

Career Path High School Trust Lands Committee

Meeting Minutes

Date: October 13, 2025

Time: 3:00 p.m. – 4:00 p.m.

Location: Career Path High, 550 E 300 S, Room 2037, Kaysville, UT 84037, North Building | Remote Google Meeting

1. Call to Order

The meeting was called to order by Stacey Hutchings, Chair, at 3:00 p.m.

2. Roll Call / Attendance

Members Present:

- Stacey Hutchings
- Tiffani Armontrout
- Diana Haigwood
- Haley Cavanagh
- Scott Paradis
- Heather Sutton

Members Absent:

- None

3. Reports

Stacey reviewed last year's plan and discussed how it pertains to this year's goals. The committee is required to adopt its Rules of Procedure, available at the following link:

<https://vahara-04-public.s3.amazonaws.com/media/18658/CPH---STL---Rules-of-Order-and-Procedure-%282%29.pdf>

Chair's Report: Stacey provided an overview of committee responsibilities for the 2025–2026 school year.

4. New Business

a. Training Compliance

Stacey reviewed the training compliance requirements. Committee members should visit <https://schools.utah.gov/schoollandtrust/trainingresources> and select a topic of interest within the Training Resources. These resources contain valuable information on relevant codes, timelines, and best practices. The 'School Community Council' slides are a recommended starting point.

b. 2025–2026 School LAND Trust Public Reports

Stacey demonstrated how to access Utah Career Path High School's School Land Trust plan at <https://schoollandtrust.schools.utah.gov/publicreports>. This information will assist in creating next year's plan. The following procedures were discussed:

- The committee was introduced to the format of the plan. The school is allocated a specific amount of funds from the State Public Lands, which may be used to improve the school's academic performance.
- Two measurable goals will be created for the school plan. Scott and Haley discussed how goals were developed last year based on curriculum needs. These goals can be refined through meetings with teachers to identify areas of greatest need.
- A second goal will address academic achievement and quarterly completion rates. Funds may be used to hire paraprofessionals to assist teachers as needed.
- At the next meeting, the committee will review school data to identify needs and finalize the 2025–2026 plan.

c. Leadership Election

The committee elected officers for the 2025–2026 school year as follows:

- Chair: Heather Sutton
- Vice Chair: Diana Haigwood
- Secretary: Haley Cavanagh

Motion: Scott Parody motioned to approve the leadership slate.

Second: Haley Cavanagh.

Vote: All in favor. Motion carried unanimously.

5. Old Business / Follow-Up Items

Rules of Order and Procedures: The committee reviewed the Rules of Order and Procedures document, which can be found at the Career Path High website under: 'Current Students – Plans and Goals – Trust Lands Committee.'

Motion: Heather Sutton moved to approve the Rules of Order and Procedure.

Second: Scott Parody.

Vote: All in favor. Motion carried unanimously.

6. Next Meeting

Date: Monday, November 10, 2025

Time: 4:00 p.m.

Location: In-person or remote attendance available.

7. Adjournment

Motion: Heather Sutton moved to adjourn the meeting.

Second: Haley Cavanagh.

Vote: All in favor. The meeting was adjourned at 4:00 p.m.