

Monroe Elementary Approved Minutes

40 W Center St.
Monroe, Utah 84754

Community Council Meeting
Date: Wednesday, September 24, 2025
Time: 3:00 p.m. – 4:00 p.m.
Location: Monroe Elementary

In attendance:

Chett Heath
Rachael Tanner
Graydon Bascom
Kimberly Roberts
Stefanie Rich
Nicole Persons
Nicole porter
Brian Winn

Agenda and Minutes

1. Welcome: Principal – Chett Heath

- Introduction to the community council

[School Community Council Welcome 2020](#)

[District School Community Council- Rules of Order and Procedure](#)

2. Share Rules of Order and Procedures

Suggested [Rules and Orders of Procedure](#)

Vote on approval of Rules and Procedures For Monroe Elementary 25/26
After being trained on the duties of the Community Council,

Chett made a motion to approve the orders and procedures. Graydon seconded this motion and the Council vote was unanimous to approve the Rules Orders and Procedures.

4. School Compact Review:

[MES title one School Compact.doc](#)

3. Review Previous Minutes and Current Years Plan.

Graydon made a motion to approve the previous minutes. Rachael seconded this motion and the vote was unanimous to approve the previous minutes.

Vote to approve [previous minutes](#)

Look at the Data for Monroe Elementary

[MES Trustland plan 25/26 with updated scores](#)

[MES 2025/2026 Title 1 School wide Plan](#)

[2025_2026 TSSA Plan Monroe Elementary .docx](#)

<https://schoollandtrust.schools.utah.gov/publicschoolplan?endingSchoolYear=2025&schoolDistrict=900&schoolId=904&schoolNumber=120>

After looking at data, Kimberly Roberts asked how we plan on achieving the goals that have been set.

Rachael Tanner explained how Monroe Elementary does the PLC process and how we ensure that students learn the essential concepts that are being taught. She explained that this is how we are sure that we are working to achieve the goals that have been set.

Elect a chair and a vice chair for the 25/26 school year.

Kimberly Roberts nominated herself to be the chair of the Council. Chett seconded the motion. The council voted unanimously for Kimberly to be the chair.

Stefanie Rich nominated herself to be the vice chair. Graydon Bascom Seconded the motion and the Council voted unanimously to have Stefanie be the Vice Chair.

Gather all members contact information

Chett Shared the timeline with the council and everyone agreed to the dates that were presented.

4. Create a Timeline for the Community Council Requirements.

September 24, 2025 Community Council Training and Review 25/26 school year plan

January 28, 2026 Create draft of 26/27 School year plan and present plan to the community council

March 11, 2026 Present final plan to the community council and vote for approval

Public Comment:

Questions or Concerns:

Graydon made the motion to adjourn and Rachel seconded the motion and the meeting was adjourned.