

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

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening August 13, 2025 at 6:00 p.m. at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

Those in attendance at the meeting included Board President Tiffani Summers, Board Vice President Danielle Wright, Members Julie Taylor, Karen Cronin, Wade Hyde, and Stephanie DeFilippis. Bryan Smith was excused for a family emergency. Also present were Superintendent Steven Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, Business Administrator Neil Stevens, and IT Director Robert Gordon, officers of the Box Elder Education Association, 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 Meacham led the audience in the pledge of allegiance.

Recognitions

Presenter: Jamie Kent, Public Information Officer

Karen Cronin recognized Alyse Maples for her excellent work in the Special Education program at Willard Elementary. The Board presented her with a letter of recognition.

Jeff Morris, Assessment Director, presented certificates of completion for the ESL Endorsement to Jason Warner, Reggie Shaw, Heather Dahle, Jill Dallan, Tyson Heaton, Zihang Liu, Teresa Mas, Adriana Metarref, Travis Mumford, Trina Thomson, Heidi Watson and Valerie Yeates.

Approval of Agenda

Karen Cronin made the motion to approve the agenda. Julie Taylor seconded the motion, which passed unanimously.

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

Public Comment

Danielle Wright motioned to hear public comment after the information items to allow members of the public additional time to arrive. Julie Taylor seconded the motion, which passed unanimously.

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

Stephanie DeFilippis - Yes

Jamie Poppleton provided public comment questioning how to access the board financial statements.

Information Items

Monthly Financial Report

Neil Stevens, Business Administrator, presented the July Financial Report to the Board.

Policy Review

The following Policies were presented for first reading:

Policy 1090 Rules of Order

Policy 3038 Highly Needed Educator Salary Supplement

Bryan Smith texted Board President Summers requesting that policy 1090, part C have the following language added: "Permitted with reasonable time to allow for comment from each board member".

Board Karen Cronin requested that the page numbers on Policy 3038 be corrected.

Danielle Wright made the motion to approve the above policies for first reading, with the requested changes, Karen Cronin seconded the motion, which was approved unanimously.

Wade Hyde – Yes

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis - Yes

Consent Calendar

Karen Cronin commented that the presented minutes for June 11th were incorrect that that she was not present for the votes after 10:15pm. She also commented that there was an incomplete sentence on page 9 and the sentence should be removed.

Julie Taylor moved to accept the consent items, as amended by Karen Cronin. The motion was seconded by Karen Cronin and passed on a unanimous vote.

Wade Hyde – Yes

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis - Yes

The Consent Calendar included the following items:

Approval of the minutes of the working and regular meetings of June 11, 2025 and July 9, 2025.

Approval of claims numbered 00054308-54543, 08073125, 7073125A, 9073125A, 101516 – 1106906, 347 – 355, 16800607, 30803827, 40403473 – 40804802, 70415534 – 7045592, 70815619 – 70815674 and the ACH and school activity checks for the month of July 2025.

Personnel Items

As detailed in the agenda.

Suggestions for Future Board Meetings

No additional suggestions for future board meetings were offered.

Adjournment

With the announcement that the next meeting will be held on Wednesday, September 10, 2025 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 6:38 p.m.

APPROVED: _____

ATTESTED: _____

School Business Administrator
Box Elder School District

President, Board of Education