2026	UINTA COUNTY SCHOOL DISTRICT #1	$106,364.58
6/4/2026	UINTA COUNTY SCHOOL DISTRICT #4	$109,756.55
6/5/2026	UTAH RETIREMENT SYSTEMS	$353,634.88
6/8/2026	BELL JANITORIAL SUPPLY LC	$1,848.50
6/8/2026	CHRISTINE WILLIAMS	$992.03
6/8/2026	JARED BECKSTEAD	$3,765.20
6/8/2026	LONDON JENNINGS	$2,452.20
6/10/2026	ALYSSA SARGENT	$73.00
6/10/2026	AMY LEITHEAD	$1,000.00

6/10/2026	ANDREW WOOLSTENHULME	$73.00
6/10/2026	ASPEN BLAZZARD	$204.00
6/10/2026	BLITHE SMALL	$204.00
6/10/2026	BRACH PULVER	$108.00
6/10/2026	ELIZABETH WALLACE	$204.00
6/10/2026	FRANCES PHILLIPS	$204.00
6/10/2026	JACOB WOOLSTENHULME	$204.00
6/10/2026	KAMAS CITY CORP	$9,626.50
6/10/2026	LANCE ARNOUT	$73.00
6/10/2026	LONN THORNTON	$108.00
6/10/2026	MATTHEW MAPSTONE	$73.00
6/10/2026	METRO ELEVATOR UTAH INC	$5,600.00
6/10/2026	PEAK ALARM COMPANY INC	$673.66
6/10/2026	PELION BENEFITS INC	$705.00
6/10/2026	QUINTIN NETHERCOTT	$274.10
6/10/2026	ROCKY MOUNTAIN POWER	$34,230.11
6/11/2026	CASH	$58.10
6/15/2026	LEE CASSITY	$540.00
6/15/2026	MARCOS QUINTANA	$540.00
6/16/2026	ACTION SNOWPLOW & LAWN CARE	$9,040.50
6/16/2026	ARI-HETRA	$1,177.00
6/16/2026	CALVIN L WADSWORTH CONSTRUCTION	$29,312.34
6/16/2026	COWBOY CONCRETE	$1,045.00
6/16/2026	GSBS ARCHITECTS	$1,437.72
6/16/2026	REALLY GOOD STUFF LLC	$239.88
6/16/2026	REPUBLIC SERVICES	$1,922.52
6/16/2026	SPECTRUM LLC	$1,200.00
6/16/2026	THATCHER COMPANY INC	$1,469.85
6/16/2026	UTAH BUREAU OF CRIMINAL IDENTIFICATION	$564.00
6/17/2026	ALDER EDUCATION LAW	$300.00
6/17/2026	CORE ARCHITECTURE	$62,738.00
6/19/2026	ALL WEST COMMUNICATIONS	$2,067.72
6/19/2026	AMERICAN RED CROSS	$3,351.00
6/19/2026	BLACK STITCH APPAREL	$803.00
6/19/2026	DAVID R TIDWELL WOOD FLOOR SERVICES	$7,492.00
6/19/2026	ENBRIDGE GAS	$5,388.81
6/19/2026	GREGORY IVERSON FAMILY MEDICINE PLLC	$65.00
6/19/2026	ISAAC MONTANO	$357.00
6/19/2026	JAMIE LAMBERT	$59.39
6/19/2026	LECTICON INC	$1,398.60
6/19/2026	MOUNTAIN REGIONAL WATER	$752.22
6/19/2026	NORTHEASTERN UTAH EDUCATIONAL SERVICES	$650.00
6/19/2026	QUICKSCORES LLC	$651.00
6/19/2026	SILVER MOUNTAIN GLASS	$325.00
6/19/2026	SNYDERVILLE BASIN WATER RECLAMATION DIST	$97.23
6/19/2026	SUMMIT ENERGY	$12,232.23
6/19/2026	THRYV	$77.30
6/19/2026	UTAH STATE BOARD OF EDUCATION	$861,166.04

6/19/2026	WORKFORCEQA, LLC	$225.00
6/22/2026	RIDDELL ALL AMERICAN SPORTS	$5,040.95
6/22/2026	STRATTON & BRATT LANDSCAPES LLC	$11,378.76
6/23/2026	VERIZON WIRELESS	$117.78
6/24/2026	BRAD PIZZA	$1,080.00
6/24/2026	DANIEL LIMB	$248.00
6/24/2026	GRANITE SCHOOL DISTRICT	$3,552.84
6/24/2026	IDAHO CHILD SUPPORT RECEIPTING	$138.69
6/24/2026	JILL HANCOCK	$248.00
6/24/2026	JOSEPH KEDDINGTON	$588.00
6/24/2026	LINCOLN NATIONAL LIFE INS CO	$7,145.96
6/24/2026	MEDICAL EXPENSE REIMBURSEMENT TRUST	$4,228.00
6/24/2026	METROPOLITAN LIFE INSURANCE COMPANY	$1,316.87
6/24/2026	SILVER CREEK BUSINESS PARK OA	$25.00
6/24/2026	SOUTH SUMMIT MIDDLE SCHOOL	$840.00
6/24/2026	THOMAS MONTOYA	$540.00
6/24/2026	TSA CONSULTING GROUP INC	$7,285.84
6/24/2026	UEA	$1,546.70
6/24/2026	UTAH SCHOOL EMPLOYEES ASSOCIATION	$248.28
6/24/2026	VSP INSURANCE CO. (CT)	$1,348.17
6/24/2026	ZV PREMIUM PAINTING LLC	$4,000.00
6/25/2026	WORTHINGTON DIRECT	$2,273.88
6/26/2026	CODALE ELECTRIC SUPPLY INC	$591.87
6/26/2026	UASBO	$100.00
6/26/2026	UTAH STATE TAX COMMISSION	$59,277.02
6/29/2026	AMAZON CAPITAL SERVICES INC	$11,928.88
6/29/2026	BART LAMBERT	$151.68
6/29/2026	LAIRD SMALL	$258.00
6/29/2026	STEPHANIE CLEGG	$274.00
6/29/2026	THE SPA SOURCE	$123.16
6/30/2026	ACE HARDWARE KAMAS	$3,630.86
6/30/2026	AMAROS SERVICES LLC	$2,450.00
6/30/2026	AXISPLUS BENEFITS	$13,084.10
6/30/2026	BEACON / REX WILLIAMS	$891.00
6/30/2026	BRADY INDUSTRIES	$6,439.11
6/30/2026	BRYSON SALES & SERVICE INC	$1,123.09
6/30/2026	CANON U.S.A. INC	$8,594.73
6/30/2026	CARLY PHILLIPS	$37.50
6/30/2026	CEM AQUATICS	$1,217.12
6/30/2026	CERTIFIED SHRED INC	$300.00
6/30/2026	CHRISTOPHER RASMUSSEN	-$37.50
6/30/2026	COGNIA INC.	$49.00
6/30/2026	COLUMN SOFTWARE PBC	$38.66
6/30/2026	COMFORT SYSTEMS INTERMOUNTAIN	$233,035.00
6/30/2026	COMMERCE BANK - COMMERCIAL CARDS	$4,465.38
6/30/2026	DATA RECOGNITION CORPORATION	$2,101.99
6/30/2026	DRIVERS ED SOLUTIONS	$92.50
6/30/2026	GRAINGER INC	$71.50

6/30/2026	GREGORY MAUGHAN	$859.85
6/30/2026	HOME DEPOT CREDIT SERVICES	$1,746.36
6/30/2026	INTERMOUNTAIN EQUIPMENT SALES COMPANY	$164.00
6/30/2026	J & S AUTO INC	$106.17
6/30/2026	KAMAS FOODTOWN	$1,440.57
6/30/2026	KAMAS VALLEY CO-OP	$79.95
6/30/2026	KENWORTH SALES COMPANY	$2,534.11
6/30/2026	LAGOON CORPORATION INC	$666.64
6/30/2026	LANDMARK AQUATIC	$237,905.00
6/30/2026	LANDMARK COMPANIES	$25,763.00
6/30/2026	MIRROR LAKE SERVICE	$336.50
6/30/2026	MOUNTAINLAND POWER EQUIPMENT	$190.80
6/30/2026	OFFICE DEPOT INC/ODP BUSINESS SOLUTIONS	$2,493.86
6/30/2026	PHAZE2	$28,711.67
6/30/2026	POWER ENGINEERING CO INC	$1,657.60
6/30/2026	RUSH TRUCK CENTERS	$300.00
6/30/2026	SEG HOCKEY LLC	$486.00
6/30/2026	SOUTH SUMMIT HIGH SCHOOL	$31,803.16
6/30/2026	STONE SECURITY LLC	$12,230.80
6/30/2026	SUMMIT BLINDS INC	$660.00
6/30/2026	SUMMIT COUNTY HEALTH DEPT	$108.00
6/30/2026	THE PARK RECORD	$449.00
6/30/2026	THE SHIRT STOP	$239.70
6/30/2026	TRAFERA LLC	$2,160.00
6/30/2026	UPPER LIMIT INC	$600.00
6/30/2026	UTAH SCHOOL BOARDS ASSOCIATION	$444,404.30
6/30/2026	UTAH SCHOOLS FOR THE DEAF AND B	$5,528.87
6/30/2026	WARD'S MEDIA TECH	$5,589.50
6/30/2026	ZIONS BANK	$119,410.21
		$3,489,704.07

Report Description: BOARD REVENUE SUMMARY Account Year: 27 Period Range: 01 - 01 Date Range: 07/01/2026 - 07/31/2026

Account	Account Description	Original Budget	Adjustments	Est Revenue	Revenue Received Current	Revenue Received YTD	Available	Percent
10 Maintenance and Operations Fund								
1 Revenue From Local Sources								
1100	**Property Taxes**	**$22,772,648.88**	**$0.00**	**$22,772,648.88**	**$0.00**	**$0.00**	**$22,772,648.88**	**100.00**
1300	**Tuitions**	**$44,500.00**	**$0.00**	**$44,500.00**	**$256.25**	**$256.25**	**$44,243.75**	**99.42**
1500	**Earnings on Investments**	**$550,000.00**	**$0.00**	**$550,000.00**	**$84,820.30**	**$84,820.30**	**$465,179.70**	**84.58**
1800	**Revenue From Community Service**	**$695,200.00**	**$0.00**	**$695,200.00**	**$70,786.97**	**$70,786.97**	**$624,413.03**	**89.82**
1900	**Other Revenue From Local Sources**	**$51,500.00**	**$0.00**	**$51,500.00**	**$17,468.96**	**$17,468.96**	**$34,031.04**	**66.08**
1 Revenue From Local Sources		**$24,113,848.88**	**$0.00**	**$24,113,848.88**	**$173,332.48**	**$173,332.48**	**$23,940,516.40**	**99.28**
3 Revenue From State Sources								
3000	**Revenue From State/Min School Program**	**$0.00**	**$0.00**	**$0.00**	**$143.00**	**$143.00**	**-$143.00**	**0.00**
3100	**Special Education/Applied Tech**	**$1,422,687.00**	**$0.00**	**$1,422,687.00**	**$160,400.68**	**$160,400.68**	**$1,262,286.32**	**88.73**
3200	**Other State Programs**	**$1,221,638.00**	**$0.00**	**$1,221,638.00**	**$98,870.59**	**$98,870.59**	**$1,122,767.41**	**91.91**
3300	**Other State Programs**	**$120,806.00**	**$0.00**	**$120,806.00**	**$0.00**	**$0.00**	**$120,806.00**	**100.00**
3400	**Other State Programs**	**$1,790,040.00**	**$0.00**	**$1,790,040.00**	**$127,148.66**	**$127,148.66**	**$1,662,891.34**	**92.90**
3500	**Other State Programs**	**$1,366,593.86**	**$0.00**	**$1,366,593.86**	**$560,191.56**	**$560,191.56**	**$806,402.30**	**59.01**
3800	**Supplementals/Other Bills**	**$59,000.00**	**$0.00**	**$59,000.00**	**$0.00**	**$0.00**	**$59,000.00**	**100.00**
3 Revenue From State Sources		**$5,980,764.86**	**$0.00**	**$5,980,764.86**	**$946,754.49**	**$946,754.49**	**$5,034,010.37**	**84.17**
4 Revenue From Federal Sources								
4200	**Unrestricted Federal Govt. Revenue/State**	**$65,000.00**	**$0.00**	**$65,000.00**	**$0.00**	**$0.00**	**$65,000.00**	**100.00**
4500	**Restricted Federal Govt./State**	**$285,000.00**	**$0.00**	**$285,000.00**	**$0.00**	**$0.00**	**$285,000.00**	**100.00**
4700	**Federal Revenue Received From Other Agen**	**$33,000.00**	**$0.00**	**$33,000.00**	**$0.00**	**$0.00**	**$33,000.00**	**100.00**
4 Revenue From Federal Sources		**$383,000.00**	**$0.00**	**$383,000.00**	**$0.00**	**$0.00**	**$383,000.00**	**100.00**
5 Other Sources and Changes								
5200	**Transfers**	**$229,306.94**	**$0.00**	**$229,306.94**	**$0.00**	**$0.00**	**$229,306.94**	**100.00**
5300	**Fixed Assets**	**$5,000.00**	**$0.00**	**$5,000.00**	**$0.00**	**$0.00**	**$5,000.00**	**100.00**
5 Other Sources and Changes		**$234,306.94**	**$0.00**	**$234,306.94**	**$0.00**	**$0.00**	**$234,306.94**	**100.00**
10 Maintenance and Operations Fund		**$30,711,920.68**	**$0.00**	**$30,711,920.68**	**$1,120,086.97**	**$1,120,086.97**	**$29,591,833.71**	**96.35**
21 School Funds								
1 Revenue From Local Sources								
1500	**Earnings on Investments**	**$3.00**	**$0.00**	**$3.00**	**$0.00**	**$0.00**	**$3.00**	**100.00**
1700	**Student Activities**	**$599,712.00**	**$0.00**	**$599,712.00**	**$0.00**	**$0.00**	**$599,712.00**	**100.00**
1900	**Other Revenue From Local Sources**	**$112,090.00**	**$0.00**	**$112,090.00**	**$0.00**	**$0.00**	**$112,090.00**	**100.00**
1 Revenue From Local Sources		**$711,805.00**	**$0.00**	**$711,805.00**	**$0.00**	**$0.00**	**$711,805.00**	**100.00**
21 School Funds		**$711,805.00**	**$0.00**	**$711,805.00**	**$0.00**	**$0.00**	**$711,805.00**	**100.00**
26 Tax Increment Financing Fund								
1 Revenue From Local Sources								
1100	**Property Taxes**	**$201,336.94**	**$0.00**	**$201,336.94**	**$0.00**	**$0.00**	**$201,336.94**	**100.00**
1 Revenue From Local Sources		**$201,336.94**	**$0.00**	**$201,336.94**	**$0.00**	**$0.00**	**$201,336.94**	**100.00**
26 Tax Increment Financing Fund		**$201,336.94**	**$0.00**	**$201,336.94**	**$0.00**	**$0.00**	**$201,336.94**	**100.00**

Report Description: BOARD REVENUE SUMMARY Account Year: 27 Period Range: 01 - 01 Date Range: 07/01/2026 - 07/31/2026

Account	Account Description	Original Budget	Adjustments	Est Revenue	Revenue Received Current	Revenue Received YTD	Available	Percent
32 Capital Projects Fund								
1 Revenue From Local Sources								
1100	**Property Taxes**	**$5,477,000.00**	**$0.00**	**$5,477,000.00**	**$0.00**	**$0.00**	**$5,477,000.00**	**100.00**
1500	**Earnings on Investments**	**$575,350.00**	**$0.00**	**$575,350.00**	**$39,624.13**	**$39,624.13**	**$535,725.87**	**93.11**
1900	**Other Revenue From Local Sources**	**$69,300.00**	**$0.00**	**$69,300.00**	**$0.00**	**$0.00**	**$69,300.00**	**100.00**
1 Revenue From Local Sources		**$6,121,650.00**	**$0.00**	**$6,121,650.00**	**$39,624.13**	**$39,624.13**	**$6,082,025.87**	**99.35**
5 Other Sources and Changes								
5300	**Fixed Assets**	**$5,000.00**	**$0.00**	**$5,000.00**	**$10,645.50**	**$10,645.50**	**-$5,645.50**	**0.00**
5 Other Sources and Changes		**$5,000.00**	**$0.00**	**$5,000.00**	**$10,645.50**	**$10,645.50**	**-$5,645.50**	**0.00**
32 Capital Projects Fund		**$6,126,650.00**	**$0.00**	**$6,126,650.00**	**$50,269.63**	**$50,269.63**	**$6,076,380.37**	**99.18**
40 Building Reserve Fund								
1 Revenue From Local Sources								
1500	**Earnings on Investments**	**$210,000.00**	**$0.00**	**$210,000.00**	**$19,336.94**	**$19,336.94**	**$190,663.06**	**90.79**
1 Revenue From Local Sources		**$210,000.00**	**$0.00**	**$210,000.00**	**$19,336.94**	**$19,336.94**	**$190,663.06**	**90.79**
40 Building Reserve Fund		**$210,000.00**	**$0.00**	**$210,000.00**	**$19,336.94**	**$19,336.94**	**$190,663.06**	**90.79**
49 Food Services Fund - Governmntl								
1 Revenue From Local Sources								
1600	**Food Services**	**$262,600.00**	**$0.00**	**$262,600.00**	**$85.90**	**$85.90**	**$262,514.10**	**99.97**
1 Revenue From Local Sources		**$262,600.00**	**$0.00**	**$262,600.00**	**$85.90**	**$85.90**	**$262,514.10**	**99.97**
3 Revenue From State Sources								
3800	**Supplementals/Other Bills**	**$98,000.00**	**$0.00**	**$98,000.00**	**$0.00**	**$0.00**	**$98,000.00**	**100.00**
3 Revenue From State Sources		**$98,000.00**	**$0.00**	**$98,000.00**	**$0.00**	**$0.00**	**$98,000.00**	**100.00**
4 Revenue From Federal Sources								
4500	**Restricted Federal Govt./State**	**$205,000.00**	**$0.00**	**$205,000.00**	**$0.00**	**$0.00**	**$205,000.00**	**100.00**
4 Revenue From Federal Sources		**$205,000.00**	**$0.00**	**$205,000.00**	**$0.00**	**$0.00**	**$205,000.00**	**100.00**
5 Other Sources and Changes								
5200	**Transfers**	**$229,306.94**	**$0.00**	**$229,306.94**	**$0.00**	**$0.00**	**$229,306.94**	**100.00**
5 Other Sources and Changes		**$229,306.94**	**$0.00**	**$229,306.94**	**$0.00**	**$0.00**	**$229,306.94**	**100.00**
49 Food Services Fund - Governmntl		**$794,906.94**	**$0.00**	**$794,906.94**	**$85.90**	**$85.90**	**$794,821.04**	**99.99**
7		**$38,756,619.56**	**$0.00**	**$38,756,619.56**	**$1,189,779.44**	**$1,189,779.44**	**$37,566,840.12**	**96.93**

Report Description: BOARD EXPENDITURE SUMMARY Account Year: 27 Account Periods: 01 - 01 Dates: 07/01/2026 - 07/31/2026

Account Account Description	Original Budget	Adjusted Budget	YTD Encumbrance	Period Expended	YTD Expended	Available Balance	Percent
7							
10 Maintenance and Operations Fund							
1 Salaries	$17,654,681.50	$17,652,561.50	$0.00	$451,468.02	$451,468.02	$17,201,093.48	2.56
2 Benefits	$7,890,826.17	$7,890,826.17	$0.00	$297,089.99	$297,089.99	$7,593,736.18	3.77
3 Purchased Professional and Technical	$733,645.22	$733,645.22	$0.00	$6,905.10	$6,905.10	$726,740.12	0.94
4 Purchased Property Services	$586,200.00	$586,200.00	$146,799.29	$113,980.38	$113,980.38	$325,420.33	44.49
5 Other Purchased Services	$1,153,930.00	$1,153,930.00	$396.00	$50,385.71	$50,385.71	$1,103,148.29	4.40
6 Supplies and Materials	$2,212,362.00	$2,214,482.00	$422,628.27	$269,854.10	$269,854.10	$1,521,999.63	31.27
7 Property	$292,900.00	$292,900.00	$27,428.28	$0.00	$0.00	$265,471.72	9.36
8 Other	$187,376.00	$187,376.00	$0.00	$28,099.10	$28,099.10	$159,276.90	15.00
10 Maintenance and Operations Fund	$30,711,920.89	$30,711,920.89	$597,251.84	$1,217,782.40	$1,217,782.40	$28,896,886.65	5.91
21 School Funds							
3 Purchased Professional and Technical	$61,055.00	$61,055.00	$0.00	$0.00	$0.00	$61,055.00	0.00
4 Purchased Property Services	$500.00	$500.00	$0.00	$0.00	$0.00	$500.00	0.00
5 Other Purchased Services	$183,050.00	$183,050.00	$0.00	$0.00	$0.00	$183,050.00	0.00
6 Supplies and Materials	$436,825.00	$436,825.00	$0.00	$0.00	$0.00	$436,825.00	0.00
7 Property	$14,000.00	$14,000.00	$0.00	$0.00	$0.00	$14,000.00	0.00
8 Other	$16,375.00	$16,375.00	$0.00	$0.00	$0.00	$16,375.00	0.00
21 School Funds	$711,805.00	$711,805.00	$0.00	$0.00	$0.00	$711,805.00	0.00
26 Tax Increment Financing Fund							
8 Other	$201,336.94	$201,336.94	$0.00	$0.00	$0.00	$201,336.94	0.00
26 Tax Increment Financing Fund	$201,336.94	$201,336.94	$0.00	$0.00	$0.00	$201,336.94	0.00
32 Capital Projects Fund							
3 Purchased Professional and Technical	$335,000.00	$335,000.00	$32,526.75	$1,500.00	$1,500.00	$300,973.25	10.16
4 Purchased Property Services	$5,007,019.00	$5,002,019.00	$105,213.00	$263,952.40	$263,952.40	$4,632,853.60	7.38
7 Property	$784,631.00	$789,631.00	$758,805.57	$328,993.85	$328,993.85	-$298,168.42	137.76
32 Capital Projects Fund	$6,126,650.00	$6,126,650.00	$896,545.32	$594,446.25	$594,446.25	$4,635,658.43	24.34
49 Food Services Fund - Governmntl							
1 Salaries	$350,776.55	$350,776.55	$0.00	$8,462.42	$8,462.42	$342,314.13	2.41
2 Benefits	$153,383.41	$153,383.41	$0.00	$5,117.14	$5,117.14	$148,266.27	3.34
5 Other Purchased Services	$522.00	$522.00	$0.00	$59.38	$59.38	$462.62	11.38
6 Supplies and Materials	$286,550.00	$286,550.00	$0.00	$1,983.69	$1,983.69	$284,566.31	0.69
8 Other	$3,675.00	$3,675.00	$0.00	$0.00	$0.00	$3,675.00	0.00
49 Food Services Fund - Governmntl	$794,906.96	$794,906.96	$0.00	$15,622.63	$15,622.63	$779,284.33	1.97
7	$38,546,619.79	$38,546,619.79	$1,493,797.16	$1,827,851.28	$1,827,851.28	$35,224,971.35	8.62

SOUTH SUMMIT SCHOOL DISTRICT JUL.2026

Date	Vendor Name	Amount
7/6/2026	ALYSSA SARGENT	$123.00
7/6/2026	AMBERLEE HENDRICKSEN	$138.03
7/6/2026	BEST WESTERN PLUS	$3,527.78
7/6/2026	MICHAEL SHEARER	$123.00
7/10/2026	APPLE FINANCIAL SERVICES	$309,260.50
7/10/2026	ASPEN BLAZZARD	$218.00
7/10/2026	BRAD PIZZA	$1,125.00
7/10/2026	DAVID BLACK	$587.50
7/10/2026	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	$60,888.52
7/10/2026	JACOB WOOLSTENHULME	$218.00
7/10/2026	LEE CASSITY	$360.00
7/10/2026	MARCOS QUINTANA	$360.00
7/10/2026	MORETON & COMPANY	$3,927.08
7/10/2026	NEIL CREER	$218.00
7/10/2026	UTAH RETIREMENT SYSTEMS	$331,009.61
7/13/2026	MERCHANTS BUILDING MAINTENANCE	$10,956.00
7/13/2026	ROCKY MOUNTAIN POWER	$35,019.60
7/15/2026	BUSRIGHT	$11,100.00
7/15/2026	KAMAS CITY CORP	$13,889.75
7/15/2026	REPUBLIC SERVICES	$2,024.21
7/17/2026	ALDER EDUCATION LAW	$425.00
7/17/2026	ALL WEST COMMUNICATIONS	$1,986.36
7/17/2026	COWBOY CONCRETE	$270.00
7/17/2026	DAWN MCMILLAN	$104.49
7/17/2026	GREGORY IVERSON FAMILY MEDICINE PLLC	$65.00
7/17/2026	JACKI RUF	$59.21
7/17/2026	JEFF PETERSON	$2,600.00
7/17/2026	LISA FLINDERS	$224.30
7/17/2026	MOUNTAIN REGIONAL WATER	$1,599.79
7/17/2026	NATIONAL SCHOOL BOARDS ASSOCIATION	$1,500.00
7/17/2026	PELION BENEFITS INC	$705.00
7/17/2026	SAM'S CLUB/SYNCHRONY BANK	$522.52
7/17/2026	SCENARIO LEARNING	$3,037.50
7/17/2026	SHELLEY HALVERSON	$74.96
7/17/2026	SNYDERVILLE BASIN WATER RECLAMATION DIST	$86.22
7/17/2026	STRATTON & BRATT LANDSCAPES LLC	$300.00
7/17/2026	UTAH SCHOOL BOARDS ASSOCIATION	$12,169.00
7/17/2026	WEBER CANYON STORAGE	$270.00
7/20/2026	FRONTLINE TECHNOLOGIES GROUP LLC	$17,149.93
7/20/2026	ISAAC MONTANO	$145.60
7/20/2026	WARNER & ASSOCIATES CONSTRUCTION INC	$228,227.84
7/21/2026	ENBRIDGE GAS	$4,295.97
7/21/2026	FIRETROL PROTECTION SYSTEMS INC	$89.85

7/21/2026	SUMMIT ENERGY	$2,309.93
7/21/2026	THOMAS MONTOYA	$540.00
7/21/2026	VERIZON WIRELESS	$117.82
7/23/2026	IDAHO CHILD SUPPORT RECEIPTING	$1,354.75
7/23/2026	MEDICAL EXPENSE REIMBURSEMENT TRUST	$4,228.00
7/23/2026	METROPOLITAN LIFE INSURANCE COMPANY	$1,533.17
7/23/2026	TSA CONSULTING GROUP INC	$4,835.84
7/23/2026	UTAH SCHOOL BOARDS RISK MANAGEMENT	$88,551.00
7/23/2026	UTAH SCHOOL EMPLOYEES ASSOCIATION	$248.28
7/23/2026	VSP INSURANCE CO. (CT)	$1,358.20
7/27/2026	AIR QUALITY CONSULTING LLC	$480.00
7/27/2026	COGNIA INC.	$2,800.00
7/27/2026	EDUCATIONAL MANAGEMENT SOLUTIONS	$2,495.00
7/27/2026	FMX	$6,423.69
7/27/2026	LECTICON INC	$399.60
7/27/2026	MOSYLE CORPORATION	$20,700.00
7/27/2026	PANORAMA EDUCATION	$8,500.00
7/27/2026	PETERSON PLUMBING SUPPLY	$8,733.60
7/27/2026	POWERSCHOOL GROUP LLC	$34,986.38
7/27/2026	STATEFIRE	$758.00
7/27/2026	UTAH BUREAU OF CRIMINAL IDENTIFICATION	$208.00
7/28/2026	ASPEN BLAZZARD	$35.00
7/28/2026	COLUMN SOFTWARE PBC	$38.66
7/28/2026	CORE ARCHITECTURE	$7,842.25
7/28/2026	MYERS-STEVENS & TOOHEY & CO INC	$9,139.60
7/28/2026	PEAK ALARM COMPANY INC	$1,252.39
7/28/2026	SO SUMMIT AQUATIC & FITNESS CENTER	$800.00
7/28/2026	TD BANK / KEV GROUP INC	$2,550.00
7/28/2026	USSSA UMPIRES OF UTAH	$348.00
7/29/2026	STONE SECURITY LLC	$8,815.58
7/29/2026	UTAH STATE TAX COMMISSION	$57,613.45
7/30/2026	AXISPLUS BENEFITS	$10,861.10
7/30/2026	LINCOLN NATIONAL LIFE INS CO	$7,114.85
		$1,358,954.26

School Name: South Summit Elementary

Year: 2026-2027

Teacher Student Success Act (TSSA) Plan

Process:	The principal will develop the TSSA Plan with input from the School Community Council, teachers, parents, and other school administrators. The principal may also solicit input from students, support staff, and other community stakeholders.
Allowable Expenditures:	
	Increases to base salary and salary-driven benefits to school personnel that total 25% or less distribution.
	Personnel stipends for taking on additional responsibility outside of a typical work assignment.
	Professional Learning
	Additional school employees
	Technology
	Before or after school programs
	Summer school programs
	Community support programs or partnerships
	Class size reduction strategies
	Augmentation of existing programs
	Any other strategy reasonably designed to improve school performance or student achievement
Expenditures Not Allowed:	
	Capital expenditures
	Supplant existing education programs
	Part-Time employees may not work more that 29 hours per week
	School-level administration staff
	Building and maintenance staff, including custodial and grounds staff
	Transportation Staff
	Child Nutrition Staff
	Operational of facility support staff
	Information technology staff
	Legal staff
	Secretarial staff
	Other LEA-level staff paid on an administrative salary schedule

Student Need: Reading (Grades K-4)

Needs Assessment & Data Description:

After careful analysis of Acadience Reading Assessment Data and Progress Monitoring Reports, data shows that K–4 students are struggling to make adequate progress toward grade-level proficiency as defined by state benchmarks.
Furthermore, specific student subgroups—specifically Multi-Language Learners (MLL) and Students with Disabilities (SWD)—showed some growth, but slow overall progress toward grade-level proficiency.

Root Cause Analysis:

Teachers require targeted support and additional resources to:
1. Enhance and deliver more rigorous Tier 1 instruction (high-quality, whole-group core instruction).
2. Conduct informative data analysis to drive daily instruction.
3. Effectively implement instructional adjustments derived from formative assessments and direct student feedback.

Action Steps:

Increase the knowledge, skills, capacity, and instructional ability of educators by utilizing the instructional coach, maximizing learning during Professional Learning Community (PLC) sessions by focusing on data-driven discussions around student impact, student assessment, feedback, and progress monitoring of standards, and by intentionally increasing understanding of the comprehension side of the reading rope (Science of Reading). (SB241)

Goal 1:

By June 1, 2027, the End of Year (EOY) Acadience Reading Assessment Composite Score will show that 72% of K–4 students are scoring in the Green (On Benchmark) or Blue (Above Benchmark) indicators. We will know our MLL students have made typical or above typical growth in reading by utilizing the WIDA assessment.

Performance Metrics & Measurement:

Baseline Data: The total number of students flagged with Red (Well Below Benchmark) and Yellow (Below Benchmark) indicators on the Beginning of Year (BOY) Acadience Reading Assessment.
Final Target: By June 1, 2027, the End of Year (EOY) Acadience Reading Assessment Composite Score will show that 72% of K–4 students are scoring in the Green (On Benchmark) or Blue (Above Benchmark) indicators.

Implementation and Evidence:

Subgroup Focus: Integrate specific language-acquisition and differentiation strategies into Tier 1 instruction to support MLL students and students with disabilities.

Resource Allocation Goal 1:

100- Salaries	$64,000: Part-time teacher. This highly qualified professional will assist in monitoring IRPs (Individual Reading Plans) for students, track parent meetings, monitor progress monitoring of essential skills and standards, research and provide resources for Tier 1 small group instruction/intervention for students who have IRPs.(SB241)
200- Benefits	
300- Professional Services	
500- Travel	
600- Supplies/Software	$8,000: Educational Software licenses for Students (benefits all students; MLL and special needs included)

Student Need: RISE Mastery of Standards

Needs Assessment & Data Description:

After careful data analysis of RISE Scores for grades 3 and 4, results indicate that students are currently struggling to make adequate progress toward grade-level mastery of standards as defined by state benchmarks. In addition, Multi-Language Learner (MLL) students and Students With Disabilities showed some growth, but slow overall progress toward grade-level mastery.

Root Cause Analysis:

Teachers require targeted support and additional resources to enhance and provide more rigorous Tier 1 instruction. Furthermore, there is an evident need for structured instruction regarding informative data analysis, alongside dedicated support for implementing actionable information derived from formative assessments and student feedback.

Action Steps:

Increase the knowledge, skills, capacity, and instructional ability of educators by utilizing the instructional coach, maximizing learning during PLC sessions by focusing on data-driven discussions around student impact, student assessment and feedback, and progress monitoring of standards, and by intentionally increasing understanding of the comprehension side of the reading rope (Science of Reading)(SB241). Educators will also participate on a Student Impact Team and provide input in regards to requested/ needed professional learning. Admin will support educators by observing classrooms and providing feedback using a Science of Reading Observation Tool (SB241).

Goal 2:

By June 1, 2027, 3rd and 4th grade ELA RISE scores will see a 5% increase in mastery.
3rd and 4th grade Mathematics RISE scores will see a 5% increase in mastery.
4th grade Science RISE scores will see a 5% increase in mastery.

Performance Metrics & Measurement:

Baseline Data: Spring 2026 Scores of the RISE Test in ELA, Mathematics, and Science (4th Grade Only).
Target Goal (By June 1, 2027):
3rd and 4th grade ELA RISE scores will see a 5% increase in mastery.
3rd and 4th grade Mathematics RISE scores will see a 5% increase in mastery.
4th grade Science RISE scores will see a 5% increase in mastery.

Implementation & Evidence:

Coaching & Observation Cycles: Deploy the Instructional Coach to partner with teachers on Tier 1 Science of Reading strategies (specifically Language Comprehension strands). (SB241)Administrators will support this through routine classroom walkthroughs and providing actionable feedback utilizing the Science of Reading Observation Tool (SB241).
Data-Driven PLCs: Focus weekly Professional Learning Community (PLC) protocols around data-driven discussions regarding student impact, common assessments, student feedback, and continuous progress monitoring of state standards.
Student Impact Team: Establish a collaborative Student Impact Team where educators actively participate, analyze subgroup trends (MLL and Students With Disabilities), and directly provide input regarding needed or requested professional learning. Staff members participate along with stakeholders (when necessary) in collaboration on a Student Study Team/Literacy Team (SB241)

Resource Allocation Goal 2:

100- Salaries	$4,800: Teacher Stipends (Student Impact Team and Student Study Team/Literacy Team-SB241)
200- Benefits	
300- Professional Services	$4,000: Teaching and Learning professional learning and workshops (Learn Forward)
500- Travel	
600- Supplies/Software	$4,000: Instruction supports and materials for student learning, effective instruction and interventions (SB241)

Student Need: Performance Matters (Standards Success)

Description:

After careful data analysis of spring 2026 performance matters data, K to 4 students are struggling to master proficiency of grade-level standards. In addition, MLL students and Students With Disabilities showed some, but slow, progress towards mastery of standards.

Root Cause Analysis:

The primary area for growth right now is ensuring our Tier 1 instruction fully aligns with the cognitive depth of grade-level standards. Additionally, we need to tighten the alignment and rigor of our exit tickets so they give us an accurate read on true student mastery.

Action Steps:

Subgroup Focus: Actively monitor the progress of MLL students and students with disabilities, sharing modified scaffolding ideas that preserve text/task rigor.

Performance Metrics and Measurement:

Baseline Data: Spring 2026 Scores of the Performance Test in ELA, Mathematics, and Science Grades K to 4.

Target Goal (By June 1, 2027):The EOY Performance Matters Test Grades K to 4 will show a 5% increase in mastery

Progress Monitoring of specific standards in grades K to 4.

Goal 2:

By June 1, 2027, the EOY Performance Matters Test Grades K to 4 will show a 5% increase in mastery of standards

Implementation and Evidence:

Coaching & Observation Cycles: Deploy the Instructional Coach to partner with teachers on Tier 1

Science of Reading Strategies: (specifically Language Comprehension strands). (SB241) Administrators will support this through routine classroom walkthroughs and providing actionable feedback utilizing the Science of Reading Observation Tool (SB241).

Data-Driven PLCs: Focus weekly Professional Learning Community (PLC) protocols around data-driven discussions regarding student impact, common assessments, student feedback, and continuous progress monitoring of state standards. Common Grade-Level Exit Tickets

Student Impact Team: Establish a collaborative Student Impact Team where educators actively participate, analyze subgroup trends (MLL and students with disabilities), and directly provide input regarding needed or requested professional learning.

Resource Allocation Goal 3:

100- Salaries	$45,656.00- Allocation for Media Specialist to work full time for one year contract (2026-2027 academic year) to implement the requirement for SB 241. Also, provides funding for one para educator to work with students to obtain necessary skills to master literacy/math grade-level concepts.
200- Benefits	
300- Professional Services	
500- Travel	
600- Supplies/Software	

Office of the
State Auditor

Questionnaire

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking “Yes” on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked “Yes” and enter the total on the “Total Points Earned” line.
- Based on the points earned, circle/highlight the risk level on the “Risk Level” line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: 355 /395 *Risk Level:

Very Low	Low	Moderate	High	Very High
	> 355	316-355	276-315	200-275	< 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	YES	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	YES	5
b. Procurement?	YES	5
c. Ethical behavior?	YES	5
d. Reporting fraud and abuse?	YES	5
e. Travel?	YES	5
f. Credit/Purchasing cards (where applicable)?	YES	5
g. Personal use of entity assets?	YES	5
h. IT and computer security?	YES	5
i. Cash receipting and deposits?	YES	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	NO	
a. Do any members of the management team have at least a bachelor's degree in accounting?	YES	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	YES	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	YES	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	YES	20
7. Does the entity have or promote a fraud hotline?	YES	20
8. Does the entity have a formal internal audit function?	NO	
9. Does the entity have a formal audit committee?	YES	20

*Entity Name: SOUTH SUMMIT SCHOOL DISTRICT

*Completed for Fiscal Year Ending: 30 JUNE 2026 *Completion Date: 10 August 2026

*CAO Name: Greg Maughan *CFO Name: Adam L Robinson

*CAO Signature: *CFO Signature:

*Required

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	X			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?			X	
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check “N/A”.			X	
4. Are all the people who have access to blank checks different from those who are authorized signers?			X	
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	X			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	X			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check “N/A”.	X			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check “N/A”.	X			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check “N/A”.	X			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	X			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check “N/A”.	X			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check “N/A”.	X			

* MC = Mitigating Control

Instructions:

Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

If all of the questions were answered "Yes" or "No" with mitigating controls ("MC") in place, or "N/A," the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered "Yes." 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

If any of the questions were answered "No," and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity's governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity's place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.

South Summit School District
Achieving Excellence

Personal Electronic Devices Cell Phones

Policy: 6051

Section: 6000 - Students

I. Policy Statement

A. While in some instances the possession and use of personal electronic devices by students at a school may be appropriate. Occasionally the possession and use of such devices, by students at school, can have the effect of distracting, disrupting, and intimidating others, in the school setting, and leading to opportunities for academic dishonesty and other disruptions of the education process. With this policy the Board vests in school administrators the responsibility to develop a policy governing the possession and use of personal electronic devices and the authority to enforce reasonable rules relating to such devices in the schools.

II. Policy Guidelines

A. Each school shall develop a site-specific policy governing student possession and use of personal electronic devices. School policies shall align with and reference district Procedure 6051-A and include:

1. Clear scope of coverage of the policy, including clear rules for school premises, school hours, school activities, after school activities, school sponsored activities at remote sites, vehicles transporting students to and from school activities.

2. Definitions of devices consistent with District Procedure.

3. Prohibitions against use of electronic devices during school, district, state, and national assessments unless specifically allowed by statute, regulation, student IEP, or assessment directions.

4. Clear guidelines for when and where Devices may or may not be possessed or used.

5. Prohibitions on the use of electronic devices in a way that threatens, humiliates, harasses, or intimidates school-related individuals, including students, employees, and invitees, or violates local, state, or federal laws.

6. Procedures and due process for the confiscation, parent notification and device retrieval.

B. School policies shall be communicated annually to students and parents, with opportunities for training and acknowledgment.

Adopted Date: October 7, 2010
Last Reviewed Date: 09/08/2025
Last Revised Date: 09/08/2025
Prior Revised Dates: 07/07/2022

South Summit School District
Achieving Excellence

Participation in ~~Extracurricular~~ Activities

Policy 6061

Section: 6000 - Students

I. Policy Statement

A. South Summit School Board recognizes the value of athletics and extracurricular activities as a vital part of the total education program and as a means of developing wholesome attitudes, good human relations, as well as knowledge and skills. Extracurricular activities include athletics, student leaders, and state-sanctioned~~state sanctioned~~ competition teams or school-sanctioned~~school sanctioned~~ clubs. Students may not be required to participate in extracurricular activities or attend an activity unless it is part of the regular planned curriculum of a class.

B. It is the policy of South Summit School District that private school, home school, and charter school students may participate in extracurricular activities sponsored by the South Summit School District under the conditions of this policy and procedure.

C. The principal or designee shall be responsible for the organization of all student activities. He/she shall ensure adequate supervision, administer student finances, and approve all student activities with the assistance of delegated members of the faculty and staff.

D. Each school in the District shall designate each of its school athletic activities and teams as designated for male students, designated for female students, or coed or mixed. In making the designation for activities governed by the Utah High School Activities Association (UHSAA), the school shall consider the listing of girls' teams, boys' teams, and mixed teams established by the association.

II. Definitions

A. Sex: an individual's biological sex, either male or female, at birth, according to distinct reproductive roles as manifested by:

1. sex and reproductive organ anatomy;

2. chromosomal makeup; and

3. endogenous hormone profiles.

B. Female: the characteristic of an individual whose biological reproductive system is of the general type that functions in a way that could produce ova.

C. Male: the characteristic of an individual whose biological reproductive system is of the general type that functions to fertilize the ova of a female.

D. Co-ed or mixed: that a team is composed of members of both sexes who traditionally compete together.

Legal References:
Utah Code § 53G-6-902(1)(a) (2022)
Utah High Schools Activities Association Handbook 2024-2025 pg. 60
Utah Code § 68-3-12.5(12), (18), (33) (2025)

Procedure 6061-A

Adopted Date: October 7, 2010
Last Reviewed Date: 09/08/2025
Last Revised Date: 09/08/2025
Prior Revised Dates: 05/10/2013, 04/16/2020, 06/22/2021, 12/08/2022

Bullying, Cyber-Bullying, Hazing, and Abusive Conduct

Policy: 6065
Section: 6000 - Students

1. **Policy Statement:**

    1. Bullying, cyber-bullying, and hazing of students and employees are against federal, state and local policy, and are not tolerated by South Summit School District. The district is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, South Summit School District has in place policies, procedures, and practices that are designed to reduce and eliminate bullying, cyber-bullying, and hazing including but not limited to civil rights violations as well as processes and procedures to deal with such incidents.

    2. School officials have the authority to discipline students for off-campus speech that causes or threatens a substantial disruption on campus or school activities, including violent altercations, or a significant interference with a student's educational performance and involvement in school activities. If after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion, pursuant to Utah Code Ann. (code?) and in accordance with the U.S. Department of Education Office for Civil Rights, loss of participation in extracurricular activities, and/or probation.

Legal Reference
53G-9-605