

TENTATIVE MINUTES OF A WORK MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
June 12, 2024

Work Session of the Board of Education, Box Elder School District, held Wednesday evening June 12, 2024 at 5:30 p.m. at Independent Life Skills Center.

Those in attendance at the meeting included Board President Wade Hyde, Board Vice President Connie Archibald, Tiffani Summers, Julie Taylor, Nancy Kennedy, Karen Cronin, and Danielle Wright. Bryan Smith had a previous engagement and was excused from the meeting. Also present were Superintendent Steve Carlsen, Assistant Superintendent Heidi Jo West and Business Administrator David Roberts.

A discussion was had concerning the Y2 Analytics survey, facilities, and terms of the negotiated agreements. A separate work session is scheduled for Thursday, June 27th at 6:00 p.m. Talked about visiting Mountain View Jr High in Taylor in Weber County. Property in Tremonton and working with Tremonton City for possible interlocal agreement was discussed.

Discussion about the negotiated agreement with BEEA, BEESPA and BEAA associations.

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
JUNE 12, 2024

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening June 12, 2024 at 6:30 p.m. at Independent Life Skills Center.

Those in attendance at the meeting included Board President Wade Hyde, Board Vice President Connie Archibald, Tiffani Summers, Julie Taylor, Nancy Kennedy, Karen Cronin, and Danielle Wright. Bryan Smith had a previous engagement and was excused from the meeting. Also present were Superintendent Steve Carlsen, Assistant Superintendent Heidi Jo West, Sped Ed Director Catherine Allen, IT Director Robert Gordon, and Business Administrator David Roberts; members of the press, employees and patrons.

President Wade Hyde called the meeting to order, welcomed those in attendance and conducted the business of the meeting.

Reverence offered by Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning and flag salute/Pledge of Allegiance by David Roberts, Business Administrator.

Recognitions

Julie Taylor, Board Member

Robert Gordon - LEA Spotlight, Box Elder's IT Director was recognized by USBE in its quarterly newsletter.

Participation in the Poetry Out Loud program: BEHS Language Arts Teachers: Joy Brower, Brian Whitney, Shannon Cheney, Cindi Redd, Rachel Storm and BRHS Teacher: Margo Tackett – recognized as well as Katie Hokansen, BEHS Student who went on to the state final.

Jeremy Webb, BRHS Girls Lacrosse Coach and Girls Lacrosse Team - 4A State Champions for the third year.

Dax Sederholm – recognized as the UAESP Rookie of the Year.

David Lee - recognized as the UAESP Special Contributor of the Year.

Approval of Agenda:

Nancy Kennedy made the motion to approve the agenda, second by Connie Archibald. The motion passed unanimously.

- Nancy Kennedy – Yes
- Julie Taylor – Yes
- Wade Hyde – Yes
- Connie Archibald – Yes
- Tiffani Summers – Yes
- Danielle Wright – Yes
- Karen Cronin – Yes

Public Comment:

Becky Carroll – Community council member at Lake View Elementary would like more advertising for the School Board meetings.

Michele Johnson – comments focused on field trips for this year, they should be an enrichment opportunity for kids. Lake View elementary is a Title 1 school, and the field trip may be the only opportunity for a lot of the students. Teachers work hard to make these educational opportunities.

Action Items:

Connie Archibald made the motion to go into public hearing for the revised 2023-2024 year and preliminary budget for 2024-2025 year budgets, second by Karen Cronin. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Budget Hearing, David Roberts, Business Administrator – presented the main focal points of the budgets.

Approval of Budget, David Roberts, Business Administrator – the revised budget for 2023-2024 year and preliminary budget for 2024-2025 year was discussed and presented.

Nancy Kennedy made the motion to leave public comment for the budget, second by Julie Taylor. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Julie Taylor made a motion to approve the revised 2023-2024 budget and the preliminary 2024-2025 budget, second by Karen Cronin. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Approval of 2024-25 Tax Rates, David Roberts, Business Administrator – estimated tax rates show a decrease in the amount of the capital levy and increase in the percentages to the voted and board levy.

Karen Cronin made the motion to approve the estimated tax rates, second by Connie Archibald. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Approval of Internal and Independent Auditors, David Roberts, Business Administrator

Karen Cronin made the motion to approve Rod Cook as the internal auditor and Squire and Company CPAs as the independent auditors, second by Nancy Kennedy. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

MBA Meeting, David Roberts, Business Administrator – requested to enter into the Municipal Building Authority to discuss the loans for Fielding Elementary and Golden Spike Elementary.

Connie Archibald made the motion to enter into the MBA meeting, second by Karen Cronin. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Karen Cronin made the motion to adopt the budget for the MBA, approve the lease agreement for the 2024-2025 year, and include the Board of Education as the MBA Officers, second by Danielle Wright. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Nancy Kennedy made the motion to leave the MBA meeting and return to the regular Board Meeting, second by Julie Taylor.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Pick-up Contributions for Members of Contributory Retirement System, David Roberts, Business Administrator – approval of the Board to pick up the member contributions in the contributory Tier I and the noncontributory Tier II plan.

Julie Taylor made the motion to approve the payment of the employee contributory contributions, second by Nancy Kennedy. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Declaration of Open Enrollment Schools, Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning on behalf of Megan Bushnell – only 3 schools would be available as open enrollment schools (Willard, Three Mile Creek & Golden Spike elementaries), all the other schools are closed. Recommended a change to be 10% less than the state recommendation.

Nancy Kennedy made the motion to approve the declaration of closed schools except to students and families of the DLI program and that a change to class size be 10% less

than the state recommended size, second by Connie Archibald. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Tentative Ratification of Negotiated Agreements with BEEA, BEESPA, and BEAA, Steve Carlsen, Superintendent – met with all the associations, the agreements have been ratified by their respective associations.

Tiffani Summers made the motion to approve the ratifications of the negotiated agreements with the BEEA, BEESPA and BEAA for the 2024-2025 year, second by Nancy Kennedy. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Approval of Amendment to School Fees for Drug Testing, Heidi Jo West, Assistant Superintendent of Elementary Teaching and Learning – The fee for the drug test will increase from \$5 to \$10 per sport.

Connie Archibald made the motion to approve the increase on the fee schedule for student drug tests, second by Tiffani Summers. The motion passed unanimously.

Approval of Early Out Days on 2024-2025 School District Calendar, Heidi Jo West, Assistant Superintendent of Elementary Teaching and Learning – An additional two early out days will be added for elementary schools on Parent/Teacher Conference days. The first week of school the secondary schools will be full days. The elementary will have early out days for the first week of school. Testing of kindergarten students was also discussed.

Nancy Kennedy made the motion to approve the early out days for elementary students and the return to full days for secondary students on the 2024-2025 School District Calendar, second by Connie Archibald. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Information Items:

Acadience Reading Data, Jeremy Young, Assessment & ELL Director - presented a PowerPoint on the 2024 Acadience reading data. A huge uptick on all the benchmarks displayed prominently at all BESD schools in grades k-5. Kindergarten had a very large increase from the previous year based on full-day kindergartens for the 2023-2024 school year.

District Webpage

Steve Carlsen, Superintendent – presented changes and updates to the District webpage and the prominent placement for safe school protocols and School Board. This will be consistent on all school webpages.

Monthly Financial Report

David Roberts, Business Administrator- presented that everything looks good and in line with the budget. Mentioned how the tremendous amount of revenue in our interest revenue has been a big lift for our ability to put money into our unassigned fund balances. The furniture and equipment budget expenditures were discussed.

Turf Field Donations Update – discussion on the small balance still owed for the Bear River High School turf and the ongoing efforts needed at Box Elder High School for its commitment for the turf field. Connie Archibald mentioned that we need to make a better effort to express gratitude more often to our communities, companies, individuals, etc.

Necessarily Existent Small Schools (NESS) Funding – discussion about the funding and direct costs associated with and aligned with the NESS funding. There was also discussion about additional indirect costs that are expensed directly to the western schools from the general fund.

Board Committee Reports

Karen brought up the need for four members of the Board to attend the Boys and Girls annual banquet on June 21st. Nancy Kennedy, Connie Archibald, Julie Taylor and David Roberts will attend. Danielle Wright, Karen Cronin, Heidi Jo West and Megan Bushnell who will also be attending.

Nancy Kennedy mentioned the new facility at Bridgerland, the Fredrick Lawson Health Science Center, that will be used for all kinds of medical focused occupations.

Policy Review:

Second Reading

Policy 3040 Employment: Experience on Salary Schedule

Karen Cronin made the motion to approve the policy on second reading, second by Connie Archibald. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Board Article Reading

Catherine Allen, SpEd Director – presented the article on Manifestation Determination. She described the when and for what reasons the Manifestation Determination would be used and implemented.

Consent Items:

Discussion began with Nancy Kennedy asking about the varsity classification and the request for the AP English trip to Moab. Discussion was had regarding who is paying for it, how many students are going, who is chaperoning, and appreciation for thinking outside of the box. More information was requested regarding the trip. Karen asked for some spelling corrections and comments she made added to the May 8, 2024 minutes.

Connie Archibald made the motion to approve consent items with the correction to the minutes, seconded by Karen Cronin. The motion passed unanimously.

Nancy Kennedy – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

The consent items included the following items:

Approval of the minutes of the work and regular meetings held on May 15, 2024.

Approval of claim 00047226, 00047230 – 00047530, 02031124, 05031124, 07032924, 08032924, 09032024, 09032924.

Personnel Actions

See attachment to agenda.

150 Mile Plus Travel Request

Box Elder High School - AP English, students to Moab

Suggestions for Future Board Meetings:

Add to the August Board meeting the transportation department to come to talk about the new routing software and cutting costs for fuel. Karen Cronin mentioned the need to address the field trips for elementary schools. Invitation will be extended to Jason Sparks, Director of Transportation, to address these items in the August Board Meeting.

Closed Session to Discuss Real Property & Personnel

David Roberts, Business Administrator – real property. David Roberts was excused from the discussion on personnel.

Nancy Kennedy made the motion to go into closed session for purposes of real property and personnel, second by Julie Taylor. Moved to closed session at 10:05 p.m.

Roll Call Vote:

Nancy Kennedy – Yes

Julie Taylor – Yes

Wade Hyde – Yes

Connie Archibald – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – Yes

Adjournment:

Motion by Danielle Wright to leave the closed session and adjourn the regular Board Meeting, second by Julie Taylor.

Roll Call Vote:

Nancy Kennedy – Yes

Julie Taylor – Yes

Wade Hyde – Yes

Connie Archibald – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – Yes

Regular Board Meeting adjourned at 11:50 p.m. with the announcement that the next meeting will be held on Thursday, June 27, 2024 with a Work Session at 6:00 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

APPROVED: _____

ATTESTED: _____
School Business Administrator

President, Board of Education