

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
July 9, 2025

A work session was held at 2:00 pm. The School Board discussed how to best utilize the new public information officer position, reviewed the staffing levels of the District office, discussed the proposal to add on to and construct additional school facilities, reviewed the outcomes of the meeting with city leaders that took place on June 25, and reviewed Roberts Rules of order with respect to how board meetings are conducted.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening July 9, 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 Julie Taylor, Karen Cronin, Wade Hyde, and Stephanie DeFilippis. Board Member Bryan Smith was excused from attendance. 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 Board Member Julie Taylor, Heidi Jo West led the audience in the pledge of allegiance.

Recognitions

Jaime Kent, Director of Public Information

The Bear River Robotics team was recognized for their achievements in the 2024-25 school year. The team competed in the Vex Robotics World Championship.

Superintendent Carlsen, Superintendent

Tawnie Bowcut was recognized as the new principal at Willard Elementary School for the 2025-26 school year.

Approval of Agenda

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

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Wade Hyde – Yes

Stephanie DeFilippis – Yes

Public Comment

Kazia Miller provided public comment requesting that the HVAC systems in all schools be upgraded to include air conditioning.

Andrea Page provided public comment in support of school facility improvements. She advocated for raising tax revenues to fund these improvements.

Action Items

Approval of Contract with ESS

Coerina Fife, Executive Director of Personnel and Title IX

The Box Elder School District conducted an RFP to select a new substitute teacher service provider. The RFP committee recommends that ESS be selected as the new service provider.

Wade Hyde made the motion to approve the contract with ESS for substitute teacher service provider. Danielle Wright seconded the motion, which passed unanimously.

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Wade Hyde – Yes

Stephanie DeFilippis – Yes

Approval of Sex Education Committee

Keith Mecham, Assistant Superintendent of Secondary Teaching and Learning

The Box Elder School District must form a committee to review sex education curriculum.

Karen Cronin made a motion to approve the sex education committee members as presented to the Board. Julie Taylor seconded the motion, which passed unanimously.

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Wade Hyde – Yes

Stephanie DeFilippis – Yes

Closed Session to Discuss the Sale or Lease of Real Property

Danielle Wright made a motion to enter closed session to discuss the sale or lease of real property. Stephanie DeFilippis seconded the motion, which passed unanimously.

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

Wade Hyde made a motion to adjourn closed session and return to the regular board meeting. Julie Taylor seconded the motion, which passed unanimously.

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

Approval of Sale or Lease of Real Property

Neil Stevens, Business Administrator

The Box Elder School District must declare any property as surplus prior to disposing of any real property.

Danielle Wright made a motion to declare as surplus property the land parcel located at approximately 8300 S 950 W, Willard, UT. Wade Hyde seconded the motion, which passed unanimously.

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

Information Items

Bullying Report

Megan Bushnell, Student Services Director, presented updates to the Bullying Report.

Monthly Financial Report

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

Board Committee Reports

No Board Committee reports were presented for June.

Policy Review

The following Policies were presented for second reading:

Policy 2170 Buildings & Grounds & Equipment - Use by Students & Employees
Policy 2210 Transportation Eligibility
Policy 3000 Employment: Nondiscrimination
Policy 3015 Title IX Sexual Harassment
Policy 3102 Certificated: Recognition of Teachers Association
Policy 3300 Administrative: Personnel Selection
Policy 4060 High School Graduation Requirements
Policy 4065 Alternative High School Graduation Requirements
Policy 4103 Academic Grading and Citizenship Marks for Grades 8-12
Policy 4105 Sex Education
Policy 4185 Use of Video/Digital Media Materials
Policy 4188 Service and Emotional Support Animals on School Premises
Policy 5036 Admissions and Attendance: Determining Daily Attendance
Policy 5055 Vision Screening
Policy 5066 Students with Potentially Life-Threatening Allergies
Policy 5350 Student Complaints - Resolution

Karen Cronin recommended a spelling correction on policy 3300. Karen Cronin asked clarifying questions on policy 4105.

Karen Cronin made the motion to approve the above policies for second reading. Julie Taylor seconded the motion, which was approved unanimously.

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

Consent Calendar

Karen Cronin moved to accept the consent agenda items, with the exception of the June 11th board meeting minutes. The approval of minutes should be postponed till the next board meeting, pending updates to the minutes. The motion was seconded by Danielle Wright and passed on a unanimous vote. The Consent Calendar included the following items:

Minutes of the work and regular meetings held on May 19, 2025, June 2, 2025, and June 25, 2025.

Approval of claims numbered 52149 - 54307, 5061025, 7063025, 8063025, 9060225 - 9063025, 101506 -101515, 1106590 -101515, 1106590 -1106784, 325-346, 16800615 - 16800616, 30403200 -30402202, 30803746 - 30803826, 404047882 - 40804795, 70415305 -

70415533, 70815505 -70815618, 77800621 - 77800626, and the ACH and school activity checks for the month of May.

Personnel Items

As detailed in the agenda.

Out of State Travel Requests

As detailed in the agenda.

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

Suggestions for Future Board Meetings

The Board discussed future board meetings and topics as outlined in the agenda item.

Adjournment

With the announcement that the next meeting will be held on Wednesday, August 13, 2025 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 7:47p.m.

APPROVED: _____

ATTESTED: _____
School Business Administrator
Box Elder School District

President, Board of Education