

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

A work session was held at 5:30 pm. The Board held a discussion on the facilities plans for elementary schools. Also discussed was the large donation from a private donor to Bear River High School for the renovation of the infield from grass to artificial turf. The Board discussed the schedule for the recruitment, interviewing and selection of a new superintendent within the next month due to the pending retirement of Superintendent Carlsen.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening March 11, 2026, at 6:30 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 Bryan Smith, Julie Taylor, Karen Cronin, Wade Hyde and Stephanie DeFilippis. Also, present were Superintendent Steven Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, Business Administrator Neil Stevens, district employees, representatives of the press and interested citizens. State Representative Tom Peterson was in attendance as well.

President Summers welcomed those in attendance and conducted the business of the meeting. After the reverence, which was offered by Tiffani Summers, Steve Carlsen led the audience in the pledge of allegiance.

**Recognitions**

Jamie Kent, Public Information Officer, recognized the Bear River High School FFA for their efforts to host the regional FFA competition. This year over 1,000 students participated in the event. David Schaffer, Linus Colyer, Melissa Ingram, Wes Burrell and Kelly Kunzler from the Bear River High School FFA presented an overview of the FFA program.

Jaime Kent, Public Information Officer, shared that Christyn Kendrick, Instructional Coach from North Park Elementary, Jason Bingham, CTE Teacher, from Box Elder High School and Jenny Anderson, Principal's Secretary, from Bear River High School were awarded the SEE award for their contributions in strengthening PLCs, expanding student connections, and elevating employee recognition.

**Approval of Agenda**

Danielle Wright made the motion to approve the agenda. Bryan Smith seconded the motion, which passed unanimously.

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

**Public Comment**

Ben Soholt provided that public comment is the best way to communicate with the Board. He also shared ideas for reducing construction costs.

Cody McBride provided public comment on the potential donation and request from BRHS for matching funds.

McKell Harrop provided public comment on the facilities at Lake View Elementary. She urged that the District create a plan for the student capacity and the plumbing issues that has recently happened at the school.

Cassandra Merrell provided public comment thanking the Board for the meeting summaries that are shared with the community. These summaries are helpful for the community to know the outcomes of the meetings.

Rachel Storm provided public comment on the status of the facilities at Lake View Elementary. She urged the Board to consider those issues that create barriers to learning at the school.

Aaron Nielson provided public comment on potential construction plans for the District. He urged that the District reconsider certain parts of the plan and engage the community on which projects are important to them.

**Action Items**

**Approval of College and Career Readiness Counseling Program (CCRCP)**

Ben Willey, CTE Director, presented the request to approve the College and Career Readiness program. USBE requires that the Board approve this program each year after the program has completed a self-evaluation of the program goals and outcomes.

Karen Cronin motioned to approve the College and Career Readiness Counseling program as presented. Wade Hyde seconded the motion. Motioned passed unanimously.

Stephanie DeFilippis – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – Yes

Wade Hyde – Yes

Julie Taylor - Yes

**Approval of Amendment to McKinley 2025-26 TSSA Plan**

Heidi Jo West, Assistant Superintendent of Elementary Curriculum, presented the amendment of the TSSA plan for McKinley Elementary. The school received funding from Title 1 for professional development activities and would like to shift a portion of the TSSA funds from professional development to purchases of technology.

Danielle Wright motioned to approve the amendment to the TSSA plan for Mckinley Elementary. Stephanie DeFilippis seconded the motion. The motion passed unanimously.

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

Approval of Negotiations Team

Coerina Fife, Executive Director of Personnel and Title IX, presented the BESD negotiations team for the 2026-27 school year. Negotiations will take place in May after the employee listening sessions are conducted in April.

Bryan Smith motioned to approve the BESD negotiations team for the 2026-27 school year. Karen Cronin seconded the motion. The motion passed unanimously.

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

Approval of Private Donation over \$50,000

Neil Stevens, Business Administrator, presented the offer of a private donation of \$500,000 to fund the upgrading of the Bear River High School baseball field.

The Board discussed how the donation would enhance community opportunities to use the baseball field on a regular basis. It was also noted by the Board that this donation would require the District to invest the same amount of funds to upgrade the girls' softball field as well.

Karen Cronin noted her opposition to accepting this donation on the basis the District would need to commit \$500,000 to the girls' softball field and these upgrades are a want, not a need.

Danielle Wright motioned to approve the acceptance of the \$500,000 donation for the purpose of upgrading the boy's baseball field. Julie Taylor seconded the motion. The motion passed 6-1.

Stephanie DeFilippis – Yes  
Bryan Smith – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Karen Cronin – No  
Wade Hyde – Yes  
Julie Taylor – Yes

Approval of Request for Matching Funds for Private Donation to BRHS

Neil Stevens, Business Administrator, asked David Lee, Principal at BRHS, and Clay Chournos, Athletic Director at BRHS to present the request for matching funds for the private donation.

These matching funds from the District would come from the Capital Outlay fund and would be used to upgrade the girls' softball field.

The Board discussed how the matching funds would enhance community opportunities to use the softball field on a regular basis.

Bryan Smith motioned to approve the request from BRHS to match the \$500,000 donation for the purpose of upgrading the girls' softball field. Wade Hyde seconded the motion. The motion passed 6-1.

Stephanie DeFilippis – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – No

Wade Hyde – Yes

Julie Taylor – Yes

#### Amendment of the Agenda

Danielle Wright proposed amending the agenda to consider items F6, Approval of Purchase of Real Estate and F7, Approval of Lease Agreement after the Board meets in closed session to discuss the sale or lease of real property. Also, the informational section of the agenda to be amended to include an update on the Lakeview sewer repair progress. Bryan Smith seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – Yes

Wade Hyde – Yes

Julie Taylor - Yes

#### Approval of Purchase of Real Estate

Neil Stevens, Business Administrator, presented that the District has the opportunity to purchase 13 acres of vacant land for a future school site from Brigham City.

Julie Taylor motioned that the Board approve the real estate purchase agreement with Brigham City for approximately 13 acres at a purchase price of \$113,000 per acre. The Board also approves that the Superintendent, Business Administrator and Real Estate Consultant shall negotiate fair compensation for additional infrastructure improvements. Wade Hyde seconded the motion.

Karen Cronin noted that she is opposed to the purchase and that the District should focus on facility improvements first.

Danielle Wright noted that the District will have revenue coming in from land sales and this purchase will not affect the Capital Outlay fund. The motion passed 6-1.

Stephanie DeFilippis – Yes

Bryan Smith – Yes

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

#### Approval of Lease Agreement

Neil Stevens, Business Administrator, presented the lease agreement with the Church of Jesus Christ of Latter-day Saints for the seminary building that the District has agreed to purchase.

Danielle Wright motioned that the Board of Education approve the lease agreement for the Bear River Seminary with the LDS Church in the amount of \$3,700 per month. Karen Cronin seconded the motion, which pass unanimously.

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

#### **Information Items**

##### Lake View Sewer Repairs

Corey Thompson, Facilities Director, briefed the Board on the progress of the repairs of the sewer system at Lake View Elementary. These repairs should be completed over spring break. The District is investigating the cost of performing preventative maintenance on the remaining parts of the sewer system.

##### Monthly Financial Report

Neil Stevens, Business Administrator, presented the monthly financial report as of February 2026. The District is working within its established budget, and revenue is on target to be consistent with the Board approved budget. Also, the Board was presented with the mid-year state budget updates received from USBE. The District has a reduction of 2% of state budgets. This reduction will be covered with General Fund existing balances.

##### Board Committee Reports

Karen Cronin reported that there is a ribbon cutting at the Boys and Girls Club on March 20<sup>th</sup>. She also reported that there is a career day at Bridgerland Technical College on March 6<sup>th</sup> and 7<sup>th</sup>.

Tiffani Summers reported that she attended the Chinese New Year Celebration as part of the DLI Chinese classes offered in the District.

##### Student Board Member Report

Makayla Barton, Student Board Member, provided a report on the activities of the two high schools. Both high schools are participating in a March Madness competition. Both high schools are starting to

plan the prom dances. Also, this week is rivalry week for both high schools, with competitions for the student body happening each day.

February Employees Appreciation

Heidi Jo West, Assistant Superintendent of Elementary Instruction, presented the February employee who were honored in local building for their individual efforts. The following employees were selected for February.

<u>School</u>	<u>Teacher</u>	<u>Support</u>
BRHS	Mistie Mattinson	Jenny Wood
BRMS	Jeff Smart	Lyndsi Crowell
ACHI	Phillip Merrill	Andrea Stringham & Maygen Pugsley
BEHS	Andrew Larsen	Maria Contreras
BEMS	Carmella Stephensen	Sandra Monson
ACYI	Anthony Frenzel	Sophie Blacker
Sunrise	Kay Kraus	Ronda Shaffer
Century	Karly Roberts	Danielle Barfuss
Discovery	Nancy Ulsh	Jen Jensen
Fielding	Jan Hawkes	Sarah Carlson
Garland	Ashley Bailey	Libby Christensen
Golden Spike	Ngoc Anderson	Janie Palmer
Lake View	Aimee Wells	Kelsey Christensen
McKinley	Vicky Litchford	Daniel Curtis
North Park	Paulina Rayon	Shannen Perkins
Three Mile Creek	Tersa Crawford	Bruce Hirschi
Willard	Natasha Morgan	Vali Veater
Western	Jennifer Webb	Melissa Jones

**Policy Review**

Policies to Delete

Policy 5240 Appeals of Student Government Organizations

Policies with No Changes

Policy 1250 Professional Learning Communities

Policy 2110 Solicitation of Employees

Policy 2120 School Merchandising

Policy 2140 Inventory

Policy 2172 Buildings & Grounds: Energy

Policy 2200 Vandalism, Destruction, or Loss of School Property

Policy 5020 Out-of-State Students

Policy 5226 Activity Disclosure Statements

Policy 5275 Title IX Sexual Harassment

Policy 6010 Visitors to Schools

Policy 6020 Relations with Parent/Community Groups

Policy 6030 Relations with Law Enforcement Agencies

Policy 1050 Qualifications & Appointment Procedures for Student Board Member

Policy 1074 Board Meetings: Closed Meetings  
Policy 1150 Superintendent Evaluation  
Policy 1200 School Attorney  
Policy 1230 School Year Calendar  
Policy 2010 Budget Planning/Development/Adoption  
Policy 2035 Increment Financing  
Policy 2040 Audits  
Policy 3045 Retirement: Social Security, Purchase of Insurance & Credit Years  
Policy 3087 Personal Protective Equipment & Safety  
Policy 3097 Employee Suggestions  
Policy 4070 Early Graduation  
Policy 4165 Requests for Charter Schools  
Policy 5070 Communicable Diseases  
Policy 5210 Protection of Students Against Exploitation

Karen Cronin made a motion to approve the presented policies for deletion and also the policies presented for review with no changes. Bryan Smith seconded the motion, which passed unanimously.

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

#### First Reading

Policy 1240 Emergency Closing of Schools  
Policy 2130 Capitalization  
Policy 2145 Restrictions on Internet Access  
Policy 4060 High School Graduation Requirements  
Policy 4085 Students Released to Attend Technical Colleges  
Policy 4120 Community Adult High School  
Policy 5285 Detention of Students After School Hours  
Policy 5290 Prohibited Substances

Karen Cronin asked clarifying questions on policy 4060. Keith Mecham, Assistant Superintendent of Secondary, responded how Policy 4060 and Policy 4059 work together.

#### Second Reading

Policy 2045 Fraud  
Policy 3018 Military Leave  
Policy 3035 Employee Criminal Background Checks and Personal Reporting of Arrests and Convictions  
Policy 4059 Focused Graduation Pathway  
Policy 4075 Earning Credit  
Policy 5010 Admissions Eligibility Requirements  
Policy 5054 Prohibited Food Additives  
Policy 5063 Automated External Defibrillator (AED)  
Policy 5306 Children's Internet Protection Act

### Policy 5370 Student Handbooks

Karen Cronin made the motion to approve the above policies for second reading. Wade Hyde seconded the motion, which passed unanimously.

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

### **Board Discussion Items**

#### Legislative Updates

Superintendent Carlsen presented the legislative update. He explained how the joint legislative committee advocates for legislation during the session. He provided an update on which bills passed during the legislative session.

The Superintendent highlighted SB241 which focuses on literacy outcomes. He explained how it can be a benefit to student literacy outcomes. He also spoke to the challenges of implementing the proposals in the bill.

SB69, which regulates cell phones from bell to bell passed and has been signed by the Governor.

#### Graduation Assignments

Stephanie DeFilippis will be speaking at Bear River High School and Julie Taylor will be speaking at Box Elder High School. Tiffani Summers will be making an assignment for a speaker at the Sunrise High School graduation ceremony.

### **Consent Calendar**

Karen Cronin asked clarifying questions on the construction contracts and the cost of these contracts. Neil Stevens, Business Administrator, responded to those questions.

Danielle Wright moved to accept the consent items. The motion was seconded by Bryan Smith and passed on 6-1 vote.

Stephanie DeFilippis – Yes  
Bryan Smith – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Karen Cronin – No  
Wade Hyde – Yes  
Julie Taylor – Yes

The Consent Calendar included the following items:

Approval of the minutes of the work session and regular meetings of February 11th and February 25th, 2026.

Approval of claims numbered 547770 – 56103, 2021026, 5021026, 7022726, 8022726, 9020226, 9022026, OW022426, 10167 – 101622, 1107525 – 1107655, 1107525 – 1107655, 472 – 489, 16800642- 16800644, 30403270 – 30403281, 30803913 – 30803922, 40403848 – 40403552, 40804931 – 40804950, 70415839 – 70416242, 70816208 – 70816298, 77800642 - 77800647 and the ACH and school activity checks for the month of February 2026.

Personnel Items

As detailed in the agenda.

Approval of Child Nutrition Freezer Purchase

As detailed in the agenda

Approval of Discovery CMGC Contract

As detailed in the agenda

Approval of Tremonton Elementary CMGC Contract

As detailed in the agenda

Approval of Tremonton Elementary Architect Contract

As detailed in the agenda

**Suggestions for Future Board Meetings**

No new suggestions were made.

**Upcoming Events**

BEHS Graduation - Tuesday, May 26, 2026 at 6:00 at Weber State University

BRHS Graduation - Wednesday, May 27, 2026 at 8:00 pm at BRHS

Sunrise Graduation - Thursday, June 11, 2026 at 6:00 pm at BEHS

**Closed Session to Discuss Sale or Lease of Real Property**

Bryan Smith motioned to move into closed session. The motion was seconded by Julie Taylor.

Stephanie DeFilippis – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – Yes

Wade Hyde – Yes

Julie Taylor – Yes

Julie Taylor motioned to move out of closed session. The motion was seconded by Bryan Smith.

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

**Closed Session to Discuss Professional Competence of an Individual**

Danielle Wright motioned to move into closed session to discuss the professional competence of an individual. Bryan Smith seconded the motion.

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

Bryan Smith motioned to move out of closed session. Wade Hyde seconded the motion.

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

**Adjournment**

With the announcement that the next meeting will be held on Wednesday, April 8th, 2026 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 10:22 p.m.

APPROVED: \_\_\_\_\_

ATTESTED: \_\_\_\_\_  
School Business Administrator  
Box Elder School District

\_\_\_\_\_  
President, Board of Education