



# School District Agency Names

Updated: 11/29/2016 06:10 AM

with Authorized Records Officers

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## Academy for Math Engineering and Science (Utah)

5715 South 1300 East, Salt Lake City UT 84121  
801-278-9460

### Records Officer(s)

#### Brett T Wilson

Principal  
5715 South 1300 East  
Salt Lake City, UT 84121  
E-mail: [bwilson@ames-slc.org](mailto:bwilson@ames-slc.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## Alpine School District (Utah). Alpine Life and Learning Center

1165 West 800 South, Orem UT 84058  
801-227-2440

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## Alpine School District (Utah)

575 North 100 East, American Fork UT 84003  
801-610-8400

### Records Officer(s)

#### Mr. Rob Smith

Assistant Superintendent Business S  
575 North 100 East  
American Fork, UT 84003  
E-mail: [rsmith@alpinedistrict.org](mailto:rsmith@alpinedistrict.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### Mr. Ryan Burke

Agency Employee  
575 North 100 East  
American Fork, UT 84003  
E-mail: [rburke@alpinedistrict.org](mailto:rburke@alpinedistrict.org)  
Description of Role: I am the Director of Special Education for Alpine School District. Contact regarding series 21779.

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### Ms. Kimberly Bird

575 North 100 East  
American Fork, UT 84003  
E-mail: [kbird@alpinedistrict.org](mailto:kbird@alpinedistrict.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## with Authorized Records Officers

### Ms. Amanda Black

575 North 100 East

575 N 100 E

American Fork, UT 84003

E-mail: [ablack@alpinedistrict.org](mailto:ablack@alpinedistrict.org)

Description of Role: Alternate Records Officer. Contact regarding Series 27496. Destruction Officer for Business office records (payroll, invoices, etc.)

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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### Alpine School District (Utah). Alpine Elementary School

300 North, 400 East, Alpine UT 84004

801-756-8525

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### Alpine School District Board of Education (Utah)

575 North 100 East, American Fork UT 84003

801-756-9671

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### Alpine School District (Utah). American Fork High School

510 North 600 East, American Fork UT 84003

801-756-8547

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### Alpine School District (Utah). American Fork Jr. High School

20 West 1120 North, American Fork UT 84003

801-756-8543

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### Alpine School District (Utah). Aspen Elementary School

945 West 2000 North, Orem UT 84057

801-227-8700

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### Alpine School District (Utah). Barratt Elementary School

168 North 900 E, American Fork UT 84003

801-756-8528

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### Alpine School District (Utah). Black Ridge Elementary School

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### Alpine School District (Utah). Bonneville Elementary School

1245 North 800 West, Orem UT 84057

801-227-8703

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### Alpine School District (Utah). Canyon View Jr. High School

655 E 950 North, Orem UT 84097

801-227-8748

# School District Agency Names

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## Alpine School District (Utah). Cascade Elementary School

160 North 800 East, Orem UT 84097  
801-610-8102

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## Alpine School District (Utah). Cedar Ridge Elementary School

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## Alpine School District (Utah). Cedar Valley Elementary School

40 East Center, Cedar Fort UT 84013  
801-610-8702

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## Alpine School District (Utah). Central Elementary School

95 North 400 East, Pleasant Grove UT 84062  
801-785-8711

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## Alpine School District (Utah). Cherry Hill Elementary School

250 East 1650 South, Orem UT 84058  
801-227-8710

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## Alpine School District (Utah). Dan W. Peterson School

169 North 1100 East, American Fork UT 84003  
801-756-8551

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## Alpine School District (Utah). Deerfield Elementary School

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## Alpine School District (Utah). Dry Creek Elementary School

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## Alpine School District (Utah). Eagle Valley Elementary School

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## Alpine School District (Utah). Eaglecrest Elementary School

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## Alpine School District (Utah). Foothill Elementary School

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## Alpine School District (Utah). Forbes Elementary School

281 North 200 East, American Fork UT 84003  
801-756-8531

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## Alpine School District (Utah). Fox Hollow Elementary School

# School District Agency Names

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## Alpine School District (Utah). Freedom Elementary School

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## Alpine School District (Utah). Geneva Elementary School

665 West 400 North, Orem UT 84057  
801-610-8108

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## Alpine School District (Utah). Greenwood Elementary School

50 East 200 South, American Fork UT 84003  
801-756-8534

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## Alpine School District (Utah). Grovecrest Elementary School

200 East 1100 North, Pleasant Grove UT 84062  
801-785-8714

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## Alpine School District (Utah). Harvest Elementary School

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## Alpine School District (Utah). Hidden Hollow Elementary School

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## Alpine School District (Utah). Highland Elementary School

10865 North 6000 West, Highland UT 84003  
801-756-8537

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## Alpine School District (Utah). Hillcrest Elementary School

651 East 1400 South, Orem UT 84097  
801-227-8717

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## Alpine School District (Utah). Lakeridge Jr. High School

951 South 400 West, Orem UT 84058  
801-227-8752

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## Alpine School District (Utah). Legacy Elementary School

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## Alpine School District (Utah). Lehi Elementary School

765 North Center, Lehi UT 84043  
801-610-8712

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## Alpine School District (Utah). Lehi High School

180 North 500 East, Lehi UT 84043  
801-768-7000

# School District Agency Names

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with Authorized Records Officers

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## Alpine School District (Utah). Lehi Jr. High School

700 East Cedar Hollow Rd, Lehi UT 84043  
801-7687010

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## Alpine School District (Utah). Lindon Elementary School

30 North Main, Lindon UT 84042  
801-785-8717

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## Alpine School District (Utah). Lone Peak High School

10189 North 4800 West, Highland UT 84003  
801-610-8810

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## Alpine School District (Utah). Meadow Elementary School

176 South 500 West, IEHI UT 84043  
801-768-7025

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## Alpine School District (Utah). Mount Mahogany Elementary School

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## Alpine School District (Utah). Mountain Ridge Junior High School

5525 West 10400 North, Highland UT 84003  
801-610-8758

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## Alpine School District (Utah). Mountain Trails Elementary School

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## Alpine School District (Utah). Mountain View High School

665 West Center, Orem UT 84057  
801-227-8759

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## Alpine School District (Utah). North Point Elementary School

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## Alpine School District (Utah). Northridge Elementary School

1660 Nighthawk Drive, Orem UT 84057  
801-717-4844

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## Alpine School District (Utah). Oak Canyon Junior High School

111 South 725 East, Lindon UT 84042  
801-610-8138

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## Alpine School District (Utah). Orchard Elementary School

# School District Agency Names

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## with Authorized Records Officers

1035 North 800 East, Orem UT 84097  
801-227-8723

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### **Alpine School District (Utah). Orem Elementary School**

450 West 400 South, Orem UT 84058  
801-227-8727

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### **Alpine School District (Utah). Orem High School**

175 South 400 East, Orem UT 84057  
801-227-8765

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### **Alpine School District (Utah). Orem Junior High School**

765 North 600 West, Orem UT 84057  
801-227-8756

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### **Alpine School District (Utah). Tiny Tots School**

### **Alpine School District (Utah). Youth in Custody School**

1581 West 1000 South, Orem UT 84058  
801-277-7827

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### **Alpine School District (Utah). Pleasant Grove High School**

700 East 200 South, Pleasant Grove UT 84062  
801-785-8700

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### **Alpine School District (Utah). Pleasant Grove Jr. High School**

810 N. 1000 E., Pleasant Grove UT 84062  
801-785-8707

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### **Alpine School District (Utah). Manila Elementary School**

1726 N. 600 W., Pleasant Grove UT 84062  
801-785-8720

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### **Alpine School District (Utah). Polaris High School**

1551 W 1000 South, Orem UT 84058  
801-610-8180

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### **Alpine School District (Utah). Pony Express Elementary School**

### **Alpine School District (Utah). Ridgeline Elementary School**

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with Authorized Records Officers

6250 West 11800 North, American Fork UT 84003  
801-610-8715

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**Alpine School District (Utah). River Rock Elementary School**

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**Alpine School District (Utah). Riverview Elementary School**

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**Alpine School District (Utah). Rocky Mountain Elementary School**

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**Alpine School District (Utah). Sage Hills Elementary School**

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**Alpine School District (Utah). Saratoga Shores Elementary School**

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**Alpine School District (Utah). Scera Park Elementary School**

450 South 400 East, Orem UT 84097  
801-227-8730

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**Alpine School District (Utah). Sego Lily Elementary School**

550 East 900 North, Lehi UT 84043  
801-768-7030

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**Alpine School District (Utah). Sharon Elementary School**

525 North 400 East, Orem UT 84097  
801-227-8733

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**Alpine School District (Utah). Shelley Elementary School**

602 North 200 West, American Fork UT 84003  
801-756-8540

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**Alpine School District (Utah). Skyridge High School**

3000 North Center Street, Lehi UT 84043  
801-610-8820

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**Alpine School District (Utah). Snow Springs Elementary School**

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**Alpine School District (Utah). Suncrest Elementary School**

668 West 150 North, Orem UT 84057  
801-610-8120

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## Alpine School District (Utah). Thunder Ridge Elementary School

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## Alpine School District (Utah). Timberline Middle School

500 West Canyon Crest, Alpine UT 84004  
801-610-8765

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## Alpine School District (Utah). Timp Industries-Sheltered Workshop

941 Orchard Drive, Pleasant Grove UT 84062  
801-785-8723

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## Alpine School District (Utah). Timpanogos High School

1450 North 200 East, Orem UT 84057  
801-610-8175

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## Alpine School District (Utah). Traverse Mountain Elementary School

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## Alpine School District (Utah). Valley View Elementary School

941 Orchard Drive, Pleasant Grove UT 84062  
801-610-8121

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## Alpine School District (Utah). Vineyard Elementary School

620 East Holdaway Road, Vineyard UT 84058  
801-227-8739

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## Alpine School District (Utah). Vista Heights Middle School

484 West Pony Express Parkway, Saratoga Springs UT 84045  
801-610-8770

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## Alpine School District (Utah). Westfield Elementary School

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## Alpine School District (Utah). Westlake High School

99 North Thunder Boulevard, Saratoga Springs UT 84045  
801-610-8815

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## Alpine School District (Utah). Westmore Elementary School

1150 South Main Street, Orem UT 84058  
801-227-8742

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## Alpine School District (Utah). Willowcreek Middle School

# School District Agency Names

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2275 West 300 North, Lehi UT 84043  
801-610-8766

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### Alpine School District (Utah). Windsor Elementary School

1315 North Main, Orem UT 84057  
801-227-8745

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### American Academy of Innovation

5806 West Copper Stone Drive, South Jordan UT 84095  
801-201-5030

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### American International School of Utah

4998 South 360 West, Salt Lake City UT 84123  
801-989-7191

#### Records Officer(s)

##### Mark Smith

Principal  
4998 South 360 West  
Salt Lake City, UT 84123  
E-mail: mark.smith@aisutah.org

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### American Leadership Academy (Spanish Fork, Utah)

898 West 1100 South, Spanish Fork UT 84660  
801-794-2132

#### Records Officer(s)

##### Jan Searle

Business Administrator  
898 West 1100 South  
Spanish Fork, UT 84660  
E-mail: jsearle@americanleadership.net

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

##### Ms. Kimber Tidwell

898 South 1100 West  
Spanish Fork, UT 84660  
E-mail: ktidwell@americanleadership.net

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 06/25/2015 |
| Most Recent Certification: | 05/07/2016 |
| Certification Expires:     | 05/07/2017 |

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### American Preparatory Schools (Draper, Utah)



# School District Agency Names

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## with Authorized Records Officers

12892 South Pony Express Road, Draper UT 84020  
801-553-8500

### Records Officer(s)

#### Cindy Barrs

Records Management Officer  
3636 West 3100 South  
West Valley City, UT 84119  
E-mail: cbarrs@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### Cathie Adamson

Secretary  
12892 South Pony Express Road  
Draper, UT 84020  
E-mail: cadamson@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### American Preparatory Schools (Utah). Draper I Campus

12892 S. Pony Express Road, Draper UT 84020  
801-553-8500

### Records Officer(s)

#### Cindy Barrs

Records Management Officer  
3636 West 3100 South  
West Valley City, UT 84119  
E-mail: cbarrs@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### American Preparatory Schools (Utah). Draper II Campus

11938 S Lone Peak Parkway, Draper UT 84020  
801-810-3590

### Records Officer(s)

#### Cindy Barrs

Records Management Officer  
3636 West 3100 South  
West Valley City, UT 84119  
E-mail: cbarrs@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### American Preparatory Schools (Utah). Salem Campus

# School District Agency Names

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## with Authorized Records Officers

1195 South Elk Ridge Drive, Salem UT 84653  
801-465-4434

### Records Officer(s)

#### Cindy Barrs

Records Management Officer  
3636 West 3100 South  
West Valley City, UT 84119  
E-mail: cbarrs@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### American Preparatory Schools (Utah). West Valley I Campus

1255 W Crystal Ave, West Valley City UT 84119  
801-839-3613

### Records Officer(s)

#### Cindy Barrs

Records Management Officer  
3636 West 3100 South  
West Valley City, UT 84119  
E-mail: cbarrs@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### American Preparatory Schools (Utah). West Valley II Campus

3636 West 3100 South, West Valley City UT 84119  
385-351-3090

### Records Officer(s)

#### Cindy Barrs

Records Management Officer  
3636 West 3100 South  
West Valley City, UT 84119  
E-mail: cbarrs@apamail.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### Aristotle Academy (Utah)

Aristotle Academy, 704 South 600 East, American Fork UT 84003  
801-763-7286

### Records Officer(s)

#### Warren Shenk

2134 North Main Street  
Cedar City, UT 84720  
E-mail: wshenk@aristotleacademyk8.org



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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### Mrs. KaeDee Academy Castillo

Records Officer  
704 South 600 East  
American Fork, UT 84003  
E-mail: kcastillo@aristotleacademyk8.org

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Ascent Academies of Utah

5662 West 8200 South, West Jordan UT 84084  
385-275-0909

### Records Officer(s)

#### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

### Mrs. Kara Lyn Finley

Records Officer  
290 N Flint Street  
Kaysville, UT 84037  
E-mail: kara@academicawest.com

### Records Officer Certification

Initial Certification: 08/12/2014  
Most Recent Certification: 11/18/2016  
Certification Expires: 11/18/2017

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## Athenian eAcademy

P.O. Box 985, Provo UT 84603  
385-715-5400

### Records Officer(s)

#### Matt Throckmorton

Executive Director  
5120 South 1050 West  
Riverdale, UT 84405  
E-mail: matt@utahmilitaryacademy.org

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Athlos Academy of Utah

### Records Officer(s)



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## with Authorized Records Officers

### **Todd Bingham**

Board Secretary  
78 South 300 East  
North Salt Lake, UT 84054  
E-mail: tbingham@athlosutah.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## **Bear River Charter School (Logan, Utah)**

75 South 400 West, Logan UT 84321  
435-753-8811

### **Records Officer(s)**

#### **Cynthia McBride**

Administrative Assistant  
75 South 400 West  
Logan, UT 84321  
E-mail: c.mcbride@brcs-logan.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### **Janet Adams**

Executive Director  
75 South 400 West  
Logan, UT 84321  
E-mail: j.adams@brcs-logan.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## **Beaver County School District (Utah)**

291 North Main Street, P.O. Box 31, Beaver UT 84713  
435-438-2291

### **Records Officer(s)**

#### **Bonnie Bairett**

291 North Main Street  
Beaver, UT 84713  
E-mail: bonnie.bairett@beaver.k12.ut.us

#### **Records Officer Certification**

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 11/09/2016 |
| Most Recent Certification: | 11/21/2016 |
| Certification Expires:     | 11/21/2017 |

#### **Mr. Todd S. Burke**

Records Officer  
PO Box 31  
291 North Main  
Beaver, UT 84713  
E-mail: todd.burke@beaver.k12.ut.us  
Description of Role: Business Administrator, Beaver County School District

#### **Records Officer Certification**

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 12/01/2014 |
| Most Recent Certification: | 06/25/2016 |
| Certification Expires:     | 06/25/2017 |

# School District Agency Names

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## with Authorized Records Officers

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### Beaver County School District (Utah). Beaver High School

195 East Center, P.O. Box 71, Beaver UT 84713  
435-438-2301

#### Records Officer(s)

##### Mr. Todd S. Burke

Records Officer  
PO Box 31  
291 North Main  
Beaver, UT 84713  
E-mail: todd.burke@beaver.k12.ut.us  
Description of Role: Business Administrator, Beaver County School District

##### Records Officer Certification

Initial Certification: 12/01/2014  
Most Recent Certification: 06/25/2016  
Certification Expires: 06/25/2017

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### Beaver County School District (Utah). Belknap Elementary School

30 West 300 North, PO Box 686, Beaver UT 84713  
435-438-2281

#### Records Officer(s)

##### Mr. Todd S. Burke

Records Officer  
PO Box 31  
291 North Main  
Beaver, UT 84713  
E-mail: todd.burke@beaver.k12.ut.us  
Description of Role: Business Administrator, Beaver County School District

##### Records Officer Certification

Initial Certification: 12/01/2014  
Most Recent Certification: 06/25/2016  
Certification Expires: 06/25/2017

##### Kim Beacham

Agency Employee  
510 North 650 East  
P.O. Box 686  
Beaver, UT 84713-0686  
E-mail: kim.beacham@beaver.k12.ut.us  
Description of Role: I am the secretary at Belknap Elementary School.

##### Records Officer Certification

Initial Certification: 01/30/2015  
Most Recent Certification: 01/30/2015  
Certification Expires: 01/30/2016

**Records Officer's certification has expired.**

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### Beaver County School District (Utah). Milford Elementary School

450 South 700 West, PO Box 309, Milford UT 84751  
435-387-2841

#### Records Officer(s)

##### Mr. Todd S. Burke

Records Officer  
PO Box 31  
291 North Main  
Beaver, UT 84713  
E-mail: todd.burke@beaver.k12.ut.us  
Description of Role: Business Administrator, Beaver County School District

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### Records Officer Certification

Initial Certification: 12/01/2014  
Most Recent Certification: 06/25/2016  
Certification Expires: 06/25/2017

### Mrs. Karen Mitterling Johnson

Records Officer  
450 South 700 West  
P.O. Box 309  
Milford, UT 84751  
E-mail: karen.johnson@beaver.k12.ut.us  
Description of Role: Principal of Milford Elementary School

### Records Officer Certification

Initial Certification: 01/29/2015  
Most Recent Certification: 01/29/2015  
Certification Expires: 01/29/2016

**Records Officer's certification has expired.**

### Mrs. Nickole Montoya Montoya

Records Officer  
450 South 700 West  
Milford, UT 84751  
E-mail: nickole.montoya@beaver.k12.ut.us

### Records Officer Certification

Initial Certification: 01/29/2015  
Most Recent Certification: 01/29/2015  
Certification Expires: 01/29/2016

**Records Officer's certification has expired.**

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## Beaver County School District (Utah). Milford High School

62 North 300 West, PO Box 159, Milford UT 84751  
435-387-2751

### Records Officer(s)

#### Mr. Todd S. Burke

Records Officer  
PO Box 31  
291 North Main  
Beaver, UT 84713  
E-mail: todd.burke@beaver.k12.ut.us  
Description of Role: Business Administrator, Beaver County School District

### Records Officer Certification

Initial Certification: 12/01/2014  
Most Recent Certification: 06/25/2016  
Certification Expires: 06/25/2017

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## Beaver County School District (Utah). Minersville School

450 South 200 West, PO Box 189, Minersville UT 84752  
435-386-2382

### Records Officer(s)

#### Mr. Todd S. Burke

Records Officer  
PO Box 31  
291 North Main  
Beaver, UT 84713  
E-mail: todd.burke@beaver.k12.ut.us  
Description of Role: Business Administrator, Beaver County School District

### Records Officer Certification

Initial Certification: 12/01/2014  
Most Recent Certification: 06/25/2016  
Certification Expires: 06/25/2017



# School District Agency Names

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## Beehive Science and Technology Academy (Utah)

830 East 9400 South, Sandy UT 84094

801-576-0070

### Records Officer(s)

#### DeAnna Michelle Bunata

Records Officer

830 East 9400 South

Sandy, UT 84094-653

E-mail: [deanna.bunata@beehiveacademy.org](mailto:deanna.bunata@beehiveacademy.org)

Description of Role: Administrative Assistant at Beehive Science and Technology Academy. I oversee all online records and records retention.

#### Records Officer Certification

Initial Certification: 06/02/2015

Most Recent Certification: 05/12/2016

Certification Expires: 05/12/2017

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## Bonneville Academy (Utah)

6563 Sky Heights Drive, Standbury Park UT 84074

435-840-1966

### Records Officer(s)

#### Brenda Spearman

6563 Sky Heights Drive

Stansbury Park, UT 84074

E-mail: [bonnevilleacademy@gmail.com](mailto:bonnevilleacademy@gmail.com)

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

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## Box Elder County School District Board of Education (Utah)

O. Jay and Tamra Call Edu. Center, 960 South Main, Brigham City UT 84302

435-723-5281

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## Box Elder County School District (Utah)

O. Jay and Tamra Call Edu. Center, 960 South Main, Brigham City UT 84302

435-734-4800

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer

960 South Main

Brigham City, UT 84302

E-mail: [rodney.cook@besd.net](mailto:rodney.cook@besd.net)

Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016

Most Recent Certification: 01/26/2016

Certification Expires: 01/26/2017

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## Box Elder County School District (Utah). Bear River High School

# School District Agency Names

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## with Authorized Records Officers

1450 South Main Street, Garland UT 84312  
435-257-2500

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Bear River Middle School

300 east 1500 south, Garland UT 84312  
435-257-2540

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Box Elder High School

380 South 600 West, Brigham City UT 84302  
435-734-4840

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Box Elder Jr. High School

18 South 500 East, Brigham City UT 84302  
435-734-4880

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net



# School District Agency Names

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## with Authorized Records Officers

Description of Role: Business Administrator/Records Officer

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

---

### Box Elder County School District (Utah). Department of Business Administration

960 South Main, Brigham City UT 84302

435-734-4800

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Division of School Food Services

960 S Main, Brigham City UT 84302

435-734-4800

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

---

### Box Elder County School District (Utah). Payroll Office

960 S Main Street, Brigham City UT 84302

435-734-4800

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Division of Transportation



# School District Agency Names

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## with Authorized Records Officers

960 South Main, Brigham City UT 84302  
425-734-4839

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

---

## Box Elder County School District (Utah). Department of Curriculum

960 South Main, Brigham City UT 84302  
435-734-4800

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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## Box Elder County School District (Utah). Department of Facilities Administration

960 South Main, Brigham City UT 84302  
435-734-4800

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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## Box Elder County School District (Utah). Department of Personnel Administration

960 S Main Street, Brigham City UT 84302  
435-734-4800

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net



# School District Agency Names

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## with Authorized Records Officers

Description of Role: Business Administrator/Records Officer

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Department of Student Services

960 S Main Street, Brigham City UT 84302

435-734-4800

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Department of Vocational Education

960 S Main, Brigham City UT 84302

435-734-4800

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Bunderson Elementary School

641 East 200 North, Brigham City UT 84302

435-734-4900

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### Box Elder County School District (Utah). Century Elementary School

5820 North 4800 West, Bear River City UT 84301

435-279-2651

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Corinne Early Learning Center

2275 North 3900 West, Corinne UT 84307  
435-744-2468

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Fielding Elementary School

98 West Main, PO Box 98, Fielding UT 84311  
435-458-2700

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

---

### Box Elder County School District (Utah). Foothill Elementary School

820 North 100 East, Brigham City UT 84302  
435-734-4916

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Garland Elementary School

250 North Main, Garland UT 84312  
435-257-2600

# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Grouse Creek School

1 West Buckaroo Boulevard, Grouse Creek UT 84313  
435-747-7321

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Howell Elementary School

16020 North 17400 West, Howell UT 84316  
435-471-2741

### Box Elder County School District (Utah). Lake View Elementary School

851 South 200 West, Brigham City UT 84302  
435-734-4922

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Lincoln School

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). McKinley Elementary School

120 West 500 South, Tremonton UT 84337  
435-257-2590

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Mountain View Elementary School

650 East 700 South, Brigham City UT 84302  
435-734-4926

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). North Park Elementary School

50 East 700 North, Tremonton UT 84337  
435-257-2580

#### Records Officer(s)

##### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Park Valley School

788 Education Drive, Park Valley UT 84329  
435-871-4411



# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Snowville Elementary School

160 North Stone Road, Snowville UT 84336  
435-872-2771

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Box Elder County School District (Utah). Willard Elementary School

40 west 50 south, Willard UT 84340  
435-734-4934

### Records Officer(s)

#### Mr. Rodney Lee Cook

Records Officer  
960 South Main  
Brigham City, UT 84302  
E-mail: rodney.cook@besd.net  
Description of Role: Business Administrator/Records Officer

#### Records Officer Certification

Initial Certification: 01/26/2016  
Most Recent Certification: 01/26/2016  
Certification Expires: 01/26/2017

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### Cache County School District (Utah)

2063 North 1200 East, North Logan UT 84321  
435-752-3925

### Records Officer(s)

#### Kirk McRae

Human Resource Director  
2063 North 1200 East  
North Logan, UT 84321  
E-mail: kirk.mcrae@ccsdut.org  
Description of Role: Records relating to employment, facilities, risk management, Board policies, and requests from the media and journalists

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### Dale Hansen

Business Administrator  
2063 North 1200 East  
North Logan, UT 84321  
E-mail: dale.hansen@ccsdut.org  
Description of Role: Records relating to fiscal matters and all Board of Education records ½

### Records Officer Certification

Initial Certification: 11/09/2015  
Most Recent Certification: 11/09/2015  
Certification Expires: 11/09/2016  
**Records Officer's certification has expired.**

### Curt Jenkins

Curriculum Director  
2063 North 1200 East  
North Logan, UT 84321  
E-mail: curt.jenkins@ccsdut.org  
Description of Role: Records relating to curriculum, assessment, student achievement not governed by FERPA

### Records Officer Certification

Initial Certification: 11/10/2015  
Most Recent Certification: 11/10/2015  
Certification Expires: 11/10/2016  
**Records Officer's certification has expired.**

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## Cache County School District (Utah). Cedar Ridge Middle School

65 North 200 West, Hyde Park UT 84318  
435-563-6229

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## Cache County School District (Utah). Edith Bowen Laboratory School

6700 Old Main Hill, Logan UT 84322-6700  
435-797-3085

### Records Officer(s)

#### Susan Wall

School Secretary  
6700 Old Main Hill  
Logan, UT 84322  
E-mail: susan.wall@usu.edu  
Description of Role: Student records management

### Records Officer Certification

Initial Certification: 08/06/2013  
Most Recent Certification: 11/09/2016  
Certification Expires: 11/09/2017

---

## Cache County School District (Utah). Lewiston Elementary School

107 East 200 South, Lewiston UT 84320  
435-258-2923

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## Cache County School District (Utah). Lincoln Elementary School

90 South Center, Lewiston UT 84320  
435-258-2923

# School District Agency Names

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with Authorized Records Officers

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## Cache County School District (Utah). Alternate Learning Center

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## Cache County School District (Utah). Vocational Incentive Program

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## Cache County School District (Utah). Millville Elementary School

67 South Main, Millville UT 84326  
435-752-7162

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## Cache County School District (Utah). Mountain Crest High School

255 South 800 East, Hyrum UT 84319  
435-245-6093

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## Cache County School District (Utah). North Cache Middle School

157 West 600 South, Richmond UT 84333  
435-258-2452

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## Cache County School District (Utah). North Park Elementary School

2800 North 800 East, North Logan UT 84321  
435-752-5121

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## Cache County School District (Utah). Park Elementary School

90 South 100 West, Richmond UT 84333  
435-258-2344

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## Cache County School District (Utah). Providence Elementary School

91 East Center, Providence UT 84332  
435-752-6010

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## Cache County School District (Utah). River Heights Elementary School

780 East 600 South, River Heights UT 84321  
435-753-4948

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## Cache County School District (Utah). Sky View High School

520 South 250 East, Smithfield UT 84335  
435-563-6273

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## Cache County School District (Utah). South Cache Middle School

10 South 480 West, Hyrum UT 84319  
435-245-6433

# School District Agency Names

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## with Authorized Records Officers

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### Cache County School District (Utah). Spring Creek Middle School

350 West 100 North, Providence UT 84332  
435-753-6200

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### Cache County School District (Utah). Summit Elementary School

80 West Center, Smithfield UT 84335  
435-563-6269

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### Cache County School District (Utah). Wellsville Elementary School

90 East 100 South, Wellsville UT 84339  
435-245-3764

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### Canyon Grove Academy (Utah)

588 West 3300 North, Pleasant Grove UT 84062  
801-785-9300

#### Records Officer(s)

##### **Pamela S Elmer**

125 North 100 East  
Pleasant Grove, UT 84062  
E-mail: [elmer@johnhancockcs.org](mailto:elmer@johnhancockcs.org)  
Description of Role: Records management, GRAMA

##### **Records Officer Certification**

Initial Certification: 01/29/2013  
Most Recent Certification: 01/26/2015  
Certification Expires: 01/26/2016

**Records Officer's certification has expired.**

##### **Mrs. Lani Pili**

Site Director  
588 West 3300 North  
Pleasant Grove, UT 84062  
E-mail: [lani.pili@canyongrove.com](mailto:lani.pili@canyongrove.com)

##### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

### Canyon Rim Academy (Utah)

3005 South 2900 East, Salt Lake City UT 84109  
801-474-2066

#### Records Officer(s)

##### **David Garrett**

Business Manager  
3005 South 2900 East  
Salt Lake City, UT 84109  
E-mail: [dgarrett@canyonrimacademy.org](mailto:dgarrett@canyonrimacademy.org)

##### **Records Officer Certification**

Initial Certification: 09/02/2015  
Most Recent Certification: 10/12/2016  
Certification Expires: 10/12/2017



# School District Agency Names

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with Authorized Records Officers

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## Canyons School District (Utah)

Canyons School District, 9150 South 500 West, Sandy UT 84071

801-826-5000

### Records Officer(s)

#### Jeffrey K. Christensen

9361 S. 300 E.

Sandy, UT 84070

E-mail: jeffrey.christensen@canyonsdistrict.org

Description of Role: Legal Services

#### Records Officer Certification

Initial Certification: 11/11/2015

Most Recent Certification: 11/11/2015

Certification Expires: 11/11/2016

**Records Officer's certification has expired.**

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

#### Jeff Haney

Director

E-mail: jeff.haney@canyonsdistrict.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Kirsten Stewart

9361 South 300 East

Sandy, UT 84070

E-mail: kirsten.stewart@canyonsdistrict.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## Canyons School District (Utah). Albion Middle School

2755 E Newcastle Drive, Sandy UT 84093

801-826-6700

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

# School District Agency Names

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## with Authorized Records Officers

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### Canyons School District (Utah). Alta High School

11055 South 1000 East, Sandy UT 84094

801-826-5600

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

##### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Alta View Elementary School

Alta View Elementary School, 10333 S Crocus St (865 East), Sandy UT 84094

801-826-7600

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

##### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Altara Elementary School

Altara Elementary School, 800 E 11000 S, Sandy UT 84094

801-826-7675

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

##### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Bell View Elementary School

9800 S 800 E, Sandy UT 84094

801-826-7750

#### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Bella Vista Elementary School

2131 E 7000 S, Cottonwood Heights UT 84121  
801-826-7825

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

## Canyons School District (Utah). Brighton High School

2220 East Bengal Blvd., Cottonwood Heights, Salt Lake City UT 84121  
801-826-5800

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Brookwood Elementary School

8640 S Snowbird Dr, Sandy UT 84093  
801-826-7900

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Butler Elementary School

2700 E 7000 S, Cottonwood Heights UT 84121  
801-826-7975

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Butler Middle School

7530 S 2700 E, Cottonwood Heights UT 84121  
801-826-6800

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Canyon View Elementary School

3050 E 7800 S, Cottonwood Heights UT 84121  
801-826-8050

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

# School District Agency Names

Updated: 11/29/2016 06:10 AM



## with Authorized Records Officers

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### Canyons School District (Utah). Copperview Elementary School

8449 S 150 W, Midvale UT 84047

801-826-8125

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Corner Canyon High School

12943 S 700 E, Draper UT 84020

801-826-6400

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Crescent Elementary School

11100 S 230 E, Sandy UT 84070

801-826-8200

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Crescent View Middle School

11150 S 300 E, Sandy UT 84070

801-826-6900



# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016  
**Records Officer's certification has expired.**

---

### Canyons School District (Utah). East Midvale Elementary School

6990 S 300 E, Midvale UT 84047  
801-826-8350

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016  
**Records Officer's certification has expired.**

---

### Canyons School District (Utah). East Sandy Elementary School

8295 S 870 E, Sandy UT 84094  
801-826-8425

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016  
**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Eastmont Middle School

10100 S 1300 E, Sandy UT 84094  
801-826-7000

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Edgemont Elementary School

1085 E 9800 S, Sandy UT 84094  
801-826-8500

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Granite Elementary School

9760 S 3100 E, Sandy UT 84092  
801-826-8575

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Hillcrest High School

7350 South 900 East, Midvale UT 84047  
565-7566

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org



# School District Agency Names

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## with Authorized Records Officers

Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

## Canyons School District (Utah). Indian Hills Middle School

1180 E Sanders Rd, Sandy UT 84094

801-826-7100

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

## Canyons School District (Utah). Jordan High School

95 East Beatdigger Blvd., Sandy UT 84070

801-826-6200

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

## Canyons School District (Utah). Lone Peak Elementary School

11515 S High Mesa Dr, Sandy UT 84092

801-826-8650

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Midvale Middle School

7852 S Pioneer St, Midvale UT 84047  
801-826-7300

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Midvalley Elementary School

217 E 7800 S, Midvale UT 84047  
801-826-8800

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Mount Jordan Middle School

9360 S 300 E, Sandy UT 84070  
801-826-7400

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**



# School District Agency Names

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## with Authorized Records Officers

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### Canyons School District (Utah). Oak Hollow Elementary School

884 E 1440 S, Draper UT 84020

801-826-8875

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Oakdale Elementary School

1900 E Creek Road, Sandy UT 84093

801-826-8950

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Park Lane Elementary School

9955 S 2300 E, Sandy UT 84092

801-826-9025

#### Records Officer(s)

##### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Peruvian Park Elementary School

1545 E 8425 S, Sandy UT 84093

801-826-9100



# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

### Canyons School District (Utah). Quail Hollow Elementary School

2625 E Newcastle Dr, Sandy UT 84093  
801-826-9175

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Ridgecrest Elementary School

1800 E 7200 S, Cottonwood Heights UT 84121  
801-826-9250

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Canyons School District (Utah). Sandy Elementary School

8725 S 280 E, Sandy UT 84070  
801-826-9325

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Silver Mesa Elementary School

8920 S 1700 E, Sandy UT 84093  
801-826-9400

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Sprucewood Elementary School

12025 S 1000 E, Sandy UT 84094  
801-826-9475

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org  
Description of Role: i administer the records for all Canyons School District Schools.

#### Records Officer Certification

Initial Certification: 10/09/2015  
Most Recent Certification: 10/09/2015  
Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Sunrise Elementary School

1520 E 11265 S, Sandy UT 84092  
801-826-9550

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer  
9150 south 500 west  
Sandy, UT 84070  
E-mail: floyd.stensrud@canyonsdistrict.org

# School District Agency Names

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## with Authorized Records Officers

Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

---

## Canyons School District (Utah). Union Middle School

615 E 8000 S, Sandy UT 84070

801-826-7500

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Willow Canyon Elementary School

9650 S 1700 E, Sandy UT 84092

801-826-9625

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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## Canyons School District (Utah). Willow Springs Elementary School

13288 S Lone Rock Drive, Draper UT 84020

801-826-9700

### Records Officer(s)

#### Dr. Floyd r Stensrud

Records Officer

9150 south 500 west

Sandy, UT 84070

E-mail: floyd.stensrud@canyonsdistrict.org

Description of Role: i administer the records for all Canyons School District Schools.

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 10/09/2015

Most Recent Certification: 10/09/2015

Certification Expires: 10/09/2016

**Records Officer's certification has expired.**

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### Carbon County School District (Utah)

251 West 400 North, Price UT 84501

435-637-1732

#### Records Officer(s)

##### Darin Lancaster

Business Administrator

251 West 400 North

Price, UT 84501

E-mail: dlancaster@carbonschools.org

##### Records Officer Certification

Initial Certification: 09/25/2013

Most Recent Certification: 08/15/2014

Certification Expires: 08/15/2015

**Records Officer's certification has expired.**

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### Carbon County School District (Utah). Carbon High School

750 East 400 North, Price UT 84501

435-637-2463

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### Carbon County School District (Utah). Castle Heights Elementary School

750 North Homestead Blvd., Price UT 84501

435-637-7177

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### Carbon County School District (Utah). Castle Valley Center

755 North Cedar Hills Drive, Price UT 84501

435-637-9150

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### Carbon County School District (Utah). Creekview Elementary School

590 West 500 South, Price UT 84501

435-637-0828

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### Carbon County School District (Utah). Durrant School

, Price UT 84501

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### Carbon County School District (Utah). Helper Jr. High School

151 Uintah Street, Helper UT 84526

435-472-5441

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### Carbon County School District (Utah). Mont Harmon Jr. High School

60 West 400 North, Price UT 84501

435-637-0510

# School District Agency Names

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## with Authorized Records Officers

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### Carbon County School District (Utah). Petersen School

PO Box 399, Sunnyside UT 84539  
435-888-4474

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### Carbon County School District (Utah). Sally Mauro Elementary School

20 2nd Avenue, Helper UT 84526  
435-472-5311

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### Carbon County School District (Utah). Wellington Elementary School

PO Box 407, Wellington UT 84542  
435-637-2570

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### Carbon County School District (Utah). Westridge Middle School

251 West 400 North, Price UT 84501-2440  
435-637-0781

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### Channing Hall (Utah)

13515 South 150 East, Draper UT 84020  
801-572-2709

#### Records Officer(s)

##### Heather Shepherd

Head of School  
13515 South 150 East  
Draper, UT 84020  
E-mail: [hshepherd@channinghall.net](mailto:hshepherd@channinghall.net)

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

##### Ms. Jennifer Barrett

Records Officer  
13515 South 150 East  
Draper, UT 84020  
E-mail: [billing@channinghall.org](mailto:billing@channinghall.org)  
Description of Role: Business Manager of Channing Hall Charter School

##### Records Officer Certification

Initial Certification: 09/14/2015  
Most Recent Certification: 09/14/2015  
Certification Expires: 09/14/2016  
**Records Officer's certification has expired.**

##### Jacki Stout

13515 South 150 East  
Draper, UT 84020  
E-mail: [jstout@channinghall.net](mailto:jstout@channinghall.net)

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**



# School District Agency Names

Updated: 11/29/2016 06:10 AM

with Authorized Records Officers

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## City Academy (Utah)

555 East 200 South, Salt Lake City UT 84102

801-596-8489

### Records Officer(s)

#### Crystal Boteju

Office Manager  
555 East 200 South  
Salt Lake City, UT 84102  
E-mail: crystal.boteju@cityacademyslc.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Ram PRASAD Boppana

555 East 200 South  
Salt Lake City, UT 84102  
E-mail: ram.boppana@cityacademyslc.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## CS Lewis Academy (Utah)

364 North State Road 198, Santaquin UT 84655

801-754-3376

### Records Officer(s)

#### Vickie Peterson

Director  
364 N State Road 198  
Santaquin, UT 84655  
E-mail: vpeterson@cslewisacademy.net

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Daggett County School District (Utah)

196 West Second North, P.O. Box 249, Manila UT 84046

435-784-3174

### Records Officer(s)

#### Luann Robinson

Business Administrator  
196 West 200 North  
PO Box 249  
Manila, UT 84046  
E-mail: lrobinson@dsdf.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

# School District Agency Names

Updated: 11/29/2016 06:10 AM



## with Authorized Records Officers

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### Daggett County School District (Utah). Flaming Gorge Elementary School

PO Box 289, Dutch John UT 84023  
435-885-3112

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### Daggett County School District (Utah). Manila Elementary School

125 West 200 North, PO Box 289, Manila UT 84046  
435-784-3174

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### Daggett County School District (Utah). Manila High School

160 West 200 North, PO Box 249, Manila UT 84046  
435-784-3174

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### DaVinci Academy (Utah)

2033 Grant Avenue, Ogden UT 84401  
801-409-0700

#### Records Officer(s)

##### Fred Donaldson

Chief Administrative Officer  
2033 Grant Avenue  
Ogden, UT  
E-mail: fred.donaldson@davinciacademy.org

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 12/26/2015 |
| Most Recent Certification: | 12/26/2015 |
| Certification Expires:     | 12/26/2016 |

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### Davis School District (Utah)

45 East State Street, P.O. Box 588, Farmington UT 84025-0588  
801-402-5261

#### Records Officer(s)

##### Craig Poll

Assistant Superintendent  
45 East State Street  
PO Box 588  
Farmington, UT 84025  
E-mail: cpoll@dsdmail.net  
Description of Role: Records relating to employment, facilities, and risk management

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 01/04/2013 |
| Most Recent Certification: | 09/01/2015 |
| Certification Expires:     | 09/01/2016 |

**Records Officer's certification has expired.**

##### Craig Carter

Business Administrator  
45 East State Street  
PO Box 588  
Farmington, UT 84025  
E-mail: ccarter@dsdmail.net  
Description of Role: Records relating to finances, board of education, school lunch program, transportation, and maintenance



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 09/03/2015  
Most Recent Certification: 09/03/2015  
Certification Expires: 09/03/2016

**Records Officer's certification has expired.**

### Christopher Williams

Director of Communication  
45 East State Street  
PO Box 588  
Farmington, UT 84025  
E-mail: cwilliams@dsdmail.net  
Description of Role: Receiving and responding to requests for records by journalists and representatives of the media

### Records Officer Certification

Initial Certification: 09/25/2014  
Most Recent Certification: 09/25/2014  
Certification Expires: 09/25/2015

**Records Officer's certification has expired.**

### Pamela Park

Records Officer  
45 E State Street  
P.O. Box 588  
Farmington, UT 84025  
E-mail: ppark@dsdmail.net  
Description of Role: Assistant Superintendent over Curriculum and Instruction, Student Assessment

### Records Officer Certification

Initial Certification: 09/03/2015  
Most Recent Certification: 09/03/2015  
Certification Expires: 09/03/2016

**Records Officer's certification has expired.**

### Ms. Pamela Stavros

Agency Employee  
45 East State Street  
Farmington, UT 84025  
E-mail: pstavros@dsdmail.net  
Description of Role: Paralegal in the Policy and Law Office of the Davis School District.

### Records Officer Certification

Initial Certification: 08/25/2014  
Most Recent Certification: 09/01/2015  
Certification Expires: 09/01/2016

**Records Officer's certification has expired.**

### Mrs. Becky R. Williams

Agency Employee  
45 E State St  
PO BOX 588  
Farmington, UT  
E-mail: brwilliams@dsdmail.net  
Description of Role: Director of Human Resources

### Records Officer Certification

Initial Certification: 09/02/2015  
Most Recent Certification: 09/02/2015  
Certification Expires: 09/02/2016

**Records Officer's certification has expired.**

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## Davis County School District (Utah). Adams Elementary School

2200 East 2500 North, Layton UT 84040  
801-402-3100

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## Davis County School District (Utah). Adelaide Elementary School

731 West 3600 South, Bountiful UT 84010  
801-402-1250

# School District Agency Names

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with Authorized Records Officers

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## Davis County School District (Utah). Antelope Elementary School

1810 South Main, Clearfield UT 84015

801-402-1250

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## Davis County School District (Utah). Boulton Elementary School

2611 South Orchard Drive, Bountiful UT 84010

801-402-1300

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## Davis County School District (Utah). Bountiful Elementary School

1620 South 50 West, Bountiful UT 84010

801-402-1350

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## Davis County School District (Utah). Bountiful High School

1620 South 50 West, Bountiful UT 84010

801-402-1350

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## Davis County School District (Utah). Bountiful Jr. High School

30 West 400 North, Bountiful UT 84010

801-402-6000

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## Davis County School District (Utah). Burton Elementary School

827 East 200 South, Kaysville UT 84037

801-402-3150

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## Davis County School District (Utah). Centerville Elementary School

350 North 100 East, Centerville UT 84014

801-402-1400

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## Davis County School District (Utah). Centerville Junior High School

625 South Main Street, Centerville UT 84014

801-402-6100

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## Davis County School District (Utah). Hill Field Elementary School

389 South 1000 East, Clearfield UT 84015

801-402-2350

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## Davis County School District (Utah). Pioneer Adult Rehabilitation Center

485 PARC Circle, Clearfield UT 84015

801-402-0950

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Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### **Mrs. Meghan N. Garcia**

Human Resources Technician  
485 PARC Circle  
Clearfield, UT 84015  
E-mail: mgarcia@dsdmail.net

#### **Records Officer Certification**

Initial Certification: 03/25/2014  
Most Recent Certification: 03/25/2014  
Certification Expires: 03/25/2015

**Records Officer's certification has expired.**

### **Janet Bingham**

485 PARC Circle  
Clearfield, UT 84015  
E-mail: jbingham@dsdmail.net

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## **Davis County School District (Utah). South Davis Jr. High School**

298 West 2600 South, Bountiful UT 84010  
801-402-6400

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## **Dixie Montessori Academy**

1160 North 645 West, Washington UT 84780  
435-251-8539

### **Records Officer(s)**

#### **Heather King**

Student Services Coordinator  
Dixie Montessori Academy  
1160 North 645 West  
Washington, UT 84780  
E-mail: heather.king@dixiemontessoriacademy.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## **Dual Immersion Academy (Utah)**

1155 South Glendale Drive, Salt Lake City UT 84104  
801-972-1425

### **Records Officer(s)**

#### **Mrs. Jazmeen Gonzalez**

Records Officer  
1155 South Glendale Drive  
Salt Lake City, UT 84120  
E-mail: jazmeen.gonzalez@diacharter.org  
Description of Role: Assistant to the Executive Director of Dual Immersion Academy

#### **Records Officer Certification**

Initial Certification: 09/08/2015  
Most Recent Certification: 09/08/2015  
Certification Expires: 09/08/2016

**Records Officer's certification has expired.**



# School District Agency Names

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with Authorized Records Officers

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## Duchesne County School District (Utah)

90 East 100 South, P.O. Box 446, Duchesne UT 84021

435-738-1240

### Records Officer(s)

#### Tammy Remund

Duchesne County School District

P.O. Box 446

Duchesne, UT 84021

E-mail: tremund@dcsd.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mr. Dee E Miles

Records Officer

50 East 100 South

PO Box 446

Duchesne, UT 84021

E-mail: dmiles@dcsd.org

#### Records Officer Certification

Initial Certification: 03/13/2014

Most Recent Certification: 03/01/2016

Certification Expires: 03/01/2017

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## Duchesne County School District (Utah). Altamont Elementary School

190 West Main, Altamont UT 84001

435-738-1375

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer

50 East 100 South

PO Box 446

Duchesne, UT 84021

E-mail: dmiles@dcsd.org

#### Records Officer Certification

Initial Certification: 03/13/2014

Most Recent Certification: 03/01/2016

Certification Expires: 03/01/2017

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## Duchesne County School District (Utah). Altamont High School

200 West Main, Altamont UT 84001

435-738-1345

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer

50 East 100 South

PO Box 446

Duchesne, UT 84021

E-mail: dmiles@dcsd.org

#### Records Officer Certification

Initial Certification: 03/13/2014

Most Recent Certification: 03/01/2016

Certification Expires: 03/01/2017

# School District Agency Names

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## with Authorized Records Officers

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### Duchesne County School District (Utah). ConAmore Training Center

325 East Main, Myton UT 84052

435-725-4750

#### Records Officer(s)

##### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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### Duchesne County School District (Utah). Duchesne High School

95 North 200 West, Duchesne UT 84021

435-738-1260

#### Records Officer(s)

##### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

---

### Duchesne County School District (Utah). Duchesne Elementary School

198 West 300 North, Duchesne UT 84021

435-738-1290

#### Records Officer(s)

##### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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### Duchesne County School District (Utah). East Elementary School

700 East 400 North, Roosevelt UT 84066

435-725-4665

#### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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## Duchesne County School District (Utah). Myton Elementary School

400 East Main, Roosevelt UT 84066

435-72-4661

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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## Duchesne County School District (Utah). Neola Elementary School

8709 North State Road 121, Neola UT 84053

435-725-4715

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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## Duchesne County School District (Utah). Roosevelt Jr. High School

350 West 200 South, Roosevelt UT 84066

435-725-4622

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |



# School District Agency Names

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with Authorized Records Officers

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## Duchesne County School District (Utah). Roosevelt Middle School

437 North 300 West, Roosevelt UT 84066

435-725-4630

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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## Duchesne County School District (Utah). Tabiona Elementary School

PO Box 470, Tabiona UT 84072

435-738-1320

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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## Duchesne County School District (Utah). Tabiona High School

10 North Main, Tabiona UT 84072

435-738-1320

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: [dmiles@dcsd.org](mailto:dmiles@dcsd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 03/13/2014 |
| Most Recent Certification: | 03/01/2016 |
| Certification Expires:     | 03/01/2017 |

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## Duchesne County School District (Utah). Thompsen School

7000 West 3000 South, Roosevelt UT 84066

435-725-4770

### Records Officer(s)



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## with Authorized Records Officers

### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: dmiles@dcsd.org

#### Records Officer Certification

Initial Certification: 03/13/2014  
Most Recent Certification: 03/01/2016  
Certification Expires: 03/01/2017

---

## Duchesne County School District (Utah). Union High School

135 North Union, Roosevelt UT 84066  
435-725-4525

### Records Officer(s)

#### Mr. Dee E Miles

Records Officer  
50 East 100 South  
PO Box 446  
Duchesne, UT 84021  
E-mail: dmiles@dcsd.org

#### Records Officer Certification

Initial Certification: 03/13/2014  
Most Recent Certification: 03/01/2016  
Certification Expires: 03/01/2017

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## Early Light Academy at Daybreak (Utah)

11709 S. Vadania Drive, South Jordan UT 84095  
801-302-5988

### Records Officer(s)

#### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

#### Mrs. Megan Watt

Agency Employee  
11709 S Vadania Drive  
South Jordan, UT 84095  
E-mail: mwatt@earlylightacademy.org  
Description of Role: School Office Manager

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## East Hollywood High (Utah)

2185 South 3600 West, West Valley City UT 84119  
801-886-8181

### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### Ms. Chelsie Dumas

Records Officer  
8196 S Old Factory Drive  
West Jordan, UT 84088  
E-mail: cdumas@ehhs.us  
Description of Role: Student enrollment, keep all student records, student financial

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## Emery County School District (Utah)

120 North Main Street, P.O. Box 120, Huntington UT 84528  
435-687-9846

### Records Officer(s)

#### Mr. Jared Black

Records Officer  
120 North Main Street  
PO Box 120  
Huntington, UT 84528  
E-mail: jaredb@emeryschools.org  
Description of Role: CAO & Records Officer

#### Records Officer Certification

Initial Certification: 09/09/2014  
Most Recent Certification: 09/09/2016  
Certification Expires: 09/09/2017

---

## Endeavor Hall

2610 Decker Lake Lane, Salt Lake City UT 84119  
801-972-1153

### Records Officer(s)

#### Sara Gorringer

2610 Decker Lake Lane  
West Valley City, UT 84119  
E-mail: SGORRINGE@ENDEAVORHALL.ORG

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## Entheos Academy (Utah)

4710 West 6200 South, Kearns UT 84118  
801-417-5444

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### Entheos Academy (Utah). Kearns Campus

4710 West 6200 South, Kearns UT 84118  
801-417-5444

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### **Eric Robins**

Director  
4710 West 6200 South  
Kearns, UT 84118  
E-mail: eric.robins@entheosacademy.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### **Entheos Academy (Utah). Magna Campus**

2606 South 7200 West, Magna UT 84044  
801-250-5233

#### **Records Officer(s)**

### **Eric Robins**

Director  
4710 West 6200 South  
Kearns, UT 84118  
E-mail: eric.robins@entheosacademy.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### **Esperanza Elementary (Utah)**

4956 W. 3500 S., West Valley City UT 84120  
801-305-1450

#### **Records Officer(s)**

### **Janet K Christensen**

Board Chair Elect  
4956 West 3500 South  
West Valley City, UT 84120  
E-mail: janet.christensen@esperanzaelementary.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### **Excelsior Academy (Utah)**

124 E Erda Way, Erda UT 84074  
435-882-3062

#### **Records Officer(s)**

### **Cami Thorpe**

Enrollment Specialist  
124 E Erda Way  
Erda, UT 84074  
E-mail: cthorpe@excelsior-academy.org

#### **Records Officer Certification**

Initial Certification: 01/16/2013  
Most Recent Certification: 03/07/2016  
Certification Expires: 03/07/2017



# School District Agency Names

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with Authorized Records Officers

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## Fast Forward Charter High School (Utah)

875 West 1400 North, Logan UT 84321

435-713-4255

### Records Officer(s)

#### Teddy Lehman

Administrative Assistant

875 West 1400 North

Logan, UT 84321

E-mail: teddy@ffchs.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Franklin Discovery Academy

115 South 1370 East, Lindon UT 84042

801-374-3500

### Records Officer(s)

#### Jennifer Price

Director

115 South 170 East

Lindon, UT 84042

E-mail: jenn.price@franklindiscovery.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Freedom Academy (Utah)

1190 West 900 North, Provo UT 84604

801-437-3100

### Records Officer(s)

#### JoAnn Garlock

Office Manager

1190 West 900 North

Provo, UT 84604

E-mail: jgarlock@freedomprep.net

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Chris Helvey

Financial Director

1190 West 900 North

Provo, UT 84604

E-mail: chelvey@freedomprep.net

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**



# School District Agency Names

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with Authorized Records Officers

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## Garfield County School District (Utah)

Box 398, 145 East Center, Panguitch UT 84759

435-676-8821

### Records Officer(s)

#### Annette Orton

P.O. Box 398

Panguitch, UT 84759

E-mail: [annette.orton@garfk12.org](mailto:annette.orton@garfk12.org)

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Kim Brinkerhoff

Records Officer

55 South Main

PO Box 77

Panguitch, UT 84759

E-mail: [kim.brinkerhoff@garfield.utah.gov](mailto:kim.brinkerhoff@garfield.utah.gov)

#### Records Officer Certification

Initial Certification: 03/09/2016

Most Recent Certification: 03/09/2016

Certification Expires: 03/09/2017

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## Gateway Preparatory Academy (Utah)

201 E. Thoroughbred Way, Enoch UT 84720

435-867-5558

### Records Officer(s)

#### Mrs. Joni D O'Hanlon

Records Officer

201 E. Thoroughbred Way

Enoch, UT 84720

E-mail: [joniohanlon@gpacharter.org](mailto:joniohanlon@gpacharter.org)

Description of Role: Registrar at Gateway Preparatory Academy

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## George Washington Academy (Utah)

2277 South 3000 East, St. George UT 84770

435-673-2232

### Records Officer(s)

#### Glenda Wilson Raschke

Administrative Services Director

2277 South 3000 East

St. George, UT 84790

E-mail: [gwilson@gwacademy.org](mailto:gwilson@gwacademy.org)

#### Records Officer Certification

Initial Certification: 02/04/2014

Most Recent Certification: 11/17/2016

Certification Expires: 11/17/2017

# School District Agency Names

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## with Authorized Records Officers

### **Cathy Gudmundsen**

2277 South 3000 East  
St. George, UT 84770  
E-mail: cgudmundsen@gwacademy.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## **Good Foundations Academy**

5101 South 1050 West, Riverdale UT 84405  
801-393-2950

### **Records Officer(s)**

#### **Jamie Walker**

5101 South 1050 West  
Riverdale, UT 84405  
E-mail: jlwalker@gfautah.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### **Brent Petersen**

Director  
5101 South 1050 West  
Riverdale, UT 84405  
E-mail: bpetersen@gfautah.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## **Grand County School District (Utah)**

264 South 400 East Street, Moab UT 84532  
435-259-5317

### **Records Officer(s)**

#### **Mr. Robert Farnsworth**

Agency Employee  
264 South 400 East  
Moab, UT 84532  
E-mail: farnsworthr@grandschools.org  
Description of Role: Business Administrator

#### **Records Officer Certification**

Initial Certification: 08/25/2015  
Most Recent Certification: 08/25/2015  
Certification Expires: 08/25/2016

**Records Officer's certification has expired.**

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## **Granite School District (Utah)**

2500 South State Street, Salt Lake City UT 84115  
385-646-5000

### **Records Officer(s)**

# School District Agency Names

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## with Authorized Records Officers

### **Ben Horsley**

Director of Communication  
2500 South State Street  
Salt Lake City, UT 84115  
E-mail: bhorsley@graniteschools.org  
Description of Role: GRAMA requests, records mgmt

### **Records Officer Certification**

Initial Certification: 01/17/2013  
Most Recent Certification: 02/03/2015  
Certification Expires: 02/03/2016

**Records Officer's certification has expired.**

---

### **Granite School District (Utah). Cyprus High School**

8623 West 3000 South, Magna UT 84044  
385-646-5300

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### **Granite School District (Utah). Fox Hills Elementary School**

3775 West 6020 South, Taylorsville UT 84129  
385-646-4828

---

### **Granite School District (Utah). Granger High School**

3580 South 3600 West, West Valley City UT 84119  
385-646-5320

---

### **Granite School District (Utah). Olympus High School**

4055 South 2300 East, Salt Lake City UT 84124  
385-646-5400

---

### **Granite School District (Utah). Skyline High School**

3251 East 360 South, Salt Lake City UT 84109  
385-646-5420

---

### **Granite School District (Utah). Taylorsville High School**

5225 S. Redwood Road, Taylorsville UT 84119  
385-646-5455

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### **Granite School District (Utah). Whittier Elementary School**

3585 South 6000 West, West Valley City UT 84118  
385-646-5096

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### **Granite School District (Utah). Woodrow Wilson Elementary School**

2567 S Main Street, Salt Lake City UT 84115  
385-646-5102

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### **GreenWood Charter School (Utah)**

# School District Agency Names

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## with Authorized Records Officers

840 North Highway 89, Harrisville UT 84404  
801-590-2972

### Records Officer(s)

#### Karlie Broad

Board Secretary  
840 North Highway 89  
Harrisville, UT 84404  
E-mail: kbroad@greenwoodcharter.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### Guadalupe Schools (Utah)

1385 North 1200 West, Salt Lake City UT 84116  
801-531-6100

### Records Officer(s)

#### MarySue Howisey

Business Manager  
1385 North 1200 West  
Salt Lake City, UT 84116  
E-mail: marysue.howisey@guadschool.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### Hawthorn Academy (Utah)

9062 South 2200 West, West Jordan UT 84088  
801-282-9066

### Records Officer(s)

#### Lori Brockbank

Agency Employee  
9062 South 2200 West  
West Jordan, UT 84088  
E-mail: lbrockbank@hawthornacademy.org  
Description of Role: School Secretary

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 06/13/2014 |
| Most Recent Certification: | 08/01/2016 |
| Certification Expires:     | 08/01/2017 |

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### HighMark Charter School (Utah)

2467 E. South Weber Drive, South Weber UT 84405  
801-476-HMCS

### Records Officer(s)

#### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

### Mrs. Kara Lyn Finley

Records Officer  
290 N Flint Street  
Kaysville, UT 84037  
E-mail: kara@academicawest.com

### Records Officer Certification

Initial Certification: 08/12/2014  
Most Recent Certification: 11/18/2016  
Certification Expires: 11/18/2017

### Mrs. Krystal Taylor

Records Officer  
290 N. Flint Street  
Kaysville, UT 84037  
E-mail: krystal@academicawest.com  
Description of Role: Charter School Board Liaison

### Records Officer Certification

Initial Certification: 09/08/2015  
Most Recent Certification: 09/08/2015  
Certification Expires: 09/08/2016

**Records Officer's certification has expired.**

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## Ignite Entrepreneurship Academy (Utah)

### Records Officer(s)

#### Gary Adams

Business manager  
13236 S. Aintree Ave.  
Draper, UT 84020  
E-mail: gary@gladamscpa.com

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## InTech Collegiate High School (Utah)

1787 North Research Parkway, North Logan UT 84321  
435-753-7377

### Records Officer(s)

#### JaDean Frehner

Records Officer  
1787 N Research Parkway  
North Logan, UT 84321  
E-mail: jfrehner@intechchs.org

### Records Officer Certification

Initial Certification: 03/14/2013  
Most Recent Certification: 03/02/2016  
Certification Expires: 03/02/2017

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## Iron County School District (Utah)

2077 West Royal Hunte Drive, Cedar City UT 84720  
435-586-2804

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### Cori Hyatt

Records Officer  
2077 West Royal Hunte Dr.  
Cedar City, UT 84720  
E-mail: cori.hyatt@ironmail.org  
Description of Role: GRAMA, records management, records requests

#### Records Officer Certification

Initial Certification: 01/23/2013  
Most Recent Certification: 01/23/2013  
Certification Expires: 01/23/2014

**Records Officer's certification has expired.**

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## Itineris Early College High School (Utah)

8714 Roy Del Circle, West Jordan UT 84088  
385-800-2140

### Records Officer(s)

#### Stephen Jolley

Principal  
8714 Roy Del Circle  
West Jordan, UT 84088  
E-mail: sgjolley@iechs.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### Cindy Groesbeck

Office Manager  
8714 Roy Del Circle  
West Jordan, UT 84088  
E-mail: cindy.groesbeck@iechs.org  
Description of Role: Financial records

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### Julie Smith

Registrar  
8714 Roy Del Circle  
West Jordan, UT 84088  
Description of Role: Student records

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## Ivy Preparatory Academy (Utah)

615 East 5900 South, Murray UT 84107  
801-809-5009

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## Jefferson Academy (Utah)

Jefferson Academy, 1425 South Angel Street, Kaysville UT 84037  
801-593-8200

### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

### Ms. Nicole Jones

Agency Employee  
1425 S ANGEL ST  
Kaysville, UT 84037  
E-mail: njones@jeffersonacademy.org  
Description of Role: I am the Chief Administrator for Jefferson Academy.

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### Mrs. Kara Lyn Finley

Records Officer  
290 N Flint Street  
Kaysville, UT 84037  
E-mail: kara@academicawest.com

#### Records Officer Certification

Initial Certification: 08/12/2014  
Most Recent Certification: 11/18/2016  
Certification Expires: 11/18/2017

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## John Hancock (Utah)

125 North 100 East, Pleasant Grove UT 84062  
801-796-5646

### Records Officer(s)

#### Pamela S Elmer

125 North 100 East  
Pleasant Grove, UT 84062  
E-mail: elmer@johnhancockcs.org  
Description of Role: Records management, GRAMA

#### Records Officer Certification

Initial Certification: 01/29/2013  
Most Recent Certification: 01/26/2015  
Certification Expires: 01/26/2016

**Records Officer's certification has expired.**

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## Jordan School District (Utah)

7387 South Campus View Drive, West Jordan UT 84088  
801-567-8100

### Records Officer(s)

#### Luann Leavitt

Consultant for Planning and Student  
7387 South Campus View Drive  
West Jordan, UT 84084  
E-mail: luann.leavitt@jordandistrict.org  
Description of Role: Care, maintenance, scheduling, disposal, designation, access, and preservation of Jordan District records



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 03/21/2013  
Most Recent Certification: 03/02/2016  
Certification Expires: 03/02/2017

### Steven Dunham

Communications Manager  
7387 South Campus View Drive  
West Jordan, UT 84084  
E-mail: steven.dunham@jordandistrict.org  
Description of Role: GRAMA requests for Jordan School District

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### Jordan School District (Utah). Bingham High School

2160 West Miners Mile (10400 S), South Jordan UT 84095  
801-256-5100

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### Jordan School District (Utah). Copper Hills High School

5445 New Brigham Highway, West Jordan UT 84088  
801-256-5300

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### Jordan School District (Utah). Business Administration

7387 South Campus View Drive, West Jordan UT 84088  
801-567-8118

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### Jordan School District (Utah). Business Administration. Payroll

7387 South Campus View Drive, West Jordan UT 84088  
801-567-8154

### Records Officer(s)

#### Luann Leavitt

Consultant for Planning and Student  
7387 South Campus View Drive  
West Jordan, UT 84084  
E-mail: luann.leavitt@jordandistrict.org  
Description of Role: Care, maintenance, scheduling, disposal, designation, access, and preservation of Jordan District records

### Records Officer Certification

Initial Certification: 03/21/2013  
Most Recent Certification: 03/02/2016  
Certification Expires: 03/02/2017

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### Jordan School District (Utah). Office of Planning and Evaluation

7387 South Campus View Drive, West Jordan UT 84088  
801-567-8183

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### Jordan School District (Utah). Office of Student Services

7387 South Campus View Drive, West Jordan UT 84088  
801-567-8183



# School District Agency Names

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with Authorized Records Officers

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## Jordan School District (Utah). Riverton High School

12476 South Sliverwolf way, Riverton UT 84065  
801-256-5800

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## Jordan School District (Utah). Valley High School

325 W. 11000 South, South Jordan UT 84095  
801-572-7035

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## Jordan School District (Utah). West Jordan High School

8136 South 2700 West, West Jordan UT 84088  
801-256-5600

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## Juab County School District (Utah)

346 East 600 North, Nephi UT 84648  
435-623-1940

### Records Officer(s)

#### Charlene S Nielson

Records Officer  
346 East 600 North  
Nephi, UT 84648  
E-mail: charlene.nielson@juabsd.org  
Description of Role: Records Officer

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 12/04/2013 |
| Most Recent Certification: | 12/01/2015 |
| Certification Expires:     | 12/01/2016 |

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## Kairos Academy (Utah)

1325 West 2200 South #A, West Valley City UT  
385-355-1640

### Records Officer(s)

#### Brad Lester

Principal  
1325 West 2200 South  
West Valley City, UT  
E-mail: blester@kairosacademy.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## Kane County School District (Utah)

746 South 175 East, Kanab UT 84741  
435-644-2555

### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### **Cary Reese**

Business Administrator  
746 South 175 East  
Kanab, UT 84741  
E-mail: reesec@kane.k12.ut.us

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### **Kimberly Blake**

Records Officer  
746 South 175 East  
Kanab, UT 84741  
E-mail: blakek@kane.k12.ut.us  
Description of Role: I serve as School District Secretary as well as Records Clerk.

#### **Records Officer Certification**

Initial Certification: 03/19/2014  
Most Recent Certification: 06/30/2016  
Certification Expires: 06/30/2017

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## **Karl G. Maeser Preparatory Academy (Utah)**

531 North State Street, Lindon UT 84042  
801-785-4687

### **Records Officer(s)**

#### **Karyl Montgomery**

Timpanogos Academy  
70 South 100 East  
Lindon, UT 84042  
E-mail: karyl.montgomery@maeserprep.org  
Description of Role: Bookkeeper/Accounting/HR

#### **Records Officer Certification**

Initial Certification: 06/20/2013  
Most Recent Certification: 11/17/2015  
Certification Expires: 11/17/2016  
**Records Officer's certification has expired.**

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## **Lakeview Academy (Utah)**

527 West 400 North, Saratoga Springs UT 84043  
801-331-6788

### **Records Officer(s)**

#### **Mrs. Autumn Halliday**

Agency Employee  
1079 South 790 West  
Lehi, UT 84043  
E-mail: ahalliday@lakeview-academy.com

#### **Records Officer Certification**

Initial Certification: 05/15/2014  
Most Recent Certification: 05/15/2014  
Certification Expires: 05/15/2015  
**Records Officer's certification has expired.**

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## **Leadership Academy of Utah**

3230 S. Timeron Drive, West Valley City UT 84120  
385-243-0021



# School District Agency Names

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with Authorized Records Officers

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## Leadership Learning Academy

100 West 2675 North, Layton UT 84041

801-593-9552

### Records Officer(s)

#### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

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## Legacy Preparatory Academy (Utah)

1375 West Center Street, North Salt Lake UT 84054

801-936-0555

### Records Officer(s)

#### Ms. Patty Ann Romander

Records Officer  
1375 West Center Street  
North Salt Lake, UT 84054  
E-mail: promander@legacyprep.org  
Description of Role: Office Manager for the Elementary School

#### Records Officer Certification

Initial Certification: 02/12/2013  
Most Recent Certification: 01/29/2015  
Certification Expires: 01/29/2016

**Records Officer's certification has expired.**

#### Mrs. Venette Grisham Thompson

Records Officer  
1375 W Center St  
North Salt Lake, UT 84054  
E-mail: vthompson@legacyprep.org  
Description of Role: I am the records manager at LPA, I handle student records request

#### Records Officer Certification

Initial Certification: 01/27/2014  
Most Recent Certification: 01/15/2015  
Certification Expires: 01/15/2016

**Records Officer's certification has expired.**

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## Lincoln Academy (Utah)

1582 West 3300 North, Pleasant Grove UT 84062

801-756-2039

### Records Officer(s)

#### Mrs. Josephine E North

Records Officer  
1582 West 3300 North  
Pleasant Grove, UT 84062  
E-mail: north@lincoln-academy.org  
Description of Role: Enrollment, register new students, maintain immunization records, maintain student files, Utrex reporting and Aspire management

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 07/31/2015  
Most Recent Certification: 07/31/2015  
Certification Expires: 07/31/2016

**Records Officer's certification has expired.**

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## Logan School District (Utah)

101 West Center Street, Logan UT 84321  
435-755-2301

### Records Officer(s)

#### Susanne Kuresa

Director of Human Resources  
101 West Center  
Logan, UT 84321  
E-mail: susanne.kuresa@loganschools.org  
Description of Role: Human resources records management and GRAMA

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Marci Belnap

Director of Student Services  
101 West Center  
Logan, UT 84321  
E-mail: marci.belnap@loganschools.org  
Description of Role: Student records management and GRAMA

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Jeff Barben

Business Administrator  
101 West Center Street  
Logan, UT 84321  
E-mail: jeff.barben@loganschools.org

#### Records Officer Certification

Initial Certification: 02/04/2016  
Most Recent Certification: 02/04/2016  
Certification Expires: 02/04/2017

#### Mrs. Stacey Hunter

Agency Employee  
101 West Center  
Logan, UT 84321  
E-mail: stacey.hunter@loganschools.org  
Description of Role: GRAMA

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Lumen Scholar Institute in Eagle Mountain (Utah)

1353 West 760 North, Orem UT 84057  
801-987-9497

### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### **Mrs. Amy Beck Saunders**

Records Officer  
2993 N Highway 73  
Cedar Valley, UT 84013  
E-mail: ambs40@hotmail.com  
Description of Role: Board Secretary for Lumen Scholar Institute (a charter school)

#### **Records Officer Certification**

Initial Certification: 12/08/2015  
Most Recent Certification: 12/08/2015  
Certification Expires: 12/08/2016

### **Benjamin Scott Parker**

Records Officer  
1353 West 760 North  
Orem, UT 84057  
E-mail: bparker@lumenscholar.org  
Description of Role: Charter School Director

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## **Mana Academy Charter School (Utah)**

2355 South Technology Drive, West Valley City UT 84119  
801-972-6262

### **Records Officer(s)**

#### **Natyeli Vega**

Registrar  
2355 South Technology Drive  
West Valley City, UT 84119  
E-mail: nvega@themanaacademy.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## **Maria Montessori Academy (Utah)**

2505 North 200 East, North Ogden UT 84414  
801-827-0150

### **Records Officer(s)**

#### **Emily Bejarano**

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### **Records Officer Certification**

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

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## **Merit College Preparatory Academy (Utah)**

1440 West Center, Springville UT 84663  
801-491-7600

### **Records Officer(s)**

# School District Agency Names

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## with Authorized Records Officers

### **Martie Jarvis**

1440 West Center  
Springville, UT 84663  
E-mail: martie.jarvis@meritacademy.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## **Millard County School District (Utah)**

285 East 450 North, Delta UT 84624  
435-864-1000

### **Records Officer(s)**

#### **Keith Griffiths**

Business Administrator  
285 East 450 North  
Delta, UT 84624  
E-mail: keith@millardk12.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## **Millard County School District (Utah). Delta High School**

50 West 300 North, Delta UT 84624  
435-864-5610

### **Records Officer(s)**

#### **Keith Griffiths**

Business Administrator  
285 East 450 North  
Delta, UT 84624  
E-mail: keith@millardk12.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## **Millard County School District (Utah). Millard High School**

200 West Eagle Avenue, Fillmore UT 84631  
435-743-6201

### **Records Officer(s)**

#### **Keith Griffiths**

Business Administrator  
285 East 450 North  
Delta, UT 84624  
E-mail: keith@millardk12.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**



# School District Agency Names

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with Authorized Records Officers

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## Moab Charter School (Utah)

358 East 300 South, Moab UT 84532

435-259-2277

### Records Officer(s)

#### Ms. Shauna Vink

Moab Charter School  
358 E 300 S  
Moab, UT 84532  
E-mail: shauna@moabcharterschool.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Emma Weiss

Principal  
358 East 300 South  
Moab, UT 84532  
E-mail: emma@moabcharterschool.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Monticello Academy (Utah)

2782 South Corporate Park Drive, West Valley City UT 84120

801-417-8040

### Records Officer(s)

#### Dr. Gregory Cox

Principal  
2782 South Corporate Park Drive  
2782 South Corporate Park Drive  
West Valley City, UT 84120  
E-mail: gregory.cox@monticelloacademy.net

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Morgan County School District (Utah)

240 East Young Street, Box 530, Morgan UT 84050

435-829-3411

### Records Officer(s)

#### D'Lynn A Poll

Business Administrator  
240 East Young Street  
PO Box 530  
Morgan, UT 84050  
E-mail: dpoll@morgansd.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

# School District Agency Names

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## with Authorized Records Officers

### Lara Bartol

240 East Young Street  
PO Box 530  
Morgan, UT 84050  
E-mail: [lbartol@morgansd.org](mailto:lbartol@morgansd.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## Mountain Heights Academy

9067 South 1300 West # 303, West Jordan UT 84088  
801-721-6329

### Records Officer(s)

#### Whisper Rood

Agency Employee  
9067 South 1300 West  
Suite 303  
West Jordan, UT 84088  
E-mail: [wrood@mountainheightsacademy.org](mailto:wrood@mountainheightsacademy.org)  
Description of Role: GRAMA, Records management, paper files

#### Records Officer Certification

Initial Certification: 01/16/2013  
Most Recent Certification: 08/02/2016  
Certification Expires: 08/02/2017

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## Mountain West Montessori Academy

4125 West Foxview Drive, South Jordan UT 84095  
801-566-6962

### Records Officer(s)

#### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: [emily@academicawest.com](mailto:emily@academicawest.com)  
Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

---

## Mountainville Academy (Utah)

195 South Main Street, Alpine UT 84004  
801-756-9805

### Records Officer(s)

#### Mrs. Kristen Barnes

195 S. Main St.  
Alpine, UT 84004  
E-mail: [kbarnes@mountainvilleacademy.org](mailto:kbarnes@mountainvilleacademy.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

# School District Agency Names

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## with Authorized Records Officers

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### Murray City School District (Utah)

147 East 5065 South, Murray UT 84107

801-264-7400

#### Records Officer(s)

##### Kristen Davis

Executive Secretary to the Superintendent

5102 S. Commerce Drive

Murray, UT 84107

E-mail: kdavis@murrayschools.org

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

### Murray City School District (Utah). Murray High School

5450 South State Street, Murray UT 84107

801-264-7460

#### Records Officer(s)

##### Kristen Davis

Executive Secretary to the Superintendent

5102 S. Commerce Drive

Murray, UT 84107

E-mail: kdavis@murrayschools.org

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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### Navigator Pointe Academy (Utah)

6844 South Navigator Road, West Jordan UT 84088-4405

801-840-1210

#### Records Officer(s)

##### Shawna Pierce

6844 S Navigator Road

West Jordan, UT 84084

E-mail: spierce@npacademy.org

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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### Nebo School District (Utah)

350 South Main, Spanish Fork UT 84660

801-354-7400

#### Records Officer(s)

##### Tracy Olsen

Business Administrator

350 South Main

Spanish Fork, UT 84660



# School District Agency Names

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## with Authorized Records Officers

E-mail: tracy.olsen@nebo.edu

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

### Mr. Jeff D. Peterson

Records Officer

350 South Main

Spanish Fork, UT 84660

E-mail: jeff.peterson@nebo.edu

### Records Officer Certification

Initial Certification: 11/13/2015

Most Recent Certification: 11/13/2015

Certification Expires: 11/13/2016

**Records Officer's certification has expired.**

### Mr. Reed B. Park

Records Officer

350 South Main

Spanish Fork, UT 84660

E-mail: reed.park@nebo.edu

Description of Role: District Legal Counsel and designated records officer to respond to GRAMA requests made to Nebo School District.

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

### Kenneth Vanausdal

350 S. Main St.

Spanish Fork, UT 84660

E-mail: ken.vanausdal@nebo.edu

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## Nebo School District (Utah). Department of Finance

350 South Main, Spanish Fork UT 84660

801-354-7412

### Records Officer(s)

#### Mrs. Kandie N Jensen

350 South Main

Spanish Fork, UT 84660

E-mail: kandie.jensen@nebo.edu

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mr. Jeff D. Peterson

Records Officer

350 South Main

Spanish Fork, UT 84660

E-mail: jeff.peterson@nebo.edu

### Records Officer Certification

Initial Certification: 11/13/2015

Most Recent Certification: 11/13/2015

Certification Expires: 11/13/2016

**Records Officer's certification has expired.**

# School District Agency Names

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## with Authorized Records Officers

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### Nebo School District (Utah). Department of Personnel

350 South Main, Spanish Fork UT 84660

801-354-7414

#### Records Officer(s)

##### Mrs. Ann Anderson

350 South Main  
Spanish Fork, UT 84660  
E-mail: ann.anderson@nebo.edu

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

##### Mr. Jeff D. Peterson

Records Officer  
350 South Main  
Spanish Fork, UT 84660  
E-mail: jeff.peterson@nebo.edu

##### Records Officer Certification

Initial Certification: 11/13/2015  
Most Recent Certification: 11/13/2015  
Certification Expires: 11/13/2016  
**Records Officer's certification has expired.**

---

### Nebo School District (Utah). Spanish Fork High School

99 North 300 West, Spanish Fork UT 84660

798-4060

#### Records Officer(s)

##### Mr. Jeff D. Peterson

Records Officer  
350 South Main  
Spanish Fork, UT 84660  
E-mail: jeff.peterson@nebo.edu

##### Records Officer Certification

Initial Certification: 11/13/2015  
Most Recent Certification: 11/13/2015  
Certification Expires: 11/13/2016  
**Records Officer's certification has expired.**

---

### Noah Webster Academy (Utah)

205 East 400 South, Orem UT 84058

801-426-6624

#### Records Officer(s)

##### Rick Kempton

Director  
205 East 400 South  
Orem, UT 84058  
E-mail: rkempton@mynwa.us

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**



# School District Agency Names

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## with Authorized Records Officers

### **Kat Nelson**

Business Manager  
205 East 400 South  
Orem, UT 84058  
E-mail: knelson@mynwa.us

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## **North Davis Preparatory Academy (Utah)**

1765 West Hill Field Road, Layton UT 84041  
801-547-1809

### **Records Officer(s)**

#### **Emily Bejarano**

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### **Records Officer Certification**

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

#### **Lorie Lynn Cherone**

Records Officer  
1591 West Hill Field Road  
Layton, UT 84041  
E-mail: lcherone@northdavisprep.org  
Description of Role: 5-9th Administrative Assistant

#### **Records Officer Certification**

Initial Certification: 06/21/2013  
Most Recent Certification: 07/03/2014  
Certification Expires: 07/03/2015

**Records Officer's certification has expired.**

#### **Ms. Karyn Baker**

Agency Employee  
1765 West Hill Field Road  
Layton, UT 84041  
E-mail: kbaker@northdavisprep.org  
Description of Role: administrative assistant

#### **Records Officer Certification**

Initial Certification: 06/21/2013  
Most Recent Certification: 05/29/2014  
Certification Expires: 05/29/2015

**Records Officer's certification has expired.**

#### **Mrs. Candace Hamblin**

Records Officer  
1591 West Hillfield Road  
Layton, UT 84041  
E-mail: CHamblin@NorthDavisPrep.org  
Description of Role: Secretary/Registrar for North Davis Preparatory Academy

#### **Records Officer Certification**

Initial Certification: 11/20/2013  
Most Recent Certification: 08/04/2016  
Certification Expires: 08/04/2017

#### **Jean Britton**

North Davis Prep Academy  
1765 West Hill Field Road  
Layton, UT 84041  
E-mail: jbritton@northdavisprep.org



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## North Sanpete County School District (Utah)

220 East 700 South, Mount Pleasant UT 84647

435-462-2485

### Records Officer(s)

#### Darin Johansen

Business Administrator

220 East 700 South

Mount Pleasant, UT 84647

E-mail: [darin.johansen@nsanpete.org](mailto:darin.johansen@nsanpete.org)

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Sam Ray

Superintendent

220 East 700 South

Mount Pleasant, UT 84647

E-mail: [sam.ray@nsanpete.org](mailto:sam.ray@nsanpete.org)

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Claudia Christensen

North Sanpete School District

220 East 700 South

Mount Pleasant, UT 84647

E-mail: [claudia.christensen@nsanpete.org](mailto:claudia.christensen@nsanpete.org)

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## North Star Academy (Utah)

2920 West 14010 South, Bluffdale UT 84065

801-302-9579

### Records Officer(s)

#### Emily Bejarano

290 N Flint St

Kaysville, UT 84037

E-mail: [emily@academicawest.com](mailto:emily@academicawest.com)

Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013

Most Recent Certification: 05/10/2016

Certification Expires: 05/10/2017

#### Mrs. Connie Jo Butterfield

Records Officer

2920 West 14010 south

Bluffdale, UT 84065

# School District Agency Names

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## with Authorized Records Officers

E-mail: cbutterfield@north-staracademy.com  
Description of Role: Secretary

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## North Summit County School District (Utah)

65 South Main, Coalville UT 84017  
435-336-5654

### Records Officer(s)

#### Mr. Rex J. Smith

Records Officer  
65 So. Main Street  
P.O. Box 497  
Coalville, UT 84017  
E-mail: rsmith@nsummit.org  
Description of Role: Business Administrator for

North Summit School District

### Records Officer Certification

Initial Certification: 12/02/2014  
Most Recent Certification: 11/23/2015  
Certification Expires: 11/23/2016

**Records Officer's certification has expired.**

---

## Northern Utah Academy for Math, Engineering, and Science (Utah)

2750 N University Park Blvd, Layton UT 84041  
801-395-3350

### Records Officer(s)

#### Deborah Hefner

Records Officer  
2750 N University Park Blvd  
Layton, UT 84041  
E-mail: dhefner@dmail.net

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## Ogden School District (Utah)

1950 Monroe Blvd., Ogden UT 84401  
801-737-7300

### Records Officer(s)

#### Zachary Williams

1950 Monroe Blvd  
Ogden, UT 84401  
E-mail: williamsz@ogdensd.org

### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

# School District Agency Names

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## with Authorized Records Officers

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### Ogden School District (Utah). Dee Elementary School

550-22nd Street, Ogden UT 84401

801-737-8100

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### Ogden School District (Utah). Edison Elementary School

935 East 1050 North, Ogden UT 84404

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### Ogden School District (Utah). Business Office

1950 Monroe Blvd., Ogden UT 84401

801-737-7300

#### Records Officer(s)

##### Zachary Williams

1950 Monroe Blvd

Ogden, UT 84401

E-mail: [williamsz@ogdensd.org](mailto:williamsz@ogdensd.org)

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

### Ogden School District (Utah). Office of Personnel and Staff Support Services

2444 Adams Avenue, Ogden UT 84401

801-737-7300

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### Odyssey Charter School (Utah)

738 East Quality Drive, American Fork UT 84003

801-492-8105

#### Records Officer(s)

##### Russell Schellhaus

Director

738 E Quality Drive

American Fork, UT 84003

E-mail: [rschellhaus@odysseycharter.net](mailto:rschellhaus@odysseycharter.net)

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

##### Debra Loft

738 E Quality Drive

American Fork, UT 84003

E-mail: [office@odysseycharter.net](mailto:office@odysseycharter.net)

Description of Role: GRAMA

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

### Ogden Preparatory Academy (Utah)

# School District Agency Names

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## with Authorized Records Officers

1415 Lincoln Ave, Ogden UT 84404  
801-627-2066

### Records Officer(s)

#### Rebecca Kiernan

Records Officer  
1415 Lincoln Ave  
Ogden, UT 84404  
E-mail: rkiernan2@ogdenprep.org

#### Records Officer Certification

Initial Certification: 06/21/2013  
Most Recent Certification: 06/21/2013  
Certification Expires: 06/21/2014

**Records Officer's certification has expired.**

#### Debbie Deem

1415 Lincoln Ave  
Ogden, UT 84404  
E-mail: ddeem@ogdenprep.org

#### Records Officer Certification

Initial Certification: 10/20/2016  
Most Recent Certification: 10/21/2016  
Certification Expires: 10/21/2017

#### Andrew Smith

IT Specialist  
1415 Lincoln Ave  
Ogden, UT 84404  
E-mail: asmith@ogdenprep.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

### Open Classroom (Utah)

134 D Street, Salt Lake City UT 84103  
801-578-8144

### Records Officer(s)

#### Martin Yablonovsky

Principal  
134 D Street  
Salt Lake City, UT 84103  
E-mail: martin.yablonovsky@slcschools.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

### Pacific Heritage Academy

1755 West 1100 North, Salt Lake City UT 84116  
801-363-1892

### Records Officer(s)

#### Dovetta Flowers

Office Manager  
1755 West 1100 North  
Salt Lake City, UT 84116  
E-mail: dovetta.flowers@PHLearning.org

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Paradigm High School (Utah)

11577 South 3600 West, South Jordan UT 84095

801-676-1018

### Records Officer(s)

#### Diane W Hansen

11577 S 3600 W

South Jordan, UT 84095

E-mail: dhansen@paradigmhigh.org

Description of Role: Financial records

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mallory Woodbury

11577 South 3600 West

South Jordan, UT 84095

E-mail: mwoodbury@paradigmhigh.org

Description of Role: Student membership records

#### Records Officer Certification

Initial Certification: 05/07/2013

Most Recent Certification: 10/10/2016

Certification Expires: 10/10/2017

---

## Park City School District (Utah)

2700 Kearns Blvd., Park City UT 84060

435-645-5600

### Records Officer(s)

#### Todd Hauber

Business Administrator

2700 Kearns Blvd.

Park City, UT 84060

E-mail: thauber@pcschools.us

#### Records Officer Certification

Initial Certification: 04/24/2014

Most Recent Certification: 04/04/2016

Certification Expires: 04/04/2017

#### Tim McConnell

2700 Kearns Blvd.

Park City, UT 84060

E-mail: tmccconnell@pcschools.us

#### Records Officer Certification

Initial Certification: 07/25/2013

Most Recent Certification: 07/27/2016

Certification Expires: 07/27/2017

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## Pinnacle Canyon Academy (Utah)

210 North 600 East, Price UT 84501

435-613-8102

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### **Roberta Hardy**

Principal  
210 North 600 East  
Price, UT 84501  
E-mail: hardyr@pantheremail.com

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## **Pioneer High School for the Performing Arts**

4421 N. Thanksgiving Way, Lehi UT 84043  
801-768-8787

### **Records Officer(s)**

#### **Jami Godfrey**

704 South 600 East  
American Fork, UT 84003  
E-mail: jami.godfrey@pioneercharterschool.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## **Piute County School District (Utah)**

500 North Main Street, P.O. Box 69, Junction UT 84740  
435-577-2912

### **Records Officer(s)**

#### **Koby Willis**

500 North Main  
Junction, UT 84740  
E-mail: koby.willis@piutek12.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### **Shane Erickson**

500 North Main  
Junction, UT 84740  
E-mail: shane.erickson@piutek12.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## **Promontory School of Expeditionary Learning**

1051 West 2700 South, Perry UT 84302  
435-919-1900

### **Records Officer(s)**



# School District Agency Names

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## with Authorized Records Officers

### **Mrs. Debra Daleine Payne**

Records Officer  
1051 West 2700 South  
Perry, UT 84302  
E-mail: dpayne@promontoryschool.org  
Description of Role: School Secretary/records keeper

#### **Records Officer Certification**

Initial Certification: 09/25/2014  
Most Recent Certification: 05/09/2016  
Certification Expires: 05/09/2017

### **Mrs. Shawna Ann Ulm**

Records Officer  
1051 West 2700 South  
Perry, UT 84302  
E-mail: sulm@promontoryschool.org  
Description of Role: School Secretary / records keeper

#### **Records Officer Certification**

Initial Certification: 09/25/2014  
Most Recent Certification: 05/09/2016  
Certification Expires: 05/09/2017

---

## **Providence Hall (Utah)**

4795 West Patriot Ridge Drive, Herriman UT 84095  
801-727-8260

### **Records Officer(s)**

#### **Lynne Roux**

Principal  
4795 W. Mount Ogden Peak Drive  
Herriman, UT 84095  
E-mail: lroux@providencehall.com

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## **Provo City School District (Utah)**

280 West 940 North, Provo UT 84604  
801-374-4800

### **Records Officer(s)**

#### **Stefanie Bryant**

Business Administrator  
280 West 940 North  
Provo, UT 84604  
E-mail: stefb@provo.edu

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### **Devyn Dayley**

Director of Accounting  
City Center Building  
351 West Center Street  
Provo, UT 84601  
E-mail: devynd@provo.edu



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

### Mr. Gary STEVEN Wilson

Exec. Director, Student Services

Non-financial records requests

280 West 940 North

Provo, UT 84604

E-mail: garyw@provo.edu

Description of Role: Exective Director of Student Services Provo City School District. Designated by School Board Policy

### Records Officer Certification

Initial Certification: 08/29/2014

Most Recent Certification: 08/20/2015

Certification Expires: 08/20/2016

**Records Officer's certification has expired.**

---

## Provo City School District (Utah). Provo High School

1125 North University Avenue, Provo UT 84604

801-373-6550

### Records Officer(s)

#### Mr. Gary STEVEN Wilson

Exec. Director, Student Services

Non-financial records requests

280 West 940 North

Provo, UT 84604

E-mail: garyw@provo.edu

Description of Role: Exective Director of Student Services Provo City School District. Designated by School Board Policy

### Records Officer Certification

Initial Certification: 08/29/2014

Most Recent Certification: 08/20/2015

Certification Expires: 08/20/2016

**Records Officer's certification has expired.**

---

## Provo City School District (Utah). Center for High School Studies

243 East 2320 North, Provo UT 84604

801-374-4830

### Records Officer(s)

#### Mr. Gary STEVEN Wilson

Exec. Director, Student Services

Non-financial records requests

280 West 940 North

Provo, UT 84604

E-mail: garyw@provo.edu

Description of Role: Exective Director of Student Services Provo City School District. Designated by School Board Policy

### Records Officer Certification

Initial Certification: 08/29/2014

Most Recent Certification: 08/20/2015

Certification Expires: 08/20/2016

**Records Officer's certification has expired.**

---

## Provo City School District (Utah). Timpview High School

3570 Timpview Dr., Provo UT 84604

801-221-9720

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### Mr. Gary STEVEN Wilson

Exec. Director, Student Services  
Non-financial records requests  
280 West 940 North  
Provo, UT 84604

E-mail: garyw@provo.edu

Description of Role: Executive Director of Student Services Provo City School District. Designated by School Board Policy

#### Records Officer Certification

Initial Certification: 08/29/2014

Most Recent Certification: 08/20/2015

Certification Expires: 08/20/2016

**Records Officer's certification has expired.**

---

## Quest Academy (Utah)

4862 West 4000 South, Ogden UT 84401

801-731-9859

### Records Officer(s)

#### Emily Bejarano

290 N Flint St

Kaysville, UT 84037

E-mail: emily@academicawest.com

Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013

Most Recent Certification: 05/10/2016

Certification Expires: 05/10/2017

#### Angelee Spader

4862 West 4000 South

West Haven, UT 84401

E-mail: aspader@questac.org

Description of Role: Current records

#### Records Officer Certification

Initial Certification: 09/23/2015

Most Recent Certification: 09/23/2015

Certification Expires: 09/23/2016

**Records Officer's certification has expired.**

---

## Ranches Academy (Utah)

7789 Tawny Owl Circle, Eagle Mountain UT 84043

801-789-4000

### Records Officer(s)

#### Susie Eileen Scherer

Director

7789 Tawny Owl Circle

Eagle Mountain, UT 84005

E-mail: sscherer@theranchesacademy.com

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mrs. Shirley Fahringer

7789 Tawny Owl Circle

Eagle Mountain, UT 84005

E-mail: sfahringer@theranchesacademy.com



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Reagan Academy (Utah)

1143 West Center, Springville UT 84663

801-489-7828

### Records Officer(s)

#### Tanelle Shade

Record Officer

1143 W Center

Springville, UT 84663

E-mail: tshade@reaganacademy.org

#### Records Officer Certification

Initial Certification: 01/11/2013

Most Recent Certification: 10/14/2016

Certification Expires: 10/14/2017

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## Real Salt Lake Academy High School (Utah)

9256 S State Street, Sandy UT 84070

801-597-3096

---

## Renaissance Academy (Utah)

3435 North 1120 East, Lehi UT 84043

801-768-4202

### Records Officer(s)

#### Ms. Emily Simons

Records Officer

3435 North 1120 East

Lehi, UT 84043

E-mail: esimons@renacademy.org

Description of Role: I am the executive assistant to the school director and the secretary to the board of directors.

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mrs. Patti Davis

Records Officer

3435 North 1120 East

Lehi, UT

E-mail: pdavis@renacademy.org

Description of Role: I am the business manager for Renaissance Academy.

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mark Ursic

Principal

3435 North 1120 East

Lehi, UT 84043

E-mail: mursic@renacademy.org



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 06/22/2016  
Most Recent Certification: 06/22/2016  
Certification Expires: 06/22/2017

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## Rich County School District (Utah)

25 South 100 West, P.O. Box 67, Randolph UT 84064  
435-793-2135

### Records Officer(s)

#### Marlene Wilson

25 South 100 West  
P.O. Box 67  
Randolph, UT 84064  
E-mail: mwilson@richschool.org

#### Records Officer Certification

Initial Certification: 11/17/2014  
Most Recent Certification: 11/23/2015  
Certification Expires: 11/23/2016

**Records Officer's certification has expired.**

#### Tammy Hoffman

145 West Church Street  
Randolph, UT 84064  
E-mail: thoffman@richschool.org

#### Records Officer Certification

Initial Certification: 11/18/2014  
Most Recent Certification: 11/18/2014  
Certification Expires: 11/18/2015

**Records Officer's certification has expired.**

#### Karla Allen

54 East 100 South  
Laketown, UT 84038  
E-mail: kallen@richschool.org

#### Records Officer Certification

Initial Certification: 11/17/2014  
Most Recent Certification: 12/08/2015  
Certification Expires: 12/08/2016

#### Richard Clark

Business Administrator  
25 South 100 West  
Randolph, UT 84064  
E-mail: rclark@richschool.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## Rockwell Charter High (Utah)

Rockwell Charter High, 3435 E. Stonebridge Ln, Eagle Mountain UT 84005  
801-789-7625

### Records Officer(s)

#### Candice Spivey

Executive Assistant to the Administ  
3435 E Stonebridge Lane  
Eagle Mountain, UT 84005  
E-mail: cspivey@rockwellhigh.net  
Description of Role: Records management for the school

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 01/09/2013

Most Recent Certification: 01/09/2014

Certification Expires: 01/09/2015

**Records Officer's certification has expired.**

---

## Roots Charter High School

2250 South 1300 West, West Valley City UT 84119

### Records Officer(s)

#### Tyler Bastian

Principal

2250 South 1300 West

West Valley City, UT 84119

E-mail: tyler@rootshigh.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## Salt Lake Arts Academy (Utah)

844 South 200 East, Salt Lake City UT 84111

801-531-1173

### Records Officer(s)

#### Ms. Moni Schwaerzler

Records Officer

844 South 200 East

Salt Lake City, UT 84111

E-mail: moni@slarts.org

Description of Role: Business Manager for the Salt Lake Arts Academy - a charter school

#### Records Officer Certification

Initial Certification: 12/19/2013

Most Recent Certification: 12/09/2015

Certification Expires: 12/09/2016

---

## Salt Lake Center for Science Education (Utah)

1400 West Goodwin Avenue, Salt Lake City UT 84116

801-578-8226

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer

440 East 100 South

Salt Lake City, UT 84111

E-mail: tina.hatch@slcschools.org

Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014

Most Recent Certification: 01/04/2016

Certification Expires: 01/04/2017

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## Salt Lake City School District (Utah)

440 East 100 South, Salt Lake City UT 84111-1891

801-578-8599



# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Allison Sisam

440 East 100 South  
Salt Lake City, UT 84111  
E-mail: allison.sisam@slcschools.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Bryant Intermediate School

40 South 800 East, Salt Lake City UT 84102  
801-500-3008

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). East High School

840 South 1300 East, Salt Lake City UT 84102  
801-853-1661

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Highland High School

2166 South 1700 East, Salt Lake City UT 84106  
801-484-4343

### Records Officer(s)

# School District Agency Names

Updated: 11/29/2016 06:10 AM



## with Authorized Records Officers

### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). Horizonte Instruction and Training Center

1234 South Main, Salt Lake City UT 84101-3117  
801-578-8574

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). Roosevelt Jr. High School

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). Office of Accounting

440 East 100 South, Salt Lake City UT 84111  
801-328-7341

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). Business Services

# School District Agency Names

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## with Authorized Records Officers

440 East 100 South, Salt Lake City UT 84111-1891  
801-578-8334

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Business Services. Building and Grounds

440 East 100 South, Salt Lake City UT 84111-1891  
801-578-8334

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Business Services. Data Processing

440 East 100 South, Salt Lake City UT 84111-1891  
801-322-1471

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Business Services. Food Services

440 East 100 South, Salt Lake City UT 84111-1891  
801-578-8599

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer



# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Business Services. Purchasing

440 East 100 South, Salt Lake City UT 84111-1891  
801-578-8264

#### Records Officer(s)

##### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Business Services. Transportation

440 East 100 South, Salt Lake City UT 84111-1891  
801-974-8345

#### Records Officer(s)

##### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Personnel Services

440 East 100 South, Salt Lake City UT 84111  
801-578-8340

#### Records Officer(s)

##### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

### Salt Lake City School District (Utah). Seismic Study Committee

440 East 100 South, Salt Lake City UT 84111

#### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). Office of Superintendent

440 East 100 South, Salt Lake City UT 84111-1891  
801-578-8349

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). West High School

241 North 300 West, Salt Lake City UT 84103  
801-578-8500

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

---

## Salt Lake City School District (Utah). Whittier Elementary School

1600 South 300 East, Salt Lake City UT 84115  
801-481-4846

### Records Officer(s)

#### Ms. Tina Y Hatch

Records Officer  
440 East 100 South  
Salt Lake City, UT 84111  
E-mail: tina.hatch@slcschools.org  
Description of Role: Legal Support/GRAMA Coordinator/Records Officer

#### Records Officer Certification

Initial Certification: 04/23/2014  
Most Recent Certification: 01/04/2016  
Certification Expires: 01/04/2017

# School District Agency Names

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## with Authorized Records Officers

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### Salt Lake School for the Performing Arts (Utah)

2291 South 2000 East, Salt Lake City UT 84106

801-466-6700

#### Records Officer(s)

##### Susan Brady

Principal  
2291 South 2000 East  
Salt Lake City, UT 84106  
E-mail: sbrady@saltlakespa.org

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

##### Mrs. Kim Dahe

2291 South 2000 East  
Salt Lake City, UT 84106  
E-mail: kdahle@saltlakespa.org

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### San Juan County School District (Utah)

200 North Main Street, Blanding UT 84511

435-678-1211

#### Records Officer(s)

##### Mr. Kyle Scot Hosler

Agency Employee  
200 North Main  
Blanding, UT 84511  
E-mail: khosler@sjsd.org  
Description of Role: Business Administrator for San Juan School District

##### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 08/05/2015 |
| Most Recent Certification: | 08/18/2016 |
| Certification Expires:     | 08/18/2017 |

##### Eva Workman

San Juan School District  
200 North Main Street  
Blanding, UT 84511  
E-mail: eworkman@sjsd.org

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### Scholar Academy (Utah)

772 North Main #375, Tooele UT 84074

435-566-6957

#### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### Emily Bejarano

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

### Mrs. Krystal Taylor

Records Officer  
290 N. Flint Street  
Kaysville, UT 84037  
E-mail: krystal@academicawest.com  
Description of Role: Charter School Board Liaison

#### Records Officer Certification

Initial Certification: 09/08/2015  
Most Recent Certification: 09/08/2015  
Certification Expires: 09/08/2016

**Records Officer's certification has expired.**

### Valerie Coffman

Scholar Academy  
928 North 100 East  
Tooele, UT 84074  
E-mail: vcoffman@scholarcharter.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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## School District Test Agency (Utah)

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## Sevier County School District (Utah)

180 East 600 North, Richfield UT 84701  
435-896-8214

### Records Officer(s)

#### Ms. Alison Merchant

Records Officer  
180 East 600 North  
Richfield, UT 84701  
E-mail: alison.merchant@seviersd.org  
Description of Role: I receive records from the school and filing them appropriately. I fill record requests as they are submitted. I also scan records onto microfilm and send them to the State Archives Office.

#### Records Officer Certification

Initial Certification: 09/19/2014  
Most Recent Certification: 09/26/2016  
Certification Expires: 09/26/2017

---

## Soldier Hollow (Utah)

2002 South Olympic Drive, Midway UT 84049  
435-654-1347

### Records Officer(s)

#### Brenda Hedden

Principal  
2002 South Olympic Drive  
Midway, UT 84049



# School District Agency Names

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## with Authorized Records Officers

E-mail: [brenda.hedden@myshcs.org](mailto:brenda.hedden@myshcs.org)

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## South Sanpete County School District (Utah)

39 South Main, Manti UT 84642

435-835-2261

### Records Officer(s)

#### Paul Gottfredson

Assistant Superintendent Business S

39 South Main

Manti, UT 84642

E-mail: [paul@ssanpete.org](mailto:paul@ssanpete.org)

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mrs. Leslie E Taysom

Records Officer

South Sanpete School District

39 S Main

Manti, UT 84642

E-mail: [leslie.taysom@ssanpete.org](mailto:leslie.taysom@ssanpete.org)

Description of Role: Records Officer

### Records Officer Certification

Initial Certification: 02/24/2016

Most Recent Certification: 02/24/2016

Certification Expires: 02/24/2017

---

## South Summit County School District (Utah)

285 East 400 South, Kamas UT 84036

435-783-4301

### Records Officer(s)

#### Kip Bigelow

Business Administrator

285 East 400 South

Kamas, UT 84036

E-mail: [kbigelow@ssummit.org](mailto:kbigelow@ssummit.org)

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Mrs. Patricia MR Newman

Records Officer

285 E 400 S

Kamas, UT 84036

E-mail: [tnewman@ssummit.org](mailto:tnewman@ssummit.org)

Description of Role: I am the new Administrative Assistant/Records Officer for the South Summit School District. I am currently receiving training for the Records Officer role.

### Records Officer Certification

Initial Certification: 03/22/2016

Most Recent Certification: 03/22/2016

Certification Expires: 03/22/2017

# School District Agency Names

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## with Authorized Records Officers

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### Spectrum Academy (Utah)

575 Cutler Drive, North Salt Lake UT 84054

801-936-0318

#### Records Officer(s)

##### Jaime Christensen

Director  
575 Cutler Drive  
North Salt Lake, UT 84054  
E-mail: jchristensen@spectrumcharter.org  
Description of Role: Elementary School

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

##### Jessica McGill

Office Manager  
575 Cutler Drive  
North Salt Lake, UT 84054  
E-mail: jmcgill@spectrumcharter.org  
Description of Role: GRAMA requests for elementary and secondary school

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

##### Bradley Holt Nelson

Records Officer  
665 Cutler  
North Salt Lake, UT 84054  
E-mail: bnelson@spectrumcharter.org  
Description of Role: Finance Director for Charter School

##### Records Officer Certification

Initial Certification: 08/13/2015  
Most Recent Certification: 08/13/2015  
Certification Expires: 08/13/2016  
**Records Officer's certification has expired.**

---

### St. George Academy

1995 Dove Circle, St. George UT 84770

435-625-1799

#### Records Officer(s)

##### Steve Wattles

Principal  
1995 Dove Circle  
St. George, UT 84770  
E-mail: swattles@gmail.com

##### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### SUCCESS Academy (Utah)

351 West University Boulevard, Multipurpose Center #205, Cedar City UT 84721

435-865-8790



# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Tammy Griffiths

351 W University Blvd.  
Multipurpose Center MC205  
Cedar City, UT 84720  
E-mail: tammy.griffiths@ironmail.org  
Description of Role: GRAMA and all additional responsibilities related to the Title 63G and Title 63A

#### Records Officer Certification

Initial Certification: 04/02/2013  
Most Recent Certification: 03/10/2016  
Certification Expires: 03/10/2017

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### Summit Academy (Utah)

1225 East 13200 South, Draper UT 84020

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#### Summit Academy (Utah). Bluffdale Campus

### Records Officer(s)

#### Tammy Harter

1225 East 13200 South  
Draper, UT 84020  
E-mail: tharter@2summit.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

#### Summit Academy (Utah). Draper Campus

1225 East 13200 South, Draper UT 84020  
801-572-9007

### Records Officer(s)

#### Tammy Harter

1225 East 13200 South  
Draper, UT 84020  
E-mail: tharter@2summit.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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#### Summit Academy (Utah). High School

1492 South 560 West, Bluffdale UT 84065  
801-495-3272

### Records Officer(s)

#### Tammy Harter

1225 East 13200 South  
Draper, UT 84020  
E-mail: tharter@2summit.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**



# School District Agency Names

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with Authorized Records Officers

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## Syracuse Arts Academy (Utah)

2893 West 1700 South, Syracuse UT 84075

801-779-2066

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## Terra Academy (Utah)

267 Aggie Boulevard, Vernal UT 84078

844-322-6562

### Records Officer(s)

#### Cassie Hays

Principal  
1160 Pollo Loco Rd.  
Vernal, UT 84078  
E-mail: [chays@theterraacademy.org](mailto:chays@theterraacademy.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Thomas Edison Charter School (Utah)

180 East 2600 North, North Logan UT 84321

435-787-2820

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## Thomas Edison Charter School (Utah). North Campus

180 East 2600 North, North Logan UT 84321

435-787-2820

### Records Officer(s)

#### Steve Finley

Red Apple Financial  
1920 West 250 North  
Ogden, UT 84404  
E-mail: [steve@redapplefinance.com](mailto:steve@redapplefinance.com)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## Thomas Edison Charter School (Utah). South Campus

1275 West 2350 South, Nibley UT 84321

435-752-0123

### Records Officer(s)

#### Steve Finley

Red Apple Financial  
1920 West 250 North  
Ogden, UT 84404  
E-mail: [steve@redapplefinance.com](mailto:steve@redapplefinance.com)

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

### Mrs. Jacqueline Pyne

Agency Employee

1275 West 2350 South

Logan, UT 84321

E-mail: [jpyne@edisoncs.org](mailto:jpyne@edisoncs.org)

Description of Role: As one of my duties, I will be assessing our record retentions.

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

---

## Timpanogos Academy (Utah)

70 South 100 East, Lindon UT 84042

801-785-4979

### Records Officer(s)

#### Karyl Montgomery

Timpanogos Academy

70 South 100 East

Lindon, UT 84042

E-mail: [karyl.montgomery@maeserprep.org](mailto:karyl.montgomery@maeserprep.org)

Description of Role: Bookkeeper/Accounting/HR

### Records Officer Certification

Initial Certification: 06/20/2013

Most Recent Certification: 11/17/2015

Certification Expires: 11/17/2016

**Records Officer's certification has expired.**

---

## Tintic School District (Utah)

545 East Main Street, P.O. Box 210, Eureka UT 84628

435-433-6363

### Records Officer(s)

#### Becky Jones

Administrative Assistant

55 E. Main Street

PO Box 210

Eureka, UT 84628

E-mail: [bjones@tintic.org](mailto:bjones@tintic.org)

Description of Role: All areas of records management

### Records Officer Certification

Initial Certification: 01/09/2013

Most Recent Certification: 04/04/2016

Certification Expires: 04/04/2017

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## Tooele County School District (Utah)

92 Lodestone Way, Tooele UT 84074

435-833-1900

### Records Officer(s)



# School District Agency Names

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## with Authorized Records Officers

### **Terry Christensen**

HR Directory  
92 South Lodestone Way  
Tooele, UT 84074  
E-mail: tchristensen@tooeleschools.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### **Hal Strain**

Special Education Director  
92 South Lodestone Way  
Tooele, UT 84074  
E-mail: hstrain@tooeleschools.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### **Mr. Lark N. Reynolds**

Business Administrator  
92 Lodestone Way  
92 Lodestone Way  
Tooele, UT 84074-8050  
E-mail: lreynolds@tooeleschools.org

#### **Records Officer Certification**

Initial Certification: 03/11/2013  
Most Recent Certification: 03/09/2016  
Certification Expires: 03/09/2017

### **Scott A Rogers**

92 South Lodestone Way  
Tooele, UT 84072  
E-mail: srogers@tooeleschools.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## **Tuacahn High School for the Performing Arts (Utah)**

1100 Tuacahn Drive, Ivins UT 84738  
435-652-3201

### **Records Officer(s)**

#### **Heather Carroll**

Administrative Assistant  
100 Tuacahn Drive  
Ivins, UT 84738  
E-mail: heatherc@tuacahnhs.org

#### **Records Officer Certification**

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## **Uintah County School District (Utah)**

635 West 200 South, Vernal UT 84078  
435-781-3100

### **Records Officer(s)**



# School District Agency Names

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## with Authorized Records Officers

### Phyllis Elgiar

Superintendent's Secretary  
635 West 200 South  
Vernal, UT 84078  
E-mail: phyllis.elgiar@uintah.net  
Description of Role: GRAMA

#### Records Officer Certification

Initial Certification: 04/24/2013  
Most Recent Certification: 03/01/2016  
Certification Expires: 03/01/2017

### Dorothy McConkie

635 WEST 200 SOUTH  
VERNAL, UT 84078  
E-mail: dorothy.mcconkie@uintah.net  
Description of Role: Records management

#### Records Officer Certification

Initial Certification: 11/25/2013  
Most Recent Certification: 03/08/2016  
Certification Expires: 03/08/2017

### Cathy Bilbey

635 West 200 South  
Vernal, UT 84078  
E-mail: cathy.bilbey@uintah.net  
Description of Role: Records management

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

### Karine Simper

635 West 200 South  
Vernal, UT 84078  
E-mail: karine.simper@uintah.net

#### Records Officer Certification

Initial Certification: 04/29/2013  
Most Recent Certification: 03/01/2016  
Certification Expires: 03/01/2017

### Karyn Harvey

Records Officer  
635 W 200 S  
Vernal, UT 84078  
E-mail: karyn.harvey@uintah.net

#### Records Officer Certification

Initial Certification: 03/02/2016  
Most Recent Certification: 03/06/2016  
Certification Expires: 03/06/2017

### Laura Graham

Uintah County School District  
635 West 200 South  
Vernal, UT 84078  
E-mail: laura.graham@uintah.net

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

---

## Uintah River High School (Utah)

P.O. Box 230, Fort Duchesne UT 84026  
435-725-4088

**Records Officer(s)**

# School District Agency Names

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## with Authorized Records Officers

### Gwenita Pawwinnee

P.O. Box 235  
Fort Duchesne, UT 84026  
E-mail: gwenitap@utetribes.com

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## Utah Career Path High

450 S. Simmons Way, # 730, Kaysville UT 84037  
801-593-2440

### Records Officer(s)

#### Judith Clark

450 S. Simmons Way #730  
Kaysville, UT 84037  
E-mail: judith.clark@utahcph.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

---

## Utah County Academy of Sciences

940 West 800 South, Orem UT 84058  
801-863-2222

### Records Officer(s)

#### Mrs. Tara L Merryweather

Records Officer  
940 West 800 South  
Orem, UT 84058  
E-mail: merryweathert@ucas-edu.net  
Description of Role: I am the business manager for the school, I maintain all financial, board, HR records.

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 06/26/2013 |
| Most Recent Certification: | 06/18/2014 |
| Certification Expires:     | 06/18/2015 |

**Records Officer's certification has expired.**

#### Wendy Erickson

940 West 800 South  
Orem, UT 84058  
E-mail: ericksonw@ucas-edu.net

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Anna Trevino

940 West 800 South  
Orem, UT 84058  
E-mail: trevinoa@ucas-edu.net

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**



# School District Agency Names

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## with Authorized Records Officers

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### Utah Connections Academy

687 West 700 South, Suite E, Woods Cross UT 84087

801-298-6660

#### Records Officer(s)

##### Nancy Frampton

Administrative Assistant

687 West 700 South, Suite D

Woods Cross, UT 84087

E-mail: nframpton@connectionseducation.com

Description of Role: I work with student enrollment records, student cumulative files including health records, special education files, school personnel files. School Board Agenda's and meeting materials.

##### Records Officer Certification

Initial Certification: 11/27/2013

Most Recent Certification: 12/22/2015

Certification Expires: 12/22/2016

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### Utah International Charter School

350 East Baird Circle, South Salt Lake UT 84115

385-290-1306

#### Records Officer(s)

##### Ms. Angela Dee Rowland

Records Officer

350 East Baird Circle

Salt Lake City, UT 84115

E-mail: arowland@utahinternational.org

Description of Role: Our school is small; I am the principal (chief administrator) as well as the records officer.

##### Records Officer Certification

Initial Certification: 07/15/2014

Most Recent Certification: 08/05/2016

Certification Expires: 08/05/2017

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### Utah Military Academy

5120 South 1050 West, Riverdale UT 84405

801-689-3013

#### Records Officer(s)

##### Matt Throckmorton

Executive Director

5120 South 1050 West

Riverdale, UT 84405

E-mail: matt@utahmilitaryacademy.org

##### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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### Utah Virtual Academy

512 East 4500 South, Murray UT 84107

801-262-4922

#### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### Stacey Hutchings

Head of School  
310 East 4500 South, Suite 290  
Murray, UT 84107  
E-mail: shutchings@utahvirtual.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

### Meghan Merideth

512 East 4500 South  
Murray, UT 84107  
E-mail: mmerideth@utahvirtual.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Valley Academy Charter School

539 N 870 W, Hurricane UT 84737  
435-635-0772

### Records Officer(s)

#### Keturah Rowland

539 North 870 West  
Hurricane, UT 84737  
E-mail: keturah@valleyacademycharter.com

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

#### Kevin Dunkley

Principal  
539 North 870 West  
Hurricane, UT 84737  
E-mail: director@valleyacademycharter.com

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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## Vanguard Academy (Utah)

2650 South Decker Lake Lane, West Valley City UT 84119  
801-327-8724

### Records Officer(s)

#### Evelyn England

2650 South Decker Lane  
West Valley City, UT 84119  
E-mail: evelyn.england@vanguardcharter.org

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

# School District Agency Names

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## with Authorized Records Officers

### Suzanne Owen

Principal  
2650 South Decker Lake Lane  
West Valley City, UT 84119  
E-mail: [suzanne.owen@vanguardcharter.org](mailto:suzanne.owen@vanguardcharter.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### Venture Academy (Utah)

495 North 1500 West, Ogden UT 84404  
801-393-3900

#### Records Officer(s)

##### Michelle Terry

Records Officer  
495 North 1500 West  
Marriott Slaterville, UT 84404  
E-mail: [mterry@venturelearning.org](mailto:mterry@venturelearning.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:  
**Records Officer has not completed required training certification.**

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### Vista at Entrada School of Performing Arts and Technology (Utah)

585 East Center, Ivins UT 84738  
435-678-4110

#### Records Officer(s)

##### Mrs. MaryAnn Oram

Records Officer  
585 E. Center St.  
Ivins, UT 84738  
E-mail: [moram@vistautah.com](mailto:moram@vistautah.com)  
Description of Role: Business Manager

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 10/05/2015 |
| Most Recent Certification: | 10/05/2015 |
| Certification Expires:     | 10/05/2016 |

**Records Officer's certification has expired.**

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### Voyage Academy Charter School

1891 North 1500 West, Clinton UT 84015  
801-776-4900

#### Records Officer(s)

##### Anna L Stanton

Records Officer  
1891 North 1500 West  
Clinton, UT 84015  
E-mail: [astanton@voyageacademyutah.org](mailto:astanton@voyageacademyutah.org)  
Description of Role: Executive Administrator

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 05/28/2015 |
| Most Recent Certification: | 05/09/2016 |
| Certification Expires:     | 05/09/2017 |



# School District Agency Names

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with Authorized Records Officers

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## Walden School of Liberal Arts (Utah)

4230 North University Avenue, Provo UT 84604

801-374-1545

### Records Officer(s)

#### Lois Bobo

4230 North University Ave

Provo, UT 84604

E-mail: lois@waldenschool.us

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Wallace Stegner Academy

972 South Bending River Ct., Salt Lake City UT 84104

801-884-7950

### Records Officer(s)

#### Emily Bejarano

290 N Flint St

Kaysville, UT 84037

E-mail: emily@academicawest.com

Description of Role: Records Management

#### Records Officer Certification

Initial Certification: 01/07/2013

Most Recent Certification: 05/10/2016

Certification Expires: 05/10/2017

#### Mr. Kirk Blake

Records Officer

342 Edith Avenue

Salt Lake City, UT

E-mail: kirk@academicawest.com

Description of Role: Board of Director's Liaison

#### Records Officer Certification

Initial Certification: 02/27/2015

Most Recent Certification: 02/27/2015

Certification Expires: 02/27/2016

**Records Officer's certification has expired.**

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## Wasatch County School District (Utah)

101 East 200 North, Heber City UT 84032

435-654-0280

### Records Officer(s)

#### Mr. Keith Johansen

Agency Employee

101 East 200 North

Heber City, UT 84032

E-mail: keith.johansen@wasatch.edu

Description of Role: Business Administrator - Wasatch County School District

#### Records Officer Certification

Initial Certification: 08/11/2015

Most Recent Certification: 08/11/2015

Certification Expires: 08/11/2016

**Records Officer's certification has expired.**



# School District Agency Names

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## with Authorized Records Officers

### **Mrs. Jill Cottam**

Records Officer  
101 E 200 N  
Heber City, UT 84032  
E-mail: jill.cottam@wasatch.edu

#### **Records Officer Certification**

Initial Certification: 08/11/2015  
Most Recent Certification: 08/11/2015  
Certification Expires: 08/11/2016

**Records Officer's certification has expired.**

### **Mr. Jonathan Devenish**

Records Officer  
101 E 200 N  
Heber City, UT 84032  
E-mail: jonathan.devenish@wasatch.edu

#### **Records Officer Certification**

Initial Certification: 08/11/2015  
Most Recent Certification: 08/11/2015  
Certification Expires: 08/11/2016

**Records Officer's certification has expired.**

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## **Wasatch Peak Academy (Utah)**

414 North Cutler Drive, North Salt Lake UT 84054  
801-936-3066

### **Records Officer(s)**

#### **Emily Bejarano**

290 N Flint St  
Kaysville, UT 84037  
E-mail: emily@academicawest.com  
Description of Role: Records Management

#### **Records Officer Certification**

Initial Certification: 01/07/2013  
Most Recent Certification: 05/10/2016  
Certification Expires: 05/10/2017

#### **Mrs. Becky Mann**

Office Manager  
414 North Cutler Drive  
North Salt Lake, UT 84054  
E-mail: mannart33@hotmail.com  
Description of Role: Office Manager

#### **Records Officer Certification**

Initial Certification: 06/21/2013  
Most Recent Certification: 06/21/2013  
Certification Expires: 06/21/2014

**Records Officer's certification has expired.**

#### **Mrs. Krystal Taylor**

Records Officer  
290 N. Flint Street  
Kaysville, UT 84037  
E-mail: krystal@academicawest.com  
Description of Role: Charter School Board Liaison

#### **Records Officer Certification**

Initial Certification: 09/08/2015  
Most Recent Certification: 09/08/2015  
Certification Expires: 09/08/2016

**Records Officer's certification has expired.**

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## **Wasatch Waldorf Charter School**

1800 East Harrison Ave., Salt Lake City UT 84108  
801-871-3950



# School District Agency Names

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## with Authorized Records Officers

### Records Officer(s)

#### Kara Salisbury

1800 East Harrison Ave  
Salt Lake City, UT 84106  
E-mail: [ksalisbury@wasatchwaldorf.org](mailto:ksalisbury@wasatchwaldorf.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### Washington County School District (Utah)

121 West Tabernacle, St. George UT 84770  
435-673-3553

### Records Officer(s)

#### Brent Bills

121 West Tabernacle  
St. George, UT 84770  
E-mail: [brent.bills@washk12.org](mailto:brent.bills@washk12.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

#### Tennille Mills

Washington School District  
121 West Tabernacle  
St. George, UT 84770  
E-mail: [tennille.mills@washk12.org](mailto:tennille.mills@washk12.org)

#### Records Officer Certification

Initial Certification:  
Most Recent Certification:  
Certification Expires:

**Records Officer has not completed required training certification.**

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### Washington County School District (Utah). Dixie High School

350 East 700 South, St. George UT 84770  
673-4682

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### Wayne County School District (Utah)

79 North 100 West, P.O. Box 127, Bicknell UT 84715  
435-425-3813

### Records Officer(s)

#### Coral Chappell

79 North 100 West  
Bicknell, UT 84715  
E-mail: [coral.chappell@waynesd.org](mailto:coral.chappell@waynesd.org)

#### Records Officer Certification

|                            |            |
|----------------------------|------------|
| Initial Certification:     | 02/02/2016 |
| Most Recent Certification: | 02/03/2016 |
| Certification Expires:     | 02/03/2017 |

#### Heather Okerlund

Wayne School District  
79 North 100 West  
Bicknell, UT 84715



# School District Agency Names

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## with Authorized Records Officers

E-mail: heather.okerlund@waynesd.org

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Wayne County School District (Utah). Wayne High School

79 North 100 West, Bicknell UT 84715

(435)425-3813

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## Weber School District (Utah)

5320 Adams Ave. Parkway, Ogden UT 84405

801-476-7800

### Records Officer(s)

#### Dr. Robert Dan Petersen

Records Officer

5320 South Adams Avenue

Ogden, UT 84405

E-mail: rpetersen@wsd.net

Description of Role: I am the Business Administrator for Weber School District and the official clerk of the Board.

### Records Officer Certification

Initial Certification: 05/06/2014

Most Recent Certification: 05/06/2014

Certification Expires: 05/06/2015

**Records Officer's certification has expired.**

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## Weber State University Charter Academy

1351 Edvalson Street, Dept. 1305, Ogden UT 84408

801-626-7110

### Records Officer(s)

#### Carol VandenAkker

Secretary/Business Administrator

1305 University Circle

Ogden, UT 84408-1305

E-mail: charteracademy@weber.edu

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Camie Bearden

1351 Edvalson St. Dept 1305

Ogden, UT 84405

E-mail: cbearden@weber.edu

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Jami Daly

1351 Edvalson St. Dept 1305

Ogden, UT 84405

E-mail: jamidaly@weber.edu

# School District Agency Names

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## with Authorized Records Officers

### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Weilenmann School of Discovery (Utah)

4199 Kilby Road, Park City UT 84098

435-575-5411

### Records Officer(s)

#### Cynthia Phillips

Executive Director

4199 W Kilby Road

Park City, UT 84098

E-mail: cindyphillips@wsdpc.org

Description of Role: GRAMA, Records management

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Peter Leeman

4199 Kilby Road

Park City, UT 84098

E-mail: peterleeman@wsdpc.org

Description of Role: Records management

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Kathleen Fisher

Office Manager

4199 Kilby Road

Park City, UT 84098

E-mail: kathleenfisher@wsdpc.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

#### Jo Jones

Office Manager

4199 Kilby Road

Park City, UT 84098

E-mail: jojones@wsdpc.org

#### Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**

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## Winter Sports School in Park City (Utah)

4251 Shadow Mountain Drive, Park City UT 84098

435-649-8760

### Records Officer(s)

# School District Agency Names

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## with Authorized Records Officers

### **Dave Kaufman**

Principal  
4251 Shadow Mountain Drive  
Park City, UT 84098  
E-mail: [dkaufman@wintersportsschool.org](mailto:dkaufman@wintersportsschool.org)

### **Records Officer Certification**

Initial Certification:

Most Recent Certification:

Certification Expires:

**Records Officer has not completed required training certification.**