

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
JUNE 14, 2023

A work session was held at 5:30 p.m. on the discussion of Long-Term Capital Planning led by David Roberts, Business Administrator.

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening June 14, 2023 at 6:30 p.m. at Independent Life Skills Center.

Those in attendance at the meeting included Board President Wade Hyde, Vice President Connie Archibald, Tiffani Summers, Julie Taylor, Nancy Kennedy, Karen Cronin, Bryan Smith, Danielle Wright. Also present were Superintendent Steve Carlsen, Assistant Superintendents Heidi Jo West, Gary Allen, Keith Mecham, 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.

After the reverence which was offered by Heid Jo West, the pledge of allegiance was led by Nancy Kennedy.

Recognitions:

Board member Julie Taylor recognized the following:

BRHS Softball State Champions
BRHS Girls' Lacrosse State Champions

Gary Allen – outgoing Assistant Superintendent of Secondary Teaching and Learning, has been a teacher, Assistant Principal, Principal at multiple schools, and Assistant Superintendent for 5 years. 39 years total in education.

Approval of Agenda:

Karen Cronin made the motion to approve the agenda. Nancy Kennedy seconded the motion. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes

Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Public Comment:

Angie Cefalo – commented on the required reading in 9th grade language arts, “Lord of the Flies”, having alternative choices and having those options available beforehand and revising some of policy 4017.

Action Items:

Budget Hearing

Bryan Smith made the motion to move into the budget hearing, Connie Archibald seconded the motion. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

The meeting was opened up for comments on the budget from the public. No comments were made.

Connie Archibald made the motion to move out of the budget hearing. Julie Taylor seconded the motion. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Approval of 2023-2024 budget, Revised 2022-2023 budget and the preliminary proposed tax rates:

David Roberts, Business Administrator – proposed budget does include a tax revenue increase of \$6.1 million additional revenue from increases in the Board and Capital levies. Discussed the WPU increase of 6% with an overall budget increase. A decrease in federal revenue for the 2022-2023 year. The 2023-2024 budget reflects a \$6.1

million tax revenue increase in fund 10 and 32 respectively to make the annual payment on a \$60 million MBA lease bond.

Karen Cronin made the motion to approve the revised 2022-2023 Budget Revision, which was seconded by Bryan Smith. Nancy Kennedy made a motion to approve the preliminary budget for 2023-2024 along with approval of the preliminary tax rates to stay the same as last year and corresponding budget adjustments, which was seconded by Connie Archibald. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Approval of Internal and External Auditors

David Roberts, Business Administrator – presented the name of Rod Cook to be engaged as our internal auditor and Squire & Company to be engaged as our external/independent auditors for work to be done in the 2023-2024 year in auditing our 2022-2023 year.

Connie Archibald made the motion to approve the Internal and External Auditors, seconded by Karen Cronin. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Municipal Building Authority

David Roberts, Business Administrator – presented budget plan for the MBA.

Nancy Kennedy made the motion to move out of Board Meeting and into Municipal Building Authority Board meeting, second by Bryan Smith. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes

Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Karen Cronin made the motion to approve the Board of Education as the Municipal Building Authority officers for the 2023-2024 year, seconded by Bryan Smith. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Nancy Kennedy made the motion to approve the Municipal Building Authority budget and lease for the 2023-2024 year, seconded by Karen Cronin. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Connie Archibald made the motion to move back into regular Board Meeting, seconded by Tiffani Summers. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Approval of Sunrise School Improvement Plan

Jerry Jackman, Principal at Sunrise High, reviewed the CSI improvement needs along with plan requirements and plans to update goals and directives.

Karen Cronin made the motion to approve the Sunrise School Improvement Plan, seconded by Connie Archibald. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Pick-up Contributions for Members of Contributory Retirement System

Keith Mecham, Asst. Superintendent of Personnel, explained the pick-up contributions and the annual required approval by the Board.

Connie Archibald made the motion to approve the non-contributory retirement employer rates for the 2023-2024 fiscal year for Tier I and Tier II plans as well as the contributory rates, seconded by Nancy Kennedy. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Approval of Waiver Extension for a 4-day Week for Three Western Schools

Keith Mecham, Asst. Superintendent of Personnel, discussed the benefits of approving all three schools together for a continuation of a 4-day week application.

Julie Taylor made the motion to approve the waiver extension for a 4-day school week for Grouse Creek, Park Valley and Snowville schools, seconded by Bryan Smith. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Tentative Ratification of Negotiated Agreement with BEEA

Keith Mecham, Asst. Superintendent of Personnel, explained the \$4200 from the educators' salary adjustment along with a 3% COLA and steps and lanes.

Tentative Ratification of Negotiated Agreement with BEESPA

Keith Mecham, Asst. Superintendent of Personnel, explained the 6.5% COLA and steps and lanes.

Tentative Ratification of Negotiated Agreement with BEAA

Keith Mecham, Asst. Superintendent of Personnel, explained the 6% COLA with a new administrative salary table. Karen asked about the actual and not arbitrary lane and steps.

Tiffani Summers made the motion to approve the tentative negotiated agreement with BEAA, BEEA, and the BEESPA, seconded by Danielle Wright. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Declaration of Open Enrollment Schools

Keith Mecham, Asst. Superintendent of Personnel, said that schools with 90% or more are closed for outside boundary enrollment. Box Elder Middle, Lake View, McKinley, North Park and Century are the closed schools for the 2023-2024 year.

Bryan Smith made the motion to approve the recommendation on open enrollment for Box Elder Middle, Lake View, McKinley, North Park and Century to be closed schools for the 2023-2024 year, seconded by Connie Archibald. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Approval of TSSA Plans and Final Reports

Heidi Jo West, Asst. Superintendent of Elementary Teaching & Learning, recommends the Board accept the proposed school TSSA plans and final reports.

Nancy Kennedy made the motion to approve the TSSA plans and final reports as presented, seconded by Karen Cronin. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Early Learning Plan

Heidi Jo West, Asst. Superintendent of Elementary Teaching & Learning, recommended the 2023-24 Early Learning Plan.

Julie Taylor made the motion to approve the 2023-24 Early Learning Plan, seconded by Nancy Kennedy. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Information Items:

Chinese DLI

Keith Mecham, Assistant Superintendent of Personnel, showed numbers of enrollment of the Chinese DLI since inception through 2018. Lakeview (2012), Garland, Three Mile Creek, Willard and North Park (2021) implemented the Spanish immersion program. It is necessary to have 60 students per grade in the program. Two different grades may be taught by same teacher and share DLI students when there isn't enough to facilitate two teachers per grade.

Construction Update - Grouse Creek School

Corey Thompson, Director of Facilities, update on construction: utilities and updating of the gym. May have to wait on a transformer to start school.

Monthly Financial Report

David Roberts, Business Administrator – things look to be on track. Hoping to have revenues exceed expenses. It will be close.

Board Committee Reports

Karen reported about the Boys and Girls Club fundraising annual auction and dinner on Friday, June 16th starting at 6pm.

Nancy reported that Bridgerland graduated 638 kids this year, most ever. Cool hi-tech projects are coming from students.

Policy Review

First Reading

Policy 5064 Medical Recommendations by School Personnel to Parents

Policy 3043 Redress of Grievances

Second Reading

Policy 5291 Drug & Alcohol Testing of Students Participating in Extracurricular Activities

Connie Archibald made the motion to approve policies on first and second reading, seconded by Karen Cronin. The motion passed unanimously:

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Board Discussion Items

Book Study - I Love it Here by Clint Pulver – Bryan Smith reported on chapter 9 and Nancy Kennedy reported on chapter 10. David Roberts assigned to report on chapter 11 and Karen Cronin assigned to report on chapter 12.

Consent Items

Correction on minutes for a name correction for Danielle on page 4.

Nancy Kennedy made the motion to approve the consent items with the name correction in the May minutes, seconded by Bryan Smith. The motion passed unanimously:

Nancy Kennedy - yes

Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Approval of the minutes of working and regular meeting for May 10, 2023.

Approval of claims: 00043867, 00044154 - 00044452, 05051023, 07053123, 08053123, 09050923, 09081923, 09053123

Personnel Actions: As detailed in the agenda.

150 Mile Trips: As detailed in the agenda.

Upcoming Events:

Board work session from 2-5:30 pm on Wednesday, July 12, 2023

Closed Meeting for Real Property or Personnel:

Karen Cronin made the motion to leave regular board meeting to go into closed session to talk about Property or Personnel, seconded by Connie Archibald at 9:28 pm.

Nancy Kennedy – yes,
Bryan Smith – yes,
Tiffani Summers – yes,
Wade Hyde – yes,
Connie Archibald – yes,
Danielle Wright – yes,
Karen Cronin – yes,
Julie Taylor – yes.

Motion by Julie Taylor to leave closed meeting, seconded by Connie Archibald. The motion passed unanimously. The closed meeting ended at 10:38.

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

Adjournment:

Julie Taylor made the motion to adjourn the meeting, seconded by Connie Archibald. The motion passed unanimously. Board meeting ended at 10:38 pm.

Nancy Kennedy - yes
Bryan Smith - yes
Tiffani Summers - yes
Wade Hyde - yes
Connie Archibald - yes
Danielle Wright - yes
Karen Cronin - yes
Julie Taylor - yes

The next meeting of the Board of Education will be held on Wednesday, July 12, 2023, with a Work Session at 2:00 and a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main Brigham City, Utah.

APPROVED: _____

ATTESTED: _____
Business Administrator
Box Elder School District

President, Board of Education