TENTATIVE MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT

A Work Session was held at 5:30pm at the Independent Life Skills Center, 960 S. Main St., Brigham City, UT 84302. The Board discussed the results of the survey for the naming of the new elementary school in Tremonton. There were 12 potential names presented and the Board discussed the various policy implication that would influence the naming of a school. The Board also discussed teacher retention trends.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening August 12, 2026, at 6:30 p.m. at Independent Life Skills Center, 960 S. Main St., Brigham City, UT 84302.

Those in attendance at the meeting included Board President Tiffani Summers, Board Vice President Danielle Wright, Karen Cronin, Julie Taylor, Wade Hyde, and Stephanie DeFilippis. Byran Smith was excused from attendance. Also, present were Superintendent Keith Mecham, Assistant Superintendent Heidi Jo West, Business Administrator Neil Stevens, District employees, representatives of the press, and interested citizens.

President Summers welcomed those in attendance and conducted the business of the meeting. After the reverence, which was offered by Stephanie DeFilippis, Keith Mecham led the audience in the pledge of allegiance.

Recognitions

Jamie Kent, Public Information Officer, presented the following new school administrators:

Erika Bywater, Asst. Principal Intern, ACHI
Emily Zito, Asst. Principal Intern, BRHS and BRMS
Kelbie Jackson, Asst. Principal, BEMS
Amy Jo Summers, Asst. Principal Intern, Lake View Elementary
Christyn Kendrick, Asst. Principal Intern, North Park Elementary

Approval of Agenda

Danielle Wright made the motion to approve the agenda. Stephanie DeFilippis seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis – Yes

Public Comment

Jennie Earl from the Utah State Board of Education offered public comment on the efforts of the State Board to adopt curriculum standards for financial literacy and math. Also, the State Board is working to streamline the hotline complaint process, so it is not so burdensome on LEAs.

Action Items

Approval of BTECH Nail Course

Ben Willey, Director of CTE, presented the request to approve a course for nail technicians only. This year BTECH separated out the nail technician program from the broader cosmetology program. This change necessitated that BESD approve the nail course.

Karen Cronin motioned to recommend that the BESD Board of Education approve the nail technician for the 2026-2027 school year. Stephanie DeFillipis seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis - Yes

Approval of Amendment to Discovery Elementary TSSA Plan

Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning, presented the amendment to the TSSA plan for Discovery Elementary. The amendment proposes shifting funds from salaries and supplies to professional development. The professional development funds will be used to provide training to teachers on early literacy strategies and methods.

Danielle Wright motioned to recommend the Box Elder School District Board of Education approve the revision to Discovery Elementary's Teacher and Student Success Plan as submitted. Wade Hyde seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis –Yes

Approval of Amendment to Century Elementary TSSA Plan

Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning, presented the amendment to the TSSA plan for Discovery Elementary. The amendment proposes shifting funds from salaries and supplies to professional development and teacher stipends. The professional development funds will be used to provide training to teachers in the Science of Reading.

Danielle Wright motioned to recommend the Box Elder School District Board of Education approve the revision to Century Elementary's Teacher and Student Success Plan as submitted. Julie Taylor seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis –Yes

Approval of Declaration of Surplus Property

Neil Stevens, Business Administrator, presented the request to declare the property located in Mantua as surplus. This property is located on Willard Peak Road in Mantua and is approximately 12 acres in size. The property was obtained in a trade will Mantua City. There are not sufficient students in the area to support a future school site and the funds from the sale of the property would be used to support ongoing capital improvement needs in the District.

Daniell Wright motioned that the BESD Board of Education declare as surplus the property located at 400 S Willard Peak Rd, Mantua, UT 84324, parcel ID# 03-059-0094. Julie Taylor seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis –Yes

Approval of the Cancellation of Building Contract for High School Additions

Neil Stevens, Business Administrator, presented that proposed cancellation of building contracts for the proposed high school additions. Starting in March of 2025, the District began designing building additions to each high school campus to facilitate the moving of the 9th grade to the high school. Given the results of the lease revenue bond petition, there is not a path forward to complete these additions. It is recommended that these construction contracts be cancelled.

Julie Taylor motioned that the BESD Board of Education direct the Business Administrator to cancel the CGMC and Architect contracts related to the high school expansions. Wade Hyde seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis –Yes

Information Items

Strategic Plan Update

Keith Mecham, Superintendent, presented an update on the strategic plan. The new 5-year strategic plan, based on feedback from over 1,250 individuals (65% parents). The process is intentionally slow to ensure buy-in.

The current District mission ("We will ensure that all students learn at grade level or higher") and vision ("The Box Elder way") are under review. "Ensure" is seen as creating undue pressure, while "all" may be changed to "each" for a more personalized focus. The vision was deemed uninspiring.

A favored new mission option is: "We'll do whatever it takes to help every student learn, grow, and succeed." The District is also reviewing its slogan, "learning is everything."

A community survey identified top priorities: high academic achievement (especially K-3 literacy), post-high school readiness, school safety, mental health support, and teacher/employee retention. Fiscal responsibility was a major theme, while updating older buildings was a lower priority.

There's a notable gap between the community's value on post-high school readiness (83%) and their perception of District effectiveness (64%).

Preliminary focus areas for the new plan include: Academic Achievement; College, Career, and Life Readiness; Belonging, Wellness, and Safety; and Talent and Operations.

For the upcoming school year (starting August 31st), key principles are: building connections, continuing PLC work, and fostering continuous improvement.

Motion to Table Agenda Item

Danielle Wright motioned to postpone the update on the elementary school financing until the representative from Zion's Bank has arrived. Stephanie DeFillipis seconded the motion which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis –Yes

Monthly Financial Report

Neil Stevens, Business Administrator, presented the monthly financial report. He shared that the District is on track with financial projections for the end of the fiscal year.

Property tax revenue was $2.5-$3 million higher than estimated. State revenue was also slightly up, while investment earnings were $300,000 lower than anticipated.

Spending was higher than budgeted for classroom instruction and student services, partly due to a $1 million stipend for ESPs. It was lower in administration and staff service areas.

Update on Elementary School Financing

Alex Buxton, Municipal Finance Advisor from Zion's Bank, presented an update on the elementary school financing process.

The District met with Moody's and received an A1 issuer rating and an A3 rating for its Certificates of Participation (COP) from Moody's. The A1 rating reflects strong financials, while the A3 is due to the financing's annual appropriation nature.

The rating was impacted by perceived lack of public support (failed bonds, non-unanimous Board votes) and high taxpayer concentration.

Bank of America will underwrite the certificates, with a sale planned for August 19, 2026, at a projected interest rate of around 4.5% on a 20-year term.

Board Committee Reports

Karen Cronin mentioned that the Boys and Girls Club is having a golf tournament fundraiser on September 25th.

Stephanie DeFillipis mentioned that Tremonton City has invited the Board to have representatives attend their monthly community meetings.

Policy Review

Policy Changes Approved With Negotiations (For Review Only)

Policy 3124 Certificated: Retirement
Policy 3126 Certificated: Sickness, Absences and Leaves
Policy 3202 ESP: Employment and Placement
Policy 3208 ESP: Fringe Benefits and Leave of Absence
Policy 3310 Administrative: Personnel Benefits

Karen Cronin posed a question on Policy 3126. Coerina Fife, Executive Director of Human Resources, clarified the changes to the sick leave bank policy.

First Reading

Policy 1036 Board Member Conflict of Interest
Policy 1040 Board Member Elections and Redistricting
Policy 1070 Board Member Meeting Procedures
Policy 1210 School Closure and Boundary Changes
Policy 2010 Budget Planning/Development/Adoption
Policy 2032 Procurement of Construction: Construction and School-Site Acquisition Requirements
Policy 2034 Procurement: Contracts and Contract Limitations
Policy 3006 Employee Conflict of Interest
Policy 3032 Employment: Student Support Scope of Practice
Policy 3035 Employee Criminal Background Checks and Personal Reporting of Arrests and Convictions
Policy 4060 High School Graduation Requirements

Policy 4062 Curriculum: College Course Work
Policy 4101 Grading: Credit Through Testing
Policy 4175 Student Data Protection
Policy 4178 Internet Use
Policy 4200 Term of Instruction: School Year & School Day
Policy 6002 Government Data Privacy

Karen Cronin suggested that Policy 2032 and Policy 2034 use consistent naming conventions across the policies.

Karen Cronin posed a question on policy 3035 on how background checks are applied to volunteers and educators.

Karen Cronin motioned to accept policies on first reading. Wade Hyde seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis - Yes

First and Second Reading

Policy 4102 Grading: Grades K-7
Policy 4103 Academic Grading and Citizenship Marks for Grades 8-12
Policy 5305 Student Use of Electronic Devices

Karen Cronin asked how Policy 5305 has changed how devices will be used in schools this school year. AJ Gilmore clarified that devices will be allowed to be used during breaks and lunch time.

Karen Cronin motioned to approve policies on first and second reading. Stephanie DeFilippis seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis - Yes

Consent Calendar

Karen Cronin noted that the adjournment time listed in the meeting minutes was incorrect. Also, a few of the votes listed for her were also incorrect.

Karen Cronin noted her opposition to out-of-state travel for athletic clubs.

Julie Taylor moved to accept the consent items. The motion was seconded by Danielle Wright. The motion passed 5-1

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – No
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie Defilippis - Yes

The Consent Calendar included the following items:

Approval of the minutes of the regular meetings of June 10th.

Approval of claims numbered: 56806 – 57125, 5061026, 7063026, 8022026, 8032026, 8052926, 9060226, 9063026, 101674 – 101685, 1108058 – 1108261, 507 – 586, 16800665 – 16800668, 30403321 – 30403323, 30803992 – 30804003, 40403585 – 40403596, 40805003 – 40805020, 70416538 – 70416605, 70816604 – 70816688, 77800658 - 77800659 and the ACH and school activity checks for the month of June 2026.

Personnel Items
As detailed in the agenda.

150 Mile Trip
As detailed in the agenda

Suggestions for Future Board Meetings

The Board will provide an update on school construction progress each month.

It was recommended that the Board invite all of the city and county leaders for another work session for a collaborative discussion.

The Foundation will be hosting the fall golf tournament at Eagle Mountain Golf Course here in Brigham City on September 17th.

Closed Session for the Sale or Lease of Real Property

Karen Cronin motioned for the Board to move into closed session for the purposes of discussing the sale or lease of real property and to discuss the character professional competence or physical or mental health of an individual. Julie Taylor seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis – Yes

Karen Cronin motioned to end the closed session and return to the regular meeting. Danielle Wright seconded the motion, which passed unanimously.

Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Stephanie DeFilippis – Yes

Adjournment

With the announcement that the next meeting will be held on Wednesday, September 9th, 2026 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 10:37 p.m.

APPROVED: ________________________

ATTESTED: __________________________ __________________________________
School Business Administrator President, Board of Education
Box Elder School District