



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

Wednesday, February 8, 2023

ILSC Building, 960 South Main, Brigham City,
Utah 84302

*"Always consider the effects
on our students."*

A. Work Session - 5:30 p.m.

1. Principal Reports to the Board:
Mary Heslop - Three Mile Creek Elementary
Shaylyn Ekins - Golden Spike Elementary
AshLee Nelson - Willard Elementary

B. Administrative - 6:30 p.m.

1. **Call to Order**
Wade Hyde, President
2. **Reverence**
David Roberts, Business Administrator
3. **Flag Salute/Pledge of Allegiance**
McKayla Morris, Student Board Member
4. **Recognitions**
Connie Archibald, Board Member
 - a. Gary Allen, Asst. Superintendent of Secondary Teaching & Learning

C. Approval of Agenda - 6:45 p.m.

D. Public Comment - 6:50 p.m.

Those individuals who would like to speak to the Board should read the guidelines and complete the sign-up document located at the door. At the discretion of the Board President, public comment may be permitted at any point during the Board meeting.

E. Public Comment on Proposed 2023-2024 School Fees - 6:55 p.m.

3

F. Administration of Oath of Office - 7:00 p.m.

4

David Roberts, Business Administrator

1. Wade Hyde, District 3
- Julie Taylor, District 4
- Karen Cronin, District 7

G. Action Items - 7:05 p.m.

1. **Approval of the 2024 Capital Improvement Budget** 6
Corey Thompson, Facilities Director
2. **Approval of 2023-2024 School Fees** 10
Keith Mecham, Asst. Superintendent of Personnel
3. **Approval of Men's Volleyball** 12
Keith Mecham, Asst. Superintendent of Personnel

H. Information Items - 7:20 p.m.

1. **BRHS Bleachers Donation** 14
David Roberts, Business Administrator
2. **Monthly Financial Report** 18
David Roberts, Business Administrator
3. **Legislative Update** 26
Steve Carlsen, Superintendent
4. **Board Committee Reports** 32
 - a. **Board Committee Assignments**

b. Student Board Member Report

I. Policy Review - 7:30 p.m.

1. Policy to Delete

- a. Policy 3080 Acquired Immune Deficiency Syndrome, HIV or ARC-Employees - (Procedure - Universal precautions are used) 34

2. Policies for Review With No Changes

- a. Policy 1037 Employment/Assignment of Relatives (Nepotism) (Reference - Utah Code § 52-3 36
- b. Policy 1140 Board/Superintendent Relationship 39
- c. Policy 1220 Attendance Areas 41
- d. Policy 3092 Nursing Mothers in the Workplace 42
- e. Policy 3095 Reporting Violent Juvenile Offenders 43
- f. Policy 4050 Middle Level General Core Requirements 44

3. First Reading

- a. Policy 1030 Qualifications for Board Members 46
- b. Policy 2100 Gifts, Donations, and Bequests - Acceptance 48
- c. Policy 2220 Transportation - Per Diem and Travel Allowances 52
- d. Policy 4017 Literature Selection and Review 53
- e. Policy 5010 Admissions Eligibility Requirements 56
- f. Policy 5203 Graduation Attire 89
- g. Policy 5229 Evaluation of Interscholastic Athletic Participation 90
- h. Policy 5270 Student Rights and Responsibilities Bullying, Cyberbullying, Hazing, and Abusive Conduct 92
- i. Policy 5310 Fundraising 104

4. Second Reading

- a. Policy 5291 Drug & Alcohol Testing of Students Participating in Extracurricular Activities 109

J. Board Discussion Items 7:40 p.m.

- 1. Book Study - *I Love it Here* by Clint Pulver 115

K. Consent Items 7:55 p.m.

- 1. Minutes 116
- 2. Claims 124
- 3. Personnel 141

L. Suggestions for Future Board Meetings 8:00 p.m. 142

M. Upcoming Events

- 1. NSBA Conference April 1-3, 2023

N. Board Handbook 144

O. Closed Session to Discuss Personnel - 8:05 p.m.

P. Adjournment 8:35 p.m.

The next meeting of the Board of Education will be held on Wednesday, March 8, 2023, 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.

2023-2024 Proposed School Fees

https://docs.google.com/spreadsheets/d/1KctYKVbYjIZXpCum_X8mtqPpDZn9WkiSpI3L69zmw5g/edit?usp=sharing

OATH OF OFFICE

Utah State Archives

In Utah, state officers are required by both the federal and state constitutions to take an oath of office. The Constitution of the United States requires members of the legislature as well as all executive and judicial officers of the states to be bound by oath or affirmation to support the federal Constitution (Article VI, clause 3). The Constitution of Utah specifies the wording of the oath to be taken by "all officers made elective or appointive by this Constitution or by the laws made in pursuance thereof, before entering upon the duties of their respective offices" (Article IV, section 10).

The **Oath** is to be stated as found in Article IV, section 10:

"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this State, and that I will discharge the duties of my office with fidelity.["]

State law dictates that the following individuals may administer the oath. Some state agencies may have a notary on staff who can administer the oath:

§ 78B-1-142: "Every court, every judge, clerk and deputy clerk of any court, every justice, every notary public, and every officer or person authorized to take testimony in any action or proceeding, or to decide upon evidence, has the power to administer oaths or affirmations."

After taking the oath, state officials should file the original signed oath with the State Archives, as mandated by state law. (Utah Code § 52-1-2 (2))

How to File an Oath of Office for Public Officials with the Division of Archives and Records Service

Once administered the Oath of Office, an official should check with the agency that administered the oath, and the official's own agency, to see if there are specific procedures in place to ensure the oath is properly filed with the State Archives.

If there are no set procedures, the original signed hard copy oath should be sent to the State Archives, either by mail or deliver to:

Oaths of Office
Utah State Archives
346 S Rio Grande St
SLC, UT 84101

Even though there is no specific time frame as to when an oath should be filed with the State Archives, state officials should do so as soon as possible. Utah Code § 76-8-203 states, "A person is guilty of unofficial misconduct [a class B misdemeanor] if the person exercises or attempts to exercise any of the functions of a public office when the person has not taken and filed the required oath of office[.]"

OATH OF OFFICE
STATE OF UTAH

I, _____, *having been appointed to the office of*
Print Name

*do solemnly swear or affirm that I will support, obey and defend the
Constitution of the United States and the Constitution of this State, and
that I will discharge the duties of my office with fidelity.*

Signature

State of Utah,
County of _____

Subscribed and sworn to before me this _____ *day of* _____ *, 20* _____

*Person Administering Oath

Title

*Utah Code § 78B-1-142: "Every court, every judge, clerk and deputy clerk of any court, every justice, every notary public, and every officer or person authorized to take testimony in any action or proceeding, or to decide upon evidence, has the power to administer oaths or affirmations."

File oath by sending to: Oath of Office, Utah State Archives, 346 S Rio Grande St, Salt Lake City, UT, 84101

Recommendation to Approve the Fiscal Year 2024 Capital Improvement Budget

Submitted by: Corey Thompson, Facilities Director

Recommendation:

Each year a budget is established for capital improvement projects throughout the school district. Working with David Roberts, Business Administrator, and the Long-Term Capital Committee we have compiled a budget for the Fiscal Year 2024.

Recommended Motion:

I move the proposed Fiscal Year 2024 budget for capital improvement projects to be approved.

Background:

Each year a budget is proposed for approval by the Box Elder School District Board of Education as a way to fund the ongoing repair and improvement needs throughout the school district. The proposed budget is attached in Board Book and broken down according to categories of prioritization. This prioritization was established in a meeting with the Long-Term Capital Committee on Tuesday, January 31, 2023.

Policy Implications: Policy 2010, 2150

Financial Implications: Budget amount approved

Staff Implications: None

BESD - FY 2024 Proposal for Capital Improvement

PRIORITY LEVEL		DECIDING FACTORS			PRIORITY LEVEL	COST FOR EACH LEVEL
E = Extreme		Facility safety and prevent building/property damage			E = Extreme	\$ 333,000.00
H = High Priority		Critical Repairs for building, property, and systems longevity			H = High	\$ 1,155,500.00
M = Medium Priority		High effect on the greatest number of students			M = Medium	\$ 396,500.00
L = Low Priority		Improve situations			L = Low	\$ 653,500.00
Contracted to Const. Manager		CM			Other	
Location	Priority Level		Project Description	Estimated \$		
BEHS		X	Redo park strip by East parking lot	\$ 19,000.00		
BEHS		X	Concrete in Courtyard	\$ 31,500.00		
BRHS		X	Fix peeling floor in commons (affected areas only)	\$ 100,000.00		
BRHS		X	Install new greenhouse	\$ 120,000.00		
BRHS		X	Sidewalk for baseball field	\$ 13,000.00		
BRHS		X	Fence around baseball field	\$ 47,000.00		
BRMS			Commons - paint walls, floor, etc. (BESD Paint-Crew)	\$ 8,000.00		
ACHI			Cafeteria flooring	\$ 75,000.00		
ACYI			Cafeteria flooring	\$ 75,000.00		
ACYI		X	Replace asphalt in original parking area	\$ 130,000.00		
ACYI		X	Wall in counseling office to create new office	\$ 25,000.00		
Century		X	Fence at south door	\$ 12,000.00		
Discovery		X	Boiler replacement with redundancy	\$ 160,000.00		
Discovery		X	Repair masonry supports, exterior	\$ 20,000.00		
Discovery		X	Repair asphalt playground	\$ 20,000.00		
Discovery		X	Repair concrete walks in the front & sprinklers	\$ 15,000.00		
District Office		X	Update HVAC - Rooftop units & controls	\$ 157,500.00		
District Office		X	New drip edge on south roof	\$ 10,000.00		
District-Wide		X	Flow meters for each irrigation system (as many as \$ will allow)	\$ 75,000.00		
District-Wide		X	Carbon monoxide detection systems & fire panels (per school \$)	\$ 235,000.00		
District-Wide			Custodial equipment replacement	\$ 50,000.00		
Brigham Schools			Second meter for sewer charge (as many as \$ will allow)	\$ 80,000.00		
Golden Spike		X	Seal coat asphalt	\$ 35,000.00		
Grouse Creek		X	Gym remodel (flooring, lighting, paint, AV, HVAC)	\$ 195,000.00		
Lake View		X	Rooftop units	\$ 192,000.00		
McKinley		X	Repair split portable	\$ 45,000.00		
McKinley		X	Improve drainage at north side of building	\$ 25,000.00		
McKinley		X	Fencing and new parking on South-east	\$ 225,000.00		
North Park		X	Move east fence to accomodate parking	\$ 12,000.00		
Park Valley			Multipurpose room flooring replacement	\$ 75,000.00		
Park Valley		X	Heating units (Gym)	\$ 60,000.00		
					TOTAL	\$ 2,538,500.00

Park Valley		X	Gutters	\$ 20,000.00			
Willard		X	Sod at front of school, or other landscaping	\$ 21,500.00			
Willard		X	Fence playground	\$ 25,000.00			
West of ACYI		X	Continue clearing and cleaning	\$ 25,000.00			
West of BEHS		X	Continue clearing and cleaning	\$ 25,000.00			
So. Bus Shop		X	Gutters	\$ 50,000.00			
Transportation		X	Generator @ South-end	\$ 30,000.00			
			Total:	\$ 2,538,500.00			

Box Elder School District

Long Term Capital Plan - November 29, 2021

5-Years Out, 2022 to 2027

- Address the structural concerns at Grouse Creek School through replacement of the classroom portion of the campus
- Construct a new elementary building to replace one or more existing building(s), 850 student capacity or larger (*Golden Spike Elementary, current construction to be completed summer 2022*)
- Update lighting, grounds, play equipment, and aesthetics of older schools where financially feasible
- Improve the physical structure of buildings to increase security
- Address and assess the needs of academic spaces (i.e. labs etc.) when financially feasible
- Address increased enrollment needs in secondary schools through the use of portable classrooms
- Start the process for another bond

10-Years Out, 2022 to 2032

- Fulfill obligations to the current bond (final in 2029)
- Continue the process to obtain another bond
- Address the following three categories:
 - BEMS and BRMS
 - Replace or Remodel according to funding and enrollment needs
 - Elementary Schools
 - Consider construction of at least one elementary school in the noted areas according to available funding and enrollment needs (replace or in addition to current schools)
 - North (Tremonton area)
 - Central (Bear River City/Corinne area)
 - South (Brigham City area)
 - Address the top priority needs at BEHS and BRHS in relationship to available funding, and with equal consideration to both schools
 - *Initial suggestions in 2021 (these are not finalized)*
 - *BRHS; science lab(s) and rooms updated*
 - *BEHS; indoor athletic practice facility*

20-Years Out, 2022 to 2042

- Replace elementary buildings at end of life
- Update the Natatoriums at BEHS and BRHS
- Consider replacement of the district office

Recommendation to approve

Submitted by: Keith Mecham

Recommendation:

It is recommended that the BESD Board of Education approves the 2023-2024 BESD General Student Fees and Deposits schedule.

Recommended Motion:

I move that we approve the 2023-2024 BESD General Student Fees and Deposits schedule as presented.

Background:

[2023-2024 School Fees Proposal](#)

Annually, the General Student Fees and Deposits Schedule is approved by the school board in early Spring following 2 official opportunities for community, parent and student input.

For the past several months, each school has reviewed the provided document and have made the necessary deletions, modifications and additions.

Policy Implications:

Policy 5230: [Student Fees/Fee Waiver](#)

Financial Implications:

None

Staff Implications:

No additional implications

2023-2024 Proposed School Fees

https://docs.google.com/spreadsheets/d/1KctYKVbYjIZXpCum_X8mtqPpDZn9WkiSpI3L69zmw5g/edit?usp=sharing

Recommendation to approve

Submitted by: Keith Mecham

Recommendation:

It is recommended that the BESD Board of Education approve the participation in the UHSAA of Boys' Volleyball for both Varsity and JV levels at both Bear River and Box Elder High Schools for the school year 2023-2024 and beyond and increasing in the sophomore and Freshman levels as interest dictates.

Recommended Motion:

I move that we approve the participation in the UHSAA of Boys' Volleyball for both Varsity and JV levels at both Bear River and Box Elder High Schools for the school year 2023-2024 and beyond and increasing in the sophomore and Freshman levels as interest dictates.

Background:

The [UHSAA has sanctioned Boys' Volleyball](#) to be played beginning 2023-2024 school year.

According to UHSAA by-laws, a team cannot compete with club teams. As such, not participating in the UHSAA could result in our club teams not having enough competition to compete this upcoming year.

Policy Implications:

Boys' Volleyball would be added to the other 24 sports that are currently sanctioned. For your information, the addition of boys' volleyball would bring the number of boys sports to 12 and the girls sports would stay at 13 for a grand total of 25.

Financial Implications: (Approximately)

Coaches Stipends (1 Head and 1 assistant)

\$ 18,288 salary, \$5,732 benefits

- As the sport grows, salary will be adjusted to match the Girls volleyball salary schedule.

Busing:

\$4,200

School Equipment:

- Volleyballs

\$85/ball, approximately \$1200

Player Equipment: (Players will provide)

- Practice Gear \$100
- Knee Pads \$50
- Ankle Braces (if desired) \$75ish
- Shoes (\$60-\$100) \$80
- Uniform \$120ish

Staff Implications:

Each high school would need to hire a head coach and an assistant coach for both the varsity and JV team. It will put additional stress on our athletic directors at both schools to ensure eligibility and game preparation is met.

It will put additional stress on our bussing situation as the boys volleyball team will be competing in the spring season (3rd trimester).

POLICY 2100

Gifts, Donations, and Bequests - Acceptance

- A. The District welcomes gifts and donations. The District has organized a foundation, the Box Elder School District Foundation, which has the purpose of receiving and administering financial or negotiable gifts to support excellence in education, pursuant to [Utah Code § 53G-3-402](#). Gifts or donations in kind must be accepted by the District pursuant to paragraphs C and D below. Donations and gifts should be accounted for at an individual contribution level.
1. Donations, gifts, and sponsorships shall be directed to the District, District program(s), school, or school program(s). Donations, gifts, and sponsorships shall not be directed at specific District employees, individual students, vendors, or brand name goods or services.
 2. Donated funds shall not compensate public employees, directly or indirectly.
 3. If donations or gifts are offered in exchange for advertising or other services, an objective valuation will be performed and a charitable receipt will be issued by the foundation or the business administrator.
 4. Donations or gifts shall not be accepted that advertise or depict products that are prohibited by law for sale or use by minors, such as alcohol, tobacco, or other substances that are known to endanger the health and well-being of students; or, in the opinion of the District, may cause a substantial disruption to the education environment.
 5. As required by state law, donations will only be accepted where there is no expectation or promise, expressed or implied, of remuneration or any undue influence or special consideration. District employees are not permitted to accept personal payment or gratuities in any form from a vendor or potential vendor as a precondition for purchase of any product or service.
- B. No school employee shall accept any trust fund, or bequest for, or on behalf of the school, class, club, or organization without first receiving permission from the District's Business Administrator. When a donation is accepted, it becomes the property of the Box Elder County School District. (See also [Policy 2130 Capitalization](#))

1. School employees shall only accept gifts of substantial value for, or in behalf of the school, class, club, or organization after gaining permission from their building administration.
 2. District employees may not direct operating expenditures to outside funding sources to avoid District procurement rules (operating expenditures include equipment, uniforms, salaries or stipends, improvements or maintenance for facilities, etc.). District employees must comply with District procurement policies and procedures, including complying with obtaining competitive quotes and avoiding bid splitting.
 3. Those wanting to provide gifts that include trust funds or bequest for, or on behalf of the school, class, club, or organization are to be referred to either the District's Business Administrator or the Box Elder School District Education Foundation.
- C. When requested, the school/District shall provide a letter to the donor describing the donation. The District will not certify the value of property or an in-kind donation.
- D. Donors who desire to obtain a receipt for tax purposes should prepare and submit with the gift an [Internal Revenue Service Form No. 8283](#). Donors must obtain advice from their own advisers as to whether gifts to the District are tax deductible. The District will sign and return a properly prepared Form 8283 to give the donor a record that the gift was received by the District.
- E. Part of the process of making a gift is obtaining the approval of the District for conditions which may be attached to the gift. Gifts of property must be reviewed and approved by the Superintendent or designee prior to acceptance to make sure that the property will be useful to the District.
- F. All donations that would involve facility renovation or modification, construction, continued maintenance, or additional capital equipment must be referred to the Superintendent or designee before acceptance. All donations that would include voluntary labor must be referred to the Facilities Director before acceptance.
- G. All donations that are associated with entering into a contract for either product or services by a specific vendor must receive prior approval by the Board of Education.
- H. As a general rule the District will not commit to name classrooms in a building or a building itself with the name of a donor as a quid pro quo for a gift. The action to name buildings or parts of buildings is within the power of the Board of Education. The process of naming school facilities as a result of a gift or a donation is found in [Policy 1222 Naming Facilities](#).

I. Gifts to individual school employees are discouraged. Gifts to school employees of substantial value by individuals, groups of individuals, clubs or organizations who may be benefitted by that gift are prohibited. In no case should school employees exhibit gifts or show favoritism to those who brought them.

J. Cash Donations

1. Cash donations are welcomed and may be accepted from private individuals, companies, organizations, clubs, foundations, and other appropriate entities. All cash donations will be received in compliance with the District's cash receipting policies. Cash donations may be used to fund or enhance programs, facilities, equipment, supplies, services, etc. Cash donations over \$10,000 are required to go through the District Foundation and must be preapproved by the Business Administrator.
2. Principals may approve donations up to \$10,000. Donations more than \$10,000 and up to \$50,000 must be approved in writing by the Superintendent and/or Business Administrator. Donations more than \$50,000 must be approved by the Board of Education.
3. A school or community group or person may request matching funds for a school related capital project or activity. The request shall be submitted in writing to the Superintendent and/or Business Administrator on or before February 1st. If the Superintendent and/or Business Administrator determine the project or activity to be of value, **and the request for matching funds is over \$50,000**, the request will be placed before the Board for approval. If approved, the District will match up to 50% of the project or activity.
4. Cash donations may not be used to hire regular classroom teachers, thereby altering the staffing ratios. However, classroom assistants, coaching assistants, or specialists of any kind, including individuals who may hold educator licenses, may be hired using the funds received. Donations to fund such positions shall be made to a program, school, division, or department—not directly to individuals—and employment will be processed through the District's Human Resources Department and Payroll Department. The District or school administration reserves the right to decline or restrict these types of donations if they create inequitable environments in the school or inequities that violate Federal Title IX or other laws, are not economically in the best interest of the District, interfere with educational goals, or for any other reason determined by the District or school.
5. Cash donations shall not be used to augment an employee's remuneration beyond the remuneration associated with the salary schedule of the employee's position.

K. Products

1. The District or individual schools may accept donated products which carry the donor company's name, trademark, logo, or limited advertising on the product (e.g., cups, T-shirts, hats, instructional materials, furniture, office equipment, etc.). These items shall be valued at fair market value at the time of the contribution. If advertising or other services are offered in exchange for the donation or gift, this may alter the contribution amount.

L. Equipment, Supplies, or Goods

1. The District or individual schools may accept donated equipment, supplies, or goods for use in the District or individual schools or school programs. These items shall be valued at the fair market value at the time of the contribution. If advertising or other services are offered in exchange for the donation or gift, this may alter the valuation amount.

M. Donor and Business Partner Recognition

1. Donor and business partner recognitions may be placed on equipment, furniture, and other donated gifts that are not considered capital or fixed assets. Non-permanent recognitions may be placed on District buildings or structures with written approval from the superintendent. The board may grant approval for the naming of buildings, structures, rooms, or other District facilities; see "Capital Fundraising" above. Principals may authorize banners, flyers, posters, signs, or other notices recognizing a donor or school business partner. Such materials shall feature the school-business partnership and not promote or endorse the business named.
- N. This policy applies to all District administrators, licensed educators, staff members, students, organizations, volunteers and individuals who initiate, authorize, or receive, authorize, accept, value, or record donations, gifts, or sponsorships for the District or individual schools. It is expected that in all dealings, District and school employees will act ethically, consistent with the District's ethics training, the Utah Educators' Standards (Utah Admin. Rules R277-515), the Public Officers' and Employees' Ethics Act ([Utah Code § 67-16-1 et seq.](#)), and State procurement law ([Utah Code § 63G-6a-101 et seq.](#)).

Also see [Policy 1036 Conflict of Interest](#)

Also see [Policy 5310 Fundraising](#)

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
1	GENERAL FUND (M&O) FUND (10)						
2							
3	REVENUE:						
4	Local						
5	Property	26,650,444	24,904,824	93.4%	87.7%	21,580,842	24,614,600
6	Tuitions	350,000	128,244	36.6%	33.7%	122,365	363,338
7	Inv Earnings	225,000	434,989	193.3%	64.9%	133,410	205,558
8	Indir. Costs-SL	950,000		0.0%		0	0
9	Rental Fees/Building/Field	90,000	10,062	11.2%	174.4%	139,751	80,114
10	Other	1,450,000	246,224	17.0%	32.9%	377,285	1,146,588
11	State	93,550,472	54,021,120	57.7%	65.1%	44,159,614	67,799,745
12	Federal	8,500,000	1,199,097	14.1%	38.6%	1,935,439	5,018,337
13	Misc./ Fund Bal	2,000,000		0.0%	0.0%		0
14	TOTAL M & O						
15	REVENUE	133,765,916	80,944,560	60.5%	69.0%	68,448,706	99,228,280
16	Beg Balance	173,339					173,432
17	Less:						
18	Ending Balance	323,761					173,339
19	TOTAL M & O FUNDS						
20	available	133,615,494	80,944,560	60.6%	69.0%	68,448,706	99,228,373
21	EXPENDITURES:						
22	Instruction (1000)						
23	Salaries	60,275,549	25,470,489	42.3%	60.5%	24,170,568	39,931,916
24	Benefits	24,022,216	10,362,898	43.1%	63.7%	10,310,540	16,191,159
25	Purchased Serv.	3,749,122	1,412,154	37.7%	62.3%	1,562,220	2,505,616
26	Supplies/Textbooks	5,251,852	4,167,516	79.4%	73.4%	2,924,254	3,986,512
27	Equipment	1,500,000	26,389	1.8%	138.1%	394,061	285,313
28	Other	700,000	348	0.0%	1.2%	6,600	573,756
29	Total	95,498,739	41,439,794	43.4%	62.0%	39,368,243	63,474,273
30							
31	Student Services (2100)						
32	Salaries	3,893,853	2,109,665	54.2%	61.1%	1,807,815	2,956,961
33	Benefits	1,526,627	823,420	53.9%	61.2%	741,053	1,211,095
34	Other	350,000	253,955	72.6%	45.2%	153,698	339,797
35	Total	5,770,480	3,187,040	55.2%	60.0%	2,702,566	4,507,853
36							
37	Instructional Staff (2200)						
38	Salaries	1,820,307	913,095	50.2%	62.7%	882,365	1,408,331
39	Benefits	701,688	359,810	51.3%	64.0%	348,254	543,790
40	Other	475,000	287,853	60.6%	36.9%	179,448	486,246
41	Total	2,996,995	1,560,757	52.1%	57.8%	1,410,067	2,438,367

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
42	District Administration (2300)						
43	Salaries	397,855	216,883	54.5%	64.3%	209,828	326,232
44	Benefits	173,820	92,906	53.4%	66.7%	98,021	147,062
45	Purch Services	370,000	133,048	36.0%	104.2%	379,982	364,724
46	Liability Insurance	165,840	173,062	104.4%	100.0%	160,336	160,336
47	Supplies	35,000	28,779	82.2%	62.1%	21,074	33,937
48	Other	25,000	28,608	114.4%	90.1%	22,545	25,011
49	Total	1,167,515	673,285	57.7%	84.3%	891,786	1,057,302
50	School Administration (2400)						
51	Salaries	5,149,482	2,616,510	50.8%	62.4%	2,372,682	3,799,550
52	Benefits	2,012,225	1,056,061	52.5%	63.1%	965,143	1,529,435
53	Prof Serv/Travel	130,000	10,775	8.3%	67.7%	35,937	53,087
54	Other	15,000	12,745	85.0%	100.0%	9,205	9,205
55	Total	7,306,707	3,696,091	50.6%	62.7%	3,382,967	5,391,278
56							
57	Business & Support (2500)						
58	Salaries	829,887	452,367	54.5%	61.8%	431,170	697,365
59	Benefits	335,923	164,962	49.1%	62.0%	158,632	255,809
60	Purchased Services	165,000	58,988	35.8%	35.2%	75,831	215,458
61	Other	25,000	2,761	11.0%	12.8%	3,835	29,937
62	Total	1,355,810	679,078	50.1%	55.9%	669,468	1,198,568
63							
64	Operation & Maintenance (2600)						
65	Salaries	5,841,840	3,305,820	56.6%	63.5%	3,060,723	4,817,115
66	Benefits	2,282,493	1,296,830	56.8%	64.6%	1,226,704	1,897,683
67	Electricity	1,096,780	523,572	47.7%	60.8%	504,396	829,693
68	Purchased Service	802,000	321,102	40.0%	64.2%	317,532	494,484
69	Telephone	280,000	125,748	44.9%	73.5%	208,325	283,444
70	Natural Gas	533,500	300,398	56.3%	37.7%	212,967	564,728
71	Prop Insurance	317,730	317,730	100.0%	100.0%	257,879	257,879
72	Repair	385,000	124,205	32.3%	33.4%	115,770	346,630
73	Supplies	690,000	469,664	68.1%	69.4%	500,930	721,433
74	Other	2,500	323	12.9%	0.0%	0	323
75	ESSER III A/C	4,000,000	746,797	18.7%	0.0%	0	0
76							
77	Total	16,231,843	7,532,190	46.4%	62.7%	6,405,226	10,213,411
78							

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
79	Transportation (2700)						
80	Salaries	3,353,462	1,701,141	50.7%	53.7%	1,408,665	2,623,785
81	Benefits	978,898	511,559	52.3%	56.9%	425,305	747,377
82	Purch Serv	255,000	129,449	50.8%	61.0%	140,915	231,005
83	Fuel	950,000	321,144	33.8%	50.6%	344,306	680,918
84	Supplies	581,771	312,048	53.6%	63.2%	291,046	460,838
85	Other/Property	137,209	4,228	3.1%	178.3%	2,661,869	1,492,748
86	Total	6,256,340	2,979,570	47.6%	84.5%	5,272,106	6,236,672
87	Community Services (3300)						
88	Salary	657,395	366,748	55.8%	62.2%	322,221	518,082
89	Benefits	197,171	106,288	53.9%	63.2%	97,285	153,837
90	Purchased Serv	30,000	6,002	20.0%	67.1%	5,656	8,427
91	Supplies/Util	110,000	29,722	27.0%	78.1%	66,528	85,160
92	Property	10,000	1,453	14.5%	57.4%	1,335	2,327
93	Other Objects	26,500	3,051	11.5%	87.3%	18,066	20,695
94	Desig. Fund Bal						
95	Total	1,031,066	513,264	49.8%	64.8%	511,091	788,527
96	Total Expenditures	137,615,495	62,261,068	45.2%	63.6%	60,613,520	95,306,250
97	Interfund Trans					0	0
98	Change Desig Fund Bal					135,326	0
99	Other/Budget Cuts					0	0
100	TOTAL EXPENDITURERS						0
101	M & O	137,615,495	62,261,068	45.24%	63.7%	60,748,846	95,306,250

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
102	School Activity Fund (21)						
103							
104	REVENUE:						
105	School Deposits	4,400,000	2,491,490	56.6%	62.5%	2,477,460	3,962,870
106							
107	Other					0	
108	Total Revenue	4,400,000	2,491,490	56.6%	62.5%	2,477,460	3,962,870
109	EXPENDITURES:						
110	Purchased Services	902,150	251,740	27.9%	41.8%	334,577	801,116
111	Supplies	2,882,850	1,579,355	54.8%	54.4%	1,452,927	2,672,859
112	Equipment/Property	290,000	19,325	6.7%	78.2%	39,684	50,755
113	Desig/Other/Adm	325,000	104,417	32.1%	53.3%	85,357	160,226
114	Total Expenditures						
115	School Activity	4,400,000	1,954,837	44.4%	51.9%	1,912,545	3,684,956
116	DEBT SERVICE FUND (31)						
117							
118	REVENUE:						
119	Property Tax	3,351,027	3,012,149	89.9%	87.7%	2,606,335	2,972,725
120	Interest	105,750	44,814	42.4%	52.3%	9,951	19,034
121	Other						
122	Total	3,456,777	3,056,963	88.4%	87.4%	2,616,286	2,991,758
123	Beginning Bal	5,122,687	5,524,003	107.8%	100.0%	5,802,645	5,802,645
124	LESS:						
125	Ending Balance	5,524,003	5,328,966	96.5%	95.2%	4,876,865	5,122,687
126	Funds Available	4,652,302	5,328,966	114.5%	93.2%	5,149,031	5,524,003
127	EXPENDITURE:						
128	Bond Debt	3,927,162	3,252,000	69.9%	100.0%	3,267,400	3,267,400
129	Fees	50,000		0.0%	83.3%	2,500	3,000
130	Other Uses					0	0
131	Total	3,977,162	3,252,000	81.8%	100.0%	3,269,900	3,270,400

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
132	CAPITAL OUTLAY FUND (32)						
133							
134	REVENUE:						
135	Property Tax	9,993,009	9,863,078	98.7%	87.7%	8,563,673	9,767,523
136	Interest	155,000	286,708	185.0%	52.7%	78,762	149,491
137	Other	80,338	0	0.0%	76.1%	225,015	295,772
138	State	1,836,195	1,688,403	92.0%	63.6%	22,138	34,788
139	Federal /MBA	4,063,288	0	0.0%	100.0%	25,117	25,117
140	Ins./Prop.Recry	1,025,000	17,909	1.7%	22.6%	103,975	460,329
141	Total Revenue	17,152,830	11,856,098	69.1%	84.0%	9,018,680	10,733,020
142	Lease Revenue MBA	0				0	
143	Other Sources(F50)	345,580				0	0
144	Desig. Fund Bal						
145	TOTAL REVENUE CAPITAL						
146	OUTLAY	17,498,410	11,856,098	67.8%	84.0%	9,018,680	10,733,020
147	Beg. Balance	14,924,496					31,036,384
148	Less:						
149	Ending Balance	8,091,376					16,496,145
150	Capital Outlay Funds						
151	available	24,331,530	11,856,098			9,018,680	25,273,259

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
152	EXPENDITURES:						
153	Oper/Maint	0	0	0.0%	0.0%	3,529	0
154	Other Equipment	0	0	0.0%	0.0%	0	0
155	Purchased Services	5,000	7,188	143.8%	0.0%	0	4,961
156	Technology/Software	2,500,000	867,811	34.7%	87.0%	1,116,027	1,282,577
157	Improvement					0	0
158	Buildings Maint	2,000,000	901,213	45.1%	103.3%	2,045,589	1,981,167
159	Vehicles/Buses	1,800,000	1,612,038	89.6%	2.7%	38,992	1,438,448
160	Furniture/Equip	1,121,227	847,140	75.6%	50.5%	967,212	1,916,360
161	Other Objects				0.0%	0	
162	Vehicle charges					0	
163	Total Capital	7,426,227	4,235,390	57.0%	63.0%	4,171,349	6,623,512
164	Other/Portables	0	0	0.0%	103.3%	36,755	35,570
165	Grouse Creek	2,000,000	1,203,926	60.2%	0.0%		29,467
166	Golden Spike	1,900,000	3,646,640	191.9%	61.1%	9,683,916	15,859,011
167	HS Athletic Facilities	520,000	0	0.0%	100.0%	796,585	796,585
168	Property/Other	500,000	246,692	49.3%			0
169	Total Construction	4,920,000	5,097,258	103.6%	62.9%	10,517,256	16,720,633
170	Desig. F Bal						
171	MBA/Bond Fee/Fund 50	1,985,302	1,661,278	83.7%	87.5%	1,688,487	1,929,114
172	Other						0
173	TOTAL EXPENDITURES CAPITAL						
174	OUTLAY	14,331,529	10,993,927	76.7%	64.8%	16,377,092	25,273,259

MONTHLY FINANCIAL REPORT

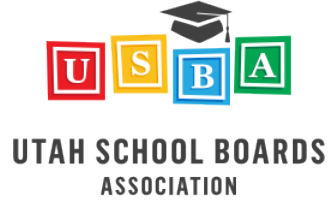
January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
175	SCHOOL FOOD SERVICE FUND (49)						
176							
177	REVENUE:						
178	Lunch Sales	1,301,500	612,253	47.0%	38.4%	30,507	79,435
179	State	1,125,000	329,010	29.2%	55.1%	478,359	867,932
180	Federal	3,140,000	1,216,803	38.8%	52.6%	3,203,728	6,087,355
181	Other/Inventory Adj	3,500	0		0.0%	300	0
182	TOTAL REVENUE SCHOOL						
183	FOODS	5,570,000	2,158,067	38.7%	52.8%	3,712,894	7,034,723
184	Beg. Balance	2,709,624					0
185	Less:						
186	Ending Balance	946,297					0
187	School Food Service Funds						
188	available	7,333,327	2,158,067	29.4%	52.8%	3,712,894	7,034,723
189	EXPENDITURES:						
190	Salaries	2,319,903	958,689	41.3%	59.4%	979,046	1,648,917
191	Benefits	718,424	293,462	40.8%	62.6%	305,932	488,510
192	Food/Supplies	3,890,000	1,308,253	33.6%	62.3%	1,317,796	2,116,038
193	Equipment	55,000	38,994	70.9%	84.0%	125,030	148,900
194	Other Costs	25,000	27,828	111.3%	86.6%	21,404	24,712
195	Dir/Indirect Costs	325,000	0	0.0%	-0.6%	278	-45,727
196	TOTAL EXPENDITURES SCHOOL						
197	FOODS	7,333,327	2,627,225	35.8%	62.8%	2,749,486	4,381,351

MONTHLY FINANCIAL REPORT

January 31, 2023

	ENDING JAN 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			58.33%	58.33%		
	Percent of 9 month contract complete			55.56%	55.56%		
198	Foundation Fund (75)						
199							
200	REVENUE:						
201	Total Revenue	300,000	203,361	67.8%	74.3%	162,014	218,061
202	Available Revenue	300,000	203,361	67.8%	74.3%	162,014	218,061
203	EXPENDITURE:						
204	Expenses	280,000	194,234	69.4%	38.9%	70,595	181,423
205	Changes/Desg Fund Bal						0
206	TOTAL EXPENDITURE	280,000	194,234	69.4%	38.9%	70,595	181,423
207	Agency Fund (76)						
208							
209	REVENUE:						
210	Agent Services	150,000	24,325	16.2%	71.4%	24,001	33,608
211	State	5,000				0	0
212	Federal						
213	Other	7,000	0	0.0%		0	0
214	TOTAL REVENUE/BB						
215	AGENCY FUND	162,000	24,325	15.0%	71.4%	24,001	33,608
216	EXPENDITURE:						
217	Instruction		186	0.0%	55.0%	5,978	10,865
218	NUCC	150,000	14,079	9.4%	62.2%	11,269	18,121
219	Other	7,000	1,653	23.6%	0.0%		2,330
220	Changes/Desg Fund Bal	5,000	0	0.0%	0.0%	1,198	0
221	TOTAL EXPENDITURES						
222	AGENCY FUND	162,000	15,918	9.8%	58.9%	18,445	31,316
223							
224							
225			SUMMARY			SUMMARY	
226							
227	GRAND TOTAL FUNDS AVAILABLE						
228	ALL FUNDS	165,153,103	100,734,863	61.0%	69.6%	86,460,041	124,202,320
229	GRAND TOTAL EXPENDITURE						
230	ALL FUNDS	168,099,513	81,299,208	48.4%	64.4%	85,146,909	132,128,957



Joint Legislative Committee (JLC) Positions 2023 Legislative Session

Bill Number	Title	Sponsor	Bill Summary	JLC Position	Notes
HB82	School Assembly Notice Requirements	Representative Ballard	This bill requires prior parental notice of school assemblies.	Oppose	Local control issue. Additional burden to schools.
HB83	Tax Credit for Educator Expense	Representative Birkeland	This bill enacts a nonrefundable income tax credit for certain educator expenses.	Support	
HB87	Youth Sport Safety Amendments	Representative Ballard	This bill addresses cardiac safety for participants in school athletic activities and organized youth sporting events.	Will review on February 10 th .	
HB118	Education False Claims Amendments	Representative Tuescher	This bill makes changes to procurement provisions for the public education system.	Oppose	The changes to the process are not helpful and could create a burden for LEAs.
HB124	Salary Supplement for Speech-Language Pathologists and Audiologists	Representative Johnson	This bill makes certain speech-language pathologists and audiologists eligible for the Teacher Salary Supplement Program.	Support	

HB125	Postretirement Reemployment Amendments	Representative Birkeland	This bill modifies the postretirement reemployment restrictions for a retiree who was a public safety service employee or a teacher.	Support	
HB138	Digital School Curriculum Requirements	Representative Ballard	This bill requires certain provisions in a contract between a state and local education agencies and a vendor in a contract for digital instructional material.	Oppose	Local control issue. Elements of bill are addressed in current code.
HB164	Protecting Student Religious and Moral Beliefs Regarding Athletic Uniform Requirements	Representative Pierucci	This bill addressed requirements for uniforms worn while participating in school athletic activities.	Support	
HB182	Interventions for Reading Difficulties Program Amendments	Representative Walter	This bill repeals the Interventions for Reading Difficulties Program.	Support	
HB193	Online Education Course Amendments	Representative Birkeland	This bill requires notification to students of the opportunity to complete high school graduation requirements and exit high school early.	Oppose	Increased expectations for LEAs without funding.
HB195	Criminal Investigations of School Employees	Representative Birkeland	This bill requires certain administrative leave for school employees who are the subject of a criminal investigation.	Oppose	Creates difficulties for LEAs. Requires employees be placed on paid leave, under certain circumstances, and this is not a current practice. Requires the employee return to work if no criminal charges brought but LEA might still be investigating a violation of policy. Local control issue.

HB209	Participation in Extracurricular Activities Amendments	Representative Teuscher	This bill provides students attending private school, home school, charter school, and online school a process for requesting participation in extracurricular activities outside of the student's school of residency.	Support	
HB229	Teacher Parental and Postpartum Recovery Leave	Representative Ballard	This bill requires local education agencies to provide certain paid leave to general and special education teachers.	Oppose	LEAs have policy to address leave for eligible employees. LEAs may institute a leave bank. This is a local control issue.
HB241	Labor Union Amendments	Representative Teuscher	This bill amends provisions governing public employers and labor organizations.	Oppose	Local control issue. LEAs and teachers should work together to determine what is best for staff.
HB270	School Cellphone Usage Amendments	Representative Lee	This bill addresses the use of cellphones and smart watches in classrooms.	Oppose	This is an issue for LEAs. Parents provide cellphones for their children for a variety of reasons, one of which is safety. Asking students to store their phones may go against wishes of parents. LEAs allow schools and teachers the flexibility to use cellphones as part of the learning process.
HB273	State Trust Lands Administration Amendments	Representative Lyman	This bill modifies the administration of state trust lands.	Oppose	The bill restricts SITLA's ability in managing trust lands.
HB295	Educator License Amendments	Representative Thurston	This bill addresses the licensing of educators by the State Board of Education.	Oppose	Cannot support lowering the standards for teacher licensure. Willing to look at ways to expand opportunities to increase teaching force.

HB 306	School Community Council amendments	Representative J. Moss	This bill grants the State Board of Education certain rule making authority regarding school community councils for which there are insufficient members to fill certain positions.	Support	
HB308	School Grading Modifications	Representative Welton	This bill amends provisions related to school overall ratings under the school accountability system.	Support	
HB331	Social Media Usage Agreement	Representative Teuscher	This bill regulates interactive computer services and the use and design of social media platforms.	Support	
HB344	Local Policies for Public Curriculum Transparency	Representative Teuscher	This bill requires local education agency governing boards to establish student instruction transparency policies that include certain determination	Oppose	JLC supported SB55: Public School Instructional Materials Requirements on January 27, 2023. We feel that SB55 addresses curriculum transparency for LEAs.
HB372	Local School District Referendum Amendments	Representative Cobb	This bill addresses actions of a local school district that may be subject to a referendum.	Oppose	Negative impact on LEA planning and budgets.
SB45	Statewide Online Education Program Amendments	Senator Fillmore	This bill expands the Statewide Online Education Program.	Support	
SB55	Public School Instructional Materials Requirements	Senator Fillmore	This bill addresses requirements related to the approval of materials for classroom use and certain policies.	Support	
SB83	Public Education Funding Equalization	Senator Fillmore	The bill requires the inclusion on an appropriation to the Local Levy Growth Account in public education budget legislation under certain circumstances.	Support	

SB149	Teacher Evaluation Amendments	Senator Riebe	This bill amends the educator evaluation frequency to include a biennial option.	Support	
SB152	Social Media Regulation Amendments	Senator McKell	This bill enacts provisions related to the regulation of social media companies and social media platforms.	Support	
SB166	Education Entity Amendments	Senator Fillmore	This bill defines “home-based education entity” and “micro-education entity” and provides these entities and students of these entities with similar duties, requirements, waivers, and rights as private and charter schools.	Oppose	Waives requirements for “home-based education entity” and “micro-education entity.” Exempts from certain requirements such as compulsory education and immunizations.

**Public Education Appropriations Co-Chairs Funding Item List
2023 General Session**

ONGOING PRIORITIES			
ID	Priority	Funding Item	Amount
1A	1	WPU Value Increase	\$104,000,000
3I	2	Public Education Funding Equalization SB0083 (Sen. Fillmore, L.)	\$38,192,400
1D	3	Students At-Risk Add-On	\$51,700,000
1B	4	Full-Day Kindergarten*	\$36,000,000
1F	5	Utah State Board of Education Market Adjustments	\$3,000,000
1G	6	Charter School Base Funding	\$8,293,000
1Z	7	K-12 Computer Science Initiative (Moss, J.)	\$3,000,000
2C	8	Beverley Taylor Sorenson Arts Learning Program (Rep. Pulsipher, S.)	\$5,000,000
2G	9	Create Utah (Sen. Fillmore, L.)	\$2,000,000
2M	10	Foreign Language Education Funding Amendments HB0161 (Rep. Pierucci, C.)	\$2,000,000
2U	11	Statewide Online Education Program Amendments S.B.45s01 (Sen. Fillmore, L.)	\$1,696,000
TOTAL			\$254,881,400

*Includes a companion motion using \$19,101,000 in FY 2024 enrollment growth savings as a contingency for FY 2024 Kindergarten enrollment.

ONE-TIME PRIORITIES			
ID	Priority	Funding Item	Amount
1I	1	Paid Preparation and Collaboration Hours for Educators	\$64,000,000
1C	2	Flexible School Safety, Physical Facilities, & Capital Needs	\$175,000,000
9B	3	Instructional Delivery & Support	\$50,000,000
A1	4	Small District Capital Projects Fund	\$50,000,000
1W	5	Teen Centers for Students Experiencing Homelessness (Pierucci)	\$5,000,000
1Y	6	Grow Your Own Teacher & School Counselor Pipeline Program (Peterson, K.)	\$14,313,600
1D	7	Students At-Risk Add-On	\$224,800
1G	8	Small District Base Funding	\$3,600,000
2B	9	Anti-Bullying Coalition-Stand4kind (Sen. Fillmore, L.)	\$300,000
9A	10	Student Credential Account (SCA) Statewide Usage	\$3,500,000
1E	11	Statewide Online Education Program Expansion - Small Schools	\$7,212,300
1M	12	Pupil Transportation	\$12,000,000
3A	13	Related to Basic Schools Programs Balance Reductions	(\$2,204,400)
3B	14	MSP Categorical Administration Balance Reductions	(\$999,400)
3D	15	Contracted Initiatives and Grants Balance Reductions	(\$1,400,500)
3E	16	System Standards & Accountability Balance Reductions	(\$3,215,900)
3F	17	Leadership Training for Principals Corrections	(\$49,500)
TOTAL			\$377,281,000

Box Elder School Board 2023 Committee Assignments		
In Alphabetical Order		
Audit Committee	Connie Archibald Wade Hyde Danielle Wright	
BESD Foundation Board	Tiffany Summers	
Boys & Girls Club Board	Karen Cronin	
Bridgerland Technical College Board	Nancy Kennedy	
Capital Improvement Committee	Danielle Wright Nancy Kennedy Tiffani Summers Julie Taylor	
District Technology & STEM Committee	Karen Cronin Bryan Smith	
Increment Financing Committee	Karen Cronin Connie Archibald Wade Hyde Bryan Smith	
Policy Review Committee	Nancy Kennedy Tiffani Summers	
Recognitions	Julie Taylor Connie Archibald Backup	
August 2022 USBA Legislative Priorities Delegate	Nancy Kennedy	District Appointed Region Appointed

2023 Board Member Committee Assignments

Connie Archibald	Audit Committee Increment Financing Committee Recognition - Backup
Karen Cronin	Boys & Girls Club Board District Technology & STEM Committee Increment Financing Committee
Wade Hyde	Audit Committee Increment Financing Committee
Nancy Kennedy	Bridgerland Technical College Board Capital Improvement Committee Policy Review Committee
Bryan Smith	District Technology & STEM Committee Increment Financing Committee
Tiffani Summers	Capital Improvement Committee Policy Review Committee BESD Foundation Board
Julie Taylor	Capital Improvement Committee Recognitions
Danielle Wright	Audit Committee Capital Improvement Committee

POLICY 3080

Acquired Immune Deficiency Syndrome, H.I.V. or A.R.C. - Employees

A. Purpose

1. The Board recognizes the need for a District policy establishing a procedure for required training and appropriate handling by District employees of blood and bodily fluids and for required confidentiality of health-related information about employees or volunteers. The primary purpose of this policy is to: (a) require employee training about blood borne pathogens as required under [20 C.F.R. 1910.1030\(g\)\(2\)](#), (b) [provide for the appropriate handling of blood and bodily fluids](#) and (c) provide for appropriate confidentiality for HIV-infected employees and/or subjects.

B. Definitions

1. "Employee" means anyone employed by a school or serving as a volunteer with the permission of a school.
2. "HIV" means human immunodeficiency virus.
3. "HIV Infection" is defined as an indication of the presence of human immunodeficiency virus (HIV) as detected by any of the following:
 - a. Presence of antibodies to HIV, verified by appropriate confirmatory tests.
 - b. Presence of HIV antigen.
 - c. Isolation of HIV.
 - d. Demonstration of HIV proviral DNA.
4. "Superintendent" means the Box Elder School District Superintendent
5. "Training" means blood borne pathogen training required for employees who have occupational exposure to blood or other potentially infectious materials.
6. The District shall provide training for employees as required under Title 20 C.F.R. 1920.1030(g)(2).

C. Confidentiality

1. The identities or other case details of HIV-infected subjects shall not be disclosed to any person other than administrators designated by the Superintendent or certain others on a need-to-know basis only.
2. Any person or entity entitled to receive confidential information under this chapter, other than the individual identified in the information, who violates this section by releasing or making public confidential information may be disciplined under applicable Box Elder policies.

D. Handling Blood & Bodily Fluids

1. Blood is the single most significant source of HIV in the work place setting. Protection measures against HIV for workers should focus primarily on preventing any type of exposure to blood. All blood or body fluid (which may contain blood, including vomitus) should be handled as if it is infectious with HIV. Protection can be achieved through adherence to practices designed to minimize or eliminate exposure and through use of personal protective measures. The following procedures are to be followed regardless of whether students or employees with HIV infections are known to be present.
 - a. Gloves, eye protection, protective clothing which provide a barrier between the worker and the exposure source should be used.
 - b. Hands and other skin surfaces should be washed immediately and thoroughly if contaminated with blood or potentially contaminated articles. Hands should always be washed after gloves are removed, wash hands with warm water and soap.
 - c. All spills of blood or blood-contaminated fluids should be promptly cleaned up. Visible material should be removed with disposable towels, and contaminated area disinfected with an EPA approved germicide or 1:100 solution of household bleach while wearing gloves. If splashing is anticipated protective eyewear should be worn along with protective clothing. Any soiled cleaning equipment should be cleaned and decontaminated. Infected waste can be carefully disposed down a sanitary sewer.
 - d. In emergency situations when doing respiratory resuscitation pocket mouth to mouth resuscitation masks should be used to avoid contact with victim's blood or blood containing secretions.
 - e. Any employee who has been injured with an object contaminated with blood should contact the District School Nurse or another available health care professional for follow-up. The employee shall maintain documentation of the contact with the District School Nurse or health care professional.

POLICY 1037

Employment/Assignment of Relatives (Nepotism) (Reference - [Utah Code § 52-3](#))

- A. Definition: As used in this policy, “appointee” means an employee whose salary, wages, pay, or compensation is paid from public funds; “relative” means father, mother, husband, wife, son, daughter, sister, brother, grandfather, grandmother, uncle, aunt, nephew, niece, grandson, granddaughter, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law - “household member” means a person who resides in the same residence.

[Utah Code § 52-3-1\(1\)\(d\) \(2018\)](#)

- B. No Board member or employee of the district may employ, appoint, or vote for or recommend the appointment of a relative or household member in or to any position or employment, when the appointee will be directly supervised by a relative or household member, unless:
1. The appointee is certificated or otherwise determined eligible or qualified to be employed by the District pursuant to the State Office of Education or other state department or agency; or
 2. The appointee will be compensated from funds designated for vocational training; or
 3. The appointee will be employed for a period of 12 weeks or less; or
 4. The appointee is a volunteer as defined by the District; or
 5. The Superintendent determines that appointee is the only or best person available, qualified, or eligible for the position.

[Utah Code § 52-3-1\(2\)\(a\)\(2018\)](#)

- C. No district employee may directly supervise an appointee who is a relative or household member of the employee unless:
1. The appointee was appointed or employed before the district employee assumed his or her supervisory position, if the appointee’s appointment was not unlawful at the time of the appointee’s appointment; or

2. The appointee will be compensated from funds designated for vocational training; or
3. The appointee will be employed for a period of 12 weeks or less; or
4. The appointee is a volunteer as defined by the district; or
5. The appointee is the only person available, qualified, or eligible for the position; or
6. The Superintendent determines that the employee is the only person available or is best qualified to perform supervisory functions for the appointee.
7. When a District employee supervises a relative or a household member, the employee shall make a complete written disclosure of the employee's relationship with the relative or household member in a sworn statement provided to the Board of Education. The District employee may not evaluate the relative's job performance or recommend salary increases for the relative.

[Utah Code § 52-3-1\(2\)\(b\), \(c\) \(2018\)](#)

[Utah Code § 67-16-7\(2\)\(b\) \(2018\)](#)

- D. No appointee may accept or retain employment in the District if the appointee is under the direct supervision of a relative or household member, unless:
1. The relative or household member was appointed or employed before the appointee assumed the appointee's position, if the appointment of the relative or household member was not unlawful at the time of the appointment;
 2. The appointee will be compensated from funds designated for vocational training;
 3. The appointee will be employed for a period of 12 weeks or less;
 4. The appointee is a volunteer as defined by the District;
 5. The appointee is the only person available, qualified or eligible for the position; or
 6. The Superintendent determines that the appointee's relative or household member is the only individual available or qualified to supervise the appointee.

[Utah Code § 52-3-1\(3\) \(2018\)](#)

- E. The rules against nepotism apply to employees paid with public funds regardless of the source of those funds, including employees paid with funds from a federal grant.

F. Within a town, as defined by [Utah Code § 10-1-104](#), this policy on nepotism shall not apply to the employment of uncles, aunts, nephews, nieces or cousins.

[Utah Code § 52-3-4 \(1998\)](#)

G. This policy on nepotism shall not apply to the employment of a relative if the following criteria are established:

1. fewer than 3,000 people live within 40 miles of the primary place of employment, measured over all-weather public roads;
2. the job opening has had reasonable public notice; and
3. the relative is the best qualified candidate for the position.

If an appointee is to be hired under this exception, the District shall make a written record of the proceedings in which it was established that the appointee met the criteria of this exception, which record shall include a written statement by the hiring officer certifying that the appointee satisfies the exception, all of which shall be retained in the personnel file of the appointee.

[Utah Code § 52-3-4 \(1998\)](#)

H. Under no condition shall a husband/wife or parent/son or daughter be employed in a supervisor/employee relationship (such as principal/teacher; department head/teacher in department; head custodian/custodian; etc.). If such condition occurs as a result of transfer or promotion, it shall be resolved within one year by transfer of either husband/wife, or parent/son or daughter, to another location. Exceptions may be made, with Board approval, for necessarily existent small schools only.

POLICY 1140

Board/Superintendent Relationship

- A. Take an active role in fulfilling the Board's responsibility to establish obtainable goals and develop effective policies.
- B. Delegate to the superintendent responsibility and commensurate authority for all administrative functions, except those specifically reserved through Board policy for the Board president and those which by law require Board action.
- C. Support the superintendent fully in all decisions that conform to professional standards and Board policy.
- D. Hold the superintendent responsible for the administration of the District through regular constructive written and oral evaluations of the superintendent's work. Effective evaluation is an ongoing effort and should be linked to goals established by the Board, expectations identified in the Superintendent's contract, and the criteria of the formal evaluation document.
- E. Provide the superintendent with a comprehensive employment contract.
- F. Give the superintendent the benefit of the Board's counsel in matters related to individual board members' expertise, familiarity with the local school system, and community interests.
- G. Provide the superintendent with the opportunity to attend all open and closed meetings of the Board as well as all community meetings related to the affairs of a particular school and/or the district as a whole.
- H. Consult with the superintendent on all matters, as they arise, that concern the school system and on which the Board may take action.
- I. Develop a plan for Board-superintendent communications.
- J. Channel all communications with school employees that would require either district or building level action through the superintendent. Keep the superintendent informed on any concerns coming from employees to individual board members or the board as a whole.
- K. Refer all complaints, concerns, and other communications that require administrative

action to the superintendent.

- L. Take action on matters only after hearing the recommendation of the superintendent.
- M. Establish a policy on the effective management of complaints.
- N. Provide the superintendent with sufficient administrative help, especially in the area of monitoring teaching and learning.

POLICY 1220

Attendance Areas

- A. Attendance areas for schools in the district are set by the Board of Education.
- B. Students must attend the school located in their respective attendance area unless a waiver has been granted by the appropriate building and district administrators. Waivers are granted based on the following:
 - 1. Open Enrollment
 - a. A waiver may be granted when a school's enrollment is less than 90% of the building's capacity and there is space for additional students at the grade level and/or the program being requested.
 - b. When a grade level exceeds the state average, it will be classified as closed for open enrollment in that individual school.
 - 2. Dual Immersion
 - a. An automatic waiver is granted to students who are selected to participate in a dual immersion program within the district.
 - 3. Special Needs
 - a. A waiver may be granted when, in the opinion of the home school principal, receiving school principal, and the district's administrator over student services, it is in the best interest of the student.
- C. Students desiring to attend a school outside their attendance area shall follow the procedure outlined in [Policy 5025 Student Transfers: Enrollment Options](#).
- D. When changes of attendance boundaries are deemed necessary, the Board shall consider building capacities, projected growth, natural boundaries, and student safety as far as practical within the limits of law and resources.

POLICY 3092

Nursing Mothers in the Workplace

This policy is adopted in conformance with the provisions of Nursing Mothers in the Workplace, [Utah Code § 34-49-101 et seq.](#)

A. Reasonable Breaks

1. With regard to a breastfeeding employee, the District shall provide, for at least one year after the birth of the employee's child, reasonable breaks to accommodate the employee's needs to breast feed or express milk. The District shall consult with the employee to determine the frequency and duration of the breaks. A break shall, to the extent possible, run concurrent with any other break period otherwise provided to the employee.

[Utah Code § 34-49-202 \(2016\)](#)

B. Private Location

1. The District shall provide for a breastfeeding employee a room or other location in close proximity to the breastfeeding employee's work area. The room or location may not be a bathroom or toilet stall. The room or location shall be maintained in a clean and sanitary condition, provide privacy shielded from the view of and intrusion from coworkers or the public, be available for the reasonable breaks as determined in consultation with the District and have an electrical outlet. The District is not required to provide a room or other location if compliance would create an undue hardship on the operations of the District by causing the District significant difficulty or expense when considered in relation to the size, financial resources, nature, or structure of the District's operations.

[Utah Code § 34-49-202 \(2016\)](#)

C. Refrigerator or Freezer

1. The District shall provide access to a clean and well-maintained refrigerator or freezer for the temporary storage of the employee's breast milk.

[Utah Code § 34-49-202 \(2016\)](#)

Cross Reference: [Policy 5005 Safe Schools](#)

POLICY 3095

Reporting Violent Juvenile Offenders

- A. In compliance with [Utah Code 53G-8-403](#), Box Elder School District requires the following of its employees.
1. Immediately after receiving notification from the judicial system of a juvenile's crime of violence or an offense involving weapons, the superintendent or designee shall notify the building principal of the school in which the juvenile is enrolled.
 2. The building principal shall make accurate notation of the notice received from the superintendent and place the same in a secure file separate and apart from the student's permanent file.
 3. The building principal shall notify staff members who, in his or her opinion, have a current need and right to know.
 4. Staff members receiving notification from the principal of a student's involvement in a violent crime or an offense involving a weapon may only disclose the information to other persons having both a right and a current need to know.
- B. Whenever a student is found on school property during school hours or at a school-sponsored activity in possession of a dangerous weapon and that information is reported to or known by the principal, the principal shall notify law enforcement personnel and school or district personnel who, in the opinion of the principal, should be informed.

POLICY 4050

Middle Level General Core Requirements

A. The following are the General Core Requirements for the 7th Grade

- Grade 7 Language Arts (3 trimesters)
- Grade 7 Mathematics (3 trimesters)
- Grade 7 Integrated Science (3 trimesters)
- Utah Studies (1 trimester)
- The Arts (1 trimester)
- Physical Education (1 trimester)
- College and Career Awareness (3 trimesters)

B. The following are the General Core Requirements for the 8th Grade

- Grade 8 Language Arts (3 trimesters)
- Grade 8 Mathematics (3 trimesters)
- Grade 8 Integrated Science (3 trimesters)
- United States History (2 trimesters)
- The Arts (1 trimester)
- Physical Education (1 trimester)
- Health Education (1 trimester)
- Digital Literacy (1 trimester)

C. Based on competency, a student who does not successfully complete any of the Core Requirements may be assigned to participate in remediation programs, intervention sessions and/or an approved individualized plan. Fees may be charged for programs outside of the regular school day.

D. Parents will be notified if a student does not successfully complete the Core Requirements and/or demonstrate competency prior to promotion to the next grade level.

E. Board-approved summative adaptive assessments shall be used to assess student mastery of the following: reading, language arts, mathematics, and science.

F. Upon parental or student request (with parental consent), courses listed above may be substituted with a course, extracurricular activity, or experience that is similar to the course requirement and is consistent with the student's plan for college and career

readiness. Requests for substitution must be made prior to the beginning of each school year to the school counselors. Should a request for substitution be denied, a parent may appeal the decision to the school principal.

POLICY 1030

Qualifications for Board Members

- A. Every Member of a Board of Education must be and remain a resident and a registered voter in the local school board district from which he/she is elected or appointed.
- B. Maintain his or her primary residence within the local school board district from which the member is elected or appointed; and
- C. Take and sign the constitutional oath of office:
1. "I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United State and the Constitution of Utah, and that I will discharge the duties of my office with fidelity."
- [Utah Constitution Art. IV, Sec. X](#)
[Utah Code § 53G-4-201 \(2019\)](#)
[Utah Code § 20A-14-202\(3\) \(2022\)](#)
- D. After the board member has taken and signed the oath of office, the oath shall be filed with the business administrator of the District.
- [Utah Code § 20A-14-202\(4\) \(2022\)](#)
- E. The term of office for an elected member shall be four years, except as required because of reapportionment as set forth below, and begins on the first Monday in January following the election.
- [Utah Code § 20A-14-203\(2\) \(2016\)](#)
- F. An individual may become a candidate for a local school board by filing a declaration of candidacy with the county clerk and paying the fee as required by [Utah Code § 20A-9-202](#). The declaration of candidacy must be filed in person in accordance with [Utah State Election Code 20A](#).
- G. The School Board shall fill vacancies on the Board by appointment as outlined in [Utah Code § 20A-1-511](#).
- H. Employees of the School District are precluded from serving on the Board of Education by reason of statute.

- I. Reapportionment does not affect the right of any school board member to complete the term for which the member was elected.
 1. If after reapportionment only one board member whose term extends beyond reapportionment lives within a reapportioned school board district, that board member shall represent that school board district.
 2. If after reapportionment two or more members whose terms extend beyond reapportionment live within a reapportioned school board district, the members involved shall select one member by lot to represent that school board district.
 - a. The other members shall serve at-large for the remainder of their terms.
 - b. Notwithstanding the number of board members otherwise established by law, the at-large board members shall serve in addition to the designated number of board members for the board in question for the remainder of their terms.
 3. If after reapportionment there is no board member living within a school board district whose term extends beyond reapportionment, the seat for that school board district shall be treated as vacant and filled as provided in paragraph D above.

[Utah Code § 20A-14-201\(3\)\(b\) \(2011\)](#)

- G. If, before an election affected by reapportionment, the county or municipal legislative body that conducted the reapportionment determines that one or more members must be elected to terms of two years to meet this part's requirements for staggered terms, the legislative body shall determine by lot which of the reapportioned local school board districts will elect members to two-year terms and which will elect members to four-year terms. All subsequent elections are for four-year terms.

[Utah Code § 20A-14-201\(4\) \(2011\)](#)

POLICY 2100

Gifts, Donations, and Bequests - Acceptance

- A. The District welcomes gifts and donations. The District has organized a foundation, the Box Elder School District Foundation, which has the purpose of receiving and administering financial or negotiable gifts to support excellence in education, pursuant to [Utah Code § 53G-3-402](#). Gifts or donations in kind must be accepted by the District pursuant to paragraphs C and D below. Donations and gifts should be accounted for at an individual contribution level.
1. Donations, gifts, and sponsorships shall be directed to the District, District program(s), school, or school program(s). Donations, gifts, and sponsorships shall not be directed at specific District employees, individual students, vendors, or brand name goods or services.
 2. Donated funds shall not compensate public employees, directly or indirectly.
 3. If donations or gifts are offered in exchange for advertising or other services, an objective valuation will be performed and a charitable receipt will be issued by the foundation or the business administrator.
 4. Donations or gifts shall not be accepted that advertise or depict products that are prohibited by law for sale or use by minors, such as alcohol, tobacco, or other substances that are known to endanger the health and well-being of students; or, in the opinion of the District, may cause a substantial disruption to the education environment.
 5. As required by state law, donations will only be accepted where there is no expectation or promise, expressed or implied, of remuneration or any undue influence or special consideration. District employees are not permitted to accept personal payment or gratuities in any form from a vendor or potential vendor as a precondition for purchase of any product or service.
- B. No school employee shall accept any trust fund, or bequest for, or on behalf of the school, class, club, or organization without first receiving permission from the District's Business Administrator. When a donation is accepted, it becomes the property of the Box Elder County School District. (See also [Policy 2130 Capitalization](#))

1. School employees shall only accept gifts of substantial value for, or in behalf of the school, class, club, or organization after gaining permission from their building administration.
 2. District employees may not direct operating expenditures to outside funding sources to avoid District procurement rules (operating expenditures include equipment, uniforms, salaries or stipends, improvements or maintenance for facilities, etc.). District employees must comply with District procurement policies and procedures, including complying with obtaining competitive quotes and avoiding bid splitting.
 3. Those wanting to provide gifts that include trust funds or bequest for, or on behalf of the school, class, club, or organization are to be referred to either the District's Business Administrator or the Box Elder School District Education Foundation.
- C. When requested, the school/District shall provide a letter to the donor describing the donation. The District will not certify the value of property or an in-kind donation.
- D. Donors who desire to obtain a receipt for tax purposes should prepare and submit with the gift an [Internal Revenue Service Form No. 8283](#). Donors must obtain advice from their own advisers as to whether gifts to the District are tax deductible. The District will sign and return a properly prepared Form 8283 to give the donor a record that the gift was received by the District.
- E. Part of the process of making a gift is obtaining the approval of the District for conditions which may be attached to the gift. Gifts of property must be reviewed and approved by the Superintendent or designee prior to acceptance to make sure that the property will be useful to the District.
- F. All donations that would involve facility renovation or modification, construction, continued maintenance, or additional capital equipment must be referred to the Superintendent or designee before acceptance. All donations that would include voluntary labor must be referred to the Facilities Director before acceptance.
- G. All donations that are associated with entering into a contract for either product or services by a specific vendor must receive prior approval by the Board of Education.
- H. As a general rule the District will not commit to name classrooms in a building or a building itself with the name of a donor as a quid pro quo for a gift. The action to name buildings or parts of buildings is within the power of the Board of Education. The process of naming school facilities as a result of a gift or a donation is found in [Policy 1222 Naming Facilities](#).
- I. Gifts to individual school employees are discouraged. Gifts to school employees of substantial value by individuals, groups of individuals, clubs or organizations who

may be benefitted by that gift are prohibited. In no case should school employees exhibit gifts or show favoritism to those who brought them.

J. Cash Donations

1. Cash donations are welcomed and may be accepted from private individuals, companies, organizations, clubs, foundations, and other appropriate entities. All cash donations will be received in compliance with the District's cash receipting policies. Cash donations may be used to fund or enhance programs, facilities, equipment, supplies, services, etc. Cash donations over \$10,000 are required to go through the District Foundation and must be preapproved by the Business Administrator.
2. Principals may approve donations up to \$10,000. Donations more than \$10,000 and up to \$50,000 must be approved in writing by the Superintendent and/or Business Administrator. Donations more than \$50,000 must be approved by the Board of Education.
3. A school or community group or person may request matching funds for a school related capital project or activity. The request shall be submitted in writing to the Superintendent and/or Business Administrator on or before February 1st. If the Superintendent and/or Business Administrator determine the project or activity to be of value, **and the request for matching funds is over \$50,000**, the request will be placed before the Board for approval. If approved, the District will match up to 50% of the project or activity.
4. Cash donations may not be used to hire regular classroom teachers, thereby altering the staffing ratios. However, classroom assistants, coaching assistants, or specialists of any kind, including individuals who may hold educator licenses, may be hired using the funds received. Donations to fund such positions shall be made to a program, school, division, or department—not directly to individuals—and employment will be processed through the District's Human Resources Department and Payroll Department. The District or school administration reserves the right to decline or restrict these types of donations if they create inequitable environments in the school or inequities that violate Federal Title IX or other laws, are not economically in the best interest of the District, interfere with educational goals, or for any other reason determined by the District or school.
5. Cash donations shall not be used to augment an employee's remuneration beyond the remuneration associated with the salary schedule of the employee's position.

K. Products

1. The District or individual schools may accept donated products which carry the donor company's name, trademark, logo, or limited advertising on the product (e.g.,

cups, T-shirts, hats, instructional materials, furniture, office equipment, etc.). These items shall be valued at fair market value at the time of the contribution. If advertising or other services are offered in exchange for the donation or gift, this may alter the contribution amount.

L. Equipment, Supplies, or Goods

1. The District or individual schools may accept donated equipment, supplies, or goods for use in the District or individual schools or school programs. These items shall be valued at the fair market value at the time of the contribution. If advertising or other services are offered in exchange for the donation or gift, this may alter the valuation amount.

M. Donor and Business Partner Recognition

1. Donor and business partner recognitions may be placed on equipment, furniture, and other donated gifts that are not considered capital or fixed assets. Non-permanent recognitions may be placed on District buildings or structures with written approval from the superintendent. The board may grant approval for the naming of buildings, structures, rooms, or other District facilities; see “Capital Fundraising” above. Principals may authorize banners, flyers, posters, signs, or other notices recognizing a donor or school business partner. Such materials shall feature the school-business partnership and not promote or endorse the business named.

- N. This policy applies to all District administrators, licensed educators, staff members, students, organizations, volunteers and individuals who initiate, authorize, or receive, authorize, accept, value, or record donations, gifts, or sponsorships for the District or individual schools. It is expected that in all dealings, District and school employees will act ethically, consistent with the District’s ethics training, the Utah Educators’ Standards (Utah Admin. Rules R277-515), the Public Officers’ and Employees’ Ethics Act ([Utah Code § 67-16-1 et seq.](#)), and State procurement law ([Utah Code § 63G-6a-101 et seq.](#)).

Also see [Policy 1036 Conflict of Interest](#)

Also see [Policy 5310 Fundraising](#)

POLICY 2220

Transportation – Per Diem and Travel Allowances

- A. When district employees are required to travel on official business, expenses for meals and mileage may be reimbursed under the following guidelines. Requests for reimbursement for all travel costs must be submitted on a voucher with appropriate receipts attached
1. When district-owned vehicles are not available, mileage will be reimbursed at 80% of the IRS approved rate per mile.
 2. District employees may be reimbursed for use of private vehicles required by assignments at multiple locations. Travel from home to the first assignment location and travel from the last assignment location to home is considered a normal commute and is not reimbursable.
 3. When traveling in state, meals ~~may~~ will be reimbursed ~~at \$9.00 for breakfast, \$12.00 for lunch, \$16.00 for dinner for partial days or \$37.00 per complete day~~ at 80% of the IRS approved per diem meal rate for the State of Utah. A district purchasing card may be used, and backup (a meeting agenda, etc.) must be attached to the credit card statement. An overnight stay is required to qualify for complete day reimbursement.
 4. When traveling out-of-state, reimbursement may be made according to the IRS guidelines for per diem expenses for the appropriate city or region.

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

POLICY 4017

Literature Selection and Review

- A. The purpose of this policy is to ensure secondary students at Box Elder School District have the opportunity to experience quality literature that broadens thinking, facilitates learning, and develops life-long reading skills.
- B. Considerations
1. Teachers will use only books on the District Recommended Book List when planning for whole group reading instruction.
 2. The District Literature Selection Committee will consider some or all the following criteria during the review process:
 - a. Students' reading, maturity and interest levels;
 - b. Instructional purpose i.e., character development, conflict/resolution, genre, writing style, social issues, historical significance;
 - c. Literary merit as determined through critical reviews.
- C. Summary
1. To fulfill the responsibility of administering this policy, a District appointed Literacy Consultant will oversee the Literature Selection Committee process. Each time a new book is proposed for student use by a teacher, the committee will convene to approve or deny its use. If approved, it will be added to the District Approved Book List found on the District website under Curriculum.
- D. Committee Members
1. The Literature Selection Committee will consist of:
 - a. Two teachers (one language arts teacher and one teacher from another content area, each invited to participate by the District Literacy Specialist)
 - b. Two parents (each invited by a different secondary principal)
 - c. Two media specialists (each invited to participate by the District Literacy Specialist)

d. The District appointed Literacy Consultant

2. With the exception of the District Literacy Consultant, the committee members will serve for the duration of two years; after which, new members will be invited to participate. New members will rotate on every other year. In addition, the requesting teacher and the media specialist from that school is invited to attend the review committee meeting to clarify the book's purpose and qualifying attributes, but do not vote.

E. Protocol

1. Any book intended for whole-class instruction must be approved by the Committee.
2. The Media Specialist of the requesting school in coordination with the District Literacy Consultant will set the date and time and inform the Committee members.
3. All committee members will read and research the title of the submitted book and refer to the District Book Review Form prior to the committee meeting.
4. Each committee member will share their recommendations/concerns with the committee. Once this process is completed, the District consultant calls for a final vote. A simple majority to approve or to reject the book's place on the District Approve Book List determines the outcome. If the book is unanimously approved, an asterisk next to the title on the District Approved Book List indicates that designation.

F. Reconsideration

1. If after being approved by the committee and implemented in the classroom a parent or student objects to the content of the book, the student will be given an alternative book selection by the teacher. In order to achieve the original learning objective, the alternative book should have a similar theme, degree of difficulty, and learning goal.

~~A. Teachers shall not assign any book that is required reading for a class if it is not on the district recommended book list.~~

~~B. Prior to selecting a new book for whole class instruction teachers shall check to see that the title is on the district recommended book list. If the book has not been approved, the school shall organize a Literature Selection and Review Committee on an as needed basis. Committee membership shall be made up of teachers and~~

~~parents from the school. At elementary schools the committee shall be facilitated by an instructional coach. At secondary schools, the committee shall be facilitated by the media specialist.~~

~~C. It is the responsibility of the classroom teacher to submit a review request to the instructional coach or media specialist who will convene a School Literature Selection and Review Committee and notify the District Literacy Specialist.~~

~~D. The School Literature Selection and Review Committee shall be made up of at least three teachers and three parents from the school community.~~

~~E. The School Literature Selection and Review Committee at the school site shall submit approved book titles and review data to the District Literacy Coordinator for posting on the District web site.~~

~~F. Literature selections shall be reviewed using the following criteria:~~

~~1. The subject matter, interest and reading level, and maturity level of the selection are appropriate for the students being taught.~~

~~2. The selection is appropriate for the age, emotional development, ability level, and social development of the students being taught.~~

~~3. The selection meets an appropriate instructional purpose.~~

~~4. The selection has identifiable literary or curricular merit.~~

~~5. The selection appropriately models a literary element (character, plot, setting, conflict, etc.), style, trait or genre the student is expected to learn.~~

~~G. Teachers should be prepared to offer an approved alternative literature selection if parents object to the assigned selection.~~

POLICY 5010

Admissions Eligibility Requirements

A. Minimum Age

1. Except as provided for in [Policy 5011 Admissions and Attendance of Military Children](#), the District may enroll children in school who are at least five years old before September 2 of the year in which admission is sought.

[Utah Code § 53G-4-402\(6\) \(2021\)](#)

B. Student Residency (Parent or Guardian Resides in Utah)

1. The district of residence of a minor child whose custodial parent resides in Utah is:
 - a. The school district in which the custodial parent resides; or
 - b. The District in which the child resides;
 - 1) While in the custody or under the supervision of a Utah state agency, local mental health authority, or substance abuse authority;
 - 2) While under the supervision of a private or public agency authorized to provide child placement services by the state of Utah;
 - 3) If the child is married or has been determined to be an emancipated minor by a court of law or authorized administrative agency;
 - 4) The child resides in the District while living with a responsible adult resident of the District who has been designated as the child's custodian through a durable power of attorney as provided for in this policy and the District has been determined to be the child's district of residency as provided for in "Alternative District of Residency" below; or
 - 5) The child is receiving services from a health care facility or human services program (as defined by [Utah Code § 26-21-2](#) and [Utah Code § 62A-2-101](#)) and the District has been determined to be the child's district of residency as provided for in "Alternative District of Residency" below.

[Utah Code § 53G-6-302\(1\), \(2\) \(2022\)](#)

[Utah Admin. Rules R277-621 \(January 9, 2018\)](#)

- c. A “responsible adult resident” is an individual who is 21 years of age or older who is a resident of this state and is willing and able to provide reasonably adequate food, clothing, shelter, and supervision for the child.

C. Alternative District of Residency

1. Procedure

- a. When a student’s parent or legal guardian resides in Utah but not within the District, and the student resides in the District, the parent or legal guardian may request a determination that the District is the student’s alternative district of residency by filing a written request with the District for that determination. The written request shall demonstrate that:
 - 1) the child’s physical, mental, moral or emotional health will be best served by considering the child to be a resident for school purposes;
 - 2) exigent circumstances prevent the case from being considered under the procedures provided for in this policy for interdistrict transfers (see “Open Enrollment’ for Utah Resident Students,” below); and
 - 3) considering the child to be a resident of the District will not violate any other law or rule of the State Board of Education.

Utah Admin. Rules R277-621-3(1) (January 9, 2018)
[Utah Code § 53G-6-302\(2\)\(b\)\(iii\), \(iv\) \(2022\)](#)

- b. For alternative district requests, the District designates the District Superintendent as its review official.
- c. Upon receipt of an alternative district request, the review official shall review the request in light of the requirements set forth above and within 10 business days make a recommendation to the Board of Education (or its designee) on whether the student should be treated as a resident of the District.

Utah Admin. Rules R277-621-3(2) (January 9, 2018)

- d. The Board of Education (or its designee) shall review the request and the recommendation and determine, based on the criteria set forth above, whether to grant or deny the request. The decision shall be in writing and shall set for the reasons for approval or denial in accordance with the criteria.

Utah Admin. Rules R277-621-3(5) (January 9, 2018)

- e. If the request is denied by the Board of Education, the student or parent may appeal the denial to the State Superintendent within 10 business days. The State Superintendent will rule on the appeal within 10 business days.

Utah Admin. Rules R277-621-3(6) (January 9, 2018)

2. Requirements

- a. Pending a decision on the request, the district of residence of the student's custodial parent or legal guardian is responsible for the student's education services. If the request is approved, the District shall immediately enroll the student and assume responsibility for providing educational services to the student.

Utah Admin. Rules R277-621-3(3), (4) (January 9, 2018)

- b. If the request is approved and the student qualifies for services under IDEA, the District shall conduct an IEP meeting with representation from the District and from the student's prior district (the district of residence of the student's custodial parent or legal guardian).

Utah Admin. Rules R277-621-3(7) (January 9, 2018)

- c. The District is not responsible for a student's required transportation between a health care facility or a human services program facility and the District's facility.

Utah Admin. Rules R277-621-4(3) (January 9, 2018)

- d. The Board of Education or its designee may periodically re-evaluate the student's eligibility for educational services from the District.

D. Students Attending a Private Human Services Program

- 1. When the District is established as the alternative district of residence of a student while the student is attending a private human services program, the student is entitled to educational services from the District at District facilities, as determined by the District. The District is not required to provide educational services on site at the private human services program facility unless the District's IEP team determines that on-site services are required to meet the needs of the student under federal law.

Utah Admin. Rules R277-621-4(1), (2) (January 9, 2018)

E. Student Residency (Parent or Guardian Does Not Reside in Utah)

1. A minor child whose parent or legal guardian does not reside within Utah may be considered a resident of the District in which the child lives if it is established to the satisfaction of the local Board that:
 - a. The child is either married or has been determined to be an emancipated minor by a court of law or authorized state administrative agency;
 - b. The child was placed and is being supervised by a child placing agency which is authorized by the State of Utah to provide residential or child placement services and the agency is paying the child's tuition and fees to the extent required by [Utah Code § 62A-2-127](#);
 - c. The child is in custody or under the care of a Utah state agency;
[Utah Code § 62A-2-127\(2\) \(2022\)](#)
 - d. The child lives with a resident of the District who is a responsible adult and whom the District agrees to designate as the child's legal guardian as provided for below; or
 - e. The District, in its sole discretion may accept a non-emancipated student as a resident of the District if each of the following are demonstrated to the Board's satisfaction:
 - 1) The child's physical, mental, moral, or emotional health would best be served by considering the child to be a resident for school purposes; and
 - 2) The child is prepared to abide by the rules and policies of the District; and
 - 3) The person with whom the child resides in the District has been given authority in a durable power of attorney, as specified below, which the District agreed in its sole discretion to accept; and
 - 4) One of the following two sets of circumstances exists:
 - a) The child lives with a responsible adult who resides in the District and is the student's non-custodial parent, grandparent, brother, sister, uncle or aunt and the child's presence in the District is not for the primary purpose of attending the public schools; or

- b) The child's parent has moved from the state, and the child resides with a responsible adult who resides in the District, and the child's attendance in the school will not be detrimental to the school or to the District.

Utah Code § 53G-6-302(3) (2022)

NOTE: A document issued by other than a court of law that purports to award guardianship to a person who is not a resident of the jurisdiction in which guardianship is awarded is not valid until reviewed by a court of law.

F. Durable Power of Attorney

1. In certain circumstances identified above, a durable power of attorney must be obtained before a child can be admitted to attend school within the District. This durable power of attorney does not confer legal guardianship. In order to be sufficient, this durable power of attorney must be issued by the person who has legal custody of the child and must grant the custodian full authority to take any appropriate action in the interests of the child, including delegating powers regarding care, custody, and property, including authority over schooling.
2. In addition, the person with legal custody of the child (the grantor of the power of attorney) and the person who the child is to reside with (the person empowered by the power of attorney) must both agree to:
 - a. Assume responsibility for any fees or other charges related to the child's education in the District, and
 - b. Provide the District with all requested financial information needed to determine eligibility for fee waivers, if those are claimed.

Utah Code § 53G-6-302(4) (2022)

Utah Code § 75-5-103 (2018)

3. Forms for this power of attorney and for acceptance of custodianship are provided below.

G. Guardianship for Residency Purposes

1. Subject to the District's acceptance and approval, a responsible adult resident residing in the District may obtain guardianship of a child whose custodial parent does not reside in the District for the limited purpose of establishing school district residency of a minor child by submitting to the Superintendent a signed affidavit by the child's parent which states that:

- a. The child's presence in the district is not for the primary purpose of attending the public schools;
 - b. The child's physical, mental, moral or emotional health would be best served by transfer of guardianship to a Utah resident;
 - c. The affiant is aware that designation of a guardian is equivalent to a Court established guardianship and will suspend or terminate any existing parental or guardianship rights in the same manner as a court-established guardianship;
 - d. The affiant consents and submits to suspension or termination of parental or guardianship rights;
 - e. The affiant submits to jurisdiction of Utah State courts in which the District is located for any action related to guardianship or custody of the student;
 - f. The affiant designates the responsible adult resident as agent to accept service of process and notice; and
 - g. It is the affiant's intent that the student become a permanent resident of the District under the supervision of the responsible adult
2. The responsible adult must also submit a signed affidavit stating that:
- a. The affiant is a resident of the school district and desires to become the guardian of the student;
 - b. The affiant consents and submits to the jurisdiction of the state district court in which the school district is located in any action relating to the guardianship or custody of the child in question;
 - c. The affiant will accept responsibilities of guardianship to provide adequate supervision, discipline, food, shelter, educational and emotional support, medical care and pay all school fees; and
 - d. The affiant accepts the parent or prior guardian's appointment of agency.
3. Forms for the affidavits of the parent and the responsible adult are provided below. If the child's custodial parent cannot be found in order to execute the statement required under subsection (6), then the responsible adult resident must submit a signed affidavit to that effect to the District. A form for this affidavit is provided below. The District shall also submit a copy of the affidavit to the Criminal Investigations and Technical Services Division of the Department of Public Safety.

4. The student who lives with the responsible adult must submit a signed affidavit stating that:
 - a. The student desires to become a permanent resident of the State of Utah and reside in the District with and be responsible to the named responsible adult; and
 - b. The child will abide by rules and policies of the district and schools.
5. A form for this affidavit is provided below. The District may require the responsible adult to also submit any other relevant documents that it reasonably believes to be necessary to substantiate any claim made in connection with the application.
6. Upon receipt of the required information and documentation, and a determination by the board that the information is accurate, that the requirements have been met, and that the interests of the child would best be served by granting the guardianship, the Board or its authorized representative may designate the applicant as guardian of the child by issuing a designation of guardianship letter to the applicant.
7. The District shall deliver the original documents filed with the District, together with a copy of the designation of guardianship issued by the District, in person or by any form of mail requiring a signed receipt, to the clerk of the state district court in which the District is located.
8. Intentional submission to the District of fraudulent or misleading information under this policy is punishable under [Utah Code § 76-8-504](#).
9. If the District has reason to believe that a party has intentionally submitted false or misleading information under this part, it may, after notice and opportunity for the party to respond to the allegation:
 - a. void any guardianship, authorization, or action which was based upon the false or misleading information; and
 - b. recover, from the party submitting the information, the full cost of any benefits received by the child on the basis of the false or misleading information, including tuition, fees, and other unpaid school charges, together with any related costs of recovery.

[Utah Code § 53G-6-303 \(2019\)](#)

H. Appeal of Guardianship Denial

1. If the Board denies the application for a guardianship designation, the applicant may either appeal the denial to the Utah district court where the District is located or may file an original petition for guardianship with the court.

[Utah Code § 53G-6-303 \(2019\)](#)

I. Termination of Guardianship

1. A guardianship designation issued by the District may be terminated, and the authority and responsibility of the prior custodial parent may be restored, upon submission to the District of:
 - a. a signed affidavit by the person who consented to the guardianship which requests termination of the guardianship, or
 - b. a signed written request by the designated guardian requesting termination of the guardianship.
2. If the District determines that it would not be in the best interests of the child to terminate the guardianship, the District may refer the request for termination to the Utah district court where the original guardianship documents were submitted.
3. If the District determines, after giving notice and an opportunity to respond, that an individual has intentionally submitted false or misleading information to the District in connection with a guardianship designation, the District may
 - a. void any guardianship, authorization, or action which was based on the false or misleading information, and
 - b. recover from the person submitting the false or misleading information the full cost of any benefits received by the child based on the false or misleading information, including tuition, fees, and other unpaid school charges, along with any related costs of recovery.
4. A student whose guardianship or enrollment has been terminated may, upon payment of all applicable tuition and fees, continue in enrollment until the end of the school year unless excluded from attendance for cause.

[Utah Code § 53G-6-303 \(2019\)](#)

J. Tuition

1. The Board shall charge the nonresident child tuition at least equal to the per capita cost of the school program in which the child enrolls unless the board, in open

meeting, determines to waive the charge for that child in whole or in part. The official minutes of the meeting shall reflect the determination.

[Utah Code § 53G-6-306\(3\) \(2022\)](#)

K. Tuition for Education Outside of the District

1. If the Board so determines, it shall pay tuition to any accredited district outside the state with which it has a written agreement to educate students attending school in the out-of-state district. The agreement shall be approved by both districts and filed with the State Board of Education. The District is not required to pay tuition to any district with which it has not contracted.

[Utah Code § 53G-6-305 \(2019\)](#)

L. Eligibility and Admissions Requirements

1. All documents submitted for proof of guardianship shall be kept by the District until the student has reached the age of eighteen (18) unless the District receives a valid court order to do otherwise.

[Utah Code § 53G-6-303\(9\) \(2019\)](#)

2. The District may require evidence that a child is eligible to attend the public free schools of the District at the time it considers an application for admission of the child. The District may withdraw any student who ceases to be a resident; however, a student who guardianship or enrollment has been terminated under this policy may, upon payment of all applicable tuition and fees, continue in enrollment until the end of the school year unless excluded from attendance for cause.

Plyler v. Doe, 102 S. Ct. 2382 (1982)
Daniels v. Morris, 746 F.2d 271 (5th Cir. 1984)

M. "Open Enrollment" for Utah Resident Students

1. The Board is responsible for providing educational services consistent with Utah state law and rules of the State Board of Education for each student within the District and—to the extent reasonably feasible and in accordance with the limitations and provisions herein—for any student who resides in another district in the state and desires to attend a school in the District.
2. For purposes of "open enrollment," the following definitions apply:
 - a. "Early enrollment" means:

- 1) application between November 15 and the first Friday in February for admission for the next school year to a school that is not a student's school of residence; or
 - b. "Early enrollment for grade reconfiguration" means
 - 1) application between August 1 through November 1 for admission for the next school year to a school that is not a student's school of residence if:
 - a) the school district is doing a district wide grade reconfiguration of its elementary, middle, junior, and senior high schools; and
 - b) that grade reconfiguration will be implemented in the next school year.
 - c. "Late enrollment" means application:
 - 1) after the first Friday in February for admission for the next school year to a school that is not the student's school of residence; or
 - 2) for admission for the current year to a school that is not the student's school of residence.
 - d. "Nonresident student" means a student who lives outside the boundaries of the school attendance area.
 - e. "Open enrollment threshold" means the school enrollment levels (for early enrollment or late enrollment) determined under [Utah Code § 53G-6-401](#) and regulations established by the Utah State Board of Education.
 - f. "School of residence" means the school that a student is assigned to attend based on the student's place of residence.
 - g. "School attendance area" means an area established by the Board of Education from which students are assigned to attend a certain school.

[Utah Code § 53G-6-401 \(2019\)](#)
[Utah Code § 53G-6-402\(4\)\(b\)\(iii\) \(2022\)](#)
3. If a school's average daily membership falls below the open enrollment threshold, the Board shall allow nonresident students to enroll in the school. If a school's average daily membership is above the open enrollment threshold, the Board may, in its discretion, allow enrollment of nonresident students in the school upon satisfactory completion of the application process set forth herein.

4. The Board shall provide written notification to the parents of each student that resides within the school district and other interested parties of the revised early enrollment period beginning August 1 and ending November 1 if the school district is doing a district wide grade reconfiguration of its elementary, middle, junior, and senior high schools; and the grade reconfiguration will be implemented in the next school year.
5. The Board shall make information about the District, its schools, programs, policies and procedures available to all students who are residents of the State and express an interest in transferring into the District or in transferring to another school within the District.
6. In order for a Utah student to attend a District school other than the student's school of residence, the nonresident student's parent must submit an application to the District on a form provided by the State Board of Education.
7. To be considered as an "early enrollment" application, the student's parent must submit the application from August 1 to November 1 if there is a district wide grade reconfiguration the following school year or from December 1 through the third Friday in February prior to the school year of application for initial enrollment to begin the following school year in the District. Applications which are submitted for the current school year or after the third Friday in February for the following school year will be considered as "late enrollment" applications.

[Utah Code § 53G-6-401 \(2019\)](#)

8. The District shall charge applicants a one-time \$5.00 processing fee to be paid at the time of application.

[Utah Code § 53G-6-402\(5\) \(2022\)](#)

N. Notice of Acceptance or Rejection of Application

1. For an early enrollment application, the District shall provide written notice of acceptance or rejection of that application within six weeks after receipt of the application by the District or by March 31 whichever is later. For a late enrollment application for the following school year, written notice of acceptance or rejection shall be provided within two weeks of the District's receipt of the application or by the Friday before the new school year begins, whichever is later. For a late enrollment application for the current school year, written notice of acceptance or rejection shall be provided within two weeks of the District's receipt of the application. Written notice of acceptance of an application for enrollment shall also be sent to the

nonresident student's school of residence (for intradistrict transfers) or district of residence (for intradistrict transfers).

[Utah Code § 53G-6-402\(4\)\(b\)\(v\), \(vi\) \(2022\)](#)

O. Denial of Enrollment Appeal

1. Denial of initial or continuing enrollment of a nonresident student may be appealed to the Board. Written notice of the request for appeal to the Board must be submitted to the Board within fifteen (15) days of the date of the Board's denial of the application. The decision of the Board shall be upheld in any subsequent proceedings unless the Board's decision is found, by clear and convincing evidence, to be in violation of applicable law or regulation, or to be arbitrary and capricious.

[Utah Code § 53G-6-404 \(2019\)](#)

P. Standards for Application

1. Acceptance or rejection of an application shall be determined on an individual basis. Standards applied to each application include at least the following:
2. No nonresident student shall be allowed to voluntarily enroll in programs within the District unless, on a case by case basis, the District determines that there is capacity for additional students in the program for which the nonresident student applies, and that there is adequate space, facilities, and teacher availability in the class, grade level and school building for which the student applied. For secondary schools, the District may also consider the capacity of a comprehensive program in determining to accept or reject an application.
3. The District shall give priority to a student who is a child of a military servicemember (as defined in [Utah Code § 53B-8-102](#)).
4. The District shall maintain heterogeneous student populations if necessary to avoid violation of constitutional or statutory rights of students.
5. The District shall not be required to provide any program that it has not previously provided to its own students. If the District does not offer a program that the student requires, that fact shall be considered in reviewing the student's application.
6. The District shall consider the willingness of prospective students to comply with District policies.
7. The District shall consider whether an applicant's brother or sister is attending the requested school or another school in the District.

8. The District may give preference to applicants from students residing within the District over applications from students who do not reside within the District.
9. The District may consider whether the requested transfer is needed for the student's health or safety.
10. The District may reject an application for transfer for the current school year when the student has already transferred to another school for the current school year under open enrollment (whether that was effective at the beginning of the school year or during the school year).
11. Standards may not include previous academic achievement, athletic or other extra-curricular ability, the fact that the student requires special education services for which space is available, previous disciplinary proceedings, except that the District may deny applications from students who have committed serious infractions of the law or school rules, including rules of the District which may not have been rules of the student's prior district where the conduct occurred. The District may deny applications from students who have been guilty of chronic misbehavior which would, if continued, endanger persons or property, cause serious disruptions in the school, or place unreasonable burdens on school staff.
12. The Board may, in its discretion, allow provisional enrollment of students with prior behavior problems. In such cases the Board will, on a case-by-case basis, establish conditions under which enrollment of the nonresident student would be permitted. The Board may also impose such conditions on a nonresident student previously enrolled in the District, under which the nonresident student's enrollment would be continued.

[Utah Code § 53G-6-402\(1\) \(2022\)](#)

[Utah Code § 53G-6-403 \(2019\)](#)

Q. Posting of School Enrollment Information

1. For each school, the District shall post the following information on the District website:
 - a. The school's maximum capacity;
 - b. The school's adjusted capacity;
 - c. The school's projected enrollment used in calculating the open enrollment threshold;

- d. The school's actual enrollment on October 1, January 2, and April 1;
- e. The number of nonresident student enrollment applications for the school;
- f. The number of nonresident student enrollment applications accepted; and
- g. The number of resident students transferring to another school.

[Utah Code § 53G-6-403\(5\) \(2019\)](#)

R. Participation in Interscholastic Competition

- 1. The participation by nonresident students in interscholastic competition shall be governed under rules established by the State Board of Education, in consultation with the Utah High School Activities Association. Final determinations as to extent of participation shall be made by the Board of Education or coaches delegated such authority.

S. Termination of Enrollment

- 1. Once a nonresident student is enrolled within a school in the District, the student may remain enrolled in that school subject to compliance with all rules and standards established for students in the District, and is not required to submit annual or periodic applications unless one of the following occurs:
 - a. the student graduates;
 - b. the student is no longer a Utah resident;
 - c. the student is suspended or expelled from school; or
 - d. the District determines that enrollment within the school in question will exceed the open enrollment threshold during the coming school year.
- 2. However, even when the open enrollment threshold will be exceeded, a student may remain enrolled in the following circumstances. When a military servicemember (as defined in [Utah Code § 53B-8-102](#)) moves from temporary to permanent housing outside of the relevant boundaries following a permanent change of station, a child of the servicemember in kindergarten through grade 10 may remain enrolled until the student completes the current school year and a child of the servicemember in grade 11 or 12 may remain enrolled until the student graduates. Where a nonresident student is enrolled in a nonresident school for safety reasons because bus service is not provided between the student's neighborhood and their school of residence, that student may remain at that school through the highest grade offered

and may thereafter attend the middle school, junior high school, or high school into which the nonresident school feeds, until graduation.

[Utah Code § 53G-6-402\(6\), \(11\) \(2022\)](#)

3. Otherwise, where the open enrollment threshold will be exceeded, determination of which nonresident students will be excluded from continued enrollment in the school during a subsequent year is based upon time in the school, with those most recently enrolled being excluded first and the use of a lottery system when multiple nonresident students have the same number of school days at the school. Nonresident students who will not be permitted to continue their enrollment in the District shall be notified on or before March 15 of the school year prior to the school year during which enrollment will be denied.

[Utah Code § 53G-6-402\(7\) \(2022\)](#)

T. Transportation

1. The parent of the nonresident student must arrange for the student's own transportation to and from schools. The District shall provide transportation for a nonresident student on the basis of available space on an approved route within the District to the school of attendance if District students would be eligible for transportation to the same school from that point on the bus route and the student's presence does not increase the cost of the bus route.

[Utah Code § 53G-6-407 \(2019\)](#)

U. Withdrawal of Enrollment

1. Except as set forth below for charter school students, the parent of a nonresident student may withdraw the student from the nonresident school by doing one of the following:
 - a. Submitting notice of intent to enroll the student in the student's school of residence for the subsequent year.
 - b. Submitting notice of intent to enroll the student in another nonresident school for the subsequent school year.
2. Unless provisions have previously been made for enrollment in another school, if the District releases a nonresident student from enrollment in the District, the District superintendent shall immediately notify the student's district of residence.

3. If the District receives notice from another district that a student residing in the District, but who has been enrolled in the other district, is released from enrollment with that district, the District shall enroll the student in the appropriate District school and take such additional steps as may be necessary to ensure compliance with laws governing school attendance.

[Utah Code § 53G-6-402\(8\), \(9\) \(2022\)](#)

4. The Board may allow a student residing outside the state to attend school within the District but shall charge the nonresident child tuition at least equal to the per capita cost of the school program in which the child enrolls, unless the Board, in open meeting, determines to waive all or part of the charge for that child. In determining what nonresident students to enroll, the Board may give priority to children of military servicemembers (as those are defined by [Utah Code § 53B-8-102](#)). Such action shall be recorded in the minutes of the meeting.

[Utah Code § 53G-6-306\(2\), \(3\) \(2022\)](#)

V. Returning Charter School Students

1. A charter school student who resides in the District and who submits required enrollment information for the upcoming school year before June 30 shall be enrolled in the student's boundary school for the upcoming school year. However, if the student is leaving the charter school because it has been closed, the student shall be enrolled in the student's boundary school regardless of when the enrollment information is submitted. Otherwise, if the enrollment application is submitted after June 30 for the following year or is submitted for the current year, the student may enroll in a District school, grade level, program or course which is below capacity or has space available "Below capacity" means that the grade level or program is less than 100% of the District, school, or grade level average (as applicable). The capacity and averages are determined as provided for in Utah Administrative Rules R277-472-2, R277-472-3, and R277-472-4. However, below capacity standards for individual schools, grade levels, courses or programs do not apply if the school has documentation that the school community council in a public meeting has designated more than ½ of the school's LAND trust annual allotment to reduce class size in a specific school, grade level, program, or course.

[Utah Code § 53G-6-503\(7\) \(2019\)](#)

Utah Admin. Rules R277-472-2 (January 9, 2020)

Utah Admin. Rules R277-472-3 (January 9, 2020)

Utah Admin. Rules R277-472-4 (January 9, 2020)

Utah Admin. Rules R277-472-5(2) (January 9, 2020)

Utah Admin. Rules R277-472-7 (January 9, 2020)

2. To facilitate transfer of charter school students, the District shall post the following information on District and school websites:
 - a. Elementary schools within the District that are below capacity and available for charter transfer students;
 - b. Grade levels and special programs within elementary schools that are below capacity and available for charter transfer students;
 - c. Secondary schools that are below capacity and available for charter transfer students based on calculated capacity of language arts, science and mathematics; and
 - d. Special programs within secondary schools that are below capacity and available for charter transfer students.

Utah Admin. Rules R277-472-5(1) (January 9, 2020)

3. Notwithstanding these limitations, a student may be enrolled at any time if the District determines that is necessary to protect the health or safety of the student.

[Utah Code § 53G-6-503\(8\) \(2019\)](#)

W. Exception to Open Enrollment Requirements for DCFS Cases

1. Regardless of the student's place of residency or the open enrollment requirements set forth above, the District shall allow enrollment of a student in a District school where such enrollment is determined by the Utah Division of Child and Family Services to be necessary to comply with the provisions of [42 U.S.C. § 675](#).

[Utah Code § 53G-6-402\(12\) \(2022\)](#)

X. Transfer from a Persistently Dangerous School

1. The State Superintendent may designate a school as "persistently dangerous" when at least 3% of students for three consecutive school years have been suspended or expelled for either a gun free school violation or for a reported violent criminal offense that took place either on school property or at a school-sponsored activity.

[20 U.S.C. § 7912](#)

[20 U.S.C. § 7961](#)

[Utah Code § 53G-8-205\(2\) \(2019\)](#)

Utah Admin. Rules R277-714-2 (April 9, 2020)

Utah Admin. Rules R277-714-3(1) (April 9, 2020)

2. If a District school is designated by the State Superintendent as persistently dangerous, then the District shall, within 15 days of receiving notice of the designation, notify the parents of the school's students:
 - a. That the school has been designated as persistently dangerous and the criteria that caused the designation;
 - b. That a parent may transfer the parent's student to a safer school within the District if the parent chooses; and
 - c. That the parent may request the transfer within 30 days after the parent received notice of the designation.

Utah Admin. Rules R277-714-3(3) (April 9, 2020)

3. Upon receipt of a timely transfer request, the student shall be promptly transferred to a safe school within the District notwithstanding other limitations on transfers or enrollment changes contained in this policy.
4. In the event of a persistently unsafe school designation, the District shall also provide the State Superintendent with the information and materials required under Utah Administrative Rules R277-714-3 and R277-714-4.

Utah Admin. Rules R277-714-3 (April 9, 2020)

Utah Admin. Rules R277-714-4 (April 9, 2020)

Y. Required Identification

1. An "enroller" is an individual who enrolls a student in a public school. Upon enrollment of a student for the first time in a particular school in the District, that school shall notify the enroller in writing that within 30 days the enroller shall provide the school with either
 - a. a certified copy of the student's birth certificate, or
 - b. other reliable proof of the student's identity, biological age, and relationship to the student's legally responsible individual, together with an affidavit explaining the enroller's inability to produce a copy of the student's birth certificate.
2. If the documentation inaccurately describes the student's biological age, the enroller shall also provide an affidavit explaining the reason for this inaccuracy and supporting documentation that establishes the student's biological age.

[Utah Code § 53G-6-603 \(2022\)](#)

3. Supporting documentation to establish a student's biological age may include:
 - a. A religious, hospital, or physician certificate showing the student's date of birth;
 - b. An entry in a family religious text;
 - c. An adoption record;
 - d. Previously verified school records;
 - e. Previously verified immunization records;
 - f. Documentation from a social service provider (as defined by Utah Code § 53E-3-524); or
 - g. Other legal documentation, including from a consulate, that reflects the student's biological age.

[Utah Code § 53G-6-603\(3\)\(b\) \(2022\)](#)

4. If supporting documentation to establish the student's biological age is not available, the school shall assign a review team to determine the student's biological age for the District to use in enrolling and placing the student. The review team shall consist of at least three members, with at least one of the members having completed the child sexual abuse and human trafficking prevention training described in Policy DDA and Policy GH within the prior two years. Review team members may include any of the following: an appropriate district administrator, the student's teacher or teachers, the school principal, a school counselor, a school social worker, a school psychologist, a culturally competent and trauma-informed community representative, a school nurse or other school health specialist, an interpreter (if necessary), or a relevant educational equity administrator.

[Utah Code § 53G-6-603\(4\)\(a\), \(b\) \(2022\)](#)

5. In addition to meeting the mandatory reporting requirements regarding suspected physical or sexual abuse, the school shall also report to local law enforcement and to the Division of Child and Family Services any sign of child trafficking that the review team identifies in performing its duties.

[Utah Code § 53G-6-603\(4\)\(c\) \(2022\)](#)

[Utah Code § 53E-6-701 \(2022\)](#)

[Utah Code § 80-2-602 \(2022\)](#)

Z. Distribution of Kits for Missing Child Identification Program

1. The Missing Child Identification Program administered by the Utah Attorney General provides for distribution of fingerprint and DNA identification kits that parents may use to collect and store fingerprint and DNA information for potential use by law enforcement in the event that the child is missing. Each elementary school in the District which receives a supply of such kits through the program shall offer a kit to a parent or guardian of each student entering kindergarten at the school.

[Utah Code § 67-5-38\(3\) \(2022\)](#)

AA. Missing Child

1. If a school within the District receives notification from the Bureau of Criminal Identification that a child that is currently or was previously enrolled is missing, the school shall flag that child's records sufficiently to alert school officers that the record is that of a missing child. If the school receives notification from the Bureau of Criminal Investigation that the child is no longer missing, it shall remove the flag from the record.

[Utah Code § 53G-6-602 \(2018\)](#)

BB. Transfer Students

1. Within fourteen (14) days after enrolling a transfer student (simultaneously if the student is a military child), a school shall request, directly from the student's previous school, a certified copy of his record and shall exercise due diligence in obtaining the record.

[Utah Code § 53G-6-604 \(2018\)](#)

[Utah Code § 53E-3-905\(2\) \(2018\)](#)

2. If a school within the District is requested to forward a copy of a transferring student's record to the student's new school, it shall comply within thirty (30) school days (10 days if the student is a military child) unless the record has been flagged as being that of a missing child, in which case the copy shall not be forwarded and the school shall notify the Bureau of Criminal Identification of the request. Any knowledge as to the whereabouts of a missing child shall be reported immediately to the Bureau of Criminal Identification.

[Utah Code § 53G-6-602 \(2018\)](#)

[Utah Code § 53G-6-604 \(2018\)](#)

[Utah Code § 53E-3-905\(2\) \(2018\)](#)

CC. Health Examinations

1. The Board shall implement policies as prescribed by the Department of Health for vision, dental, abnormal curvature of spine, and hearing examinations of students attending the District's schools.
2. Qualified health professionals shall provide instruction, equipment and material for conducting the examinations.
3. Upon written request from any parent of a student who contends that an examination provided by this policy would violate the personal beliefs of the person making the request and of the student, the student shall be exempt from submitting to the examination.
4. The school shall give notice in writing to a student's parent of any impairment disclosed by the examination.

[Utah Code § 53G-9-402 \(2019\)](#)

DD. Credits and Records Transfer

1. The District shall accept credits from accredited secondary schools and accredited special purpose schools.

[Utah Code § 53G-7-206 \(2019\)](#)

EE. Graduation

1. The District shall award a diploma to a nonresident student attending school within the District during the semester immediately preceding graduation if the student meets graduation requirements generally applicable to students in the school.

[Utah Code § 53G-6-406 \(2019\)](#)

FF. Placement of Transfers

1. Records and transcripts of students from Utah nonpublic schools or from out of state shall be evaluated, and students shall be placed promptly in appropriate classes.

GG. Expelled Within Twelve Months

1. A student who has been expelled from a public school within the prior 12 months who is otherwise eligible to enroll may be denied enrollment in a District school for

that reason. A student who has been expelled within the past 12 months may be allowed to enroll upon approval by the superintendent or designee, subject to such conditions and requirements as are determined to be appropriate.

[Utah Code § 53G-8-205\(3\) \(2019\)](#)

HH. Student Identification Number

1. The District may not use a nine-digit number as a student's identification number with the District.

[Utah Code § 63G-15-201 \(2012\)](#)

FORM

SCHOOL DISTRICT DURABLE POWER OF ATTORNEY
(Under Utah Code § 53G-6-302)

The undersigned Grantor(s) is (are) the custodial parent(s) or legal guardian(s) of _____, a minor child (herein "Student"). Pursuant to Utah Code § 53G-6-302, Grantor(s) hereby designate(s) _____, who by relationship is (are) the Student's _____, and who reside(s) at _____ as the Custodian(s) of Student and grant(s) to Custodian(s) a Durable Power of Attorney with full authority to take any appropriate action, including authorization for educational or medical services, in the interests of the Student. Such action shall have the same force and effect and shall bind the undersigned Grantor(s), the Grantor(s)' heirs and assigns, to the same degree as would have been the case had the action been taken by the Grantor(s).

Grantor(s) agree(s) to assume full responsibility for payment of any fees or other charges relating to the Student's education in _____ School District. If eligibility for fee waivers is claimed under Utah Code § 53G-7-504, or application is made under other programs requiring financial information (such as for free or reduced school lunch) Grantor(s) also agree(s) to provide all financial information requested by the school district in determining eligibility.

This Durable Power of Attorney shall not be affected by the disability of the Grantor(s) and shall remain in effect until the earliest of the following:

- a. The Student reaches the age of 18, marries, or becomes emancipated;
- b. The following expiration date: _____; or
- c. This Durable Power of Attorney is revoked or rendered inoperative by the Grantor(s), the Custodian(s), or by order of a court of competent jurisdiction.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, _____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, _____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

THIS POWER OF ATTORNEY DOES NOT CONFER LEGAL GUARDIANSHIP
FORM

ACCEPTANCE OF DESIGNATION AS CUSTODIAN

The undersigned accept(s) the designation as Custodian(s) of the Student and agree(s) to take appropriate action, including authorization for educational or medical services, in the interests of the Student. The undersigned also agree(s) to assume responsibility for payment of any fees or other charges relating to the Student's education in _____ School District. If eligibility for fee waivers is claimed under Utah Code § 53G-7-504, or application is made under other programs requiring financial information (such as for free or reduced school lunch) the undersigned also agree(s) to provide all financial information requested by the school district in determining eligibility.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, ____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, ____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

FORM

Affidavit Granting Guardianship

I, _____, the _____
(Print Name) (legal relationship)
of _____ give guardianship of
(Name of Student)
him/her to _____
(Name of Responsible Adult who will act as Guardian)
while the said student lives as a permanent resident of _____ School District
attending schools in the District.

I affirm the following:

- a) I verify that the child's presence in the district is not for the primary purpose of attending the public schools;
- b) I have determined that the child's physical, mental, moral or emotional health would be best served by transfer of guardianship;
- c) I am aware that designation of a guardian is equivalent to a Court established guardianship and will suspend or terminate any existing parental or guardianship rights in the same manner as a court-established guardianship;
- d) I consent and submit to suspension or termination of parental or guardianship rights;
- e) I submit to jurisdiction of Utah State courts in which the District is located for any action related to guardianship or custody of the student;
- f) I designate _____ as my agent to accept service of process and notice regarding custody and guardianship matters; and
- g) I verify that it is my intent that the student become a permanent resident of the District under the supervision of the responsible adult.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, _____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

FORM

Affidavit For Guardianship Where Parent Cannot Be Found

I certify that no parent or previous legal guardian can be found to grant guardianship of

_____ (Name of student)

to me, _____ (Name of Responsible Adult)

because _____

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, ____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

FORM

Affidavit Accepting Guardianship

I, _____,
(Name of Responsible Adult who will act as Guardian)

affirm the following:

- a) I am a resident of _____ School District and desire to become the guardian of _____;
- b) I consent and submit to the jurisdiction of the Utah district court with jurisdiction of _____ School District in any action relating to the guardianship or custody of this child in question;
- c) I accept the responsibilities of guardianship of this child, which include the responsibilities to provide adequate supervision, discipline, food, shelter, educational and emotional support, medical care and to pay all school fees; and
- d) I accept appointment by _____ as his or her agent for accepting service of process for any matter involving custody or guardianship of this child.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, ____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

FORM
Student Guardianship Affidavit

I, _____,
(Name of Student)

affirm the following:

- a) I desire to become a permanent resident of the State of Utah;
- b) I desire to reside within the boundaries of the _____ School District;
- c) I agree to be responsible to _____; and
- d) I will abide by the rules and policies of _____ School District and its schools.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, ____ at _____
(Day) (Month) (Year) (City or other location and state or country)

Printed Name _____

Signature _____

- ~~A. The Board shall admit into the free public schools of the District all minor children who are between the ages of 5 and 18 years old before September 2 of the school year in which admission is sought if the child's parent resides or is domiciled in the state, and if any of the following conditions exist:~~
- ~~a. The child's parent resides in the District at the time of application for admission regardless of whether the child lives with the parent.~~
 - ~~b. The child resides in the District while in the custody or under the supervision of a Utah State agency, local mental health authority, or substance abuse authority.~~
 - ~~c. The child resides in the District while under the supervision of a private or public agency authorized to provide child placement services by the state of Utah.~~
 - ~~d. The child has been enrolled under Policy 5025 Student Transfers: Enrollment Option Program.~~
 - ~~e. The child resides in the District and is an emancipated minor, such as by marriage.~~
- ~~6. The District, in its sole discretion may accept a non-emancipated student as a resident of the District if each of the following are demonstrated to the Board's satisfaction:~~
- ~~a. The child lives with a responsible adult who resides in the District and is the student's non-custodial parent, grandparent, brother, sister, uncle or aunt; and~~
 - ~~b. The child's presence in the District is not for the primary purpose of attending the public schools; and~~
 - ~~c. The child's physical, mental, moral, or emotional health would best be served by considering the child to be a resident for school purposes; and~~
 - ~~d. The child is prepared to abide by the rules and policies of the District; and~~
 - ~~e. The person with whom the child resides in the District has been designated as the child's custodian in a durable power of attorney which the District agreed in~~

~~its sole discretion to accept. (Durable Power of Attorney Form available at schools and the District Office.)~~

~~Utah Code § 53G-6-302(3) (2020)~~

~~Utah Code § 53G-6-302 (2020)~~

~~Utah Code § 53G-6-303 (2020)~~

- ~~B. The District may require evidence that a child is eligible to attend the public free schools of the District at the time it considers an application for admission of the child. The District may withdraw any student who ceases to be a resident subject to Board Policy 5025 Student Transfers: Enrollment Options Program.~~
- ~~C. Upon enrollment of a student for the first time in a particular school in the District, that school shall notify in writing the person enrolling the student that within 30 days he or she must provide the school with either a certified copy of the student's birth certificate, or other reliable proof of the student's identity and age, together with an affidavit explaining the inability to produce a copy of the birth certificate. If the affidavit appears inaccurate or suspicious, the school shall immediately report such to the Bureau of Criminal Identification within the Department of Public Safety. If a person enrolling a student fails to comply with this requirement, the school shall notify that person in writing that unless he or she complies within ten days the case shall be referred to the local law enforcement authority for investigation. If the person fails to comply within the ten-day period, the school shall refer the case to the Bureau of Criminal Identification with the Department of Public Safety.~~
- ~~1. If a school within the District receives notification from the bureau of Criminal Identification that a child, which is currently or was previously enrolled is missing, the school shall flag that child's records sufficiently to alert school officers that the record is that of a missing child. If the school receives notification from the Bureau of Criminal Investigation that the child is no longer missing, it shall remove the flag from the record.~~
- ~~2. Within 14 days after enrolling a transfer student, a school shall request, directly from the student's previous school, a certified copy of his record, and shall exercise due diligence in obtaining the record.~~
- ~~a. If a school within the District is requested to forward a copy of a transferring student's record to the student's new school, it shall comply unless the record has been flagged as being that of a missing child, in which case the copy shall not be forwarded and the school shall notify the Bureau of Criminal Identification of the request.~~
- ~~b. Any knowledge as to the whereabouts of a missing child shall be reported immediately to the Bureau of Criminal Identification.~~

- ~~3. The supporting documentation considered “reliable proof” may include:~~
- ~~a. a religious, hospital, or physician certificate showing the student’s date of birth;~~
 - ~~b. an entry in a family religious text;~~
 - ~~c. an adoption record;~~
 - ~~d. previously verified school records;~~
 - ~~e. documentation from a social service provider; or~~
 - ~~f. other legal documentation, including from a consulate, that reflects the student’s biological age.~~
- ~~4. If the supporting documentation is not available, the school shall assign a review team to work with the enroller to determine the student’s biological age to use for enrollment and appropriate grade placement. The review team shall include at least three members of any of the following (at least one of which must have completed the required child sexual abuse and human trafficking training within the previous 2 years):~~
- ~~a. an appropriate district administrator;~~
 - ~~b. the student’s teacher or teachers;~~
 - ~~c. the school principal or assistant principal;~~
 - ~~d. a school counselor;~~
 - ~~e. a school psychologist;~~
 - ~~f. a school social worker;~~
 - ~~g. a culturally competent and trauma-informed community representative;~~
 - ~~h. a school nurse or school health specialist;~~
 - ~~i. an interpreter, if necessary; or~~
 - ~~j. a relevant educational equity administrator.~~

- ~~D. A child may be enrolled in the first grade if the child is at least six years of age before September 2 of the current school year or has been enrolled in the first grade, or completed kindergarten in the public schools of another state prior to transferring to the District.~~
- ~~E. Records and transcripts of students from Utah non-public schools or from out-of-state shall be evaluated, and students shall be placed promptly in appropriate classes. A child may be assigned to a grade other than that which would normally be assigned on the basis of age at the discretion of the District and with the consent of the child's parent.~~
- ~~F. Any student enrolling in the District for the first time must provide satisfactory evidence of required immunizations.~~
- ~~G. The principal of each District school shall ensure that each student admitted to that school has complied with Department of Health requirements for vision, dental and hearing examinations.~~
- ~~H. The District shall accept all credits earned toward state graduation requirements by students in accredited Utah Districts and in accredited non-public schools, including credits earned in accredited summer school programs. Accreditation shall be effective for purposes of this part if done by the Utah State Board of Education for non-public schools, or if done by the Utah State Board of Education or AdvancedEd for public schools.~~
- ~~I. A student who has been expelled from another District who is otherwise eligible to enroll may enroll in District schools; however, upon receipt of the expulsion order from the other District, the District may continue the expulsion under the terms of the order or may allow the student to attend classes without completing the period of expulsion.~~
- ~~J. Any individual enrolling a student, or enrolling as a student, in Box Elder District, will be asked, consistent with the law, to provide any information about the enrolling student(s) that the school should or needs to know to protect the safety of this student(s) or other District students. If a student or parent intentionally withholds information about the student's background that could be important for school safety, the student may be excluded from school under Utah Code § 53G-8-205(3) and/or provided alternative educational services.~~
- ~~K. Any individual enrolling a student who claims to be homeless and meets the federal definition of "homeless" shall be admitted immediately and notified that they have 90 days to complete all necessary paperwork including but not limited to birth certificate, immunizations, and guardianship as applicable.~~
- ~~L. Transfer from a Persistently Dangerous School~~

- ~~1. The State Superintendent may designate a school as “persistently dangerous” when at least 3% of students for three consecutive school years have been suspended or expelled for either a gun free school violation or for a reported violent criminal offense that took place either on school property or at a school-sponsored activity.~~

~~20 U.S.C. § 7912~~

~~20 U.S.C. § 7961~~

~~Utah Code § 53G-8-205(2) (2019)~~

~~Utah Admin. Rules R277-714-2 (April 9, 2020)~~

~~Utah Admin. Rules R277-714-3(1) (April 9, 2020)~~

- ~~2. If a District school is designated by the State Superintendent as persistently dangerous, then the District shall, within 15 days of receiving notice of the designation, notify the parents of the school’s students:
 - ~~a. That the school has been designated as persistently dangerous and the criteria that caused the designation;~~
 - ~~b. That a parent may transfer the parent’s student to a safer school within the District if the parent chooses; and~~
 - ~~c. That the parent may request the transfer within 30 days after the parent received notice of the designation.~~~~

~~Utah Admin. Rules R277-714-3(3) (April 9, 2020)~~

- ~~3. Upon receipt of a timely transfer request, the student shall be promptly transferred to a safe school within the District notwithstanding other limitations on transfers or enrollment changes contained in this policy.~~
- ~~4. In the event of a persistently unsafe school designation, the District shall also provide the State Superintendent with the information and materials required under Utah Administrative Rules R277-714-3 and R277-714-4.~~

~~Utah Admin. Rules R277-714-3 (April 9, 2020)~~

~~Utah Admin. Rules R277-714-4 (April 9, 2020)~~

POLICY 5203

Graduation Attire

A. Definitions

1. "Graduation ceremony" means a high school graduation ceremony.
2. "Graduation attire" means the attire that is required to be worn by students at a graduation ceremony, according to the dress code established by the District and an individual high school.
3. "Tribe" means a tribe, band, nation, or Alaskan Native village that is recognized by federal law or formally acknowledged by a state.
4. "Tribal regalia" means a tribe's traditional dress or recognized objects of religious or cultural significance, including tribal symbols, beads, and feathers.
5. "Qualifying student" means a student who is enrolled as a member of a tribe or eligible to be so enrolled.

[Utah Code § 53G-4-412\(1\) \(2022\)](#)

B. General Graduation Attire

1. Except as provided below, graduating students shall comply with the graduation attire and other dress code requirements of the student's high school and the District.

C. Qualifying Students May Wear Tribal Regalia

1. Any qualifying student may wear tribal regalia during a graduation ceremony, including decorating the student's other graduation attire with tribal regalia, notwithstanding any provision or policy of the high school conducting the ceremony or any other dress code policy.

[Utah Code § 53G-4-412\(2\), \(3\) \(2022\)](#)

POLICY 5229

Evaluation of Interscholastic Athletic Participation

A. Definitions

1. "Interscholastic sport" means an activity in which a student represents the student's school in the sport in competition against another school.
2. "Gender-designated interscholastic sport" means an interscholastic sport that is specifically designated for female or male students.
3. "Title IX" means Title IX of the Education Amendments of 1972, as codified at 20 U.S.C. § 1681 et seq.

[Utah Code § 53G-6-1101 \(2022\)](#)

B. Report on Interscholastic Sports

1. Before the beginning of each academic year, the athletic director or another designated administrator from each school in the District which sponsors or offers an interscholastic sport shall provide the Board of Education with a report regarding the interscholastic sports available at the school, including both gender-designated interscholastic sports and interscholastic sports which are designated as mixed. The report shall include the interscholastic sports designated by the Utah High School Activities Association ("UHSAA") as girls sports, boys sports, and mixed sports, but shall also include any interscholastic sports that are not regulated by UHSAA. The report shall include:
 - a. the number of students participating in each interscholastic sport, categorized by gender;
 - b. the amount of spending that the school devotes to each gender-designated interscholastic sport (in total and on a per-student basis);
 - c. the amount of spending that the school devotes to each interscholastic sport which is not gender-designated (in total and on a per-student basis);
 - d. a comparison and evaluation of designated practice and game locations for each interscholastic sport, including comparisons between similar gender-designated interscholastic sports; and

- e. information regarding the school's efforts to comply with Title IX nondiscrimination requirements as those apply to interscholastic sports.
2. If the report data indicate that there is an overall discrepancy in participation of 10% or greater between the school's male-designated interscholastic sports and the school's female-designated interscholastic sports, the report shall also include an action plan developed by the school to address the discrepancy.

[Utah Code § 53G-6-1101\(2\) \(2022\)](#)

[Utah High Schools Activities Association Handbook 2021-2022 pg. 61](#)

C. Board Review of Reports

1. The Board of Education shall review each report it receives from schools on interscholastic athletic sports in a public board meeting.

[Utah Code § 53G-6-1101\(3\) \(2022\)](#)

Policy 5270
Student Rights and Responsibilities
Bullying, Cyberbullying, Hazing, and Abusive Conduct

A. Definitions

1. "Abusive conduct" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress.
2. "Bullying" means intentionally committing a written, physical, or verbal act against a school employee or student that a reasonable person under the circumstances should know or reasonably foresee will have one of the following effects:
 - a. Causing physical or emotional harm to the school employee or student;
 - b. Causing damage to the school employee or student's property;
 - c. Placing the school employee or student in reasonable fear of:
 - 1) Harm to the school employee's or student's physical or emotional well-being;
or
 - 2) Damage to the school employee's or student's property.
 - d. Creating a hostile, threatening, humiliating, or abusive educational environment due to:
 - 1) The pervasiveness, persistence, or severity of the actions; or
 - 2) A power differential between the bully and the target; or
 - e. Substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.
 - f. The foregoing conduct constitutes bullying regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in the conduct.

3. "Communication" means the conveyance of a message, whether verbal, written, or electronic.
4. "Cyberbullying" means:
 - a. Using the internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
 - b. In addition, any communication of this form that is generated off-campus but causes or threatens to cause a material and substantial disruption at school or interference with the rights of students to be secure may also be considered cyberbullying.
5. "Hazing" means a student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:
 - a. Meets one of the following:
 - 1) Endangers the mental or physical health or safety of a school employee or student; or
 - 2) Involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
 - 3) Involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or
 - 4) Involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and either
 - b. Is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club or event; or

- c. Is directed toward a school employee or student whom the ~~individual who commits the act~~ student knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which ~~the individual who commits the act~~ student also participates.

The conduct described above constitutes hazing, regardless of whether the school employee or student against whom the conduct is committed directed, consented to, or acquiesce in, the conduct.

Utah Admin. Rules R277-613-2 (May 24, 2022)

[Utah Code § 76-5-107.5 \(2022\)](#)

[Utah Code § 53G-9-601\(1\) to \(5\) \(2019\)](#)

6. "Incident" means one or more infractions committed by a student or a group of students acting in concert, at the same time and place.

Utah Admin. Rules R277-613-2 (May 24, 2022)

7. "Infraction" means an act of prohibited behavior.

Utah Admin. Rules R277-613-2 (May 24, 2022)

8. "Retaliate" means an act or communication intended:

- a. as retribution against a person for reporting bullying, cyberbullying, abusive conduct, or hazing; or
- b. to improperly influence the investigation of, or the response to, a report of bullying, cyberbullying, abusive conduct, or hazing.

[Utah Code § 53G-9-601\(8\) \(2019\)](#)

9. "School Employee" means:

- a. school administrators, teachers, and staff members, as well as others employed or authorized as volunteers, directly or indirectly, by the school, school board, or school district and who works on a school campus.

[Utah Code § 53G-9-601\(10\) \(2019\)](#)

10. "Volunteer" means a non-employee with significant, unsupervised access to students in connection with a school assignment.

Utah Admin. Rules R277-613-2 (May 24, 2022)

B. Bullying and Abusive Conduct Prohibited

1. No student may engage in bullying of a student or school employee on school property, at a school related or sponsored event, on a school bus, at a school bus stop, or while the student is traveling to or from a school location or school related or sponsored event. No student may engage in abusive conduct.
2. Students who engage in bullying or abusive conduct are in violation of this policy and verified infractions shall result in disciplinary action up to and including expulsion, consistent with the District's [Safe Schools Policy 5005](#).
3. Anonymous reports of bullying or abusive conduct alone cannot constitute the basis for formal disciplinary action.
4. The school or District may also report infractions to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-605 \(2019\)](#)

Utah Admin. Rules R277-613-4(1)(a) (May 24, 2022)

Utah Admin. Rules R277-613-7 (May 24, 2022)

C. Hazing and Cyberbullying Prohibited

1. No student may engage in hazing or cyberbullying of a student or of a school employee at any time or at any location.
2. Students who engage in hazing or cyberbullying are in violation of this policy and verified infractions shall result in disciplinary action up to and including expulsion as well as suspension or removal from a school-sponsored team or activity, including school sponsored transportation, consistent with the District's [Safe Schools Policy 5005](#).
3. The school may also determine to break up or dissolve a team, organization, or other school sponsored group for hazing violations by its members.
4. Anonymous reports of hazing or cyberbullying alone cannot constitute the basis for formal disciplinary action.

5. The school or district may also report infractions to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-605 \(2019\)](#)

Utah Admin. Rules R277-613-4(1)(a) (May 24, 2022)

D. Retaliation Prohibited

1. No student may engage in retaliation against a school employee, a student, or an investigation for, or witness of, an alleged incident of bullying, cyberbullying, hazing, or retaliation against a school employee or student, or an alleged incident of abusive conduct.
2. Students who engage in retaliation are in violation of this policy and for verified infractions are subject to disciplinary action up to and including expulsion, consistent with the District's [Safe Schools Policy 5005](#).
3. Anonymous reports of retaliation alone cannot constitute the basis for formal disciplinary action.
4. The school shall inform students who have reported being subject to bullying, cyberbullying, or hazing and these students' parents that retaliation is prohibited and shall encourage the students and parents to be aware of and to report any subsequent problems or new incidents.

[Utah Code § 53G-9-605 \(2019\)](#)

Utah Admin. Rules R277-613-4(1)(a) (May 24, 2022)

E. Making a False Report Prohibited

1. No student may make a false allegation of bullying, abusive conduct, cyberbullying, hazing, or retaliation against a school employee or student.
2. Students who engage in making such false allegations are in violation of this policy and verified violations shall result in disciplinary action up to and including expulsion, consistent with the District's [Safe Schools Policy 5005](#).

[Utah Code § 53G-9-605\(3\)\(d\) \(2019\)](#)

Utah Admin. Rules R277-613-4(1)(a) (May 24, 2022)

F. Action Plan

1. Upon receipt of a reported incident of bullying, cyberbullying, hazing, abusive conduct, or retaliation, the school principal or designee shall promptly review and investigate the allegations. ~~At a minimum, T~~his investigation shall include interviewing the alleged targeted individual, ~~and~~ the individual alleged to have engaged in prohibited conduct. ~~The principal or designee may also interview other individuals who may provide additional information, including~~ the parents of the alleged target and alleged perpetrator, any witnesses to the conduct, ~~and~~ school staff ~~familiar with the alleged victim, and school staff familiar with the alleged perpetrator~~. The principal or designee may also review physical evidence, including but not limited to video or audio recordings, notes, email, text messages, social media, and graffiti. The principal or designee shall inform any person being interviewed that the principal or designee is required to keep the details of the interview confidential to the extent allowed by law and that further reports of bullying will become part of the investigation.

Utah Admin Rules R277-613-5(2), (3), (4) (May 24, 2022)

2. When the available information indicates that an infraction may also constitute a civil rights violation, the principal or designee shall also investigate that possible violation and take such disciplinary or other action as may be warranted.

Utah Admin. Rules R277-613-5(6) (May 24, 2022)

3. When it is determined that a student has been bullied, cyberbullied, or hazed, this plan of action should include consideration of what support, counseling, or other assistance the student may need to prevent such mistreatment from adversely affecting the student's ability to learn and function in the school setting.

[Utah Code § 53G-9-605\(3\)\(g\) \(2019\)](#)

4. The plan of action may include supporting involved students through trauma-informed care practices, if appropriate, as defined in Utah Admin. Rules R277-613-2(15).

Utah Admin. Rules R277-613-5(7) (May 24, 2022)

5. The plan of action may also include positive restorative justice practice action, if permitted. Restorative justice practice is a discipline practice that brings together students, school personnel, school families, and community members to resolve conflicts, address disruptive behaviors, promote positive relationships, and promote healing. An alleged targeted student is *not* required to participate in a restorative justice practice with an alleged perpetrator. If the principal or designee desires to have an ~~alleged targeted~~ student participate, the principal or designee shall first

inform that student's parent about the restorative justice practice and obtain the parent's consent prior to such participation.

Utah Admin. Rules R277-613-2(12) (May 24, 2022)

Utah Admin. Rules R277-613-6(7) (May 24, 2022)

6. If any retaliation occurs, the principal or designee shall take strong responsive action against it, including but not limited to providing assistance to any targeted individual and his or her parent in reporting subsequent problems and new incidents.

Utah Admin. Rules R277-613-4(5) (May 24, 2022)

7. The principal or designee shall follow up with parents of all students involved (victim or perpetrator), informing parents when an investigation is concluded, what safety measures will be in place for their child as determined by the investigation, of additional information about the investigation to the extent consistent with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), and of any available appeal options if a parent disagrees with the resolution of the investigation.

Utah Admin. Rules R277-613-5(10) (May 24, 2022)

G. Training and Education

1. Each school shall establish procedures for training school employees, coaches, volunteers and students on bullying, cyberbullying, hazing, ~~or~~ retaliation, ~~or~~ abusive conduct. The principal or designee shall be the point person to assist, direct, and supervise training on these matters.
 - a. Training to students, staff, and volunteers shall:
 - 2) Include information on:
 - a) Bullying, cyberbullying, hazing, ~~and~~ retaliation. ~~and~~ abusive conduct;
 - b) Discrimination under Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;
 - c) How bullying, cyberbullying, hazing, ~~and~~ retaliation, ~~and~~ abusive conduct are different from discrimination and may occur separately from each other or in combination,

- d) **How bBullying, cyberbullying, hazing, and retaliation, and abusive conduct are prohibited** based on the students' or employees' actual or perceived characteristics, including race, color, national origin, sex, disability, religion, gender identity, sexual orientation, or other physical or mental attributes, or conformance or failure to conform with stereotypes, and
 - e) The right of free speech and how it differs for students, employees, and parents;
- 3) Complement the suicide prevention program required for students and the suicide prevention training required for licensed educators; and
 - 4) Include information on when issues relating to these standards may lead to employee or student discipline.

Utah Admin. Rules R277-613-4(6) (May 24, 2022)

Utah Admin. Rules R277-613-5(1)(c) (May 24, 2022)

Utah Admin. Rules R277-605-6(4) (July 22, 2022)

- b. This training shall be provided to all new employees, coaches, and volunteers **within the first year of service** and shall be provided to all employees, coaches, and volunteers at least once every three years **after the initial training**.

Utah Admin. Rules R277-613-4(7) (May 24, 2022)

Utah Admin. Rules R277-605-6(4) (July 22, 2022)

- c. In addition to training school employees and educating students mentioned above, all volunteer coaches, employees, and students involved in any curricular athletic program or any extra-curricular club or activity shall:
 - 1) Complete bullying, cyberbullying, harassment, **and** hazing, **and abusive conduct** prevention training prior to participation;
 - 2) Repeat bullying, cyberbullying, harassment and hazing prevention training at least every three years;
 - 3) Be informed annually of the prohibited activities list provided previously in this policy and the potential consequences for violation of this policy.
- d. The content of this activity training shall be developed in collaboration with the Utah High School Activities Association (UHSAA) and the training shall also

be provided in collaboration with UHSAA. The school shall obtain and keep signature lists of the participants in the activity training.

Utah Admin. Rules R277-613-6 (May 24, 2022)

Utah Admin. Rules R277-605-6(4) (July 22, 2022)

- e. Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying, harassment, hazing, or cyberbullying.

[Utah Code § 53G-9-605 \(2019\)](#)

- f. The District may also offer voluntary training to parents and students regarding abusing conduct.

[Utah Code § 53G-9-607\(1\)\(b\) \(2020\)](#)

- g. The principal or designee responsible for reviewing and investigating allegations of bullying, cyberbullying, hazing, ~~and~~ retaliation, ~~and~~ **abusive conduct** shall receive training on conducting a review and investigation as provided for in this policy.

Utah Admin. Rules R277-613-5(1)(b) (May 24, 2022)

H. Assessment

1. Subject to the requirements of [Utah Code § 53E-9-203](#) regarding parental consent for certain types of inquiries of students, each school shall regularly (and at least once per year) conduct assessment through student input (surveys, reports, or other methods) of the prevalence of bullying, cyberbullying, and hazing in the school, and specifically in locations where students may be unsafe and adult supervision may be required such as playgrounds, hallways, and lunch areas.

Utah Admin. Rules R277-613-4(4) (May 24, 2022)

[Utah Code § 53E-9-203 \(2022\)](#)

I. Publication and Acknowledgment

1. A copy of this policy shall be included in student conduct handbooks, shall be provided to the parent of each student enrolled in the District, and shall be available on the District website.

2. Each student 8 years of age and older and a parent of each student enrolled in the District shall annually provide a signed statement stating that the student and parent has received a copy of this policy; **however, such a statement is not a substitute for having met the training requirements of this policy.**

[Utah Code § 53G-9-605\(3\)\(h\), \(4\) \(2019\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(d\), \(2\) \(May 24, 2022\)](#)

J. Parental Notification of Incidents

1. The school shall notify the parent or a student who is involved in an incident of bullying, hazing, cyberbullying, abusive conduct, or retaliation (whether as a target or as a perpetrator).
2. The school is also required to notify the parent of a student who threatens to commit suicide. In addition, the school shall produce and maintain a record that verifies that the parent was notified of the threats or incidents listed above. The record is a private record for purposed of the Government Records Access and Management Act.
 - a. The process for notifying a parent shall consist of:
 - 1) The school principal or designee shall attempt to make personal contact with a parent when the school has notice of a threat or incident listed above. It is recommended that the parent be informed of the threat or incident with two school people present. If personal contact is not possible, the parent may be contacted by phone. A second school person should witness the phone call.
 - 2) Contact with the parent must be documented in a “Verification of Parent Contact Regarding Threat or Incident”.
3. (A copy of the “Verification of Parent Contact Regarding Threat or Incident” is attached below.) Subject to laws regarding confidentiality of student education records, at the request of a parent, a school may provide information and make recommendations related to an incident or threat.

[Utah Code § 53G-9-604 \(2019\)](#)

[Utah Admin Rules R277-613-4\(2\) \(May 24, 2022\)](#)

4. The record of parental notification shall be maintained in accordance with the [Utah Code Title 53E, Chapter 9, Part 3 Student Data Protection, Title 53E, Chapter 9, Part 2, Student Privacy, and the Federal Family Educational Rights and Privacy Act \(“FERPA”\)](#). A copy of the record of parental notification shall upon request be

provided to the student to whom the record relates. After the student has graduated, the District shall expunge the record of parental notification upon request of the student.

[Utah Code § 53G-9-604\(2\)\(b\) \(2019\)](#)

K. Report to State Superintendent

1. Each year, on or before June 30, the District shall submit a report to the State Superintendent which includes
 - a. a copy of the District's bullying policy;
 - b. confirmation of compliance with the requirement to obtain a signed acknowledgment of the policy from students, parents, and employees;
 - c. verification of required training regarding bullying, cyberbullying, hazing, **and** retaliation, **and abusive conduct**;
 - d. the number of **verified and alleged** incidents of bullying, cyberbullying, hazing, and retaliation; and
 - e. the number and type of those incidents that either included a student **or employee** who is part of a federally protected class or was bullied, cyberbullied, hazed, or retaliated against because of the student's **or employee's** actual or perceived disability, race, national origin, religion, sex, gender identity, sexual orientation, or other characteristic.

Utah Admin. Rules R277-613-5(11) (May 24, 2022)

**VERIFICATION OF PARENT CONTACT REGARDING
THREAT OR INCIDENT**

I, [Name] _____, principal or principal's designee, contacted [Name of parent] _____ on [Date] _____ and notified him or her that [Name of student] was involved in an incident of bullying, hazing, cyberbullying, abusive conduct, or retaliation. Contact was made:

- in person
- by telephone (number used: _____)
- by email (email address used: _____)
- by other method (specify): _____

Notice was given of:

- bullying incident
- cyberbullying incident
- abusive conduct incident
- hazing incident
- retaliation incident

[Name of school staff member] _____, witnessed the contact.

Principal or Principal's Designee Title Date

School Staff Member Title Date

POLICY 5310

Fundraising

A. General Policy Statements – District/School Sponsored Fundraising

1. Events or activities which are provided, sponsored, or supported by the District or an individual building principal that supports the District or individual school's authorized curricular school clubs, activities, sports, classes or programs that satisfies one or more of the following:
 - a. Is managed or supervised by the District or an individual school or a District or school employee in the capacity of the employee's District employment.
 - b. Uses the District or school's facilities, equipment, or other school resources.
 - c. Is supported or subsidized by public funds including the school's activity funds or minimum school program.
2. All monies raised through fundraisers for events or activities are considered public funds and must fully comply with the District's cash receipting and cash disbursement policies. It is expected that in all dealings, District and school employees will act ethically, consistent with the District's ethics training, the Utah Educator Standards (R277-217), the Public Officers' and Employees' Ethics Act ([Utah Code ' 67-16-1 et seq.](#)) The District and individual schools will comply with all applicable state and federal laws; the State procurement code ([Utah Code § 63G-6a](#)); State Board of Education rules, including construction and improvements; [IRS Publication 526 "Charitable Contributions"](#); and other applicable IRS regulations.

[Utah Code § 51-7-3\(26\)](#)
3. Donations should be used for the purpose for which they were donated and in accordance with State and District policies. Donations, whether in-kind, cash, or otherwise, shall be complete transfers of ownership, rights, privileges, and/or title in or to the donated goods or services and become exclusive property of the District upon delivery.
4. The Box Elder School District Foundation (the "Foundation") is an entity established to receive donations and gifts for the benefit of the District and the District's schools. Any organization or individual wishing to donate cash, ~~materials, equipment, other~~

~~property or programs~~ to a school is encouraged to make such donations through the Foundation.

5. The District recognizes that fundraising efforts, donations, gifts, sponsorships, and public support vary among schools. The District is committed to appropriate distribution of unrestricted funds and the management of donations and gifts to ensure that the educational opportunities for all students are equal and fair. If the District accepts a donation, it shall prevent potential inequities in schools within the District in distributing the donation.

Utah Admin. Rules R277-407-7(5) (November 10, 2020)

6. Approval may be denied for fundraising activities that would expose the school or District to risk of financial loss or liability if the activity is not successful.
7. Records of all fundraising efforts shall be open to the parents, students and donors, including accurate reporting on participation levels and financial outcomes. This policy does not require the release of students' personally identifiable information protected by FERPA.

Utah Admin. Rules R277-407-7(5) (November 10, 2020)

8. The District is committed to principles of gender equity and compliance with Title IX guidance. The District commits to use all facilities, unrestricted donations and gifts, and other available funds in harmony with these principles. The District reserves the right to decline or restrict donations, gifts, and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. The benefits derived from donations and gifts should be equitable for all students, comply with Title IX, and be in harmony with Article X of the Utah Constitution.
9. Records of all fundraising efforts are open to the parents, students and donors, including accurate reporting on participation levels and financial outcomes. (Information that may identify individual students is protected under the provisions of the [Family Educational Rights and Privacy Act \(FERPA\)](#).)
10. Fundraising activities require prior written authorization as follows:
 - a. District wide or multiple school fundraising activities require the approval of the superintendent and the building principals that will be affected by the activity.
 - b. Individual school fundraising activities where the anticipated earnings are less than \$10,000 require the approval of the building principal.

- c. Individual school fundraising activities where the anticipated earnings are \$10,000 to \$50,000 require the approval of the building principal and the superintendent.
- d. Individual school fundraising activities where the anticipated earnings exceed \$50,000 must be approved by the Board of Education.
- e. The sale of banners, advertising, signs, or other promotional material that will be displayed on school property must be approved by the building principal. Political advertising or advertising of products prohibited by law for sale or use by minors is prohibited.
- f. All projects dealing with construction, maintenance, facility renovation or improvement or other capital equipment purchases must be approved by the superintendent and the facilities director or the business administrator.

11. Students involved in fundraising

- a. Participation in fundraising is voluntary, although a student may be required to participate in a school, team, or group-wide fundraiser in order to benefit from the fundraiser. Any fees that are required to participate in the events or activities which are provided, sponsored or supported by a school are subject to fee waiver regardless of whether an eligible student participates in a fundraising activity. Costs that are **not** required to participate in the provided, sponsored or supported activity—either explicitly or implicitly—but are optional costs are not subject to fee waiver but may be covered by funds raised for those students who participate in the fundraiser.
- b. Participation in fundraising shall not affect a student's grade, shall not be a condition of belonging to a team or group, or be used as criteria for participation time. A request for approval of a required group fundraiser shall describe the nature of the fundraiser and the estimated required participation time for the student and/or parent. Parents and students shall be notified of required group fundraising and how and when the details about the fundraising will be provided to parents and students.

Utah Admin. Rules R277-407-10(2)(d) (November 10, 2020)

- c. Competitive enticements for participation in fundraisers are strongly discouraged, especially when the enticements are aimed at individual students.
- d. A sales quota is not permitted, nor is the practice of requiring students to pay for any unsold items.

12. Faculty and staff involved in fundraising

- a. Participation in fundraising is voluntary unless directed to supervise a specific activity as an employment assignment.
- b. Rewards, prizes, commissions, or other forms of compensation shall not be received by any teacher, activity, club or group director or any other District employee or volunteer.
- c. Employees who approve, manage, or oversee fundraising activities are required to disclose any conflict of interest that they may have with the fundraising organization or company.

13. The District reserves the right to prohibit, restrict or limit any fundraising activity associated with the District and/or any school within the District.

14. Newly constructed schools may exceed the number of fundraisers under the following conditions:

- a. Proceeds are used for equipment purchases.
- b. Fundraisers must be as authorized by this policy.
- c. Fundraisers under this clause may not be conducted for more than five (5) years from the completion and occupancy of the building.
- d. This policy will govern all fundraising done by, in the name of, or in behalf of the school.

B. Elementary/Middle/Intermediate School Sponsored Fundraising

1. Each school will be limited to one (1) fundraising activity per year.
2. Additionally, the school PTA organization will be permitted to disseminate information about one (1) PTA fundraising activity through the school, e.g., newsletter, notes sent home with students, or other such uses of school resources or persons.
3. All fundraising activities involving students shall consistently insist students do not go door-to-door for any purpose. Fundraising instructions shall specify students' involvement is to be limited to family and/or close personal friends.

4. An annual carnival or similar activity may be held in each school, in addition to the one (1) fundraiser.

C. High School Sponsored Fundraising

1. All proposed fundraising projects for the school year must be submitted in writing to the principal not later than the Friday nearest to October 1.
2. A committee of five (5) appointed by the principal will review all proposed fundraising projects.
3. Projects will be screened to eliminate inappropriate fundraising activities.
4. Recommended projects will be presented to those responsible for authorization by the building principal.
5. Approved projects will be scheduled throughout the school year to avoid conflict and excessive fundraising at any given time.
6. Students involved in door-to-door solicitation should go in groups, not individually.

POLICY 5291

Drug & Alcohol Testing of Students Participating in Extracurricular Activities

A. Purpose and Objectives

1. The District finds that having a drug awareness and testing program for all students in grades nine through 12 who participate in extracurricular activities at the high school is advisable for the following reasons:
 - a. Box Elder School District is committed to helping students who are encountering drug or alcohol problems. The district recognizes that a student with a substance abuse problem is not able to work to his/her full potential.
 - b. Health and safety of the individual and others – any student participating in an activity under the influence of an illegal drug or alcohol endangers his or her personal health and may create a risk of death or serious bodily injury, not only to the student, but to other participants and spectators.
 - c. Prevention – students will have an additional reason (i.e., participation in student activity programs) to avoid the use of drugs.
 - d. Intervention – identification of individuals participating in activities who are involved with alcohol or drugs encourages early intervention.
2. The District will determine the scope of participation in this program (i.e. which extracurricular activities and associated students) as recommended by the schools and approved by the superintendent or a designee.

B. Definitions

1. Alcohol – any beverage as defined under [Utah Code § 34-38-2](#).
2. Non-Punitive – test results will not be disclosed to law enforcement or juvenile authorities without a valid and binding subpoena.
3. Drug – any controlled substance as defined in [Utah Code § 34-38-2](#), except those possessed and/or used pursuant to a valid prescription.

4. UHSAA – the Utah High School Activities Association.
5. Extracurricular – all activities sponsored by the UHSAA or school organizations involving adjudication or competition or representation of the school in the community as determined at the school level.
6. Participating Teams/Groups
 - a. Fall Sports: Football, Girls Volleyball, Girls Soccer, Boys Golf, Girls Tennis, Cross-Country, Cheerleading, Colorguard, Drill Team, FFA, Student Government;
 - b. Winter Sports: Basketball, Wrestling, Swimming, Cheerleading, Colorguard, Drill Team, FFA;
 - c. Spring Sports: track, Softball, Baseball, Boys Soccer, Girls Golf, Boys Tennis, Lacrosse, FFA, Student Government;
 - d. Activities: Band, Orchestra, Choir, Drama, Speech & Debate (During the trimesters these teams/groups are participating)
 - ~~e. Other Organizations: Student Government (1st and 2nd tri), Cheerleaders (1st and 2nd tri), FFA (all 3 tri's), Colorguard (1st and 2nd tri)~~
7. Activity Season – the period beginning on the first day of practice allowed by the UHSAA for any sport and ending the last day of competition for the sport season; for other activities and organizations, the time students are enrolled or participating.
8. Random Test – participating students may be subject to a weekly random drawing for drug testing.
9. Observed – Students will be watched as they empty all pockets; turning the pocket inside-out if possible; remove all coats, jackets, sweaters, and other extra clothing layers; set aside all back packs, purses, books, or other carried items; accept the sample collection cup from the health worker, enter the stall; close the door to the stall; provide the sample while the school nurse/school official waits outside of the stall; and return the sample to the health care worker.

10. Cost – All cost associated with drug assessments, treatment programs, district approved intervention programs, as well as the required drug test for a student who returns after a suspension, are the responsibility of the student and his/her parents.

C. Consent Form & Initial Fee

1. Before any student participates in any extracurricular activity or school program, the student and the student's custodial parent or lawful guardian shall sign and return a written consent form authorizing participation in random drug testing. Students are ineligible to compete or perform until this form has been completed and returned to the school. Students who qualify for special education services and are on doctor prescribed medications are encouraged to inform the school of that circumstance at the time the written consent form is executed so that unintentional drug alerts are avoided.
2. Students are also ineligible to compete or perform until the required fee for drug testing has been paid.

D. Procedure for Random Drawing

1. The names of all individuals eligible to be drug tested are entered into a computer program which randomly selects names each week for testing.

E. Random Student Selection

1. Random drug testing will be conducted during the activity season on a weekly basis or any other frequency determined by the school (not to exceed 6 times a month). Selection for participation in any random test does not exempt or exclude the student from the possibility of random selection for any subsequent testing.
2. Selection for testing will be by lottery drawing. Reasonable steps will be taken to assure the integrity, confidentiality and random nature of the selection process.
3. Student names will be randomly drawn for testing with at least two employees (including the principal or an administrator assigned by the principal) monitoring the selection process conducted by computerized random selection.

F. Urine Sampling Procedure

1. On the day the student numbers are drawn for testing, those students selected will be notified and escorted to the designated place to produce a urine sample.

2. Samples will be collected at an appropriate school site and on the same day the student is selected for testing. The collection of testing samples will be conducted and observed as defined by B.8. by two professional personnel of the same gender, if possible, as the student: one school employee and one of the school nurses or health personnel from an accredited company.
3. If the student is absent on that day, the student will participate on the next testing day. If a student is unable to produce the urine sample, he/she will remain under supervision until a sample can be provided.

G. Prescription Medication

1. Prior to submitting a sample for testing, students selected for random drug testing may disclose any prescription medications they are currently taking. The school's designee has the right to confirm the authenticity of the medications with parents.

H. Scope of Tests

Amphetamines	Opiates (OxyContin)
Barbiturates	Marijuana (level 20, 50 and 100)
Benzodiazepines	PCP
Cocaine	Propoxyphene
Alcohol	Creatinine Level
Methadone	Nicotine

I. Access to Results

1. The testing agency will be authorized to report results only to the school administrators or school nurses. Test results shall be destroyed at the end of each year, unless conditions for future participation required by policy following a positive test have not been met.

J. Procedures for a Positive Results

1. If a student tests positive, the parent will be notified **immediately**. A student or parent may contest the results of the random test and request a second test, at the student's expense **by testing again at the hospital, BRHD, or CIO-Medical**. The second test must be completed within 24 hours after receiving notification.

K. Consequences of Positive Results

1. In all of the following offenses, local school and/or district requirements which deal with discipline, suspension, corrective measures, parent involvement, rehabilitation and so forth, must be met. Any costs for such programs are the responsibility of the student and his or her parents.
2. First offense: Suspension from two consecutive weeks of all games, meets, matches, competitions or performances. Practice may be continued following a personal assessment of the student by a licensed substance abuse counselor or treatment program and/or participation in a district approved intervention program as well as a negative drug test. Students will be included in the random testing pool immediately after their return from a suspension; a positive result on a subsequent test will be considered a second offense.
3. Second offense: A six-week suspension from all games, meets, matches, competitions or performances. Student participation in an assessment by a licensed substance abuse intervention or treatment program with prescribed follow-up is required. Practice may continue only after the assessment has been completed, positive participation in the prescribed follow-up is occurring, and the student has submitted a sample with negative test results, through the school's testing program or by another reputable medical lab.
4. Third offense: An eighteen-week suspension from all games, meets, matches, competitions, performances and practices. Reinstatement of eligibility at the end of the eighteen-week suspension is predicated upon successful completion of a formal assessment, intervention and treatment program, and the student submitting a sample with negative test results, through the school's testing program or by another reputable medical lab.
5. A fourth or any subsequent offense will be treated as a third offense.
6. ~~Refusal to be tested or attempting to change or alter the test results:~~ If a student refuses to be tested, or makes an attempt to change or alter the test results he or she will be treated as if he or she tested positive.
7. Offenses are cumulative during a student's career in the secondary schools of Box Elder School District.

L. Non Punitive Nature of Policy

1. No student shall be penalized academically for testing positive for use of illegal drugs or alcohol, nor shall any student be denied the right to participate in or otherwise be denied any benefits, services, or programs of the school, other than

participation in the activity programs as outlined above. The results of the drug test pursuant to this policy will not be documented in any student's academic records. Information regarding the results of the drug test shall be kept confidential among the building principal, designees, any employee with a need to know, the student's parent, and the student. In particular, test results will not be disclosed to law enforcement or juvenile authorities without a valid and binding subpoena or other process issued by a court of competent jurisdiction.

M. Voluntary Testing Program

1. To assist in the ultimate goal of drug free schools and drug free students, the school will include in the next testing/screening any student whose parent requests that the testing be done. Parents are responsible for all costs associated with the test.

Book Study Schedule

I Love it Here

by Clint Pulver

February 8, 2023

- Chapter 1*A Single Moment in Time* pg. 1
ReviewConnie Archibald
Chapter 2*Are You the Problem or the Solution?* pg. 19
ReviewJulie Taylor

March 8, 2023

- Chapter 3*Creating Your Dream Team* pg. 37
ReviewTiffani Summers
Chapter 4*The Mentor Manager* pg. 55
ReviewHeidi Jo West

April 12, 2023

- Chapter 5*Sparking the Possibility* pg. 79
ReviewDanielle Wright
Chapter 6*Keep it Simple* pg. 105
ReviewMcKayla Morris

May 10, 2023

- Chapter 7 *Give Them the Wheel and Let Them Drive* pg. 123
ReviewSteve Carlsen
Chapter 8*Always Be Flying the Airplane* pg. 137
ReviewWade Hyde

June 14, 2023

- Chapter 9*Brace for Impact* pg. 155
ReviewBryan Smith
Chapter 10*Your Personal Board of Mentors* pg. 173
ReviewNancy Kennedy

July 12, 2023

- Chapter 11*Helping Them Live, Not Just Exist* pg. 189
ReviewDavid Roberts
Chapter 12*Small Things over a Long Period of Time* pg. 209
ReviewKaren Cronin

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
JANUARY 11, 2023

A closed session was held at 5:30 p.m. to discuss personnel.

The following were present: Those in attendance at the closed session meeting included Board President Julie Taylor, Vice President Tiffani Summers, Connie Archibald, Wade Hyde, Nancy Kennedy, Bryan Smith and Danielle Wright. Board member Karen Cronin was excused.

Connie Archibald made the motion to go into closed session. Bryan Smith seconded the motion. The motion passed unanimously with the votes as follows:

Wade Hyde – yes
Julie Taylor – yes
Tiffani Summers – yes
Connie Archibald– yes
Bryan Smith – yes
Nancy Kennedy – yes

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening January 11, 2023 at 6:30 p.m. at Independent Life Skills Center.

Those in attendance at the meeting included Board President Julie Taylor, Vice President Tiffani Summers, Connie Archibald, Wade Hyde, Nancy Kennedy, Bryan Smith, Danielle Wright, and McKayla Morris, student board member. Board member Karen Cronin and Asst Superintendent Gary Allen were excused. Also, present were Superintendent Steve Carlsen, Assistant Superintendents Heidi Jo West, Keith Mecham, Robert Gordon from IT and Business Administrator David Roberts; members of the press, employees and patrons.

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

After the reverence which was offered by Wade Hyde, the pledge of allegiance was led by Julie Taylor.

Recognitions:

Wade Hyde, Board Member, recognized the following:

Officer Peter Gilchrist - Student Resource Officer at North Park, McKinley, BRMS:

Wonderful advocate and support of students. Positive impact in focusing on the safety of students.

Melanie Day, BEHS Theater teacher:

Wonderful production that brought in the holiday season. Always makes sure that we are aware of the wonderful productions.

Randy Rasmussen, Principal at ACYI

Clark Funk, Vice-Principal at ACYI

Focus on student achievement increase, growth and advancement. Student attendance is increasing.

Robbie Gunter, BEHS Football Coach - named 5A Coach of the Year

Many of his players received multiple awards. Never treats anyone with disrespect and always has students at the forefront.

ACHI Language Arts Teachers:

Virginia Spenst

Julia Wilcox

Natasha Geddes

Kirsten Julander

Megan Dunmeyer

Spend a significant amount of time creating curriculum to help with the success at the school. Never would have been able to do it without their interactions and work.

Approval of Agenda:

Nancy Kennedy made the motion to approve the agenda. Bryan Smith seconded the motion. The motion passed unanimously with the votes as follows:

Wade Hyde – yes

Julie Taylor – yes

Tiffani Summers – yes

Connie Archibald – yes

Bryan Smith – yes

Nancy Kennedy – yes

Administration of Oath of Office:

Danielle Wright - New Board Member sworn in by David Roberts, Business Administrator.

Public Comment:

Danielle Barfuss - BRHS Baseball Field - Grateful the bleachers will be replaced. Consider the hazard of the nets having holes which allow balls through.

Scott Goodliffe - BRHS Baseball Field - Bring attention to the deficiencies of the field. Access issue from the parking lot to the field. The unlevel soils are difficult and not ADA compliant. Shared a concern about the risk of a lawsuit as a result of injury.

Tracy Goodliffe - BRHS Baseball Field-Appreciative that bleachers will be approved. Appreciates the facilities we have and the coaches that offer a good experience. She shared these experiences have been of benefit to her. The bleachers are currently difficult to get up for anyone, but riskier for those with physical impairments.

Judah Richardson - Attending for a class and student government.

Jackson McKee - Thank you for allowing us to attend the basketball camp in North Carolina. This was a great experience.

Monica Holdaway - Mountain View. Represents the Box Elder Chamber of Commerce. The Boys and Girls Club provides childcare for families. The domestic violence center helps residents to be able to face challenges and overcome them. The Chamber has worked to see the effort realized to create a community center.

Laura Wheatly - Region director for Utah PTA. Thank you for supporting the lawsuit against Vaping advertisements to youth. This action protects our students.

2023-2024 School Fees Public Comment:

A parent asked about the dual enrollment fee, confused it with the DLI program.

Action Items:

Approval of 2-year contract for Business Administrator

Steve Carlsen, Superintendent

Bryan Smith made the motion to approve the 2-year contract for the Business Administrator. Connie Archibald seconded the motion. The motion passed unanimously with the votes as follows:

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

Vote for Board President and Vice President

Connie Archibald nominated Wade Hyde as President of the Board. Tiffani Summers seconded the nomination. The motion passed unanimously with the votes as follows:

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

Bryan Smith nominated Nancy Kennedy for Vice President of the Board. Danielle Wright seconded the nomination. Tiffani Summers nominated Connie Archibald for Vice President of the Board. Wade Hyde seconded the nomination.

Each nomination was given time to elaborate:

Nancy Kennedy, “I have been contacted by several good friends on this Board who have been anguished by tonight’s elections. This is a position I would love to serve in, I have the energy and the institutional knowledge and feel I could be an asset. Everyone else on this Board, other than Danielle, have served in Board leadership since I have and I would love to work closely with Wade. But in the interest of Board harmony and to protect my friends, I withdraw my name from the election. I appreciate Bryan and Danielle for their nominations and wish Connie all the best”.

Connie Archibald confirmed her desire to serve. Pleased to serve with Wade and thanked the other Board Members and the District administration for their support of the Board.

The motion to have Connie Archibald to serve as Board Vice President passed with the votes as follows:

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

Information Items:

Review of Policies 1034 Board of Education Code of Conduct and 1035 Board Member Ethics

Steve Carlsen, Superintendent

Mountain View Property and Closed Session to Discuss Real Property

JeuneElle Jeffries, Boys & Girls Club

Spoke to the desire to obtain the Mountain View property to be used as a community service campus. Talked about staffing support for Box Elder School District. Has many other government and local community leaders in support. Brigham City is willing to offer \$148,000 per acre. This concept is the #1 priority community service project in Northern Utah for many.

Nancy Kennedy made a motion to go to closed session to discuss real property. Bryan Smith seconded the motion. The motion passed unanimously with the votes as follows:

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

Nancy Kennedy made a motion to move out of closed session. Bryan Smith seconded the motion at 8:09 pm. The motion passed unanimously with the votes as follows:

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

AAPPL Data see attachment to agenda

Jeremy Young, Assessment Director

2023-2024 School Fees

Keith Mecham, Asst. Superintendent of Personnel

Monthly Financial Report see attachment to agenda

David Roberts, Business Administrator

Conversation concerning cost of breakfast and breakfast in the classroom.

Board Committee Reports

There were no committee reports

Student Board Member Report

Report on the wrestling teams (boys & girls), and the fundraiser for a student. Box Elder is still reeling from the loss of one of their students but appreciated the support and compassion from all.

Policy Review:

First Reading

Policy 5291 Drug & Alcohol Testing of Students Participating in Extracurricular Activities
Connie Archibald made the motion to approve the policy on first reading. Bryan Smith seconded the motion. The motion passed unanimously with the votes as follows:

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

Second Reading

Policy 2100 Gifts, Donations, and Bequests - Acceptance
Policy 2216 Transportation - Conduct on Buses
Policy 3050 Limitations on Extra Duty Assignments
Policy 3070 Alcohol and Drug Abuse - Employees
Policy 4140 School Volunteers/Resource Persons
Policy 4190 Driver Training
Policy 5005 Safe Schools - Student Discipline/Behavior
Policy 5052 Wellness-Physical Activity and Nutrition
Policy 5140 Education and Family Privacy Rights
Policy 5225 Student Activities
Policy 5227 Concussions and Head Injury
Policy 6045 Board of Education Hotline
Policy 6060 Conduct on School Premises

Nancy Kennedy made the motion to approve the policies on second reading. Wade Hyde seconded the motion. The motion passed unanimously with the votes as follows:

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

Board Discussion Items

USBA Conference Report

Comments focused on how much they enjoyed the key note speaker Clint Pulver, breakout session specifically mentioned were the Teen-Centers, Abby Cox Show Up Initiative, Pitfalls of Poor Perception, Legislative Hot Topics, Board Unity, Revvd Up About Board Policy, Dignity Index and Social Media Interaction.

Consent Items

Nancy Kennedy made the motion to approve the consent items. Bryan Smith seconded the motion. The motion passed unanimously with the votes as follows:

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

Approval of the minutes of working and regular meeting for December 14, 2022.

Approval of claims: 00042546 - 00042915, 05121222, 07123123, 09120222, 09120522, 09122022, 09123122.

Personnel Actions: see attachment to agenda.

Suggestions for Future Board Meetings:

- Committee lists to Wade Hyde, Recognitions and Foundation committees have openings,
- School fees presentation and 2 public comment periods required

Upcoming Events:

NSBA Conference in April 1-3 2023
Legislative Day On the Hill February 6, 2023

Closed Session to Discuss Personnel:

Handled earlier at the 5:30 pm closed session.

Adjournment:

Nancy Kennedy made the motion to adjourn the meeting. Wade Hyde seconded the motion. The motion passed unanimously with the votes as follows:

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

With the announcement that the next meeting will be held on Wednesday, February 8, 2023, 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, President Julie Taylor adjourned the meeting at 9:38 p.m.

APPROVED: _____

ATTESTED: _____
Business Administrator
Box Elder School District

President, Board of Education

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00041372	-549.56	01/26/23	16420 CAFE RIO MEXICAN GRILL	CV
01	00041792	-200.00	01/27/23	1 MICHAEL VAN BALLEGOOIE	CV
01	00042916	176.85	01/05/23	1 JAMI WIRICK	C
01	00042917	10.00	01/05/23	1 SAMANTHA HAWLEY	C
01	00042918	79.00	01/05/23	10260 ADELE C YOUNG INTERM SCH	C
01	00042919	616.86	01/05/23	812477 ALSCO/AMERICAN LINEN	C
01	00042920	70.00	01/05/23	999027 B E SCHOOL BOARD FUND	C
01	00042921	8,056.22	01/05/23	85738 BEAR RIVER HIGH SCHOOL	C
01	00042922	255.50	01/05/23	85768 BEAR RIVER SEWER DEPT	C
01	00042923	257.60	01/05/23	87120 BEEHIVE TELEPHONE CO	C
01	00042924	5,670.58	01/05/23	100913 BORDER STATES INDUSTRIES, INC	C
01	00042925	35.00	01/05/23	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
01	00042926	4,624.63	01/05/23	113116 BRYSON SALES & SERVICE	C
01	00042927	1,755.66	01/05/23	890740 CENTURYLINK	C
01	00042928	135.00	01/05/23	107994 CERTIFIED SHRED	C
01	00042929	2,669.79	01/05/23	162470 CRUS OIL INC	C
01	00042930	1,430.00	01/05/23	56197 DENTONS DURHAM JONES PINEGAR PC	C
01	00042931	90.00	01/05/23	62235 DEX IMAGING LLC	C
01	00042932	70.40	01/05/23	48747 JESSE ESQUIVEL	C
01	00042933	179.55	01/05/23	58955 BECKY EZOLA	C
01	00042934	208.02	01/05/23	104881 FERGUSON ENTERPRISES INC	C
01	00042935	4,779.45	01/05/23	143160 FRONTIER COMMUNICATION	C
01	00042936	85.00	01/05/23	61956 JACOB FUHRIMAN	C
01	00042937	82.00	01/05/23	14672 COLLEEN HANCEY	C
01	00042938	4,591.54	01/05/23	61530 INTELEPEER CLOUD COMMUNICATIONS, LLC	C
01	00042939	322.50	01/05/23	111125 IML SECURITY SUPPLY	C
01	00042940	402.50	01/05/23	455120 JACKS TIRE & OIL INC	C
01	00042941	123.48	01/05/23	63142 SHAWN JENSEN	C
01	00042942	1,951.88	01/05/23	44628 KASEY JEPPSEN	C
01	00042943	690.27	01/05/23	109818 VALYNN KUNZLER	C
01	00042944	85.05	01/05/23	42064 JENNIE MONSEN-HANSEN	C
01	00042945	652.47	01/05/23	57622 DAVID MORRIS	C
01	00042946	619.92	01/05/23	54330 KALLEE MUNNS	C
01	00042947	152.44	01/05/23	22195 BRANDON NELSON	C
01	00042948	290.28	01/05/23	57860 BAILEY NESSEN	C
01	00042949	12,994.20	01/05/23	106641 PST/PROFESSIONAL SYSTEMS TECHNOLOGY INC	C
01	00042950	3,383.09	01/05/23	892645 ROCKY MOUNTAIN POWER	C
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01	00042952	169.20	01/05/23	810361 STANDARD PLUMBING SUPPLY	C
01	00042953	35.95	01/05/23	110914 SUPERIOR WATER AND AIR INC	C
01	00042954	47.25	01/05/23	53791 ELIZABETH TAYLOR	C
01	00042955	4,173.55	01/05/23	111109 TOM RANDALL DIST	C
01	00042956	2,128.98	01/05/23	109356 TRANSPORT DIESEL	C
01	00042957	249.24	01/05/23	24580 VERIZON WIRELESS	C
01	00042958	665.07	01/05/23	12939 EMILIE WESTMORELAND	C
01	00042959	78.39	01/05/23	1554 JENNIFER WINWARD	C
01	00042960	9.00	01/05/23	61972 JANET WOOD	C
01	00042961	363,419.76	01/05/23	102931 ZIONS BANK NATIONAL BANK	C
01	00042962	443.00	01/05/23	57371 AED SUPERSTORE	C
01	00042963	5,183.08	01/05/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00042964	1,558.95	01/05/23	108543 B & H PHOTO VIDEO	C
01	00042965	4,110.54	01/05/23	31658 BSN SPORTS	C
01	00042966	1,495.00	01/05/23	15660 DAKTRONICS	C
01	00042967	274.58	01/05/23	180241 DEMCO INC	C
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A/P Summary Check Register

FPREG01A

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01	00042972	430.00	01/05/23	111727 LAVENDER HILL PRESS	C
01	00042973	667.00	01/05/23	53082 LEXIA LEARNING SYSTEMS LLC	C
01	00042974	633.75	01/05/23	21296 LINCOLN ELECTRIC CO	C
01	00042975	27,771.00	01/05/23	37010 MANDARIN MATRIX INC	C
01	00042976	476.00	01/05/23	545971 MARC / MID AMERICAN RESEARCH	C
01	00042977	1,293.06	01/05/23	633340 OFFICE DEPOT	C
01	00042978	352.00	01/05/23	719580 PRO ED	C
01	00042979	3,647.96	01/05/23	108663 SCHOOL OUTFITTERS	C
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01	00042981	4,611.00	01/05/23	110040 WALL 2 WALL	C
01	00042982	243.25	01/12/23	1 JENNY STANGER	C
01	00042983	275.00	01/12/23	45489 AASPA	C
01	00042984	301.46	01/12/23	10260 ADELE C YOUNG INTERM SCH	C
01	00042985	2,107.07	01/12/23	347560 ALICE C HARRIS INTERM SCH	C
01	00042986	690.00	01/12/23	85556 BEAR RIVER HEALTH DEPARTMENT	C
01	00042987	364.84	01/12/23	85748 BEAR RIVER MIDDLE SCHOOL	C
01	00042988	121.86	01/12/23	15458 SANDRA BOAM	C
01	00042989	75.00	01/12/23	110723 BOX ELDER CHAMBER OF COMMERCE	C
01	00042990	500.00	01/12/23	63509 BOX ELDER COUNTY ATTORNEY	C
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01	00042992	207.05	01/12/23	45314 KAYCE BRICKEY	C
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01	00042994	53.00	01/12/23	57991 EMILEE BURNHAM	C
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01	00043000	209.00	01/12/23	9806 LYNDSIE DAINES	C
01	00043001	50.00	01/12/23	25780 VICTORIA DANCE	C
01	00043002	39.63	01/12/23	62995 BROOKLYN DAVIS	C
01	00043003	90.00	01/12/23	109652 DREWES FLORAL & GIFTS	C
01	00043004	6,087.47	01/12/23	729332 ECONO WASTE INC	C
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01	00043006	16.00	01/12/23	49557 MAYRA GARZA	C
01	00043007	1,185.88	01/12/23	59374 JOURNEY GREENWELL	C
01	00043008	370.00	01/12/23	329727 GROUSE CREEK SOLID WASTE	C
01	00043009	111.00	01/12/23	63428 CATHERINE HANSON	C
01	00043010	4,664.28	01/12/23	103070 HEYWOOD ENGINEERING & CONSULT	C
01	00043011	180.00	01/12/23	63401 JENNIFER HUNSAKER	C
01	00043012	16,679.01	01/12/23	49026 IVY LANE PEDATRICS	C
01	00043013	209.00	01/12/23	10154 TERYL JEFFS	C
01	00043014	40.73	01/12/23	103858 HEIDI JENSEN	C
01	00043015	14,756.39	01/12/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00043016	209.00	01/12/23	20974 BRANDY JOHNSON	C
01	00043017	682.79	01/12/23	14427 JEANNIE JOHNSON	C
01	00043018	29.60	01/12/23	57568 LANGUAGE ACCESS NETWORK LLC	C
01	00043019	3,535.31	01/12/23	58246 LINDE GAS & EQUIPMENT INC	C
01	00043020	964.42	01/12/23	543168 MADDOX RANCH HOUSE	C
01	00043021	209.00	01/12/23	9083 CAMILLE MCDERMOTT	C
01	00043022	16.00	01/12/23	49042 CHELSEA MONTGOMERY	C
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A/P Summary Check Register

FPREG01A

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01	00043027	16.00	01/12/23	62251 DACIA PITCHER	C
01	00043028	100.00	01/12/23	17230 QBS INC	C
01	00043029	1,717.90	01/12/23	732367 RAFT RIVER RURAL	C
01	00043030	191.92	01/12/23	55336 S & D CARWASH MANAGEMENT, LLC	C
01	00043031	4,674.60	01/12/23	58980 SCHOOLMINT INC	C
01	00043032	39.95	01/12/23	110789 CORE BUSINESS TECHNOLOGIES (SIP)	C
01	00043033	588.24	01/12/23	10731 SMITH'S CUSTOMER CHARGES	C
01	00043034	50.00	01/12/23	799510 DAVID S SMITH	C
01	00043035	37.00	01/12/23	802087 SNOWVILLE WATERWORKS INC	C
01	00043036	1,250.00	01/12/23	112080 SQUIRE & COMPANY	C
01	00043037	170.00	01/12/23	1457 U S POSTMASTER	C
01	00043038	77,246.47	01/12/23	892916 DGO FUEL NETWORK TEAM	C
01	00043039	150.00	01/12/23	63177 VALANT MEDICAL SOLUTIONS, INC	C
01	00043040	209.00	01/12/23	110122 DON VINCENT	C
01	00043041	700.00	01/12/23	102864 WALKER CINEMAS	C
01	00043042	7,822.15	01/12/23	924155 WASTE MGMT OF UTAH INC	C
01	00043043	209.00	01/12/23	9130 ILA WHITE	C
01	00043044	178.26	01/12/23	43729 BENJAMIN WILEY	C
01	00043045	758.00	01/12/23	23183 CASEY WOOD	C
01	00043046	289.00	01/12/23	21679 ACCO BRANDS USA LLC / GBC	C
01	00043047	2,883.35	01/12/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00043048	1,479.00	01/12/23	106497 APPLE STORE	C
01	00043049	260.40	01/12/23	37354 ATTAINMENT COMPANY INC	C
01	00043050	678.60	01/12/23	47937 BOYLE APPLIANCE LLC	C
01	00043051	2,982.88	01/12/23	11517 COMPUNET, INC	C
01	00043052	2,100.00	01/12/23	61930 CONTINENTAL	C
01	00043053	301.37	01/12/23	180241 DEMCO INC	C
01	00043054	35.60	01/12/23	107387 DESERET BOOK	C
01	00043055	1,180.40	01/12/23	62235 DEX IMAGING LLC	C
01	00043056	25,129.15	01/12/23	212299 EDUTEK CORPORATION	C
01	00043057	434.14	01/12/23	57207 FILTERBUY INC.	C
01	00043058	397.68	01/12/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043059	693.83	01/12/23	386370 HYKO SUPPLY CO	C
01	00043060	1,895.00	01/12/23	467700 JOHNSON ELECTRIC MOTORS	C
01	00043061	1,055.92	01/12/23	104384 JOHNSTONE SUPPLY	C
01	00043062	50,786.00	01/12/23	37010 MANDARIN MATRIX INC	C
01	00043063	1,294.45	01/12/23	44172 NORCO INC	C
01	00043064	387.47	01/12/23	633340 OFFICE DEPOT	C
01	00043065	2,700.77	01/12/23	699420 PERMA BOUND BOOKS	C
01	00043066	1,380.00	01/12/23	105361 READ NATURALLY INC	C
01	00043067	320.24	01/12/23	759360 ROTO AIRE	C
01	00043068	2,225.34	01/12/23	108663 SCHOOL OUTFITTERS	C
01	00043069	92.67	01/12/23	54313 SCHOOL SPECIALTY, LLC	C
01	00043070	66.66	01/12/23	157371 STAPLES	C
01	00043071	4,721.63	01/12/23	43753 VISTA HIGHER LEARNING, INC.	C
01	00043072	32.65	01/19/23	1 ASHLEY DOWNS	C
01	00043073	35.00	01/19/23	1 TAUSHA WELLS	C
01	00043074	80.00	01/19/23	6617 ACME WATER CO	C
01	00043075	3,738.46	01/19/23	25909 AMERIGAS PROPANE	C
01	00043076	798.00	01/19/23	4260 BCI / UTAH BUREAU OF CRIMINAL IDENTIF	C
01	00043077	230.00	01/19/23	85738 BEAR RIVER HIGH SCHOOL	C
01	00043078	1,092.59	01/19/23	102956 BEAR RIVER MENTAL HEALTH	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043079	242.80	01/19/23	104338 BOX ELDER HIGH SCHOOL	C
01	00043080	247.00	01/19/23	104335 BOX ELDER SCH DIST FOUNDATION	C
01	00043081	68.50	01/19/23	40410 KAREN BRAITHWAITE	C
01	00043082	790.00	01/19/23	110632 PAUL BREWER	C
01	00043083	682.50	01/19/23	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
01	00043084	200.00	01/19/23	123130 CACHE HIGH SCHOOL	C
01	00043085	357.34	01/19/23	19178 CHEAPERTHANSHIRT	C
01	00043086	42.40	01/19/23	20338 ROXANN CHRISTENSEN	C
01	00043087	940.00	01/19/23	40363 CIO MEDICAL SERVICES	C
01	00043088	16.00	01/19/23	50644 LONDON CLARKE	C
01	00043089	8.52	01/19/23	49050 JENETTE CROSS	C
01	00043090	5,000.00	01/19/23	62707 EXECUTIVE SPEAKERS BUREAU	C
01	00043091	396.70	01/19/23	58645 JENNIFER GREEN	C
01	00043092	5,020.00	01/19/23	110559 HARMONY HOME HEALTH LLC	C
01	00043093	137.81	01/19/23	361 INTERMOUNTAIN HEALTHCARE	C
01	00043094	14,531.25	01/19/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00043095	1,000.00	01/19/23	26000 LEAR & LEAR LAW OFFICE, LLP	C
01	00043096	54.00	01/19/23	63673 SHAUNIECE MACKEY	C
01	00043097	37.79	01/19/23	63690 MAKAYLA NELSON	C
01	00043098	1,955.17	01/19/23	49859 JACKSON GROUP LOCKBOX	C
01	00043099	120.00	01/19/23	44903 HAYLEY PHELPS-CHOURNOS	C
01	00043100	9,995.60	01/19/23	892645 ROCKY MOUNTAIN POWER	C
01	00043101	150.07	01/19/23	10731 SMITH'S CUSTOMER CHARGES	C
01	00043102	860.69	01/19/23	852617 TREMONTON CITY CORP	C
01	00043103	2,330.33	01/19/23	55034 UTAH PARENT CENTER, INC	C
01	00043104	1,698.69	01/19/23	892964 UTAH STATE TAX COMMISSION	C
01	00043105	108.50	01/19/23	935070 ANNETTE B WHITAKER	C
01	00043106	177.15	01/19/23	941217 WILLARD CITY CORP	C
01	00043107	82.70	01/19/23	101693 BONNIE YOUNG	C
01	00043108	13,783.86	01/19/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00043109	5,994.00	01/19/23	63517 AZTEC SOFTWARE, LLC	C
01	00043110	6,230.00	01/19/23	3271 CANON SOLUTIONS AMERICA	C
01	00043111	1,540.00	01/19/23	100293 DELL INC	C
01	00043112	998.24	01/19/23	62235 DEX IMAGING LLC	C
01	00043113	148.08	01/19/23	57207 FILTERBUY INC.	C
01	00043114	114.32	01/19/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043115	3,128.82	01/19/23	386370 HYKO SUPPLY CO	C
01	00043116	2,048.00	01/19/23	40797 IN-POSITION TECHNOLOGIES LLC	C
01	00043117	388.82	01/19/23	664141 ORIENTAL TRADING COMPANY INC	C
01	00043118	367.80	01/19/23	699420 PERMA BOUND BOOKS	C
01	00043119	450.00	01/19/23	63371 RAPID FIRE PROTECTION, INC	C
01	00043120	1,442.32	01/19/23	759360 ROTO AIRE	C
01	00043121	84.25	01/19/23	102477 SCHOOL NURSE SUPPLY	C
01	00043122	329.92	01/19/23	54313 SCHOOL SPECIALTY, LLC	C
01	00043123	1,748.75	01/19/23	157371 STAPLES	C
01	00043124	2,044.24	01/19/23	106181 UEN/UTAH EDUCATION NETWORK	C
01	00043125	801.90	01/19/23	109355 VOYAGER SOPRIS LEARNING	C
01	00043126	200.00	01/26/23	1 KYLE OR PAYTIN DURBIN	C
01	00043127	31.98	01/26/23	112046 ACE HARDWARE - BRIGHAM	C
01	00043128	36.50	01/26/23	10260 ADELE C YOUNG INTERM SCH	C
01	00043129	455.00	01/26/23	63720 AMERILING TRANSLATIONS	C
01	00043130	288.00	01/26/23	9768 MELISSA ARCHIBALD	C
01	00043131	481.20	01/26/23	106895 BADGER SCREEN PRINTING CO	C
01	00043132	334.00	01/26/23	50237 RACHAEL BARKER	C
01	00043133	385.92	01/26/23	85738 BEAR RIVER HIGH SCHOOL	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043134	196.53	01/26/23	85748 BEAR RIVER MIDDLE SCHOOL	C
01	00043135	210.00	01/26/23	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
01	00043136	755.79	01/26/23	108249 BRIGHAM IMPLEMENT CO	C
01	00043137	334.00	01/26/23	101453 KARI BURGGRAF	C
01	00043138	1,762.27	01/26/23	890740 CENTURYLINK	C
01	00043139	652.00	01/26/23	890740 CENTURYLINK LONG DISTANCE	C
01	00043140	2,000.00	01/26/23	1490 COGNIA INC	C
01	00043141	249.80	01/26/23	158220 COVER UP	C
01	00043142	32.00	01/26/23	25780 VICTORIA DANCE	C
01	00043143	16.00	01/26/23	62413 DARCI DAVIS	C
01	00043144	288.00	01/26/23	9814 KIMBERLY DETWILER	C
01	00043145	334.00	01/26/23	63746 BRADI HOLDER	C
01	00043146	3,420.22	01/26/23	14427 JEANNIE JOHNSON	C
01	00043147	5,091.80	01/26/23	1147 JTM PROVISIONS CO INC	C
01	00043148	16.00	01/26/23	62162 LAUNA JULANDER	C
01	00043149	288.00	01/26/23	14940 CHRISTYN KENDRICK	C
01	00043150	21,753.55	01/26/23	530755 LOGAN SCHOOL DISTRICT	C
01	00043151	6,766.74	01/26/23	110561 MAXIM HEALTHCARE SERVICES INC	C
01	00043152	334.00	01/26/23	29106 NATASHA MORGAN	C
01	00043153	190.50	01/26/23	588360 MEGAN MUELLER	C
01	00043154	309.36	01/26/23	6017 NELSEN SHEET METAL	C
01	00043155	334.00	01/26/23	110444 ASHLEE NELSON	C
01	00043156	750.00	01/26/23	57800 JAMES NELSON	C
01	00043157	334.00	01/26/23	22209 KRISHA OBRAY	C
01	00043158	288.00	01/26/23	63738 REBECCA PETERSON	C
01	00043159	288.00	01/26/23	108230 SHILOH REESE	C
01	00043160	30,311.97	01/26/23	892645 ROCKY MOUNTAIN POWER	C
01	00043161	576.58	01/26/23	105282 KELLI ANN ROSE	C
01	00043162	5,081.75	01/26/23	55913 SCHINDLER ELEVATOR CORPORATION	C
01	00043163	288.00	01/26/23	23590 DANIELLE SCOTHERN	C
01	00043164	32.00	01/26/23	799510 DAVID S SMITH	C
01	00043165	334.00	01/26/23	31810 MICHELLE SOUTHWICK	C
01	00043166	395.00	01/26/23	58874 SYDNEY'S PLACE	C
01	00043167	742.80	01/26/23	40517 JULIE TAYLOR	C
01	00043168	288.00	01/26/23	4448 MARK TAYLOR	C
01	00043169	53.04	01/26/23	9890 KAYLEY THROOP	C
01	00043170	223.18	01/26/23	20117 LINDA KAY UDY	C
01	00043171	800.00	01/26/23	891181 UTAH STATE UNIVERSITY	C
01	00043172	7,318.63	01/26/23	24580 VERIZON WIRELESS	C
01	00043173	353.75	01/26/23	110931 WEESE GLASS LLC	C
01	00043174	204.00	01/26/23	63410 CLAYTON WELCH	C
01	00043175	82.50	01/26/23	935070 ANNETTE B WHITAKER	C
01	00043176	288.00	01/26/23	3212 CATHY WILKEY	C
01	00043177	16.00	01/26/23	45233 MARCIA WILSON	C
01	00043178	12,577.74	01/26/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00043179	1,431.90	01/26/23	108543 B & H PHOTO VIDEO	C
01	00043180	3,616.00	01/26/23	3271 CANON SOLUTIONS AMERICA	C
01	00043181	3,485.00	01/26/23	19178 CHEAPER THAN SHIRT	C
01	00043182	1,440.00	01/26/23	59269 CUMMINS SALES AND SERVICE	C
01	00043183	240.49	01/26/23	100293 DELL INC	C
01	00043184	416.77	01/26/23	180241 DEMCO INC	C
01	00043185	4,755.00	01/26/23	37672 EWELL EDUCATIONAL SERVICES INC	C
01	00043186	1,557.00	01/26/23	110099 FLUXLIGHT INC	C
01	00043187	1,417.16	01/26/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043188	.00	01/26/23	367473	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043189	1,477,498.76	01/26/23	109003 HOGAN & ASSOCIATES CONSTRUCTION INC	C
01	00043190	1,234.41	01/26/23	4847 JIM & DAVE'S ENTERPRISES	C
01	00043191	114.36	01/26/23	63525 KAZOOBIE KAZOOS, LLC	C
01	00043192	279.92	01/26/23	33430 LEADING EDGE LAMINATING	C
01	00043193	14,739.03	01/26/23	29858 MOUNTAINLAND SUPPLY COMPANY	C
01	00043194	3,675.50	01/26/23	633340 OFFICE DEPOT	C
01	00043195	476.65	01/26/23	664141 OTC BRANDS	C
01	00043196	184.00	01/26/23	43567 PENCIL WHOLESALE LLC	C
01	00043197	946.45	01/26/23	699420 PERMA BOUND BOOKS	C
01	00043198	4,498.92	01/26/23	108663 SCHOOL OUTFITTERS	C
01	00043199	1,040.46	01/26/23	157371 STAPLES	C
01	00043200	1,121.34	01/27/23	999014 AFLAC / AMERICAN FAMILY LIFE ASSURANCE	C
01	00043201	4,447.48	01/27/23	999014 AMERICAN FAMILY LIFE COMP	C
01	00043202	80.00	01/27/23	999027 B E SCHOOL BOARD FUND	C
01	00043203	30.00	01/27/23	999030 BENEFICIAL LIFE INSURANCE CO.	C
01	00043204	560.73	01/27/23	999024 BOSTON MUTUAL LIFE INS CO - W	C
01	00043205	247.00	01/27/23	999055 BOX ELDER FOUNDATION	C
01	00043206	1,715.50	01/27/23	999033 BUREAU CHILD SUPPORT SERV	C
01	00043207	32,352.49	01/27/23	999077 DENTAL SELECT	C
01	00043208	5,850.00	01/27/23	999021 ELEVATE CREDIT UNION	C
01	00043209	561.01	01/27/23	999019 EMI HEALTH	C
01	00043210	69.12	01/27/23	999017 GLOBE LIFE INSURANCE CO	C
01	00043211	21,780.52	01/27/23	999035 HORACE MANN INSURANCE COMPANY	C
01	00043212	610.00	01/27/23	51080 IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	C
01	00043213	339.86	01/27/23	5851 JOHNSON MARK ATTORNEYS LLC	C
01	00043214	426.51	01/27/23	999111 MEADE RECOVERY SERVICES LLC	C
01	00043215	8,455.00	01/27/23	999084 NATIONAL BENEFITS SERVICES LLC	C
01	00043216	10,810.90	01/27/23	999081 NATIONAL BENEFITS SERVICES LLC	C
01	00043217	71.23	01/27/23	999156 OLSON SHANER	C
01	00043218	3,584.99	01/27/23	999008 OPTICARE	C
01	00043219	442.14	01/27/23	999038 OUTSOURCE RECEIVABLES	C
01	00043220	765,510.22	01/27/23	999079 PUBLIC EMPLOYEES HEALTH P	C
01	00043221	1,398.60	01/27/23	999032 PRE-PAID LEGAL SERVICES	C
01	00043222	22,514.32	01/27/23	999018 THE HARTFORD	C
01	00043223	436.23	01/27/23	48119 TITANIUM FUNDS	C
01	00043224	490.00	01/27/23	999012 UESP	C
01	00043225	15,768.32	01/27/23	999007 UTAH EDUCATION ASSOCIATION	C
01	00043226	6,478.65	01/27/23	999025 UTAH SCHOOL EMPLOYEES ASSOCIATION	C
01	00043227	215,608.26	01/27/23	999003 UTAH STATE TAX COMMISSION	C
01	05011023	92,439.06	01/10/23	888540 US BANK	M
01	07013123	140,533.25	01/27/23	999070 HEALTH EQUITY INC	M
01	08013123	1,293,931.75	01/27/23	999005 UTAH STATE RETIREMENT FUND	M
01	09011023	177.08	01/27/23	999140 BANK OF UTAH	M
01	09012023	91,795.69	01/27/23	999140 BANK OF UTAH	M
01	09013123	1,109,276.92	01/27/23	999140 BANK OF UTAH	M
Total Bank No 01		6,395,987.18			
02	00101123	16.80	01/05/23	100148 HIGH NOON BOOKS	C
02	00101124	6,547.20	01/05/23	101706 SCHOLASTIC STORE ONLINE	C
02	00101125	200.00	01/12/23	14575 AIRMOTIVE SERVICE	C
02	00101126	2,500.00	01/12/23	85738 BEAR RIVER HIGH SCHOOL	C
02	00101127	8,500.00	01/12/23	104321 BOX ELDER SCHOOL DISTRICT	C
02	00101128	3,500.00	01/12/23	61638 BRANDON BOYD	C
02	00101129	1,262.92	01/19/23	16535 VEX ROBOTICS	C
02	00101130	1,000.00	01/26/23	10260 ADELE C YOUNG INTERM SCH	C

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Bank	Check No	Amount	Date	Vendor	Type
02	00101131	500.00	01/26/23	104338 BOX ELDER HIGH SCHOOL	C
02	00101132	1,000.00	01/26/23	104348 BOX ELDER MIDDLE SCHOOL	C
02	00101133	2,500.00	01/26/23	56782 GOLDEN SPIKE ELEMENTARY	C
Total Bank No 02		27,526.92			
11	01104375	42.32	01/05/23	62359 NATHAN ANDERSEN	A
11	01104376	238.14	01/05/23	56618 MARIA BANUELOS	A
11	01104377	399,223.48	01/05/23	105301 CACHE VALLEY ELECTRIC INC	A
11	01104378	369.76	01/05/23	53473 CHARLIE'S PRODUCE	A
11	01104379	7,750.00	01/05/23	60500 DOABLE WELLNESS	A
11	01104380	66,153.74	01/05/23	728870 DOMINION ENERGY UTAH	A
11	01104381	393,125.52	01/05/23	107656 DWA CONSTRUCTION INC	A
11	01104382	91.50	01/05/23	62758 ELIZABETH KELLEY	A
11	01104383	217.35	01/05/23	59129 DESI LARSEN	A
11	01104384	469.98	01/05/23	43982 MIKE MOORE	A
11	01104385	677.67	01/05/23	21130 AMBER ROSE	A
11	01104386	667.59	01/05/23	12793 SONYA SPACKMAN	A
11	01104387	47.58	01/05/23	62731 MADISON TANNER	A
11	01104388	43.92	01/05/23	62740 SARAH WARR	A
11	01104389	441.53	01/05/23	100590 WAXIE SANITARY SUPPLY	A
11	01104390	340.20	01/05/23	44075 LEANNE WRIGHT	A
11	01104391	106.00	01/12/23	54828 MCKENZIE ANDERSON	A
11	01104392	48.00	01/12/23	29785 HENRY BAKER	A
11	01104393	21.00	01/12/23	104132 BEAZER LOCK & KEY	A
11	01104394	929.61	01/12/23	101520 BELL JANITORIAL	A
11	01104395	218.80	01/12/23	48011 GAILE BINGHAM	A
11	01104396	65.00	01/12/23	60933 MICHAEL BIRD	A
11	01104397	37.80	01/12/23	107376 KAYLENE BOND	A
11	01104398	46.00	01/12/23	49476 MICHAEL BOWEN	A
11	01104399	53.80	01/12/23	18384 CRISTINA BRADSHAW	A
11	01104400	959.49	01/12/23	102177 BRADY INDUSTRIES LLC	A
11	01104401	37.80	01/12/23	45330 MEAGAN BRANCH	A
11	01104402	322.55	01/12/23	106437 CARSON ELEVATOR CO INC	A
11	01104403	2,545.00	01/12/23	100325 CDW GOVERNMENT INC	A
11	01104404	53.00	01/12/23	31380 JOSE M CEDILLO	A
11	01104405	15,402.55	01/12/23	53473 CHARLIE'S PRODUCE	A
11	01104406	32.00	01/12/23	4090 MARY CLARK	A
11	01104407	37.80	01/12/23	103095 KISHA C COLLOM	A
11	01104408	37.80	01/12/23	28169 GREGORY J DUPUIS	A
11	01104409	102.00	01/12/23	58335 KARLENE FARLEY	A
11	01104410	65.80	01/12/23	12165 AMANDA FRANCIS	A
11	01104411	37.80	01/12/23	108590 CINDY GIBBS	A
11	01104412	95.00	01/12/23	36706 MONICA GROVER	A
11	01104413	30.60	01/12/23	56480 ANDRIA HANSEN	A
11	01104414	60.32	01/12/23	43214 SHERRI HARPER	A
11	01104415	37.80	01/12/23	40320 JACINDA HEYDER	A
11	01104416	102.80	01/12/23	110864 JEFF HUNT	A
11	01104417	102.80	01/12/23	56669 SHEA L JENSEN	A
11	01104418	73.80	01/12/23	43346 JOHN JOHNSON	A
11	01104419	133.80	01/12/23	52493 ROBERT KENNER	A
11	01104420	37.80	01/12/23	493170 STEVEN G KIMBER	A
11	01104421	76.60	01/12/23	21610 STEVE LEGGETT	A
11	01104422	37.80	01/12/23	29777 JAMES O MAY	A
11	01104423	102.00	01/12/23	49999 BILLY MCFARLAND	A
11	01104424	74.00	01/12/23	10936 JONI MITCHELL	A

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11	01104425	53.80	01/12/23	25640 RAMONA MORA	A
11	01104426	126.00	01/12/23	56103 KARA MORRIS	A
11	01104427	127.80	01/12/23	54356 MARISSA NELSON	A
11	01104428	69.80	01/12/23	21962 MARK NELSON	A
11	01104429	37.80	01/12/23	23817 CYNTHIA A PAGE	A
11	01104430	53.20	01/12/23	112077 BOB PROFAIZER	A
11	01104431	58.00	01/12/23	45349 LADAWN RICHINS	A
11	01104432	37.80	01/12/23	32255 JERRY SCHLIESSER	A
11	01104433	37.80	01/12/23	777230 JAY DEE SCOTT	A
11	01104434	44.00	01/12/23	58858 ANNA SHERMAN	A
11	01104435	37.80	01/12/23	63304 KAYLEE SILVESTER	A
11	01104436	70.00	01/12/23	58866 RACHEL SMITH	A
11	01104437	37.80	01/12/23	15326 PEGGY SUE STEWART	A
11	01104438	53.00	01/12/23	59706 TRINI TRACY	A
11	01104439	81.20	01/12/23	852290 SANDIE TRAPP	A
11	01104440	37.80	01/12/23	919010 MARY R WALKER	A
11	01104441	37.80	01/12/23	922060 CALVIN K WARD	A
11	01104442	3,272.39	01/12/23	100590 WAXIE SANITARY SUPPLY	A
11	01104443	37.80	01/12/23	28150 KARIE WEAVER	A
11	01104444	70.00	01/12/23	62448 DONNA WEIGHILL	A
11	01104445	90.80	01/12/23	40002 MAURY WHEATLEY	A
11	01104446	507.54	01/19/23	101520 BELL JANITORIAL	A
11	01104447	1,200.00	01/19/23	100325 CDW GOVERNMENT INC	A
11	01104448	952.94	01/19/23	134250 CEM SALES & SERVICE	A
11	01104449	72,283.62	01/19/23	728870 DOMINION ENERGY UTAH	A
11	01104450	333,347.78	01/19/23	107656 DWA CONSTRUCTION INC	A
11	01104451	170.04	01/19/23	322776 GRAINGERS INC	A
11	01104452	71,816.20	01/19/23	27243 KELLY SERVICES INC	A
11	01104453	79.00	01/19/23	60348 DAVID ROBERTS	A
11	01104454	91,589.77	01/19/23	803050 SHI INTERNATIONAL CORP	A
11	01104455	132,563.69	01/19/23	12688 SYSCO	A
11	01104456	1,694.43	01/19/23	100866 VALCOM	A
11	01104457	1,542.85	01/19/23	100590 WAXIE SANITARY SUPPLY	A
11	01104458	10,000.00	01/26/23	109023 ARBITERPAY TRUST ACCOUNT	A
11	01104459	243.73	01/26/23	101520 BELL JANITORIAL	A
11	01104460	544.84	01/26/23	105301 CACHE VALLEY ELECTRIC INC	A
11	01104461	11,094.00	01/26/23	100325 CDW GOVERNMENT INC	A
11	01104462	587.05	01/26/23	134250 CEM SALES & SERVICE	A
11	01104463	12,998.61	01/26/23	53473 CHARLIE'S PRODUCE	A
11	01104464	3,454.00	01/26/23	154950 RODNEY L COOK	A
11	01104465	278.20	01/26/23	322776 GRAINGERS INC	A
11	01104466	26,105.20	01/26/23	27243 KELLY SERVICES INC	A
11	01104467	17.25	01/26/23	6009 IRLANDA STEVENS	A
11	01104468	4,390.56	01/26/23	100590 WAXIE SANITARY SUPPLY	A
Total Bank No 11		1,673,958.69			
21	12500768	150.00	01/10/23	6343 JOHN FINDLAY	C
21	12500769	171.33	01/10/23	489250 KENTS MARKET PL/BRIGHAM	C
21	12500770	34.95	01/10/23	110914 SUPERIOR WATER AND AIR INC	C
21	12500771	1,222.87	01/24/23	104321 BOX ELDER SCHOOL DISTRICT	C
21	12500772	34.12	01/24/23	111839 LORI KORTH	C
21	12500773	34.95	01/24/23	110914 SUPERIOR WATER AND AIR INC	C
Total Bank No 21		1,648.22			
22	13200690	292.85	01/11/23	104321 BOX ELDER SCHOOL DISTRICT	C
22	13200691	14.26	01/11/23	489240 KENTS MARKET PL/TREMONTON	C

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Bank	Check No	Amount	Date	Vendor	Type
Total Bank No 22		307.11			
24	13601044	40.97	01/13/23	104321 BOX ELDER SCHOOL DISTRICT	C
24	13601045	439.40	01/13/23	104321 BOX ELDER SCHOOL DISTRICT	C
24	13601046	294.27	01/13/23	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 24		774.64			
25	15000722	75.00	01/19/23	19178 CHEAPERTHANSHIRT	C
25	15000723	790.00	01/24/23	110632 PAUL BREWER	C
Total Bank No 25		865.00			
26	16401039	8.45	01/25/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401040	130.00	01/25/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401041	111.46	01/25/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401042	639.14	01/25/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401043	114.36	01/25/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401044	495.00	01/25/23	110632 PAUL BREWER	C
26	16401045	62.19	01/25/23	489240 KENTS MARKET PL/TREMONTON	C
26	16401046	24.99	01/25/23	25674 STUDIO R MEDIA	C
26	16401047	30.00	01/25/23	110914 SUPERIOR WATER AND AIR INC	C
Total Bank No 26		1,615.59			
28	16701165	271.67	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
28	16701166	790.00	01/10/23	110632 PAUL BREWER	C
28	16701167	53.05	01/17/23	41998 BEAR RIVER FLORAL & GIFTS	C
28	16701168	1,401.15	01/17/23	104321 BOX ELDER SCHOOL DISTRICT	C
28	16701169	139.95	01/17/23	14958 CULLIGAN	C
28	16701170	80.00	01/17/23	55905 MD SECURE STORAGE	C
28	16701171	271.67	01/26/23	104321 BOX ELDER SCHOOL DISTRICT	C
28	16701172	59.94	01/26/23	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 28		3,067.43			
29	16800503	45.92	01/10/23	57894 ELKE CARTER	C
29	16800504	23.98	01/10/23	489240 KENTS MARKET PL/TREMONTON	C
29	16800505	24.35	01/23/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 29		94.25			
30	17200621	208.86	01/13/23	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200622	395.00	01/13/23	110632 PAUL BREWER	C
30	17200623	285.80	01/13/23	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200624	132.72	01/13/23	769715 SAM'S CLUB BUSINESS PAYMENTS	C
Total Bank No 30		1,022.38			
31	18800368	122.00	01/09/23	158220 COVER UP	C
31	18800369	81.95	01/23/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 31		203.95			
32	20000285	4,235.81	01/18/23	104321 BOX ELDER SCHOOL DISTRICT	C
32	20000286	495.00	01/18/23	110632 PAUL BREWER	C
Total Bank No 32		4,730.81			
33	30402825	1,001.27	01/04/23	38032 AMAZON CAPITAL SERVICES INC	C
33	30402825	-1,001.27	01/06/23	38032 AMAZON CAPITAL SERVICES INC	CV
33	30402826	1,672.20	01/04/23	106895 BADGER SCREEN PRINTING CO	C
33	30402827	1,488.80	01/04/23	45500 BOX ELDER SCHOOL DISTRICT	C
33	30402828	18.03	01/04/23	327480 GREER'S HARDWARE	C
33	30402829	333.78	01/04/23	5908 WALMART COMMUNITY	C
33	30402830	846.67	01/06/23	38032 AMAZON CAPITAL SERVICES INC	C
33	30402831	680.82	01/09/23	489240 KENTS MARKET PL/TREMONTON	C
33	30402832	133.86	01/09/23	769715 SAM'S CLUB BUSINESS PAYMENTS	C

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Bank	Check No	Amount	Date	Vendor	Type
33	30402833	32.55	01/20/23	10260 ADELE C YOUNG INTERM SCH	C
33	30402834	2,019.64	01/20/23	38032 AMAZON CAPITAL SERVICES INC	C
33	30402835	658.99	01/20/23	109248 J W PEPPER MUSIC	C
33	30402836	454.65	01/20/23	100359 NASCO MODESTO	C
33	30402837	300.00	01/20/23	7692 WASATCH COUNTY SCHOOL DISTRICT	C
33	30402838	337.48	01/20/23	109463 WOODWIND AND BRASSWIND	C
33	30402839	485.21	01/26/23	38032 AMAZON CAPITAL SERVICES INC	C
33	30402840	935.11	01/26/23	100359 NASCO MODESTO	C
33	30402841	152.35	01/26/23	709060 PITSCO EDUCATION, LLC	C
Total Bank No 33		10,550.14			
34	30803275	19.86	01/04/23	1 JOSHUA SEIGFRIED	C
34	30803276	25.00	01/04/23	1 RHODA FULLERTON	C
34	30803277	140.00	01/04/23	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
34	30803278	200.01	01/04/23	489250 KENTS MARKET PL/BRIGHAM	C
34	30803279	4.00	01/04/23	702688 PETTY CASH	C
34	30803280	700.00	01/04/23	102864 WALKER CINEMAS	C
34	30803281	312.73	01/04/23	5908 WALMART COMMUNITY	C
34	30803282	18.20	01/13/23	1 ASHLEY DOWNS	C
34	30803283	7.00	01/13/23	1 MANDY HODGSON	C
34	30803284	523.84	01/13/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803285	255.32	01/13/23	489250 KENTS MARKET PL/BRIGHAM	C
34	30803286	206.52	01/18/23	112046 ACE HARDWARE - BRIGHAM	C
34	30803287	2,162.66	01/18/23	38032 AMAZON CAPITAL SERVICES	C
34	30803288	188.21	01/18/23	633340 OFFICE DEPOT	C
34	30803289	19.47	01/26/23	1 SASHA ROBINSON	C
34	30803290	1,773.14	01/26/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803291	7.00	01/26/23	45500 BOX ELDER SCHOOL DISTRICT	C
34	30803292	149.00	01/26/23	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
34	30803293	1,250.95	01/26/23	19178 CHEAPER THAN SHIRT	C
34	30803294	1,016.00	01/26/23	40509 LIGHTSPEED TECHNOLOGIES	C
34	30803295	975.00	01/26/23	57223 SCHOOL CHECK IN / NAVIGATE 360	C
34	30803296	14.32	01/26/23	104992 PRINT SHOP	C
34	30803297	716.93	01/26/23	5908 WALMART COMMUNITY	C
Total Bank No 34		10,685.16			
35	40402958	-71.77	01/09/23	1 NATALIE RANSOM	CV
35	40403037	45.39	01/06/23	1 BRIANNA JONES	C
35	40403038	69.98	01/06/23	347560 ALICE C HARRIS INTERM SCH	C
35	40403039	219.68	01/06/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403040	185.75	01/06/23	327480 GREER'S HARDWARE	C
35	40403041	101.24	01/06/23	157371 STAPLES	C
35	40403042	39.95	01/06/23	110914 SUPERIOR WATER AND AIR INC	C
35	40403043	120.00	01/06/23	1457 U S POSTMASTER	C
35	40403044	50.00	01/17/23	1 JANETTE OPENSHAW	C
35	40403045	42.25	01/17/23	1 JILLIAN BAILEY	C
35	40403046	50.10	01/17/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403047	788.43	01/17/23	104321 BOX ELDER SCHOOL DISTRICT	C
35	40403048	478.26	01/17/23	103961 INTERMOUNTAIN WOOD PRODUCTS	C
35	40403049	1,080.66	01/17/23	489240 KENTS MARKET PL/TREMONTON	C
35	40403050	155.00	01/17/23	46353 HEATHER RENEE LYMAN	C
35	40403051	500.00	01/17/23	63541 THOMAS JAMES MORRELL	C
35	40403052	51.09	01/17/23	58629 THE MATCHING TIE GUY	C
35	40403053	118.25	01/17/23	63550 THE SELFIE METHOD LLC	C
35	40403054	703.87	01/24/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403055	55.90	01/24/23	999140 BANK OF UTAH	C

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Bank	Check No	Amount	Date	Vendor	Type
35	40403056	6,797.80	01/24/23	31658 BSN SPORTS	C
35	40403057	385.00	01/24/23	4901 NASSP	C
35	40403058	164.50	01/24/23	157371 STAPLES	C
35	40403059	171.60	01/24/23	109463 WOODWIND AND BRASSWIND	C
35	40403060	36.85	01/31/23	1 JODIE VALDEZ	C
35	40403061	192.65	01/31/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403062	25.00	01/31/23	104321 BOX ELDER SCHOOL DISTRICT	C
35	40403063	200.00	01/31/23	63789 TWISTED SUGAR TREMONTON	C
Total Bank No 35		12,757.43			
36	40804051	45.39	01/05/23	1 CHRISTINA HOWARD	C
36	40804052	47.65	01/05/23	1 DEBRA HALE	C
36	40804053	160.74	01/05/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804054	1,522.00	01/05/23	104338 BOX ELDER HIGH SCHOOL	C
36	40804055	117.95	01/05/23	62235 DEX IMAGING LLC	C
36	40804056	127.99	01/05/23	109248 J W PEPPER MUSIC	C
36	40804057	765.00	01/05/23	46965 LITTLE REDS LLC	C
36	40804058	555.03	01/05/23	61182 WHITNEY NELSON	C
36	40804059	3,418.56	01/05/23	699420 PERMA BOUND BOOKS	C
36	40804060	8.93	01/05/23	10731 SMITH'S CUSTOMER CHARGES	C
36	40804061	743.43	01/05/23	5908 WALMART COMMUNITY	C
36	40804062	13.99	01/10/23	112046 ACE HARDWARE - BRIGHAM	C
36	40804063	182.61	01/10/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804064	330.04	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
36	40804065	115.00	01/10/23	109248 J W PEPPER MUSIC	C
36	40804066	99.60	01/10/23	51063 SHRED IT STERICYCLE, INC	C
36	40804067	45.95	01/10/23	32824 YES PRINT COPY N MORE, LLC	C
36	40804068	63.92	01/11/23	106895 BADGER SCREEN PRINTING CO	C
36	40804069	702.62	01/11/23	104321 BOX ELDER SCHOOL DISTRICT	C
36	40804070	41.35	01/20/23	1 DANIELLE NELSON	C
36	40804071	48.00	01/20/23	1 GINGER TEJADA	C
36	40804072	41.34	01/20/23	1 JENNA ILLIGAN	C
36	40804073	2,701.07	01/20/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804074	279.60	01/20/23	25119 SIZZLING PLATTER	C
36	40804075	385.00	01/20/23	4901 NASSP	C
36	40804076	43.75	01/20/23	822122 SUMMERHAYS MUSIC CENTER	C
36	40804077	1,034.55	01/20/23	111790 SUNSTONE POTTERY	C
36	40804078	85.00	01/20/23	59293 UTAH COUNCIL OF TEACHERS OF ENGLISH	C
36	40804079	311.94	01/26/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804080	2,967.92	01/26/23	106895 BADGER SCREEN PRINTING CO	C
36	40804081	30.00	01/26/23	104348 BOX ELDER MIDDLE SCHOOL	C
36	40804082	100.00	01/26/23	7609 UTAH FBLA-PBL	C
36	40804083	680.00	01/26/23	109476 UTAH FCCLA	C
36	40804084	440.00	01/26/23	27383 UTAH RESTAURANT ASSOCIATION	C
36	40804085	414.96	01/26/23	5908 WALMART COMMUNITY	C
Total Bank No 36		18,670.88			
37	70412795	805.65	01/05/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412796	450.00	01/05/23	104338 BOX ELDER HIGH SCHOOL	C
37	70412797	200.00	01/05/23	111004 BRIDGERLAND APPLIED TECH/BATC	C
37	70412798	158.00	01/05/23	86 BUSINESS SOLUTIONS GROUP	C
37	70412799	112.00	01/05/23	107994 CERTIFIED SHRED	C
37	70412800	1,711.51	01/05/23	50792 HAMPTON INN WOODS CROSS	C
37	70412801	438.55	01/05/23	4790 HOME DEPOT CREDIT SERVICE	C
37	70412802	197.27	01/05/23	3263 IMAGE MATTERS	C
37	70412803	19.71	01/05/23	100550 JOSTENS INC	C

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Bank	Check No	Amount	Date	Vendor	Type
37	70412804	188.67	01/05/23	111030 LOWE'S	C
37	70412805	1,980.00	01/05/23	105995 MAXON	C
37	70412806	550.00	01/05/23	13706 METTLE WRESTLING	C
37	70412807	300.00	01/05/23	56499 ROBERT MILLER	C
37	70412808	143.91	01/05/23	5916 PITNEY BOWES	C
37	70412809	4,642.76	01/05/23	769715 SAM'S CLUB BUSINESS PAYMENTS	C
37	70412810	475.00	01/05/23	27740 SPANISH FORK CITY RECREATION	C
37	70412811	1,287.43	01/05/23	157371 STAPLES	C
37	70412812	319.86	01/05/23	25674 STUDIO R MEDIA	C
37	70412813	919.57	01/05/23	111790 SUNSTONE POTTERY	C
37	70412814	197.75	01/05/23	830460 TACO TIME/TREMONTON	C
37	70412815	1,100.00	01/05/23	63495 CAROLINE TARBET	C
37	70412816	840.01	01/05/23	6149 THE LOGO SHOP	C
37	70412817	525.79	01/05/23	16535 VEX ROBOTICS	C
37	70412818	1,031.66	01/05/23	5908 WALMART COMMUNITY	C
37	70412819	250.00	01/10/23	18392 USA WRESTLING UTAH	C
37	70412820	104.89	01/10/23	1724 ACE HARDWARE TREMONTON	C
37	70412821	150.00	01/10/23	63584 SYDNEE ANDREASEN	C
37	70412822	368.95	01/10/23	106895 BADGER SCREEN PRINTING CO	C
37	70412823	864.86	01/10/23	108563 BEST WESTERN PLUS ABBEY INN	C
37	70412824	1,897.49	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412825	3,057.00	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412826	1,540.00	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412827	400.00	01/10/23	12734 CITY OF ST GEORGE	C
37	70412828	115.65	01/10/23	63606 CRAIG DAY	C
37	70412829	1,349.62	01/10/23	327480 GREER'S HARDWARE	C
37	70412830	1,405.13	01/10/23	58033 HOLIDAY INN EXPRESS OF OREM	C
37	70412831	602.48	01/10/23	109248 J W PEPPER MUSIC	C
37	70412832	900.00	01/10/23	13706 METTLE WRESTLING	C
37	70412833	1,000.00	01/10/23	5924 PITNEY BOWES BANK INC RESERVE ACCOUNT	C
37	70412834	800.00	01/10/23	28967 ROBOTICS ED & COMPETITION FOUNDATION	C
37	70412835	35.00	01/10/23	110914 SUPERIOR WATER AND AIR INC	C
37	70412836	275.00	01/10/23	7714 WILKINSONS TROPHY	C
37	70412837	421.84	01/12/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412838	450.00	01/12/23	40363 CIO MEDICAL SERVICES	C
37	70412839	1,887.91	01/12/23	63649 DRAPER HAMPTON INN	C
37	70412840	17.60	01/12/23	1791 INTERSTATE ALL BATTERIES CENTER	C
37	70412841	734.00	01/12/23	20290 J BRIAN SMOKEHOUSE, INC	C
37	70412842	6,859.48	01/12/23	29084 MAKE A WISH FOUNDATION OF UTAH	C
37	70412843	11.05	01/12/23	7161 MILLER GAS CO, INC	C
37	70412844	1,402.68	01/12/23	63657 QUALITY INN DRAPER	C
37	70412845	2,563.17	01/17/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412846	180.65	01/17/23	230 CAROLINA BIOLOGICAL	C
37	70412847	815.00	01/17/23	158220 COVER UP	C
37	70412848	45.00	01/17/23	264 DECA INC	C
37	70412848	-45.00	01/25/23	264 DECA INC	CV
37	70412849	3,416.80	01/17/23	489240 KENTS MARKET PL/TREMONTON	C
37	70412850	65.00	01/17/23	39667 SIGN GYPSIES BOX ELDER	C
37	70412851	1,897.24	01/17/23	5193 STEVE REGAN CO	C
37	70412852	511.00	01/17/23	59293 UTAH COUNCIL OF TEACHERS OF ENGLISH	C
37	70412853	445.74	01/17/23	109463 WOODWIND AND BRASSWIND	C
37	70412854	1,000.00	01/19/23	1 SHANE WIXOM	C
37	70412855	975.21	01/19/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412856	195.00	01/19/23	104338 BOX ELDER HIGH SCHOOL	C
37	70412857	8,588.90	01/19/23	31658 BSN SPORTS	C

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Bank	Check No	Amount	Date	Vendor	Type
37	70412858	198.00	01/19/23	1228 COLLEGE ENTRANCE EXAMINATION BOARD	C
37	70412859	30.00	01/19/23	264 DECA INC	C
37	70412860	125.69	01/19/23	53902 EVERYTHING YOUR HEART DESIRES	C
37	70412861	983.76	01/19/23	58033 HOLIDAY INN EXPRESS OF OREM	C
37	70412862	224.00	01/19/23	56340 IMAGINE IT VINYL	C
37	70412863	202.95	01/19/23	51187 METALMART INC.	C
37	70412864	973.00	01/19/23	5070 SAVON	C
37	70412865	303.00	01/19/23	29408 SHARON SMOOT	C
37	70412866	821.46	01/19/23	25674 STUDIO R MEDIA	C
37	70412867	1,261.11	01/19/23	58661 THATCHER PEAK LLC	C
37	70412868	994.87	01/24/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412869	259.69	01/24/23	6742 CLARION SUITES	C
37	70412870	568.50	01/24/23	158220 COVER UP	C
37	70412871	129.30	01/24/23	36412 GAMEGRADE	C
37	70412872	142.50	01/24/23	43893 ISTITCH	C
37	70412873	450.00	01/24/23	46965 LITTLE REDS LLC	C
37	70412874	122.69	01/24/23	111790 SUNSTONE POTTERY	C
37	70412875	2,486.45	01/24/23	58661 THATCHER PEAK LLC	C
37	70412876	100.00	01/24/23	7544 UTAH DECA	C
37	70412877	850.00	01/24/23	7609 UTAH FBLA-PBL	C
37	70412878	3,888.14	01/26/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412879	292.20	01/26/23	107102 BEAR RIVER BOWLING CENTER / THE GRILL	C
37	70412880	21.43	01/26/23	85738 BEAR RIVER HIGH SCHOOL	C
37	70412881	230.00	01/26/23	45500 BOX ELDER SCHOOL DISTRICT	C
37	70412882	773.66	01/26/23	106055 BLICK ART MATERIALS	C
37	70412883	1,500.00	01/26/23	63754 DJNESSQUICK	C
37	70412884	1,745.38	01/26/23	58033 HOLIDAY INN EXPRESS OF OREM	C
37	70412885	476.04	01/26/23	3263 IMAGE MATTERS	C
37	70412886	832.41	01/26/23	892964 UTAH STATE TAX COMMISSION	C
37	70412887	200.00	01/26/23	891181 UTAH STATE UNIVERSITY	C
37	70412888	724.53	01/26/23	5908 WALMART COMMUNITY	C
37	70412889	1,295.00	01/26/23	48577 eDYNAMIC LP	C
37	70412890	722.67	01/31/23	4790 HOME DEPOT CREDIT SERVICE	C
37	70412891	1,120.00	01/31/23	46965 LITTLE REDS LLC	C
37	70412892	700.00	01/31/23	36510 RIDGELINE HIGH SCHOOL	C
37	70412893	273.52	01/31/23	5193 STEVE REGAN CO	C
37	70412894	1,083.00	01/31/23	25674 STUDIO R MEDIA	C
37	70412895	160.00	01/31/23	61727 TAYLIE NESSEN PHOTOGRAPHY	C
37	70412896	580.00	01/31/23	63789 TWISTED SUGAR TREMONTON	C
37	70412897	700.00	01/31/23	110825 WASATCH FRONT SOUND/RECORDING	C
Total Bank No 37		94,694.39			
38	70812593	-75.58	01/17/23	1 TYLER OLSEN	CV
38	70812620	-59.15	01/17/23	1 AMURI BALLS	CV
38	70812679	176.56	01/04/23	112046 ACE HARDWARE - BRIGHAM	C
38	70812680	19.69	01/04/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812681	86.09	01/04/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812682	3,322.53	01/04/23	31658 BSN SPORTS	C
38	70812683	49.99	01/04/23	29327 CHORAL TRACKS LLC	C
38	70812684	389.45	01/04/23	158220 COVER UP	C
38	70812685	101.90	01/04/23	109652 DREWES FLORAL & GIFTS	C
38	70812686	901.46	01/04/23	32425 GUARDIAN INNOVATIONS LLC	C
38	70812687	120.19	01/04/23	109248 J W PEPPER MUSIC	C
38	70812688	175.00	01/04/23	55875 LANGUAGE TESTING INTERNATIONAL	C
38	70812689	86.30	01/04/23	110154 MEDCO SCHOOL	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
38	70812690	3,000.00	01/04/23	10723 NORTHRIDGE HIGH SCHOOL	C
38	70812691	450.00	01/04/23	109396 BEN LOMOND HIGH SCHOOL	C
38	70812692	856.71	01/04/23	10731 SMITH'S CUSTOMER CHARGES	C
38	70812693	392.98	01/04/23	157371 STAPLES	C
38	70812694	100.00	01/04/23	63487 SUNNY SYDNEY PHOTOGRAPHY	C
38	70812695	160.00	01/04/23	804825 SUNRISE HIGH SCHOOL	C
38	70812696	68.35	01/04/23	63355 TWISTED SUGAR OF BRIGHAM	C
38	70812697	191.50	01/04/23	5290 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
38	70812698	53.33	01/10/23	1 DENAI GARN	C
38	70812699	54.92	01/10/23	1 SHANDRA JENSEN	C
38	70812700	115.00	01/10/23	1 TROY BROWN	C
38	70812701	1,389.76	01/10/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812702	47.40	01/10/23	110241 ANVIL CABINET & MILL	C
38	70812703	242.80	01/10/23	45500 BOX ELDER SCHOOL DISTRICT	C
38	70812704	11,197.10	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812705	3,653.09	01/10/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812706	1,600.00	01/10/23	14583 CASTLE MANOR LLC	C
38	70812707	225.00	01/10/23	30210 JACE THOMAS CHADWICK	C
38	70812708	279.60	01/10/23	107267 DOMINO'S PIZZA / BRIGHAM	C
38	70812709	693.00	01/10/23	29670 GRAPHIC SIGNS INC	C
38	70812710	745.04	01/10/23	103961 INTERMOUNTAIN WOOD PRODUCTS	C
38	70812711	280.22	01/10/23	109248 J W PEPPER MUSIC	C
38	70812712	364.85	01/10/23	14389 K&L SUPPLY CO	C
38	70812713	776.80	01/10/23	543168 MADDOX RANCH HOUSE	C
38	70812714	593.95	01/10/23	51330 MATBOARD PLUS	C
38	70812715	39.99	01/10/23	4901 NASSP	C
38	70812716	31.89	01/10/23	4979 O'REILLY AUTOMOTOVE	C
38	70812717	472.74	01/10/23	111637 OASIS STAGE WERKS	C
38	70812718	135.24	01/10/23	4960 OLD GRIST MILL BREAD	C
38	70812719	696.00	01/10/23	698980 PEPSI-COLA OF OGDEN	C
38	70812720	325.38	01/10/23	21539 PREMIER FOODS	C
38	70812721	72.80	01/10/23	58386 ROCKY MOUNTAIN DRILL INVITATIONAL	C
38	70812722	973.65	01/10/23	5045 RSM FOOD SERVICE	C
38	70812723	700.00	01/10/23	110642 AMANDA MAREE SHAFFER	C
38	70812724	1,760.00	01/10/23	63568 SHEA'S CHIC LLC	C
38	70812725	290.00	01/10/23	804825 SUNRISE HIGH SCHOOL	C
38	70812726	2,000.00	01/10/23	34657 THE RUSH FUNPLEX	C
38	70812727	270.00	01/10/23	60828 TEGAN WOOLUMS	C
38	70812728	48.95	01/12/23	1 KIM KALEIKINI	C
38	70812729	193.50	01/12/23	35777 AUTOZONE	C
38	70812730	5,455.00	01/12/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812731	394.02	01/12/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812732	501.94	01/12/23	489250 KENTS MARKET PL/BRIGHAM	C
38	70812733	61.74	01/12/23	489250 KENTS MARKET PL/BRIGHAM	C
38	70812734	2,619.68	01/12/23	29254 MARRIOTT FAIRFIELD INN & SUITES OREM	C
38	70812735	1,751.00	01/12/23	7536 JP MORGAN CHASE	C
38	70812736	8,208.31	01/17/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812737	51.75	01/19/23	1 BERNADETTE CASSITY	C
38	70812738	48.58	01/19/23	1 TROY QUINLAN	C
38	70812739	3,838.64	01/19/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812740	3,594.14	01/19/23	58211 ARTS PEOPLE	C
38	70812741	573.40	01/19/23	45500 BOX ELDER SCHOOL DISTRICT	C
38	70812742	1,989.00	01/19/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812743	11,620.00	01/19/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812744	1,000.00	01/19/23	9032 TANIA BURNINGHAM	C

A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
38	70812745	845.00	01/19/23	40363 CIO MEDICAL SERVICES	C
38	70812746	750.00	01/19/23	29637 DESERT HILLS HIGH SCHOOL/BOYS SOCCER	C
38	70812747	47.00	01/19/23	109652 DREWES FLORAL & GIFTS	C
38	70812748	1,487.08	01/19/23	50911 FAIRFIELD INN & SUITES BY MARRIOTT	C
38	70812749	112.00	01/19/23	28991 FAMILY, CAREER AND COMMUNITY LEADERS OF	C
38	70812750	134.60	01/19/23	19810 INTEGRATED TECHNOLOGIES	C
38	70812751	45.79	01/19/23	109248 J W PEPPER MUSIC	C
38	70812752	97.85	01/19/23	25119 SIZZLING PLATTER	C
38	70812753	1,991.72	01/19/23	45853 METALWEST, L.L.C.	C
38	70812754	404.40	01/19/23	5070 SAVON	C
38	70812755	675.00	01/19/23	8303 SKY VIEW HIGH SCHOOL	C
38	70812756	430.00	01/19/23	19615 SKYLINE HIGH SCHOOL	C
38	70812757	392.08	01/19/23	157371 STAPLES	C
38	70812758	180.00	01/19/23	804825 SUNRISE HIGH SCHOOL	C
38	70812759	28.00	01/19/23	63355 TWISTED SUGAR OF BRIGHAM	C
38	70812760	181.14	01/19/23	18392 USA WRESTLING UTAH	C
38	70812761	3,887.84	01/19/23	5908 WALMART COMMUNITY	C
38	70812762	3,960.00	01/19/23	63681 WILDCAT ELITE CHEER, INC	C
38	70812763	1,039.55	01/24/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812764	7,308.25	01/24/23	63290 BONNEVILLE CHARITABLE FOUNDATION	C
38	70812765	593.03	01/24/23	230 CAROLINA BIOLOGICAL	C
38	70812766	485.23	01/24/23	36188 DAYS INN ST GEORGE	C
38	70812767	165.00	01/24/23	55166 DESERT PEAK STUDIOS	C
38	70812768	880.00	01/24/23	57789 DO GOOD DESIGNS UTAH	C
38	70812769	440.60	01/24/23	59374 JOURNEY GREENWELL	C
38	70812770	1,954.04	01/24/23	54461 LAKESHIRTS ZEPHYR LLC	C
38	70812771	360.88	01/24/23	63703 MY PLACE HOTELS ST GEORGE	C
38	70812772	385.00	01/24/23	4901 NASSP	C
38	70812773	434.00	01/24/23	4910 NATIONAL FFA ORGANIZATION	C
38	70812774	954.75	01/24/23	111790 SUNSTONE POTTERY	C
38	70812775	200.00	01/24/23	5290 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
38	70812776	1,420.19	01/24/23	36935 UTAH'S BEST VACATION RENTALS	C
38	70812777	2,685.00	01/26/23	58440 ALUMINUM ATHLETIC EQUIPMENT CO	C
38	70812778	894.99	01/26/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812779	92.92	01/26/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812780	153.48	01/26/23	107267 DOMINO'S PIZZA / BRIGHAM	C
38	70812781	140.00	01/26/23	28991 FAMILY CAREER & COMMUNITY LEADERS	C
38	70812782	964.40	01/26/23	4715 FREESTYLE PHOTO SUPPLIES	C
38	70812783	72.41	01/26/23	4960 OLD GRIST MILL BREAD	C
38	70812784	58.14	01/26/23	63355 TWISTED SUGAR OF BRIGHAM	C
38	70812785	2,345.00	01/26/23	7536 UNIVERSAL ATHLETICS,LLC	C
38	70812786	140.00	01/31/23	1 RINI QUINLAN	C
38	70812787	1,074.75	01/31/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812788	594.81	01/31/23	108543 B & H PHOTO VIDEO	C
38	70812789	578.80	01/31/23	106055 BLICK ART MATERIALS	C
38	70812790	280.21	01/31/23	31658 BSN SPORTS	C
38	70812791	46.67	01/31/23	59374 JOURNEY GREENWELL	C
38	70812792	1,950.00	01/31/23	16314 HOSA-FUTURE HEALTH PROFESSIONALS	C
38	70812793	375.34	01/31/23	100550 JOSTENS INC	C
38	70812794	464.59	01/31/23	157371 STAPLES	C
38	70812795	200.00	01/31/23	804825 SUNRISE HIGH SCHOOL	C
38	70812796	1,000.00	01/31/23	7609 UTAH FBLA-PBL	C
Total Bank No 38		128,924.70			
39	77800558	114.00	01/10/23	104370 BOX ELDER NEWS JOURNAL	C

A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
39	77800559	1,350.00	01/11/23	59862 UTAH ALTERNATIVE EDUCATION ASSOCIATION	C
39	77800560	755.11	01/19/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 39		2,219.11			
40	11500013	255.92	01/13/23	104321 BOX ELDER SCHOOL DISTRICT	C
40	11500014	50.00	01/20/23	104370 BOX ELDER NEWS JOURNAL	C
40	11500015	408.82	01/20/23	104321 BOX ELDER SCHOOL DISTRICT	C
40	11500016	1,500.00	01/20/23	63576 PYROCRATE	C
Total Bank No 40		2,214.74			

Total Manual Checks	2,728,153.75
Total Computer Checks	3,992,408.61
Total ACH Checks	1,673,958.69
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	-2,002.33
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total	8,392,518.72
Number of Checks	801

Batch Yr	Batch No	Amount
23	000130	-549.56
23	000499	-200.00
23	000585	-71.77
23	000603	50,786.00
23	000749	27,771.00
23	000826	442.22
23	000994	1,556.10
23	001090	1,644.93
23	001106	-75.58
23	001132	3,287.81
23	001169	-59.15
23	001209	34,741.07
23	001211	16.80
23	001260	402,091.49
23	001261	82,514.77
23	001262	21,904.51
23	001263	424,338.09
23	001264	406,283.42
23	001265	6,547.20
23	001277	1,401.60
23	001278	10,648.70
23	001279	3,512.81
23	001282	18,595.10
23	001283	7,512.67
23	001289	781.99
23	001291	846.67
23	001299	154,076.27
23	001300	53,250.68
23	001301	27,497.80
23	001302	33,460.48
23	001303	1,262.92
23	001304	14,700.00
23	001306	814.68
23	001310	45.92

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>	
				Batch Yr	Batch No	Amount
				23	001313	122.00
				23	001315	114.00
				23	001316	30,079.55
				23	001318	356.28
				23	001320	250.00
				23	001321	14,866.07
				23	001322	1,061.67
				23	001323	23.98
				23	001324	787.19
				23	001326	1,350.00
				23	001330	307.11
				23	001332	766.54
				23	001334	11,025.83
				23	001335	11,784.56
				23	001338	804.36
				23	001340	603.86
				23	001346	168,937.78
				23	001347	215,960.75
				23	001348	5,693.63
				23	001349	144,325.73
				23	001350	274,804.34
				23	001351	418.52
				23	001352	255.92
				23	001353	774.64
				23	001354	3,314.04
				23	001358	9,894.60
				23	001360	8,208.31
				23	001362	1,674.15
				23	001365	4,730.81
				23	001369	2,557.39
				23	001377	75.00
				23	001378	755.11
				23	001379	38,365.01
				23	001380	15,882.08
				23	001382	3,803.31
				23	001390	1,958.82
				23	001391	108,772.80
				23	001392	40,044.87
				23	001393	353.75
				23	001394	58,742.21
				23	001395	1,477,498.76
				23	001396	5,000.00
				23	001400	4,659.66
				23	001401	81.95
				23	001405	24.35
				23	001406	6,104.00
				23	001407	8,278.67
				23	001410	790.00
				23	001411	92,439.06
				23	001412	16,620.52
				23	001414	1,291.94
				23	001417	1,615.59
				23	001423	3,757,475.11
				23	001427	5,921.81
				23	001429	11,978.79
				23	001430	1,572.67
				23	001431	7,406.34
				23	001432	331.61
				23	001433	4,944.82
				23	001462	454.50
				23	001463	5,339.19
				23	001464	6,705.17

For February 8, 2023 Board Meeting

Leaving the District

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
BEHS	Maria Gutierrez	Custodian	
BEMS	Cole Trumbull	Custodian	
DO	Kelli Westergard	EIC Para	Retiring
DO	Heidi Wheatley	Elem. Curriculum Secretary	Resigned
Garland	Teresa Woolley	Cook	
Snowville	Constance Anderson	Bus Driver	Retiring

New Hires

<i>Site</i>	<i>Employee</i>	<i>Position</i>
BEMS	Dylan Hansen	Band Teacher
Transportation	David Bingham	Bus Driver
Golden Spike	Kodie Forsberg	Functional Skills Para
BEHS	David Fairbanks	Custodian
BEMS	Andrew Lewis	Custodian
BEMS	Nathan Storey	ED Para

Temporary for 22-23 school year

Suggestions for Future Board Meetings

March 8, 2023 – (tentative)

- Acceptance of JUUL Litigation
- Closed Session to discuss possible litigation
- Negotiations Team Approval – Keith Mecham
- Legislative Update – Steve Carlsen
- Policy Review

April 12, 2023 – (tentative)

- ESP Recognitions – Keith Mecham
- College and Career Readiness Counseling Program (CCRCP) Approval – Alison Williams
- FY 2024 Capital Improvement Plan – Corey Thompson
- ACT Data – Jeremy Young
- School Lunch Report – David Roberts
- Energy Report – Mike Clark
- Policy Review
- Board Graduation Assignments

May 10, 2023 – (tentative)

- Retirement Recognitions – Keith Mecham
- Administrative Association Recognitions - BEAA
- Approval of School Land Trust Plans – Gary Allen and Heidi Jo West
- Approval of 2023-2024 Board Meeting Calendar – Steve Carlsen
- Policy Review

June 14, 2023 – (tentative)

- Budget Hearing – David Roberts
- Approval of Budget – David Roberts
- Approval of 2023-24 Tax Rates – David Roberts
- Approval of Internal and Independent Auditors – David Roberts
- MBA Meeting – David Roberts
- Pick-up Contributions for Members of Contributory Retirement System – Keith Mecham
- Tentative Ratification of Negotiated Agreement with BEEA – Keith Mecham
- Tentative Ratification of Negotiated Agreement with BESPAs – Keith Mecham
- Declaration of Open Enrollment Schools – Keith Mecham
- Approval of TSSA Plans – Gary Allen and Heidi Jo West
- Policy Review

July 12, 2023 – (tentative)

- Internal and Independent Audit 2020-2021 – David Roberts
- Approval of Sex Education Committee – Gary Allen

- 2021-22 TSSA Plan Results – Gary Allen and Heidi Jo West

August 9, 2023 – (tentative)

- Approval of Early Literacy Plan – Heidi Jo West
- AP Results – Jeremy Young
- Policy Review

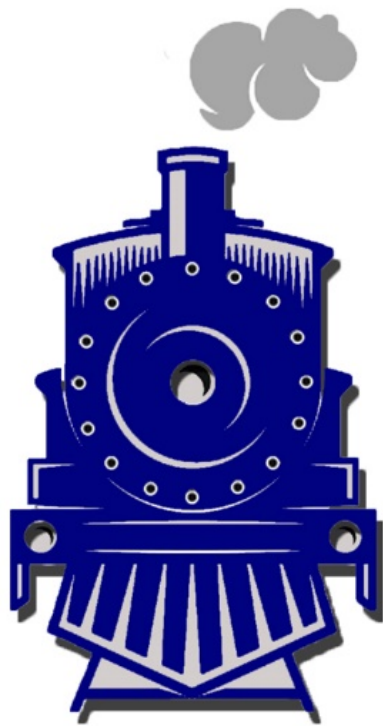
September 13, 2023 – (tentative)

- Walmart Grants Presentation
- Nucor Grants Presentation
- Swearing in of Student Board Member
- Policy Review

October 11, 2023 – (tentative)

- October 1 Enrollment Report – Keith Mecham
- Exemption from Compulsory Attendance (Home School) – Steve Carlsen
- RISE and Utah Aspire Plus Data – Jeremy Young
- Policy Review

BOX ELDER SCHOOL DISTRICT BOARD OF EDUCATION HANDBOOK



**BOX ELDER
SCHOOL DISTRICT**

Learning is Everything

REVISED
OCTOBER 9, 2019
BOX ELDER SCHOOL DISTRICT

Box Elder School District Board of Education Handbook Table of Contents

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BOARD OF EDUCATION HANDBOOK INTRODUCTION

This Board of Education Handbook has been developed to capture, in one place and in plain language, the primary operating procedures and governing principles of the Box Elder County School District Board of Education.

This handbook serves as a resource for members of the board as they assume their offices and carry out their responsibilities. It will be posted on the school district's website and updated periodically.

The Box Elder County School District Board of Education has one goal and one purpose: **student learning**.

Authority and Responsibilities of the Board

The powers and mandatory duties of the Board of Education are defined in the Utah Code and State Board of Education Rule.

Principles of Board Leadership

Remembering three important principles of board leadership will help keep the Box Elder County School District Board of Education focused on its most important responsibilities:

1. The board delegates authority.
The board delegates authority to the superintendent to manage the district and provide leadership for the staff. Such authority is communicated through written policies that designate board ends and define operating limits.
2. The board monitors performance.
The board constantly monitors progress toward district goals and compliance with written board policies.
3. The board takes responsibility for itself.
The board, collectively and individually, takes full responsibility for board activity and behavior. Board deliberations and actions are limited to board work, not staff work.

[Utah Code § 53G-4](#)

Making School Board Decisions

State and federal laws, financial constraints, and local expectations must govern school districts. Nevertheless, decisions made by a local board of education create the environment in which a district will flourish or flounder.

Although the typical school board makes many different decisions, all of those decisions can be put into four general categories:

Policy decisions are the most important work of the board. The majority of a board's time should be spent on policy development, monitoring, and review. Written policies accomplish the following:

- articulate district direction and goals;
- delegate authority and define limitations on that authority;
- establish board processes, including those for monitoring progress toward district goals and ensuring compliance with laws and board policy.

The board is empowered to make policy decisions for district schools. Board members act as trustees for the community; therefore, policies are often understood as expressions of the community's aspirations for its public schools.

Problem solving decisions come in response to a crisis or opportunity that cannot be resolved by the superintendent or is not fully addressed in existing board policy. For example, in the face of declining enrollment, a typical school board would not expect its superintendent to make a final decision on which building to close. Although the superintendent would be expected to provide information and make recommendations, the school board would make the final decision, after deliberating alternatives and consulting policy statements.

Problem-solving decisions usually have isolated, one-time impacts. However, such decisions can establish a precedent that may have the force of policy. For example, a school board's decision to grant a benefit to one group of students may obligate it to grant the same benefit to another group in a similar situation.

Managerial decisions required of each local Utah school board are set forth in the statutes, most notably in [Utah Code § 53G-4-402](#). For example, a school board is required to do the following:

- implement the core curriculum
- administer tests,
- implement training programs,
- enroll children in school,
- establish school libraries, and

- establish school safety traffic committees
- ensure that school community councils receive the required annual training and review and approve the school improvement plans developed by the school community councils.

With few exceptions, managerial duties are delegated to the superintendent. Where there is good communication and high level of trust between the board and superintendent, combined with sound policies that set directions and establish parameters, routine managerial duties will consume only a small amount of time at public board meetings. Legally required board actions can usually be accomplished through approval of consent agendas.

School boards must learn to distinguish policy decisions from problem-solving decisions. Sometimes this is challenging but, in general, boards that emphasize policy development will need to make fewer decisions in response to routine problems. Superintendents who have strong policy guidance are able to resolve a wider array of problems without bringing them to the board for action. Good policy development and review processes allow boards to operate at the systemic level - dealing with mission, purpose, direction, and results.

Conversely, boards without up-to-date written policies often find their meetings running late into the night. Their superintendents must bring numerous issues for discussion and action, which wastes time and yields inconsistent results.

Personnel decisions represent a special category of managerial decisions. Most school boards delegate personnel matters to the superintendent and use policies to express their desired standards for hiring, evaluation, compensation, discipline, and dismissal. This approach avoids the quagmire of wrestling directly with hiring or disciplining employees other than the superintendent and business administrator. Personnel actions, therefore, are usually found on the consent agenda, because a board is required by law to approve all employment contracts, salaries, benefits, and dismissals.

The superintendent is an appointed public official, the district's chief executive, and an employee of the board. Only the board can employ, evaluate, discipline, or dismiss the superintendent.

Holding Closed Meetings

A closed meeting may be held if:

1. A quorum is present.
2. The meeting is an open meeting for which specific notice for a closed meeting has been given with the stated purpose defined.

3. Two-thirds of the members present vote to close the meeting. Voting must be taken by roll call. Name and vote.

Minutes of the closed meeting shall contain:

1. Reason for holding the meeting.
2. Location of the meeting.
3. Vote by name, of each member of the board, either for or against the motion to hold the closed meeting.

Purpose of a closed meeting:

1. Discussion of the character, professional competence, or physical or mental health of individual.
2. Strategy sessions to discuss collective bargaining.
3. Strategy sessions to discuss pending or reasonably imminent litigation.
4. Strategy sessions to discuss the purchase, exchange, or lease of real property including any form of a water right or water shares if public discussion of the transaction would:
 - a. Disclose the appraisal or estimated value of the property under consideration; or
 - b. Prevent the board from completing the transaction on the best possible terms.
5. Strategy sessions to discuss the sale of real property, including any form of water right or water shares if public discussion of the transaction would:
 - a. Disclose the appraisal or estimated value of the property under consideration; or
 - b. Prevent the board from completing the transaction of the best possible terms.
6. Discussion regarding deployment of security personnel, devices or systems.
7. Investigative proceedings regarding allegations of criminal misconduct.

A Board may not interview a person applying to fill an elected position in a closed meeting.

Record of closed meetings:

1. A recording shall be made of the closed portion of the meeting.
2. Detailed written minutes may be kept that disclose the content of the closed portion of the meeting.
3. A recording of a closed meeting shall be complete and unedited from the commencement of the closed meeting through adjournment.
4. The recording and any minutes of a closed meeting shall include:
 - a. Date, time, and place of the meeting.
 - b. Name of the members present and absent.
 - c. Names of all others present except where the disclosure would infringe on the confidentiality necessary to fulfill the original purpose of the closing the meeting.
5. No recording or minutes will be taken if the purpose of the closed meeting is for the discussion of the character, professional competence, or physical or mental health of an individual.

- a. A sworn statement must be signed by the presiding member of the board that the sole purpose for closing the meeting was to discuss the character, professional competence, or physical or mental health of an individual.

Collaborative Relationships: Shared Governance

The Box Elder County School District Board of Education has the exclusive right and responsibility to determine the goals and direction of the schools and use all its resources to achieve such goals, within the bounds of state and federal law and rules of the Utah State Board of Education.

Box Elder School District is a complex organization, which can succeed only if we enlist the energy, creativity, and effort of many people to accomplish our goals. The board believes that ideal conditions for student learning can be realized when shared governance is thoughtfully used to support student achievement.

Board decisions should accurately reflect the public's interests. Statutes of the state of Utah require local school boards to make decisions by majority vote; thus the obligation to seek consensus under shared governance does not bind the board in its decision-making.

The board delegates to school sites and departments the right to make some decisions using the shared governance process. Site-based decisions must conform to legal requirements, state and federal rules and regulations, the district's Student Achievement Plan, policies, procedures, guidelines, and contractual obligations, including negotiated employee agreements.

Essentials of A Professional Learning Community

- A. The Superintendent and district administrators will ensure that all of the schools in the district function as professional learning communities. Professional learning communities are defined as educators committed to working collaboratively in ongoing processes of collective inquiry and action research to achieve better results for the students they serve. Professional learning communities operate under the assumption that the key to improved learning for students is continuous, job-embedded learning for educators.
 1. The Board, district, and school administrators will ensure that time is available, within the contract day, for educators to meet together regularly in collaborative teams.
 2. District/school administrators will ensure this time is reserved for activities directly related to the process of collective inquiry and action research to achieve better achievement results for our students.

3. Collaborative teacher teams will focus on the following four questions:
 - a. What is it that our students are expected to know and do?
 - b. How will we know if they know and can do what is expected?
 - c. How will we respond if they don't know and can't do what is expected?
 - d. How will we respond if they already know and can do it?

District and school administrators will ensure that ongoing training and professional learning opportunities are provided to ensure that all Box Elder School District educators are proficient in the philosophies and practices related to professional learning communities/collaborative teacher teams.

Authority of Individual Board Members

Power belongs not to individual members of a Board of Education but to the Board of Education acting as a corporate body through collective action. Board members have authority only when acting as a Board of Education in a legally constituted session, with a quorum present. The statement or action of an individual member or group of members of the Board of Education does not bind the Board of Education itself, except when that statement or action is specifically authorized by an official act of the board. This does not preclude individual board members from representing the board at meetings and ceremonial events or speaking to constituent groups in their capacity as board members.

Nominations and Elections for Board Leadership

Nominations

- A. An office must be created by Board Policy or by a motion to that effect before it can be filled by election or otherwise.
- B. The Board President must call for nominations.
- C. Nominations do not require a second. However, any number of persons may second a given nomination just to show their support of that nominee.
- D. The motion "to close nominations" is not in order until the assembly is ready to close nominations.
 1. When there are two or more nominees for the office the motion to close nominations requires a two-thirds vote. (This motion must be seconded.)
 2. A negative vote on the motion signifies that there are additional nominations forthcoming.
 3. If and when there are no further nominations the Board President may then put the motion to close nominations to a vote without waiting for a second.

Elections

- A. Elections and nominations must conform to the procedure prescribed by the Utah State Law and Board Policy.

- B. In case of a tie vote, the election is decided by lot unless the organization adopts a motion to do otherwise.
- C. Elections are decided by a roll call vote, not by secret ballot. Election to the office is determined by a simple majority.

Board Leadership Responsibilities

The board president will:

1. Conduct meetings of the board in accordance with law and policy.
2. Communicate regularly with the superintendent, business administrator, and members of the board to set meeting agendas, facilitate the flow of necessary information, and respond to community issues and queries.
3. Sign legal assurances, correspondence, and contracts on behalf of the board as required by law, policy, or vote of the board.
4. Represent the board, or designate others to represent the board, as requested, in executive meetings with community and business leaders or elected officials to promote perform their duties.

The board vice president will:

1. Advise and assist the president as needed.
2. Substitute for the president as required.
3. Attend meetings with or at the request of the president and superintendent.
4. Keep the board appropriately informed of issues or data that would help members

Board leadership may speak for the board, or designate others to speak for the board, when requested to do so by vote or consensus of the board communication, without binding the board to a specific decision or position.

New Board Member Orientation

Following the election or appointment of new members, the superintendent and board leadership will provide for an orientation, as to the board's operation and processes, the working relationships with the Superintendent of Schools and staff of the Box Elder School District, and substantive background information pertaining to school system issues and procedures. A copy of this handbook will be provided online. New board members are also encouraged to attend the orientation session organized by the Utah School Boards Association (USBA).

Board of Education Code of Conduct

The members of the Board of Education agree to abide by the following norms of behavior, both as they govern the conduct of board meetings and as they govern the actions of individual board members. These norms will provide an orderly way to conduct public business, promote an atmosphere of mutual respect, and establish a level of expectation for those who aspire to become school board members in the future.

Board members shall:

1. Represent the Board with dignity, honesty, and integrity.
2. Attend meetings regularly, prepared, professional, engaged, and dedicated to accomplishing and adhering to the agenda.
3. Support efforts to focus on the important matters, remembering that the student is always our most important matter.
4. Communicate effectively, early, and often with each other and with others concerned, seeking to make your own ideas clear while respecting the different opinions of others.
5. Be loyal to the Board and work to achieve unity by supporting its decisions, even though you may personally espouse a different view.
6. Value civility and avoid contention realizing conflict on some issues is inherent and not undesirable.
7. Represent and seek to understand the needs of all students, staff and citizens in the District without partisanship.
8. Work effectively with the Superintendent, and through him/her, with the staff throughout the District.
9. Develop and improve Board skills by establishing goals, measuring progress, and participating in a variety of training opportunities
10. If at all possible Board members should notify the Superintendent or the Board President well in advance of any concerns or questions regarding the Board agenda so that they can be resolved in advance if possible.

Board Member Commitments and Ethics

The Board and its members commit to standards of conduct that are consistent with the public trust placed in elected officials. Accordingly, the Board and its members will:

1. Strive to make policies that promote the educational growth and development of all students;
2. Endeavor to appoint the most competent person available as superintendent of schools and hold that superintendent responsible for carrying out the vision, mission, and goals of the District in the administration of its schools;

3. Support and allow administrators, teachers, and staff to function in their authorized capacities while holding employees responsible for carrying out the District's vision, mission, and goals in their respective roles;
4. Seek to employ the best qualified personnel available without regard to race, color, sex, pregnancy, religion, national origin, age, marital status, disability, sexual orientation, or gender identity—except when justified to meet a bona fide occupational requirement (see [20 U.S.C. 1681 et seq.](#); [Utah Code § 34A-5 et seq.](#));
5. Promulgate policies and procedures dedicated to maintaining a learning and working environment in the District free of discrimination and unlawful harassment, including sexual harassment;
6. Promulgate policies and procedures that ensure operational transparency, including directing employees to maintain, manage, and where appropriate, produce records consistent with federal and state laws (see [20 U.S.C. § 1232g](#); [34 C.F.R. Part 99](#); and [Utah Code § 53E-9 et seq.](#));
7. Attend Board meetings, insofar as possible, being informed and prepared to discuss and act upon the items on the Board agenda;
8. Conduct Board business in compliance with the [Utah Open Meetings Act \(Utah Code § 52-4-1 et seq.\)](#);
9. Exercise Board authority exclusively to perform legislative and judicial functions;
10. Encourage free expression of opinion and seek regular communication and feedback from the public;
11. Work toward consensus in Board decision making and foster respectful and civil working relationships with other Board members and with the superintendent and District staff while recognizing the value of diverse perspectives and differences of opinion; and
12. Strive to be effective educational leaders by participating in professional development, studying education issues, fulfilling assigned Board duties, building relationships with community organizations and leaders, communicating with constituents, and advocating for public education.

A. Board of Education Code of Ethics

1. Members of the Board may receive compensation for services and necessary expenses in accordance with [Utah Code § 53G-4-204](#). For purposes of Utah Retirement Systems (URS) coverage, however, duly elected members of the Board are classified as part-time employees and ineligible for URS benefits.
2. Members of the Board may not use their position, or information acquired by reason of their position, for any improper or unlawful purpose including substantially furthering personal economic interests or securing special privileges or benefits for themselves or others that would impair the members' independent judgement or interfere with the ethical performance of the members' duties in

violation of [Utah Code, § 67-16-4](#).

3. The Board will officially accept gifts and donations on behalf of the District; such acceptance, however, shall not obligate the Board to act in any way contrary to the best interests of students and the public. Further, the Board or its members shall not request, demand, or accept personally or on behalf of the District, a loan, donation, gift of substantial value, or an economic benefit tantamount to a gift in violation of [Utah Code §§ 67-16-5 to 5.6](#)
4. The Board and its members shall not misappropriate or misuse public funds or resources and shall be responsible fiscal managers of public funds. Expenditure of public funds shall only be made in accordance with federal or state law and District policies.
5. Members of the Board shall disclose any compensation or any position (whether officer, director, agent, employee, or owner of a substantial interest) in any business entity that does business with or is subject to the regulations governing the District or other public agency in a sworn affidavit and file it with the state attorney general, the District, and any other agency involved in the business or transaction consistent with [Utah Code §§ 67-16-6 to 8](#). Further, members of the Board shall have no personal investments and/or conduct any business creating a substantial conflict of interest between Board members' private interests and their public duties in violation of [Utah Code § 67-16-9](#).
6. Members of the Board shall maintain the confidentiality of information obtained in executive session or other confidential information otherwise obtained in an official capacity.
7. Members of the Board have no individual authority to act on behalf of the Board and the Board only exercises its authority as a body by taking official action through voting in a duly scheduled Board meeting. Individual Members of the Board should not speak on behalf of the Board without prior Board approval.

Members of the Board shall abide by state and federal laws and District policies and refrain from personal or professional conduct that would bring censure, ridicule, damage, or reproach upon the Board or the District.

Disciplining Board Members

If a member of the Board of Education violates the Code of Conduct or the ethical assurances outlined in [Board Policies 1034](#) and [1035](#), the board president and vice president will speak to that member about his or her responsibilities. If disruptive or destructive behavior occurs, the board may issue a formal reprimand by a vote of five members.

Policies Governing the Board

Detailed information about the board's process of conducting meetings and other guidance around board operation can be found in [School Board Policy Article 1](#).

Links to other helpful resources, including specific citations to Utah Code, are included with the appropriate policy on the district's website.

Guidelines and Parliamentary Motions

The following guidelines and examples have been taken from the Utah School Boards Association book titled *Coming to Order*, which is available on the USBA website. The Box Elder School District Board of Education appoints a Business Administrator who serves as the board's parliamentarian:

1. A board should agree on and adopt an agenda format that it will follow at regular meetings.
2. Action items on the agenda require:
 - a motion by a board member,
 - a second to the motion (required by most boards but not all),
 - a discussion of the motion by board members, and
 - a vote by board members.
3. Other than the consent agenda, each motion should be limited to one idea or issue.
4. No new motion may be made while another is being discussed.
5. A motion may be amended and votes on the amendments must be taken before acting on the original motion.
6. Before a vote on a main motion is taken, business can be interrupted by a motion:
 - to table the main motion,
 - to postpone action,
 - to refer the motion to a committee,
 - to withdraw it from consideration, or
 - to adjourn the meeting.

The subsidiary motions must be disposed of prior to action on the main motion.
7. Debate can be closed formally with a motion to move the question and a two-thirds affirmative vote.
8. When a Board member wishes to speak in board meeting, he/she should request to be recognized by the Board President before speaking. He/she may gain recognition by the President by raising a hand or speaking audibly, "Mr./Mrs. President". Once recognized the Board member should address the Board.

9. When the president senses the discussion has ended, a vote may be taken without a formal motion to close debate unless a member objects.
10. Some motions, such as a motion to adjourn, are not debatable. See the “Simplified Chart of Parliamentary Motions” on page 10.
11. Before a motion is voted upon, it should be repeated aloud.
12. The president, by virtue of membership on the board, is expected to vote on each issue before the board.
13. The president should indicate before each vote whether a simple or special majority is required.
14. The president should keep readily at hand a reference guide, such as the chart of parliamentary motions.

Simplified Chart of Parliamentary Motions

Motion & Order of Precedence	You Say:	Debatable	Amendable	Vote Required
Adjourn	I move to adjourn	No	No	Majority
Recess	I move to recess for	No	No	Majority
Close Debate	I move the previous question	No	No	2/3
Postpone Definitely	I move to postpone the motion to	Yes	Yes	Majority
Refer to Committee	I move to refer the motion to	Yes	Yes	Majority
Amend the Amendment	I move to amend the amendment by	Yes	Yes	Majority
Amend or substitute	I move to amend the motion by	Yes	Yes	Majority
Main motion	I move to	Yes	Yes	Majority
Reconsider		Yes	Yes	Majority
Rescind		Yes	Yes	Majority (with notice)

Incidental Motions				
No order of precedence. Arise incidentally and decided immediately				
Point of Order (to enforce rules)	Point of Order	No	No	None
Parliamentary Inquiry	Parliamentary questions	No	No	None
Withdraw or Modify a Motion	I withdraw (or modify) my motion	No	No	Majority

Board Policies Relevant to Board of Education Legal Status, Responsibilities, and Ethics

Policy 1010 School Board’s Legal Status

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371387/1010-School_Board_Legal_Status.pdf

Policy 1020 Board Power and Duties

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371388/1020-Board_Powers__Duties.pdf

Policy 1025 Administration Relations

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371389/1025-Administration_Relations.pdf

Policy 1034 Board of Education Code of Conduct

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371392/1034-Board_of_Education_Code_of_Conduct.pdf

Policy 1035 Board Member Commitments and Ethics

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371393/1035-Board_Member_Commitments_and_Ethics.pdf

Policy 1036 Conflict of Interest: Board Member and Employee

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371394/1036-Board_Member_Employee_Conflict_of_Interest.pdf

Policy 1037 Employment/Assignment of Relatives (Nepotism) (Reference - [Utah Code 52-3](#))

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371395/1037-Employee_Assignment_of_Relatives.pdf

Board Policies Relevant to School Board Meetings

Policy 1070 Board Meeting Procedures

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371399/1070-Board_Meeting_Procedures.pdf

Policy 1072 Board Meetings: Notice Requirements

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371400/1072-Board_Meetings_Notice_Requirements.pdf

Policy 1074 Board Meetings: Closed Meetings

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371401/1074-Board_Meetings_Closed_Meetings.pdf

Policy 1080 Board Committees

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371402/1080-Board_Committees.pdf

Policy 1090 Rules of Order

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371403/1090-Rules_of_Order.pdf

Policy 1100 Minutes

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371404/1100-Minutes.pdf

Policy 1110 Public Participation in Board Meeting

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371405/1110_Public_Participation_in_Board_Meeting.pdf