

EskDale High School Community Council

First Annual Meeting Agenda & Fall Business Template

Date & Time:	September 18, 2026, 7:30 pm MDT
Location / Room:	EHS Study Hall / Zoom
Principal:	Sharon Conrad

1. Meeting Objectives & Order of Business

[5 mins] Welcome, Roll Call, and Introductions — *Lead: Principal / Acting Chair*

- Welcome council members, staff, and community attendees.
- Conduct roll call and verify quorum (majority of total membership required).
- Review and approve minutes from the prior council meeting.

[10 mins] Election of Council Officers (Chair & Vice Chair) — *Lead: Council Members*

- Open nominations for Council Chair (must be a parent member per Utah Code 53G-7-1202).
- Open nominations for Council Vice Chair (parent member or non-principal school employee member).
- Conduct vote and record newly elected officers for annual district reporting.

[15 mins] Review and Annual Adoption of Rules of Order and Procedure — *Lead: Newly Elected Chair*

- Review council bylaws, including rural election/uncontested seat procedures and parent solicitation methods.
- Confirm planned council composition (4 parent members, 2 school employee members including Principal).
- Formal council vote to adopt the current Rules of Order and Procedure for the upcoming school year.

[15 mins] School LAND Trust Program & Fall Requirements Overview — *Lead: Principal*

- Briefing on the Fall Requirements Form due October 20th (Rules of Order, Membership Roster, Website Postings, and Principal Assurance).
- Review current School LAND Trust budget allocations and implementation status for academic goals.
- Discussion of Digital Citizenship, safe technology utilization, and positive behaviors plan requirements.

[10 mins] Establishment of Annual Meeting Schedule & Website Posting Compliance — *Lead: Council Chair & Principal*

- Propose and approve meeting dates, times, and locations for the remainder of the school year.
- Review website transparency requirements: posting meeting notices, agendas, draft minutes, and contact info at least one week prior to meetings.

[10 mins] Public Comment Period & Open Discussion — *Lead: Council Chair*

- Receive comments from attending parents and community members (2–3 minutes per individual).

- Ensure discussions adhere to adopted civil discourse and ethical behavior guidelines.

[5 mins] Adjournment & Next Steps — *Lead: Council Chair*

- Summarize action items and assignments prior to October 20th reporting.
- Confirm date, time, and proposed agenda topics for the next council meeting.
- Motion and second to adjourn.

2. Meeting Action Log & Notes (For Minute Taking)

Agenda Item / Motion	Vote / Outcome (In Favor / Opposed)	Assigned To & Deadline
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