

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

A work session was held at 5:00. The School Board hosted State Representative Tom Peterson and State Senator Scott Sandall for dinner and had a discussion of areas of concern in public education. The Board and the legislators discussed topics such as student behavior, student outcomes, literacy, income taxes, school finances and student absenteeism.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening December 10, 2025, 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, 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 Keith Mecham, Stephanie DeFilippis led the audience in the pledge of allegiance.

Recognitions

Jamie Kent, Public Information Officer, recognized Jenny Rogers' 4th grade class from North Park Elementary. The class was invited to visit the Governor's Mansion for the "Looking up: A Season of Wonder." The class was able to help decorate the Christmas tree and visit with the Governor.

Nicole Richards from Harris Intermediate, Tom Davidson from Box Elder High School and Kelli Nessen from North Park Elementary were awarded the SEE award for their contributions in strengthening PLCs, expanding student connections, and elevating employee recognition.

Approval of Agenda

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

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

Public Comment

There were no members of the public present to provide public comment.

Action Items

Approval of 2026-27 District Calendar and Western Schools Calendar

Coerina Fife, Executive Director of Personnel and Title IX, presented the 2026-27 District calendar and the 2026-27 Western Schools calendar for approval. One correction was made to move the beginning of 2nd trimester from November 30 to November 23. This was an inadvertent error when preparing the calendar.

Karen Cronin made the motion to approve the 2026-27 District calendar as presented. Danielle Wright seconded the motion, which passed unanimously.

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

Approval of 4-day Week for Western Schools

Coerina Fife, Executive Director of Personnel and Title IX, presented the 4-day week for western schools. The District held public hearings at each of the western schools presenting the plan for a 4-day school week. The public overwhelmingly supported the 4-day school week.

Danielle Wright made the motion to approve 4-day school week for the western schools as presented. Wade Hyde seconded the motion, which passed unanimously.

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

Approval of New Courses

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning presented the new courses to be added for the 2026-2027 school year. These courses include world language electives for both Spanish and Chinese; Multicultural Literature and Film; and CTE courses for cyber security.

Karen Cronin made the motion to approve the new courses for the 2026-27 school year as presented. Stephanie DeFilippis seconded the motion, which passed unanimously.

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

Consideration of a resolution directing the Municipal Building Authority of Box Elder School District to undertake a project through the issuance and sale of one or more series of the Authority's Lease Revenue Bonds and providing for related matters.

Ryan Bjerke, municipal advisor at Cutler and Chapman, presented the resolution for the Board to consider the issuance of one or more series of bonds to finance the construction of a new elementary school in West Tremonton, the expansion of Box Elder High School and the expansion of Bear River High School.

Julie Taylor made a motion to approve the resolution directing the Municipal Building Authority of Box Elder School District to undertake a project through the issuance and sale of one or more series of the Authority's Lease Revenue Bonds and providing for related matters. Wade Hyde seconded the motion, which passed unanimously.

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

Recess as Board of Education and Convene as Board of Trustees of the Municipal Building Authority of Box Elder School District

Danielle Wright made the motion to recess as the Board of Education and to convene as the Board of Trustees of the Municipal Building Authority of Box Elder School District. Bryan Smith seconded the motion, which passed unanimously.

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

Statement of Intent to Issue lease Revenue Bonds

Ryan Bjerke, municipal advisor at Cutler and Chapman, presented the statement on the intent to issue Lease Revenue Bonds not to exceed \$140,000,000 in principal value.

Julie Taylor made the motion to approve the intent statement that the Municipal Building Authority of Box Elder School District intends to issue Lease Revenue Bonds not to exceed \$140,000,000 in principal value. Danielle Wright seconded the motion, which passed unanimously.

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

Consideration of a resolution authorizing the issuance and sale of not more than \$140,000,000 of the Authority's Lease Revenue Bonds, in one or more series, and providing for related matters.

Ryan Bjerke, municipal advisor at Chapman and Cutler, presented the resolution authorizing the issuance and sale of Lease Revenue Bonds not to exceed \$140,000,000.

Bryan Smith made the motion to approve the resolution that the Municipal Building Authority of Box Elder School District intends to issue Lease Revenue Bonds not to exceed \$140,000,000. Julie Taylor seconded the motion, which passed unanimously.

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

Adjourn and reconvene as the Board of Education

Danielle Wright made the motion to adjourn as the Board of Trustees of the Municipal Building Authority of Box Elder School District and reconvene as the Board of Education.

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

Information Items

School Bus Safety

Jason Sparks, Transportation Director, presented the requirements for vehicles to stop for school buses. There are multiple violations per day.

Kisha Collum, Transportation Trainer, presented on school bus safety for drivers and passengers of school buses.

Jason Jensen, Lead Transportation Mechanic, provided a demonstration of the new school bus stop arms. These arms are manufactured by the District and save approximately \$300 per arm over the cost of a commercially available solution.

RISE, Utah Aspire Plus Data, and Graduation Rates

Jeff Morris, Assessment Director provided a summary report of the 2025 RISE, Aspire Plus results and 2025 graduation rates. The District outcomes increased in many of the categories. The District should focus on grade level standards in grades 4-5. MAP testing in grades 6-12 and effective professional learning communities in order to continue to see improvements in the RISE and Aspire Plus results. The 2025 high school graduation rate increased to 90% from 87.3% in the prior year.

Literacy

Jamie Kent, Director of Public Relations and AshLee Nelson, Director of Instructional Support, presented the literacy achievements and highlights from 2025. The District has consistently met or exceeded the statewide average for 3rd grade literacy achievement.

Monthly Newsletter

Jamie Kent, Director of Public Relations, presented the monthly newsletter for the District. The newsletter contains updates to District initiatives and related newsworthy items. This newsletter can be found on the District website.

Monthly Financial Report Update

Neil Stevens, Business Administrator, presented the November 2025 Financial Report to the Board.

Board Committee Reports

Jubilee of Trees for the Box Elder School District Foundation was November 12th - 14th, at the Box Elder County Fair Grounds. There were 17 tables purchased by attendees at the Gala dinner, which is 8 more tables than last year. Over \$28,000 was raised by the Foundation to support student health and wellness initiatives in the District.

Stephanie DeFilippis attended the Attendance Committee with USBE. The committee is working on ideas and projects to improve student attendance.

Makayla Barton, Student Board Member, provided an update of activities at the high schools. Make-A-Wish drive is ongoing at both high schools. There are holiday activities occurring at both high schools such as pancake breakfasts and hot chocolate before school.

November Employees of the Month

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

Kassidy Eakle, Teacher at BRHS
Jennie Gamble, Support Specialist at BRHS
Morgan Christensen, Teacher at BRMS
Riley Nelsen, Support Specialist at BRMS
Elizabeth Strong, Teacher at ACHI
Ashlea Wilcox, Support Specialist at ACHI
Jason Bingham, Teacher at BEHS
Shanna Hales, Support Specialist at BEHS
William Clayson, Teacher at BEMS
Carla Zundel, Support Specialist at BEMS
Cindy Gulbranson, Teacher at ACYI
Nicole Braegger, Support Specialist at ACYI
Robert Frankowiak, Teacher at Sunrise
Kortney Bruner, Support Specialist at Sunrise
Dacia Pitcher, Teacher at Century
Sandy Marble, Support Specialist at Century
Kim Baker, Teacher at Discovery
Rebecca Birch, Support Specialist at Discovery
Tyra Seger, Teacher at Fielding
Terra Bell, Support Specialist at Fielding
Alexis Zundel, Teacher at Garland
Nicole Lund, Support Specialist at Garland

Alysha Frazier, Teacher at Golden Spike
Arianna Chavez, Support Specialist at Golden Spike
Meghan Stanger, Teacher at Lake View
Veronica Cid Castillo, Support Specialist at Lake View
Camille McDermott, Teacher at McKinley
Ashley Hardy, Support Specialist at McKinley
Shellie Herem, Teacher at North Park
Naomi Whitmore, Support Specialist at North Park
Tammy Pedersen, Teacher at Three Mile Creek
Clarice Hodgkinson, Support Specialist at Three Mile Creek
Candice Coburn, Teacher at Willard
Maury Wheatly, Support Specialist at Willard
Amy Pugsley, Teacher in Western Schools
Sydney Ward, Support Specialist in Western Schools

Policy Review

The following Policies were presented for first reading:

Policy 1222 Naming of Facilities
Policy 2217 Transportation — Requests for Field Trips/Activity
Policy 3023 Educator Induction, Mentoring, and Professional Learning
Policy 3098 Employee Surveys
Policy ESP: Fringe Benefits and Leave of Absence
Policy 4066 Curriculum: Religious Neutrality
Policy 4102 Grading: Grades K-7
Policy 4104 Grading: Packet Credit
Policy 4105 Sex Education
Policy 4107 Testing Procedures and Standards
Policy 4108 Testing Procedures and Standards - Exclusion from Testing
Policy 4115 Grading: Course Grade Replacement
Policy 4140 School Volunteers/Resource Persons
Policy 6000 Public Records Access and Management
Policy 6050 Community Use of School Facilities
Policy 6060 Conduct on School Premise

The Board discussed the proposed changes to policy 1222. The Board questioned why the 20% threshold for naming of the building was changed. Neil Stevens, Business Administrator, responded that the increased cost of facilities makes a 20% donation of the total cost more than unlikely because a new elementary school is almost \$40 million to build.

Karen Cronin posed a question on policy 4104 about packets for credit. Keith Mecham, Assistant Superintendent of Secondary, stated that the District does not issue packets for credit.

Karen Cronin posed a question on policy 4108 about the exceptions for basic civics test. Keith Mecham, Assistant Superintendent of Secondary, stated that the state requirements for civics is changing and the exemption is no longer needed.

Wade Hyde made a motion to approve the presented policies on first reading. Bryan Smith seconded the motion, which passed 6-1.

Bryan Smith – Yes

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

The following Policies were presented for second reading:

Policy 1036 Board Member Conflict of Interest
Policy 1072 Board Meetings: Notice Requirements
Policy 1100 Minutes
Policy 2030 Procurement/Purchasing
Policy 2034 Procurement: Contracts and Contract Limitations
Policy 2039 Child Nutrition Program Procurement
Policy 2060 Deducted Absences
Policy 2227 Transportation: Equipment: Buses
Policy 2228 Transportation: Unauthorized Persons on Buses
Policy 2241 School Nutrition Program - Charge and Delinquent Accounts
Policy 3085 Employee Work Information Privacy
Policy 4016 Evaluation and Selection of Instructional Material
Policy 4018 Evaluation and Selection of Supplemental Material
Policy 4020 Individual Learning Plan
Policy 5278 Student Privacy and Modesty
Policy 5320 Student Travel - Overnight, Over 150 Miles, Out of State
Policy 5321 Educational Field Trips
Policy 6002 Government Data Privacy
Policy 6065 Flags on School Property

Bryan Smith made the motion to approve the above policies for second reading. Danielle Wright seconded the motion, which was approved unanimously.

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

Consent Calendar

Julie Taylor moved to accept the consent items. The motion was seconded by Bryan Smith and passed on a unanimous vote.

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

The Consent Calendar included the following items:

Approval of the minutes of the work session and regular meetings of November 12, 2025.

Approval of claims numbered 55219 – 55391, 02111825, 05111025, 07112625, 08112525, 09110325, 09111225, 09112025, 09112625, 0W110625, 00101559 – 00101546, 01107217 – 01107301, 406 – 420, 168000631 – 168000635, 30403231 – 30403242, 30803869 – 30803879, 4043507 – 40403516, 40804883 – 40804901, 70415827 – 70415934, 70815943 – 70816046 and the ACH and school activity checks for the month of November 2025.

Personnel Items

As detailed in the agenda.

Clubs

As detailed in the agenda

Suggestions for Future Board Meetings

Bryan Smith would like a presentation of the Alternative Learning Classrooms.

Closed Session to Discuss Sale or Lease of Real Property

Julie Taylor motioned to move into closed session. The motion was seconded by Karen Cronin.

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

Danielle Wright motioned to move out of closed session. The motion was seconded by Bryan Smith.

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

Approval of Sale or Lease of Real Property

Julie Taylor motioned that the BESD Board of Education approve the real estate sale contract for the property located at 7950 S 575 W South Willard, UT 84340, parcel ID# 01-040-0090, parcel ID# 03-082-0024, in the amount of \$1,000,000 to Vernon Mortensen. Bryan Smith seconded the motion, which passed unanimously.

Bryan Smith – Yes
Julie Taylor – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Wade Hyde – Yes

Karen Cronin – Yes
Stephanie DeFilippis - Yes

Danielle Wright motioned that the BESD Board of Education approve the land exchange with the Church of Jesus Christ of Latter-Day Saints. .83 acres of parcel ID # 05-040-0106 plus \$510,000, owned by the Box Elder School District will be exchanged for parcel ID # 05-169-0017, owned by the Church of Jesus Christ of Latter-Day Saints, for the purposes of facilitating the expansion of the Bear River High School. Wade Hyde seconded the motion, which passed 6-1.

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

Adjournment

With the announcement that the next meeting will be held on Wednesday, January 14, 2026 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 10:18 p.m.

APPROVED: _____

ATTESTED: _____

School Business Administrator
Box Elder School District

President, Board of Education