

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 School Board heard from Jacob Balls, Principal at Box Elder Middle School; Heather Godfrey, Principal at North Park Elementary; and Dallin Gittins Principal at Century Elementary. Each of them presented on the focus areas in their school where the school is working to improve student outcomes.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening February 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, 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, and 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 Neil Stevens, Karen Cronin led the audience in the pledge of allegiance.

Recognitions

Jamie Kent, Public Information Officer, presented a gift to the Board Members in recognition of National School Board Month and the effort that each Board Member puts forth to improve the outcomes of students in the School District.

Jaime Kent, Public Information Officer, shared that Haley Kilmer from Willard Elementary, Javier Garzaron from Willard Elementary and Robbie Gunter from Box Elder High School were awarded the SEE award for their contributions in strengthening PLCs, expanding student connections, and elevating employee recognition.

Jamie Kent, Public Information Officer, presented a certificate of participation to the Unified Sports basketball team and its coaches. The team competed in the Unified Sports basketball tournament at Ben Lomond High School on January 22nd. Students from the ILSC, Box Elder High School, and Bear River High School participated in the tournament.

Approval of Agenda

Bryan Smith made the motion to approve the agenda. Karen Cronin 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

Aaron Nielson provided public comment on the District efforts obtain a bond. He urged the Board to reduce the tax rate and to find alternative solutions to overcrowding in schools.

Christine Nielson provided public comment on the District efforts to build schools. She urged the Board find ways to rebuild public trust and to find common ground on school buildings.

Trevor Salamino provided public comment on the isolation rooms. He shared his experience with isolation rooms. He asked the District to provide information on how isolation rooms are being used in elementary schools.

Ben Soholt provided public comment on the District building plans and the recent property tax increases. He urged the Board to establish a facilities trust fund to build a reserve fund to be used for school building construction, to engage the community on alternative solutions and to scale back current building designs.

Jamie Munns provided public comment on the public petition effort to place the lease revenue bond on the ballot. She is opposed to the District tax increase and the effort to build schools. She urged the Board to engage the public and to find solutions that the public supports.

Max Hansen provided public comment on the tax increase and the Lease Revenue Bond. He is opposed to both and urged the Board to reverse the tax increase and cease efforts with the Lease Revenue Bond.

Cody McBride provided public comment on the tax increase and the effort to build schools. He is opposed to the current plans. He is also opposed to moving the 9th grade to the high schools.

LuAnn Adams provided public comment on current public sentiment on the District tax increase. She urged the Board to consider decreasing the tax rate and to look at its budget for cost savings. She is opposed to moving the 9th grade to the high schools.

Second Public Comment on School Fees

There were no members of the public who provided public comment on the proposed 2026-27 school fee schedule. Alan Park, a parent and teacher in the District provided a verbal comment to Keith Meacham that he is concerned about the \$1,000 fee for marching band. He does not want the fee to dissuade students from participating. Another person named Karen, no last name was provided, was concerned also about the fee for marching band.

Keith Meacham, Assistant Superintendent of Secondary Teaching and Learning, proposed dropping the Marching Band fee to a maximum of \$800. He also explained, in detail, how the fees don't necessarily reach the maximum fee in all situations. The maximum fee amount is a cap, but not all students, depending on their participation, will reach the maximum fee listed on the fee schedule.

Karen Cronin asked clarifying questions on which fees might be optional for students. Keith Meacham responded that each activity has a disclosure statement that outlines which fees are mandatory or optional.

Keith Meacham also clarified that the fee schedule is posted on each school website and the District website as well.

Action Items

Approval of 2026-27 School Fees

Danielle Wright motioned to approve the school fee schedule as presented. Bryan Smith 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 Fiscal Year 2027 Capital Improvements

Corey Thompson, Facilities Director, presented the proposed capital improvement plan for the 2026-27 school year. The plan was developed by the Facilities Advisory Committee, which includes three Board Members. Corey Thompson reviewed the methodology of the Facilities Advisory Committee, the description of each project and the cost of each project. He also described how the small construction projects manager was selected and the services that the small construction project manager provides to the District.

Tiffani Summers asked about the maintenance of the sewer lines. Corey Thompson responded with an explanation of the maintenance issues and the future need to replace those lines.

Karen Cronin asked clarifying questions on the budget for air conditioning projects

Bryan Smith motioned to approve the FY27 capital improvements plan. Danielle Wright 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 Amendment to Discovery 2025-26 TSSA Plan

Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning, presented the amendment and budget update for the TSSA plan for Discovery Elementary. The proposed amendment is for the professional development budget because the District is now providing professional development opportunities at a District level. These funds will now be used for technology purchases. This amendment was already approved by the school community council.

Wade Hyde motioned to approve the Discovery Elementary TSSA plan for the 2025-26 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 Sale of Property (to be voted on after Closed Session)

Neil Stevens, Business Administrator, presented the real estate contract offer for the 14 acres in South Willard.

Danielle Wright motioned to approve the real estate sales contract for the 14 acres in South Willard, parcel ID #01-045-0114. Wade Hyde 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

Neil Stevens, Business Administrator, presented the real estate contract amendment for the 10 acres in South Willard.

Julie Taylor motioned to approve the real estate sales contract amendment for the 10 acres in South Willard, parcel ID # 01-040-0090. Bryan Smith 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

Information Items

Retirement Announcement

Superintendent Steve Carlsen announced that he is retiring from his position as Superintendent effective June 30, 2026. The Board intends to have a new superintendent selected by the April Board Meeting.

Monthly Financial Report

Neil Stevens, Business Administrator, presented the monthly financial report as of January 2025. The District is working within its established budget, and revenue is on target to be consistent with the Board approved budget.

Board Committee Reports

Tiffani Summers reported on the Box Elder School District Foundation choir concert.

Karen Cronin attended the magic show at the ILSC. She reported that the students did an excellent job in putting on the show.

Karen Cronin also reported that the Boys and Girls Club sponsored the STEM fair at the Box Elder County Fairgrounds. There was a large turnout at the STEM Fair.

Karen Cronin also reported on the USBA Day on the Hill. The District leadership team met with Senator Sandall and Representative Peterson and exchanged ideas on the potential legislation for the current legislative session.

Karen Cronin reported that she toured the old Garland Elementary school and observed how the school has been maintained since the school was sold by the District many years ago. The current owner has made a variety of changes to the school to suit its current use as daycare.

Stephanie DeFilippis reported on her tour of the old Garland Elementary School. She suggested that the District review this topic at a future Board Work Session.

Student Board Member Report

Makayla Barton, Student Board Member, provided a report on the activities of the two high schools. The second trimester is ending soon. Both high schools just had their sweethearts' dances and both were very successful. Both high schools are starting to plan the prom dances. Each winter sport just had their senior nights to celebrate the sports seasons.

January Employees of the Month

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

<u>School</u>	<u>Teacher</u>	<u>Support</u>
BRHS	Margo Tackett	Heidi Coulson
BRMS	Ana Aliaga	Sharlyn Miller
ACHI	Teresa Mas	Jesse Esquivel, Jenn Richardson, Brenda Smith, Nora Ritter
BEHS	Clay Welch	Chad Christensen
BEMS	Kathy Norman	Val Call
ACYI	Noelle Sadler	Wanda Nowell
Sunrise	Christina Smith	Josie Pugsley
Century	Austin Adams	Danielle Barfuss
Discovery	Jessica Low	Britni Roberts
Fielding	Natalie Hannum	Megan Crandall
Garland	Abigail Hickman	Kelly Littlefield
Golden Spike	Taylor Kent	Micayle Taylor
Lake View	Lynette Tervort	Sarah Clark
McKinley	Peggy Layne	Phil Zobell
North Park	Kelly Esplin	Nicole Bailey
Three Mile Creek	Leo Bohorquez	Tesla Hancey
Willard	Alyse Maples	Hannah Cook
Western	Jill Dallon	DeWayne Andersen

Policy Review

The following Policies were presented for deletion:

- Policy 2038 Procurement of Workers Compensation Insurance
- Policy 3021 Employment: Administrative Personnel (In Policy 3300)
- Policy 5025 Student Transfers: Enrollment Options Program (Combined with Policy 5010)
- Policy 5040 Transfer and Assignment of Students (Combined with Policy 5010)
- Policy 5220 Student Safety Patrols

The following policies were presented for review with no changes:

- 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

The following Policies were presented for first 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 asked clarifying questions on policy 4059.

Keith Mecham explained the difference between a GED and a focused graduation pathway.

Karen Cronin asked a clarifying question on policy 5370.

Keith Mecham explained that the policy allows parents to opt out of certain information sharing of their student's information.

Danielle Wright asked a clarifying question on policy 5054.

Keith Mecham and Neil Stevens explained the implementation challenges of policy 5054. This policy is the result of a new state law and the District does not have much leeway in how it is implemented. The District will do its best to provide clear guidance to parents and teachers of how to comply with the new state law and this policy.

The following policies were presented for 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. 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

Board Discussion Items

Legislative Updates

Superintendent Carlsen presented the legislative update. He explained how the joint legislative committee (JLC) advocates for legislation during the session. He provided an update on which bills the committee supports, opposes or has taken a neutral position.

The Superintendent highlighted a legislative bill to enhance 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.

Bryan Smith provided comment of the literacy bill.

The Superintendent also commented on the legislative bill that bans cell phones from the first bell to the last bell of the school day.

Julie Taylor commented on the legislative bill that modifies how a school district may sell property and schools that have closed.

Tiffani Summers provided comment on how it is important to understand the context of why certain legislative bills are either opposed or supported by school districts.

Consent Calendar

Karen Cronin proposed a correction to the minutes of the February 4th meeting.

Karen Cronin asked why the construction contracts for Discovery Elementary should be approved prior to the next Board Meeting when facilities plans will be discussed.

Neil Stevens explained that the prior RFP was previously approved by the Board and this contract is the formalization of that RFP approval.

Karen Cronin motioned that the corrections to the February 4th board meeting be approved and that construction contract approval be moved to the March Board Meeting.

There was no second on the motion by Karen Cronin. The motion did not move forward.

Julie Taylor moved to accept the consent items and to approve the proposed corrections to the February 4th Board Meeting. 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 5th and February 11th, 2026.

Approval of claims numbered 55444 – 55882, 2011326, 504226, 7013026, 8013026, 901206, 9013026, 101592 – 101606, 1107387 – 1107524, 449 – 471, 16800639 – 16800641, 30403263 – 30403269, 30803848 – 30803912, 40403531 – 40403544, 40804911 – 40804930, 70415945 – 70816207, 77800640 – 77800641 and the ACH and school activity checks for the month of January 2026.

Personnel Items

As detailed in the agenda.

Clubs

As detailed in the agenda

LEA Specific Endorsements

As detailed in the agenda

Request for Budget for IT Upgrades

As detailed in the agenda

Budget Request for Air Conditioning

As detailed in the agenda

Budget Request for Playground Improvements

As detailed in the agenda

Construction Contracts for Discovery Elementary

As detailed in the agenda

Suggestions for Future Board Meetings

1. Julie suggested that on February 25th that the old Garland Elementary School tour be discussed.
2. Karen Cronin suggested that we discuss future capital plans and funding plans.
3. Bryan Smith suggested that AI framework be discussed at a future Board Meeting.

Upcoming Events

1. BEHS Graduation - Tuesday, May 26, 2026 at 6:00 at Weber State University
2. BRHS Graduation - Wednesday, May 27, 2026 at 8:00 pm at BRHS
3. Sunrise Graduation - Thursday, June 11, 2026 at 6:00 pm at BEHS

Closed Session to Discuss Sale or Lease of Real Property

Danielle Wright 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

Bryan Smith motioned to move out of closed session. The motion was seconded by Stephanie DeFilippis.

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. Karen Cronin 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, February 25, 2026 at 6:00 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 11:30 p.m.

APPROVED: _____

ATTESTED: _____
School Business Administrator
Box Elder School District

President, Board of Education