

TENTATIVE MINUTES OF A WORK MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT MARCH 12, 2025

Work Session 5:00 P.M.

Those in attendance at the meeting included Board President Tiffani Summers, Vice President Danielle Wright, Wade Hyde, Julie Taylor, Bryan Smith, Karen Cronin, and Stephanie DeFilippis. Also present were Superintendent Steve Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, and Business Administrator Neil Stevens.

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BOX ELDER SCHOOL DISTRICT
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Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening March 12, 2025 at 6:30 p.m. at Independent Life Skills Center, Box Elder School District.

Those in attendance at the meeting included Board President Tiffani Summers, Vice President Danielle Wright, Wade Hyde, Julie Taylor, Bryan Smith, Karen Cronin, Stephanie DeFilippis. Also present were Superintendent Steve Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, IT Director Robert Gordon, Business Administrator Neil Stevens, members of the press, employees and patrons.

President Tiffani Summers called to order the meeting and welcomed those in attendance and conducted the business of the meeting.

Reverence offered by Tiffani Summers, Board President.

Flag Salute/Pledge of Allegiance by Steve Carlsen, Superintendent.

Recognitions

Stephanie DeFilippis, Board Member

- Austin Storey – Lakeview Elementary Principal
- BRHS Girls Wrestling Team – State Champions
- Sherri Harper – Accountant at the District Office
- Tony Ferderber – District Security Specialist
- Austin Storey – Principal at Lake View Elementary
- Warren Jensen – Speech for Boys & Girls Club Youth of the Year

Administration of Oath of Office

Tiffani Summers, Board President swore in Neil Stevens, New Business Administrator.

Approval of Agenda:

Danielle Wright made the motion to approve the agenda, second by Bryan Smith. The motion passed unanimously.

Julie Taylor – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis – Yes

Wade Hyde – Yes

Karen Cronin – Yes

Public Comment:

Chelsey Macfarlane - A quote from a founder of PTA. Many things for which we may spend public money can be postponed, but we cannot postpone education... It is our responsibility to give the children the best that we can. We can't keep postponing this down the road. Today is the day to take action.

Emily Jolley - Lives near North Park. Supports the community member who is requesting a resolution to the playground being closed. Rules for use of the playground are posted. Please open North Park Elementary to our community again.

Sara Munns - My kids walk to school. We love living near the school. From our home, we can see the playground. We want to give support to the Board in allowing our kids to play on the playground.

Naomi Whitman - From an anonymous neighbor- when we first moved here, our children were allowed to play on the playground. Elderly individuals were able to meet and walk around the playground. The local park is very busy and requires crossing a busy road. Reopening the playground would increase positive rapport with community members. From Naomi's standpoint as a mother in the community, she feels that the benefits outweigh the concerns. As educators of the whole child, we need to consider the most benefit to children.

Alan Norton - I am here to give a public apology to Mr. Carlsen. I recognize that I did not include a request to meet with the Superintendent. I would still like to meet with the School Board.

Mary Ann Cox - I had prepared a lot, but had a lot of questions addressed in the work session. I am here to share that I have concerns about the 9th grade being moved to

the high schools. There are ripple effects of this that cannot be addressed at this time. The money from Truth in Taxation is being used to support an area of need that wasn't the biggest concern. I can see that there is a phase plan. I don't understand why the addition at the high schools is the first step? There are options to build the middle schools sooner.

Anamarie Hall - I am the PTA president at Lake View, and I serve on the school's community council. I wanted to remind you of the need at Lake View. Our teachers are going without uninterrupted prep time. We have finally gotten art back, but we do not have a place to put this teacher. We need space and we need it now. We needed it yesterday. I understand that portables are a band aid. Teachers share that morale would increase with getting our preps back. It would encourage children to come to school and minimize behaviors.

Action Items:

Approval of Architect and Contractor Selection Process

Corey Thompson, Facilities Director

Danielle Wright made the motion to approve that KMA Architectural Firm be selected for the remodel of Box Elder High School and NJRA Architectural Firm be selected for the remodel of Bear River High School for 9th grades and grant authority to Neil Stevens and Corey Thompson to negotiate appropriate fees, second by Bryan Smith. Motion passed 6-1.

Julie Taylor – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis – Yes

Wade Hyde – Yes

Karen Cronin – No

Bryan Smith made the motion that Westland Construction be approved for the remodel at Bear River High School and Hogan Construction be approved for the remodel at Box Elder High School for 9th grades, and grant authority to Neil Stevens and Corey Thompson to negotiate appropriate fees, second by Wade Hyde. Motion passed 6-1.

Julie Taylor – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis – Yes

Wade Hyde – Yes

Karen Cronin – No

Karen Cronin made the following statement to accompany her “No” vote. “I am voting No in representing my constituents and citizens of the District who by an overwhelming majority of about 69% voted against a Bond just 4 months ago which included, in part, the remodeling of the two high schools and the associated increase in property taxes, indicating this is not something they want or can afford at this time, and also representing the numerous community members who have communicated with me over the past two months they are very opposed to this project and/or the associated increase in their property taxes it will require if this project is pursued”

Change Date of April Board Meeting to April 16, 2025 (third Wednesday)

Steve Carlsen, Superintendent

Karen Cronin made the motion to change the April Board Meeting date to April 16, 2025, second by Bryan Smith. The motion passed unanimously.

Julie Taylor – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis – Yes

Wade Hyde – Yes

Karen Cronin – Yes

Information Items:

District Use of Seclusion Rooms

Catherine Allen, Executive Director of Special Education

Emergency Safety interventions include seclusionary timeout.

- It can only be used when the student presents immediate danger or serious physical harm to self or others.
- The space must allow for continuous monitoring. Classrooms can be used. Doors must have self-releasing latches which allow the door to be opened if staff walks away or is no longer holding it locked.
- The maximum duration of timeout for a block of time is 30 minutes, at which point a parent must be immediately notified.
- State Rules that have changed: definition, chemical restraints (we do not use these), mechanical restraints (the only kind we use are five-point harnesses on the bus for those who cannot maintain posture, or those who get out of a seatbelt and move about the bus)- parents are always involved in this plan. Mechanical restraints are not used in the classroom. Standers with straps and harnesses are not considered mechanical restraints. The use of FBA (Functional Behavioral Assessment) is now required, but was not a few years ago. This is an assessment used to determine why a student is demonstrating specific behaviors. Parent approval is required.

Those individuals who work closely with students that are experiencing dysregulation, care about these students. They work so hard and have conditions that are difficult. Catherine wanted them to know how much we appreciate all that these staff members do for our students.

School District Safety Discussion

Tony Ferderber, District Security Specialist

This bill is extensive and involved. It includes 85 pages, which would take us days to cover.

This bill establishes:

- The state security chief and county security chief in relation to school safety initiatives.
- Establishes a school guardian program;
- Requires threat reporting by state employees and others if they become aware of threats to schools;
- Establishes some reporting from the SafeUT Crisis Line to the state's intelligence databases;
- Requires certain school safety data to be included in the annual school disciplinary report; SIAC-Statewide Information & Analysis Center

LEA shall designate a school safety and security director as the LEA point of contact for the county security chief, local law enforcement, and the state security chief;

- Participate in required trainings;
- Coordinate safety responses;
- Collaborate and maintain effective communication with outside agencies;
- May act as school guardian or School Safety & Security Specialist (S4) on temporary basis

Districts must appoint S4s and School Guardians at every school

Building Requirements include:

- Limited Entry Points and Windows
- Video Surveillance and Exterior Cameras
- Internal Classroom Door Locks
- Bleed and First Aid Kits
- Fencing Around Playgrounds

Bullying Policies and Procedures

Megan Bushnell, Student Services Director with AJ Gilmore, Principal at BEMS and Shaylyn Ekins, Principal at Golden Spike Elementary

Bullying Policy-5270, the state is updating the model policy. In the state legislature-attorneys changed the definition of bullying. It aligns more closely with what we teach our students.

- Student Bullying means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that: (i)creates an environment that a reasonable person would find hostile; and (ii)interferes with a student's educational performance, opportunities, or benefits. (b)"Student bullying" does not mean instances of: (i)ordinary teasing, horseplay, argument, or peer conflict; (ii)reasonable correction of behavior by a school employee; or (iii)reasonable coaching strategies and techniques by a school employee who is a coach.

Safe School Policy-5005: A necessary part of the learning process is self-control. Our goal in education is the growth of the individual in learning to control and appropriately conduct him/herself. Students are expected to follow accepted rules of conduct, to show respect for other people, and to obey persons in authority at the school.

PROACTIVE RESPONSES:

- ELEMENTARY: Positive School Climate, Second Steps Lessons focusing on Positive Climate & Bullying, Kindness or other thematic weeks to create positive school climate, Positive Behavior Support (PBIS) Plans, Announcements reviewing rules and expectations, Student Check-Ins for both parties, Staff training on reporting protocols; Educator's Handbook, Assemblies, Schoolwide rules, Attentive Adult Presence, HOPE Squads, School Counselors and LCSW Support
- SECONDARY: Positive School Culture, Second Steps/HIVE/Advisory Lessons focusing on Bullying, Announcements reviewing rules and expectations, Kindness or other thematic weeks, Staff training on reporting protocols; Educator's Handbook, Assemblies, Attentive Adult Presence, HOPE Squads, Strategic Class Scheduling, Student Council/Government, SALT Team, PBIS Plans and Support, School Counselors and LCSW -- student supports

REACTIVE RESPONSES:

- ELEMENTARY: Parent Conference, Accountability Project, Social Skills Group, ChAT Referral, Frequent Follow Up with Students, Structured Play, Loss of privileges, Investigation of Incidents, Review Educator's Handbook to determine patterns, Progressive Discipline, Regular Reminders, Interventions and reteaching appropriate social skills
- SECONDARY: Interview kids, check cameras, gather info, Parent Conference, Prevention/Intervention Specialists or Check and Connect Mentors, School Counselor-Check-ins -- LCSW, Tier 2 Group lessons, or Tier 3 individual lessons, No-contact Contract, Schedule Changes, Regular Reminders

ACTION PLAN FOR INCIDENTS: Reported incident: Supportive Measures for Both Parties, Investigation by Administration: Cameras, Statements from both sides, Witnesses, Parent Contact, Verified or not, Retaliation explanation to both parties & DOCUMENTATION

TRAINING AND EDUCATION: GCN Training-All District Employees, Professional Agreement, Admin Training-Educator's Handbook and Safe School Violations, School Staff Training, Bullying and Harassment, Student Training, Regular Reminders to Staff and Students, Behavior Documentation Protocols

Parental Involvement: Involve/Alert School, Allow both sides to be heard, Trust the process, Patience during investigation, Support decisions, Provide feedback, Limit Social Media for kids

Areas we are looking to improve as a District: updating model bullying policy, school climate surveys, stakeholder feedback, review of data, parent education plan.

Legislative Update – Steve Carlsen, Superintendent JLC Tracking Sheet

Educator salary adjustment will increase by \$1,446 for teachers. \$1,000 direct salary increase, \$446 for the educator salary adjustment included in the base budget

\$1000 one-time salary adjustment for ESPs.

HB396- changes NESS- Necessary Existent Small Schools formula. Box Elder School District will be held harmless.

Monthly Financial Report

Neil Stevens, Business Administrator

February 2025 Financials- we are well ahead on our revenue versus our expenses. This year we will probably turn over about \$2M in savings. Neil Stevens recommends that we create a planned budget for school safety.

Board Committee Reports:

Stephanie DeFilippis visited school community councils and found that the more information people have, the more supportive they are.

Tiffani Summers attended community council meetings for Fielding, Bear River High School and Bear River Middle School. Those in attendance appreciated the addition of online courses.

Student Board Member Report

Easton Johnson was not available to present.

Policy Review

First Reading:

Policy 2032 Procurement of Construction: Construction and School-Site Acquisition Requirements

Policy 2033 Procurement: Education Contractor Oversight

Policy 2034 Procurement: Contracts and Contract Limitations

Policy 3007 Employment – Staff Code of Conduct

Policy 3008 Employee Communication/Addressing Concerns

Policy 3044 Orderly School Termination for Employees

Policy 4135 Dual Enrollment

Policy 4215 Student Notifications

Policy 5294 Student Discipline – Searches

Karen Cronin clarified that Policy 3008 does not prohibit any person from contacting any member of the Board that they choose.

Karen Cronin made the motion to approve policies on First Reading, seconded by Bryan Smith. The motion passed unanimously.

Julie Taylor – Yes

Bryan Smith – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Stephanie DeFilippis – Yes

Wade Hyde – Yes

Karen Cronin – Yes

Second Reading:

Policy 1210 School Closures and Boundary Changes

Policy 2182 School Safety

Policy 5003 Parent Rights to Academic Accommodations

Policy 5005 Safe Schools - Student Discipline/Behavior

Policy 5009 Admissions and Attendance: Kindergarten

Policy 5010 Admissions Eligibility Requirements

Policy 5061 Do Not Resuscitate Directives

Policy 5064 Medical Recommendations by School Personnel to Parents

Policy 5065 Administration of Medication

Policy 5067 Student Asthma Emergency

Policy 5100 Student Records

Policy 5224 Non-enrolled District Student's Participation in Extracurricular Activities

Policy 5229 Evaluation of Interscholastic Athletic Participation

Policy 5272 Transgender Students

Policy 5274 Participation in Sex-Designated Athletic Activities, Programs, and Events

Policy 5360 Suicide Prevention
Policy 5390 Kindergarten Student Toilet Training

Karen Cronin made the motion to approve policies on Second Reading, seconded by Wade Hyde. The motion passed unanimously.

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

Board Discussion Items

Danielle Wright motioned that item J.1., Administrative Salaries, be moved to the April Board Meeting. Tiffani Summers seconded the motion. The motion passed unanimously.

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

Board Member Report

No board members reported this month. This item was consolidated with the committee reports.

Consent Items:

Approval of minutes of the work and regular meetings held on February 12, 2025.

Approval of Claim: 52912-53218, 2021925, 5021025, 7022825, 8022825, 9022023, 9022825, 101467-1106254, 225- 246, 16800599 -16800600,30403135 - 30803741, 40403411- 40805686, 70415030 – 70415152, 70814678 - 70815216, 77800615-77800615

Personnel Actions

See agenda for details.

Bryan Smith made the motion to approve consent items, seconded by Danielle Wright. The motion passed unanimously.

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

Suggestions for Future Board Meetings:

Move School Fees to May
Item J.1., Administrative Salaries, was moved to April

Upcoming Events

- USBA 2025 Spring Regional Meeting – March 13, 2025, 6:00 at Maddox
- BEHS Graduation – May 27, 2025 at 6:00 pm at Dee Events Center
- BRHS Graduation – May 28, 2025 at 8:00 pm at the BRHS Field
- Sunrise Graduation – June 12, 2025 at 6:00 pm at BEHS Gymnasium

Bryan Smith motioned to move into closed session, seconded by Julie Taylor. The motion passed unanimously.

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

Closed Session for Sale or Lease of Real Property and Personnel

Neil Stevens, Business Administrator

Bryan Smith made the motion to move out of closed session, seconded by Karen Cronin. The motion passed unanimously.

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

Karen Cronin – Yes

Adjournment:

The meeting adjourned at 11:15 p.m. The next meeting of the Board of Education will be held on Wednesday, April 16, 2025, with a Work Session at 5:30 and a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

APPROVED: _____

ATTESTED: _____
School Business Administrator

President, Board of Education