BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING
Detailed Agenda
Wednesday, November 11, 2026
ILSC Building, 960 South Main, Brigham City,
Utah 84302

"Always consider the effects on our students."

A. **If ADA accessibility is needed to attend this meeting, please contact the District Office at 435-734-4800 before 4:00 p.m. the day prior to the meeting.**

B. **Work Session** - **5:30 p.m.**

1. **Fee Waiver Amount Discussion**
AJ Gilmore, Asst. Superintendent of Secondary Teaching & Learning
2. **Boundary Planning**

C. **Administrative** - **6:30 p.m.**

1. **Call to Order**
Tiffani Summers, Board President
2. **Reverence**
AJ Gilmore, Asst. Superintendent of Secondary Teaching & Learning
3. **Flag Salute/Pledge of Allegiance**
Allie Sorensen, Student Board Member
4. **Recognitions**
Jamie Kent, Public Information Officer
   a. **Five C's Recognitions:**
      Connections: Tyson Heaton, BEHS Social Studies Teacher
      Communication: Taylor Jackson, BRHS Assistant Principal
      Collaboration: Golden Spike First Grad Team - Tayler Kent, Jamie Keller, Riley Davis, Heather Droubay, Michele Simpson, Carmina Leal
      Contribution: Coby & Tangi Reese and Stacie Sorensen - Twisted Sugar and Bear River Floral
      Career Readiness: Thomas Kramer, BRHS/BRMS Counselor
   Jamie Kent, Director of Public Relations

D. **Approval of Agenda** - **6:45 p.m.**

E. **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.

F. **Action Items** - **7:20 p.m.**

1. **Approval of 2027-28 District Calendar** **4**
Coerina Fife, Executive Director of Personnel and Title IX
2. **Approval of BESD Becoming a Vendor for Utah Fits All Scholarship** **5**
AJ Gilmore, Asst. Superintendent of Secondary Teaching & Learning
3. **Approval of Amendment to BEHS 2026-27 School Land Trust Plan** **7**
4. **Approval to Increase the Undistributed Reserve Fund**
Neil Stevens, Business Administrator

G. **Information Items** - **7:40 p.m.**

1. **RISE and Utah Aspire Plus Data**
Jeff Morris - Assessment Director
2. **BESD Online Program**
David Blake, Ed Tech and Appel Specialist
3. **Monthly Financial Report**

Neil Stevens, Business Administrator

a. **Proposed Budget Adjustment to Pay Off GO Bond in December Board Meeting**
Neil Stevens, Business Administrator

4. **Board Committee Reports**
   a. **Student Board Member Report**
5. **Employee Appreciation**
   a.

October	Teacher	Support
BRHS	Melissa Ingrum	Annie Starnes
BRMS	Joanne Mortenson	Alicia Johnston
ACHI	Jeremy Webb Jr.	Chelsie Nelson
BEHS	Wendy Van Dyke	Teresa Roubidoux
BEMS	MaryKay Johnson	Kayleen Lee
ACYI	JaNell Mathews	Rachel Richards
Sunrise	Anne Turner	Hunter Morgan
Century	Kamerie Anderson	Blythe Chournos
Discovery	Kaitlin Bott	Monica Glover
Fielding	Heather Young	Dani Knuchel
Garland	Tenaya Madsen	Shirlene Womack
Golden Spike	Heather Droubay	Gregory Steed
Lake View	Brenda Lopez	Deann Turner
McKinley	Tiffany Reed	MaKenna Wright
North Park	Jamie Owen	Ladean Bitner
Three Mile Creek	Heidi Murdock	BriAnn Peterson
Willard	Krisha Obray	Michelle Warner
Western	Alexey Jones	McKinzie Richins

H. **Policy Review** - **8:05 p.m.**

1. **First Reading**
   a. Policy 3007 Employment - Staff Code of Conduct 9
   b. Policy 3044 Orderly School Termination for Employees 18
   c. Policy 3087 Personal Protective Equipment & Safety 30
   d. Policy 3098 Employee Surveys 33
   e. Policy 3099 Reporting of Student Prohibited Acts 35
   f. Policy 4130 Participation in Online Education 36
   g. Policy 4135 Dual Enrollment 40
   h. Policy 5055 Vision Screening 41
   i. Policy 5070 Communicable Diseases 42
   j. Policy 5100 Student Records 44
   k. Policy 5224 Non-enrolled District Student's Participation in Activities 66
   l. Policy 5230 Student Fees, Fines, and Charges 75
   m. Policy 5380 Notification Received from Juvenile Courts 98
   n. Policy 5390 Student Toilet Training 102
   o. Policy 6000 Public Records Access and Management
   p. Policy 6023 School Climate Surveys 105
   q. Policy 6060 Conduct on School Premises 108
2. **Second Reading**
   a. Policy 1020 Board Powers and Duties 117
   b. Policy 1225 School Size - Elementary School 122

c. Policy 2229 Transportation: Route Planning 127
d. Policy 2231 Transportation: School Site Selection 130
e. Policy 2232 Transportation: Director of Transportation 131
f. Policy 2233 Transportation: Operators and Mechanics 134
g. Policy 2234 Transportation: Student Management 138
h. Policy 2235 Transportation: Lights and Railroad Crossings 142
i. Policy 2236 Transportation: Emergencies 143
j. Policy 3041 Educator Evaluation 146
k. Policy 4016 Evaluation and Selection of Instructional Material 159
l. Policy 4037 Reading Achievement for K-3 171
m. Policy 4068 Special Programs: Alternative Language Program 183
n. Policy 4077 Course Disclosure Statements - Secondary 188
o. Policy 4078 Class Disclosure Statements - Elementary 190
p. Policy 4105 Sex Education 192
q. Policy 4115 Grading: Course Grade Replacement 200
r. Policy 5321 Educational Field Trips 204
s. Policy 6018 Parental Participation 209
t. Policy 6045 Education Hotline Complaints 212
u. Policy 6050 Community and Political Party Use of School Facilities 219

I. **Consent Items** - **8:15 p.m.**
1. **Minutes** **223**
2. **Claims** **225**
3. **Personnel**

J. **Suggestions for Future Board Meetings** - **8:20 p.m.** **242**

K. **Upcoming Events**
1. New Board Member Training - December 5, 2026 8:00 to 1:30, Provo Marriott
2. USBA Conference - January 7-9, 2026

L. **Closed Session to Discuss Pending or Reasonably Imminent Litigation** - **8:25 p.m.**

M. **Adjournment** - **9:00 p.m.**

The next meeting of the Board of Education will be held on Wednesday, November 18, 2026, with a Work Session at 6:30 p.m. at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

BOX ELDER SCHOOL DISTRICT
Learning is Everything

Contracted PD Days in red

Draft Box Elder School District 2027-2028

July 2027

S	Mon	Tues	Wed	Thurs	Fri	S
				1	2	3
4	***5 4th of July Observed***	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	***23 Pioneer Day Observed***	24
25	26	27	28	29	30 0/20	31

August 2027

S	Mon	Tues	Wed	Thurs	Fri	S
1	2 Secretary Mtg.	3 Admin Mtg. EL Training	4 Admin Mtg. EL Training	5	6	7
8	9 New Teacher	10 Health Fair	11 Counselor Meetings	12 SPED	13	14
15	16 Staff Mtg PD B2S K-5	17 School PD B2S 10-12	18 District PD B2S 6-9	19	20	21
22	23	24 Box Elder County Fair	25	26	27	28
29	30 First Day of School, Early Out-Elem	31 Early Out - Elem Only			4/22	

September 2027

S	Mon	Tues	Wed	Thurs	Fri	S
			1 Early Out - Elem Only	2 Early Out - Elem Only	3 Early Out - all	4
5	***6 Labor Day***	7 No School for Kindergarten Testing by Appointment	8	9 Kindergarten Intake	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	21/21	

No School for Kindergarten Testing by Appointment

October 2027

S	Mon	Tues	Wed	Thurs	Fri	S
					1	2
3	4 HS/Int P/T Conf	5 MS P/T Conf	6	7	8	9
10	*11*	12	13	**14 Fall Break**	**15 Fall Break**	16
17	*18*	19	20 K-5 P/T Conf Early Out Elem Only	21 K-5 P/T Conf Early Out Elem Only	22	23
24	25	26	27 Sunrise P/T Conf	28	29 19/19	30

November 2027

S	Mon	Tues	Wed	Thurs	Fri	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23 End of Tri 1 (61 days)	24 PTC Comp Day	***25 Thanksgiving Break***	***26 Thanksgiving Break***	27
28	29 Begin 2nd Tri	30			20/20	

December 2027

S	Mon	Tues	Wed	Thurs	Fri	S
			1 DLI Open Enrollment	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 Winter Break	21 Winter Break	*22 Winter Break*	***23 Winter Break***	***24 Winter Break***	25
26	***27 Winter Break***	***28 Winter Break***	***29 Winter Break***	***30 Winter Break***	***31 Winter Break*** 14/16	1 New Year's Day

January 2028

S	Mon	Tues	Wed	Thurs	Fri	S
2	3 School Resumes	4	5	6	7	8
9	10 HS/Int P/T Conf	11 MS P/T Conf	12	13	14	15
16	***17 Martin-Luther King Jr Day***	18	19	20	21	22
23	24	25	26	27	28	29
30	31				20/20	

February 2028

S	Mon	Tues	Wed	Thurs	Fri	S
		1	2	3	4	5
6	7	8	9 Sunrise P/T Conf	10	11	12
13	***14 President's Day***	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29			20/20	

March 2028

S	Mon	Tues	Wed	Thurs	Fri	S
			1	2	3 End of Tri 2 (60 days)	4
5	6 District PD Day (no students)	7 Begin 3rd Tri	8	9	10	11
12	13	14	15 K-5 P/T Conf Early Out Elem Only	16 K-5 P/T Conf Early Out Elem Only	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31 22/23	1

April 2028

S	Mon	Tues	Wed	Thurs	Fri	S
2	3 **Spring Break	4 Spring Break - PTC Comp Day	5 Spring Break	6 ***Spring Break***	7 ***Spring Break***	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30					16/18	

May 2028

S	Mon	Tues	Wed	Thurs	Fri	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	***29 Memorial Day***	30	31 Early Out		22/22	

June 2028

S	Mon	Tues	Wed	Thurs	Fri	S
				1 Last Day of School-Early Out	2 Teacher Prep Day (no students)	3
4	5	6	7	8 Admin Mtg.	9	10
11	12	13	14	15	16	17
18	***19 Juneteenth Observed***	20	21	22	23	24
25	26	27	28	29	30 2/21	

No School for Students
Beginning and End of School
** April 3, 2028 - Designated Snow Days

Kindergarten Testing by appt at each school
Parent Teacher Conferences
Start/End of Trimester

Approved by School Board:
For 12-month & ESP employees, holidays are marked in bold and italicized
*Optional Teacher prep days - Must choose 3.

960 South Main
Brigham City, UT 84302
435-734-4800
Fax 435-734-4833
www.besd.net

Box Elder School District

*Participation Fees for **Utah Fits All Scholarship** (UFA)Recipient Students*

Invoice for Academic Courses, Co-curricular Courses or Extra-curricular Activities, grades 6-12

_____ agrees to allow _____
(Parents of Utah Fits All Scholarship Recipient) *(Student Name, First and Last Legal Name)*

to enroll in academic/co-curricular/extra-curricular program(s) at _____
(Local School Name)

Conditions for Enrollment in Box Elder School District Secondary Schools:

(Utah Fits All Scholarship requirements are found in the Utah Fits All Handbook.)

- **Must provide a copy of your Utah Fits All Scholarship award letter for the school to keep.**
- **All other documentation for enrollment. The student will be enrolled as a non-attender.**
- **Tuition Fees**: The **Utah Fits All Scholarship Recipient** is responsible for a **$500 per trimester class (½ credit) selected.**
- **Additional Class Fees:**The **Utah Fits All Scholarship Recipient** is responsible to pay any fee outside the included services provided BESD Approved School Fees List. For example - an ACHI student who takes band and goes on the trip will be responsible for the $15 fee or any student wanting a year book will be responsible for that fee. Or, $99 for an AP test for the AP class.
- **Other Fees including Extracurricular Fees**: The **Utah Fits All Scholarship Recipient** will pay the associated fees per the BESD Approved School Fees List.

Invoice to Parents: _____ **Invoice Date:** _____ **Due Date:** 1 month from today

Fee Types:	**Price - See BESD Approved Fee List**	**Quantity**	**Subtotal**
Tuition for Class	$500 per class per tri		
Additional Class Fees			
Extracurricular Fees			
Driver Education Fees	$350 (online course, driving and test)		
AP Testing Only	$149 (registration $50 & test $99)		
Thank you for your purchase!!		Total	$

The **Parents of Utah Fits All Scholarship Recipient** agrees to submit this invoice **within 5 days** through Stripe, per the guidelines from the Utah Fits All Scholarship, to ensure payment in a timely manner.

Parent or Guardian Approval

Printed Name of Parent or Guardian Signature — Relationship to Student

Parent or Guardian Signature — Date

School of Enrollment Approval

Authorized School Personnel Signature — Position — Date

Copies made for: 1) Parent of (UFA) Scholarship Recipient 2) School financial secretary 3) Accounts receivable- District Office

Updated: Nov. 3, 2026

Recommendation to approve

Submitted by: A.J. Gilmore, Assistant Superintendent for Secondary Teaching and Learning

Recommendation:
It is recommended that the Box Elder School Board of Education approve the designated fees of a Utah Fits All Scholarship recipient who chooses to receive services in Box Elder School District.

Recommended Motion:
I move that we approve the designated fees of a Utah Fits All Scholarship recipient who chooses to receive services in Box Elder School District.

Background:
By becoming a vendor for UFA, it allows parents and families to choose to participate in classes in BESD, grades 6-12. Only classes that UFA students cannot participate in are concurrent enrollment classes. District website link for more information - https://www.besd.net/page/utah-fits-all-scholarship

Policy Implications:
None

Financial Implications:
None, students will be paying fees to participate.

Staff Implications:
UFA students will only be admitted if there is space in the class(es). They will join the class and participate like any other student.

Recommendation for approval of the revision to Box Elder High 2026-27 SLT Plan.

Submitted by: A.J. Gilmore, Assistant Superintendent of Secondary Teaching and Learning on behalf of Robbie Gunter, Box Elder High School Principal

Recommendation: It is recommended that the Box Elder School District Board of Education approve the Revision to Box Elder High School Land Trust Plan as submitted.

Recommended Motion:
I move that the BESD Board of Education approve Box Elder High School's revision to their School Land Trust Plan in Box Elder School District for the 2026-2027 school year.

Background
We are requesting a budget revision to our 2026-27 Plan because of the change in pay structure for our instructional coach. We set aside a portion of his salary from our 2026-27 plan and found out that it will be paid from the district. We have $37,503 set aside for the salary.

Proposed Plan & Budget Adjustments
We would like to reallocate that to teacher professional development, to include Learning and the Brain Conference and a Professional Learning Community training.

- The Learning and the Brain Conferences are in San Francisco (February) and New York City (April).
- The PLC training will be in the summer of 2027 or we will have an expert visit BEHS 3rd trimester to work with our teams.

Financial Implications
There are no negative financial consequences to this change. It simply allows us to spend our Allocated money to help meet our goal.

Policy Implications
There are no policy implications. All reallocated funds will be used according to district and state guidelines for approved educational purposes.

Staff / Student Implications
This will allow us to impact more teachers and improve learning in the classroom for all students with an emphasis on students with disabilities.

Box Elder High School

Home of the Bees

380 South 600 West
Principal
Brigham City, UT 84302
Phone: 435.734.4840
Fax: 435.734-4846



Robbie Gunter -

Dawn Richards- AP
Jace McKee - AP
Jesse Roberts - AD/AP

August 19, 2025

Dear Mr. Gilmore,

Box Elder High needs to make a change to our 2026-27 School Lands Trust Plan because of the change in pay structure for our instructional coach. We set aside a portion of his salary from our 2026-27 plan and found out that it will be paid from the district.

We have $37,503 set aside for the salary. We would like to reallocate that to teacher professional development, to include Learning and the Brain Conference and a Professional Learning Community training. The Learning and the Brain Conferences are in San Francisco (February) and New York City (April). The PLC training will be in the summer of 2027. This will allow us to take 15-25 teachers to these conferences to improve learning in the classroom with a focus on learners with disabilities, which will lead to an improved graduation rate.

Let me know if you need further clarification or have any questions.

Sincerely,

R. Gunter

Robbie Gunter
Box Elder High School Principal

POLICY 3007

Employment – Staff Code of Conduct

A. Definitions

1. Abuse

   a. "Physical abuse" means abuse that results in physical injury or damage.

   b. "Sexual abuse" has the same meaning as defined in Utah Code § 80-1-102(81).

   c. "Verbal abuse" means repeatedly communicating in an objectively demeaning or disparaging manner which creates a hostile, intimidating, abusive, offensive, or oppressive learning environment.

   d. "Mental abuse" means a pattern of sustained and repetitive acts or inappropriate statements that cause fear, lower self-esteem, or manipulate the person to control behavior. Examples of actions or statements that could be part of such a pattern include intimidation, threatening harm, destruction of property, insults or putdowns, arbitrary and unpredictable inconsistency, and denial that prior abusive incidents occurred. (Appropriate statements or actions taken in imposing discipline for misconduct do not constitute mental abuse.)

      Utah Admin. Rule R277-217-3(3) (November 21, 2025)

2. "Boundary violation." A boundary violation occurs when a staff member crosses verbal, physical, emotional, or social lines with a student or minor that must be maintained to ensure structure, security, and predictability in an educational environment. Depending on the circumstances, the following may constitute a boundary violation:

   a. Isolated, one-on-one interactions with students out of the line of sight of others;

   b. Meeting with a student or students in rooms with covered or blocked windows;

   c. Telling risqué jokes or using profanity in the presence of a student;

   d. Employing favoritism to a student;

   e. Inappropriate gift giving to an individual student;

f. Uninvited or inappropriate touching;

g. Photographing an individual student for a non-educational purpose or use;

h. Engaging in inappropriate or unprofessional conduct outside of educational program activities;

i. Exchanging personal email or phone numbers with a student for a non-educational purpose or use;

j. Interacting privately with a student through social media, computer, or handheld devices; and

k. Discussing with a student inappropriate details about the staff member's personal life or personal issues or a student's personal life or personal issues.

3. It is NOT a boundary violation to:

a. Offer praise, encouragement, or acknowledgement;

b. Offer rewards available to all who achieve;

c. Ask permission to touch for necessary purposes;

d. Give a pat on the back or a shoulder;

e. Give a side hug;

f. Give a handshake or "high five";

g. Offer warmth and kindness;

h. Use public social media alerts to groups of students and parents; or

i. Engage in contact permitted by an IEP or 504 plan.

Utah Admin. Rules R277-210-2(6) (November 21, 2025)

4. It is not a boundary violation when a student acts or speaks in inappropriately familiar ways with a staff member without having been prompted to do so by the staff member, but such incidents must be promptly documented and reported to the staff member's supervisor or the building principal and the student should be given

guidance on proper student-staff relationships as directed by the supervisor or principal.

5. "Bullying" means the same as that is defined by Policy 3010 Employee Bullying and Hazing.

6. "Consensual sexual activity" means sexually explicit conduct involving an individual or consenting adults.

   Utah Admin. Rules R277-210-2(11) (November 21, 2025)

7. "Cyberbullying" means the same as that is defined by Policy 3010.

8. "Minor" means an individual under the age of 18 or an individual who an educator reasonably believes is under the age of 18 under the circumstances of the interaction.

   Utah Admin. Rules R277-210-2(36) (November 21, 2025)

9. "Neglect" has the same meaning as defined in Utah Code § 80-1-102(59).

   a. The term "parent" means the natural or adoptive or step or foster parent of a child or legal guardian who acts in the place of a parent.

      Utah Code § 80-1-102(58) (2025)

10. "Staff" means an employee or any contractor or volunteer with unsupervised access to students.

    Utah Admin. Rule R277-322-2(3) (August 7, 2024)

B. Professional Conduct

1. District staff are expected to comply with all District policies and to adhere to all requirements of the law.

2. District staff are further expected to act professionally.

   a. ~~This includes communicating in a civil manner and not promoting personal opinions, issues, or political positions as part of the instructional process in a manner inconsistent with law.~~ Employees shall communicate civilly with all stakeholders, including, but not limited to, students, colleagues, families, and community members.

b. Employees shall refrain from promoting personal opinions, issues, or political positions as part of the instructional process, consistent with law.

c. ~~It further includes~~ District staff are expected to act with integrity and honesty in relationships with others and in conducting any financial business, including ~~and~~ accounting for funds honestly and with integrity.

d. District staff are expected to comply with appropriate dress and grooming standards as established by District policy, supervisor directives, and generally accepted professional standards.

e. District employees are required to report arrests and convictions as provided for in Policy 3035 Employee Criminal Background Checks & Arrest Disclosure Requirements.

Utah Admin. Rules R277-217-2, -3, -4, and -5 (November 21, 2025)

3. District staff are expected to observe and adhere to practices of confidentiality, privacy, and discretion. Confidentiality ensures that information is accessible only to those authorized to have access.

   a. Any information obtained during the scope and course of employment regarding an individual's educational record, including, but not limited to: health, behavior, schedule, home conditions, financial status, or employment record should be considered confidential, no matter how trivial it may seem.

      1) This includes information that may have been observed, written, verbally shared, or electronically transmitted.

4. District staff are prohibited from being under the influence of, using, possessing, or distributing any alcoholic beverage, tobacco product (including electronic cigarettes), or controlled substance at school or at a school-related activity where the staff member is functioning as such, as outlined in Policy 3070 Alcohol and Drug Abuse: Employees. District staff are prohibited from providing alcohol or unauthorized drugs to students or from allowing students under the supervision or control of the staff member to use alcohol or unauthorized drugs. District staff are further expected to support District efforts to reduce inappropriate drug use and alcohol or tobacco use among students.

   Utah Admin. Rules R277-217-2(12) to (14) (November 21, 2025)

5. District staff may not engage in consensual sexual activity on school grounds, during contract hours, or while responsible for actively supervising students. District staff are prohibited from knowingly viewing, accessing, or possessing pornographic or indecent material in any form (print, electronic, or otherwise) while on school premises or at a school-related activity or by using District devices, internet access, or other resources, including equipment provided to the District through an education service provider. District staff may not knowingly use, view, create, distribute, or store pornographic or indecent material involving children at any time. District staff may not expose students to sensitive material as defined by Utah Code § 53G-10-103 and as determined by the District. (This restriction does not apply when District staff access pornographic or indecent material for the limited purpose of investigating a violation of this restriction or to enforce this restriction.) District staff may not expose a student to materials that are inappropriate given the age and maturity of the student.

   Utah Admin. Rule R277-495-4(1)(c) (October 8, 2025)
   Utah Admin. Rule R277-217-2(5), (18) to (22) (November 21, 2025)
   Utah Code § 76-5c-208 (2026)

C. Professional and Ethical Relationships with Students

1. District staff are to comport themselves in a way that contributes to maintaining and fostering a positive, effective, non-disruptive and safe learning environment for students.

   a. This includes maintaining professional and appropriate demeanor and relationships with students, both during and outside of school hours and on and off campus and through in-person and electronic interactions (through devices or social media).

   b. This also includes respecting appropriate intrapersonal boundaries in interacting with students and avoiding behavior that could reasonably lead to the appearance of impropriety.

      1) An educator may not invite, suggest, or encourage a student to reconsider or change the student's sexual orientation or gender identity.

   c. An educator may not use his or her position, through language, instruction, materials, or symbols, to actively endorse, promote, or disparage another individual's race; color; religious belief; sex; national origin; marital status; political belief or creed; physical or mental condition; family, social, or cultural background; sexual orientation; or gender identification.

2. Staff are prohibited from engaging in the following conduct towards students:

   a. Abuse (physical, sexual, verbal or mental, as defined above);

   b. Bullying, cyberbullying, harassment (including sexual harassment), or hazing;

   c. Discrimination or harassment based on race, color, ethnicity, national origin, sex, gender identity, sexual orientation, religion (or lack of religious affiliation or belief), political viewpoint or disability;

   d. Boundary violations;

   e. Sharing any sexually explicit or lewd communication, image, or photograph;

   f. Allowing students in their homes for a school-related social activity without prior written permission of the principal;

   g. Dating or any type of romantic or sexual relationship or conduct;

   h. Requests for sexual activity or sexually suggestive comments; or

   i. Touching a student in a way that makes a reasonably objective student feel uncomfortable.

   Utah Admin. Rules R277-217-2(4) to (7), (9), (25) to (28) (November 21, 2025)
   Utah Admin. Rules R277-217-3(2), (3) (November 21, 2025)
   Utah Admin. Rules R277-322-2(2, (4) (August 7, 2024)
   Utah Admin. Rules R277-322-3(3)(a) to (j) (August 7, 2024)
   Utah Code § 53H-1-504(1), (2) (2025)
   Utah Code § 63G-7-301(3)(a)(i), (b) (2025)

3. The foregoing prohibitions apply to staff interaction with any student presently enrolled in the District and to staff interaction with any student who was enrolled in the District within the time period two (2) years before the conduct in question. In addition, District staff may not knowingly engage in sexually explicit conduct with a former student within two (2) years of the student graduating or officially exiting from high school where the staff member works.

   Flaskamp v. Dearborn Public Schools, 385 F.3d 935, 944 (6th Cir. 2004).
   Utah Code § 76-5-422 (2025)
   Utah Admin. Rules R277-210-2(44), (50) (November 21, 2025)
   Utah Admin. Rules R277-217-2(6) (November 21, 2025)

4. The District recognizes that in circumstances where a staff member and a student have a relationship which is independent of and does not arise out of the school context, interactions which would be a boundary violation in the absence of that independent relationship may not constitute a boundary violation. (Examples of such independent relationships include where the staff member and student are family members or otherwise closely related or where the staff member and student are both affiliated with a non-school organization and the interaction relates to or arises out of that relationship.) The other prohibitions listed above apply regardless of the existence of an independent, non-school relationship.

5. Violation of any of the prohibitions of this policy is grounds for employee disciplinary action up to and including termination of employment and for action up to and including termination of the District's relationship with a contractor or volunteer.

D. Reporting Requirements

1. Staff members are required to promptly report any suspected incidents of abuse (physical, verbal, sexual, or mental) or neglect, including suspected incidents of child abuse as provided in Policy 5090 Child Abuse/Sexual Abuse and Human Trafficking Prevention Training and Reporting. Staff members are also required to report incidents of student prohibited acts which include hazing and demeaning or assaultive behavior. Staff members shall also report incidents of bullying, cyberbullying, and harassment.

   Utah Admin. Rules R277-322-3(3)(c), (k)(i) (August 7, 2024)

2. Staff members are also required to report any instance of violation of this Code of Conduct policy, including but not limited to instances of sexual harassment as provided by Policy 3015 Title IX Sexual Harassment. If a staff member becomes aware that a student has initiated any interaction with a staff member which would be improper or inappropriately familiar, the staff member must promptly document and report that incident.

   Utah Admin. Rule R277-322-3(4)(a) (August 7, 2024)

3. Staff members should report any instances where the staff member knows or has reason to believe that a staff member holding a Utah educator or administrative license has violated the Utah Educator Standards.

   Utah Admin. Rule R277-322-3(4)(b) (August 7, 2024)

E. Reporting Procedures

1. Reports required under this Code of Conduct shall be made as follows: Reports regarding child abuse or neglect shall be made according to Policy 5090. Reports regarding sexual harassment shall be made according to Policy 3015. Other reports required by this Code of Conduct shall be made to the staff member's immediate supervisor or the building principal. However, if the person who would receive the report is the person whose conduct is in question, the report will be made instead to that person's supervisor.

   Utah Admin. Rules R277-322-3(3)(k)(i), (4) (August 7, 2024)

F. Training

1. Each staff member must annually read and sign Policy 5090 (regarding reporting of suspected child abuse) and any other policies relating to identifying or documenting child abuse.

   Utah Admin. Rules R277-322-3(3)(k)(ii) (August 7, 2024)

2. Each staff member must, at the time of initial employment and annually thereafter, be trained on the requirements of this policy and must at the time of each training sign a statement acknowledging that the staff member has read and understands this code of conduct.

   Utah Code § 63G-7-301(3)(b) (2025)
   Utah Admin. Rules R277-322-3(5) (August 7, 2024)

3. Each staff member who is either an employee or a contractor must once every three years, attend sexual abuse and human trafficking prevention training as provided for under Policy 5090.

   a. Utah Admin. Rules R277-322-3(3)(k)(iii) (August 7, 2024)
   b. *Utah Code § 53G-9-207 (2024)*

4. Each staff member who holds a Utah educator or administrative license shall become and remain familiar with the professional standards set forth in Utah Administrative Rule R277-217.

5. Each staff member who holds a Utah educator or administrative license must, each year, read and acknowledge reading Policy 6018 Parental Participation.

   Utah Code § 53G-6-806(4) (2026)

G. Public Notice of Code of Conduct

1. This policy shall be posted on the District's website.

   Utah Admin. Rules R277-322-3(3) (August 7, 2024)

POLICY 3044

Orderly School Termination for Employees

A. Definitions

1. For purposes of this policy, the following definitions apply:

   a. “Career Employee”

      1) An employee of the Box Elder School District who has obtained a reasonable expectation of continued employment. An employee who works for the Box Elder School District on at least a half-time basis or less than 30 hours per week becomes a career employee upon the successful completion of at least three (3) full consecutive academic school years with the District as a provisional employee (The Box Elder School District may extend the three-year provisional status of an employee up to an additional two (2) consecutive years). If the provisional employee starts after the beginning of the school year, that school year does not count toward "career employee" status. Successful completion is determined by performance of all contractual duties within standards acceptable to the Box Elder School District.

      2) An employee who has obtained a reasonable expectation of continued employment under this policy and then accepts a position with the District which is substantially different from the position in which career status was obtained shall become a provisional employee. An employee with career status who is separated from employment with the District and later returns to work with the District shall upon return be a provisional employee.

      Utah Code § 53G-11-501(3) (2026)
      Utah Code § 53G-11-503 (2018)

2. ”Provisional Employee”

   a. Any employee who has not achieved career employee status is a “Provisional Employee.” A provisional employee is an employee, who works for the Box Elder School District on at least a half-time basis or 30 hours or more per week, hired on an individual, one-year contract and who is not a temporary employee. Provisional employees have no expectation of continued employment beyond the current one-year contract term. Provisional employees are employed at will and their employment can be terminated at the discretion of the Board of Education except that provisional employees can be discharged during the term of each

contract only for cause. The Box Elder School District may extend the provisional status of an employee up to an additional two consecutive years by written notification to the provisional employee no later than 30 days before the end of the contract term of that individual. Circumstances under which an employee's provisional status may be extended include:

1) less-than-perfect score on a performance evaluation; or

2) receipt of complaint(s) or expression(s) of concern from a parent, co-worker, or member of the community that creates uncertainty about the employee's professionalism, performance, or character;

3) declining student enrollment in the district or in a particular program or class;

4) the discontinuance or substantial reduction of a particular service or program; or

5) budgetary concerns.

Utah Code § 53G-11-501(12) (2026)
Utah Code § 53G-11-503 (2018)

3. "Educational Support Professional Employees"

   a. Educational Support Professional Employees are all non-certified employees of the District.

4. "Temporary Employee"

   a. Temporary employees are all employees employed on a temporary basis. Employees hired after August 1st are also considered Temporary Employees. Temporary employees also include those seasonal employees who are employed for less than the full academic year. An appointment of a temporary employee may not be for a period of time greater than one year. Temporary employees are employed at the will of the District and have no expectation of continued employment and their employment may be terminated at any time without cause. Temporary employees are not career employees or provisional employees as defined by Utah Code § 53G-11-501 and the policies of this District.

   Utah Code § 53G-11-501(16) (2026)

5. "Contracted Service Providers"

a. Contracted Service Providers are individuals regardless of employment status (full or part-time) who by nature of their profession are not required to hold a professional certificate issued by the Utah State Board of Education who are paid by contract to provide specific types of services for the Box Elder School District but who are not employees, are not on the Box Elder School District payroll and do not receive the same benefits enjoyed by regular employees of the District.

6. "Extra Duty Contracts"

   a. An employee who is given extra duty assignments in addition to a primary assignment, such as a teacher who also serves as a coach or activity advisor, is a temporary employee in those extra duty assignments and may not acquire career status beyond the primary assignment. There are no rights to a due process hearing if a person is released from coaching or an extra duty position. A person may be released from a coaching or extracurricular position at the discretion of the school with notification to the Board.

7. "Employee"

   a. A person, other than the District superintendent or business administrator, who is a career or provisional employee of the District.

      Utah Code § 53G-11-501(8) (2026)

8. "Contracted Term or Term of Employment"

   a. The term of employment is the period of time during which an employee is engaged by the District under a contract of employment~~, whether oral or written~~. Notwithstanding, all contracts of employment shall be in writing.

9. "Dismissal or Termination"

   a. An employee shall be deemed to be discharged upon occurrence of any of the following events:

      1) Termination of the status of employment of an employee.

      2) Failure to renew the employment contract of a career employee

      3) Reduction in salary of an employee not generally applied to all employees of the same category employed by the District during the employee's contract term.

4) Change of assignment of an employee with an accompanying reduction in pay unless the assignment change and salary reduction are agreed to in writing.

Utah Code § 53G-11-501(6) (2026)

10. "Unsatisfactory performance"

a. A deficiency in performing work tasks which may be:

1) due to insufficient or undeveloped skills or a lack of knowledge or aptitude; and

2) remediated through training, study, mentoring, or practice.

b. Does not include the following conduct that is designated as a cause for termination or a reason for license discipline:

1) a violation of work policies;

2) a violation of District policies, State Board of Education rules, or law;

3) a violation of standards or ethical, moral or professional conduct; or

4) insubordination

Utah Code § 53G-11-501(17) (2026)

B. Causes for Dismissal or Non-Renewal

1. Any employee may be suspended or discharged during a contract term for any of the following:

a. Insubordination or failure to comply with directives from supervisors;

b. Incompetence;

c. Conviction, including entering a plea of guilty or nolo contendere (no contest), of a felony or misdemeanor involving moral turpitude or immoral conduct;

d. Conduct which may be harmful to students or to the District;

e. Improper or unlawful physical contact with students;

f. Any violation of the District's Employee Code of Conduct;

g. Violation of district policy, State Board of Education rules, or law;

h. Unprofessional conduct not characteristic of or befitting a District employee including a violation of standards of ethical, moral, or professional conduct;

i. Manufacturing, possessing, using, dispensing, distributing, selling and/or engaging in any transaction or action to facilitate the use, dispersal or distribution of any illicit (as opposed to authorized) drugs or alcohol on District premises or as a party of any District activity;

j. Current addiction to or dependency on a narcotic or other controlled substance;

k. Dishonesty or falsification of any information supplied to the District; including data on application forms; employment records or other information given to the District;

l. Engagement in sexual harassment of a student or employee of the District;

m. Neglect of duty, including unexcused absences, excessive tardiness, excessive absences, and abuse of leave policies or failure to maintain certification;

n. Deficiencies pointed out as part of any appraisal or evaluation;

o. Failure to fulfill duties or responsibilities or a violation of work rules;

p. Inability to maintain discipline in the classroom or at assigned school-related functions;

q. Drunkenness or excessive use of alcoholic beverages or controlled substances;

r. Disability not otherwise protected by law that impairs performance of required job duties;

s. Failure to maintain an effective working relationship, or to maintain good rapport with parents, co-workers, the community or colleagues;

t. Failure to maintain requirements for licensure or certification;

u. Unsatisfactory performance;

v. For any other reason justifying termination of employment for cause.

C. Termination for Unsatisfactory Performance – Procedural Due Process Notice to Career Employee of Unsatisfactory Performance

1. If the District intends not to renew the contract of a career employee for reasons of unsatisfactory performance it shall:

a. Notify the employee at least 30 days prior to issuing a notice of intent not to renew the employee's contract that continued employment is in question and the reasons for anticipated non-renewal;

b. The principal or designee shall provide and discuss with the employee written documentation clearly identifying the deficiencies in performance;

c. The principal or designee shall develop and implement a plan of assistance, in accordance with procedures and standards established by Policy 3041 Educator Evaluation or Policy 3042 Educational Support Professionals (ESP or Classified) Employee Evaluation, to allow the employee an opportunity to improve performance;

d. Provide to the employee a sufficient time period to successfully complete the plan of assistance of at least 30 days but not more than 120 days in which to correct the deficiencies; except the 120-day limit may be extended when:

1) an employee is on leave from work during the period the plan of assistance is scheduled to be implemented; and the leave was not approved and scheduled before the written notice intent not to renew was provided; or

2) the leave is specifically approved by the Board

e. The time period to correct the deficiencies may continue into the next school year;

f. The time period to implement the plan of assistance and correct the deficiencies shall begin when the employee receives the written notice provided in Policy 3041 or Policy 3042, and end when the determination is made that the employee has successfully remediated the deficiency or notice of intent to not renew or terminate the employee's contract is given in accordance with these policies respectively;

g. The principal or designee shall reevaluate the employee's performance;

h. If upon a reevaluation of the employee's performance, the District determines the employee's performance is satisfactory, and within a three-year period after the initial documentation of unsatisfactory performance for the same deficiency pursuant to Policy 3041 or Policy 3042, the employee's performance is determined to be unsatisfactory, the District may elect to not renew or terminate the employee's contract.

i. If the employee's performance remains unsatisfactory after reevaluation, the Superintendent or designee shall give notice of intent to not renew or to terminate the employee's contract, which shall include written documentation of the employee's deficiencies in performance.

j. Nothing in this Policy shall be construed to require compliance with or completion of evaluations prior to non-renewal of a career employee's contract.

k. An employee whose performance is unsatisfactory may not be transferred to another school unless the Board specifically approves the transfer of the employee.

Utah Code § 53G-11-514 (2018)
Utah Code § 53G-11-517 (2018)

D. Notice of Intent not to Renew Contract of Career Employee

1. If the District intends not to renew the contract of employment of a career employee after giving notice that continued employment is in question, it shall:

    a. Give notice that a contract of employment will not be offered for the following school year to the individual.

    b. Issue notice at least 30 days before the end of the contract term of the individual.

    c. Serve notice by personal delivery or certified mail to the employee's most recent address shown on the District's personnel records.

E. Rehire Eligibility of Non-renewed or Resigned in Lieu of Non-renew

1. If an employee's contract is non-renewed, or the employee chooses to resign in lieu of a non-renewable contract, the employee will become eligible for rehire in BESD one fiscal year from the non-renewed contract date with evidence of improvement.

F. Notice of Intent to Terminate Employment During Term of Contract

1. If the District intends to terminate an employee's contract during the contract term, the District shall:

    a. Give written notice of that intent to the employee;

    b. Serve the notice by personal delivery or by certified mail addressed to the individual's last known address;

    c. Serve the notice at least 30 days prior to the proposed date of termination;

    d. State the date of termination and detailed reasons for termination;

    e. Give notice of the individual's right to appeal the decision to terminate employment and the right to a hearing and the right to legal counsel, to present evidence, cross-examine witnesses and present arguments at the hearing;

    f. Notify the employee that failure to request a hearing within 15 days after the notice of termination was either personally delivered or mailed to the employee's most recent address shown on the district's personnel records shall constitute a waiver of the right to contest the decision to terminate.

    Utah Code § 53G-11-513 (2018)

G. Notice of Intent Not to Offer a Contract to a Provisional Employee

1. If the District intends not to offer a contract of employment for the succeeding school year to a provisional employee, it shall give notice at least 60 days before the end of the provisional employee's contract term that the employee will not be offered a contract for a following term of employment. Because provisional employees do not have an expectation of continued employment, they do not have a right to grieve the decision not to renew employment and do not have a right to a hearing.

   Utah Code § 53G-11-513 (2018)

H. Notice of Intent to Terminate or Not Offer a Contract to a Temporary Employee

1. Temporary employees will be given notice of a minimum of 10 working days of the termination of their employment. Because temporary employees do not have an expectation of continued employment, they do not have a right to grieve the decision to terminate or not to extend employment and do not have a right to a hearing.

I. Expectation of Continued Employment in Absence of Notice

1. In the absence of a notice, a career or provisional employee is considered employed for the next contract term with a salary based upon the salary schedule applicable to the class of employees into which the individual falls.

2. This provision does not preclude the dismissal of a career or provisional employee during the contract term for cause.

   Utah Code § 53G-11-513 (2018)

J. Right to an Informal Conference

1. A notice of intention not to renew the contract of a career employee or of an intention to terminate the contract of a career or provisional employee during its term must advise the individual that he or she may request an informal conference before the Superintendent or Superintendent's designee. The request for an informal conference must be made in writing and delivered to the Superintendent's within 10 days of the date on the notice of intention not to renew or notice of termination during the contract term. The informal conference will be held as soon as is practicable. Suspension pending a hearing may be without pay if the Superintendent or a designee determines after the informal conference, or after the employee had an opportunity to have an informal conference, that it is likely that the reasons for cause will result in termination.

   Utah Code § 53G-11-513 (2018)

K. Employee's Right to a Hearing

1. A notice of intention not to renew the contract of a career employee or of an intention to terminate the contract of a career or provisional employee during its term must also advise the individual that if after the informal conference the employee wishes a hearing on the matter, he or she must submit written notice to that effect to the Superintendent's office within five (5) days of the informal conference. If the employee wishes to not have an informal conference, but does wish to have a hearing, he or she must submit written notice to that effect within 15 days of the date on the notice of intent not to renew or notice of termination during the contract term. Upon timely receipt of the notice, the Superintendent will notify the Board, which will then either appoint a hearing examiner or hearing board or determine to hear the matter itself. The hearing examiner or hearing board will then coordinate with the employee to schedule the date and time of the hearing. The hearing shall be held no later than 60 days from the date of termination, unless extreme extenuating circumstances exist, as determined by the hearing examiner or hearing board. If, after requesting a hearing, the employee fails to respond to the hearing examiner or hearing board for 15 days after the hearing examiner or hearing officer contacted the employee to coordinate a date and time for the hearing, the employee is deemed to have waived their right to a hearing.

2. If the employee does not request a hearing within 15 days of termination, then the employee shall have waived any right to a hearing and to contest the decision.

Utah Code § 53G-11-513 (2018)

L. Appointing a Hearing Examiner

1. If the Board of Education determines that the hearing shall be conducted by a hearing examiner or board, it shall so advise the Superintendent to appoint a board of three District administrators who have no substantial knowledge of the facts of the case or select an independent hearing examiner.

2. In so appointing a hearing examiner or hearing board, the Board of Education may delegate its authority to the hearing officer or hearing board to make findings and decisions relating to the employment of the employee that are binding upon both the employee and the Board of Education. In the absence of an express delegation, the Board retains the right to make its own decision based on the factual findings of the hearing officer.

Utah Code § 53G-11-515(1) (2021)

M. Rights of Employee at a Hearing

1. At the hearing, the employee and administration each have right to counsel, to produce witnesses, to hear testimony, to cross-examine witnesses, and to examine documentary evidence.

   Utah Code § 53G-11-515(2) (2021)

N. Hearing Record

1. Hearings before the Board or before a hearing examiner appointed by the Board shall be recorded at the District's expense.

   Utah Code § 53G-11-515(4) (2021)

O. Decision

1. Within 15 days after the hearing, the person or entity that conducted the hearing, whether the hearing examiner, hearing board, or Board of Education, shall issue written findings and conclusions deciding the matter. These shall be provided to the employee by mail or personal delivery.

2. In the event the decision of the board or hearing officer is to not terminate the employment of the employee, then the employee shall be reinstated and back pay shall be paid if the employee was suspended without pay pending a hearing.

   Utah Code § 53G-11-513 (2018)

P. Appeal of Decision

1. The final decision or action of the Board may be appealed to the Utah Court of appeals as provided in Utah Code § 53G-11-515(5).

   Utah Code § 53G-11-515(5) (2021)

Q. Suspension During Investigation

1. The active service of an employee may be suspended by the Superintendent pending a hearing if it appears that the continued employment of the individual may be harmful to students or to the District. The employee shall be provided written notice of the suspension, which may be included with written notice of termination of employment during the contract term or notice of non-renewal of contract.

   Utah Code § 53G-11-513 (2018)

R. Necessary Staff Reduction Not Precluded

1. Nothing in this policy prevents staff reduction if necessary to reduce the number of employees because of the following:

   a. declining student enrollments in the district;

   b. the discontinuance or substantial reduction of a particular service or program;

   c. the shortage of anticipated revenue after the budget has been adopted; or

   d. school consolidation.

   Utah Code § 53G-11-516 (2018)

S. No Verbal Agreements

1. It is the policy of the District that all agreements with employees must be written; there are no verbal agreements because all agreements must be approved by the Board of Education. Only the Board of Education has authority to hire and fire unless such authority has been expressly delegated in writing.

T. Notification to Utah Professional Practices Advisory Commission

1. The Superintendent shall notify the Utah Professional Practices Advisory Commission ("UPPAC") if an educator is determined, in any judicial or administrative proceeding, to have violated any of the Utah Educator Standards. The Superintendent shall also notify UPPAC within 30 days of receiving an allegation from a parent that an educator has violated any of the Utah Educator Standards.

   a. If possible, the notification shall be made using the form provided by the UPPAC Executive Secretary. The Superintendent shall also notify UPPAC of any criminal charges filed by a prosecuting agency. For each matter about which notice is given, the Superintendent shall also notify UPPAC of the related investigation or proceeding, any disciplinary action taken (or that no action was taken), the evidence supporting that decision, and any evidence that may be relevant if UPPAC chooses to investigate the matter. In submitting the notification to UPPAC, the Superintendent may make a recommendation to the UPPAC Executive Secretary regarding whether UPPAC investigation would be appropriate under the circumstances, taking into consideration any employment action taken by the District.

   Utah Admin. Rules R277-217-5 (November 21, 2025)

POLICY 3087

Personal Protective Equipment & Safety

A. The Board has determined that employees of the District must take accountability for assessing workplace hazards and wearing personal protective equipment (PPE).

B. Each employee who works in any area of a District building or on District property that is around or uses electric or power operating equipment or chemicals of any nature shall:

   1. Assess the dangers and hazards present in the working environment;

   2. Submit a written assessment of the dangers and a plan as to safety precautions and to specify the PPE that will be worn whenever the chemicals are deployed or the power equipment is used.

C. As a part of orientation of employees who encounter hazards in the workplace, the head custodian of each school shall train employees in the following:

   1. When PPE is necessary;

   2. What PPE is necessary;

   3. How to properly put on, wear, take off, and adjust the PPE;

   4. The limitations of the PPE;

   5. The proper care, maintenance, useful life, and disposal of the PPE.

D. Employees must wear eye or face protection when they would otherwise be exposed to eye or face hazards from flying particles, molten metal or welding sparks, liquid chemicals, acids or other caustic liquids, chemical gases or vapors, or potentially injurious light radiation. Employees must wear eye protection that provides side protection when there is a hazard from flying objects or splashing liquids. Detachable side pieces are acceptable.

E. Employees who wear prescription lenses while engaged in operations that involve eye hazards must wear eye protection that incorporates the prescription in its design, or wear eye protection that can be worn over the prescription lenses without disturbing the proper position of the eye protection.

F. Employees must wear head protection when working in areas where there is a potential for injury to the head from falling objects. In addition, head protection must be worn near exposed electrical conductors which could contact the head.

G. Employees must wear foot protection when working in areas where there is a danger of foot injuries due to falling or heavy rolling objects, or objects that may pierce the soles of shoes or where the employees' feet are exposed to electrical hazards.

H. Employees must use appropriate hand protection when employees' hands are exposed to hazards such as those from skin absorption of harmful substances, severe cuts or lacerations, abrasions, punctures, chemical burns, thermal burns and temperature extremes.

I. Each employee has the duty upon entering the workplace to examine it carefully to determine if it is safe, to assess dangers, and to determine appropriate measures to be taken to maintain a safe working environment. After such an examination, it is the duty of each employee to make the place, tools, and equipment safe. If the place and equipment cannot be made safe, then the employee must immediately report the unsafe place, tools, equipment or conditions to his or her immediate supervisor.

J. An employee has a duty to:

    1. Comply with all safety rules of the District and all federal and state laws and rules which are applicable to the employment;

    2. Use safety devices, products, or tools to enhance general safety requirements that the District identifies to provide employees with a greater level of protection;

    3. Be familiar with and comply with proper health and safety practices;

    4. Use the required safety devices and proper personal protective equipment provided;

    5. Follow all safe work procedures outlined by the District; and

    6. Report all accidents to his or her immediate supervisor immediately.

K. In the event that an employee is injured at District property within the scope of employment, and it is determined that the injury resulted from the employee's neglect of ay of the requirements set form in this policy, the employee with be subject to willful misconduct reduction of 15% pursuant to Utah Code § 34A-2-302(3)(a) whenever the injury is caused by the willful failure of the employee to:

    1. Use safety devices when provided by the District; or

2. Obey an order or reasonable rule adopted by the District for the safety of the employee.

L. Disability compensation shall not be paid to any employee when a major contributing cause of the employee's injury is the employee's:

1. Knowing use of a controlled substance for which the employee did not obtain a valid prescription;

2. Intentional abuse of a controlled substance in excess of amount prescribed or use in an otherwise abusive manner; or

3. Intoxication with a blood or breath alcohol concentration ~~level~~ of .05 grams or greater as shown by a ~~reliable~~ chemical test.

4. Disability compensation may be reduced when any of the above are contributing cause of the injury but not the major contributing cause.

Utah Code § 34A-2-302 (2026)

M. All applicable staff will complete the annual audit of safety procedures from the Office of Risk Management. A copy of the inventory and the audit shall be kept on file in the office at the school site.

N. In the event of an immediate safety issue at the school site, the teachers shall notify an administrator immediately and follow-up with a complete written report. An administrative reply will be sent back addressing the disposition of the safety issue.

O. Any chemicals used in an elementary classroom that may be harmful in any way to students must be kept in a secure (locked) location in the building. Elementary teachers shall never conduct experiments that expose their students to any risk from explosions, chemical spills, hazardous fumes, burns, etc.

Policy 3098
Amended
January 14, 2026
First Reading
November 11, 2026

POLICY 3098

Employee Surveys

~~A. Definition~~

~~1. For purposes of this policy, "educator" means a general education classroom teacher, a preschool teacher, a special education teacher, a school-based administrator, or a school-based specialist.~~

~~*Utah Admin. Rules R277-325-2(1) (January 7, 2026)*~~

B. Administration of Engagement Survey

1. At least every other year ~~thereafter~~, all educators in the District shall be requested to complete the Utah State Board of Education Model Public Education Engagement Survey through an online provider approved by the State Board of Education or a provider approved by the District. ~~If the District administers a school climate survey, the survey shall be administered in alternating years with the school climate survey.~~

   Utah Admin. Rules R277-325-4(1) (January 7, 2026)

2. If the District administers the survey through a provider other than one approved by the State Board of Education, the District shall provide the data from the surveys to the State Superintendent each year by June 30 in the manner required by the State Superintendent.

   Utah Admin. Rules R277-325-4(3) (January 7, 2026)

3. The survey shall be administered so as to allow each educator to remain anonymous and shall ask the educator to identify the educator's school district. The survey may ask the educator to voluntarily identify the educator's school and may ask the educator to provide basic nonidentifying demographic data as requested by the State Superintendent. The District may also include additional questions along with the required survey questions. The survey may not request the educator's CACTUS ID number.

   Utah Admin. Rules R277-325-4(4), (6)(a) (January 7, 2026)

C. Administration of Exit Survey

1. At the time of separation from employment, the District shall request all educators who leave employment with the District to complete the Utah State Board of Education Model Public Education Exit Survey through an online provider approved by the State Board of Education or through a provider approved by the District.

   Utah Admin. Rules R277-325-4(2) (January 7, 2026)

2. If the District administers the survey through a provider other than one approved by the State Board of Education, the District shall provide the data from the surveys to the State Superintendent each year by June 30 in the manner required by the State Superintendent.

   Utah Admin. Rules R277-325-4(3) (January 7, 2026)

D. Confidentiality of Survey Information

1. All District staff are prohibited from identifying survey participants or to attempting to identify survey participants. Survey results shall be provided only to the Superintendent and the Superintendent's designee or designees. Data from answers to any additional District questions added to the model surveys shall be disseminated only as directed by the Superintendent.

   Utah Admin. Rules R277-325-4(5), (6)(a) (January 7, 2026)

E. Access to Model Surveys

1. The USBE model surveys can be obtained at the Utah State Board of Education offices and online at:

   https://schools.utah.gov/administrativerules/documentsincorporated

   Utah Admin. Rules R277-325-3(2) (January 7, 2026)

POLICY 3099

Reporting of Student Prohibited Acts

A. Reporting of Student Prohibited Acts

1. School employees shall immediately report to the school principal or District superintendent any reasonable belief that a violation of Policy 5291 Drug & Alcohol Testing of Students Participating in Extracurricular Activities has occurred, wherein any student participating in student government and/or extracurricular activities, if occurring while the student is in the classroom, on school property, or during school-sponsored activities, regardless of location or circumstances:

    a. Uses foul, abusive, or profane language while engaged in school-related activities;

    b. Illicitly uses, possesses, or distributes a controlled substance, drug paraphernalia, a tobacco product, an electronic cigarette product, or an alcoholic beverage; or

    c. Hazes, demeans, or engages in assaultive behavior, whether consensual or not, including behavior involving physical violence, restraint, improper touching, or inappropriate exposure of body parts not normally exposed in public settings, forced ingestion of any substance, or any act which would constitute a crime against a person or public order under state law.

2. Principals who receive a report of a violation of Policy 5291 shall submit a report of the alleged incident, and actions taken in response, to the District superintendent or the superintendent's designee within ten working days after receipt of the report.

3. Failure of a person holding a professional certificate to report these prohibited acts as required under this policy constitutes an unprofessional practice.

POLICY 4130

Participation in Online Education

A. Information and Notices

1. Information about online courses and programs available through the Statewide Online Education Program shall be provided in school registration materials, posted on the District's website, and posted on school websites. Information in registration materials shall be provided concurrent with the high school registration period for the upcoming school year.

   Utah Admin. Rules R277-726-5(4), (5) (March 10, 2026)

B. Eligibility of District Students for Online Courses

1. With the advice of a school counselor at the student's District school, a student enrolled in the District may enroll in a course offered through the Statewide Online Education Program to earn middle school or high school credit if the student meets the course prerequisites, the course is open for enrollment, and the course is aligned with the student's plan for college and career readiness. Unless the District allows an exception or the State Superintendent approves additional credits for the student, the student may enroll for a maximum of six credits per school year.

   Utah Code § 53F-4-501(4) (2025)
   Utah Code § 53F-4-503(1), (2), (3) (2025)
   Utah Admin. Rules R277-726-5(2) (March 10, 2026)

C. Facilitating Enrollment in Online Courses

1. District schools shall facilitate student enrollment with any and all eligible online course provider~~s~~ selected by an eligible student, consistent with course credit limits. If an eligible student has an IEP or a Section 504 accommodation plan, the student's District school shall forward a copy of the IEP or accommodation plan to an authorized online course provider in accordance with federal law and guidelines and shall ensure that the authorized online course provider is provided with an eligible student's updated IEP when revisions are made. The student's District school may ensure that the student's IEP team and the online course provider review a course enrollment to ensure that the student meets enrollment requirements and may as needed coordinate additional IEP team reviews with

the online course provider to ensure that appropriate services, supports, and accommodations are in place for the student.

Utah Admin. Rules R277-726-5(1) (March 10, 2026)
Utah Code § 53F-4-503(1), (10)(a) (2025)

D. Coordination With Online Course Provider

1. For each student enrolled in an online course offered through the Statewide Online Education Program, the District shall enter into a course credit acknowledgment agreement in which the online course provider acknowledges that it is responsible for instruction of the student in the online course and in which the District and the online course provider agree on a process to provide the student's District school with the ability to ensure the consistency of a course request with graduation requirements, the student's plan for college and career readiness, and (if applicable) the student's schedule. If a student has an IEP or Section 504 plan, the District shall forward a copy of the relevant portion of the student's existing IEP or Section 504 accommodation plan to the online course provider in accordance with federal law and regulations, ensure the student's IEP team and the online course provider review a course enrollment for compliance, coordinate additional IEP team reviews as necessary with the online course provider to ensure appropriate services, supports, and accommodations are in place for the student, and ~~ensure that~~ consider the online course provider ~~is included~~ in a student's IEP revision. These actions shall be completed within a timeline consistent with IDEA requirements. The agreement shall also meet the other requirements specified in Utah Code § 53F-4-508.

Utah Code § 53F-4-508(1) (2024)
Utah Admin. Rules R277-726-3(5) (March 10, 2026)
Utah Admin. Rules R277-726-8(1), (7) (March 10, 2026)

2. The District will also confirm that the provider of the online course through the Statewide Online Education Program is complying with the policy and accountability requirements of Utah Code § 53G-2-502, as provided by rules adopted by the State Board of Education

Utah Code § 53G-2-502(6) (2026)

E. Course Credit

1. District schools shall include the online courses of students enrolled in the school in the student's enrollment records and, upon course completion, shall include online course grades and credits on the student's transcripts. (District schools may increase membership to account for SOEP credits for students with

documented early graduation plans.) Credits for high school courses completed prior to grade 9 will be recognized for purposes of high school graduation.

Utah Admin. Rules R277-726-5(8) (March 10, 2026)

F. Yearly Credit Limitation and Exceptions

1. A student enrolled in an online course may not earn more credits in a year than would be earned by taking a full course load during the regular school day at the student's District school which is the student's primary school of enrollment. However, this limitation does not apply if the Board of Education has adopted a policy which permits otherwise or if the student intends to complete high school graduation requirements early and exit high school early in accordance with the student's plan for college and career readiness.

   Utah Code § 53F-4-509(1), (2), (3) (2024)
   Utah Admin. Rules R277-726-5(1), (3), (5) (March 10, 2026)

G. Inclusion in Daily Membership

1. The online course credit hours of students enrolled in online courses whose primary enrollment is in a District school are included in calculating District daily enrollment except to the extent that doing so would result in the student being counted as more than one FTE. (This restriction does not apply if the student intends to complete high school graduation requirements early and exit high school early in accordance with the student's plan for college and career readiness.)

   Utah Code § 53F-4-509(1), (2), (3) (2024)
   Utah Admin. Rules R277-726-5(1), (3), (5) (9) (March 10, 2026)

H. Access to Facilities and Services

1. District schools shall provide to students enrolled in Box Elder School District (BESD) schools who are enrolled in online classes access to facilities for such students to participate in an online course during the regular school day. Where students access program courses using District owned and managed devices, the District shall configure the devices ~~to~~ so the participating students ~~to~~ may form a separate user account or otherwise allow access to ~~program~~ online course provider materials using credentials supplied by a ~~program~~ online course provider. The District shall not restrict ~~provide~~ enrolled students who are enrolled in online classes ~~with~~ from student leadership opportunities, sports, extracurricular and co-curricular activities, counseling, graduation, honors, activities, amenities and other non-instructional services offered to students

generally on the basis of the student's participation in SOEP courses or on the basis ~~without consideration~~ of relative levels of participation in ~~traditional~~ physical courses versus online education courses.

Utah Admin. Rules R277-726-5(13), (14) (March 10, 2026)

I. Students Eligible for Fee Waiver

1. If a BESD enrolled student is eligible for fee waiver, District schools shall provide the student access to an online course by either allowing the student access to necessary technology to participate in the online course ~~in a computer lab or other space~~ within the school building ~~during a school period or~~ during the regular school day or by providing the student with the technology and Wi-Fi needed to participate in the online course outside of the school building.

Utah Admin. Rules R277-726-5(11) (March 10, 2026)

Policy 4135
Adopted
April 16, 2025
First Reading
November 11, 2026

POLICY 4135

Dual Enrollment

A. Dual Enrollment

1. Any child who is enrolled in a regularly established private school or a home school may also enroll in a District school for dual enrollment purposes. Any dual enrollment student may participate in any academic activity in the schools of the District subject to compliance with the same rules and requirements that apply to a full-time student's participation in the activity. Dual enrollment students may participate in co-curricular activities (which include a school-day component) subject to compliance with the same rules and requirements that apply to full-time students. Dual enrollment students are required to attend school part-time as prescribed by the School Board. In addition, a student who attends a portion of the school day at a District school shall be subject to administrative scheduling and teacher discretion of the District's school. Dual enrollment students are subject to the school's tardy and truancy policies according to the school's pre-established time schedules.

2. A student enrolled in a dual enrollment program is considered a student of the District for purposes of state funding to the extent of the student's participation in the District school's programs.

3. A dual-enrollment student with a disability may participate as a dual enrollment student consistent with State Board rule and federal regulations. The school shall prepare an IEP for such a student prior to the student's participation in dual enrollment using comparable procedures to those required for identifying and evaluating public school students. A student with a disability seeking dual enrollment is entitled to services for the time, or the number of courses, that the student is enrolled in the public school, based on the decision of the IEP team.

Utah Code § 53G-6-204 (2025)
Utah Code § 53G-6-702 (2020)
Utah Admin. Rules R277-438 (December 8, 202516)
Utah Admin. Rules R277-494-6 (December 8, 2025)
State Board of Education Special Education Rules VI.D.8

Policy 5055
Amended
July 9, 2025
First Reading
November 11, 2026

POLICY 5055

Vision Screening

A. A child less than nine years old entering a public school for the first time in Utah must present one of the following to the school:

   1. A completed vision screening form signed by health care professional certifying that the child has received an adequate vision; or

   2. A written statement signed by a parent that the child will not be screened before attending public school in the state.

B. The District shall conduct free vision screening clinics for children who are at least 3 years old but not yet 16 years old who enrolled at a school within the boundaries of the District pursuant to Utah Code § 53G-9-404. For children who fail a tier one vision screening, the District shall notify the parent within 30 days through telephone, email or other District-approved communication.

C. A volunteer who serves as a vision screener for a free vision screening clinic for a qualifying child must be either trained by a school nurse or complete the Department of Health and Human Services online training module and must be supervised by a school nurse or an outside entity conducting screening for the District consistent with Department of Health and Human Services regulations. A vision screening volunteer may not market, advertise, or promote a business in connection with assisting at the screening clinic, but may send a notification home with a student who fails a tier one vision screening that provides information on additional resources and instructions on how to obtain follow-up vision care.

D. Screening provided under this policy shall follow the procedures and standards set out in Utah Administrative Rules R384-201.

Utah Code § 53G-9-404 (2026)
Utah Admin. Rules R384-201 (November 5, 2023)

Policy 5070
Reviewed
February 11, 2026
First Reading
November 11, 2026

POLICY 5070

Communicable Diseases

A. Reports

1. The principal shall report to the local health authority or to the Utah Department of Health and Human Services those students attending school who are suspected of having a reportable disease or condition, as defined by state law and the Utah Department of Health and Human Services.

   Utah Code § 26B-7-206(9) (2023)
   Utah Admin. Rules R386-702-5(1)(5) (June 1, 2026)

B. Exclusion

1. The principal, at the direction of local health officers, or an official of the Utah Department of Health and Human Services shall exclude from attendance any student suffering from a reportable disease, as defined by the Utah Department of Health and Human Services, until directed otherwise by the same officials.

   Utah Code § 26A-1-114(3)(b) (2026)
   Utah Admin. Rules R386-702-13(2) (d), (e) (June 1, 2026)

C. Re-Admittance

1. Students excluded for reason of communicable disease according to Policy 5071 Communicable Disease Guidelines for Exclusion of Children from School shall be readmitted as determined by the local or state health authority.

   Utah Code § 26A-1-114(3)(b) (2026)
   Utah Admin. Rules R386-702-13(2) (d), (e), (3) (June 1, 2026)

D. Communicable Disease and Event Reports

1. School personnel shall report diseases and health events ~~in writing~~ to the Utah Department of Health and Human Services using electronic case reporting or to the local health department using a method approved by the local health department, as required by Utah Admin. Rules R386-702-4 and R386-702-7. Certain diseases and events must be reported by telephone immediately upon discovery, as well as by electronic case reporting or the local health department approved method ~~in writing~~.

(the telephone numbers for reporting during business hours and 888-374-8824 after business hours.) Each verified report should include the full name of the student afflicted, ~~age~~ date of birth, sex, address, phone number, ~~date of onset~~ diagnostic information, and such other information as prescribed by the Department of Health and Human Services. ~~If available, t~~The report form supplied by the Department of Health and Human Services at https://epi.utah.gov/disease-reporting should be used.

Utah Admin. Rules R386-702-2(20) (June 1, 2026)
Utah Admin. Rules R386-702-4 (June 1, 2026)
Utah Admin. Rules R386-702-5(1)(k) (June 1, 2026)
Utah Admin. Rules R386-702-7 (June 1, 2026)
Utah Admin. Rules R386-702-8 (June 1, 2026)

2. Reports made by school personnel are confidential, but full assistance shall be given to attending physicians or public health workers.

Utah Admin. Rules R386-702-10(1), (2) (June 1, 2026)

POLICY 5100

Student Records

A. Definition/Types

1. For the purposes of this policy, the term “education records” means those records, files, documents, and other materials that contain information directly related to a student and are maintained by an education agency or institution or by a person acting for such agency or institution.

2. The term “education records” does not include:

   a. Records that contain only information about a student after he or she is no longer a student in the District.

   b. Records made by District personnel that are kept in the sole possession of the maker and are not accessible or revealed to anyone other than a temporary substitute for the maker of the record.

   c. Records maintained by a law enforcement unit of the educational agency or institution that were created by that law enforcement unit for the purpose of law enforcement.

   d. Records relating to an individual who is employed by an educational agency or institution, that:

      1) Are made and maintained in the normal course of business;

      2) Relate exclusively to the individual in that individual's capacity as an employee; and

      3) Are not available for use for any other purpose.

         a) Records relating to an individual in attendance at the school who is employed as a result of his or her status as a student are education records and not excepted under paragraph (d).

   e. Records on a student who is eighteen (18) years of age or older that are:

1) Made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional capacity or assisting in a paraprofessional capacity;

2) Made, maintained, or used only in connection with treatment of the student; and

3) Disclosed only to individuals providing the treatment.

a) For the purpose of this definition, “treatment" does not include remedial educational activities or activities that are part of the program of instruction at the agency or institution.

20 U.S.C. § 1232g
34 CFR § 99.3
Utah Code § 53E-9-202 (2019)
Utah Code § 53E-9-204(1) (2019)

B. “Educational data” Defined

1. “Educational data” means a student’s:

a. Transcript data;

b. Enrollment information;

c. Course history; and

d. Academic credentials

2. Educational data is a subset of education records (“education records” includes all educational data but also includes other records which are not educational data).

Utah Code § 53E-9-311(1) (2026)

C. Notification of Significant Data Breach

1. The District shall notify the parent of a student (or the student if the student is an adult) if there is a significant data breach (as defined by the State Board of Education) at the District or a District school.

Utah Code § 53E-9-304(2) (2020)

D. Student Identification Number

1. The District shall notify the parent of a student if there is a release of the student's personally identifiable student data due to a security breach.

   Utah Code § 53E-9-304(2) (2019)

2. The District will not use a social security number as a student's identification number with the District.

   Utah Code § 63G-15-201 (2012)

E. Screening Records

1. The principal of each school shall maintain records of screening for special senses and communication disorders and spinal screening for each student in the school. Records shall be open for inspection by the state or local health department. Individual screening records may be transferred among schools in accordance with provisions below concerning ACCESS BY OTHER PERSONS.

   20 U.S.C. § 1232g

F. Immunization Records

1. The District shall maintain an individual immunization record during the period of attendance for each student admitted. The records shall be open for inspection at all reasonable times by representatives of local health departments or the Utah Department of Health. The District shall cooperate with other districts in transferring students' immunization records between schools. Specific approval from students or parents is not required prior to making such record transfers.

G. Assessment Transfers

1. The results of individual student performance on basic skills assessment instruments or other achievement tests administered by the District are confidential and may be made available only to the student, the student's parent, and to the school personnel directly involved with the student's educational program. However, overall student performance data shall be aggregated by school and District and made available to the public, with appropriate interpretations, at regularly scheduled Board meetings. The information may not contain the names or other identifying information of individual students or teachers.

H. Academic Achievement Record

1. The District shall maintain a student academic achievement record on each student enrolled in the District. This record shall reflect courses of studies completed and shall substantiate the fulfillment of course requirements toward qualifying for high school graduation. A copy of this record shall be furnished to each student transferring to another school district.

I. Access to Education Records

1. Access to the education records of a student who is or has been in attendance at a school in the District shall be granted to the parent of the student who is a minor or who qualifies as a dependent for tax purposes. "Parent" includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent.

   34 CFR § 99.3
   Utah Code § 53E-9-205 (2023)
   Utah Code § 53E-9-311(2) (2026)

2. The District shall presume that a parent has authority to inspect and review the student's records unless it has been provided with evidence that there is a court order, state statute, or legally binding document that specifically revokes these rights.

   34 CFR § 99.4

3. Except as provided for by Utah Code § 53E-9-203(7), or unless a parent's right of access has been specifically revoked by a state statute, court order, or other legally binding document, schools must provide a parent access to the education records of the parent's student.

   Utah Code § 53E-9-205(2) (2023)

4. Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to, and consent required of, parents transfer from the parents to the student.

   34 CFR § 99.5 (a)(1)
   34 CFR § 99.3
   Utah Code § 53E-9-311(2) (2026)

5. If material in the education record of a student includes information on another student, only the portion of the material relating to the student whose records were requested may be inspected and reviewed.

34 CFR § 99.12(a)

J. Request Procedure

1. Upon request of a properly qualified individual, access to a student's education record shall be granted within a reasonable period of time, not to exceed forty-five (45) days. The District shall respond to reasonable requests for explanations and interpretations of the records.

   34 CFR § 99.10

K. Access by Other Persons

1. Personally identifiable information in education records shall not be released without the written consent of the student's parents, except to the following:

   a. School officials including teachers who have legitimate educational interests. ~~An administrator or teacher is entitled to access to a student's medical records maintained by the District only if he or she has completed in-service training.~~

      1) In addition, a school employee may only access a student's records if that employee is included on the list of authorized employees and if federal and state privacy laws otherwise authorize the access.

         Utah Code § 53E-9-204(4)(a) (2019)

   b. Officials of other schools or school systems in which the student seeks or intends to enroll, provided that the District either:

      1) Includes in its policies a statement that notifies the parent or student that it forwards education records on request of the other school to such officials; or

      2) Makes a reasonable attempt to notify the parent (unless the record transfer is initiated by the parent.)

         a) In either case, the District shall furnish a copy of the transferred records to the parent if requested, and give the parent an opportunity for a hearing to challenge the content of the record.

   c. Authorized representatives of the Comptroller General of the United States, the Secretary of Education, or state and local educational authorities who require access to student or other records necessary in connection with the audit and

evaluation of federal or state-supported education programs or in connection with the enforcement of or compliance with federal legal requirements that relate to such programs.

34 CFR § 99.31
34 CFR § 99.35

d. Personnel involved with a student's application for, or receipt of, financial aid.

e. State and local officials to whom such information is specifically required to be reported or disclosed by state statute.

f. Organizations conducting studies for educational agencies or for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction. Such studies must be conducted so that personal identification of students and their parents will not be revealed to persons other than authorized personnel of the organizations conducting the studies. Such information must be destroyed when no longer needed for the original purposes of the studies.

g. Accrediting organizations that require the information for purposes of accreditation.

h. Parents of a student who qualifies as a dependent for tax purposes.

i. Appropriate persons who, in an emergency, must have such information in order to protect the health or safety of the student or other person.

j. Any person requesting directory information, as defined in local policy, after the District has given public notice of that definition.

34 CFR § 99.31
34 CFR § 99.37

2. In order for personally identifiable information in education records to be released to any individual, agency, or organization other than to the student and those listed above, written consent must be obtained from the student's parent. Such consent shall specify records to be released, the reason for such release, and to whom the records are to be released. Such information may also be released in compliance with a judicial order or subpoena provided that the District makes a reasonable effort to notify the parent and student of the order or subpoena in advance of compliance.

34 CFR § 99.31

L. Access to Educational Data

1. "Informed consent" means voluntary, affirmative, written authorization for disclosure of educational data complying with the requirements of FERPA that is provided by an individual after the individual is presented, in a clear manner, with sufficient information to reasonably understand:

   a. the educational data that is subject to access or disclosure;

   b. the purpose of the disclosure of the educational data;

   c. the recipient of the educational data disclosure;

   d. that the individual has the right to revoke consent of disclosure of the educational data at any time;

   e. the scope and duration of the authorization to disclose the educational data; and

   f. whether consent is a condition of the student's participation in any educational program or activity.

   Utah Code § 53E-9-311(1) (2026)
   Utah Code § 53H-7-1001(2) (2026)

2. The District will provide access to educational data to a parent or student consistent with the provisions of this policy that apply to education records.

   Utah Code § 53E-9-311(2) (2026)

3. Other than as permitted above under "Access by Other Persons," the District will disclose a student's educational data to a third party only with the informed consent of the student's parent (or the student if the student is 18 years of age or older), according to the terms of the document giving the informed consent, and subject to the third party's agreement to use the data only as provided in the consent document and to not redisclose the data to any other party.

   Utah Code § 53E-9-311(9) (2026)

4. The District may not deny, delay, or restrict the ability to grant informed consent, nor may the District require the waiver of unrelated rights or agreement to unrelated terms as a condition of granting informed consent. This means that the District may not restrict the parent or student's right to access educational data, prevent the

parent or student from requesting renewed access, or limit the parent or student's ability to provide informed consent for disclosure of educational data.

Utah Code § 53E-9-311(5) (2026)

5. Beginning July 1, 2027, the District will offer a secure digital or electronic mechanism as the primary method for obtaining informed consent and will also allow informed consent in written form if a digital or electronic method is not reasonably available to the parent or student. The District may impose reasonable time-based or session-based limitations on a parent or student's technical method of access to educational data. When obtaining consent through the digital or electronic mechanism, the District will allow the parent or student to review all consent information before authorization, will not bundle unrelated terms or conditions with the consent request, will clearly disclose any time-based or session limitations at the time access is granted, and will provide a reasonable mechanism that allows the parent or student to re-access educational data after the expiration of the limitation.

Utah Code § 53E-9-311(3), (4) (2026)

M. Transfer Not Permitted

1. Personal information from student education records shall be transferred to a third party only on the condition that such party will not permit any other party to have access to such information without the written consent of the student's parent.

N. Notice of Behavior that may Threaten Safety

1. Notwithstanding any other provision of this policy, in the event a student is expelled for a period of more than ten (10) days for use or distribution of alcohol or a controlled substance, or for possession of an incendiary device or firearm, a record stating the cause of expulsion shall be created and provided only to the following persons:

   a. The principal and vice-principal over students in any alternative educational setting where the student will be educated;

   b. Any teachers of the student in the alternative education placement; and

   c. Counselors in any school where the student attends who may provide counseling services to the student.

2. If appropriate, the record shall state also any appropriate precautions to be observed in the education of the student.

3. The Board finds that dissemination of such information to those persons identified is necessary to provide an appropriate and safe education to the student of the District. The District shall not provide copies of such private records to any persons except those identified and the parent of the student without a court order.

4. If the student is education pursuant to an Individual Education Program, then the record shall be considered by the Individual Education Program Team to determine an appropriate placement in the least restrictive environment consistent with safety and well-being of all students in the District.

5. A copy of this policy shall be made available to parents and students upon request.

O. Record of Access to Student Record

1. Each school shall maintain a record, kept with the education record of each student that indicates all individuals, agencies, or organizations that have requested or obtained access to a student's education records. The records shall include at least the name of the person or agency that made the request and the legitimate interest the person or agency had in the information. The record will be maintained as long as the District maintains the student's education record. The record of access shall be available only to parents, school officials responsible for custody of the records, and those state, local, and federal officials authorized to audit the operation of the system.

   20 U.S.C. § 1232g

2. The record shall not include requests for access by, or access granted to, parents of the student or officials of the District, requests accompanied by prior written consent of the parent, requests for directory information, or a party seeking or receiving the records as directed by a Federal grand jury or other law enforcement subpoena and the issuing court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed.

   34 CFR § 99.32

P. Right to Amend Records

1. The parent of a student whose records are covered by this policy may ask the District to amend the student's record if the parent believes it contains information that is inaccurate, misleading, or in violation of the student's right of privacy or other rights. If, after a reasonable time, the District decides not to amend the education

records requested, it shall inform the parent of its decision and his right to a hearing to challenge the content of the student's education records.

2. If the District decides to amend the records as a result of the hearing, it shall inform the parent in writing. If, as a result of the hearing, the District decides not to amend the records, it shall inform the parent of the right to place a statement in the records commenting on the contested information and/or stating why the parent disagrees with the decision of the District. Any explanation shall be maintained with the contested part of the record as long as the record is maintained and shall be disclosed whenever the contested portion of the record is disclosed.

34 CFR § 99.20
34 CFR § 99.21

Q. Restriction on Gender Identity Changes in Student Records

1. "Gender identity" has the meaning provided in the Diagnostic and Statistical Manual (DSM-5). A person's gender identity can be shown by providing evidence, including, but not limited to, medical history, care or treatment of the gender identity, consistent and uniform assertion of the gender identity, or other evidence that the gender identity is sincerely held, part of a person's core identity, and not being asserted for an improper purpose. "Sex" means the biological, physical condition of being male or female, determined by an individual's genetics and anatomy at birth. Written parental consent is required to change the gender or gender identity in an education record to a gender or gender identity that does not conform with the student's sex.

Utah Code § 53E-9-205 (2023)

R. Annual Notification of Rights

1. The District shall give parents of in-attendance students or the in-attendance students themselves annual notification of their rights under the Family Educational Rights and Privacy Act of 1974 and of the places where copies of this policy may be located. The District shall effectively notify parents or eligible students who are disabled. The District shall effectively notify parents who have a primary or home language other than English. The notice must include:

   a. The procedure for exercising the right to inspect and review education records.

   b. The procedure for requesting amendment of records.

   c. A specification of criteria for determining who constitutes a school official and what constitutes a legitimate educational interest.

20 U.S.C. § 1232g(e)
34 CFR § 99.7

S. Directory of Information

1. The District may release information if it has given public notice of:

2. The types of personally identifiable information that it has designated as directory information.

3. The right of the parent to refuse to permit the District to designate any or all of that information about the student as directory information.

4. The period of time within which the parent must notify the District in writing that he or she does not want any or all of those types of information about the student designated as directory information.

34 FR § 99.37

T. Directory Information

1. Directory information may include a student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received, and the most recent previous school attended by a student.

2. Directory information shall be released to any individual or organization that files a written request with the Superintendent or designee.

20 U.S.C. § 1232g
34 CFR § 99.3

U. Fee for Copies

1. No fee shall be charged to search for or to retrieve the education records of a student. A fee may be charged for copies of education records that are made for the parents or students under this policy provided that the fee does not effectively prevent them from exercising their right to inspect and review those records. Hardship cases shall be dealt with on an individual basis.

20 U.S.C. § 1232g
34 CFR § 99.11

V. Records of Students with Disabilities

1. The District shall permit parents to inspect and review education records collected, maintained, or used for purposes of identifying, evaluating, placing, or educating students with disabilities.

   34 CFR § 300.501(a)
   State Board of Education Special Education Rules IV.A.1

W. Access Rights

1. In addition to policies applicable to all student records, the following guidelines shall apply when parents request to review or inspect District records relating to the education of their child:

2. Parents may request that a representative inspect and review the records.

   34 CFR § 300.613(b)(3)
   State Board of Education Special Education Rules IV.V.5

3. The District shall comply to requests without unnecessary delay and before any meeting regarding an individual education plan (IEP) or hearing relating to the identification, evaluation, or placement of the child.

   34 CFR § 300.613(a)
   State Board of Education Special Education Rules IV.V.5

4. The District shall keep a record of persons obtaining access to these student records (except access by parents and authorized employees) including name, date of access, and the purpose for which the person is authorized to use the records.

   34 CFR § 300.614
   State Board of Education Special Education Rules IV.V.6

X. Parental Consent

1. Parental consent must be obtained before personally identifiable information is used for any purpose other than meeting a requirement under the Individuals with Disabilities Education Act (IDEA) or disclosed to anyone other than officials of agencies collecting or using this information. The District may not release information from these records without parental consent except as provided in the Family Educational Rights and Privacy Act (FERPA).

34 CFR § 300.622

2. No student shall be required without parental consent to submit to testing or treatment or psychiatric examination of which the purpose or effect is to reveal information concerning:

   a. political affiliations or philosophies (except as provided in Policy 4066 Curriculum: Religious Neutrality);

   b. mental or psychological problems;

   c. sexual behavior, orientation, gender identity, and/or attitudes;

   d. illegal, anti-social, self-incriminating or demeaning behavior;

   e. critical appraisals of close family members;

   f. any legally privileged information;

   g. income (except as required to receive financial assistance or fee waivers); and

   h. religious affiliations or beliefs.

3. The parent shall be notified in writing of the means and purposes of the testing and the person(s) doing the testing at least two weeks, but not more than five months, before information protected by this policy is sought. This written notice must include the survey to be administered, the intended purposes and uses of the data collected, the types of persons or governmental entities that share the data (including a list of recipients of student-level data) or receive the data on a regular or contractual basis, and (if applicable), the record series I which the data is or will be included.

4. The school may not provide either a reward or a consequence to a student for participation or lack of participation in any such psychiatric examination, testing, treatment, survey, analysis, or evaluation.

5. The data collected through an authorized test or survey is a private record which may not be shared except in accordance with the Family Educational Rights and Privacy Act (“FERPA”).

   20 USC § 1232h
   Utah Code § 53E-9-203 (2024)

Y. Confidentiality

1. The District shall protect the confidentiality of personally identifiable information in collection, storage, disclosure, and destruction of records. One official in the District shall assume responsibility for ensuring confidentiality of personally identifiable information. All persons collecting or using this information shall receive training or instruction concerning the legal requirements involved in handling these records. The District shall maintain for public inspection a current listing of the names and positions of employees who may have access to this information.

   34 CFR § 300.623

Z. Destruction of Information

1. The District shall inform parents when personally identifiable information pertaining to students with disabilities education is no longer needed to provide educational services to the student. Such information shall be destroyed on request of the parent. A permanent record of the student's name, address, and phone number, grades, attendance record, classes attended, grade level completed, and year completed may be maintained without time limit.

   34 CFR § 300.624

AA. Comprehensive System

1. The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school personnel.

2. A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

3. This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for non-enrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent.

BB. Custodian of Records

1. The principal is custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of records for students who

have withdrawn or graduated. The student handbook distributed annually to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

CC. Types and Locations of Records

1. Each record custodian, at the location listed in the student handbook, shall be responsible for the education records of the District. These records may include:

    a. Admissions data, personal and family data, including certification of date of birth.

    b. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.

    c. All achievement records, as determined by tests, recorded grades, and teacher evaluation.

    d. Health services records, including:

        1) The results of any tuberculin tests administered by the District.

        2) The findings of screening or health appraisal programs the District conducts or provides.

        3) Information and follow-up to ensure that parents have been notified of identified problems and of how they can obtain needed services for the students.

        4) Immunization records.

        5) Attendance records.

        6) Student questionnaires.

        7) Records of teacher, counselors or administrative conferences with the student or pertaining to the student.

        8) Verified reports of serious or recurrent behavior patterns.

        9) Copies of correspondence with parents and others concerned with the student.

        10) Records transferred from other districts the student has been enrolled in.

11) Records pertaining to participation in extracurricular activities.

12) Information relating to student participation in special programs.

13) Records of fees assessed and paid.

14) Other records that may contribute to an understanding of the student.

DD. Request Procedures

1. The cumulative record shall be made available to the parent. Records may be reviewed during regular school hours upon written request to the record custodian. The record custodian or designee shall be present to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and the records shall be restricted to use only in the Superintendent's, principal's, or counselor's office, or other restricted area designated by the record custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

EE. Student Rights

1. Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to, and consent required of, parents transfer from the parents to the student.

   34 CFR § 99.5(a)(1)
   34 CFR § 99.3
   34 CFR § 300.625
   Utah Code § 53E-9-204(4)(b)(ii) (2019)

FF. Access by School Officials

1. For the purposes of this policy, "school officials" shall mean any employees, trustees, or agents of the District, of cooperatives of which the District is a member, or of facilities with which the District contracts for placement of students with disabilities. The term also includes attorneys, consultants, and independent contractors who are retained by the District, by cooperatives of which the District is a member, or by facilities with which the District contracts for placement of students with disabilities.

2. School officials have a "legitimate educational interest" in a student's records when they are working with the student, considering disciplinary or academic actions, or

developing a student with disabilities' individual education plan; compiling statistical data; or investigating or evaluating programs.

34 CFR § 300.622(b)(1)

GG. Access by Parents

1. Parents may be denied copies of records after the student reaches age eighteen (18) and no longer qualifies as a dependent for tax purposes, when the student is attending an institution of post-secondary education, or if the parents fail to follow proper procedures and pay the copying charge. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record shall be provided at no charge.

HH. Access by School Employees

1. Each school within the District shall create and maintain a list that includes the name and position of each school employee who is authorized to have access to student education records. This list shall be provided to the Board of Education and whenever the list is updated the updated list shall be provided to the Board of Education.

2. Each person included on the list of employees authorized to have access to student education records shall complete training on student privacy laws and upon completion of such training shall sign a statement certifying that the employee completed the training and that the employee understands student privacy requirements. Each employee training certification statement shall be provided to the Board of Education

3. Unless written consent has been given by the student's parent (or the student is over 18 years of age) the school may only share student education records with or allow access to such records by those school employees included on the list of employees authorized to access student education records.

Utah Code § 53E-9-204 (2019)

II. Transcripts and Transfers of Records

1. A school shall request a certified copy of a transfer student's record, directly from the transfer student's previous school, ~~within fourteen (14) days after~~ when enrolling the transfer student unless the student is a military child (see below). A student may not be enrolled unless the record from the previous school has been received or the

school administrator or designee has reviewed the data gateway for any safe-school violation, reintegration, or threat assessment relating to the student.

2. The District shall promptly forward education records upon request to officials of other schools or school systems in which the student intends to enroll within five ~~thirty (30)~~ school days of the request, unless the student is a military child (see below) or 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. The forwarded record shall include the student's discipline file, including any safe-school violation, reintegration, or threat assessment.

Utah Code § 53G-6-602 (2018)
Utah Code § 53G-6-604 (2026)
Utah Code § 53E-3-905(2) (2018)

JJ. Military Child's Records

1. If the parent of a military child requests an official education record and the school is unable to release the official education record, the school shall provide the parent of the military child with an unofficial education record.

2. If a school requires an official education record in order to enroll a student, the school shall enroll and appropriately place a military child based on information in an unofficial record pending validation by an official record.

3. A school that enrolls a military child shall request a certified copy of a military child's official education record, directly from the military child's previous school, simultaneously with enrolling the military child.

4. If a school receives a request to forward a certified copy of a military child's official education record, the school shall comply within ten (10) days of the request.

5. "Military child" means a child enrolled in kindergarten through grade 12 who is in the household of an active duty service member. An "active duty service member" is an individual on full-time duty status in the active uniformed service of the United States, including members of the National Guard and Reserve on active duty orders.

Utah Code § 53E-3-903(1) (2019)
Utah Code § 53E-3-905(1), (2) (2018)

KK. Records of a Missing Child

1. Upon notification by the Criminal Investigations and Technical Services Division of the Department of Public Safety ("division") of a missing child, the school in which that child is currently or was previously enrolled shall flag the record of that child in a manner that whenever a copy of or information regarding the record is requested, the school is alerted to the fact that the record is that of a missing child.

2. The school shall immediately report any request concerning flagged records or knowledge as to the whereabouts of any missing child to the division. The school may not forward the record to the new school.

3. Upon notification by the division that a missing child has been recovered, the school shall remove the flag from that child's record.

   Utah Code § 53G-6-602 (2018)

LL. The Records Responsibility for Students with Disabilities

1. The official responsible for ensuring the confidentiality of any personally identifiable information in student with disabilities records shall be the Superintendent.

2. A current listing of names and positions of persons who have access to student with disabilities records is maintained at the office of the Superintendent.

MM. Procedure to Amend

1. Within fifteen (15) school days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten school days after the request is received. Parents shall be notified in advance of the date, time, and place of the hearing.

2. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence, and at their own expense, may be assisted or represented at the hearing. The parents shall be notified of the decision in writing within ten school days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 school days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

NN. Notice of Parent and Student Rights

Family Education Rights and Privacy Act, 20 U.S.C. § 1232g

1. The Box Elder School District maintains general education records required by law. A student's school records are private and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the District until the student withdraws or graduates. This record moves with the student from school to school.

2. By law, both parents, whether married, separated, or divorced, have access to the records of a student who is a minor or a dependent for tax purposes, as do students who are eighteen (18) years of age or older. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights.

3. The principal is custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of all records for students who have withdrawn or graduated. Records may be reviewed during regular school hours. The record custodian or designee will respond to reasonable requests for explanation and interpretation of the records. The address of the Superintendent's office is: 960 South Main, Brigham City, UT 84302.

4. The addresses of the principals' offices are:
   a. Bear River High School — 1450 S Main, Garland, UT 84312
   b. Bear River Middle School — 300 E 1500 S, Garland, UT 84312
   c. Alice C. Harris Intermediate School — 515 N 800 W, Tremonton, UT 84337
   d. Box Elder High School — 380 S 600 W, Brigham City, UT 84302
   e. Box Elder Middle School — 18 S 500 E, Brigham City, UT 84302
   f. Adele C. Young Intermediate School — 830 Law Dr., Brigham City, UT 84302
   g. Sunrise High School — 230 W 200 S, Brigham City, UT 84302
   h. Century Elementary — 5820 N 4800 W, Bear River City, UT 84301
   i. Discovery Elementary — 820 N 500 W, Brigham City, UT 84302
   j. Fielding Elementary — 50 W Main, Fielding, UT 84311
   k. Garland Elementary — 450 S 100 W, Garland, UT 84312
   l. Golden Spike Elementary — 730 E 300 N, Brigham City, UT 84302
   m. Grouse Creek Elementary and Secondary — 76785 W 11900 N, Grouse Creek, UT 84313
   n. Lake View Elementary — 851 S 200 W, Brigham City, UT 84302
   o. McKinley Elementary — 120 W 500 S, Tremonton, UT 84337
   p. North Park Elementary — 50 E 700 N, Tremonton, UT 84337
   q. Park Valley Elementary and Secondary

		788 Education Dr., Park Valley, UT 84329
r.	Salt Creek Elementary	2900 W 500 N, Tremonton, UT 84337
s.	Snowville Elementary	PO Box 669, Snowville, UT 84336
t.	Three Mile Creek Elementary	2625 S 1050 W, Perry, UT 84302
u.	Willard Elementary	40 W 50 S, Willard, UT 84340

5. Parents of a minor or a student who is a dependent for tax purposes, the student (if 18 or older), and school officials with legitimate educational interests are the only persons who have general access to a student's records. "School officials with legitimate educational interests" include any employees, agents, or Board Members of the District, or of cooperatives of which the District is a member,' or of facilities with which the District contracts for placement of students with disabilities, as well as their attorneys and consultants, who are

   a. working with the student;

   b. considering disciplinary or academic actions, the student's case, or a student with disabilities' individual education plan;

   c. compiling statistical data; or

   d. investigating or evaluating programs.

6. Certain other officials from various governmental agencies may have limited access to the records. The District forwards a student's records on request to a school in which a student seeks or intends to enroll without the necessity of the parent's permission. Parental consent is required to release the records to anyone else. When the student reaches eighteen (18) years of age, he or she has the right to consent to release of records transfers to the student.

7. The parent's or student's right of access to, and copies of, student records does not extend to all records. Materials such as, but not limited to, teachers' personal notes on a student that are shared only with a substitute teacher and records on former students do not have to be made available to the parents or students.

8. Students over eighteen (18) and parents of minor students may inspect the student's records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the District refuses the request to amend the records, the requestor has the right to a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, parents and students are not allowed to contest a student's grade in a course through this

process. Parents or students have the right to file a complaint with the U.S. Department of Education if they feel that the District is not in compliance with the law regarding student records.

9. Copies of student records are available at the reasonable current rate per page, payable in advance. Parents may be denied copies of student's records (1) after the student reaches age eighteen (18) and is no longer a dependent for tax purposes; (2) when the student is attending an institution of post-secondary education; or (3) if the parent fails to follow proper procedures and pay the copying charge. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record will be provided at no charge.

10. Certain information about District students is considered directory information. This information will be released to anyone who follows procedures for requesting it, unless the parent objects to the release of any or all directory information about his child. In connection with receiving federal funding, the District is also required by law to provide requesting military recruiters with secondary student names, addresses and telephone numbers unless the parent objects to the release of that information. (The same objection may be used for both general directory information release and release to military recruiters.) This objection must be made in writing to the principal within ten school days after the issuance of this notice. Directory information includes: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received in school, and most recent previous school attended.

11. The District's complete policy regarding student records is available from the principal's or Superintendent's office.

20 U.S.C. § 1232g(e)
Utah Code § 53E-9-202(2) (2019)
20 U.S.C. § 7908

POLICY 5224

Non-enrolled District Student's Participation in ~~Extracurricular~~ Activities

A. The following definitions apply for purposes of this policy:

1. "Academic Eligibility Panel" means a three-person panel selected by the Superintendent from nominees submitted by national, state, or regional organizations whose members are home school students and parents. The three panel members will include:

   a. one member with experience teaching in a public school as a licensed teacher and in home-schooling high school-age students;

   b. one member with experience teaching in a higher education institution and in-home schooling; and

   c. one member with experience in home schooling high school-age students.

   Utah Code § 53G-6-703(10) (2023)

2. "Activity fee" means a fee approved by the District or a District school that is charged to all students to participate in an extracurricular or co-curricular activity sponsored by or through a District school and entitles the student to try out for, participate in, receive transportation to, or attend the activity.

   Utah Admin. Rules R277-494-2(1) (December 8, 2025)

3. "Association" means an organization that governs or regulates a student's participation in an athletic interscholastic activity.

   Utah Code § 53G-6-703(1)(b) (2023)
   Utah Code § 53G-7-1101(3) (2025)

4. "Co-curricular activity" means a District or school activity, course, or experience, outside of school hours, that also includes a required school day component.

   Utah Admin. Rules R277-494-2(3) (December 8, 2025)

5. "Extracurricular activity" has the same meaning as set out in Policy 5230 Student Fees.

   Utah Code § 53G-6-703(1)(c) (2023)
   Utah Code § 53G-7-501 (2025)

6. "Initial establishment of eligibility requirements" means meeting an association's eligibility requirements, policies, procedures, and transfer rules to participate on a high school sports team as required in grade 9 or 10 when the student is selected for membership on a high school sports team.

   Utah Code § 53G-6-703(1)(d) (2023)

7. "Online education" means the use of information and communication technologies to deliver educational opportunities to a student in a location other than a school.

   Utah Code § 53G-6-705(1)(d) (2026)

8. "Online student" means a student who participates in an online education program sponsored or supported by the State Board of Education, a school district, or a charter school and who generates funding for the school district or school under Utah Code § 53F-2-102(5) and State Board of Education Rules.

   Utah Code § 53G-6-705(1)(e) (2026)

9. "Qualifying online student" means an online student seeking to participate in an extracurricular or co-curricular activity at a district school:

   a. within the attendance boundaries of which the student's custodial parent resides (and, for interscholastic competition of athletic teams, the student did not have a prior initial establishment of eligibility requirements); or

   b. from which the on-line student withdrew for the purpose of participating in an on-line education program.

   Utah Code § 53G-6-705(2) (2026)

10. "Qualifying charter school student" means a charter school student seeking to participate in an extracurricular or co-curricular activity which is not offered at the student's charter school, at a district school:

a. within the attendance boundaries of which the student's custodial parent resides (and, for interscholastic competition of athletic teams, the student did not have a prior initial establishment of eligibility requirements); or

b. from which the charter school student withdrew to attend charter school; or

c. if the student's charter school is located on or has Board approval to locate on the campus of that district school; or

d. as may be provided for in rules established by the Utah State Board of Education.

Utah Code § 53G-6-704(2), (3) (2026)

11. "Qualifying private school student" means a private school student who did not have a prior initial establishment of eligibility requirements who is seeking to participate in an extracurricular activity at a district school:

a. within the attendance boundaries of which the student's custodial parent resides; or

b. from which the private school student withdrew to attend private school.

Utah Code § 53G-6-703(2)(c) (2023)

12. "Qualifying home school student" means a home school student who did not have a prior initial establishment of eligibility requirements who is seeking to participate in an extracurricular activity at a district school:

a. within the attendance boundaries of which the student's custodial parent resides; or

b. from which the home school student withdrew to attend home school.

Utah Code § 53G-6-703(2)(c) (2023)

13. "Qualifying scholarship student" means a student who has a scholarship under the Utah Fits All Scholarship Program who did not have a prior initial establishment of eligibility requirements who is seeking to participate in an extracurricular activity at a district school:

a. Within the attendance boundaries of which the student's custodial parent resides; or

b. From which the student withdrew to attend school under a Utah Fits All Scholarship Program scholarship.

Utah Code § 53G-6-703(2)(c) (2023)
Utah Code § 53F-6-406(6) (2026)

14. "Qualifying student" means a qualifying home school, private school, charter school, ~~or~~ online, or scholarship student as defined above.

15. "Non-qualifying student" is a student who is not enrolled in a District school who is not a qualifying student as defined above.

16. "School participation fee" is the fee paid by a charter or online school to a District school for participation of a student in an activity.

Utah Admin. Rules R277-494-2(8) (December 8, 2025)

17. "Student activity specific fee" is the activity fee charged to all participating students by a District school for a designated extracurricular or co-curricular activity.

Utah Admin. Rules R277-494-2(9) (December 8, 2025)

B. Qualifying Student Participation in Extracurricular Activities

1. A qualifying student who is not enrolled in a District school is eligible to participate in extracurricular activities, subject to the student's parent agreeing to provide the student transportation to the District school for the activities.

Utah Code § 53G-6-703(2)(a) (2023)
Utah Code § 53G-6-704(2) (2023)
Utah Code § 53G-6-705(2) (2026)
Utah Code § 53F-6-406(6) (2026)
Utah Admin. Rules R277-494-3 (December 8, 2025)
Utah Admin. Rules R277-494-5 (December 8, 2025)

C. Online and Charter Student Participation in Co-curricular Activities

1. A qualifying online or qualifying charter school student who is not enrolled in a District school is eligible to participate in co-curricular activities, subject to the student's parent agreeing to provide the student transportation to the District school for the activities.

Utah Admin. Rules R277-494-4 (December 8, 2025)

D. Private, Home School, and Scholarship Student Participation in Co-curricular Activities

1. Private, home school, and scholarship students may participate in co-curricular activities in District schools in accordance with the dual enrollment provisions of Policy 4135 Dual Enrollment.

Utah Admin. Rules R277-494-6 (December 8, 2025)
Utah Code § 53G-6-702 (2020)
Utah Code § 53F-6-406(6) (2026)

E. Non-Qualifying Student Participation in Extracurricular Activities

1. A school may allow a non-qualifying student to participate in an extracurricular activity that the school sponsors and supports if

   a. the student satisfies the general eligibility requirements set forth below and

   b. the student meets the open enrollment requirements of Policy 5010 Admissions Eligibility Requirements, subject to the following additional requirements:

      1) For an interscholastic competition of athletic teams, a private school student, home school student, charter school student, ~~or~~ online student, or scholarship student meets the initial establishment of eligibility requirements.

      2) For an interscholastic contest or competition for music, drama, or forensic groups or teams, the private school student's private school does not offer the activity and the private school meets the entry requirements for participation.

      3) For an interscholastic contest or competition for music, drama, or forensic groups or teams, the home school student, charter school student, or online student meets the entry requirements for participation.

      4) For an interscholastic contest or competition for music, drama, or forensic groups or teams, the scholarship student's school of enrollment does not offer the activity and the school of enrollment meets the entry requirements for participation.

Utah Code § 53G-6-703(2)(d) (2023)
Utah Code § 53G-6-704(4) (2023)
Utah Code § 53G-6-705(3) (2026)
Utah Code § 53F-6-406(6) (2026)

F. Non-Qualifying Student Participation in Co-curricular Activities

1. A District school may allow a non-qualifying charter student or non-qualifying online student to participate in a co-curricular activity based on a negotiated agreement with the student's school of enrollment. These co-curricular activities may include a debate, drama, or choral program, a specialized course or program offered during the regular school day, or an enrichment program or activity.

   Utah Admin. Rules R277-494-4(1)(b), (c) (December 8, 2025)

G. Eligibility Requirements for Non-Enrolled Student Participation in Extracurricular and Co-curricular Activities

1. Non-enrolled students who are allowed to participate in an extracurricular or co-curricular activity as provided for above shall be subject to all eligibility standards:

   a. applied to a fully enrolled District school student;

   b. of the District school where the student participates in the ~~an~~ extracurricular or co-curricular activity; and

   c. for the extracurricular or co-curricular activity in which the student participates.

2. Apart from the basic eligibility requirements outlined above, District schools may not impose additional requirements on non-enrolled students to participate in an extracurricular or co-curricular activity that are not imposed on fully enrolled students at the District school.

   Utah Code § 53G-6-703(3)(a), (b) (2023)
   Utah Code § 53G-6-704(5), (6) (2023)
   Utah Code § 53G-6-705(4), (5) (2026)
   Utah Admin. Rules R277-494-4(1)(a)(iii) (December 8, 2025)
   Utah Admin. Rules R277-494-5(1)(c) (December 8, 2025)

H. Specific Eligibility Requirements for Participation in Extracurricular Activities for Home School Students

1. Eligibility requirements based on school attendance are not applicable to a home school student.

2. A home school student meets academic eligibility requirements to participate in an extracurricular activity if:

a. the student is mastering the material in each course or subject being taught; and

b. the student is maintaining satisfactory progress towards achievement or promotion.

3. To establish a home school student's academic eligibility, a parent, teacher, or organization providing instruction to the student shall submit an academic eligibility affidavit to the principal indicating the student meets academic eligibility requirements. Upon submission of this affidavit, a home school student shall:

   a. be considered to meet academic eligibility requirements; and

   b. retain academic eligibility for all extracurricular activities during the activity season for which the affidavit is submitted, until:

      1) an academic eligibility panel determines the home school student does not meet academic eligibility requirements; or

      2) the person who submitted the academic eligibility affidavit provides written notice to the school principal that the student no longer meets academic eligibility requirements.

4. A home school student who loses academic eligibility pursuant to E.3.b.2) above may not participate in an extracurricular activity until the person who submitted the affidavit under E.3.b.2) provides written notice to the school principal that the home school student has reestablished academic eligibility. If a home school student reestablishes academic eligibility as described above, the home school student may participate in extracurricular activities for the remainder of the activity season.

5. A person who has probable cause to believe a home school student does not meet academic eligibility requirements may submit an affidavit to the principal:

   a. asserting the home student does not meet academic eligibility requirements; and

   b. providing information indicating that the home school student does not meet the academic eligibility requirements.

6. A principal shall review the affidavit, and if the principal determines it contains information which constitutes probable cause to believe a home school student may not meet academic eligibility requirements, the principal shall request an academic eligibility panel to verify the student's compliance with academic eligibility requirements.

7. The Superintendent shall appoint an academic eligibility panel to verify a home school student's compliance with academic eligibility requirements when requested by a principal. A panel shall:

   a. review the affidavit and may confer with the person who submitted the affidavit;

   b. request the home school student to submit test scores or a portfolio of work documenting the student's academic achievement to the panel;

   c. review the test scores or portfolio of work; and

   d. determine whether the home school student meets academic eligibility requirements.

8. If the panel determines that the home school student meets academic eligibility requirements, the student will retain academic eligibility for all extracurricular activities during the activity season for which an affidavit was submitted. A panel's determination that a home school student does not comply with academic eligibility requirements is effective for an activity season and all extracurricular activities that have academic eligibility requirements.

   Utah Code § 53G-6-703(4) to (14) (2023)

I. ~~Extracurricular~~ Activities Fees

1. Non-enrolled students who participate in an extracurricular or co-curricular activity at a District school shall pay the same fees as required of fully enrolled District school students to participate in the ~~an~~ extracurricular or co-curricular activity.

~~2. If the District imposes a mandatory student activity fee for a student enrolled in a District school, the fee may be imposed on a non-enrolled student who participates in an extracurricular activity at a District school if the same benefits of paying the mandatory student activity fee that are available to a fully enrolled District school student are available to a non-enrolled student who participates in an extracurricular activity at the District school.~~

Utah Code § 53G-6-703(3)(c) (2023)

3. For charter and online school students, the student's school of enrollment shall pay the District school a school participation fee of $75 for each school year the student participates in a District school activity (a single fee covers both extracurricular and

co-curricular activities for that year). This fee is in addition to a student activity specific fee for the activity.

Utah Admin. Rules R277-494-3(2), (3) (December 8, 2025)
Utah Admin. Rules R277-494-4(3) (December 8, 2025)

4. All fees, including school participation fees~~,~~ and student activity specific ~~participation~~ fees ~~and activity fees~~ shall be paid prior to student participation. ~~School participation fees are paid by the charter school or online school to the District school for a student to be able to participate at the District school as provided by Utah State Board of Education rule. Student participation fees are the specific fees charged to all students who participate in the activity.~~ School fees for non-enrolled students shall be waived by the District if required under Utah law and State Board of Education policy. However, for students qualifying for fee waivers, the student's on-line or charter school shall be responsible to pay both ~~for payment of~~ the school participation fee and ~~for students qualifying for fee waivers and shall also pay~~ the student activity specific ~~participation~~ fee to the District.

Utah Admin. Rules R277-438-4 (December 8, 2016)
Utah Admin. Rules R277-494-2(8), (9) (December 8, 2025)
Utah Admin. Rules R277-494-3(7) (December 8, 2025)
Utah Admin. Rules R277-494-4(5) (December 8, 2025)

POLICY 5230

Student Fees, Fines, and Charges

A. Purpose

1. The Box Elder School District (BESD) Board of Education adopts this policy to provide for the orderly establishment and management of a system of reasonable fees; to provide adequate notice to families of fees and fee waiver requirements; to establish a fair and efficient process for granting fee waivers; and to prohibit practices that would exclude students unable to pay fees from participation in school- sponsored activities or create a burden on a student or family as to have a detrimental impact on participation.

B. Definitions

1. As used in this policy, the following definitions apply:

   a. “Fee” means

      1) something of monetary value

      2) requested or required as a condition to a student’s full participation in or admission to

      3) an activity, class, or program which is provided, sponsored, or supported by a school.

      4) It does not include money or something of monetary value raised by a student or the student’s family through fundraising.

      Utah Code § 53G-7-501(7)(a), (c)(v) (2025)
      Utah Admin. Rules R277-407-2(5) (December 8, 2025)

      5) “Something of monetary value” means a charge, expense, deposit, rental, fine, or payment (regardless of how it is described) in the form of money, goods, or services, whether it is directly or indirectly requested or required.

         Utah Admin. Rules R277-407-2(24)(a) (December 8, 2025)

      6) For example, it includes:

a) Payments to a third party providing a part of a school activity, class, or program; and

b) A fine, unless that fine is within the scope of the definition in Non-Fee Charges, below.

Utah Code § 53G-7-501(7)(b) (2025)
Utah Admin. Rules R277-407-2(24)(b) (December 8, 2025)

7) It does not include a payment or charge for damages which may be reasonably attributed to normal wear and tear.

Utah Admin. Rules R277-407(24)(c) (December 8, 2025)

b. "Requested or required as a condition of a student's participation" means impliedly or explicitly mandated or necessary for a student, parent, or family to provide so that a student may:

1) Fully participate in school or in a school activity, class, or program;

2) Successfully complete a school class for the highest grade; or

3) Avoid a direct or indirect limitation on full participation in a school activity, class, or program, including limitations created by:

a) Peer pressure, shaming, stigmatizing, bullying, or the like; or

b) Withholding or curtailing any privilege that is otherwise provided to any other student.

Utah Admin. Rules R277-407-2(19) (December 8, 2025)

c. "Provided, sponsored or supported by a school" means an activity, class, program, fundraiser, club, camp, clinic, or other event that:

1) Is authorized by the District or a District school, according to Board policy; or

2) Satisfies at least one of the following conditions:

a) It is managed or supervised by the District, a District school, or a District employee in the capacity of their District employment;

b) It uses, more than inconsequentially, District or a District school's facilities, equipment, or other resources; or

c) It is supported or subsidized, more than inconsequentially, by public funds, including school activity funds or minimum school program dollars.

3) Is not a noncurricular club as defined by Policy 5260 Student Clubs

Utah Admin. Rules R277-407-2(16) (December 8, 2025)

4) This definition applies regardless of the time or season of the activity, class, or program (for example, summer camps or clinics are sponsored by a school if the foregoing requirements are met).

Utah Admin. Rules R277-407-4(4) (December 8, 2025)

d. "Common education expense" means an expense the District incurs that is related to the delivery of instruction for all courses, unrelated to a specific course, program, or activity. Such expenses include the costs of employing educators and staff, providing capital facilities, and operation and maintenance costs.

Utah Code § 53G-7-501(1) (2025)

e. "Course" means an activity, course, or program conducted primarily during school hours and that the District provides, sponsors, or supports and intends to deliver instruction, including a course in which a student is required to enroll as a condition of participation in a separate extracurricular activity.

Utah Code § 53G-7-501(2) (2025)

f. "Non-fee course" means a course that results in course credit or a course grade within the core standards the Utah State Board of Education establishes for English language arts, health education, mathematics, science, and social studies.

Utah Code § 53G-7-501(12) (2025)

g. "Fee course" means a course that is not a non-fee course.

Utah Code § 53G-7-501(8) (2025)

h. "Personal student supply" means, for a secondary student, an object, tool, material, or supply that is the personal property of a student which, regardless of

the use of the supply in the instructional process, is also commonly purchased and used by persons not enrolled in the class or activity in question and has a high probability of regular use in other than school-sponsored activities.

1) It includes pencils, paper, notebooks, crayons, scissors, basic clothing for healthy lifestyle classes, and similar personal or consumable items over which a student retains ownership.

2) It excludes any such items if, to create a uniform appearance not related to basic function, the school imposes specific requirements such as brand, color, or a special imprint.

Utah Code § 53G-7-501(13) (2025)
Utah Admin. Rules R277-407-2(15) (December 8, 2025)

i. "Textbook" means instructional material necessary for participation in an activity, course or program, regardless of the format of the material. It excludes school equipment, instructional equipment and instructional supplies. It includes:

1) Hard copy book or printed pages of instructional material, including a consumable workbook; and

2) computer hardware, software, or digital content.

Utah Code § 53G-7-501(19) (2025)

j. "Instructional equipment" means an activity, course, or program-related tool that is required for a student to use as part of an activity, course, or program in a secondary school and becomes the property of the student upon exiting the activity, course, or program. This excludes school equipment, an instructional supply, and a personal student supply for a secondary student.

Utah Code § 53G-7-501(10) (2025)

k. "Instructional supply" means a non-reusable or a consumable material or supply that is necessary to use, expend, or deplete as a component or element of an activity, course, or program in a secondary school. This excludes a personal student supply for a secondary student.

Utah Code § 53G-7-501(11) (2025)

l. "School equipment" means a durable, reusable machine, equipment, facility, or tool owned by a secondary school and used by a student as part of an activity,

course, or program in a secondary school. For example, it includes a saw or a 3D printer.

Utah Code § 53G-7-501(15) (2025)
Utah Admin. Rules R277-407-2(23) (December 8, 2025)

m. "Regular school day" means the same as "school day" as defined in Utah Administrative Code R277-419-2.

Utah Admin. Rules R277-407-2(18) (December 8, 2025)
Utah Admin. Rules R277-419-2(30) (February 7, 2025)

n. "Extracurricular activity" means an activity or program that is not a course that is provided, sponsored or supported by the District or a District school and is not a noncurricular club.

Utah Code § 53G-7-501(6) (2024)

C. Non-Fee Charges

1. Certain items of monetary value provided in connection with students and schools are not considered fees.

2. Student Fines

a. A student fine is not a fee if it is specifically approved by the District and is imposed for one of the following:

1) Failing to return school property;

2) Losing, wasting, or damaging private or school property through intentional, careless, or irresponsible behavior (including defacing or damaging school property); or

3) Improper use of school property (including a parking violation).

Utah Code § 53G-8-212 (2021)
Utah Code § 53G-7-501(7)(c)(i) (2025)
Utah Admin. Rules R277-407-2(24)(b)(iv) (December 8, 2025)

b. When fines have been assessed to a student for damaging or losing school property, the school shall not exclude the student from school for nonpayment but may withhold a transcript or diploma to obtain payment of such charges

pursuant to the Board policy regarding defacing or damaging school property. However, a school may not withhold student records which are required for student enrollment or placement in a subsequent school. In addition, if the Department of Health and Human Services or a licensed child-placing agency has been granted custody of the student, that student's records, if requested by the department or agency, may not be withheld from the department or agency for nonpayment of damages.

Utah Code § 53G-8-212 (2021)
Utah Admin. Rules R277-407-9(10), (11) (December 8, 2025)

3. Student Records

   a. A school may impose a reasonable charge to cover the cost of duplicating, mailing, or transmitting transcripts and other school records. However, no charge may be imposed for duplicating, mailing, or transmitting copies of school records to an elementary or secondary school in which a former student is enrolled or intends to enroll.

      Utah Admin. Rules R277-407-6(8)(b), (c) (December 8, 2025)

4. Non-Waiverable Charges

   a. A cost, payment, or expenditure that falls into one of the following categories is not a fee.

      1) A personal discretionary charge or purchase, including:

         a) A charge for insurance, unless the insurance is required for a student to participate in a school activity, class, or program;

         b) A charge for college credit ~~relating to successful completion of a concurrent enrollment class or an advanced placement examination~~ from an institution of higher education or post-secondary related courses; or

         c) A charge for a personal consumable item such as a yearbook, class ring, letterman jacket or sweater, or other similar item (unless requested or required by the school or District).

      2) A charge which is subject to sales tax.

      3) A charge for school lunch or breakfast.

4) A deposit that is a pledge securing the return of school property which is refunded upon return of the property.

5) A charge for a replacement for damaged or lost school equipment or supplies.

Utah Admin. Rules R277-407-2(14) (December 8, 2025)
Utah Admin. Rules R277-407-3(9) (December 8, 2025)
Utah Code § 53G-7-501(7)(c), (11) (2025)

5. Donations of Supplies to an Elementary School

   a. An elementary school or elementary school teacher may compile and provide to a student's parent a suggested list of student supplies for use during the regular school day so that a parent may furnish, only on a voluntary basis, those the listed supplies for student use. Such a list must include and be preceded by the following language:

      1) *"NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."*

   Utah Admin. Rules R277-407-3(1)(c), (6) (December 8, 2025)
   Utah Code § 53G-7-503(2)(b) (2025)

6. Donations

   a. For a donation not to be a fee, it must not affect the participation of an individual student. Donations are generally governed by Policy 5312 Non-School and Private Fundraising and Donations. Donations or contributions may be invited on forms provided to parents of students but must clearly state that donations and contributions are voluntary and are not required for participation in an activity or class.

   Utah Admin. Rules R277-407-8(1) (December 8, 2025)

   b. Students and families may be notified that they may voluntarily pay an increased fee amount or provide a donation to cover the costs of other students and families. Any such payments are considered donations and are not fees. In order to accept such payments, schools shall require that the payment be clearly designated as made for the purpose of covering the costs of other students.

   Utah Admin. Rules R277-407-9(2)(b) (December 8, 2025)

7. Authorizing Fees

   a. No fee may be charged by the District, a District school, or any District officer or employee unless the fee has been authorized by the Board as required in this policy and applicable law. This includes any and all fees as defined in this policy, including those related to courses and extracurricular activities. Each fee must be individually authorized by the Board.

      Utah Code § 53G-7-503(1)(a), (b) (2025)
      Utah Code § 53G-7-505 (2025)
      Utah Admin. Rules R277-407-3(2) (December 8, 2025)
      Utah Admin. Rules R277-407-6(1) (December 8, 2025)

   b. Prohibited and Permitted Fees

      1) Beginning with the 2025-2026 school year, the District may not charge a secondary student a fee for a non-fee course, except that a fee may be charged to a secondary student for any course for instructional equipment, a school field trip or activity trip or performance (including related transportation, food, lodging, and admission charges or participation fees), school activity clothing, a discretionary project (as provided in the following paragraph), or a competency remediation program in accordance with Utah Code § 53G-9-803.

      2) In project-related courses, projects required for course completion shall be included in the course fee. However, a secondary student may request approval to complete a discretionary project in lieu of or in addition to a required classroom project which demonstrates the intended course competencies of the required classroom project. The school is not required to approve such a request. If the request is approved, the school may charge a fee for the discretionary project, including charges for the materials or activity involved. However, the school may not require such an additional project as a condition for enrolling, completing, or receiving the highest possible grade for a course. Schools shall avoid allowing high-cost additional projects, particularly where authorization of an additional discretionary project results in pressure on a student by teachers or peers to also complete a similar high-cost project.

      3) A secondary student may be charged a fee for a fee course, including for instructional supplies, the life-cycle replacement costs for school equipment directly related to the fee course, a musical instrument rental, licensing fees

for fine arts intellectual property, or participation in a driver education course described in Utah Code § 53G-10-503 and Policy 4190 Driver Training.

4) A secondary student may be charged for open enrollment application processing in accordance with Utah Code § 53G-6-402(5) and Policy 5010 Admissions Eligibility Requirements.

5) A secondary student may be charged a fee for an extracurricular activity, including for the life-cycle replacement costs for school equipment directly related to the extracurricular activity.

6) A secondary student may be charged a fee for an adult education course in accordance with Utah Code § 53E-10-202. A secondary student may be charged a fee for tuition, college credit, an exam, or a textbook for an Advanced Placement, International Baccalaureate, or a concurrent enrollment course described in Utah Code § 53E-10-302 and Policy 4062 Curriculum: College Course Work.

7) Fees may not be charged for school equipment. Other than as specified above, a fee may not be charged for a textbook. A fee may not be charged for a common education expense. A fee may not be charged that is general in nature or for a good or service that does not have a direct benefit to the student paying the fee.

Utah Code § 53G-7-501(3) (2025)
Utah Code § 53G-7-503(2), (3) (2025)
Utah Admin. Rules R277-407-3(5) (December 8, 2025)

c. Process to Adopt Fee Policies and Schedules

1) The Board shall annually adopt fee policies and a fee schedule in a public meeting held on or before April June 1. The Board shall consult with stakeholders and shall encourage public participation in the development of the fee schedule and of waiver policies. Before taking action to approve the policies and fee schedule, the Board shall provide the opportunity for public comment on the proposed fee schedule during at least two public Board meetings. In addition to the notice required for a regular Board meeting, the Board shall provide notice of these meetings using the same form of communication regularly used by the District to communicate with parents (such as email, text, flyer, or phone call).

Utah Code § 53G-7-505(2) (2025)
Utah Admin. Rules R277-407-6(2) (December 8, 2025)

2) After the annual adoption of the fee schedule, the Board may amend the fee schedule by following the process described in the preceding paragraph (other than the June 1 deadline).

Utah Admin. Rules R277-407-6(3) (December 8, 2025)

3) The Board shall annually review the District's policies on fees and fee waivers.

Utah Admin. Rules R277-407-15(5) (December 8, 2025)

d. Fee Schedules

1) A fee must be included in the Board approved fee schedule in order to be charged.

a) The fee schedule shall include the specific amount for each fee and a spending plan for each fee.

i. The spending plan shall provide transparency to students, parents, and employees by identifying the uses of a fee.

ii. The spending plan shall identify the needs for which the fee is being charged and include a list or description of the anticipated types of expenditures (either during the current fiscal year or as carryover for use in a future year) that are funded by the fee.

b) The fee schedule shall include the maximum fees allowed per activity and per student. If there are multiple fees related to one activity, class, or program, the fee schedule shall include an easy-to-understand delineation of each of the fees and the fee total for the activity, class, or program.

c) The fee schedule shall also include the District's fee waiver policy, including an easily understandable statement informing a parent that a student may be eligible to have one or more fees waived and may appeal a denial of a requested waiver and also specifying the maximum dollar amount of the fees that will be waived for each student.

Utah Code § 53G-7-504(2)(b)(iii) (2026)
Utah Code § 53G-7-505(3)(a) (2025)
Utah Admin. Rules R277-407-6(1)(c) (December 8, 2025)
Utah Admin. Rules R277-407-13(2), (3) (December 8, 2025)

e. Notice of Fee Policies and Schedules

1) The District shall annually publish on each school's publicly available website the fee schedule (including fee maximums), fee waiver policies, the fee waiver application, the fee waiver decision and appeals form and the school fee notice for families. Annual school registration materials shall include a copy of the fee schedule and fee waiver policies, and these materials shall be provided to a parent of a student who enrolls after the initial enrollment period.

2) Beginning with the 2026-2027 school year, school registration materials shall clearly identify the fee for each activity, course, or program alongside the description of the activity, course, or program in the materials.

3) The notices and forms used may be those approved by the State Board of Education, including:

a) For elementary schools:

i. School Fees Notice for Families of Students in an Elementary School

ii. Fee Waiver Application (Elementary School)

iii. Fee Waiver Decision and Appeal Form

b) For secondary schools:

i. School Fees Notice for Families of Students in Grades Seven Through Twelve

ii. Fee Waiver Application (Secondary School)

iii. Fee Waiver Decision and Appeals Form

Utah Code § 53G-7-505(3)(b) (2025)
Utah Admin. Rules R277-407-6(6)(a) (December 8, 2025)

4) If the District's parent or student population in a single written language other than English exceeds 20%, then the District shall also publish the fee waiver policies and fee schedules in that other language. If a student or parent's first language is not English, and the District has not published the policies and fee schedules in that other language, then a District representative will meet

personally with each student's parent or family and make available an interpreter for the parent to understand the policies and fee schedules.

Utah Admin. Rules R277-407-6(6)(b), (c) (December 8, 2025)

D. Standards for Fees

1. In setting fees, the Board shall establish the following maximum fee amounts:

   a. The amount that a school may charge per student for each activity.

   b. The total aggregate amount that a school may charge to a student in fees in a year.

   Utah Admin. Rules R277-407-6(4) (December 8, 2025)

2. To preserve equal opportunity for all students and to limit diversion of money and school and staff resources from the basic school program, the Board's fee policies shall be designed to limit student expenditures for school-sponsored activities, including expenditures for activities, uniforms, clubs, clinics, travel, and subject area and vocational leadership organizations, whether local, state, or national.

   Utah Admin. Rules R277-407-6(9) (December 8, 2025)

3. The Board may establish a reasonable number of activities, courses, or programs that will be covered by the annual maximum fee amount.

   Utah Admin. Rules R277-407-6(4)(b) (December 8, 2025)

4. In setting fees, the Board shall establish a dollar amount cap on the total fees which will be waived for a student during the year. In authorizing and allocating funds for classes, programs, and activities that have associated fees, the Board shall take into account this dollar amount cap on individual student fee waivers.

   Utah Code § 53G-7-504(2)(b)(iii) (2026)

5. No fees may be charged for elementary school activities that are part of the regular school day (including assemblies and field trips.) or for supplies a student uses during the regular elementary school day.

6. Fees may be charged to students in grade 6 as secondary students if those students are attending a school that includes any of the grades 7 through 12. A school that provides instruction to students in grades other than grades 6 through 12 may not

charge fees to students in grade 6 unless for those students the school follows a secondary model of instruction.

Utah Code § 53G-7-503(4)(a) (2025)
Utah Admin. Rules R277-407-3(1), (3) (December 8, 2025)

7. Fees may be charged to elementary school students for activities which do not take place during the regular school day so long as participation in the activities is voluntary and does not affect a student's grade or ability to participate fully in any course taught during the regular school day.

   Utah Code § 53G-7-503(4)(a) (2025)
   Utah Admin. Rules R277-407-4(1) (December 8, 2025)

8. All fees, including fees for co-curricular and extracurricular activities, must be within the maximum amounts established for the activity by the Board.

   Utah Admin. Rules R277-407-4(2) (December 8, 2025)
   Utah Admin. Rules R277-407-6(1) (b), (4) (December 8, 2025)

9. A fee may not be imposed or increased in order to supplant or subsidize another fee, including to supplant or subsidize a prohibited fee, including the normal expense of delivering instruction in a course. The amount of a fee may not be increased to offset the cost of fee waivers. The fee imposed on a student for a particular activity, course, or program must be directly related to and cannot exceed the expense incurred by the school in providing that activity, course, or program.

   Utah Code § 53G-7-503(1)(c) - (f) (2025)
   Utah Admin. Rules R277-407-9(2)(a) (December 8, 2025)

10. In establishing fee schedules, the Board may also review and consider the following as to each school in the District:

    a. The cost to the school to provide the activity, class, or program;

    b. The student enrollment;

    c. The median income of families within the attendance area or enrolled at the school;

    d. The number and monetary amount of fee waivers (designated by individual fee) annually granted in the prior three years;

e. The historical participation and school interest in certain activities;

f. The prior year fee schedule;

g. The revenue collected from each fee in the prior year;

h. Fundraising capacity;

i. Prior year community donors; and

j. Other resources available (including through donations and fundraising).

Utah Admin. Rules R277-407-6(5) (December 8, 2025)

E. Optional Fundraising for Fees

1. Consistent with Policy 5310 Fundraising, students may avail themselves of optional individual fundraising opportunities to raise money to offset the cost of the student's fees. Required individual fundraising is prohibited. Student membership in or participation on a team or group may not be denied based on non-participation in any kind of fundraiser (individual or group).

Utah Admin. Rules R277-407-10 (6) (December 8, 2025)
Utah Admin. Rules R277-408-2(4) (August 7, 2024)
Utah Admin. Rules R277-408-4(2) (August 7, 2024)

2. Service in Lieu of Fees

a. Students may choose (but may not be required) to perform service in lieu of paying a fee.

Utah Admin. Rules R277-407-2(17) (December 8, 2025)
Utah Admin. Rules R277-407-10(1) (December 8, 2025)

b. If elected by a student, the service assignment shall be determined by the principal or other designee. The assignment shall be appropriate to the age, physical condition, and maturity of the student and service required shall be consistent with the federal Fair Labor Standards Act. The service must be credited at an hourly rate at least equal to the minimum wage and must be able to be performed within a reasonable period. Service assignments may include service within the school, including tutorial assistance to other students and assistance before or after school to teachers and other school personnel on school related matters.

Utah Code § 53G-7-504(6)(a) (2026)
Utah Admin. Rules R277-407-10(2) (December 8, 2025)
Utah Admin. Rules R277-407-15(2) (December 8, 2025)

c. A student who performs service in lieu of paying a fee may not be treated differently than students who pay the fee, and the service may not create an unreasonable burden for a student or parent and may not be of such a nature as to demean or stigmatize the student.

Utah Admin. Rules R277-407-10(3) (December 8, 2025)

d. Upon request of the student, the student's service credit shall be transferred to another school within the District or to another local education agency.

Utah Admin. Rules R277-407-10(4) (December 8, 2025)

F. Waiver of Fees

1. A "waiver" means a full release from the requirement of payment of a fee and any provision in lieu of fee. (A "provision in lieu of fee" means an alternative to payment of the fee.) All fees are subject to waiver. Non-fee charges (see above) are not subject to waiver.

Utah Code § 53G-7-501(20) (2025)
Utah Admin. Rules R277-407-2(17), (29) (December 8, 2025)
Utah Admin. Rules R277-407-9(1) (December 8, 2025)

2. "Supplemental Nutrition Assistance Program," or "SNAP," means a program, formerly known as food stamps, which provides nutrition benefits to supplement the food budget of low-income families through the Utah Department of Workforce Services.

Utah Admin. Rules R277-407-2(25) (December 8, 2025)

3. "SSI" means "Supplemental Security Income for children with disabilities," which is a benefit administered through the Social Security Administration that provides payments for qualified children with disabilities in low-income families.

Utah Admin Rules R277-407-2(26) (December 8, 2025)

4. "TANF" means "Temporary Assistance for Needy Families," which is a program (formerly known as AFDC) which provides monthly cash assistance and food

stamps to low-income families with children under age 18 through the Utah Department of Workforce Services.

Utah Admin. Rules R277-407-2(27) (December 8, 2025)

5. Eligibility for Waiver

   a. A waiver shall be granted to a student if charging the fee would deny the student the opportunity to participate in a class or school-sponsored or supported activity because of an inability to pay a fee.

      Utah Code § 53G-7-504(2)(a) (2026)
      Utah Admin. Rules R277-407-9(3) (December 8, 2025)

   b. A student is eligible for waiver upon providing verification that:

      1) The student qualifies based on income eligibility levels established annually by the State Superintendent;

      2) The student receives SSI;

      3) The family receives TANF or SNAP funding;

      4) The student is in foster care through the Utah Division of Child and Family Services; or

      5) The student is in state custody; or

      6) The student qualifies for McKinney-Vento Homeless Assistance Act assistance.

         Utah Admin. Rules R277-407-11(1), (2) (December 8, 2025)

   c. Fees may be retroactively waived if eligibility is determined to exist before the date of the fee waiver application.

      Utah Admin. Rules R277-407-11(6) (December 8, 2025)

   d. A student who does not qualify based on the foregoing may also be granted a waiver if the student is not reasonably capable of paying the fee based on extenuating circumstances. Such circumstances might include exceptional financial burden, loss or substantial reduction of income, or extraordinary medical expenses.

1) If families have students in multiple secondary schools, administrators will communicate with the other schools that share siblings to ensure these circumstances are handled consistently.

Utah Admin. Rules R277-407-11(4)(b) (December 8, 2025)

e. In the event that circumstances change for a student or family such that fee waiver eligibility no longer exists, the school may charge a proportional share of a fee or a reduced fee reflecting the change in eligibility.

Utah Admin. Rules R277-407-11(5) (December 8, 2025)

6. Process for Waiver

a. The principal, or the principal's designee, shall review and make decisions regarding fee waiver requests, verifying eligibility as required (including obtaining the required documentation). The decision shall be made promptly and if possible before the fee becomes due. A family may not be subjected to unreasonable demands for re-qualification.

Utah Code § 53G-7-504(2)(b) (2026)
Utah Admin. Rules R277-407-6(7)(a) (December 8, 2025)
Utah Admin. Rules R277-407-9(4), (8)(b) (December 8, 2025)
Utah Admin. Rules R277-407-11(4)(a) (December 8, 2025)

b. Parents shall be provided the opportunity to review available provisions in lieu of fee payment.

Utah Admin. Rules R277-407-9(9)(a) (December 8, 2025)

c. The waiver process shall be administered fairly, objectively, without delay, and in a manner that avoids stigma, embarrassment, undue attention, and unreasonable burdens on students and parents. There shall be no visible indicators which could lead to identification of waiver applicants. The privacy requirements of FERPA apply and shall be followed. Other students may not assist in the waiver approval process. Students who receive a waiver may not be treated differently than other students. Students who receive a waiver may not be identified to other students and may not be identified to any other person (including staff members) who do not need to know of the waiver.

Utah Admin. Rules R277-407-8(5), (6), (7) (December 8, 2025)
Utah Admin. Rules R277-407-15(1) (December 8, 2025)

d. The waiver application and associated required documentation shall incorporate and conform to the regulations issued by the State Board of Education, which will specify the forms of documentation and verification which are acceptable.

Utah Code § 53G-7-504(8) (2026)

e. In lieu of income verification, the school may rely on the following alternative forms of verification:

1) If the student's family receives TANF or SNAP, an electronic copy or screenshot of the student's family's eligibility determination or eligibility status from the Utah Department of Workforce Services which covers the period for which waiver is sought;

2) If the student receives SSI, a benefit verification letter from the Social Security Administration;

3) If the student is in state custody or in foster care, either or both of the following when provided by a case worker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department:

a) The youth in care required intake form;

b) The school enrollment letter;

4) If the student qualifies for McKinney-Vento Homeless Assistance Act assistance, verification from the District's McKinney-Vento liaison.

Utah Admin. Rules R277-407-11(3) (December 8, 2025)

5) The principal or designee may grant a full or partial waiver or deny the request. Upon determination by the principal or designee, the parent shall be provided a written decision using the standard written decision and appeal form authorized by the State Board of Education. A full or partial denial decision shall include the reasons for the denial and give notice of the procedure to appeal the decision.

Utah Admin. Rules R277-407-6(7)(b) (December 8, 2025)
Utah Admin. Rules R277-407-15(1)(e) (December 8, 2025)

6) Appeals of the principal's decision on the granting of fee waivers may be made to the superintendent. Appeals of the superintendent's decision may be made to the Board.

Utah Admin. Rules R277-407-9(9)(b) (December 8, 2025)

7) The requirement that a student pay a fee shall be suspended during any period when the student's eligibility for waiver is being determined or when an appeal of a denial of waiver is in process.

Utah Admin. Rules R277-407-9(9)(c) (December 8, 2025)
Utah Admin. Rules R277-407-15(1)(f) (December 8, 2025)

f. Addressing the Effect of Waivers

1) The District shall identify and address potential inequities due to the impact of the number of students who receive waivers with each of the District's schools. The Board shall distribute the impact of fee waivers among the schools of the District so that no school carries a disproportionate share of the District's total fee waiver burden.

Utah Admin. Rules R277-407-13(4) (December 8, 2025)

G. Fee Waivers for School Trips

1. A "school trip" is a school-sponsored travel activity of two or more nights that requires a student to pay a fee for participation in the activity, except it does not include such a travel activity when the travel is associated with an in-state activity sponsored by the Utah High Schools Activities Association or other association as defined in Utah Code § 53G-7-801.

Utah Code § 53G-7-504(1)(b) (2026)
Utah Code § 53G-7-801(1) (2023)

2. An "action plan" is a written agreement between a principal and a student that outlines specific, reasonable steps the student will take to contribute to the school or community in exchange for a fee waiver for a second school trip.

Utah Code § 53G-7-504(1)(a) (2026)

3. A fee waiver may not be granted to a student for more than two school trips per year. The limit on fee waivers for school trips does not prevent a student who

receives waivers for two school trips from participating in additional school trips, but the student must pay the fees for such additional trips in order to participate.

Utah Code § 53G-7-504(2)(b)(ii), (5) (2026)

4. To receive a fee waiver for the second trip, the student must meet with the principal or person designated by the principal and develop an action plan that includes school-related contributions, including performing custodial work, participating in school-related service programs, or completing other contributions that the principal or designee approves. The action plan shall match a student's abilities and availability, consider a student's individual circumstances, specify the type and duration of the contribution to the school or community, and avoid interference with a student's academic or personal responsibilities.

   Utah Code § 53G-7-504(3), (4) (2026)

H. Fee Collection

1. Students may not be involved in the collection of fees.

   Utah Admin. Rules R277-407-15(1)(d) (December 8, 2025)

2. The school may allow a fee to be paid through an installment payment plan. However, such a plan may not be required in lieu of a fee waiver.

   Utah Admin. Rules R277-407-10(5) (December 8, 2025)

3. The District may pursue reasonable methods of collecting fees. However, the District may not, as a result of unpaid fees:

   a. Exclude a student from school or from an activity, class, or program during the regular school day;

   b. Refuse to issue a course grade; or

   c. Withhold official student records, including written or electronic grade reports, class schedules, diplomas, or transcripts.

   Utah Admin. Rules R277-407-6(8)(a) (December 8, 2025)
   Utah Admin. Rules R277-407-9(10) (December 8, 2025)

4. If the school has been provided with a copy of a court order allocating responsibility for school fees between a student's parents before the day on which the school first

issues a bill for a school fee, the school shall, upon request from either parent, separately bill each parent for the share of the fee that the parent is to pay under the court order. Each parent is liable only for the share of the fee the parent is required to pay under the court order, and regardless of whether the court order is provided to the school before or after the bill is issued for the fee, the school may not make a negative credit report relating to a fee about a parent who has paid the share of the fee required by the court order. The school may bill a parent for that parent's share of the fee even though the other parent has obtained a full or partial fee waiver.

Utah Code § 15-4-6.7 (2024)

I. Option for Graduation Credit Without Fees

1. ~~Beginning with the 2026-2027 school year, t~~The District shall ensure that each school that awards credit towards graduation provides at least one option for each graduation requirement that fulfills the graduation requirement and does not require the payment or waiver of any fee. However, the District is not required to offer, without fee or waiver, any specific activity, course, or program or a student's preferred activity, course, or program.

Utah Code § 53G-7-502(2) (2025)
Utah Admin. Rules R277-407-6(10) (December 8, 2025)

J. Fees for Scholarship Students

1. If a District school is approved as eligible to provide services to Utah Fits All Scholarship students and offers classes, programs, or services to scholarship students that include expenses beyond tuition, the District shall establish a transparent and fair fee structure for those expenses. In establishing the scholarship student fee structure, the District is not required to follow the process for establishing fees set forth above in Authorizing Fees and Standards for Fees and the fees are not subject to waiver. However, the scholarship student fees must be based on the actual costs of providing the services or items covered by the scholarship and be consistent with the fees charged to enrolled students for the same services or items, if applicable. The scholarship student fee schedule must also itemize all charges and fees, explain the basis for each fee, and be updated annually.

Utah Code § 53F-6-401(20), (22) (2026)
Utah Code § 53F-6-408(6)(f) (2026)
Utah Admin. Rules R277-407-2(20), (21) (December 8, 2025)
Utah Admin. Rules R277-407-7 (December 8, 2025)

K. Staff Training

1. Employees of the District shall receive, on at least an annual basis, training on fee policies specific to the employee's job function. Such training shall make use of the resources and training materials provided by the State Superintendent.

L. Records Regarding Fees

1. The District shall collect and maintain the following information, which may be requested by the State Superintendent:

2. A summary of:

   a. the number of students in the District given fee waivers,

   b. the number of students who worked in lieu of a fee waiver,

   c. the number of students denied fee waivers,

   d. the total dollar value of fees waived by the District, and

3. The total dollar amount of all fees charged to students within all the schools in the District.

   Utah Admin. Rules R277-407-14 (December 8, 2025)

M. Required Notices and Action

1. The District and each school shall use the following standard forms as they are provided by the State Board of Education:

   a. Standard parental notification letter ("School Fees Notice for Families of Students in Grades 7-12" or "School Fees Notice for Families of Children in Grades K-6");

   b. Standard fee waiver application ("Fee Waiver Application (Grades K-6)" or "Fee Waiver Application (Grades 7-12)");

   c. Standard written decision and appeal form ("Fee Waiver Decision and Appeal Form");

   d. School fees service agreement ("Service Agreement, Verification, and Appeal Form");

2. These standard forms as drafted and adopted by the State Board of Education are hereby incorporated into these policies. (The forms are also available in Spanish, Arabic, Chinese, and Somali.) The District and each school shall adhere to the terms and conditions set forth in the standard forms.

POLICY 5380

Notification Received from Juvenile Courts

A. Definition of "Serious Offense"

1. "Serious offense" means a violent felony as defined in Utah Code § 76-3-203.5, a violation of Utah Code Title 76, Chapter 6, Part 4, Theft when the property stolen is a firearm, or an offense that is a violation of Utah Code Title 76 Chapter 11, Weapons.

   Utah Code § 80-6-103(1)(d) (2026)

B. Superintendent to Notify Principal

1. Within three days of receiving a notification from juvenile court or a law enforcement agency that a student of the district has been taken into temporary custody for a serious offense, the Superintendent or Superintendent's designee shall notify the principal of the school that the juvenile attends or last attended. The Superintendent or designee shall inform the principal:

   a. The name of the student;

   b. The offense for which the student was taken into custody or admitted to detention; and

   c. If available, the name of the victim, if the victim is a student of the School District and:

C. Resides in the district; or

D. Attends the same school as the student in custody

1. Within three days of receiving notification of a juvenile court's disposition and orders following a detention hearing for a student of the District who is alleged to have committed a serious offense, the Superintendent or designee shall inform the principal of the court's disposition and orders. The Superintendent or designee shall inform the principal:

   a. The name of the student;

   b. The offense for which the student was adjudicated;

c. If available, the name of the victim, if the victim is a student of the District and:

1) Resides in the District; or

2) Attends the same school as the student in custody.

2. Within three days of receiving notification of a juvenile court's disposition and orders following a detention hearing for a student of the District who is alleged to have committed a serious offense, the superintendent or superintendent's designee shall inform the principal of the court's disposition and orders.

3. Upon receipt of the information from the Superintendent or designee, the principal shall make a notation in a secure file other than the student's permanent file and shall, with the school multidisciplinary team, use the information to assess the level of threat the student poses, including potential for self-harm, suicide ideation, harm to others, or harm to school property. In making this assessment, the principal and multidisciplinary team shall use an evidence-based threat assessment approved by the State Board of Education.

Utah Code § 53G-8-402 (2023)
Utah Code § 53G-8-403 (2026)
Utah Code § 80-6-102(20) (2026)
Utah Code § 80-6-103 (2026)
Utah Admin. Rules R277-736-3(1) to (3) (June 22, 2020)

E. Dissemination of Information to School Staff

1. The principal and multidisciplinary team shall determine, based on the level of threat posed by the student, the appropriate school staff who should receive the information about the student. In cases where the information demonstrates possible imminent harm to the student or others, the principal may share information as necessary to ensure the safety of the student, the victim, and the school's general population without first consulting with the multidisciplinary team. In determining what information should be shared and which staff members should receive the information, the principal and multidisciplinary team should share only the information and data needed to ensure the safety of the student, the victim, and the school's general population.

Utah Admin. Rules R277-736-3(1), (4), (5) (June 22, 2020)

2. The Superintendent, principal, and any other staff member notified by the principal shall not intentionally cause the information to become public knowledge.

F. Student Reintegration Plan

1. Unless the offense is a forcible felony, within ~~five~~ seven school days of receiving a notification while school is in session from juvenile court or a law enforcement agency that a student of the district has been arrested for, charged with, or adjudicated in juvenile court for a serious offense (as defined by Utah Code § 80-6-103(1)(d)), the school shall develop a reintegration plan for the student with a multidisciplinary team, the student, and the student's parent or guardian. (If the notification is received while school is not in session because of the summer break, the plan shall be developed within seven days of school being back in session following the break.) ~~(~~In the case of a forcible felony, the District may elect not to reintegrate the student. However, if the school decides not to reintegrate the student, the District must provide alternative education options for the student.~~)~~ The plan must ~~address~~ include a behavioral intervention for the student, a short-term mental health or counseling service for the student, and an academic intervention for the student, or any other interventions that the multidisciplinary team, the student, and the student's parent or guardian determine are necessary. ~~and (~~If the offense was a violent felony and was directed at a school employee or another student within the school, the plan shall include~~)~~ notification of the reintegration plan to that employee or student and the student's parent. The reintegration plan shall remain in effect for an entire school year or 180 days from its implementation, or so long as the multidisciplinary team deems the plan to be necessary. A student may not be reintegrated into school where a student or staff member has a protective order against the student or where a student or staff member is the victim of a violent felony as defined by Utah Code § 76-3-203.5 ~~sexual crime~~ which was committed by the student. The school may deny admission to the student until the reintegration plan is completed. The multidisciplinary team involved in developing the reintegration plan will consist of the District, the juvenile court, the Division of Juvenile Justice Services, a school safety and security specialist, the school safety and security director, and (if applicable) a school resource officer and any other relevant party that should be involved in a reintegration plan. A ~~student~~ school resource officer shall be given the opportunity to provide input regarding the safety risks the student may pose upon reintegration. Where a student is on probation, the reintegration plan shall include providing notice to the ~~student~~ school resource officer of the school where the student attends of that probation status.

Utah Code § 53G-8-213 (2026)
Utah Code § 80-6-103(1)(d) (2026)
Utah Code § 53G-8-203(5)(b)(iii), (iv) (2026)
Utah Code § 76-3-203.5(1)(c) (2026)

G. Action Against Student Based on Information

1. Any action taken against a student based on the information received must be consistent with restorative justice practices. (See Policy 5270 Student Rights and Responsibilities Bullying, Cyberbullying, Hazing, and Abusive Conduct.)

   Utah Admin. Rules R277-736-3(6) (June 22, 2020)

H. Transfer of Information to Another School

1. ~~Beginning July 1, 2025, t~~The school shall digitally maintain the ~~secure~~ cumulative file information regarding the notification or (if available) the student's related reintegration plan for one year after receiving a notification from juvenile court or a law enforcement agency and shall ensure that the secure file follows the student if the student transfers to a different school or local educational agency.

   Utah Code § 53G-8-403(6) (2026)

Policy 5390
Amended
November 12, 2025
First Reading
November 11, 2026

POLICY 5390

Student Toilet Training

A. Definition of "Toilet Trained"

1. "Toilet trained" means that a child can:

   a. Communicate the need to use the bathroom to an adult;

   b. Sit down on a toilet;

   c. Use the toilet without assistance;

   d. Undress and dress as necessary; and

   e. Tend to personal hygienic needs after toileting.

2. If an accident occurs, a toilet trained child can independently tend to hygienic needs and change clothes. A child is not toilet trained if the child does not meet these standards or has accidents with sufficient frequency to impact the educational experience of the child or the child's peers, as determined by the District.

   Utah Code § 53G-7-228 (2026)
   Utah Admin. Rules R277-631-2 (August 7, 2025)

B. Toilet Training Requirement for School Enrollment

1. A student may not be enrolled in school unless the student is toilet trained. However, the parent ~~student~~ may ~~shall be~~ enroll~~ed~~ a student who is not able to be toilet trained because of a suspected disability ~~if the student's lack of toilet training results from a condition~~ that is subject to federal child find requirements or is addressed by an Individualized Education Program (IEP) or Section 504 Plan ~~that includes toilet training as a component~~. Prior to enrollment, the parent of each student to be enrolled shall provide assurance to the District that the student is toilet trained using the Confirmation of Toilet Training form contained in this Policy. If a school-age child who is a District resident under Policy 5010 Admissions Eligibility Requirements is denied enrollment in a school due to lack of toilet training, the District shall provide the student with educational services in an alternative setting.

Utah Code § 53G-7-228 (2026)
Utah Admin. Rules R277-631-3 (August 7, 2025)

~~C. Addressing the Needs of Students Who are Not Toilet Trained~~

~~1. When a student is determined to not be toilet trained, the District shall:~~

~~a. consider whether the student's delay in toileting capability may be a sign of a disability that could impact the student's education and if appropriate shall conduct an initial evaluation under IDEA;~~

~~b. Refer the student and the student's parent to a school social worker or counselor:~~

~~1) To provide additional family supports and resources; and~~

~~2) To create an individualized plan to address the student's needs;~~

~~c. Establish the circumstances, if appropriate, under which a parent or a parent's adult designee may aid in toilet training; and~~

~~d. Coordinate with appropriate District personnel and parents to reintegrate the student, as appropriate, once the student has become toilet trained.~~

~~*Utah Admin. Rules R277-631-3(3) (March 10, 2025)*~~

FORM

CONFIRMATION OF TOILET TRAINING

I am the parent of _____ (name of prospective student). I understand that toilet training (as defined below) is a precondition for my child to be enrolled in school unless my child's delay in toileting is a result of a condition that is a disability or is addressed in an Individualized Education Program (IEP) or a Section 504 Plan that includes toilet training as a component.

"Toilet trained" means that a child can do all of the following:

1. Communicate the need to use the bathroom to an adult;
2. Sit down on a toilet;
3. Use the toilet without assistance;
4. Undress and dress as necessary;
5. Tend to personal hygienic needs after toileting; and
6. If an accident occurs, independently tend to hygienic needs and change clothes.

Select one of the following:

___ I confirm that my child is toilet trained, as that is defined above.

___ I confirm that my child is not toilet trained, as that is defined above, but this is because of a condition that is addressed in an existing IEP or Section 504 Plan for my child.

___ I confirm that my child is not toilet trained, as that is defined above, but I believe this is or may be because of a disability of some kind and I would like the District to evaluate whether an IEP or Section 504 Plan may be appropriate.

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_____

Policy 6023

School Climate Surveys

A. Definition

1. For purposes of this policy:

a. "Climate" means the perceptions and experiences of students, staff, parents and the community regarding the school's environment and the resources that support the experiences.

b. "Culture" means the beliefs, values, and practices that shape how a school functions and influences student learning and well-being through policies, procedures, and safety protocols.

c. "Physical space" means the way in which a building is designed and structured to promote safety, including the minimum safety and security standards established by the State Security Chief under Utah Code § 53-22-102.

d. "School Safety" means the physical space, culture, and climate of a school.

e. "School Climate Survey" or "climate survey" means a survey that evaluates a range of aspects of the educational environment to assess perceptions and identify specific strengths and weaknesses within a school. ~~The survey may also include additional questions from the District (subject to compliance with Policy 3098 Employee Surveys and related statutes).~~

f. "School Community" means relevant stakeholders, including parents, students, administration, school building staff (including ~~teachers~~ certified and education support personnel), and school resource officers.

g. "Survey Group" means each version of the school climate survey administered to a District stakeholder group.

Utah Code § 53-22-102 (2025)
Utah Code § 53G-8-102 (2025)
Utah Admin. Rules R277-623-2 (October 8, 2025)
Utah Admin. Rules R277-623-4(2)(b) (October 8, 2025)

B. Administration of Climate Survey

1. The District may administer a school climate survey, but is not required to do so. The District may use the Utah State Board of Education Model Climate Survey but is not required to do so.

2. If the District chooses to administer the Utah State Board of Education Model Climate Survey ~~a school climate survey is administered~~, it shall be given with parental consent as provided in Policy 5140 Educational and Family Privacy, to all schools in the District, using a State Board of Education approved online provider, in an anonymous and randomized manner, to all students across all academic levels, with participation from at least 35% or 400 responses per survey group (whichever is fewer), and in additional languages relevant to the school community where feasible ~~and shall be administered at least once every other year, in the opposite year from the Employee Engagement Survey. (See Policy 3098)~~ The District may not modify any existing survey questions but may include or remove additional questions consistent with student data privacy requirements and for student survey groups.

   Utah Admin. Rules R277-623-43(1)(a) (October 8, 2025)

~~3. The survey shall be administered to the District's school community in an anonymous and randomized way, using other languages relevant to the school community where possible and in a form which complies with the Americans With Disabilities Act. Survey participation responses will be collected from all adults (parents and employees) and from at least 400 students, or 35% of the District's student population, whichever is lower.~~

   ~~*Utah Admin. Rules R277-623-4(2) (March 10, 2025)*~~

4. Administrators shall provide students with a Section 504 plan or Individualized Education Program (IEP) with the appropriate accommodations. A student may request a different survey administrator. The survey may be administered orally to a student if measures are put into place to protect the confidentiality of the student's responses and ~~if measures are put into place to protect the confidentiality and~~ the identity of the survey administrator from the general public.

   Utah Admin. Rules R277-623-3(2) (October 8, 2025)

C. Confidentiality of Survey Information

1. The responses provided by adults to climate surveys are designated as private information under Policy 6000, and the Utah Government Records Access and Management Act, and access to such information will be allowed only as permitted

under that policy and statute. The responses provided by students to climate surveys are student records for purposes of Policy 5100 Student Records and FERPA and access to those records will be allowed only as permitted under that policy and statute.

Utah Admin. Rules R277-623-3(1)(c) (October 8, 2025)

D. Access to Model Surveys

1. The USBE Model School Climate Survey can be obtained at the Utah State Board of Education offices and online at:

   https://schools.utah.gov/administrativerules/documentsincorporated

Policy 6060

Conduct on School Premises

A. Modified public forum

1. All school buildings have been designated as modified public forums after school hours. However, during school hours all school buildings are dedicated to the sole and exclusive purpose of providing education to school students then attending school. No visitor, whether a student's parents or other persons, shall have access to a school unless express permission is granted as provided below.

B. Campus visitors

1. All persons who are not students or District employees who visit or enter upon district property shall report immediately to the school administrative offices for authorization by the principal or his or her designee to be present at the school.

2. Authorization shall not be given if the principal or his or her designee determines in his or her discretion that one of the following is true:

   a. The person's presence will likely cause fear for the safety of another.

   b. The person intends to cause annoyance or injury to a person or damage to property on the district property.

   c. The person intends to participate in or instigate conduct or activity which constitutes a crime.

3. Each school shall, through the use of signs and fences or other enclosures, exclude trespassers from district property.

4. In the absence of express permission, all visitors to the school shall be deemed to be trespassers on school property and subject to immediate removal by the school district.

C. Definitions

1. For purposes of the following section, "school property" means a school and excludes District offices or other property owned by the District which is not a school.

   Utah Code § 53G-8-603(1)(c) (2025)

D. Criminal Trespass on School Property

1. The Board, a school official, or an individual with apparent authority to act for a school official may refuse to allow persons having no legitimate business to enter on property under the Board's control and may eject any undesirable person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property.

2. An individual is guilty of criminal trespass upon district property if the individual does either of the following:

   a. Enters or remains without authorization on district property if notice against such entry or remaining has been given by

      1) personal communication by a school official or an individual with apparent authority to act for a school official, or

      2) the posting of signs reasonably likely to come to the attention of a trespasser, or

      3) fencing or other enclosure obviously designed to exclude trespassers, or

      4) a current order of suspension or expulsion.

   b. Enters or remains unlawfully upon district property and

      1) intends to cause injury or annoyance to a person or damage to property, or

      2) intends to commit a crime, or

      3) is reckless as to whether the person's presence will cause fear for the safety of another.

   c. Criminal trespass on district property is a class B misdemeanor.

      Utah Code § 53G-8-603(2) (2025)

E. Disruption of classes

1. No person shall be permitted, on district property, to willfully disrupt, alone or in concert with others, the conduct of classes or other school activities.

   Utah Code § 53G-8-603 (2025)

2. Conduct which disrupts the educational activities of a school includes:

    a. Emissions by any means of noise of an intensity which prevents or hinders classroom instruction.

    b. Enticement or attempted enticement of students away from classes or other school activities which students are required to attend.

    c. Prevention or attempted prevention of students from attending classes or other school activities which students are required to attend.

    d. Entrance into a classroom without consent of either the principal or teacher and either through acts of misconduct and/or use of loud or profane language causing disruption of class activities.

F. Disruption of school operation

1. No person may disrupt the operation of a school. A person is guilty of disrupting the operation of a school if the person, after being asked to leave by a school official, remains on district property for the purpose of encouraging or creating an unreasonable and substantial disruption or risk of disruption of a class, activity, program, or other function of a school. (“School property” for this purpose includes any property being used by the school for a school function.)

    Utah Code § 76-9-106 (2025)

2. Examples of disrupting operation of a school include:

    a. Obstructing or restraining the passage of persons in an exit, entrance, or hallway of any building, or while on school property, without authorization from school administration.

    b. Seizing control of any building or portion of a building for the purpose of interfering with any administrative, educational, research, or other authorized activity.

G. Disruption of meeting or gathering

1. No person may disrupt a lawful meeting or gathering on any district property. A person is guilty of disrupting a meeting if, intending to prevent or disrupt a lawful meeting or gathering, he or she obstructs or interferes with the meeting or gathering by physical action, verbal utterance, or any other means.

Utah Code § 76-9-103 (2025)

H. Disorderly Conduct at Official Meeting

1. "Official meeting" includes a meeting of the Board of Education or of a school community council. No person may, with intent to cause or recklessly creating a risk of causing public inconvenience, annoyance, or alarm, make unreasonable noises in a public meeting, or in a private place that can be heard in an official meeting. No person may, with intent to cause or recklessly creating a risk of causing public inconvenience, annoyance, or alarm, obstruct pedestrian traffic in an official meeting. No person may refuse to comply with the lawful order of a law enforcement officer to move from an official meeting. Such actions constitute disorderly conduct and may be reported to law enforcement.

   Utah Code § 76-9-102(1), (2) (2025)

I. Alcoholic Beverages

1. Except as approved by the Board as part of the curriculum, no person may possess any alcoholic beverage for consumption, sale, or distribution, or be under the influence of alcohol while on the grounds or in a building of any district property or while entering or inside any building, park or stadium which are being used for an activity sponsored by or through any part of the district.

   Utah Code § 53G-8-602 (2018)
   Utah Code § 76-9-110 (2025)

J. Tobacco products and electronic cigarettes

1. The use of tobacco products and electronic cigarette products is prohibited on school property or at school activities. (Electronic cigarette products are defined in Utah Code § 76-9-1101.)

K. Weapons or dangerous materials

1. No person shall possess a dangerous weapon that in the manner of its use or intended use is capable of causing death or serious bodily injury or a firearm on or about district premises except:

   a. Persons exempt from weapons laws by state statute (law enforcement officers and others).

      Utah Code § 53-5a-108 (2025)

b. Persons authorized to possess a concealed firearm by state statute (concealed weapons permit holders and others). (However, persons under age 21 including those with a concealed firearm permit or provisional concealed firearm permit are not permitted to carry a concealed firearm on or about school premises.)

Utah Code § 53-5a-303 (2025)
Utah Code § 53-5a-305 (2025)
Utah Code § 53-5a-304 (2025)
Utah Code § 53-22-105 (2026)
Utah Code § 53G-8-704(5) (2026)

c. Persons whose possession has been previously approved by the responsible school administrator, or where the person responsible for the possession or use of the weapon is in possession or control of the weapon and it is present or to be used in connection with a lawful, approved activity.

2. Concealed carry permit holders must carry the firearm in a concealed manner unless they are lawfully responding to an active threat consistent with law.

3. "On or about school premises" means in or on the grounds of any district property. However, possession on or about school premises is permissible if the possession is at the person's place of residence, on the person's real property, or in a vehicle lawfully under the person's control (other than a vehicle owned by the district or used for the transport of students).

4. Possession of a dangerous weapon on or about school premises is a class B misdemeanor, unless the dangerous weapon is a firearm, which is a class A misdemeanor.

Utah Code § 76-11-205 (2026)

5. No person shall possess an explosive, chemical, or incendiary device or parts, as defined in Utah Code § 76-15-210 and Utah Code § 76-15-211, on any district property or in those parts of a building, park, stadium or other structure which are being used for an activity sponsored by or through the district. Unlawful possession of the items or materials in the circumstances prohibited by this section is a criminal offense punishable under state law.

Utah Code § 76-15-210 (2025)
Utah Code § 76-15-211 (2025)

L. Restrictions on use of electronic devices

1. The following definitions apply for this section.

a. "Electronic device" means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including:

   1) A smart phone;

   2) A smart or electronic watch;

   3) A tablet; or

   4) A virtual reality device.

b. "Guest" means an individual who is not a student, employee, or designated volunteer of a District school who is on school property or at the site of a school-sponsored activity or event.

c. "Inappropriate matter" means pornographic or indecent material as defined in Utah Code § 76-5c-208(1)(a) and Utah Code § 53G-10-103.

   Utah Admin. Rules R277-495-2(3), (4), (5) (October 8, 2025)
   Utah Admin. Rules R277-495-4(1)(a) (October 8, 2025)

2. Guest use of an electronic device on school premises, at a school sponsored activity, through equipment provided by a District educational services provider, or by use of school connectivity to access inappropriate matter is prohibited. It is also illegal, may have criminal consequences, and shall be reported to law enforcement.

   Utah Admin. Rules R277-495-4(1)(c), (3)(a) (October 8, 2025)
   Utah Code § 76-5c-208 (2026)

3. Guests are prohibited from using any electronic device on school premises or at a school-sponsored event in any way which would cause invasions of the reasonable privacy expectations of others. Guests are specifically prohibited from making any type of recording (still photo, video, or audio) in private areas such as locker rooms, washrooms, dressing areas. The prohibition against using an electronic device in a way that invades the reasonable privacy interests of others also includes using an electronic device carried by a student that allows a guest or parent to monitor the student and those around the student through audio or video means. Such monitoring is prohibited.

   Utah Admin. Rules R277-495-4(5)(a) (October 8, 2025)
   Utah Code § 77-23a-4 (2011)

4. While on school premises, at a school-sponsored activity, or when using school connectivity, guests are prohibited from using an electronic device to bully, humiliate, harass, or intimidate students, school employees, or other guests, and from using electronic devices in any way which violates local, state, or federal laws. Guests are also prohibited from using an electronic device in a way that impacts academic activities.

   Utah Admin. Rules R277-495-4(1)(b) (October 8, 2025)

M. Restrictions on Use of Sex-Designated Changing Rooms

1. The following definitions apply to this section

   a. "Open to the general public" means a space that is freely accessible to a member of the general public or is freely accessible to an individual who has purchased a ticket, paid an entry fee, paid a membership fee, or otherwise paid for access to the facility. It does not include a space that is only accessible to District employees.

      Utah Code § 63G-31-101(6) (2025)

   b. "Changing room" means a space designated for multiple individuals to dress or undress within the same space. It includes a locker room, shower room, dressing room, or fitting room and includes a restroom when the changing room contains or is attached to the restroom.

      Utah Code § 63G-31-101(1) (2025)

   c. "Sex" means an individual's biological sex, either male or female, at birth, according to distinct reproductive roles as manifested by:

      1) sex and reproductive organ anatomy;

      2) chromosomal makeup; and

      3) endogenous hormone profiles.

      Utah Code § 68-3-12.5(34) (2026)

   d. "Female" means the characteristic of an individual whose biological reproductive system is of the general type that functions in a way that could produce ova.

      Utah Code § 68-3-12.5(13) (2026)

e. "Male" means the characteristic of an individual whose biological reproductive system is of the general type that functions to fertilize the ova of a female.

Utah Code § 68-3-12.5(19) (2026)

f. "Sex-designated" means designated specifically for males or females and not the opposite sex.

2. Restriction on Use of Sex-Designated Changing Rooms

a. Whenever an operational sex-designated changing room in a District facility has been made open to the general public, an individual may only access the changing room if the individual's sex corresponds with the sex designation of the changing room or if the individual has both legally amended the individual's birth certificate to correspond with the sex designation of the changing room and has also undergone a primary sex characteristic surgical procedure to correspond with the sex designation of the changing room.

Utah Code § 63G-31-302(1)(a) (2025)

b. This restriction does not apply to:

1) An intersex individual (as defined by Utah Code § 26B-8-101(16));

2) A minor child who requires assistance to access or use the changing room that corresponds with the child's parent, guardian, or relative;

3) A dependent minor or dependent adult who requires assistance to access or use the changing room that corresponds with the sex of a caretaker;

4) An individual who is providing public safety services (law enforcement, emergency medical services, or fire protection); or

5) An individual whose employment duties include the maintenance or cleaning of the changing room.

Utah Code § 63G-31-302(1)(b), (6)(c) (2025)

3. Enforcement

a. Unless prohibited by Utah Code § 53G-8-211 (relating to school-related conduct by minors), the school or District shall contact law enforcement upon receiving a complaint or allegation that the restriction on use of sex-designated changing rooms has been violated or upon receiving an allegation of any of the following

offenses within a sex-designated changing room: lewdness as described in Utah Code § 76-5-419, lewdness involving a child as described in Utah Code § 76-5-420, voyeurism as described in Utah Code § 76-12-306, recorded or photographed voyeurism as described in Utah Code § 76-12-308, loitering in a privacy space as described in Utah Code § 76-12-309, or criminal trespass as described in Utah Code § 63G-31-302(3).

Utah Code § 63G-31-304(1) (2025)
Utah Code § 63G-31-302(1), (2) (2025)

Policy 1020
Reviewed
February 9, 2022
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 1020

Board Powers and Duties

A. Promote Education

1. The Board has the legal power and duty to do all things necessary for the maintenance, prosperity and success of the schools and for the promotion of education and to exercise all powers given by statute. The Board's legal powers and duties include the actions set forth in this policy but are not necessarily limited to the listed powers and duties. ~~of Education, on its own behalf, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by applicable law, rules and regulations to establish the framework of school policies and projects including, but without limitation because of enumeration, the right:~~

   Utah Code § 53G-4-402(23) (2026)

B. Impacts on Families

1. Before adopting a policy or taking other formal action, the Board shall consider the impact that the proposed policy or action may have on family health, stability, and formation.

   Utah Code § 53G-4-402(29) (2026)

C. Govern

~~1. To make and enforce policy necessary for the control and management of the district schools.~~

2. The Board of education recognizes that under Utah law "it is the province of the Board of Education to determine what things are detrimental to the successful management, good order, and discipline of the schools and the rules required to produce" successful management, good order, and discipline in the schools.

   Beard v. Board of Education, 16 P.2d 900 (Utah 1932)

D. Adopt Rules

1. Adopt such policies, regulation, and bylaws as the Board deems proper for the operation of the Board and for the control and management of the District's schools.

Utah Code § 53G-4-402(16), (17) (2025)

E. Levy Taxes

1. Establish tax rates each year and submit the proposed rate to the county legislative body in which the District is located according to statutory procedures.

Utah Code § 53F-8-201 (2019)
Utah Code § 53F-8-202 (2018)
Utah Code § 53F-8-402 (2019)

F. Annual Budget

1. Prepare, adopt, and file a budget for the next succeeding fiscal year with the county legislative body in which the District is located as required by statute.

Utah Code § 53F-8-201 (2019)

G. Bequests

1. Receive bequests and donations or other monies or funds which are made for educational purposes.

Utah Code § 53G-4-402(14) (2025)

H. Eminent Domain

1. Exercise the right of eminent domain to acquire property.

Board of Education of South Sanpete School District v. Barton, 617 P.2d 347 (Utah 1980).
Olsen v. Board of Education of the Granite School District, 571 P.2d 1336 (Utah 1977).

I. Employ Personnel

1. ~~To appoint,~~ Employ by contract, a ~~district~~ Superintendent, Business Administrator, Principal(s), teachers(s), or other executive officer(s) and set salary schedules therefore ~~who serves as the Board's chief executive officer~~.

   Utah Code § 53G-11-202 (2018)
   Utah Code § 53G-4-301 (2018)
   Utah Code § 53G-4-302 (2012)

J. Close Schools and Change School Boundaries

1. Close schools or suspend operation of schools or change school attendance area boundaries as determined to be appropriate by the Board of Education after appropriate public notice and hearing as required by statute.

   Allen v. Board of Education Weber County School District 236 P.2d 756 (Utah 1951)
   Save Our Schools v. Board of Education of Salt Lake City, 2005 UT 55
   Utah Code § 53G-4-402(24) (2026)

~~K. To appoint a business administrator.~~

~~*Utah Code § 53G-4-302(1) (2018)*~~

~~*L.* To prepare and adopt a budget and make appropriations for the next fiscal year.~~

~~*Utah Code § 53G-7-303(2) (2019)*~~

~~M. To administer and implement Federal education programs in accordance with the Federal Programs Act.~~

~~*Utah Code § 53G-4-402(10) (2025)*~~

~~N. To establish, locate, and maintain elementary, secondary, and applied technology schools.~~

~~*Utah Code § 53G-4-402(5) (2025)*~~

~~O. To employ staff necessary to carry out the functions of the school district. The Board shall also determine qualifications, conditions of employment, salary schedules, dismissal, demotion, promotion and work assignments.~~

~~P. To establish and supervise the program of instruction, including methods of instruction, schedules, materials, necessary staff, etc., and to make the necessary assignments for all extra-curricular programs that, in the opinion of the Board, benefit students.~~

Q. Sue and Be Sued

1. ~~To~~ Sue and be sued in the name of the District.

Utah Code § 53G-4-401(4) (2019)

R. Fulfill Other Statutory Duties and Exercise Other Statutory Powers

1. The Board also has the duty to comply with such other duties as are set forth in the laws and regulations of Utah and the United States, and also may exercise the powers and authorities established by such laws and regulations.

~~S. To take, hold, lease, sell, and convey real and personal property as the interests of the schools may require.~~

~~*Utah Code § 53G-4-401(4) (2019)*~~

~~T. To purchase, sell, and make improvements on school sites, buildings, and equipment and construct, erect, and furnish school buildings.~~

~~*Utah Code § 53G-4-402(3) (2025)*~~

~~U. To accept private grants, loans, gifts, endowments, devises, or bequests that are made for educational purposes.~~

~~*Utah Code § 53G-4-402(14) (2025)*~~

~~V. To close the schools or suspend operation if necessary.~~

~~*Utah Code § 53G-4-402(24) (2025)*~~

~~W. To do all things necessary for the maintenance, prosperity, and success of the schools and the promotion of education.~~

~~*Utah Code § 53G-4-402(23) (2025)*~~

~~X. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgement and discretion in connection therewith shall be limited only by the Constitution and Laws of the State of Utah and the Constitution and Laws of the United States.~~

~~Y. To work to understand and represent the interest of the community members.~~

Policy 1225
Amended
November 9, 2022
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 1225

School Size – Elementary School

General Guidelines

A. Definitions

1. Building Capacity

   a. Building capacity is determined by multiplying the total number of available classrooms in a building by ~~25.0~~ the state average. Adjustments are made for ~~half-day kindergarten and~~ special education classrooms.

2. Available Classrooms

   a. Available classrooms are determined by taking every room in a school that is designed as a classroom and has at least 800 sq. ft.

   b. Classrooms not meeting this minimum will be utilized for prep or special classes.

3. Community

   a. Any incorporated city or any individual unincorporated area that people identify as a community will be considered a community.

4. Effective School Life

   a. The effective school life of a newly constructed building is 50-60 years. This is determined by the average life expectancy of the plumbing and electrical systems in the school. It is expected that over the course of 50-60 years boilers, roof membranes, solar panels and much of the technology hardware will be replaced at least once to maintain the effectiveness of the school. Major renovations, additions, and remodels may extend the effective life of a building if they involve the replacement or improvement of plumbing and electrical systems. Extensive renovations to sewer systems and exterior masonry may extend the effective school life further. ~~will be determined by averaging the year of original construction with all additional years of major renovations and adding 50 years to~~

~~that average. A major addition/renovation is any project that totally replaces or adds additional structure to the existing building.~~

B. Considerations

1. In all school size issues, the following should be considered as plans and decisions are considered and made:

   a. For Students

      1) If a boundary change forces a student to change schools for their 5th grade year only, ~~where possible,~~ eligible students will be ~~provided transportation to attend their previous school (if that school offers 5th grade) if they so choose~~ given priority consideration on out of boundary exemption applications.

   b. For Families

      1) Where possible, students from a given family will never be assigned to more than one elementary school. “Partnered schools” will count as one assigned school.

   c. For Communities

      1) Where possible, communities will be assigned to the same school.

C. Building Size

1. Box Elder School District will strive to have elementary schools with a target building capacity/population of ~~1,000~~ 700 students unless located in an area of the county where a smaller school is more practical. In order to achieve this, the Board will:

   a. Where feasible, increase capacity of existing buildings prior to constructing new buildings.

   b. Construct new buildings with a capacity of approximately ~~1,000~~ 700 students or the infrastructure to expand to ~~1,000~~ 700 students in the future unless located in an area of the county where a smaller school is more practical.

D. Building Age

1. School buildings reach a point at which they are no longer effective or efficient to use. Box Elder School District will strive to replace or close buildings that because of their age are unsafe, non-functional, or inefficient to operate. As a school approaches the end of its effective life the Board will:

    a. Develop a plan for the replacement of that building.

    b. Perform repairs and maintenance on the building that are required to maintain a safe environment that supports both teaching and learning. The effective school life of the building should be considered before any proactive maintenance or repair project is initiated.

E. Staffing

1. Staffing in schools with less than 100 students as well as special purpose schools will be determined based on the needs of that particular situation as determined by the superintendent or his/her designee.

2. Staffing in schools with more than 100 students will be determined by a student to teacher formula that has been established for that particular year.

F. Planning

1. Long-Range

    a. The District Administration will develop, and annually update and report to the Board, a Future Building Plan. The Plan will include projected building needs for 0-5 years, 5-10 years, and 10-20 years, ~~and 20-40 years~~ for elementary schools, intermediate schools, middle schools, and high schools in the District.

2. Ongoing

    a. In addition to long-range planning, ongoing evaluations will continue to address enrollment needs, including changes. This ongoing evaluation will include:

        1) For Declining Enrollment Schools in Multi-School Communities

            a) Whenever enrollments decline within a community with multiple schools for three straight years or for four out of five years, to the point where current students plus anticipated projected enrollments for the next five years can be housed in fewer schools by using existing available

classrooms, a school will be considered for closure. The school considered for closure will be the school:

i. That has the lowest Effective School Life in the community,

ii. With a population less than the average of all the schools in the community, and

iii. Whose closure does not eliminate the needed available classrooms to meet the criteria for closure.

2) For Increasing Enrollment Schools in Multi-School Communities

a) When an individual school reaches an enrollment of 100% of its capacity and continued growth is anticipated, the Board will change boundaries if there is available space in other schools within the community, or within close proximity. Other schools within the community, or within close proximity, will be increased to at least 90% of their capacity prior to building a new school.

b) When an individual school reaches an enrollment of 100% of its capacity and continued growth is anticipated, and space is not available at another school in the community, or within close proximity, the Board will make persistent efforts to build an additional building.

3) For Declining Enrollments in Schools in Single School Communities

a) Consideration of closure of a school in a single-school community will be based on a formula that includes:

i. Current enrollment,

ii. Cost per student as compared to other schools,

iii. Enrollment history and projection,

iv. Effective school life of building, and

v. Busing distances for current students to the building, and busing distance to other buildings with available space.

4) For Increasing Enrollments in Schools in Single-School Communities

   a) When the elementary school population within a given community or area where a school does not exist or the current school is inadequate and there is inadequate available space within a reasonable distance, the Board of Education will take action to acquire a school site and develop a plan to fund a new facility.

New Policy 2229
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2229

Transportation: Route Planning

A. General Requirements

1. Buses operated by the District will run on routes proposed by the Board and approved by the State Board of Education. The District will provide the State Board of Education all information requested for the approval of any route.

2. The Board will not propose routes for which a student allowance or subsistence allowance accomplishes the needed transportation at less cost.

3. Routes proposed by the Board must:

   a. Traverse the most direct public road;

   b. Be reasonably cost effective related to other feasible alternatives;

   c. Provide adequate safety for students;

   d. Traverse roads that are constructed and maintained in a manner that does not cause property damage; and

   e. Include an economically appropriate number of students.

   Utah Admin. Rules R277-600-6(2) (February 9, 2026)
   National School Transportation Specifications and Procedures p. 185-186 (May 25)

B. Number of students

1. The minimum number of general education students required to establish full eligibility for state-supported transportation route is ten; the minimum number of students with disabilities required to establish full eligibility for state-supported transportation is five. If a route is required for less than these numbers, the Board will propose such a route to the State Superintendent for approval.

   Utah Admin. Rules R277-600-6(3) (February 9, 2026)

C. Bus stops

1. The Board will designate safe areas for bus stops, subject to the following. Where possible, the minimum distance between bus stops will be 3/10 of a mile. Bus routes shall avoid, whenever possible, bus stops on dead-end roads. A student's parent or guardian is responsible for the student's transportation to bus stops up to one and one-half miles from home depending on the age and ability of the student. A parent or guardian of a student that has a disability is responsible for the student's transportation to bus stops except as provided otherwise in the student's Individualized Education Program (IEP). The District website will include notice that school bus stops and the child access routing plan may not take into account the location of registered sex offenders.

   Utah Admin. Rules R277-600-2(6) (February 9, 2026)
   Utah Admin. Rules R277-600-6(4), (5), (11) (February 9, 2026)
   National School Transportation Specifications and Procedures p. 185-186 (May 2026)

D. Roads

1. A bus route may follow only public roads that are constructed and maintained at such standards that the condition of the road will not subject the passengers on the bus to undue hazard and will not subject the District or any of its employees to liability for injury or property damage.

E. Changes

1. Whenever a bus route is extended to pick up additional children, the Board will analyze extra costs and time and obtain prior approval from the State Superintendent. The District will consider whether student reimbursement will be more economical.

   Utah Admin. Rules R277-600-6(6) (February 9, 2026)

F. Routes as alternatives to construction

1. When the District is not using facilities efficiently, the Board, with permission from the State Superintendent, will examine the use of bus routes as an alternative to building construction.

2. Building construction alternatives include double sessions, year-round school, and attendance across district boundaries.

   Utah Admin. Rules R277-600-6(9) (February 9, 2026)

G. Planning process

1. In order to establish bus routes that will adequately meet the needs of pupils, the Board or District Pupil Transportation Director will procure a map of the area served by a particular school or school system. Information on the road conditions, railroad crossings and other factors that might affect the particular operation should be recorded on the map along with the location of homes and the number of school age children in each.

2. Satisfactory school bus stops should be identified along streets and highways where buses can travel with the least amount of risk. The number of pupils to be transported and the distance to be traveled are primary factors in allocating equipment for a particular area. The District should assign pupils to specific stops according to walking distances, grade level and school attended. The District will give special attention to handicapped students.

   National School Transportation Specifications and Procedures p. 185-186 (May2026)

H. Surveys/schedules

1. Bus routes, stops, and schedules will be developed by the District Pupil Transportation Director to meet the requirements in Utah Admin. Rules R277-600-6 and taking into consideration the processes and procedures outlined in the “Routing, Scheduling, and School Bus Stops” section of the National School Transportation Specifications and Procedures, including review of maps, surveys of existing and proposed routes and stops, and other methods of planning and evaluation.

   Utah Admin. Rules R277-600-6 (February 9, 2026)
   National School Transportation Specifications and Procedures p. 185-190 (May 2026)

New Policy 2231
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2231

Transportation: School Site Selection

A. Generally

1. When school sites are selected, the Board will give consideration to the safety of the pupils riding school buses. The Board will avoid high density traffic flow near school exits and entrances. Proper site selection and plant planning for improved school transportation is extremely important. Specifically, consideration should be given to the factors outlined in the National School Transportation Specifications and Procedures.

   National School Transportation Specifications and Procedures Appendix D p. 437-439 (May2026)

B. Special Education

1. Pupils with disabilities require special care in transportation. All personnel in the District will abide by the standards in Standards for Utah School Buses and Operations and in the National School Transportation Specifications and Procedures regarding transporting students with disabilities.

   Standards for Utah School Buses and Operations p. 17-20 (2019)
   National School Transportation Specifications and Procedures p. 233-258 and Appendix G (May2026)

New Policy 2232
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2232

Transportation: Director of Transportation

A. Duties of Student Transportation Director

1. The Student Transportation Director will:

   a. Provide assistance to the Board in planning, budgeting and forecasting for the student transportation system;

   b. Assist school officials in school site selection and facility planning;

   c. Provide for bus chassis, body, and related equipment procurement;

   d. Develop and implement a plan for preventative and on-going equipment maintenance;

   e. Recruit, select, instruct, evaluate, and supervise personnel;

   f. Route and schedule buses for safe, efficient, and economical transportation service;

   g. Assist in the development and implementation of student safety education programs;

   h. Work with the Superintendent, teachers, transportation personnel, students, parents and public and private agencies to improve their knowledge and the quality of the transportation system;

   i. Investigate and report crashes and safety-related incidents using the uniform school bus crash reporting criteria and the standard safety incident investigation process;

   j. Investigate reported problems;

   k. Maintain records and prepare reports as required;

   l. Develop and supervise the implementation of an ongoing evaluation plan for the District student transportation system;

m. Implement a drug/alcohol testing program in compliance with federal regulations for persons in safety sensitive positions and for commercially licensed drivers;

n. Establish and ensure appropriate staffing levels;

o. Recommend vehicle and equipment replacement schedules; and

p. Exhibit effective skills in conflict resolution and problem solving.

National School Transportation Specifications and Procedures Appendix D p. 459-460 (May 2025)

B. Qualifications of Pupil Transportation Director

1. The Pupil Transportation Director shall have a basic understanding of the educational process and the corresponding role of transportation, and shall have the following qualifications:

a. A satisfactory driving record as revealed through checks with the Driver's License Division.

b. A satisfactory work history as verified through professional references.

c. An undergraduate degree, equivalent experience, or industry certification in Education, Business Administration, Management, Transportation, or a related field;

d. Formal instruction in student transportation management, including classroom instruction and field experience or student transportation industry certification;

e. A basic understanding of the educational process and the corresponding role of transportation;

f. The ability to manage personnel and resources;

g. Basic user-level competency with accounting and word processing software and knowledge of web-based information systems;

h. The ability to communicate effectively with school administrators, teachers, parents, students, bus drivers, law enforcement officials, and others; and

i. Knowledge of state and federal regulations applicable to transportation of students.

National School Transportation Specifications and Procedures Appendix D p. 461 (May2025)

New Policy 2233
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2233

Transportation: Operators and Mechanics

A. School Bus Operators

1. A school bus driver shall possess the following qualifications to be hired, in addition to the ongoing requirements listed below:

   a. Be a high school graduate or equivalent.

   b. Have a satisfactory employment background and residency verification.

   c. Have a satisfactory driving history, consisting of the following:

      1) Be at least 21 years of age.

      2) Possess a valid commercial driver license (CDL) with a school bus endorsement.

      3) Have no more than two moving violations or two accidents (or combination of moving violations and accidents) within the past 24 months as shown on the driver's Motor Vehicle Report (MVR).

   d. Have a satisfactory criminal background check performed according to Policy 3035 Employee Criminal Background Checks and Personal Reporting of Arrests and Convictions and subject to the following standards:

      1) No felony convictions

      2) No offense resulting in a term of imprisonment or correctional detention

      3) No convictions for DUI during the past 10 years

      4) No criminal convictions involving:

         a) Child abuse, neglect, or endangerment

         b) Possession or distribution of an illegal substance

         c) Illegal use or possession of weapons

d) Violence

e) Sex-related offenses

5) No other convictions or criminal history which the District determines indicates the applicant is unsuitable for employment as a bus driver

e. Not have a positive test on or a refusal to take a drug or alcohol test.

f. Pass a physical examination for drivers in accordance with the U.S. Department of Transportation, Bureau of Motor Carrier Regulations.

2. A school bus driver shall maintain the following qualifications on an ongoing basis.

a. Pass the State Board of Education Physical Assessment Standard at least every year.

b. Pass the Department of Transportation physical examination at least every year.

c. Have the possession and use of both hands, both arms, and both feet.

d. Have the use of both eyes with vision equivalent to 20/40 (Snellen Test) or better, with or without glasses, and have near-normal depth perception.

e. Have adequate hearing.

f. Have no color blindness deficiency which would interfere with safe driving.

g. Meet all qualifications listed in 391.41 of the Federal Motor Carrier Safety Regulations manual (49 CFR § 391.41).

h. Maintain a valid commercial driver's license (CDL) with passenger/school (P/S) endorsement in accordance with the Commercial Vehicle Safety Act of 1986.

i. Attend the required annual state training.

j. Complete the required recertification training.

k. Submit to and pass the required background check or ongoing monitoring of criminal background information under Policy 3035.

l. Pass all drug and alcohol testing requirements.

m. Follow all District transportation policies and procedures.

Standards for Utah School Buses and Operations p. 20-21 (2019)
National School Transportation Specifications and Procedures Appendix D p. 470 (May 2025)

3. A school bus driver's duties include, in addition to operating the bus on routes as directed to transport students, the following specific responsibilities:

a. Report defective school bus equipment and accessories, including but not limited to, fire extinguishers, highway warning kits, first aid and body fluid cleanup kits, snow chains, sanders, etc., and when necessary, install, service or replace defective equipment;

b. Perform required operational and safety inspections of the school bus and all related equipment;

c. As directed, clean and service the school bus to include interior cleaning and exterior bus washing, installation of fuel, oil and other fluids;

d. Operate all hand and foot controls installed in a school bus, as required;

e. Perform basic first aid, as appropriate, which may include CPR;

f. Work effectively with a group of students of different grade levels, abilities or program placement;

g. Accurately and legibly complete forms, records, reports and other documentation/data-logging activities, as required;

h. Be punctual;

i. Dress appropriately and wear proper foot protection;

j. Manage passengers in the school bus;

k. Report unsafe acts or conditions that require the attention of any person other than the driver;

l. Successfully complete school bus driver training programs as required.

National School Transportation Specifications and Procedures Appendix D p. 468-469 (May 2025)

B. Traffic Violation Reporting

1. In addition to the reporting required under Policy 3035, bus drivers must report any traffic violation conviction to the District within 48 hours, with the exception of parking violations. (This applies to any such matters whether those occur in the course of work responsibilities or on personal time and with private vehicles.)

   Standards for Utah School Buses and Operations p. 23 (2019)

C. Maintenance and service personnel

1. The District will employ adequate staff to perform maintenance functions on a timely basis consistent with Utah and national standards. The District will arrange, at regular intervals, for pre-service and in-service training for mechanics.

   Standards for Utah School Buses and Operations p. 22 (2019)

D. Misconduct: Violation of Regulations—Officers and Employees

1. Any officer or employee of any District who violates any of the regulations established under Utah Code Section 41-6a-1304 (the Standards for Utah School Buses and Operations) or fails to comply with said regulations in any contract executed by that person on behalf of a District shall be guilty of misconduct and subject to removal from office or employment.

   Utah Code § 41-6a-1305(1) (2005)

E. Misconduct: violation of regulations—contractees

1. Any person operating a school bus under contract with a District who fails to comply with any regulations contained in the Standards for Utah School Buses and Operations shall be guilty of breach of contract and such contract shall be canceled after notice and hearing by the responsible officers of such District.

   Utah Code § 41-6a-1305(2) (2005)

New Policy 2234
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2234

Transportation: Student Management

A. Generally

1. Effective student management requires collaborative effort of multiple groups, including but not limited to: the District administration, bus operators, students, and parents. The Board adopts this policy to set forth the responsibilities of each group to contribute to good student transportation management to promote the safety and well-being of students.

B. District Responsibility

1. The Board is responsible to:

   a. Establish the policies and procedures by which the program functions.

   b. Establish regulations governing the behavior and safety of students while on the bus and at the bus stop.

   c. Institute and administer an instructional program that teaches students proper conduct and safety procedures.

   d. Conduct a training program for school bus drivers to ensure that all policies, procedures and regulations are understood and why they must be enforced.

   e. Ensure that parents receive written copies of bus rules and regulations that clearly establish parents' roles and obligations with respect to student promptness, attitude and behavior.

   f. Initiate procedures to ensure open lines of communication and cooperation among administrators, bus drivers and attendants, and the State Board of Education.

   g. Provide training in student management skills that extends beyond the scope of enforcing rules and regulations.

   h. Ensure that administrators support and enforce disciplinary procedures, policies, and actions by the driver.

C. Operator Responsibility

1. School bus operators are responsible to:

   a. Be familiar with all rules, policies and procedures affecting student transportation.

   b. Be proficient in the appropriate use of all equipment, tools, technologies and adaptive equipment in the bus.

   c. Establish rapport with parents, the operator's supervisor, and each building administrator and work to ensure proper conduct and communications.

   d. Establish proper rapport with students.

   e. Demonstrate and instruct students in safe and appropriate behavior, consequences of improper behavior, general procedures, and evacuation drills and safe travel practices.

   f. Maintain order and safety and protect the rights of others in the school bus, using good judgment and prudence in doing so and using appropriate verbal interventions, including but not limited to:

      1) Minimizing interior noise.

      2) Requiring an orderly entrance and exit.

      3) Eliminating the movement or potential movement of objects.

      4) Requiring silence at railroad crossings.

      5) Prohibiting transportation of unauthorized materials.

      National School Transportation Specifications and Procedures p. 168-169 (May 2025)

D. Student Responsibility

1. Proper student behavior is important because the distraction of the driver can cause accidents. Students should be aware of and abide by reasonable regulations to enhance safety. The student should clearly understand the consequences of unacceptable behavior. Students are responsible to:

   a. Be aware that they are responsible for their actions and behavior.

b. Know what the rules and procedures are and abide by them.

c. Display proper respect for the rights and comfort of others.

d. Realize that school bus transportation can be denied if they do not conduct themselves properly.

e. Be aware that any driver distraction is potentially hazardous to the safety of all passengers, the driver, pedestrians and motorists.

f. Be aware of the dangers of loose clothing, drawstrings, clothing accessories, backpacks, and other loose personal items.

g. Be aware of the dangers of walking to and from, in and around the loading and unloading zone, of the need to cross the road safely at the bus stop, to avoid retrieving items dropped in the danger zone of the bus during loading and unloading, and to move away from the bus (out of the danger zones) after unloading.

National School Transportation Specifications and Procedures p. 158-159 (May 2025)

E. Parent/Guardian Responsibilities

1. Parents and guardians are responsible to:

a. Understand and support District rules and policies, regulations, and principles of school bus safety.

b. Encourage children to abide by rules and regulations.

c. Assist children in understanding rules and regulations.

d. Recognize their responsibility for the actions of their children, including their responsibility for the safety of the children before the bus arrives to pick them up and after the bus departs following dropping them off.

e. Support safe riding practices and reasonable discipline efforts.

f. Teach children proper procedures for safely crossing the roadway before boarding and after leaving the bus.

g. Support procedures for emergency evacuation.

h. Respect the rights and privileges of others.

i. Understand the dangers of loose clothing, drawstrings, clothing accessories, backpacks and other loose personal items and take appropriate action.

j. Monitor bus stops, if possible.

k. Support efforts to improve school bus safety.

l. Be aware of illegal or other undesirable activities and other dangers involved in and around the loading and unloading zone.

m. Communicate observed safety concerns to the appropriate District representative.

National School Transportation Specifications and Procedures p. 158-159, Appendix D p. 442-445 (May 2025)

New Policy 2235
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2235

Transportation: Lights and Railroad Crossings

A. Lights

1. The operator of a school bus shall operate alternating flashing red light signals at all times when children are unloading from a school bus to cross a highway, or when a school bus is stopped for the purpose of loading children who must cross a highway to board the bus, or at any other time when it would be hazardous for vehicles to proceed past the stopped school bus.

2. The alternating flashing red light signals may not be operated except when the school bus is stopped for loading or unloading school children or for an emergency purpose.

   Utah Code § 41-6a-1302(4) (2024)

3. The flashing yellow lights shall be displayed by the school bus operator at least 100 feet, but not more than 500 feet, before every stop at which the alternately flashing red lights will be actuated.

   Utah Code § 41-6a-1301(3) (2015)

B. Standees

1. Students must be seated at all times while being transported to and from school.

   National School Transportation Specifications and Procedures p. 164, Appendix D p. 390 (May 2025)

C. Railroad Crossing

1. The operator of any school bus, whether carrying passengers or not, must follow the procedures and precautions for making railroad crossings set forth in the National School Transportation Specifications and Procedures, Appendix D, “Recommended Procedures for School Bus Drivers at Railroad Grade Crossings.”

   National School Transportation Specifications and Procedures Appendix D p. 380-81 (May 2025)

New Policy 2236
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2236

Transportation: Emergencies

A. Emergency Evacuation Drills

1. The Board recognizes that there is an urgent need, due to the increased number of students being transported and the ever-increasing number of accidents on the highways, to instruct students on how to properly vacate a school bus in case of an emergency. Without training, students may block the emergency door by all trying to exit at the same time. There is also a danger when students jump from the rear emergency door exit. To avoid these situations, schools should organize and conduct emergency exit drills for all students who ride the school bus.

2. In conducting school bus evacuation drills, school officials should consider and observe the guidelines and procedures set forth in the National School Transportation Specifications and Procedures, "Instructions for Conducting Emergency Exit Drills."

   National School Transportation Specifications and Procedures Appendix D p. 454-457 (May2025)

B. Emergency Procedures

1. The Board will develop an emergency plan consistent with the following guidelines, in consultation with the Student Transportation Director and the personnel of those agencies that will render service during emergencies. In developing this plan, the Board may refer to "Emergency and Rescue Procedures: A Guideline Manual for School Bus Involvement," a publication developed by the National Association of State Directors of Pupil Transportation Services. Copies of the plan should be carried in each bus. The plan will instruct the District Student Transportation Director, school administrators, teachers, drivers, maintenance and service personnel, students and others of the procedures to be followed in the event of:

   a. Crashes. The plan should spell out the following:

      1) When and how to evacuate and control students.

      2) How to evaluate the need for medical assistance.

      3) How to get help from the police, fire department and the garage.

4) How to collect and record data essential to the preparation of the required crash reports. An operational plan to provide two-way communication with parents and/or guardians is imperative.

5) How to prevent further accidents.

6) Talking points regarding protocol of dissemination of information while at the crash site (including communication with the media etc.).

b. Sudden Disability of Driver. The plan should establish procedures for handling situations resulting in the fatal injury or disability of the bus driver. The District should communicate these procedures to the appropriate persons. A list that includes the name of the bus operator, emergency telephone numbers, names of students assigned to the bus and any special needs of students should be in the bus.

1) Securing the bus

2) Maintaining control of passengers and accounting for passengers (head count).

3) Diagnosing the cause(s) of bus breakdowns and communicating with base and vehicle maintenance.

4) Notifying school officials and parents.

5) Recovering the disabled school bus.

6) Providing replacement transportation for passengers.

c. Inclement weather conditions. The emergency plan should provide procedures for determining:

1) When schools are to be closed, delayed, or require early dismissal.

2) Who is to make such decisions.

3) How decisions are to be relayed to parents, students, school officials and staff (including teachers and cafeteria managers), drivers, contractors, maintenance and service personnel, the news media and others.

4) How to react to such natural phenomena as floods, tornadoes, earthquakes, etc.

d. Other types of emergency situations. The emergency plan should cover such conditions and events as:

1) Defense/disaster drills.

2) Strikes or other job action by school staff, teachers, drivers or contractors.

3) Road or bridge washouts and landslides that might block school bus routes.

4) Bus hijacking.

5) Weapons or suspected explosives on board or at bus stops.

6) Unauthorized boarding.

7) Student health emergencies.

8) Student fights.

9) Suspicious person and/or vehicles.

10) Terrorist planning or incident.

National School Transportation Specifications and Procedures p. 192-194 (May2025)

Policy 3041
Adopted
November 13, 2024
First Reading
October 14, 2026
Second Reading
November 11, 2026

Policy 3041

Educator Evaluation

~~A. Box Elder School District (BESD) recognizes that the quality of public education can be improved and enhanced by a systematic and fair annual evaluation of public educators and remediation of those whose performance is inadequate.~~

~~B. In accordance with state law and rules promulgated by the State Board of Education, the desired purposes of evaluation are to:~~

~~1. promote the professional growth of the educator; and~~

~~2. identify and encourage quality instruction in order to improve student achievement.~~

C. Definitions

1. For purposes of this policy, the following definitions apply:

   a. "Administrator" means an individual who holds an appropriate license and who supervises educators.

   b. "Career educator" means a licensed employee who has a reasonable expectation of continued employment under the policies of the Board

   c. "Educator" means an individual employed by the District who is required to hold a professional license issued by the State Board of Education or for an audiologist or a speech-language pathologist, who is employed by the District and is credentialed by the State Board of Education or by the Division of Professional Licensing, except:

      1) a superintendent, or

      2) an individual who:

         a) works less than three hours per day; or

         b) is hired for less than half of the school year.

2. "Evaluator" means a person who is responsible for an educator's overall evaluation.

3. “Provisional Educator” means an educator employed by the District who has not achieved status as a career educator within the District, who works at least half time during the first three years of employment.

    a. BESD may extend the provisional status of an employee up to an additional two consecutive years if the educator has not obtained career educator status and it is the determination of the district to extend the provisional status.

    b. Career Educators that accept a position which is substantially different from the position in which career status was achieved are also considered provisional for three consecutive years.

4. “Certified evaluator” means an educator who has been trained in evaluating educator performance and has demonstrated competency in using an educator evaluation tool to rate educator performance according to established standards.

5. “Performance” means the combination of an educator’s professionalism consistent with:

    a. The Utah Effective Educator Standards (R277-330)

    b. Student academic growth,

    c. Continued professional growth as an educator, and

    d. Job description

~~6. “Temporary educator” means anyone hired after August 1st during any contract period.~~

7. “Formative evaluation” means a planned, ongoing process which allows educators to engage in reflection and growth of professional skills as related to the Utah Effective Teaching Standards. It occurs in any year an educator is not on a summative evaluation.

8. “Summative evaluation” means an evaluation that summarizes an educator’s performance during an evaluation cycle that is used to make decisions or ratings of an educator’s performance and that may inform decisions related to the educator’s salary, continued employment, personnel assignment, transfer, or dismissal.~~:~~

a. One (Not Effective): The educator did not meet performance expectations. (This is also what is meant by "unsatisfactory performance.")

b. Two (Partially Effective): The educator partially met performance expectations by demonstrating evidence of continued professional growth or demonstrating evidence of student academic growth.

c. Three (Effective): The educator met performance expectations by demonstrating evidence of continued professional growth or demonstrating evidence of student academic growth.

~~d. A supervisor conducts;~~

~~e. Summarizes an educator's performance during an evaluation cycle; and~~

~~f. A supervisor or school district may use to make decisions related to an educator's employment.~~

9. "Chronically absent" means a student who was enrolled in the District for at least 60 calendar days and missed 10% or more days of instruction (whether the absence was excused or not).

10. "Academic growth" means demonstration of student learning through formative assessment measures identified by the District, school, or educator within the school year.

11. "Continued professional growth" means incremental measures of improvement relevant to the Utah Effective Educator Standards.

12. "Observation" means a formal or informal visit made by an administrator to an educator's classroom for the purpose of gathering formative information, providing feedback for growth, and informing decisions related to the educator's summative evaluation.

~~13. "Letter of Expectation" is a letter outlining educator's deficiencies in instruction and expectations to reach expected Utah Educator Teaching Standards.~~

~~14. "Mentor" is an assigned career educator who performs substantially the same duties as the provisional educator and has at least three years of educational experience.~~

~~15. "UETS" Utah Educator Teaching Standards~~

Utah Code § 53G-11-501 (2026)
Utah Admin. Rules R277-323-2 (December 10, 2024)

D. District Educator Evaluation Program Committee

1. To develop, support, monitor and maintain an educator evaluation program, the Board shall establish a committee comprised of an equal number of classroom teachers, parents and administrators. Nominees for classroom teachers shall be voted upon by the District's classroom teachers and a list of those individuals nominated shall be given to the Board. Nominees for administrator members shall be voted on by the District's administrators and a list of those individuals nominated shall be given to the Board. Nominees for parent representatives shall be submitted by community councils within the District. The Board shall appoint committee members from the nomination lists. The committee may:

   a. Adopt or adapt an evaluation program for educators based on a model developed by the State Board of Education; or

   b. Create its own evaluation program for teachers.

2. The evaluation program developed by the committee must comply with the requirements of Utah Code Title 53 G, Chapter 11, part 5 and rules adopted by the State Board of Education.

   Utah Code § 53G-11-506 (2019)
   Utah Code § 53G-11-520 (2024)
   Utah Admin. Rules R277-323-3(1), (8) (December 10, 2024)

E. Adoption of Educator Evaluation Program

1. The Board of Education shall adopt an educator evaluation program in consultation with the Educator Evaluation Program Committee. The Board of Education shall review and approve the educator evaluation program in an open meeting.

   Utah Code § 53G-11-502 (2024)
   Utah Code § 53G-11-506 (2019)
   Utah Code § 53G-11-520(4) (2024)
   Utah Admin. Rules R277-323-3(1), (2) (December 10, 2024)

F. Periodic Evaluations

1. The District shall have an evaluation program that provides systematic and fair evaluations of educators of the District. Evaluations of educators shall occur annually. If the District establishes an alternative educator evaluation program as permitted under Utah Code § 53G-11-520, the program shall include an annual formative evaluation of each educator and shall include a summative evaluation for each educator that occurs at least once every four years. Otherwise, all educators will receive formative evaluations each year and a summative evaluation each year. Such evaluations may be considered by the Board prior to any Board action concerning the individual's employment.

   Utah Code § 53G-11-507(1)(a) (2026)
   Utah Code § 53G-11-520(9)(a) (2024)
   Utah Admin. Rules R277-323-3(3), (4) (December 10, 2024)

~~G. The following outlines the procedures Box Elder School District will follow in evaluating its educators.~~

~~1. Orientation and Training~~

~~a. Box Elder School District will use a reliable and valid system to evaluate all licensed employees.~~

~~b. All licensed employees will be provided an orientation to the District's evaluation program conducted by the principal or his/her designee prior to evaluations as described in this Policy. The orientation will include the purpose of the evaluation and the methods used to evaluate.~~

~~c. All administrators will receive training in rating reliability and will be designated as a certified rater prior to administering an evaluation.~~

H. Evaluation Program Components

1. The District's evaluation program for educators adopted by the Board in consultation with the Educator Evaluation Program Committee shall be ~~A local school board in consultation with a joint committee established in Utah Code § 53G-11-506 shall adopt~~ a reliable and valid educator evaluation program that evaluates educators based on educator professional standards established by the State Board of Education and includes:

a. Annual evaluation of all provisional, probationary, and career educators, including formative and summative evaluations on the cycle established in the evaluation program;

b. The use of multiple lines of evidence, including:

1) Self-evaluation of performance in relation to the Utah Effective Educator Standards;

2) Student and parent input;

3) For an administrator, employee input;

4) A reasonable number of supervisor observations (a minimum of two 20-minute observations including feedback will occur prior to the end of year final conference) to ensure adequate reliability;

5) Evidence of professional growth and other indicators of instructional improvement based on educator professional standards established by the State Board of Education;

a) For formative evaluations, educators will develop and complete a Professional Growth Plan.

6) For a teacher in kindergarten through grade 3, fluency in and implementation of the science of reading, as that term is defined in Utah Code § 53G-10-801;

7) For a principal of a school that includes kindergarten through grade 3, effective implementation of the science of reading, as that term is defined in Utah Code § 53G-10-801; and

8) student academic growth data, including, in kindergarten through grade 3, student performance and academic progress on the benchmark reading assessment described in Policy 4037 Reading Assessment for K-3;

c. a summative evaluation that differentiates among the three levels of performance.

d. The evaluation may provide for a reasonable number of peer observations.

e. For an administrator, the evaluation shall consider feedback from teachers, including input on the effectiveness of the administrator evaluating employee performance in a school for which the administrator has responsibility or within the District.

f. The educator evaluation system may not use end-of-level student assessment scores and may not use the data of a student who is chronically absent.

Utah Code § 53G-11-520(9), (10) (2024)
Utah Admin. Rules R277-323-3(3), (5), (6) (December 10, 2024)

~~I. Summative Evaluation~~

~~a. Will use multiple lines of evidence, including:~~

~~1) Self-evaluation~~

~~a) Will be completed by the evaluated employee using the summative years, using Observer Tab, and~~

~~b) Will include evidence aligned to the rubric for self-designated Utah Effective Educator Standards Effectiveness rating.~~

~~2) Student and/or parent input (employee input for an administrator);~~

~~3) Supervisor observations~~

~~a) A minimum of two 20-minute observations per evaluation period to ensure adequate reliability;~~

~~i. Scheduled and unscheduled observations are expected.~~

~~b) Evidence of professional growth and other indicators of instructional improvement based on educator professional standards established by the State Board of Education;~~

~~4) Student academic growth data~~

~~a) In Box Elder School District, this means student growth assessment data that are submitted by the educator as valid and reliable evidence of student growth and aligned to the Utah Core Standards~~

b. An educator is responsible for improving performance, using resources provided by the District, and demonstrating acceptable levels of improvement in any designated areas of deficiency.

c. An educator may contribute evidence to be considered in the evaluation ranking throughout the evaluation process. Evidence for consideration must be submitted ten school days prior to the end of year conference.

d. A summative evaluation that differentiates among the three levels of performance

1) Effective, Partially Effective, or Not Effective.

a) For provisional educators, an element may be left blank to indicate standards that will be rated in future evaluations

b) For an administrator, the rating will include the effectiveness of evaluating employee performance in a school or school district for which the administrator has responsibility.

e. Component ratings shall be based on evidence submitted by the educator, observations, and data gathered in alignment with Utah Effective Teaching Standards or Utah Educational Leadership Standards.

2. Formative Evaluation

a. A formative evaluation will occur during the non-summative years and will include:

1) A professional growth plan which will assist the educator in a planned ongoing process to engage in reflection and growth of professional skills. This will be competed in Observer Tab.

a) For teachers:

i. informal observations may include feedback by students and/or parents.

b) For administrators:

i. informal observations may include

2) all educators may request individual sections be re-evaluated in the formative years. If the section evaluated improves the summative rating, it will be reported to the District in the next annual report.

3) At the supervisor's discretion, summative evaluations may be held at any time during the four-year cycle.

3. Frequency of Evaluations

a. A four-year evaluation cycle will be used for career educators incorporating a summative, formative 1, formative 2, formative 3, cycle.

1) Provisional educators will receive a summative evaluation:

a) A mid-year progress conference to review the provisional employees' performance levels will be held and will include a draft copy of the summative evaluation tool.

i. A minimum of two 20-minute observations including feedback will occur prior to the mid-year progress conference.

ii. When concerns are observed, a letter of expectation may be given. A letter of expectation may be provided at any time.

b) By March 15th a second conference will be held finalizing the provisional employee's performance levels using a summative evaluation tool.

i. A minimum of an additional two 20-minute observations including feedback will occur after the mid-year progress conference but prior to the end of year final conference.

c) A final printed, signed copy of the summative evaluation tool will be given to the employee and the original will be placed in the employee's local file.

2) Career educators will receive a summative evaluation once every four years.

a) A mid-year progress conference using a draft copy of the summative evaluation too may be held for career educators, but is not required.

b) By the end of the school year a conference will be held finalizing the career employee's performance levels using a summative evaluation tool.

~~i. A minimum of two 20-minute observations including feedback will occur prior to the end of year final meeting.~~

~~c) A final printed, signed copy of the summative evaluation tool will be given to the employee and the original will be placed in the employee's local file.~~

~~d) The summative rating from the evaluation year will be the designated rating during the following formative years.~~

J. Summative Evaluation and Review of Evaluation

1. The person responsible for administering an educator's evaluation shall, at least 15 days before an educator's first evaluation, notify the educator of the evaluation process, give the educator a copy of or access to the evaluation instrument, if an instrument is used, and give the educator notice of potential consequences (including discipline and termination) if an educator fails to meet performance expectations.

2. The person responsible for administering an educator's evaluation shall allow the educator to respond to any part of the evaluation and, if the response is written, attach the educator's responses to the evaluation.

3. Within 15 days after the evaluation process is completed, the person responsible for administering an educator's evaluation shall:

   a. Discuss the written evaluation with the educator;

   b. Based on the educator's performance, assign one of the three levels of performance.

4. An educator who is not satisfied with a summative evaluation has 15 days after receiving the written evaluation to request a review of the evaluation.

   a. If a review is requested, the superintendent or the superintendent's designee shall appoint a person, not an employee of the District, who is a certified evaluator and has experience in evaluating educators to review the evaluation. The reviewing evaluator conducts the review in accordance with the Utah Effective Educator Standards. The reviewing evaluator shall review

      1) The District's educator evaluation policies and procedures,

2) The evaluation process for the educator,

3) The evaluation data from the professional performance, student academic growth, and stakeholder input components, and

4) Any written response to the evaluation submitted by the educator.

b. The reviewing evaluator will provide the superintendent with a written report of findings regarding the initial evaluation. The superintendent will then determine if the initial evaluation was issued in accordance with

1) the District's educator evaluation policies,

2) the requirements of the Utah Effective Educator Standards,

3) Utah Code Title 53G, Chapter 11, and Utah Admin. Rules R277-323.

Utah Code § 53G-11-508 (2020)
Utah Code § 53G-11-520(11), (12) (2024)
Utah Admin. Rules R277-323-5 (December 10, 2024)

K. Support for Educators

1. If an educator receives a rating of not effective ~~an unsatisfactory performance rating~~, the District shall provide the educator with support for academic impact improvement consistent with Utah Code Title 53G, Chapter 11, Part 5, including:

a. Assessing the professional needs of the educator and

b. Providing mentors, coaches, or instructional specialists to assist the educator in establishing timelines and benchmarks for improving academic impact.

2. The District also may provide assistance to any educator in need of support with professional growth as an educator or with student academic growth.

~~3. If sufficient improvement hasn't occurred during these informal/formal conversations and meetings, then for a career educator a Plan of Assistance will be prepared and implemented.~~

~~4. For provisional educators, a letter of expectations may be given.~~

Utah Admin. Rules R277-323-6 (December 10, 2024)

L. Restriction on Salary Adjustments

1. An educator who has received a rating of not effective ~~rating~~ on ~~any of~~ the educator's three most recent evaluations (either formative or summative) is not eligible for the Educators' Salary Adjustment under Utah Code § 53F-2-405.

Utah Code § 53F-2-405(4)(c) (2026)
Utah Admin. Rules R277-110-3(1)(e) (October 8, 2024)

M. Educator Evaluation Data

1. Educator evaluation records are private and are classified as private for purposes of the Utah Government Records Access and Management Act and shall only be accessed by the educator's principal or immediate supervisor, by those who need the information in those records in considering employment decisions, or by the superintendent or designee. Employees shall be trained regarding the confidential nature of employee evaluations and the importance of securing those evaluations and records. The District may not release or disclose student assessment information which reveals educator evaluation information or records.

Utah Code § 53G-11-511 (2024)
Utah Code § 53G-11-520(3)(d) (2024)
Utah Admin. Rules R277-487-6 (July 8, 2025)

N. Evaluation System Reliability

1. Educator evaluations must be performed by certified raters and shall maintain high standards of rater accuracy. To that end, the District shall:

   a. Identify criteria for use in assigning evaluation ratings;

   b. Provide professional development opportunities to all evaluators of licensed educators to:

      1) Assure evaluators understand the Utah Effective Educator Standards;

      2) Improve proficiency in recognizing the criteria used in assigning evaluation ratings; and

3) Give the evaluator an opportunity to demonstrate the ability to rate an educator in accordance with the Utah Effective Educator Standards;

c. Designate qualified raters as certified;

d. Assure that educators are rated by a certified evaluator; and

e. Establish a process for a certified evaluator to maintain the evaluator's skills.

Utah Admin. Rules R277-323-4 (December 10, 2024)

POLICY 4016

Evaluation and Selection of Instructional Material

A. Definitions

1. The following definitions apply in this policy:

   a. "Learning material" means any learning material or resource used to deliver or support a student's learning, including textbooks, reading materials, videos, digital materials, websites, and other online applications.

      Utah Code § 53G-4-402(27)(a)(i) (2026)

   b. "Instructional material" means learning material which is approved by the Board of Education for use in District schools. It does not include learning material used in a concurrent enrollment, advanced placement, or international baccalaureate program or class or another class with required instructional material that is not subject to selection by the Board of Education.

      Utah Code § 53G-4-402(27)(a)(ii) (2026)
      Utah Code § 53G-10-103(1)(a) (2025)

   c. "Supplemental material" means learning material that an educator selects for classroom use which the Board of Education has not considered and adopted, approved, or prohibited for classroom use.

      Utah Code § 53G-4-402(27)(a)(iii) (2026)

   d. "School setting" means on school property (including but not limited to classrooms or a school library) or (regardless of location) an activity sponsored by the District or a school but which is conducted by an organization which is not part of the District. Such activities can include but are not limited to an assembly, a guest lecture, a live presentation, or another event.

      Utah Code § 53G-10-103(1)(f) (2026)

e. "Sensitive material" means instructional material that constitutes objective sensitive material or subjective sensitive material but does not include instructional material:

1) which is within the scope of and adopted by the Board of Education under Policy 4088 Special Programs: Student Internships; or

2) for a concurrent enrollment course which would be objective sensitive material or subjective sensitive material but where a parent receives notice from the course provider of the material before enrollment of the parent's child and the parent gives consent by enrolling the child; or

3) for medical courses; or

4) for family and consumer science courses; or

5) for another course exempted by Utah State Board of Education Rule.

Utah Code § 53G-10-103(1)(h)(ii) (2025)

f. "Objective sensitive material" means instructional material which includes any description or depiction of:

1) Human genitals in a state of sexual stimulation or arousal; or

2) Acts of human masturbation, sexual intercourse, or sodomy; ~~or~~

3) Fondling or other erotic touching of human genitals or pubic region; or

4) Obscene animal abuse material.

Utah Code § 53G-10-103(1)(e) (2025)
Utah Code § 76-5c-207(1)(a)(i)(A), (B), (C), (5) (2025)
Utah Code § 76-5c-208(1)(a)(iii) (2026)

g. "Subjective sensitive material" means instructional material that meets any of the following:

1) Any description or representation, in whatsoever form, of nudity, sexual conduct, sexual excitement, or sadomasochistic abuse which, taken as a whole, appeals to the prurient interest in sex of minors, is patently offensive to the prevailing standards in the adult community as a whole

with respect to what is suitable material for minors, and taken as a whole does not have serious value for minors (which includes only serious literary, artistic, political, or scientific value for minors);

2) A material or performance which the average person, applying contemporary community standards, finds that, taken as a whole, appeals to prurient interest in sex, is patently offensive in the description of nudity, sexual conduct, sexual excitement, sadomasochistic abuse, or excretion, and does not have serious literary, artistic, political, or scientific value; or

3) fondling or other erotic touching of the human buttock or female breast, where the material as a whole does not have serious value for minors.

Utah Code § 53G-10-103(1)(h)(iii) (2025)
Utah Code § 76-5c-207(1)(a) (2025)
Utah Code § 76-5c-208(1)(a) (2026)
Utah Code § 76-5c-101(7), (14) (2026)
Utah Code § 76-5c-207(1)(a)(i)(D) (2025)

h. "Nudity" means the showing of the human male or female genitals, pubic area, or buttocks, with less than an opaque covering, or the showing of the female breast with less than an opaque covering, or any portion of the female breast below the top of the areola; or the depiction of covered male genitals in a discernibly turgid state.

Utah Code § 76-5c-101(12) (2065)

i. "Sexual conduct" means acts of masturbation, sexual intercourse, or any touching of an individual's clothed or unclothed genitals, pubic area, buttocks, or, if the individual is a female, breast, whether alone or between members of the same or opposite sex or between humans and animals in an act of apparent or actual sexual stimulation or gratification.

Utah Code § 76-5c-101(17) (2026)

j. "Sexual excitement" means a condition of the human male or female genitals when in a state of sexual stimulation or arousal, or the sensual experiences of humans engaging in or witnessing sexual conduct or activity.

Utah Code § 76-5c-101(18) (2026)

k. "Sadomasochistic abuse" means flagellation or torture by or upon a person who is nude or clad in undergarments, a mask, or in a revealing or bizarre costume or the condition of being fettered, bound, or otherwise physically restrained on the part of an individual clothed in this way.

Utah Code § 76-5c-101(6) (2026)

l. "Appeals to the prurient interest" means erotic in some significant way to the average person and having the capacity to provoke sexual responses over and beyond those that would be characterized as normal.

m. "Age appropriate" means generally suitable for students of the same age or level of social, emotional, and cognitive development when taking into consideration the ages of all minors who could be exposed to the material.

n. "Instructional material review committee" means a committee formed at the District or school level, as determined by the Superintendent, appointed as needed and consisting of an administrator or administrators, educators, and at least two parents. An administrator member of the committee shall serve as the committee chair. Parents appointed to an instructional material review committee shall be reflective of the members of the relevant school community and shall have a student who attends a District school. The instructional material review committee may not include an individual responsible for the procurement of the material being reviewed and may not include an individual who requested the review.

Utah Code § 53G-10-103(4)(c)(i) (2025)
Utah Admin. Rules R277-468-3(1), (2) (November 7, 2024)
Utah Admin. Rules R277-628-3(1)(a)(vi), (c) (August 7, 2024)

B. Adoption of Instructional Material

1. Except for adoption of instructional material within the scope of Policy 4105 Sex Education, the following process shall be followed in adopting instructional material for use in the District or a particular school in the District. The Superintendent or Superintendent's designee shall determine what learning material to recommend to the Board of Education for approval for use, taking into consideration recommendations and requests from District and school administrators and educators and after considering input and recommendations from an instructional material review committee. Depending on where the learning material being considered will be used, the instructional material review committee may be formed for the District as a whole, or for all the schools at a

particular level of instruction (elementary, middle school or junior high, or high school), or for a specific school.

2. After receiving recommendations from the Superintendent, the Board shall adopt or approve instructional material in an open and regular meeting of the Board. Before adopting or approving the material, the Board shall hold at least two public meetings on the Superintendent's recommendations at which parents of District students and District educators have the opportunity to express views and opinions on the recommendations. Prior to these meetings, the District shall post the recommended material online to allow public review or (for copyrighted materials) shall make the recommended material available at a District location for public review.

3. Subject to the foregoing hearing process, learning material which has been designated by the State Board of Education as within any of that Board's "Recommended" categories may be approved for use in the District. Learning material which has been designated by the State Board of Education as "Reviewed, but not recommended" may not be approved for use in the District.

    a. In determining whether to recommend learning material for adoption, the instructional material review committee and the Superintendent may consider whether the learning material:

    b. is consistent with the Utah core requirements;

    c. is mapped and aligned to the Utah core and state assessments (if planned for use as primary instructional materials);

    d. is high-quality, research-based, and proven to be effective in supporting student learning;

    e. provides an objective and balanced viewpoint on issues;

    f. includes enrichment and extension possibilities;

    g. is appropriate to varying levels of learning;

    h. is accurate and factual;

    i. is arranged chronologically or systematically, or both;

j. is not prohibited discriminatory practice as described in Utah Code § 53H-1-504;

k. is consistent with the principles of individual freedom as defined in Utah Code § 53G-10-206; and

l. is of acceptable technical quality.

Utah Code § 53E-4-403(4) (2024)
Utah Code § 53G-4-402(27)(a), (c) (2026)
Utah Admin. Rules R277-468-3(1) (November 7, 2022)
Utah Admin. Rules R277-469-3(2) (December 8, 2025)
Utah Admin. Rules R277-469-6(1) (December 8, 2025)
Utah Admin. Rules R277-469-7(1) (December 8, 2025)

m. Learning material cannot be approved for use in the District or used in District schools if the material contains sensitive material as defined in this policy.

Utah Code § 53G-10-103(2)(a) (2025)
Utah Admin. Rules R277-468-2(1) (November 7, 2022)
Utah Admin. Rules R277-469-3(2)(c) (December 8, 2025)
Utah Admin. Rules R277-628-3(1)(a)(i) (August 7, 2024)

n. Before purchasing learning material, the District shall require the proposed vendor to provide a detailed core curriculum alignment relating to the material. Contracts with publishers for purchase of learning material shall include National Instructional Materials Accessibility Standard contract language and shall require that the publisher provide material consistent with Utah Code and administrative rules.

Utah Admin. Rules R277-469-3(4) (December 8, 2025)

C. Contract Requirements for Online or Digital Learning Material

1. If the District contracts with another party to provide online or digital learning material, the contract shall require the provider to give notice to the District anytime the provider makes a material change to the content of the material (excluding regular informational updates on current events).

Utah Code § 53G-4-402(27)(e) (2026)

D. Supplemental Material

1. Supplemental material shall be selected by educators as provided by Policy 4018 Evaluation and Selection of Supplemental Material.

   Utah Code § 53G-4-402(27)(d) (2026)

E. Review of instructional material for sensitive material

   1. Requests for review of instructional material for sensitive material are limited as follows:

      a. Personal interest requirement. The following may request review of instructional material:

         1) A student currently enrolled in and attending a District school;

         2) A parent or guardian of a student currently enrolled in and attending a District school;

         3) A District employee; or

         4) A member of the Board of Education

            Utah Code § 53G-10-103(3)(a) (2025)

      b. Limits on request after unsuccessful challenges

         1) An “unsuccessful challenge” means that an instructional material is determined not to be sensitive material and is retained after an allegation that it contains sensitive material.

         2) After an individual has made three unsuccessful challenges in a given school year, the individual may not request sensitive material review for the remainder of that school year.

            Utah Code § 53G-10-103(3)(b) (2026)

   2. An individual who desires review of instructional material for sensitive material must complete the Request for Review of Instructional Material form and provide it to the Superintendent or Superintendent’s designee. The Superintendent or designee shall make an initial determination whether the form has been fully completed and the person is eligible request a review. If so, the Superintendent

or designee shall establish a District instructional material review committee to conduct the review.

3. Upon receipt of a request for sensitive materials review from an eligible individual, the Superintendent or designee and another District administrator who has responsibility regarding curriculum will make an initial determination as to whether the request presents a plausible claim that the instructional material constitutes sensitive material, including whether the request includes excerpts and other evidence to support the allegation. If those two individuals determine that the request presents a plausible claim that the instructional material constitutes sensitive material, the District shall proceed with review of the material and shall immediately remove the instructional material from any school setting that provides student access to the material until the review process is complete.

   Utah Code § 53G-10-103(4)(a) (2025)
   Utah Admin. Rules R277-628-3(1)(a)(v), (vi) (August 7, 2024)

4. The Superintendent or designee shall assign one or more administrators to evaluate the request and the challenged material and determine if the challenged material constitutes objective sensitive material. If the challenged material is determined to be objective sensitive material, then the District shall ensure that the material remains inaccessible to students in any school setting.

   Utah Code § 53G-10-103(4)(b) (2025)
   Utah Admin. Rules R277-628-3(1)(a)(v), (vi) (August 7, 2024)

5. If the material is determined to not be objective sensitive material, the Superintendent or designee shall establish a District instructional material review committee to review the material to determine whether it constitutes subjective sensitive material. During review by the instructional material review committee, the District shall allow access to the challenged material to any student whose parent gives consent for the student to access the challenged material.

   Utah Code § 53G-10-103(4)(c)(i), (ii) (2025)

6. In conducting a requested review, the primary purpose of the District instructional material review committee shall be to determine whether the item constitutes subjective sensitive material and shall prioritize protecting children from the harmful effects of illicit pornography over other considerations. However, the committee may also evaluate whether the instructional material is age-appropriate and whether the prior approval of the material should be

reconsidered in light of all appropriate factors. The committee's determinations shall be made by majority vote of the members of the committee. Prior to engaging in any discussions with other committee members or participating in any decision making, each committee member shall read the item in its entirety (for written items) or review the item as a whole (for non-written items).

Utah Code § 53G-10-103(2)(c) (2025)
Utah Admin. Rules R277-628-3(1)(a)(iii) (August 7, 2024)

7. After the chair of the District instructional material review committee has confirmed that all members of the committee have reviewed the item in question, the chair shall schedule such meetings as are necessary for the committee to discuss the item and make its determinations.

8. In determining whether the item constitutes subjective sensitive material, the committee shall determine whether the material meets any of the three tests for subjective sensitive material set out in the definition above.

9. If the committee determines that the item constitutes subjective sensitive material, then the item shall be designated as no longer approved for use in the District and removed from student access in the school setting (regardless of whether the student's parent has consented to the student having access to the material). If an item is determined to be sensitive material and removed from use, all copies of the material shall be physically removed and as applicable deleted from electronic storage. The District shall inform vendors and publishers regarding the decision. Sensitive materials removed from student access may not be sold or distributed but shall be legally disposed of.

   Utah Code § 53G-10-103(4)(c)(iii) (2025)
   Utah Admin. Rules R277-628-3(1)(a)(vii) (August 7, 2024)

10. If the committee determines that the item does not constitute subjective sensitive material, then the committee may, but is not required to, proceed to other considerations as set out in the following paragraphs.

11. The committee may elect to evaluate whether the item should be removed from all use or restricted in use based on considerations of age-appropriate use. In this evaluation, the committee shall use the definition of "age appropriate" set forth above in light of the prevailing standards in the adult community with regard to what is appropriate for children of that age.

12. The committee may also elect to reconsider the prior District approval of the item. In doing so, the committee shall consider the factors set forth above for initial approval of instructional material.

13. After the committee has made its determinations, it shall prepare a written report which explains its findings and the grounds for its findings. A copy of the report shall be provided to the person who requested the review.

14. After the committee issues its report, the Superintendent or designee shall report the results of the review to the Utah State Board of Education using the reporting tool provided by the State Board at this website. The report shall be made within 30 days of the determination unless an appeal of the determination is in process.

    Utah Code § 53G-10-103(4)(b)(iii) (2025)
    Utah Admin. Rules R277-628-4(3) (August 7, 2024)

15. Any individual who is eligible to request a review for sensitive material may appeal a determination to the Board of Education. An appeal can be made regarding an objective sensitive material determination or a subjective sensitive material and can be made whether the decision was to remove or retain the material. The appeal shall be in writing, shall be submitted to the Board of Education within 30 days of the determination, and shall explain why the individual believes the determination was incorrect. In considering the appeal, the Board of Education may make use of whatever information it finds appropriate, including the committee report. The Board of Education's decision on the appeal shall be made by vote in public meeting. In making the decision, the Board of Education shall clearly identify the rationale for its decision and the determination on each component of the standards used in deciding the appeal (including the statutory standards and any additional policy standards the Board of Education may use). The District shall report the results of the appeal to the Utah State Board of Education using the website identified above promptly following conclusion of the appeal.

    Utah Code § 53G-10-103(5) (2025)
    Utah Admin. Rules R277-628-4(3) (August 7, 2024)

F. Compensation for additional employee time

1. If a District employee participating in sensitive materials review is required to do so outside of contract hours, the District shall compensate the employee for the additional time spent participating in the review.

Utah Admin. Rules R277-628-3(1)(e) (August 7, 2024)

Request for Review of Instructional Material

1. Requester: _____ School: _____
   Address: _____ City: _____ Zip: _____
   Email: _____ Phone: _____

2. Brief statement explaining the request: _____
   _____
   _____
   _____

3. Type of material: __ Book (Print) __ E-Book (Digital) __ Audio Book __ Movie __ Magazine
   __ Other Audio Recording __ Digital Resource __ Game __ Newspaper __ Other

4. Title: _____

5. Author or Producer: _____

6. Sensitive material can be found at the following location or locations (page, chapter, link, timestamp, etc.) _____

7. Other reasons (age appropriateness, other) that the item should be removed from use or restricted in use:
   _____

   _____

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/country)

Printed Name_____

Signature_____

POLICY 4037

Reading ~~Assessment~~ Achievement for K-3

A. Definitions

1. "Above typical academic progress" means a score for the progress metric on the benchmark reading assessment that demonstrates the rate of a student's progress toward achieving grade-level benchmarks that is higher than typical academic progress.

2. "Benchmark reading assessment" means the statewide benchmark assessment in reading that measures key literacy skills, including phonemic awareness, sound-symbol recognition, alphabet knowledge, decoding and encoding skills, and comprehension, to determine a student's specific strengths and weaknesses in a skill area.

3. "Dyslexia" means a learning disorder that:

   a. is neurological in origin and is characterized by difficulties with:

      1) accurate or fluent word recognition; and

      2) poor spelling and decoding abilities; and

   b. typically results from a deficit in the phonological component of language that is often unexpected in relation to other cognitive abilities and the provision of effective classroom instruction.

4. "Dyslexia assessment" means a diagnostic assessment for the identification of dyslexia or a psychoeducational evaluation for the diagnosis of dyslexia.

5. "Dyslexia diagnosis" means a formal determination that an individual has dyslexia based on a comprehensive evaluation conducted by a qualified professional acting within the scope of the professional's license or credentials. It does not include screening for dyslexia, a recommendation that a student be screened for dyslexia, or the results from a diagnostic assessment.

6. "Dyslexia screening" means the use of evidence-based measures to identify whether a student may be at risk for characteristics of dyslexia and need additional assessment, progress monitoring, and intervention related to dyslexia.

7. "Evidence-based" means that a strategy (not including reading software) demonstrates a statistically significant effect, of at least a 0.40 effect size, on improving student outcomes based on either strong evidence from at least one well-designed and well-implemented experimental study (as further defined by the State Board of Education) or moderate evidence from at least one well-designed and well-implemented quasi-experimental study (as further defined by the State Board of Education).

8. "Evidence-informed" means that a strategy is developed using high-quality research outside of a controlled setting in the given field (as further defined by the State Board of Education) and includes strategies and activities with a strong scientific basis for use (as further defined by the State Board of Education).

9. "Individualized reading plan" means a plan that defines the reading interventions a student will receive in given intervention settings to remediate a reading deficiency that the benchmark reading assessment identifies.

10. "Intervention setting" means the setting in which a student receives a reading intervention. It may include:

    a. a teacher leading an intervention during regular classroom work;

    b. a paraprofessional leading an intervention;

    c. an after-school or extended-day program;

    d. a summer school program;

    e. an at-home activity; and

    f. an online activity.

11. "Literacy team" means the following group of individuals who unite to establish and monitor the progress of an individualized reading plan for a student:

    a. the student's parents;

    b. the student (at the discretion of the student's parents);

c. the student's teacher, including general and special education;

d. for a student scoring well below benchmark on a benchmark reading assessment, a representative of the District who is knowledgeable about available literacy resources and who has the authority to commit literacy resources; and

e. depending on the circumstances of the student and availability, other educators or support personnel, including a therapist, counselor, social worker, translator, friend, or parent advocate.

12. "Qualifying dyslexia assessment" means a dyslexia assessment administered by an individual who is: licensed under Utah Code Title 58, Occupations and Professions, practicing within the scope of practice for the individual's license, and competent by training, education, and experience to administer the dyslexia assessment.

13. "Reading intervention" means an evidence-based instructional strategy, instructional methodology, technique, or resource that assists a student in becoming a successful reader, able to read at or above grade level, and ready for promotion to the next grade. It may include:

a. dyad reading, in which two individuals, typically a skilled reader and a developing reader, sit side-by-side and read the same text aloud together;

b. decoding text, in which an individual translates printed letters and words into speech through phonics;

c. a targeted literacy skill intervention resource that is aligned with the science of reading;

d. a word list;

e. phoneme and grapheme mapping;

f. handwriting practice;

g. reading protocols;

h. retelling;

i. vocabulary practice;

j. retention in the student's current grade level; and

k. other strategies that are aligned with the science of reading to meet student needs in improving literacy.

14. "Reading on grade level" means that a student scores at or above the benchmark for the relevant grade level on the benchmark reading assessment.

15. "Retention" means a reading intervention through which a student who does not meet a specific reading benchmark or satisfy a good cause exemption repeats the grade in the subsequent school year to provide the student with additional time and intensive, targeted reading intervention to remediate a learning deficiency before advancing to a grade for which the student is not prepared to succeed academically.

16. "Science of reading" means an interdisciplinary body of scientific evidence that:

a. informs how students learn to read and write proficiently;

b. explains why some students have difficulty with reading and writing;

c. indicates that all students benefit from explicit and systematic instruction in phonemic awareness, phonics, vocabulary, fluency, comprehension, and writing to become effective readers; and

d. does not rely on any model of teaching students to read based on meaning, structure and syntax, and visual cues, including a three-cueing approach.

17. "Scores below benchmark" means a student performs below or well below the benchmark score on the benchmark reading assessment and requires additional instruction beyond that provided to typically developing peers to close the gap between the student's current level of achievement and that expected of all students in that grade.

18. "Scores well below benchmark" means a student performs well below the benchmark score on the benchmark reading assessment and requires additional instruction beyond that provided to typically developing peers to close the gap between the student's current level of achievement and that expected of all students in that grade.

19. "Three-cueing" means a model of teaching students to read based on visual memory and contextual deduction as the primary basis for teaching word recognition rather

than more effective methods, including sounding out words or using a phonics-based approach.

Utah Code § 53E-3-1001(1)(b) (2026)
Utah Code § 53E-4-307(1) (2026)
Utah Code § 53G-10-801 (2026)
Utah Code § 53G-11-303(1)(a), (b) (2025)
Utah Admin. Rules R277-406-2(12) (August 7, 2025)

B. Reading Assessment

1. ~~Subject to legislative appropriations,~~ District elementary schools shall ~~annually~~ administer a State Board of Education approved benchmark ~~the Acadience~~ reading assessment in kindergarten, grade 1, grade 2, and grade 3 within the following testing windows:

   a. The first assessment ~~benchmark before~~ between the first day of school and September 30

   b. The second assessment ~~benchmark~~ between December 1 and January 31

   c. The third assessment ~~benchmark~~ between April 15 and June 15

2. Following each ~~benchmark~~ assessment, the school shall notify parents of their student's results by October 30, February 28, and June 30, respectively. The District shall also report the results to the State Superintendent by the same dates, together with the additional information required by Rule R277-406-4(6).

3. ~~If a benchmark assessment or a supplemental reading assessment indicates that a student is scoring below benchmark, the school shall take the notification and reading remediation interventions outlined below.~~

   Utah Code § 53E-4-307(3) (2026)
   Utah Admin. Rules R277-406-4 (August 7, 2025)

C. Dyslexia Screening

1. A student with dyslexia is eligible for special education services only if the student meets the criteria for special education services under federal law. When screening a student for dyslexia, schools will use a dyslexia screener from the approved list established by the State Board of Education. Schools may use the no cost dyslexia screening process developed by the University of Utah. In addition, schools may

accept the results of a qualifying dyslexia assessment from a student's parent. An educational professional's recommendation that a student receive a dyslexia screening is not a diagnosis of dyslexia. An educational professional will not be disciplined, retaliated against, or subjected to adverse employment action solely for recommending or referring a student for dyslexia screening.

Utah Code § 53E-4-307(3)(b), (6), (7) (2026)
Utah Code § 53F-5-226(3)(e), (5), (7) (2026)

D. Reading Interventions ~~Scoring Below Benchmark~~

~~1. A student scores below or well below benchmark when the student performs below or well below the benchmark score on the benchmark reading assessment and requires additional instruction beyond that provided to typically developing peers to close the gap between the student's current level of achievement and that expected of all students in that grade.~~

2. If a benchmark assessment, supplemental reading assessment, or qualifying dyslexia assessment indicates that a ~~For any kindergarten, first, second, or third grade~~ student ~~who~~ lacks competency in a reading skill, is demonstrating characteristics of dyslexia, or lagging behind other students in the student's grade in acquiring a reading skill the school shall ~~take the following actions~~:

~~a. Notify the student's parent that the student is reading below grade level;~~

~~b. Administer diagnostic assessments to the student;~~

c. Using data from the benchmark reading ~~diagnostic~~ assessment, provide specific, focused, and individualized intervention or tutoring to develop the reading skill, potentially including creation of an individual reading plan as described below;

d. Administer formative assessments and progress monitoring at recommended levels for the benchmark assessment to measure the success of the focused intervention;

e. In addition to parental notice that may be required for students who score below or well below grade level on a benchmark reading assessment, as discussed below:

1) Inform the parent of activities that he or she may engage in with the student to assist the student in improving reading proficiency;

2) Provide information to the parent of the student regarding reading interventions available to the student outside regular instructional time that may include tutoring, before and after school programs, or summer school; and

3) Provide instructional materials that are evidence-informed for core instruction and evidence-based for intervention and supplemental instruction.

Utah Code § 53E-4-307(4) (2026)

~~3. In meeting these standards, "evidence-based" means that a strategy (not including reading software) demonstrates a statistically significant effect, of at least a 0.40 effect size, on improving student outcomes based on either strong evidence from at least one well-designed and well-implemented experimental study (as further defined by the State Board of Education) or moderate evidence from at least one well-designed and well-implemented quasi-experimental study (as further defined by the State Board of Education). "Evidence-informed" means that a strategy is developed using high-quality research outside of a controlled setting in the given field (as further defined by the State Board of Education) and includes strategies and activities with a strong scientific basis for use (as further defined by the State Board of Education).~~

~~4. Dyslexia is a learning disorder that is neurological in origin and is characterized by difficulties with accurate or fluent word recognition and poor spelling and decoding abilities and typically results from a deficit in the phonological component of language that is often unexpected in relation to other cognitive abilities and the provision of effective classroom instruction.~~

~~*Utah Code § 53E-4-307(1)(c), (4)(a) (2024)*~~
~~*Utah Code § 53G-11-303(1) (2023)*~~
~~*Utah Admin. Rules R277-406-2(12) (June 7, 2024)*~~
~~*Utah Admin. Rules R277-406-4(3)(a) (June 7, 2024)*~~

E. Parental Notice for Below Grade Level Assessment

1. For each student in kindergarten through grade 3 who scores below or well below grade level on a benchmark reading assessment, the school shall provide the student's parent notice, in writing or through the standard parent-communication portal, of the following:

   a. that the student has demonstrated a substantial deficiency in reading;

b. a description of the current services that the student receives;

c. a description of the process for establishing an individualized reading plan to identify reading interventions;

d. that retention, especially in earlier grades, can benefit the student's reading proficiency;

e. beginning with the 2029-2030 school year that, if the student scores below benchmark on the benchmark reading assessment at the end of third grade, the student is subject to retention as outlined below;

f. notification that the benchmark reading assessment is not the sole determinant of promotion and that additional evaluations and assessments are available to parents and the school to determine a student's reading proficiency and readiness for promotion to the next grade level; and

g. a statement that connects the child's proficiency in reading to long-term outcomes of success.

Utah Code § 53G-10-802(1)(a) (2026)

F. Individualized Reading Plan

1. A student's literacy team shall establish an individualized reading plan for the following:

a. a kindergarten student who scores well below benchmark on the mid-year or end-of-year benchmark reading assessment;

b. a grade 1, 2, or 3 student who scores below or well below benchmark on a benchmark reading assessment;

c. beginning with the 2029-2030 school year, a student promoted to grade 4 despite not scoring at or above benchmark on the end of year assessment in grade 3, as provided for in Utah Code § 53G-10-803(2)(b)(ii), who has not scored at or above benchmark on a benchmark reading assessment during grade 4; and

d. a student in kindergarten or grade 4:

1) who does not score at or above benchmark on a benchmark reading assessment;

2) who is not a student described in sections 1 and 2 above; and

3) whose parent requests that the student receive an individualized reading plan.

Utah Code § 53G-10-802(1)(b) (2026)
Utah Admin. Rules R277-406-4(3)(a) (August 7, 2025)

2. The individualized reading plan must be established within 45 days of the first parent notice of below grade level assessment. The individualized reading plan will include:

   a. identification of the student's specific reading deficiencies;

   b. a description of the reading interventions and intervention settings the school will provide to the student to remediate the identified reading deficiencies;

   c. opportunities for the student's parent to be involved in the identified reading interventions;

   d. a process for monitoring and communicating to the student's parent the extent to which the student receives the reading interventions; and

   e. beginning with the 2029-2030 school year, a statement that if the student does not score at or above benchmark on the benchmark assessment, the student is subject to retention.

   Utah Code § 53G-10-802(2)(a)(i) (2026)

3. In identifying the reading interventions to be included in the individualized reading plan, the literacy team will include interventions that present the best approach for the student to improve literacy given the student's specific circumstances through

   a. alignment with the science of reading,

   b. research-based strategies for which evidence demonstrates success in improving reading among low-performing readers, and

   c. targeting of the student's identified reading deficiencies.

   Utah Code § 53G-10-803(1)(a) (2026)

4. The literacy team will also recommend a scaled intensity of reading interventions and intervention settings based on

    a. the student's historical and current performance on the benchmark assessment relative to the benchmark for the student's grade level,

    b. any reading interventions the student has received in a previous grade, including previous retention, and

    c. the student's performance in numeracy and other foundational abilities.

    Utah Code § 53G-10-803(1)(b) (2026)

5. In addition to in-school reading interventions, for a student in grades 1 through 3 who scores well below benchmark on the end of year benchmark reading assessment, the literacy team will also consider screening for dyslexia (including providing information to a parent regarding potential resources and options for dyslexia screening) and extended learning options (including after-school reading interventions and summer literacy programs).

    Utah Code § 53G-10-803(1)(c) (2026)

6. The school shall consider retention and shall discuss the value of early retention with the parent of the student for the following students:

    a. a student in kindergarten who scores well below benchmark on the mid-year or end-of-year benchmark reading assessment;

    b. a student in grade 1 who:

        1) scores well below benchmark on the end-of-year benchmark reading assessment; and

        2) has already had an individualized reading plan before the end-of-year benchmark reading assessment and does not demonstrate above typical academic progress on the benchmark reading assessment;

    c. a student in grade 2 who scores well below benchmark on the end-of-year benchmark reading assessment:

        1) began grade 2 below benchmark on the benchmark reading assessment; or

2) has already had an individualized reading plan before the end-of-year benchmark reading assessment and does not demonstrate above typical academic progress on the benchmark reading assessment; and

d. before the 2029-2030 school year, a student in grade 3 who does not score at or above benchmark on the end-of-year benchmark reading assessment.

7. Beginning in the 2029-2039 school year, a student in grade 3 who does not score at or above benchmark on the end-of-year benchmark reading assessment will be retained in grade 3, subject to the good cause exemptions and parental appeal process set forth in Utah Code § 53G-10-803(2)(b).

   Utah Code § 53G-10-803(2) (2026)

8. While a student has an individualized reading plan, the literacy team will meet at least annually to review the student's plan and progress and will also meet at the request of the parent to review the student's plan and progress.

   Utah Code § 53G-10-802(2)(a)(ii), (iii) (2026)

9. A student with an individualized reading plan will be assigned to a teacher who has completed or is in the process of completing formal training in the science of reading. The teacher will review the student's plan and literacy progress with the student and the student's parent during each parent teacher conference.

   Utah Code § 53G-10-802(4), (5) (2026)

10. The interventions in the individualized reading plan will continue until the student scores at or above benchmark on the benchmark reading assessment for the student's current grade level or the literacy team jointly modifies the student's literacy plan.

    Utah Code § 53G-10-802(3) (2026)

G. Achievement

1. The Board of Education will annually monitor elementary school performance regarding literacy instruction, science of reading, and providing reading interventions. The Board will also annually monitor student performance regarding the statewide goal for third-grade reading described in Utah Code § 53E-3-1001.

   Utah Code § 53G-10-805 (2026)

H. Science of Reading Curriculum

1. The Board of Education will adopt science of reading curriculum and reading intervention programs as advised by the science of reading panel described in Utah Code § 53E-3-1003 and in accordance with Utah Code Title 53G, Chapter 10, Part 8 Literacy Interventions. The curriculum will not include a three-cueing model except in relation to a student whose IEP or Section 504 accommodation plan explicitly indicates that the three-cueing approach is appropriate for the student's learning needs.

   Utah Code § 53G-10-806 (2026)

Policy 4068
Adopted
February 12, 2025
First Reading
October 14, 2026
Second Reading
November 11, 2026

Policy 4068

Special Programs: Alternative Language Program

A. Definitions

1. “Alternative language services program” or “ALS program” means an evidence-based language instruction educational program used to achieve English proficiency and academic progress of identified students.

2. “Alternative language services” or “ALS” means language services designed to meet the education needs of all students learning English so that students are able to participate effectively in the regular instruction program.

3. “Evidence-based language instruction education program” means evidence-based methods, recommended by the State Superintendent, that meet the “Non-regulatory Guidance: Using Evidence to Strengthen Education Investments” developed by the U.S. Department of Education.

4. “Language instruction educational program” means an instructional course:

    a. in which the student learning English is placed for the purpose of developing and attaining English proficiency, while meeting challenging state academic standards;

    b. that may make instructional use of both English and a child’s native language to enable the child to attain and develop English proficiency; and

    c. that may include the participation of English proficient children if the course is designed to enable all children to become proficient in English and a second language.

5. “Student learning English” means an individual who:

a. has sufficient difficulty speaking, reading, writing, or understanding the English language, and whose difficulties may deny the individual the opportunity to:

   1) learn successfully in classrooms where the language of instruction is English; or

   2) participate fully in society;

b. was not born in the United States or whose native language is a language other than English and who comes from an environment where a language other than English is dominant; or

c. is an American Indian or Alaskan native or who is a native resident of the outlying areas and comes from an environment where a language other than English has had a significant impact on such individual's level of English language proficiency.

Utah Admin. Rules R277-716-2 (February 9, 2026)

B. Services for Students with Limited English Proficiency

1. As required by State Board of Education regulations and federal Title III, the District shall provide an approved language instruction educational program for students learning English.

Utah Admin. Rules R277-716-4 (February 9, 2026)

C. Alternative Language Services Program

1. The District shall establish a written alternative language services plan that:

a. includes an identification program for students learning English, including a State Board approved home language survey, entrance criteria and a language proficiency assessment for program placement, that is implemented with student registration;

b. uses a valid and reliable State Board approved assessment of a student's English proficiency in listening, speaking, reading, and writing;

c. provides an evidence-based language instruction educational program based on State Board approved English Language Proficiency Standards;

d. uses the State Board approved student exit criteria from ALS programs or services; and

e. includes the count of students learning English, by classification, before July 1 of each year.

Utah Admin. Rules R277-716-4(1) (February 9, 2026)

D. Language Acquisition Instructional Services

1. The District and each school shall:

a. determine what type of Title III ALS services are available and appropriate for each student identified in need of ALS services, including:

1) dual immersion;

2) ESL content-based; and

3) Sheltered instruction;

b. implement an approved language instruction educational program designed to achieve English proficiency and academic progress of an identified student;

c. ensure that all identified students learning English receive English language instructional services in the least segregated environment, consistent with the Utah English Language Proficiency Standards;

d. provide adequate staff development to assist a teacher and staff in supporting students learning English; and

e. provide necessary staff with:

1) curricular materials approved under applicable State Board regulations; and

2) facilities for adequate and effective training.

Utah Admin. Rules R277-716-4 (February 9, 2026)

E. Communication with Parents and Community

1. Each school in the District shall provide interpretation and translation services as needed for parents at registration, IEP meetings, SEOP meetings, parent-teacher conferences, and student disciplinary meetings.

Utah Admin. Rules R277-716-4(6)(c) (February 9, 2026)

2. The District shall provide the following notices in connection with its alternative language program:

a. The District shall notify parents who are not proficient in English regarding the District's responsibility:

1) To identify students learning English;

2) To assess students' English proficiency;

3) to provide English language acquisition instruction to students learning English whose level of English proficiency warrants such services; and

4) to provide interpretation and translation services for parents at registration, IEP meetings, SEOP meetings, parent-teacher conferences and student disciplinary meetings.

b. The District shall provide an annual notice to the parent(s) of each student who is placed into a language instruction educational program which includes

1) the student's level of English proficiency;

2) how that level was assessed;

3) the status of the student's academic achievement;

4) the methods of instruction proposed to increase English language ~~acquisition~~ proficiency, including using both the student's native language and English if necessary;

5) specifics regarding how the methods of instruction will help the child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation; and

6) the specific exit requirements for the program, including:

   a) the student's expected rate of transition from the program into a classroom that is not tailored for a student learning English; and

   b) the student's expected high school graduation date if funds appropriated consistent with this rule are used for a secondary school student.

c. The notices shall be provided annually to the parent of a student placed in a language instruction educational program within 30 days of the first day of school. If a student has been identified as requiring ALS services after the first month of school, the District shall notify the student's parent within 10 school days of the student's identification and placement.

Utah Admin. Rules R277-716-4(6), (7) (February 9, 2026)

Policy 4077
Amended
November 8, 2023
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 4077

Course Disclosure Statements – Secondary

A. Each course offered to students in grade 6-12 shall have a Course Disclosure Statement.

B. Course Disclosure Statements shall be updated at the beginning of each trimester, contain accurate information, and be available to parents and students at the beginning of each course.

C. Course Disclosure Statements shall contain information and guidelines consistent with Box Elder School District Policies and individual school student handbooks.

D. Course Disclosure Statements shall contain at least the following information:

1. A brief description of the course including major course goals;

2. A list of books, videos, etc., other than District adopted texts that will be used in the course;

3. A statement on attendance and tardiness and the impact of such on citizenship grades;

4. A statement on grading that may include:

   a. A grading scale; (see Policy 4103 Grading Policy Grades 8-12)

   b. Weighting of assignments, quizzes, tests, etc.

   c. A statement on make-up work, extensions, interventions and evidence of relearning prior to re-takes;

5. A statement on or a listing of class rules and/or expectations;

6. A statement on any optional fees associated with the course;

7. A statement offering accommodations for qualifying individuals with disabilities;

8. Notation of how to contact the teacher and when she/he is available to meet with parents and/or students;

9. A statement that the teacher may provide students with food including additives if the teacher obtains permission from the student's parents at the start of each trimester. See Policy 5054 Prohibited Food Additives.

E. In addition to the required information listed in Section D, teachers are encouraged to include suggestions for success in the course, encouragement to students, and other information to help students be successful.

Policy 4078
Amended
November 12, 2025
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October 14, 2026
Second Reading
November 11, 2026

POLICY 4078

Class Disclosure Statements – Elementary

A. Each elementary class will have a Class Disclosure Statement.

B. Class Disclosure Statements shall be updated regularly, contain accurate information, and be available to parents and students at the beginning of the school year.

C. Class Disclosure Statements shall contain information and guidelines consistent with Box Elder School District Policies and student handbooks including the schools Vision, Mission, and Collective Commitments.

D. Class Disclosure Statements shall contain at least the following information:

1. A brief description of the class/grade level objectives, including Essential Learning Standards for the grade.

2. A statement on attendance and tardiness and the impact of such on student achievement.

3. A statement on how proficiency will be measured using standards-based practices that may include:

   a. A grading rubric;

   b. A statement on how extensions and interventions will be provided

4. A statement on or a listing of class rules and/or expectations;

~~5. A statement on any additional materials that may be useful;~~

   ~~a. The items on this list will be used during the regular school day. They may be brought from home on a voluntary basis, otherwise, they will be furnished by the school.~~

6. A statement that the teacher may provide students with food including additives if the teacher obtains permission from the student's parents at the start of each school year. See Policy 5054 Prohibited Food Additives.

7. A statement offering accommodations for qualifying individuals with disabilities;

8. Notation of how to contact the teacher and when she/he is available to meet with parents and/or students;

E. In addition to the required information listed in Section D, teachers are encouraged to include suggestions for success in the class, encouragement to students, and other information to help students be successful.

Policy 4105
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January 14, 2026
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October 14, 2026
Second Reading
November 11, 2026

POLICY 4105

Sex Education

A. The following definitions apply in this policy:

1. “Curriculum materials review committee (committee)" means a committee formed at the District or school level, as determined by the Board of Education, that includes parents, health professionals, school health educators, and administrators, with at least as many parents as school employees. The membership of the committee shall be appointed and reviewed annually by August 1 of each year by the Board, shall meet on a regular basis as determined by the membership, shall select its own officers and shall be subject to the Utah Open and Public Meetings Act.

2. Sex education instruction or instructional programs” means any course material, unit, class, lesson, activity or presentation that, as the focus of the discussion, provides instruction or information to students about sexual abstinence, human ~~sexuality~~ development, including puberty and maturation~~,~~; human reproductive~~on~~ processes, including conception, fetal development, pregnancy, and birth~~,~~; human reproductive anatomy~~,~~ and physiology~~,~~; healthy dating practices, marriage, and parenthood, in accordance with the success sequence; adoption; information about contraceptive methods or devices ~~pregnancy, marriage, childbirth, parenthood, contraception,~~; chronic infectious, and acute diseases of the reproductive system, including ~~HIV/AIDS or other~~ sexually transmitted infections and diseases~~,~~; or refusal skills. It does not include child sexual abuse prevention instruction or instruction in refusal skills or situational awareness. While sex education instruction typically occurs ~~these topics are most likely discussed~~ in such courses as health education, health occupations, human biology, physiology, parenting, adult roles, psychology, sociology, child development, and biology, th~~ise rule~~ requirements for sex education instruction apply~~ies~~ to any course or class in which these topics are the focus of discussion.

   a. “Refusal skills” means instruction

      1) in a student’s ability to clearly and expressly refuse sexual advances (by a minor or by an adult),

      2) in a student’s obligation to stop the student’s sexual advances if refused by another individual,

3) informing a student of the student's right to report and seek counseling for unwanted sexual advances, and

~~4) in sexual harassment, and~~

5) informing a student that a student may not consent to criminally prohibited activities or activities for which the student is legally prohibited from giving consent, including the electronic transmission of sexually explicit images by an individual of the individual or another.

b. "Maturation education" means instruction and materials used to provide fifth grade students with age appropriate, medically accurate information regarding the physical and emotional changes associated with puberty, to assist in protecting students from abuse and to promote hygiene and good health practices.

c. "Medically accurate" means verified or supported by a body of research conducted in compliance with scientific methods and published in journals that have received peer review and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field.

d. "Situational awareness" means instruction in a student's ability to

1) observe the student's environment, including increasing awareness and noticing details and changes in the environment and

2) respond in unsafe situations, including how to seek help.

e. "Success sequence" means a three-prong framework for youth and young adults that encourages

1) completing at least a high school education and pursuing further educational opportunities,

2) obtaining full-time employment, and

3) having children within a healthy and stable family and marriage.

Utah Admin. Rules R277-474-2 (July 8, 2025)
Utah Code § 53G-10-402(1) (2026)
Utah Code § 53G-10-403(1)(a) (2026)

B. Sex Education Instruction Requirement

1. Subject to parental permission, a student shall receive sex education instruction on at least two occasions during the period that begins with the beginning of grade ~~8~~7 and ends with the end of grade 12.

   Utah Code § 53G-10-402(3)(a) (2026)

C. Parental Notification and Permission Form Required for Participation

1. Students may not participate in any sex education instruction or instructional program unless, before the student's participation, the school has on file for that student a completed parental notification form relating to that specific instruction or program which indicates that the student's parent authorizes the student to participate. The form shall

   a. explain a parent's right to review proposed curriculum materials in a timely manner.

   b. request the parent's permission to instruct the parent's student in identified course material related to sex education or maturation education,

   c. allow the parent to exempt the parent's student from attendance from a class period where the identified sex education or maturation instruction is presented and discussed,

   d. be specific enough to give parents fair notice of topics to be covered, and

   e. include a brief explanation of the topics and materials to be presented and provide a time, place and contact person for review of the identified curricular materials.

   f. Completed permission forms shall be maintained in the student's education records for a reasonable period.

   Utah Code § 53G-10-402(4)(a) (2026)
   Utah Code § 53G-10-403 (2026)
   Utah Admin. Rules R277-474-2(8) (July 8, 2025)
   Utah Admin. Rules R277-474-5(9) (July 8, 2025)

2. A student may refrain from participation in sex education or maturation education based on religious belief or right of conscience consistent with Policy 4066 Curriculum: Religious Neutrality.

   Utah Admin. Rules R277-474-5(11) (November 7, 2023)
   Utah Code § 53G-10-205 (2023)

D. Health and Sex Education Guidelines

1. All health and sex education shall stress the importance of abstinence from all sexual activity before marriage and fidelity after marriage as methods for maintaining mental, physical, and social health, including reducing stress; eliminating risks associates with sexual activity, including preventing pregnancy and certain communicable diseases; and achieving the success sequence ~~of preventing sexually transmitted diseases~~. The curriculum and education shall also stress personal skills that encourage abstinence, the return to abstinence, and fidelity ~~individual choice of abstinence and fidelity in marriage~~.

2. At no time may instruction be provided, including responses to spontaneous questions raised by students, regarding any means or methods that facilitate or encourage the violation of any state or federal criminal law by a minor or an adult.

3. An educator may correct inaccurate or misleading information or answer questions raised by students consistent with the instructional materials approved under this policy. Educators may also direct students to parents in these circumstances.

   Utah Code § 53G-10-402(2)(b) (2026)
   Utah Admin. Rules R277-474-3(1)(d) (July 8, 2025)
   Utah Admin. Rules R277-474-7(4) (July 8, 2025)

   1) The following may not be taught in District schools:

      a) The intricacies of ~~intercourse,~~ sexual stimulation, or erotic behavior;

      b) The advocacy of premarital or extramarital sexual activity; or

      c) The advocacy or encouragement of the use of contraceptives methods or devices.

   2) *Utah Admin. Rules R277-474-3(1) (July 8, 2025)*
   3) *Utah Code § 53G-10-402(2)(b)(iii) (2026)*

a) The District may, under curriculum adopted in accordance with this policy, provide instruction, not including abortion or any abortive methods, which includes information about contraceptive methods or devices and which stresses effectiveness, limitations, risks, and information on state law applicable to minors obtaining contraceptive methods or devices.

4) *Utah Code § 53G-10-402(2)(b)(iv) (2026)*
5) *Utah Admin. Rules R277-474-3(2) (July 8, 2025)*

E. Sexual Abuse Prevention and Awareness

1) Schools in the District may provide instruction to elementary school students on child sexual abuse and human trafficking prevention and awareness using the instructional materials approved by the State Board of Education for that purpose. However, before an individual student may receive this instruction, the student's parent must be notified in advance of the instruction and the content of the instruction and of the parent's right to have the student excused from the instruction, given an opportunity to review the instruction materials, and be allowed to be present when the instruction is delivered. A parental permission form (as outlined above) must be received for each student before that student receives the instruction. Upon the written request of a parent, a student shall be excused from the instruction.

b. *Utah Code § 53G-9-207(4), (5) (2026)*

F. Instructional Staff Training and In-service

1) District staff who have responsibility for some aspect of sex education instruction in the District may include administrators, teachers, counselors, teacher's assistants, or coaches, but are not necessarily limited to those categories.

2) In their first year of service or assignment, all newly hired or newly assigned District staff who have responsibility for any aspect of sex education instruction in the District will attend a State-sponsored in-service outlining the sex education curriculum and the criteria for sex education instruction in any courses offered in the public education system.

3) All District staff who have any responsibility for any aspect of sex education instruction in the District will attend District training outlining the sex education curriculum and the criteria for sex education instruction in any courses offered in the public education system at least once every three years.

b. Utah Admin. Rules R277-474-3(5) (July 8, 2025)
c. Utah Admin. Rules R277-474-5(1), (2) (July 8, 2025)

G. Sex Education Curriculum Materials Review Committee

1) The Board of Education shall approve a District Sex Education Curriculum Materials Review Committee. This committee shall be composed of parents, health professionals, school health educators, and administrators, with at least as many parent members as school employee members. The Board shall approve the membership of the committee by August 1 of each year.

2) The District Sex Education Curriculum Materials Review Committee shall meet on a regular basis as determined by the members of the committee, shall select officers, shall establish procedures for operation, shall designate a chair, and shall comply with the Utah Open and Public Meetings Act.

b. Utah Admin. Rules R277-474-2(1) (July 8, 2025)
c. Utah Admin. Rules R277-474-5(3), (4), (5) (July 8, 2025)

H. Review of Guest Presentations Relating to Sex Education

1) Before any guest speaker or guest presenter may present any information in any District course relating to sex education instruction, the speaker and presenter and the materials to be presented must have been approved by the District Sex Education Curriculum Materials Review Committee.

2) The committee shall not authorize the use of any sex education instructional program which has not been previously approved for use in the District as set forth below regarding curriculum approval.

b. Utah Admin. Rules R277-474-5(5)(c), (6) (July 8, 2025)

I. Adoption of District Sex Education Instructional Materials

1) The Board of Education shall approve the sex education instructional materials which will be used in the District. The Board shall request that the District Sex Education Curriculum Materials Review Committee provide recommendations regarding the sex education instructional materials to be used in the District. Such recommended materials must be medically accurate and must be consistent with the Health and Sex Education Guidelines set forth above. Following recommendations from the Review Committee, the

Board shall consider whether to adopt recommended materials at a public meeting which includes a public hearing on the issue. The proposed materials shall have been made available for review by residents of the District a reasonable time in advance of the meeting. Prior notice of the meeting shall be given to parents of students who attend District schools and parents shall be given an opportunity to express their views on the materials at the meeting. If a majority of the Board members present vote to adopt the recommended materials, then the materials may be used in the District. Following adoption of the materials, a resident of the District may appeal regarding the content of the materials by submitting a written appeal to the Board which specifically explains the resident's objections or concerns regarding the materials. The Board shall refer the appeal to the District Sex Education Curriculum Materials Review Committee for recommendations regarding the response to the appeal. The Board shall review the Committee's recommendations and then determine what action, if any, is appropriate.

2) Following adoption of sex education instruction materials which have not previously been approved by the State Instructional Materials Commission, the Board shall report such adoption to the State Board of Education. That report shall provide a copy of the materials, documentation of the adoption of the materials at the Board meeting, documentation that the materials are medically accurate, documentation of the committee recommendations, and the Board's rationale for adopting the materials.

3) The Board of Education shall annually review the decision to adopt the sex education instructional materials used in the District, and shall consider whether to continue use of those materials. The Board's review shall include data for each county that the District is located in regarding teen pregnancy, child sexual abuse, and sexually transmitted diseases and infections, and also shall include data on the number of pornography complaints or other instances reported within the District.

b. *Utah Code § 53G-10-402(2)(e)(ii), (h), (8) (2026)*
c. *Utah Admin. Rules R277-474-6 (July 8, 2025)*

J. Monitoring of Sex Education Instruction

1) Each school in the District shall log and track all parental or community complaints and comments resulting from student participation in sex education instruction in the school, including disposition of any complaints

made. This information shall be provided to District administration monthly during the school year.

2) District administration shall compile and maintain records of parental or community complaints and comments resulting from student participation in sex education instruction in the District, including disposition of complaints, and shall provide that information to the State Superintendent upon request.

Utah Admin. Rules R277-474-5(10) (July 8, 2025)
Utah Admin. Rules R277-474-7(3) (July 8, 2025)

Policy 4115
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January 14, 2026
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October 14, 2026
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November 11, 2026

POLICY 4115

Grading: Course Grade Replacement

A. Definitions

1. The following definitions apply within this policy:

   a. "Comparable course" means a teacher-led course that fulfills the same graduation credit requirements as the original course and aligns with a majority of the same Core Standards, strands, or essential learning objectives as the ~~a~~ course for which a student seeks to improve a grade. It does not include a course that a student completes through the packet method. A course is comparable only if it is housed within the same department or CTE cluster as the original course.

   b. "Course" means a course that a student is enrolled in and either completes or withdraws from but still receives a grade.

   c. "Course component" means a quarter, term, or other defined grading interval within a course.

   d. "Grade replacement" means credit a student earns by retaking a teacher-led course for a letter grade to improve a previous grade, which

      1) may raise the student's grade point average if the new grade is higher, and

      2) replaces the lower grade on the student's transcript.

   e. "Highest grade" means a grade that reflects the higher grade of

      1) a course and a repeat of the course or

      2) a course and a comparable course.

   f. "Original credit" means credit a student earns through the successful completion of a course for the first time.

g. “Packet” means a collection of instructional materials and assessments used to receive credit through the packet method.

h. “Packet method” means an educational approach where:

1) a high school student receives a collection of instructional materials from the District or an institution or organization;

2) the high school student works through the materials independently with minimal or no direct instruction from a teacher; and

3) assessment is primarily based on completion of assignments within the instructional materials.

i. “Recurring course” means a course that a student takes more than once to

1) further the student’s understanding and skills in the course subject (such as journalism or band), or

2) satisfy a different credit requirement that the course may fulfill, such as an art class that fulfills an elective requirement and an art requirement.

j. “Replacement credit” means a pass-fail credit a student earns for a course the student did not pass or complete, which

1) does not affect the student’s grade point average and

2) allows the student to fulfill high school graduation requirements.

k. “Student” means an individual enrolled in the District in grade 9, 10, 11, or 12.

l. “Teacher-led” means a course led by a licensed educator who directs the instructional process and manages the delivery of the Core Standards and provides direct feedback and assessment of student mastery.

Utah Admin. Rules R277-705-2 (February 9, 2026)
Utah Admin. Rules R277-717-2 (April 7, 2026)
Utah Admin. Rules R277-717-3(3)(d) (April 7, 2026)
Utah Admin. Rules R277-469-2(13) (December 8, 2025)
Utah Code § 53E-3-501(7)(a) (2025)

B. Course Grade Replacement

1. A student may, to improve a course grade received by the student, repeat the course one or more times or enroll in and complete a comparable course. A grade for an additional unit of a recurring course does not change a student's original course grade under this policy.

2. Repeating a Course

   a. If a student repeats a course, the District:

      1) Shall adjust, if necessary, the student's course grade and grade point average to reflect the student's highest grade and exclude a lower grade.

      2) Shall exclude from the student's permanent record the course grade that is not the highest grade.

      3) May not otherwise ~~indicate~~ show on the student's current record that the student repeated the course.

3. Improving a Grade with a Comparable Course

   a. In order to improve a grade under this policy through completion of a comparable course, the student must inform the District at the time of enrollment in the comparable course of the intent to enroll in the course for improving a course grade. Upon receiving such notice, the District shall confirm whether the comparable course fulfills the same credit requirements as the course that the student intends to replace. A course may not be approved for grade replacement if the replacement course is in a different subject area or instructional discipline than the original course, regardless of whether both courses satisfy elective credit requirements. Subject to th~~eat~~ determination that the course qualifies as a comparable course, the District shall, when the student ~~upon~~ enroll~~sment~~ in the comparable course, update the student's current record and grade point average to reflect the highest grade between the course and the comparable course and exclude the lower grade and corresponding course. The District may not otherwise ~~indicate~~ show the course or comparable course for which the student did not receive the highest grade on the student's record.

4. Improving a Grade for a Course Component

   a. A student may repeat an individual course component to improve the grade for that specific period, provided the course structure allows for such separation. (A

student may not be required to complete portions of a course in which the student has already demonstrated mastery by earning a passing grade as a condition for grade replacement of a failed term or component.) If a student repeats an individual course component, the District shall replace the original grade earned for that component with the higher grade and shall recalculate the final grade of the course to reflect improvement.

5. Packet Method Prohibited for Grade Replacement

   a. A student may not use the packet method to replace a previous course grade. (The packet method may be used to obtain original credit or replacement credit as set forth in Policy 4104 Grading- Packet Credit.)

Utah Code § 53E-3-501(7)(c), (d) (2025)
Utah Admin. Rules R277-705-3 (9), (10) (February 9, 2026)
Utah Admin. Rules R277-717-3 (April 7, 2026)

Policy 5321
Adopted
December 10, 2025
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 5321

Educational Field Trips

A. Definition: A field trip is a school-sponsored, off-campus educational activity that provides students with learning opportunities which align with the curriculum and occurs during the instructional day.

1. Reward trips to commercial sites, recreational sites or businesses are prohibited on school days unless the trip directly relates to the current curriculum being studied by the students involved in the trip or a schoolwide plan.

2. All student travel must be approved in advance by the principal. Requests must be made using the District approved form (attached below) and address each of the following:

   a. Educational value of the trip and program - Each request for student travel must include the educational goals and objectives of the trip.

   b. Details of trip must include:

      1) Date, departure time and return time;

      2) Destination and mileage. Local opportunities of comparable educational value should be considered prior to trips requiring extensive travel, where possible;

      3) Number of students, chaperones, and requests for additional supervision;

      4) Type of transportation: bus, district vehicle, walking to destination;

      5) Cost and funding source.

   c. For transportation needs refer to Policy 2217-Transportation Requests for Field Trips/Activity for additional requirements.

B. Secondary Grades (6-12)

1. Parental notification is required for all students participating in off-campus activities.

a. Parents may elect to opt their students out of off campus activities based on information provided by the teacher.

    1) An alternate activity may be provided.

b. Information shared with parents will include departure/return time, lunch considerations, cost of field trip, and potential disruption to typical end of day dismissal and transportation arrangements.

2. All field trips must take place **within a 150-mile radius** of the school. *(For Park Valley and Grouse Creek schools, this distance may be calculated from Snowville.)*

3. Refer to the Policy 5230 Student Fees, Fines, and Charges and the BESD Approved School Fees document when considering a field trip fee.

4. Students will be expected to make up any classwork missed due to the field trip in all other classes.

C. Elementary Grades (K-5)

1. Parent permission is required for all students participating in off-campus activities.

    a. Written permission through permission slips or opt in forms is preferred.

    b. If a student does not provide a written permission, an exception can be made by two employees documenting verbal approval of a parent.

2. In any school year, schools may not exceed the number of field trips equal to three (3) times the number of grade levels in the school.

    a. The field trip limit established in the policy shall not apply to field trips that are determined to be necessary to meet the educational, functional, behavioral, social emotional, transition, vocational, or community-based learning needs of students with disabilities.

3. All student travel must be within a 150-mile radius of the school. (Park Valley and Grouse Creek may calculate the radius from Snowville.)

4. Field trips including elementary age students may not be scheduled to leave before the first bell or return after the last bell.

5. Elementary students must be accompanied on all trips by their regular classroom teacher. Exceptions can be made when an administrator, coach, or counselor attends with the substitute.

6. No fees may be charged to students for travel associated with field trips. However, organizations and individuals are welcome to donate funds to support these activities.

   See Policy 5230 Student Fees, Fines, and Charges, section C.6.b.

7. Chaperones must complete a background check in order to supervise students and ride the bus on field trips.

Box Elder School District – Field Trip Request

All field trips must be approved in advance by the school principal. For secondary overnight, over 150 miles, and out of state travel refer to Policy 5320 Student Travel – overnight, Over 150 Miles, Out of State.

School Name _____

Teacher/Advisor Name _____ Email_____

Grade(s)/Group Attending _____

Educational Goals & Objectives: Explain how this trip directly supports the curriculum.

_____

_____

_____

Date of Trip_____ Departure Time _____ Return Time _____

Destination _____

Approx. miles round trip _____ (Not to exceed 150 mile radius, see Policy 5320)

# of Students:_____ # of Employees:_____ # of Additional Chaperones:_____

Employees supervising: _____

Transportation: ☐ District Bus ☐ District Vehicle ☐ Walking to destination

Estimated Cost: $_____ Funding Source: _____

Parent Permission: Date Sent: _____ Alternate Plan for Learning: _____

Principal Approval

☐ Approved ☐ Denied Justification_____

Principal Name: _____ Signature: _____ Date: _____

Policy 6018
Amended
December 14, 2022
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 6018

Parental Participation

A. Notice of Parent Information Portal

1. The Utah State Board of Education maintains a parent portal which allows parents to access school district policies and which provides resources and information for parents. The portal is accessible at this location.

2. Each school in the District will include, in the annual notice provided to parents, information about the USBE portal and how to access the portal.

Utah Code § 53G-6-806(4) (2026)

B. Parental involvement in the school

1. The involvement of parents in the education of children directly affects the success of their children's educational efforts. It is District policy that teachers and administrators should facilitate the active involvement of parents in the education of their children. Teachers and administrators shall communicate with the parents of children with regard to whom the teachers and administrators have responsibility by

   a. maintaining a means of answering telephone calls and emails or receiving visits from parents during the school day at times mutually agreed upon by parents and school personnel;

   b. conducting parent-teacher-student conferences at regular intervals and conducting additional conferences when requested to the extent permitted by available time within the school day and by other responsibilities;

   c. informing parents of resources in the community, including groups and organizations that may provide instruction and training to parents to help improve their children's academic success and support their academic efforts; and

   d. encouraging attendance by parents at school events in which parent participation is appropriate.

Utah Code § 53E-2-303 (2022)

C. Communication and Assistance to Students Learning English

1. In communicating with and assisting students learning English, their parents, and their families, the District's schools shall use interpreters as is appropriate for:

   a. Classroom activities

   b. Impromptu and scheduled office visits or phone calls;

   c. Enrollment or registration processes,

   d. The IEP process,

   e. Plan for College and Career Readiness,

   f. Fee waiver processes,

   g. Parent engagement activities,

   h. Student disciplinary meetings,

   i. School community councils,

   j. School board meetings,

   k. Other school or District activities, and

   l. Other interactions between the parents of a student learning English and educational staff.

   Utah Code § 53G-7-223(2)(a) (2023)

2. The District's schools shall also use a translator or interpreter when appropriate for the translation or interpretation of:

   a. registration or enrollment materials, including home language surveys and English,

   b. learning program entrance and exit notifications,

c. assignments and accompanying materials,

d. report cards or other progress reports,

e. student discipline policies and procedures,

f. grievance procedures and notices of rights and nondiscrimination,

g. parent or family handbooks, and

h. requests for parent permission.

Utah Code § 53G-7-223(2)(b) (2023)

3. When preferable, the District's schools shall also use oral interpretation rather than written translation to improve instruction and assistance by teachers, counselors, and administrators to a student learning English and the student's parents and family.

   Utah Code § 53G-7-223(2)(c) (2023)

4. In making use of interpretation and translation services, the District's schools shall consider the preferred method of communication of the student and the student's family, may make use of assistance from community organizations to assist, and shall consider guidance and technical assistance provided by the Utah State Board of Education.

   Utah Code § 53E-2-303(3)(b)(ii)(B) (2022)
   Utah Code § 53G-7-223(3) (2023)

Policy 6045
Amended
November 12, 2025
First Reading
October 14, 2026
Second Reading
November 11, 2026

Policy 6045

~~Board of~~ Education Hotline Complaints

A. ~~Establishment of District~~ Education Hotline

1. The State Board of Education has established a hotline to provide an avenue for citizens, including District employees and contractors, to report alleged violations of law or State Board of Education regulations, including by members of the Board of Education~~. improper governmental activities including:~~

   ~~a. Waste or misuse of public funds, property, or manpower~~

   ~~b. Violations of a law, rule, or regulation applicable to the government~~

   ~~c. Gross mismanagement~~

   ~~d. Abuse of authority~~

   ~~e. Unethical conduct~~

   Utah Admin. Rules R277-123-2 (August 7, 2025)
   Utah Admin. Rules R277-123-7(3) (August 7, 2025)

B. Hotline Notice and Link

1. The District's website and the website for each school in the District shall include a prominent notice stating, "Complaints or concerns can be filed by following the process as outlined here. Hotline complaints go directly to the State Board of Education Internal Audit Department and may be referred back to the District." The notice shall include a link to the State Board of Education webpage which describes the process for filing a hotline complaint and which includes a link to the form used to submit a hotline complaint.

   Utah Admin. Rules R277-123-7(4) (August 7, 2025)
   https://www.schools.utah.gov/internalaudit/index#Public%20Education%20Hotline

~~C. Filing a Complaint~~

1. ~~Complaints should be submitted in writing using the attached form. Complainants should also submit any evidence that supports the complaint. Essential information includes specifics on "who, what, where, when" as well as any other details that may be important such as information on other witnesses, documents, and pertinent evidence. At a minimum, please use the form as a guide to ensure the necessary information is provided. Submit complaints using the hotline link on the District or school website or via the following methods:~~

   ~~Email: audit@besd.net~~

   ~~US Mail:~~
   ~~Box Elder School District~~
   ~~Board of Education Hotline~~
   ~~960 S Main St~~
   ~~Brigham City, UT 84302~~

2. ~~Complainants may call the hotline at (435) 734-4850 for more information.~~

D. ~~Processing of~~ Response to Hotline Complaints

1. Those Board members or District administrators to whom a hotline referral from the Internal Audit Division is directed shall, after appropriate consultation with other Board members or District administrators, conduct or direct the District's evaluation of and response to the hotline complaint. Where the complaint is directed to a specific individual, that individual should generally not be involved in conducting the investigation or determining the response to the complaint.

2. If the complainant's contact information is provided to or available to the District, the District must promptly contact the complainant and must document the District personnel that contacted the complainant, the type of contact made (such as phone or email), the date of the contact, and the results of the contact (resolution of the concern or action steps to be taken). The District must make at least two good-faith efforts to contact the complainant. If the District has been unable to contact the complainant after those efforts, the District will proceed to evaluate and respond to the complaint without input from the complainant.

3. The District shall disclose information about the allegations of the complaint only to the extent necessary to investigate the complaint consistent with the District's policies relating to student and employee privacy.

4. The District's investigation shall meet the requirements of due process, District policies, and other law. Generally, an investigator or investigators should be

appointed to review the allegations, gather evidence relating to the allegations, and evaluate the allegations and determine the appropriate response or make recommendations on the appropriate response to those directing the District's evaluation and response.

5. The District shall timely respond to the Internal Audit Division regarding the complaint, as provided below. In addition, to the extent that the investigation discloses conduct which violates District policies or warrants disciplinary action under District policies, the applicable District processes shall be followed. If the District determines that the allegations in the complaint are issues that are the sole responsibility of the District or are allegations that are required to be evaluated according to District policy, the District may provide that response to the Internal Audit Division.

6. Generally, the District is required to respond to the Internal Audit Division within 45 days of receiving the referred complaint. However, if the complaint relates to prohibited discriminatory practices, trainings, or submissions as described in Utah Code § 53G-2-103, § 53G-2-104, and § 53G-2-105, the District is required to respond within 14 days of receiving the referred complaint. A complaint is "resolved" when the District's investigation and evaluation has been completed (it does not mean or require that the findings are satisfactory to any specific individual, entity, or the District). If the complaint has not been resolved within the applicable time, the District will provide an initial response and will then update the Internal Audit Division every 30 days until the complaint is resolved.

7. ~~After receipt of the complaint, the Board of Education will appoint an investigator to review the allegation and any evidence provided by the complainant will be reviewed. The list below represents some of the factors that are considered during the screening and prioritization process.~~

   a. ~~Does the complaint involve actions by a person subject to the Board of Education's authority?~~

   b. ~~Does the complaint pertain to improper governmental activities? Disagreements with administration decisions or actions taken by Board members that are within the law will not be investigated.~~

   c. ~~Has the complainant taken appropriate steps to resolve the issue with the District? If the District is not responsive, the concern relates to District administration, or the complainant desires anonymity, consideration will be increased.~~

d. What is the timing and frequency of alleged improper activity? Allegations of improper activities that are recent and/or on-going may receive a higher priority.

e. Should the allegation be investigated by another entity? Are there other agencies that have oversight of the complaint? Is a member of the Board of Education or the audit committee being accused?

f. Can the complaint be efficiently and effectively investigated? Overly broad or vague complaints or complaints where evidence is unavailable may be declined or receive a low priority.

8. The investigator communicates to the Board of Education:

   a. The allegation of the complaint

   b. Any facts supporting or refuting the complaint

   c. A recommendation based upon preliminary inquiry

9. The Board of Education decides the appropriate next action (if a member of the Board of Education is the subject of the complaint they may not be included in this process):

   a. Discontinue the investigation

   b. Any facts supporting or refuting the complaint

   c. A recommendation based upon preliminary inquiry

10. If the investigation proceeds, the Board of Education sets the following:

    a. Time and resource budget

    b. Scope of the audit

11. The investigator completes the investigation

12. The investigator creates a report outlining the work performed and conclusions

13. The investigator provides the report to the Board of Education

14. ~~The Board of Education addresses any findings noted in the report.~~

~~E. Processing of Hotline Complaints Received from USBE~~

1. ~~Hotline complaints which are received by referral from the Internal Audit Department of the Utah State Board of Education will be processed as provided above for hotline complaints initially submitted to the Board of Education and then, within 45 days of receiving the referral from the Internal Audit Department, provides an update or summary of the status of the matter to the Internal Audit Department.~~

   Utah Admin. Rules R277-123-4(5) – (7) (June 9, 2025)

2. ~~Once complaints have been addressed, appropriate information will be shared with the Board of Education in a closed session to discuss personnel.~~

F. Training

The President of the Board of Education shall ensure that members of the Board of Education and District administration are trained regarding the requirements of this policy as part of the on-boarding process. The training shall use the training and informational materials provided by the Internal Audit Division, available under "Trainings" at: https://www.schools.utah.gov/internalaudit/index#Public%20Education%20Hotline

Utah Admin. Rules R277-123-4(8) (August 7, 2025)
Utah Admin. Rules R277-123-7(1), (2) (August 7, 2025)

G. Whistleblower Protection

1. Utah Code § 67-21-3 prohibits public employers (such as the District) from taking retaliatory action against their employees for reporting government waste or violations of law in good faith, to the appropriate authorities. A District employee is presumed to have communicated in good faith if the employee has given written notice or otherwise formally communicated the conduct to the Board of Education, a member of the Board of Education, the Superintendent, or to a government official with authority to audit the District.

   Utah Code § 67-21-3(1)(a), (b)(vi) (2025)

Hotline Reporting Form

Email completed form to: audit@besd.net

Or Mail to:
Board of Education
Box Elder School District
Attn: Internal Audit
960 S Main St
Brigham City, UT 84302

Complainant Information:
Complaint to remain anonymous? Yes __ No __
Complainant would like a response? Yes __ No __

Complainant Name: _____
Check One
Elected Official _____
District Employee _____
Citizen/Contractor _____
Date Submitted _____
Home Address _____
Phone/cell/email _____
Work Address and information (if applicable) _____
_____
_____
_____

Information Concerning the Complaint (Please complete one form for each separate complaint)

Each improper action should be noted separately and supported with reliable and sufficient evidence. Supplying detailed information contributes to a thorough and efficient investigation. This form is designed to help you supply the needed information.

Who is the person(s) the complaint is against? (Please provide name, position, school, and phone number.)

Who is the above person's supervisor? (Please provide name, position, school, and phone number.)

What is the assertion of improper governmental activity? Please describe in detail.

~~When did the event(s) take place? Please include dates, time, and frequency.~~

~~Where did the event(s) occur?~~

~~Are there any other persons who might provide information or who witnessed the event? If so, what are their names, positions, and their contact information?~~

~~Is there evidence that can be examined or documentation that can be reviewed? (Please provide documentation you have.)~~

~~How do you know about the improper action? Did you see it occur? Did you see documentation indicating the event occurred? Did you hear about if from someone else?~~

~~What specific law or state regulation has been violated?~~

~~Please attach to the email supporting documentation, details and ANY and ALL other information available to support the complaints or concerns.~~

Policy 6050
Amended
January 14, 2026
First Reading
October 14, 2026
Second Reading
November 11, 2026

Policy 6050

Community and Political Party Use of School Facilities

A. Public school buildings and grounds are civic centers and may be used by District residents for supervised recreational activities and meetings, subject to the requirements and restrictions set forth below. Use of school property as a civic center may not interfere with a school function or purpose and is considered a "permit" for governmental immunity purposes.

Utah Code § 53G-7-209 (2018)

B. School buildings and grounds are only available for civic center use to organizers who are residents of the District. Requests for civic center use must be accompanied by appropriate documentation of the requester's residence within the School District.

Utah Code § 53G-7-209(4) (2018)

C. The Board may set and charge a reasonable fee for such use to compensate the District for the use of school property as a civic center and to fully compensate for any and all expense incurred in that use. The fee charged may take into account increased overhead expense, including utilities, personnel, and other areas affected by use of the facilities. See Policy 2160 Building & Grounds Rental and Supervision for rental procedures and fees.

Utah Code § 53G-7-209(2)(c) (2018)

D. The business administrator is designated as the District's special functions officer. The special functions officer shall have charge of the grounds and shall take reasonable measures to protect school property when used for civic center purposes. The business administrator may designate a District employee to serve as special functions officer in connection with particular uses of the facilities for civic center purposes. The school principal will serve as special functions officer for civic center functions held in the school unless otherwise notified by the Superintendent.

E. The Principal shall allow the use of school facilities and shall also be responsible for collection of monies, notification of personnel involved (custodian, lunch manager, or technician), and the determination of free use of the building according to policy and procedures.

F. The School District shall make all meeting facilities in buildings under its control available to registered political parties, without discrimination, to be used for political party activities if the political party requests the use of the meeting facility no later than 5:00 p.m. on the last business day that is at least 30 calendar days before the proposed use. The request shall be denied if the meeting facility is already scheduled for another purpose at the time of the requested use by the political party. The political party shall pay the District the actual costs incurred by the District for custodial services to clean the meeting facilities after the political party's use. In addition, the political party shall pay the District the actual cost of any services requested by the political party and provided by the District.

Utah Code § 20A-8-404(1), (4) (2026)

G. The rental of school facilities for other than school use or civic centers shall be according to the following guidelines:

1. Application for rental will be made with the principal of the school. Application requires the signatures of the applicant and the principal. The principal is responsible for the building and the protection and maintenance thereof. The principal of the school shall accept application from only those groups who can assure adherence to the standards of behavior of the school. Tobacco, electronic cigarette products, intoxicating drinks, and boisterous conduct are expressly prohibited. The following will not be tolerated and are expressly prohibited by the Board:

   a. vandalism;

   b. use without consent, or abuse of school furniture or other school property; and,

   c. appropriation or abuse of books, supplies, or athletic equipment belonging to the school or to its students. School athletic equipment may only be used with prior approval of the principal.

   d. Rental rates will be determined according to the rental rate schedule approved by the Board of Education.

   e. Payments will be collected by the Principal, recorded, and sent to the District Office with a copy of the original application.

   f. Personnel charges will be added according to the rates listed on the rental schedule.

g. Commercial, sports organizations, and non-civic center users must provide a certificate of liability insurance with limits of not less than $500,000. The District shall be named as an additional insured. (This provision (g) can only be waived in writing by the Board of Education or through use as a civic center.) A Hold Harmless Agreement shall also be entered into.

H. The principal shall be responsible for adequate supervision of the school during rental hours. Any non-school group occupying school property shall provide adult supervision adequate to maintain order and prevent the destruction of school property. Facilities shall not be available at the time of use unless the supervisor or supervisors are present as agreed. At the time of rental, arrangements shall be made for adequate supervision. School supervision shall consist of a minimum of one designated employee of the district to care for the interest of the district and its property. In the absence of the principal the designee shall be in complete charge of the building and grounds.

I. Community groups such as youth football or soccer will be allowed to use specified areas of the school grounds as approved by the principal. Groups wishing to reserve specific times for fields must enter into a written rental agreement with the principal provided fields are not abused or used during extremely wet conditions or other times when the field would be damaged.

J. Due to excessive use of the regular playing fields within the regular school program, the necessity of keeping certain playing fields in top condition for school league play makes the regular use of these fields by non-school groups impractical. High school stadiums are available to community organizations for rent; however, the stadiums shall not be used at any time that would interfere with a school function or purpose. Any other equipment rental requests shall be made to the principal; such requests shall be granted upon the approval of the principal and may result in a fee for expenses incurred.

K. A “political sign” is any sign ~~or document~~ that advocates the election or defeat of a candidate for public office or the approval or defeat of a ballot proposition. Schools and the school district are not required to allow the posting of political signs on school property. Any requirements or restrictions placed on the posting of political signs must be politically neutral and content neutral and therefore are not allowed in Box Elder schools

Utah Code § 20A-17-101.5(3)(i), (5) (2026)
Utah Code § 20A-17-103(1) (2026)

L. The Board may refuse to permit the use of school property as a civic center if it determines the use to be inadvisable.

Utah Code § 53G-7-209(3) (2018)

TENTATIVE MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Monday, October 26, 2026, at 2:00 p.m.

Those in attendance at the meeting included Board President Tiffani Summers, Board Vice President Danielle Wright, Karen Cronin, Julie Taylor, Wade Hyde, Stephanie DeFilippis, and Bryan Smith. Also, present was Superintendent Keith Mecham.

President Summers welcomed those in attendance and conducted the business of the meeting.

Closed Session to Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual

Danielle Wright made the motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual. Wade Hyde seconded the motion, which passed unanimously.

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

Danielle Wright made the motion to move out of closed session. Karen Cronin seconded the motion, which passed unanimously.

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

Adjournment

With the announcement that the next meeting will be held on Wednesday, November 11th, 2026 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 6:02 p.m.

APPROVED: _____

ATTESTED: _____ _____

School Business Administrator
Box Elder School District

President, Board of Education

Batch Year: 27 Bank: All Date Range: 10/01/2026 - 10/31/2026

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00057831	C	10/02/2026	1	JAMIE WEST	139.85
01	00057832	C	10/02/2026	85738	BEAR RIVER HIGH SCHOOL	318.00
01	00057833	C	10/02/2026	73016	CANON U.S.A., INC	4,421.34
01	00057834	C	10/02/2026	104223	CODALE ELECTRIC	433.65
01	00057835	C	10/02/2026	55018	DAVIS CONFERENCE CENTER	10,122.79
01	00057836	C	10/02/2026	80020	MONIKA DAY	6,500.00
01	00057837	C	10/02/2026	56197	DENTONS DURHAM JONES PINEGAR PC	740.00
01	00057838	C	10/02/2026	50156	EDUCATORS HANDBOOK.COM	1,596.00
01	00057839	C	10/02/2026	64084	ALDER EDUCATION LAW	4,600.00
01	00057840	C	10/02/2026	16276	EMERY SCHOOL DISTRICT	200.00
01	00057841	C	10/02/2026	324430	GRAYBAR ELECTRIC COMPANY INC	7,013.10
01	00057842	C	10/02/2026	103070	HEYWOOD ENGINEERING & CONSULT	12,591.60
01	00057843	C	10/02/2026	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	12,171.70
01	00057844	C	10/02/2026	57568	LANGUAGE ACCESS NETWORK LLC	39.01
01	00057845	C	10/02/2026	78883	MASKED BANDIT DUMPSTER	130.00
01	00057846	C	10/02/2026	66834	MOUNTAIN VALLEY PRINTING	2,943.00
01	00057847	C	10/02/2026	43567	PENCIL WHOLESALE LLC	249.50
01	00057848	C	10/02/2026	59625	SCRUB SHOPPE	655.43
01	00057849	C	10/02/2026	75426	TREVIPAY-WALMART	557.80
01	00057850	C	10/02/2026	63177	VALANT MEDICAL SOLUTIONS, INC	197.63
01	00057851	C	10/02/2026	31364	95 PERCENT GROUP LLC	162,327.00
01	00057852	C	10/02/2026	38032	AMAZON CAPITAL SERVICES INC	15,777.53
01	00057853	C	10/02/2026	108217	BRIGHAM CITY CORPORATION	1,000.00
01	00057854	C	10/02/2026	11517	COMPUNET, INC	572,173.63
01	00057855	C	10/02/2026	62235	DEX IMAGING LLC	1,037.60
01	00057856	C	10/02/2026	778870	GOPHER SPORT	320.84
01	00057857	C	10/02/2026	386370	HYKO SUPPLY CO	2,256.84
01	00057858	C	10/02/2026	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	358.79
01	00057859	C	10/02/2026	109248	J W PEPPER MUSIC	464.40
01	00057860	C	10/02/2026	79812	K&H CARPET INSTALLATION, INC	1,700.00
01	00057861	C	10/02/2026	586159	MOUNTAIN STATE TEXTBOOK DEP	300.00
01	00057862	C	10/02/2026	633340	OFFICE DEPOT	2,999.99
01	00057863	C	10/02/2026	157371	STAPLES	228.21
01	00057864	C	10/02/2026	75426	TREVIPAY-WALMART	416.63
01	00057865	C	10/07/2026	1	JEANINE STICKNEY	22.50
01	00057866	C	10/07/2026	45489	AASPA	275.00
01	00057867	C	10/07/2026	25909	AMERIGAS PROPANE	650.00
01	00057868	C	10/07/2026	80195	ANNE GRADY GROUP	6,000.00
01	00057869	C	10/07/2026	68284	CHRIS BAIRD	189.58
01	00057870	C	10/07/2026	85768	BEAR RIVER SEWER DEPT	255.50
01	00057871	C	10/07/2026	100913	BORDER STATES INDUSTRIES, INC	8,208.32
01	00057872	C	10/07/2026	104338	BOX ELDER HIGH SCHOOL	3,945.00
01	00057873	C	10/07/2026	107994	CERTIFIED SHRED	146.00
01	00057874	C	10/07/2026	78581	CLEAN SLATE SERVICES, LLC	14,734.13
01	00057875	C	10/07/2026	162470	CRUS OIL INC	2,080.20
01	00057876	C	10/07/2026	62235	DEX IMAGING LLC	551.50
01	00057877	C	10/07/2026	203737	EAST GROUSE CREEK WATER	675.00
01	00057878	C	10/07/2026	304217	GARLAND CITY	16,074.86
01	00057879	C	10/07/2026	324430	GRAYBAR ELECTRIC COMPANY INC	7,806.55
01	00057880	C	10/07/2026	31534	HOLBROOK SERVCO LP	1,749.07
01	00057881	C	10/07/2026	111125	IML SECURITY SUPPLY	3,427.69
01	00057882	C	10/07/2026	107940	IPACO	48.30
01	00057883	C	10/07/2026	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	10,822.09
01	00057884	C	10/07/2026	467700	JOHNSON ELECTRIC MOTORS	1,515.00
01	00057885	C	10/07/2026	75876	HEIDI JOHNSON	500.00
01	00057886	C	10/07/2026	29858	MOUNTAINLAND SUPPLY COMPANY	3,072.39
01	00057887	C	10/07/2026	999084	NATIONAL BENEFITS SERVICES LLC	200.00
01	00057888	C	10/07/2026	44172	NORCO INC	706.99
01	00057889	C	10/07/2026	111273	NUCO2 LLC	2,411.61
01	00057890	C	10/07/2026	49859	JACKSON GROUP PETERBILT, INC.	10,470.80
01	00057891	C	10/07/2026	54640	PURCELL TIRE AND SERVICE CENTER	603.55
01	00057892	C	10/07/2026	892645	ROCKY MOUNTAIN POWER	23,418.41

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01	00057893	C	10/07/2026	70831	S & D CARWASH MANAGEMENT LLC	215.91
01	00057894	C	10/07/2026	112080	SQUIRE & COMPANY	10,000.00
01	00057895	C	10/07/2026	37028	TIVITRI	951.60
01	00057896	C	10/07/2026	111109	TOM RANDALL DIST	1,387.10
01	00057897	C	10/07/2026	102558	UTAH DEPARTMENT OF HEALTH	54,509.87
01	00057898	C	10/07/2026	927359	WEBER SCHOOL DISTRICT	300.00
01	00057899	C	10/07/2026	31364	95 PERCENT GROUP LLC	6,385.00
01	00057900	C	10/07/2026	38032	AMAZON CAPITAL SERVICES INC	34,134.73
01	00057901	C	10/07/2026	108543	B & H PHOTO VIDEO	6,121.44
01	00057902	C	10/07/2026	80012	CACHE VALLEY ELECTRIC SIGNS	29,267.50
01	00057903	C	10/07/2026	53945	CARAHSOFT TECHNOLOGY CORPORATION	5,300.08
01	00057904	C	10/07/2026	861085	TVS PRO	7,050.03
01	00057905	C	10/07/2026	59064	CODEHS	2,000.00
01	00057906	C	10/07/2026	2267	EPIC SPORTS INC	197.18
01	00057907	C	10/07/2026	110413	FULL COMPASS SYSTEM LTD	2,843.18
01	00057908	C	10/07/2026	304217	GARLAND CITY	2,000.00
01	00057909	C	10/07/2026	111769	H&H DOORS	1,417.00
01	00057910	C	10/07/2026	13420	HUDL	14,091.67
01	00057911	C	10/07/2026	386370	HYKO SUPPLY CO	963.00
01	00057912	C	10/07/2026	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	358.80
01	00057913	C	10/07/2026	102697	INTERCONNECT SERVICES INC	10,629.92
01	00057914	C	10/07/2026	1821	IXL LEARNING	6,925.00
01	00057915	C	10/07/2026	109248	J W PEPPER MUSIC	393.05
01	00057916	C	10/07/2026	467700	JOHNSON ELECTRIC MOTORS	3,650.00
01	00057917	C	10/07/2026	60160	MARENEM INC	73.20
01	00057918	C	10/07/2026	78441	MASTERCRAFT POOL & SPA	1,469.40
01	00057919	C	10/07/2026	586159	MOUNTAIN STATE TEXTBOOK DEP	4,418.21
01	00057920	C	10/07/2026	29858	MOUNTAINLAND SUPPLY COMPANY	6,662.49
01	00057921	C	10/07/2026	633340	OFFICE DEPOT	1,830.50
01	00057922	C	10/07/2026	699420	PERMA BOUND BOOKS	528.51
01	00057923	C	10/07/2026	35955	PROMO PLUS	2,508.00
01	00057924	C	10/07/2026	110417	RESCO	224.59
01	00057925	C	10/07/2026	79715	SMART TECHNOLOGIES CORP	30,240.00
01	00057926	C	10/07/2026	157371	STAPLES	3,343.48
01	00057927	C	10/07/2026	75426	TREVIPAY-WALMART	809.52
01	00057928	C	10/07/2026	106181	UEN/UTAH EDUCATION NETWORK	6,094.08
01	00057929	C	10/07/2026	77011	WASATCH COMPRESSOR-PUMP & VALVE	1,169.21
01	00057930	C	10/07/2026	5355	WHIPPLE SOUND LLC	1,328.00
01	00057931	C	10/15/2026	1	LINDSEY NEBEKER	96.30
01	00057932	C	10/15/2026	6617	ACME WATER CO	944.07
01	00057933	C	10/15/2026	10260	ADELE C YOUNG INTERM SCH	1,000.00
01	00057934	C	10/15/2026	347560	ALICE C HARRIS INTERM SCH	1,000.00
01	00057935	C	10/15/2026	38040	AMERICAN SIGN LANGUAGE COMMUNICATION	280.00
01	00057936	C	10/15/2026	69140	ATC AUTO GLASS LLC	365.00
01	00057937	C	10/15/2026	85556	BEAR RIVER HEALTH DEPARTMENT	115.00
01	00057938	C	10/15/2026	85738	BEAR RIVER HIGH SCHOOL	1,000.00
01	00057939	C	10/15/2026	85748	BEAR RIVER MIDDLE SCHOOL	1,000.00
01	00057940	C	10/15/2026	104338	BOX ELDER HIGH SCHOOL	1,000.00
01	00057941	C	10/15/2026	104348	BOX ELDER MIDDLE SCHOOL	1,000.00
01	00057942	C	10/15/2026	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	164.00
01	00057943	C	10/15/2026	108217	BRIGHAM CITY CORPORATION	94,791.21
01	00057944	C	10/15/2026	113116	BRYSON SALES & SERVICE	10,930.15
01	00057945	C	10/15/2026	85559	CENTURY ELEMENTARY	1,000.00
01	00057946	C	10/15/2026	110789	CORE BUSINESS TECHNOLOGIES (SIP)	39.95
01	00057947	C	10/15/2026	186330	DISCOVERY SCHOOL	1,000.00
01	00057948	C	10/15/2026	107136	ERS HEATING & COOLING	9,050.80
01	00057949	C	10/15/2026	71668	CHELSEA ESCALANTE	443.52
01	00057950	C	10/15/2026	281678	FIELDING SCHOOL	1,000.00
01	00057951	C	10/15/2026	304218	GARLAND SCHOOL	1,000.00
01	00057952	C	10/15/2026	56782	GOLDEN SPIKE ELEMENTARY	1,000.00
01	00057953	C	10/15/2026	79677	KYLEIGH GOLDSBERRY	6,500.00
01	00057954	C	10/15/2026	110559	HARMONY HOME HEALTH LLC	3,506.59

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01	00057955	C	10/15/2026	76694	SUNSHINE HARRISON	257.04
01	00057956	C	10/15/2026	34606	HERITAGE MOTOR COMPANY OF TREMONTON	921.20
01	00057957	C	10/15/2026	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	25,947.21
01	00057958	C	10/15/2026	109818	VALYNN KUNZLER	822.62
01	00057959	C	10/15/2026	512588	LAKE VIEW SCHOOL	1,000.00
01	00057960	C	10/15/2026	57568	LANGUAGE ACCESS NETWORK LLC	21.70
01	00057961	C	10/15/2026	561078	MCKINLEY SCHOOL	1,000.00
01	00057962	C	10/15/2026	612068	NORTH PARK SCHOOL	1,000.00
01	00057963	C	10/15/2026	690789	PARK VALLEY SCHOOL	1,000.00
01	00057964	C	10/15/2026	53295	PATRIOT ART AND DESIGN	6,335.00
01	00057965	C	10/15/2026	700077	PERRY CITY	276.54
01	00057966	C	10/15/2026	77097	QBS, LLC	812.00
01	00057967	C	10/15/2026	732367	RAFT RIVER RURAL	1,145.80
01	00057968	C	10/15/2026	892645	ROCKY MOUNTAIN POWER	9,355.37
01	00057969	C	10/15/2026	802087	SNOWVILLE WATERWORKS INC	524.25
01	00057970	C	10/15/2026	65374	SUMMIT FIRE & SECURITY LLC	11,115.00
01	00057971	C	10/15/2026	804825	SUNRISE HIGH SCHOOL	1,000.00
01	00057972	C	10/15/2026	110914	SUPERIOR WATER AND AIR INC	35.95
01	00057973	C	10/15/2026	700008	THREE MILE CREEK ELEMENTARY	1,000.00
01	00057974	C	10/15/2026	109356	TRANSPORT DIESEL INC	709.31
01	00057975	C	10/15/2026	852617	TREMONTON CITY CORP	10,689.64
01	00057976	C	10/15/2026	75426	TREVIPAY-WALMART	157.31
01	00057977	C	10/15/2026	891125	UAESP/UTAH ASSOCIATION ELEMENTARY PRIN	175.00
01	00057978	C	10/15/2026	106181	UEN/UTAH EDUCATION NETWORK	9,742.90
01	00057979	C	10/15/2026	891162	USSA / UTAH SCHOOL SUPT ASSN	1,829.57
01	00057980	C	10/15/2026	511570	UTAH LABOR COMMISSION DIVISION OF	72.00
01	00057981	C	10/15/2026	892917	UTAH SCHOOL/DEAF & BLIND	508.04
01	00057982	C	10/15/2026	892916	DGO FUEL NETWORK TEAM	81,328.23
01	00057983	C	10/15/2026	941217	WILLARD CITY CORP	249.29
01	00057984	C	10/15/2026	941226	WILLARD SCHOOL	1,000.00
01	00057985	C	10/15/2026	31364	95 PERCENT GROUP LLC	3,594.00
01	00057986	C	10/15/2026	21679	ACCO BRANDS USA LLC / GBC	644.14
01	00057987	C	10/15/2026	79952	ACHIEVE LESSONS, LLC	9,533.25
01	00057988	C	10/15/2026	38032	AMAZON CAPITAL SERVICES INC	1,103.48
01	00057989	C	10/15/2026	106497	APPLE STORE	229.00
01	00057990	C	10/15/2026	77410	BLUECOATS DRUM & BUGLE CORPS, INC	5,472.00
01	00057991	C	10/15/2026	70416	BRAND-CO CUSTOM APPAREL LLC	179.52
01	00057992	C	10/15/2026	61646	BUTTERFLY NETWORK INC	4,223.00
01	00057993	C	10/15/2026	861085	TVS PRO	3,113.67
01	00057994	C	10/15/2026	62235	DEX IMAGING LLC	513.00
01	00057995	C	10/15/2026	110413	FULL COMPASS SYSTEM LTD	1,181.45
01	00057996	C	10/15/2026	79359	GALLAGHER BENEFIT SERVICES, INC	11,247.50
01	00057997	C	10/15/2026	778870	GOPHER SPORT	287.03
01	00057998	C	10/15/2026	386370	HYKO SUPPLY CO	3,917.11
01	00057999	C	10/15/2026	77151	INSTRUCTIONAL LEADERSHIP COLLECTIVE	11,000.00
01	00058000	C	10/15/2026	102697	INTERCONNECT SERVICES INC	5,422.31
01	00058001	C	10/15/2026	3026	INTERMOUNTAIN HYDRONIC SPECIALTIES	50,470.00
01	00058002	C	10/15/2026	107940	IPACO	3,570.06
01	00058003	C	10/15/2026	45560	LAKESHORE LEARNING MATERIALS	4,645.50
01	00058004	C	10/15/2026	11894	LIBRARY STORE	226.23
01	00058005	C	10/15/2026	40509	LIGHTSPEED TECHNOLOGIES	10,349.00
01	00058006	C	10/15/2026	44172	NORCO INC	1,354.12
01	00058007	C	10/15/2026	80179	NUCOR BUILDING GROUP WEST LLC	25,457.33
01	00058008	C	10/15/2026	633340	OFFICE DEPOT	3,074.37
01	00058009	C	10/15/2026	79502	POWER SCHOOL GROUP, LLC	48,368.47
01	00058010	C	10/15/2026	104992	PRINT SHOP	288.00
01	00058011	C	10/15/2026	35955	PROMO PLUS	148.00
01	00058012	C	10/15/2026	43273	RASMUSSEN CUSTOM CABINETRY, LLC	7,699.92
01	00058013	C	10/15/2026	110417	RESCO	455.00
01	00058014	C	10/15/2026	108663	SCHOOL OUTFITTERS	1,674.60
01	00058015	C	10/15/2026	78700	SHARE THE MAGIC FOUNDATION, INC	39,841.00
01	00058016	C	10/15/2026	110873	SOLUTION TREE	53.20

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01	00058017	C	10/15/2026	75426	TREVIPAY-WALMART	187.75
01	00058018	C	10/15/2026	866716	UCI ACCOUNTS RECEIVABLE	2,693.00
01	00058019	C	10/22/2026	1	AUBREY WALKER	227.20
01	00058020	C	10/22/2026	1	HANNAH FORSGREN	599.80
01	00058021	C	10/22/2026	1	KAYCE CUDNEY	70.95
01	00058022	C	10/22/2026	4260	BCI / UTAH BUREAU OF CRIMINAL IDENTIF	8,778.00
01	00058023	C	10/22/2026	73016	CANON U.S.A., INC	5,721.23
01	00058024	C	10/22/2026	890740	CENTURYLINK	452.36
01	00058025	C	10/22/2026	64017	COPPER CANYON APPAREL	341.00
01	00058026	C	10/22/2026	75310	CONSOLIDATED ELECTRICAL DISTRIBUTORS	1,345.17
01	00058027	C	10/22/2026	158220	COVER UP	1,264.39
01	00058028	C	10/22/2026	80284	PENNI DENNIS	2,097.64
01	00058029	C	10/22/2026	56197	DENTONS DURHAM JONES PINEGAR PC	3,506.00
01	00058030	C	10/22/2026	78140	DRIVERS ED SOLUTIONS, LLC	175.00
01	00058031	C	10/22/2026	64084	ALDER EDUCATION LAW	1,000.00
01	00058032	C	10/22/2026	103987	EWING IRRIGATION	633.44
01	00058033	C	10/22/2026	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	14,385.71
01	00058034	C	10/22/2026	489240	KENTS MARKET PL/TREMONTON	468.24
01	00058035	C	10/22/2026	75132	LECTICON, INC	749.25
01	00058036	C	10/22/2026	543168	MADDOX RANCH HOUSE	281.92
01	00058037	C	10/22/2026	66834	MOUNTAIN VALLEY PRINTING	165.00
01	00058038	C	10/22/2026	66435	OBSERVERTAB, LLC	2,060.80
01	00058039	C	10/22/2026	4960	OLD GRIST MILL BREAD	472.39
01	00058040	C	10/22/2026	35270	QUADIENT, INC	330.00
01	00058041	C	10/22/2026	892645	ROCKY MOUNTAIN POWER	25,352.19
01	00058042	C	10/22/2026	60020	RON KELLER TIRE INC	1,575.30
01	00058043	C	10/22/2026	7323	SQUARE ONE PRINTING	197.64
01	00058044	C	10/22/2026	820521	STYLISH FABRICS/BERNINA	1,228.43
01	00058045	C	10/22/2026	75426	TREVIPAY-WALMART	593.76
01	00058046	C	10/22/2026	55034	UTAH PARENT CENTER, INC	3,522.32
01	00058047	C	10/22/2026	892964	UTAH STATE TAX COMMISSION	2,017.84
01	00058048	C	10/22/2026	38032	AMAZON CAPITAL SERVICES INC	12,452.83
01	00058049	C	10/22/2026	110672	SAFE & CIVIL SCHOOLS	19,400.00
01	00058050	C	10/22/2026	73016	CANON U.S.A., INC	1,460.00
01	00058051	C	10/22/2026	158220	COVER UP	80.47
01	00058052	C	10/22/2026	15660	DAKTRONICS	43,977.00
01	00058053	C	10/22/2026	180241	DEMCO INC	187.36
01	00058054	C	10/22/2026	111769	H&H DOORS	5,162.50
01	00058055	C	10/22/2026	107027	HEINEMANN	3,000.00
01	00058056	C	10/22/2026	386370	HYKO SUPPLY CO	6,228.60
01	00058057	C	10/22/2026	422180	INDUSTRIAL TOOL & SUPPLY	235.65
01	00058058	C	10/22/2026	78590	JPS BOOKS AND LOGISTICS	2,600.25
01	00058059	C	10/22/2026	45560	LAKESHORE LEARNING MATERIALS	758.10
01	00058060	C	10/22/2026	545971	MARC / MID AMERICAN RESEARCH	662.50
01	00058061	C	10/22/2026	78441	MASTERCRAFT POOL & SPA	1,896.00
01	00058062	C	10/22/2026	586159	MOUNTAIN STATE TEXTBOOK DEP	37,684.58
01	00058063	C	10/22/2026	633340	OFFICE DEPOT	2,807.79
01	00058064	C	10/22/2026	699420	PERMA BOUND BOOKS	24.99
01	00058065	C	10/22/2026	157371	STAPLES	2,079.99
01	00058066	C	10/22/2026	75426	TREVIPAY-WALMART	517.53
01	00058067	C	10/22/2026	26468	WPS UNLOCKING POTENTIAL	552.20
01	00058068	C	10/26/2026	75426	TREVIPAY-WALMART	70.66
01	00058069	C	10/29/2026	1	BRITTANIA JEPPESEN	61.30
01	00058070	C	10/29/2026	1	KIMBERLY SMITH	83.15
01	00058071	C	10/29/2026	1	ZAK OSBORN	99.95
01	00058072	C	10/29/2026	812477	ALSCO/AMERICAN LINEN	4,331.69
01	00058073	C	10/29/2026	85738	BEAR RIVER HIGH SCHOOL	152.00
01	00058074	C	10/29/2026	111566	KENT BLACK	180.00
01	00058075	C	10/29/2026	100913	BORDER STATES INDUSTRIES, INC	3,869.00
01	00058076	C	10/29/2026	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	427.00
01	00058077	C	10/29/2026	31658	BSN SPORTS	4,985.62
01	00058078	C	10/29/2026	73016	CANON U.S.A., INC	4,753.99

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01	00058079	C	10/29/2026	361	INTERMOUNTAIN HEALTHCARE	261.80
01	00058080	C	10/29/2026	49026	IVY LANE PEDATRICS	33,127.52
01	00058081	C	10/29/2026	512588	LAKE VIEW SCHOOL	323.16
01	00058082	C	10/29/2026	2216	RYAN OLSEN	135.00
01	00058083	C	10/29/2026	100987	PEARSON EDUCATION CENTER	1,710.00
01	00058084	C	10/29/2026	892645	ROCKY MOUNTAIN POWER	26,091.66
01	00058085	C	10/29/2026	67776	SO SIMPLY SWEET CO	150.00
01	00058086	C	10/29/2026	65374	SUMMIT FIRE & SECURITY LLC	781.87
01	00058087	C	10/29/2026	110914	SUPERIOR WATER AND AIR INC	30.00
01	00058088	C	10/29/2026	891181	UTAH STATE UNIVERSITY	800.00
01	00058089	C	10/29/2026	63177	VALANT MEDICAL SOLUTIONS, INC	197.63
01	00058090	C	10/29/2026	24580	VERIZON WIRELESS	6,837.25
01	00058091	C	10/29/2026	38032	AMAZON CAPITAL SERVICES INC	15,717.66
01	00058092	C	10/29/2026	80268	AMERICAN FENCE COMPANY, INC	3,152.75
01	00058093	C	10/29/2026	158220	COVER UP	1,263.93
01	00058094	C	10/29/2026	778870	GOPHER SPORT	1,575.75
01	00058095	C	10/29/2026	386370	HYKO SUPPLY CO	1,064.01
01	00058096	C	10/29/2026	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	358.79
01	00058097	C	10/29/2026	1791	INTERSTATE ALL BATTERIES CENTER	1,503.00
01	00058098	C	10/29/2026	75477	KMA ARCHITECTS, INC	27,155.80
01	00058099	C	10/29/2026	45560	LAKESHORE LEARNING MATERIALS	340.10
01	00058100	C	10/29/2026	33430	LEADING EDGE LAMINATING	194.95
01	00058101	C	10/29/2026	80306	LEGACY LAWN & LANDSCAPE	457.50
01	00058102	C	10/29/2026	78441	MASTERCRAFT POOL & SPA	930.79
01	00058103	C	10/29/2026	586159	MOUNTAIN STATE TEXTBOOK DEP	3,810.07
01	00058104	C	10/29/2026	598361	CENGAGE	1,922.25
01	00058105	C	10/29/2026	633340	OFFICE DEPOT	99.94
01	00058106	C	10/29/2026	100987	PEARSON EDUCATION CENTER	2,982.29
01	00058107	C	10/29/2026	699420	PERMA BOUND BOOKS	365.53
01	00058108	C	10/29/2026	54313	SCHOOL SPECIALTY, LLC	307.16
01	00058109	C	10/29/2026	157371	STAPLES	1,463.94
01	00058110	C	10/29/2026	824825	SWANSON BUILDING MATERIALS INC	860.54
01	00058111	C	10/29/2026	51837	SWEETWATER	1,424.00
01	00058112	C	10/29/2026	70874	TEACH THE WORLD TO READ LLC	6,000.00
01	00058113	C	10/29/2026	80110	TRI STATE DISTRIBUTORS, INC	1,300.00
01	00058114	C	10/29/2026	72737	AMERITAS LIFE INSURANCE CORP	3,942.89
01	00058115	C	10/29/2026	999027	B E SCHOOL BOARD FUND	70.00
01	00058116	C	10/29/2026	999024	BOSTON MUTUAL LIFE INS CO - W	328.19
01	00058117	C	10/29/2026	999055	BOX ELDER FOUNDATION	98.00
01	00058118	C	10/29/2026	999023	BOX ELDER SCHOOL DISTRICT	100.00
01	00058119	C	10/29/2026	999033	BUREAU CHILD SUPPORT SERV	4,035.00
01	00058120	C	10/29/2026	78948	DESERT ROCK CAPITAL	369.55
01	00058121	C	10/29/2026	999021	ELEVATE CREDIT UNION	6,600.00
01	00058122	C	10/29/2026	999019	EMI HEALTH	381.89
01	00058123	C	10/29/2026	75531	EMI HEALTH	40,997.20
01	00058124	C	10/29/2026	999017	GLOBE LIFE INSURANCE CO	69.12
01	00058125	C	10/29/2026	55590	GURSTEL LAW FIRM, P.C.	517.72
01	00058126	C	10/29/2026	999035	HORACE MANN INSURANCE COMPANY	29,017.57
01	00058127	C	10/29/2026	999113	JENSEN & SULLIVAN LLC	519.95
01	00058128	C	10/29/2026	5851	JOHNSON MARK ATTORNEYS LLC	315.25
01	00058129	C	10/29/2026	12270	MCKENZIE AND MCKENZIE	419.04
01	00058130	C	10/29/2026	12270	MCKENZIE AND MCKENZIE	814.89
01	00058131	C	10/29/2026	999084	NATIONAL BENEFITS SERVICES LLC	12,198.00
01	00058132	C	10/29/2026	999081	NATIONAL BENEFITS SERVICES LLC	8,433.71
01	00058133	C	10/29/2026	999079	PEHP	764,729.77
01	00058134	C	10/29/2026	999032	PRE-PAID LEGAL SERVICES	1,037.80
01	00058135	C	10/29/2026	999018	THE HARTFORD	31,957.84
01	00058136	C	10/29/2026	48119	TITANIUM FUNDS	665.17
01	00058137	C	10/29/2026	999012	UESP	200.00
01	00058138	C	10/29/2026	999025	UTAH SCHOOL EMPLOYEES ASSOCIATION	5,151.24
01	00058139	C	10/29/2026	999003	UTAH STATE TAX COMMISSION	296,113.47
01	00058140	C	10/29/2026	71110	VOYA FINANCIAL	10,110.33

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00210826	M	10/15/2026	109177	UTAH DEPARTMENT OF WORKFORCE SERVICES	5,279.20
01	02100126	M	10/05/2026	109177	UTAH DEPARTMENT OF WORKFORCE SERVICES	4,795.50
01	05101226	M	10/11/2026	888540	US BANK	218,571.49
01	07103026	M	10/29/2026	999070	HEALTH EQUITY INC	380,653.03
01	08093026	M	10/29/2026	999005	UTAH STATE RETIREMENT FUND	1,742,267.72
01	09101926	M	10/22/2026	999005	UTAH STATE RETIREMENT FUND	6,702.95
01	09102026	M	10/29/2026	999140	BANK OF UTAH	333,611.65
01	09102326	M	10/29/2026	999140	BANK OF UTAH	69,800.58
01	09103026	M	10/29/2026	999140	BANK OF UTAH	1,486,761.86
01	0W100626	M	10/15/2026	80225	FIDELITY NATIONAL TITLE INSURANCE CO	512,457.75
01	0W101426	M	10/15/2026	888540	US BANK	663,117.99
01	8103026B	M	10/07/2026	999005	UTAH STATE RETIREMENT FUND	40.27
					Total Bank: 01	**$8,808,152.61**
02	00101717	C	10/02/2026	38032	AMAZON CAPITAL SERVICES INC	270.83
02	00101718	C	10/02/2026	85738	BEAR RIVER HIGH SCHOOL	409.23
02	00101719	C	10/02/2026	186330	DISCOVERY SCHOOL	250.00
02	00101720	C	10/02/2026	329728	GROUSE CREEK SCHOOL	450.00
02	00101721	C	10/02/2026	561078	MCKINLEY SCHOOL	3,000.00
02	00101722	C	10/02/2026	690789	PARK VALLEY SCHOOL	1,440.00
02	00101723	C	10/02/2026	802078	SNOWVILLE SCHOOL	1,110.00
02	00101724	C	10/02/2026	77496	WIPEBOOK CORP	375.65
02	00101725	C	10/15/2026	38032	AMAZON CAPITAL SERVICES INC	1,928.45
02	00101726	C	10/22/2026	38032	AMAZON CAPITAL SERVICES INC	638.80
02	00101727	C	10/22/2026	16446	LAB-AIDS	1,344.00
					Total Bank: 02	**$11,216.96**
11	01108541	A	10/02/2026	110403	TATE ANDERSON	153.00
11	01108542	A	10/02/2026	54437	VIOMA ANDERSON	50.00
11	01108543	A	10/02/2026	101520	BELL JANITORIAL	655.05
11	01108544	A	10/02/2026	102177	BRADY INDUSTRIES OF UTAH, LLC	356.52
11	01108545	A	10/02/2026	75116	KORTNEY BRUNER	255.00
11	01108546	A	10/02/2026	111279	TERESA CHAIREZ	21.05
11	01108547	A	10/02/2026	53473	CHARLIE'S PRODUCE	1,070.41
11	01108548	A	10/02/2026	107656	DWA CONSTRUCTION INC	91,005.54
11	01108549	A	10/02/2026	75272	ESS WEST, LLC	36,295.54
11	01108550	A	10/02/2026	60950	ROBERT FRANCKOWIAK	255.00
11	01108551	A	10/02/2026	30368	LESLIE FRIDAL	255.00
11	01108552	A	10/02/2026	322776	GRAINGERS INC	368.24
11	01108553	A	10/02/2026	7757	GERALD JACKMAN	59.00
11	01108554	A	10/02/2026	47864	KAYLEEN KRAUS	255.00
11	01108555	A	10/02/2026	67920	NOAH MERRELL	190.00
11	01108556	A	10/02/2026	74756	ADRIANA METARREF	13.00
11	01108557	A	10/02/2026	108310	RANDY RASMUSSEN	255.00
11	01108558	A	10/02/2026	29750	CINDY SUE ROMNEY	13.00
11	01108559	A	10/02/2026	80152	HALEY TEICHERT	150.00
11	01108560	A	10/02/2026	47686	TNT ENGRAVING	102.00
11	01108561	A	10/07/2026	104132	BEAZER LOCK & KEY	238.90
11	01108562	A	10/07/2026	101520	BELL JANITORIAL	450.00
11	01108563	A	10/07/2026	102177	BRADY INDUSTRIES OF UTAH, LLC	1,273.02
11	01108564	A	10/07/2026	72036	PAUL BUCHI	190.00
11	01108565	A	10/07/2026	53473	CHARLIE'S PRODUCE	927.69
11	01108566	A	10/07/2026	71986	KEITH CUCH	48.00
11	01108567	A	10/07/2026	28053	JOHNNY FORSGREN	190.00
11	01108568	A	10/07/2026	322776	GRAINGERS INC	1,381.65
11	01108569	A	10/07/2026	67881	BRANDON HARPER	180.24
11	01108570	A	10/07/2026	72125	MCKENZIE JOHNSON	92.80
11	01108571	A	10/07/2026	47864	KAYLEEN KRAUS	255.00
11	01108572	A	10/07/2026	67911	SHANE LARSEN	190.00
11	01108573	A	10/07/2026	80209	JAMES MECHAM	44.00
11	01108574	A	10/07/2026	69302	SHAUNTEL MERRILL	190.00
11	01108575	A	10/07/2026	68012	JUSTYN ROSE	189.41
11	01108576	A	10/07/2026	76007	REBECCA STAHL	190.00
11	01108577	A	10/07/2026	47686	TNT ENGRAVING	37.50

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01108578	A	10/07/2026	72087	CHRIS WHITE	190.00
11	01108579	C	10/07/2026	1376	DARCIE DYER	60.00
11	01108580	C	10/07/2026	1376	DARCIE DYER	60.00
11	01108581	A	10/15/2026	54828	MCKENZIE ANDERSON	46.00
11	01108582	A	10/15/2026	80241	CINDY ATKINSON	46.00
11	01108583	A	10/15/2026	29785	HENRY BAKER	23.00
11	01108584	A	10/15/2026	73369	MACLANE BALLARD	129.92
11	01108585	A	10/15/2026	101520	BELL JANITORIAL	731.41
11	01108586	A	10/15/2026	64467	DAVE BINGHAM	23.00
11	01108587	A	10/15/2026	48011	GAILE BINGHAM	118.00
11	01108588	A	10/15/2026	60933	MICHAEL BIRD	23.00
11	01108589	A	10/15/2026	107376	KAYLENE BOND	23.00
11	01108590	A	10/15/2026	18384	CRISTINA BRADSHAW	23.00
11	01108591	A	10/15/2026	44342	MICHELLE BREIDER	265.54
11	01108592	A	10/15/2026	39616	JOHN BRYAN	13.00
11	01108593	A	10/15/2026	80004	BONNIE BUNN	70.00
11	01108594	A	10/15/2026	105301	CACHE VALLEY ELECTRIC INC	64,159.00
11	01108595	A	10/15/2026	70939	CAMFIL USA, INC	877.80
11	01108596	A	10/15/2026	76171	ANA CANENGUEZ DE RAMIREZ	189.92
11	01108597	A	10/15/2026	77089	KENDAL CAPELL	23.00
11	01108598	A	10/15/2026	106437	CARSON ELEVATOR CO INC	363.04
11	01108599	A	10/15/2026	31380	JOSE M CEDILLO	367.00
11	01108600	A	10/15/2026	53473	CHARLIE'S PRODUCE	8,129.65
11	01108601	A	10/15/2026	40363	CIO MEDICAL SERVICES	980.00
11	01108602	A	10/15/2026	75698	MACKENZI CLAWSON	13.00
11	01108603	A	10/15/2026	103095	KISHA C COLLOM	23.00
11	01108604	A	10/15/2026	69868	ARCHER CRAWFORD	23.00
11	01108605	A	10/15/2026	67849	ISSAC DELGADO	182.69
11	01108606	A	10/15/2026	62073	E.I. MEDICAL IMAGING	1,116.95
11	01108607	A	10/15/2026	32263	TIFFANY EDDINGTON	793.58
11	01108608	A	10/15/2026	66265	CURTIS EGBERT	23.00
11	01108609	A	10/15/2026	728870	ENBRIDGE GAS UTAH	11,004.17
11	01108610	A	10/15/2026	75272	ESS WEST, LLC	54,650.93
11	01108611	A	10/15/2026	4502	FIRST TECHNOLOGIES	21,245.97
11	01108612	A	10/15/2026	68063	MATT GARCIA	167.31
11	01108613	A	10/15/2026	322776	GRAINGERS INC	436.81
11	01108614	A	10/15/2026	36706	MONICA GROVER	24.00
11	01108615	A	10/15/2026	56480	ANDRIA HANSEN	117.00
11	01108616	A	10/15/2026	64866	JACOB HANSEN	23.00
11	01108617	A	10/15/2026	72850	KANONI HARRIS	23.00
11	01108618	A	10/15/2026	110942	KIP A HEINER	393.00
11	01108619	A	10/15/2026	40320	JACINDA HEYDER	23.00
11	01108620	A	10/15/2026	61530	INTELEPEER CLOUD COMMUNICATIONS, LLC	5,574.10
11	01108621	A	10/15/2026	77070	HANNAH JACOBSON	23.00
11	01108622	A	10/15/2026	69850	ARDELL JENKS	23.00
11	01108623	A	10/15/2026	37664	ASHLEY JENSEN	23.00
11	01108624	A	10/15/2026	67644	MICHELLE JENSEN	1,119.80
11	01108625	A	10/15/2026	76139	SYLVIA JEPPSEN	13.00
11	01108626	A	10/15/2026	76236	PENNY LARSON	440.42
11	01108627	A	10/15/2026	72842	MONTANAELA LOFTISS	213.00
11	01108628	A	10/15/2026	72486	CORY LOPEZ	11.00
11	01108629	A	10/15/2026	68225	MARK MCKINLEY	190.00
11	01108630	A	10/15/2026	76198	ABIGAIL MERRILL	343.36
11	01108631	A	10/15/2026	75043	MGT IMPACT SOLUTIONS, LLC	34,000.00
11	01108632	A	10/15/2026	10936	JONI MITCHELL	23.00
11	01108633	A	10/15/2026	25640	RAMONA MORA	23.00
11	01108634	A	10/15/2026	20079	MEGAN MORRIS	812.05
11	01108635	A	10/15/2026	56103	KARA MORRISS	36.00
11	01108636	A	10/15/2026	67032	GARY MORTENSEN	23.00
11	01108637	A	10/15/2026	71439	PILOT THOMAS LOGISTICS, LLC	49,239.76
11	01108638	A	10/15/2026	55930	MCKELLEN RADER	23.00
11	01108639	A	10/15/2026	100241	S&S WORLDWIDE	906.84

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01108640	A	10/15/2026	58858	ANNA SHERMAN	23.00
11	01108641	A	10/15/2026	102033	SCOTT STAHELI	117.00
11	01108642	A	10/15/2026	80233	TRAVIS STANLEY	13.00
11	01108643	A	10/15/2026	74136	NEIL STEVENS	102.00
11	01108644	A	10/15/2026	12688	SYSCO	220,925.38
11	01108645	A	10/15/2026	59706	TRINI TRACY	13.00
11	01108646	A	10/15/2026	852290	SANDIE TRAPP	47.00
11	01108647	A	10/15/2026	34509	SHARA LEE WARD	13.00
11	01108648	A	10/15/2026	27480	LINDA WILCOX	179.75
11	01108649	A	10/15/2026	69442	TRINA WINNINGHAM	368.00
11	01108650	A	10/22/2026	56073	APPTEGY	750.00
11	01108651	A	10/22/2026	101520	BELL JANITORIAL	538.54
11	01108652	A	10/22/2026	68276	COLETTE BRADFORD	190.00
11	01108653	A	10/22/2026	102177	BRADY INDUSTRIES OF UTAH, LLC	3,664.42
11	01108654	A	10/22/2026	70939	CAMFIL USA, INC	1,657.18
11	01108655	A	10/22/2026	53473	CHARLIE'S PRODUCE	1,166.02
11	01108656	A	10/22/2026	49654	J DAVID COOK	128.00
11	01108657	A	10/22/2026	75272	ESS WEST, LLC	75,833.08
11	01108658	A	10/22/2026	8400	COERINA FIFE	266.00
11	01108659	A	10/22/2026	46116	ROBERT GORDON	128.00
11	01108660	A	10/22/2026	322776	GRAINGERS INC	38.64
11	01108661	A	10/22/2026	70505	RYAN GREENE	355.77
11	01108662	A	10/22/2026	58300	JOSH HOCHSTETTLER	128.00
11	01108663	A	10/22/2026	49646	CODY HOWARD	128.00
11	01108664	A	10/22/2026	68233	OPAL JENKS	172.24
11	01108665	A	10/22/2026	72133	ALAN JOHNSON	171.25
11	01108666	A	10/22/2026	3603	CASEY LILJENQUIST	123.00
11	01108667	A	10/22/2026	46507	ERIC MCEWAN	128.00
11	01108668	A	10/22/2026	68101	RIKER NAGEL	166.88
11	01108669	A	10/22/2026	61182	WHITNEY NELSON	731.26
11	01108670	A	10/22/2026	80322	SETH NEILSON	128.00
11	01108671	A	10/22/2026	58599	THOMAS RAISOR	190.00
11	01108672	A	10/22/2026	108310	RANDY RASMUSSEN	69.60
11	01108673	A	10/22/2026	43729	BENJAMIN WILEY	134.56
11	01108674	A	10/22/2026	72389	ANGEL ZAMBRANO	190.00
11	01108675	A	10/22/2026	39420	EMILY ZITO	109.00
11	01108676	A	10/29/2026	23132	CORY BALLARD	175.46
11	01108677	A	10/29/2026	73369	MACLANE BALLARD	160.47
11	01108678	A	10/29/2026	80365	ISABELLE BOUCK	150.00
11	01108679	A	10/29/2026	102177	BRADY INDUSTRIES OF UTAH, LLC	5,444.77
11	01108680	A	10/29/2026	66958	CDW GOVERNMENT, LLC	826.78
11	01108681	A	10/29/2026	53473	CHARLIE'S PRODUCE	1,120.35
11	01108682	A	10/29/2026	107656	DWA CONSTRUCTION INC	2,471.70
11	01108683	A	10/29/2026	75272	ESS WEST, LLC	61,162.03
11	01108684	A	10/29/2026	322776	GRAINGERS INC	542.57
11	01108685	A	10/29/2026	36838	JOHN KREY	36.76
11	01108686	A	10/29/2026	67946	NATHAN MILLER	187.63
11	01108687	A	10/29/2026	68802	ABBY OBLOCK	60.32
11	01108688	A	10/29/2026	76260	KHALIL RAMOS	159.94
					Total Bank: 11	**$779,708.93**

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Bank	Check	Type	Date	Vendor	Vendor Name		Amount
15	00000620	C	10/13/2026	45500	BOX ELDER SCHOOL DISTRICT		37.00
15	00000621	C	10/13/2026	489240	KENTS MARKET PL/TREMONTON		24.50
15	00000622	C	10/13/2026	103604	SCHOLASTIC INC. MAGAZINES		2,735.22
15	00000623	C	10/13/2026	38032	AMAZON CAPITAL SERVICES INC		3,150.86
15	00000624	C	10/13/2026	67253	EXPRESS READERS		519.66
15	00000625	C	10/13/2026	75426	TREVIPAY-WALMART		334.29
15	00000626	C	10/20/2026	108695	AIRGAS USA LLC - CENTRAL DIVISION		25.20
15	00000627	C	10/20/2026	14958	CULLIGAN		150.00
15	00000628	C	10/20/2026	489240	KENTS MARKET PL/TREMONTON		225.00
15	00000629	C	10/20/2026	38032	AMAZON CAPITAL SERVICES INC		301.87
15	00000630	C	10/20/2026	699420	PERMA BOUND BOOKS		311.19
15	00000631	C	10/20/2026	75426	TREVIPAY-WALMART		578.52
15	00000632	C	10/27/2026	45500	BOX ELDER SCHOOL DISTRICT		1,134.00
15	00000633	C	10/27/2026	78182	ENVISION VINYL		1,905.00
15	00000634	C	10/27/2026	489240	KENTS MARKET PL/TREMONTON		206.02
15	00000635	C	10/27/2026	66834	MOUNTAIN VALLEY PRINTING		394.00
15	00000636	C	10/27/2026	103604	SCHOLASTIC MAGAZINES		172.98
15	00000637	C	10/27/2026	68837	TEAM UP ATHLETICS		1,610.35
15	00000638	C	10/27/2026	38032	AMAZON CAPITAL SERVICES INC		998.56
15	00000639	C	10/27/2026	75426	TREVIPAY-WALMART		67.38
						Total Bank: 15	**$14,881.60**
29	16800678	C	10/07/2026	111656	SCHOLASTIC BOOK FAIRS		131.87
29	16800679	C	10/21/2026	104321	BOX ELDER SCHOOL DISTRICT		489.77
29	16800680	C	10/21/2026	38032	AMAZON CAPITAL SERVICES INC		68.63
29	16800681	C	10/22/2026	999140	BANK OF UTAH		200.00
29	16800682	C	10/30/2026	80390	SMOKEY MOUNTAIN CATERING		1,946.75
						Total Bank: 29	**$2,837.02**
33	30403352	C	10/05/2026	38032	AMAZON CAPITAL SERVICES INC		7,497.76
33	30403353	C	10/05/2026	111635	BRIDGERLAND BAND INSTRUMENT REPAIR		8,765.50
33	30403354	C	10/05/2026	109248	J W PEPPER MUSIC		23.90
33	30403355	C	10/05/2026	489240	KENTS MARKET PL/TREMONTON		216.50
33	30403356	C	10/05/2026	75426	TREVIPAY-WALMART		272.15
33	30403357	C	10/20/2026	104321	BOX ELDER SCHOOL DISTRICT		623.43
33	30403358	C	10/29/2026	38032	AMAZON CAPITAL SERVICES INC		348.05
33	30403359	C	10/29/2026	109248	J W PEPPER MUSIC		83.65
33	30403360	C	10/29/2026	40550	MARSHALL DRY GOODS INC		735.00
33	30403361	C	10/29/2026	75426	TREVIPAY-WALMART		484.84
						Total Bank: 33	**$19,050.78**

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
34	30804018	CV	10/05/2026	1	LEWIS WHITAKER	-25.00
34	30804019	CV	10/05/2026	1	NICOLE TUCKER	-25.00
34	30804025	C	10/06/2026	1	AVA KENNINGTON	25.00
34	30804026	C	10/06/2026	1	BRAYDEN TUCKER	25.00
34	30804027	C	10/06/2026	1	JACLYN TUCKER	25.00
34	30804028	C	10/06/2026	1	KARTER KENNINGTON	25.00
34	30804029	C	10/06/2026	1	SADIE WHITAKER	25.00
34	30804030	C	10/15/2026	75426	TREVIPAY-WALMART	345.35
34	30804031	C	10/19/2026	71242	IRON GATE CATERING	870.00
34	30804032	C	10/23/2026	112046	ACE HARDWARE - BRIGHAM	52.47
34	30804033	C	10/23/2026	38032	AMAZON CAPITAL SERVICES INC	4,918.51
34	30804034	C	10/23/2026	53457	BLACK STITCH LLC	198.00
34	30804035	C	10/23/2026	104321	BOX ELDER SCHOOL DISTRICT	2,506.98
34	30804036	C	10/23/2026	819370	CLASSICAL STRINGS / G WILHELMSEN	140.00
34	30804037	C	10/23/2026	158220	COVER UP	779.75
34	30804038	C	10/23/2026	71242	IRON GATE CATERING	1,740.00
34	30804039	C	10/23/2026	109248	J W PEPPER MUSIC	410.22
34	30804040	C	10/23/2026	633340	OFFICE DEPOT	179.12
34	30804041	C	10/23/2026	108299	STEVE WEISS MUSIC	109.00
34	30804042	C	10/23/2026	75426	TREVIPAY-WALMART	368.61
34	30804043	C	10/23/2026	5355	WHIPPLE SOUND LLC	268.95
34	30804044	C	10/28/2026	104321	BOX ELDER SCHOOL DISTRICT	1,000.00
34	30804045	C	10/29/2026	1	TERRY NEVAREZ	100.00
34	30804046	C	10/30/2026	38032	AMAZON CAPITAL SERVICES INC	33.99
34	30804047	C	10/30/2026	71897	ERIN L ANDERSON	3,000.00
34	30804048	C	10/30/2026	104321	BOX ELDER SCHOOL DISTRICT	19,743.10
34	30804049	C	10/30/2026	38032	AMAZON CAPITAL SERVICES INC	227.97
					Total Bank: 34	**$37,067.02**
35	40403613	C	10/07/2026	38032	AMAZON CAPITAL SERVICES INC	1,965.49
35	40403614	C	10/07/2026	327480	GREER'S HARDWARE	125.51
35	40403615	C	10/07/2026	489240	KENTS MARKET PL/TREMONTON	246.90
35	40403616	C	10/07/2026	110914	SUPERIOR WATER AND AIR INC	39.95
35	40403617	C	10/07/2026	75426	TREVIPAY-WALMART	113.25
35	40403618	C	10/07/2026	891181	UTAH STATE UNIVERSITY	108.00
35	40403619	C	10/13/2026	104321	BOX ELDER SCHOOL DISTRICT	1,249.05
35	40403620	C	10/27/2026	1724	ACE HARDWARE TREMONTON	111.66
35	40403621	C	10/27/2026	38032	AMAZON CAPITAL SERVICES INC	1,265.72
35	40403622	C	10/27/2026	75426	TREVIPAY-WALMART	66.85
35	40403623	C	10/27/2026	891181	UTAH STATE UNIVERSITY	99.00
					Total Bank: 35	**$5,391.38**

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
36	40805055	C	10/07/2026	38032	AMAZON CAPITAL SERVICES INC	268.92
36	40805056	C	10/07/2026	104321	BOX ELDER SCHOOL DISTRICT	264.00
36	40805057	C	10/07/2026	57703	MIKAROSE LLC	735.50
36	40805058	C	10/07/2026	51063	SHRED IT STERICYCLE, INC	129.46
36	40805059	C	10/07/2026	75426	TREVIPAY-WALMART	154.78
36	40805060	C	10/07/2026	104338	BOX ELDER HIGH SCHOOL	1,543.00
36	40805061	C	10/15/2026	1	SHANNON RASCHKE	24.00
36	40805062	C	10/15/2026	158220	COVER UP	665.21
36	40805063	C	10/15/2026	75426	TREVIPAY-WALMART	157.18
36	40805064	C	10/20/2026	104321	BOX ELDER SCHOOL DISTRICT	2,557.81
36	40805065	C	10/21/2026	38032	AMAZON CAPITAL SERVICES INC	447.78
36	40805066	C	10/21/2026	104321	BOX ELDER SCHOOL DISTRICT	234.90
36	40805067	C	10/21/2026	104321	BOX ELDER SCHOOL DISTRICT	385.04
36	40805068	C	10/21/2026	109248	J W PEPPER MUSIC	443.83
36	40805069	C	10/27/2026	38032	AMAZON CAPITAL SERVICES INC	1,154.42
36	40805070	C	10/27/2026	104321	BOX ELDER SCHOOL DISTRICT	132.30
36	40805071	C	10/27/2026	104321	BOX ELDER SCHOOL DISTRICT	580.00
36	40805072	C	10/27/2026	4960	OLD GRIST MILL BREAD	83.20
36	40805073	C	10/27/2026	75426	TREVIPAY-WALMART	241.08
36	40805074	C	10/29/2026	1	NATIONAL TSA	580.00
36	40805075	C	10/29/2026	38032	AMAZON CAPITAL SERVICES INC	102.58
36	40805076	C	10/29/2026	104348	BOX ELDER MIDDLE SCHOOL	56.00
36	40805077	C	10/29/2026	6890	FBLA - PBL	75.00
					Total Bank: 36	**$11,015.99**
37	70416872	C	10/02/2026	80160	APPLE TRS SOUTH JORDAN 7144, LLC	537.00
37	70416873	C	10/02/2026	13420	HUDL	25,333.34
37	70416874	C	10/02/2026	70645	KEARNS OQUIRRH PARK FITNESS CENTER	940.00
37	70416875	C	10/02/2026	4910	NATIONAL FFA ORGANIZATION	1,995.00
37	70416876	C	10/02/2026	25453	PRIDE EMBROIDERY & SCREEN PRINTING	22.66
37	70416877	C	10/02/2026	7625	UTAH CROSS COUNTRY & TRACK COACHES ASSOC	150.00
37	70416878	C	10/02/2026	72427	BEAR RIVER FLORAL	256.72
37	70416879	C	10/02/2026	104321	BOX ELDER SCHOOL DISTRICT	1,219.68
37	70416880	C	10/02/2026	104321	BOX ELDER SCHOOL DISTRICT	1,161.00
37	70416881	C	10/02/2026	44172	NORCO INC	2,302.26
37	70416882	C	10/02/2026	23337	PREMIUM MEAT COMPANY	269.63
37	70416883	C	10/02/2026	67776	SO SIMPLY SWEET CO	87.50
37	70416884	C	10/02/2026	50920	TRIBAL WEST LACROSSE	7,055.00
37	70416885	C	10/02/2026	72435	TWISTED SUGAR TREMONTON	2,471.14
37	70416886	C	10/02/2026	32824	YES PRINT COPY N MORE, LLC	14.60
37	70416887	C	10/13/2026	80098	BRANDT DENKERS	3,177.10
37	70416888	C	10/13/2026	45500	BOX ELDER SCHOOL DISTRICT	300.00
37	70416889	C	10/13/2026	361	BEAR RIVER VALLEY HOSPITAL	599.90
37	70416890	C	10/13/2026	489240	KENTS MARKET PL/TREMONTON	5,208.24
37	70416891	C	10/13/2026	769715	SAM'S CLUB MC/SYNCB	3,510.02
37	70416892	C	10/13/2026	75426	TREVIPAY-WALMART	264.65
37	70416893	C	10/13/2026	14923	WEBER HIGH SCHOOL	130.00
37	70416894	C	10/15/2026	75396	BALLFROG.COM	375.00
37	70416895	C	10/15/2026	107102	BEAR RIVER BOWLING CENTER / THE GRILL	559.00
37	70416896	C	10/15/2026	108563	BEST WESTERN PLUS ABBEY INN	1,014.21
37	70416897	C	10/15/2026	106055	BLICK ART MATERIALS	185.88
37	70416898	C	10/15/2026	104321	BOX ELDER SCHOOL DISTRICT	35,979.00
37	70416899	C	10/15/2026	44130	CONDOR TURF LLC	450.00
37	70416900	C	10/15/2026	67164	COPPER QUEEN HOTEL	873.95
37	70416901	C	10/15/2026	49808	ESPECIALLY FOR ATHLETES	750.00
37	70416902	C	10/15/2026	76643	FREEDOM RIDGE FIREARMS	3,668.37
37	70416903	C	10/15/2026	327480	GREER'S HARDWARE	25.51
37	70416904	C	10/15/2026	109248	J W PEPPER MUSIC	318.00
37	70416905	C	10/15/2026	111030	LOWE'S	3,927.40
37	70416906	C	10/15/2026	66834	MOUNTAIN VALLEY PRINTING	2,591.00
37	70416907	C	10/15/2026	4910	NATIONAL FFA ORGANIZATION	1,995.00
37	70416908	C	10/15/2026	7242	PINEAE GREENHOUSES	2,002.00
37	70416909	C	10/15/2026	25453	PRIDE EMBROIDERY & SCREEN PRINTING	1,087.76

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
37	70416910	C	10/15/2026	67776	SO SIMPLY SWEET CO	212.50
37	70416911	C	10/15/2026	5193	STEVE REGAN CO	40.89
37	70416912	C	10/15/2026	75388	SUGAR & SIPS, LLC	60.00
37	70416913	C	10/15/2026	110914	SUPERIOR WATER AND AIR INC	40.00
37	70416914	C	10/15/2026	68837	TEAM UP ATHLETICS	5,160.00
37	70416915	C	10/15/2026	75426	TREVIPAY-WALMART	36.08
37	70416916	C	10/15/2026	68900	TRIPLE C PRODUCTIONS	1,250.00
37	70416917	C	10/15/2026	999004	UTAH STATE TAX COMMISSION	897.75
37	70416918	C	10/15/2026	16535	VEX ROBOTICS	630.06
37	70416919	C	10/15/2026	102864	WALKER CINEMAS	1,720.00
37	70416920	C	10/16/2026	104321	BOX ELDER SCHOOL DISTRICT	22,770.40
37	70416921	C	10/19/2026	38032	AMAZON CAPITAL SERVICES INC	5,673.55
37	70416922	C	10/19/2026	54160	D&B CATERING	960.00
37	70416923	C	10/19/2026	23337	PREMIUM MEAT COMPANY	359.00
37	70416924	C	10/21/2026	1724	ACE HARDWARE TREMONTON	482.68
37	70416925	C	10/21/2026	1724	ACE HARDWARE TREMONTON	275.68
37	70416926	C	10/21/2026	38032	AMAZON CAPITAL SERVICES INC	1,196.14
37	70416927	C	10/21/2026	106055	BLICK ART MATERIALS	546.90
37	70416928	C	10/21/2026	31658	BSN SPORTS	23,055.58
37	70416929	C	10/21/2026	40363	CIO MEDICAL SERVICES	820.00
37	70416930	C	10/21/2026	102017	DAVIS HIGH SCHOOL	525.00
37	70416931	C	10/21/2026	80314	MALYNDA FRAZEE	250.00
37	70416932	C	10/21/2026	109248	J W PEPPER MUSIC	390.00
37	70416933	C	10/21/2026	64823	JO AND JAX LLC	9,631.28
37	70416934	C	10/21/2026	12840	KARA'S KONCEPTS	2,900.00
37	70416935	C	10/21/2026	66834	MOUNTAIN VALLEY PRINTING	423.56
37	70416936	C	10/21/2026	4910	NATIONAL FFA ORGANIZATION	115.00
37	70416937	C	10/21/2026	67326	PIZZA PLUS OF TREMONTON	3,303.65
37	70416938	C	10/21/2026	105086	PRESTIGE WEST	1,250.00
37	70416939	C	10/21/2026	105086	PRESTIGE WEST	1,650.00
37	70416940	C	10/21/2026	105086	PRESTIGE WEST	2,481.00
37	70416941	C	10/21/2026	80292	TULLY	6,600.00
37	70416942	C	10/21/2026	7552	UTAH FFA ASSOCIATION	377.00
37	70416943	C	10/21/2026	16535	VEX ROBOTICS	2,995.00
37	70416944	C	10/22/2026	31658	BSN SPORTS	1,154.16
37	70416945	C	10/22/2026	158220	COVER UP	48.00
37	70416946	C	10/22/2026	76457	DJ SCOTTYJ, LLC	450.00
37	70416947	C	10/22/2026	46965	LITTLE REDS LLC	2,200.00
37	70416948	C	10/22/2026	75388	SUGAR & SIPS, LLC	300.00
37	70416949	C	10/22/2026	73938	THE SWEET SCORE	968.00
37	70416950	C	10/22/2026	102864	WALKER CINEMAS	1,720.00
37	70416951	C	10/23/2026	1	BENJAMIN WYNN	120.00
37	70416952	C	10/23/2026	38032	AMAZON CAPITAL SERVICES INC	347.83
37	70416953	C	10/23/2026	107102	BEAR RIVER BOWLING CENTER / THE GRILL	227.67
37	70416954	C	10/23/2026	39209	FAIRFIELD INN DRAPER	1,590.55
37	70416955	C	10/23/2026	100686	UHSAA / UTAH HIGH SCHOOL ACT ASSOC	100.00
37	70416956	C	10/27/2026	38032	AMAZON CAPITAL SERVICES INC	988.94
37	70416957	C	10/27/2026	104338	BOX ELDER HIGH SCHOOL	252.00
37	70416958	C	10/27/2026	104321	BOX ELDER SCHOOL DISTRICT	3,442.81
37	70416959	C	10/27/2026	31658	BSN SPORTS	3,561.98
37	70416960	C	10/27/2026	4790	HOME DEPOT CREDIT SERVICE	3,196.22
37	70416961	C	10/27/2026	109248	J W PEPPER MUSIC	44.99
37	70416962	C	10/27/2026	66834	MOUNTAIN VALLEY PRINTING	174.89
37	70416963	C	10/27/2026	58386	ROCKY MOUNTAIN DRILL INVITATIONAL	1,029.82
37	70416964	C	10/27/2026	75388	SUGAR & SIPS, LLC	312.50
37	70416965	C	10/27/2026	27383	UTAH RESTAURANT ASSOCIATION	340.00
37	70416966	C	10/27/2026	27383	UTAH RESTAURANT ASSOCIATION	100.00
37	70416967	C	10/27/2026	104321	BOX ELDER SCHOOL DISTRICT	2,375.24
37	70416968	C	10/29/2026	38032	AMAZON CAPITAL SERVICES INC	252.11
37	70416969	C	10/29/2026	106895	BADGER SCREEN PRINTING CO	489.44
37	70416970	C	10/29/2026	45500	BOX ELDER SCHOOL DISTRICT	63.00
37	70416971	C	10/29/2026	104321	BOX ELDER SCHOOL DISTRICT	95.06

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
37	70416972	C	10/29/2026	31658	BSN SPORTS	2,722.28
37	70416973	C	10/29/2026	6890	FBLA - PBL	102.00
37	70416974	C	10/29/2026	36200	HERRIMAN HIGH SCHOOL	630.00
37	70416975	C	10/29/2026	79740	JAYCIE MARTINI	300.00
37	70416976	C	10/29/2026	58084	SAUNDERS TOURS	500.00
37	70416977	C	10/29/2026	7323	SQUARE ONE PRINTING	353.58
					Total Bank: 37	**$242,439.29**
38	70816841	C	10/01/2026	1	BRIDGER HOUSLEY	15.00
38	70816842	C	10/01/2026	1	LEANNE BROCKBANK	85.00
38	70816843	C	10/01/2026	1	TATIANA RILEY	45.00
38	70816844	C	10/01/2026	112046	ACE HARDWARE - BRIGHAM	53.73
38	70816845	C	10/01/2026	41041	TIMPANOGOS HIGH SCHOOL	350.00
38	70816846	C	10/01/2026	38032	AMAZON CAPITAL SERVICES INC	2,918.79
38	70816847	C	10/01/2026	77550	AUTOMATED STRUCTURES, INC	1,493.39
38	70816848	C	10/01/2026	109695	BELLAS FRESH MEXICAN GRILL	1,155.00
38	70816849	C	10/01/2026	106055	BLICK ART MATERIALS	109.80
38	70816850	C	10/01/2026	104321	BOX ELDER SCHOOL DISTRICT	20,621.71
38	70816851	C	10/01/2026	31658	BSN SPORTS	4,616.87
38	70816852	C	10/01/2026	230	CAROLINA BIOLOGICAL	346.75
38	70816853	C	10/01/2026	64017	COPPER CANYON APPAREL	1,292.20
38	70816854	C	10/01/2026	4618	COLEMAN KNITTING MILL	771.00
38	70816855	C	10/01/2026	102017	CLEARFIELD HIGH SCHOOL	117.00
38	70816856	C	10/01/2026	72478	DESERT PEAKS PROMO	2,175.00
38	70816857	C	10/01/2026	57789	DO GOOD DESIGNS UTAH	1,904.00
38	70816858	C	10/01/2026	52140	EAGLE MOUNTAIN GOLF COURSE	2,580.00
38	70816859	C	10/01/2026	4790	HOME DEPOT CREDIT SERVICE	313.24
38	70816860	C	10/01/2026	51977	HONEYBUCKET	99.00
38	70816861	C	10/01/2026	422180	INDUSTRIAL TOOL & SUPPLY	560.07
38	70816862	C	10/01/2026	69256	JFS WHOLESALE	87.73
38	70816863	C	10/01/2026	25119	SIZZLING CAESARS, LLC	314.55
38	70816864	C	10/01/2026	74055	M&K GRAPHICS AND APPAREL	584.70
38	70816865	C	10/01/2026	73920	M-X INSULATION, LLC	1,556.00
38	70816866	C	10/01/2026	110154	MEDCO SCHOOL	697.68
38	70816867	C	10/01/2026	102260	MOUNTAIN MATH LLC	1,500.00
38	70816868	C	10/01/2026	10804	MUSIC THEATRE INTERNATIONAL	3,945.00
38	70816869	C	10/01/2026	4979	O'REILLY AUTOMOTIVE	88.56
38	70816870	C	10/01/2026	698980	PEPSI-COLA OF OGDEN	648.57
38	70816871	C	10/01/2026	104992	PRINT SHOP	67.20
38	70816872	C	10/01/2026	80128	R&S WORTHY VENTURES LLC	139.04
38	70816873	C	10/01/2026	58386	ROCKY MOUNTAIN DRILL INVITATIONAL	525.00
38	70816874	C	10/01/2026	5045	RSM FOOD SERVICE	284.09
38	70816875	C	10/01/2026	76040	SAVAGE GOLF, LLC	805.00
38	70816876	C	10/01/2026	10731	SMITH'S CUSTOMER CHARGES	781.34
38	70816877	C	10/01/2026	40010	SOUTHEASTERN PERFORMANCE APPAREL	1,353.60
38	70816878	C	10/01/2026	157371	STAPLES	64.70
38	70816879	C	10/01/2026	109177	STATE OF UTAH	150.00
38	70816880	C	10/01/2026	75388	SUGAR & SIPS, LLC	265.00
38	70816881	C	10/01/2026	5223	SWIRE COCA-COLA	81.51
38	70816882	C	10/01/2026	47686	TNT ENGRAVING	14.40
38	70816883	C	10/01/2026	75426	TREVIPAY-WALMART	2,096.75
38	70816884	C	10/01/2026	60127	TRINITY CURTIS	660.00
38	70816885	C	10/01/2026	73440	WHITE ROCK RENTAL	130.00
38	70816886	C	10/01/2026	32824	YES PRINT COPY N MORE, LLC	91.27
38	70816887	C	10/01/2026	79278	ZFX INC	9,200.00
38	70816888	C	10/07/2026	1	JESSICA DEEM	46.99
38	70816889	C	10/07/2026	112046	ACE HARDWARE - BRIGHAM	250.02
38	70816890	C	10/07/2026	41041	PLEASANT GROVE HIGH SCHOOL	525.00
38	70816891	C	10/07/2026	38032	AMAZON CAPITAL SERVICES INC	1,547.99
38	70816892	C	10/07/2026	104321	BOX ELDER SCHOOL DISTRICT	6,781.95
38	70816893	C	10/07/2026	104321	BOX ELDER SCHOOL DISTRICT	58,535.00
38	70816894	C	10/07/2026	31658	BSN SPORTS	5,457.03
38	70816895	C	10/07/2026	107994	CERTIFIED SHRED	48.00

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
38	70816896	C	10/07/2026	72478	DESERT PEAKS PROMO	345.00
38	70816897	C	10/07/2026	56049	MICHELLE BARKER PHOTOGRAPHY	150.00
38	70816897	CV	10/12/2026	56049	MICHELLE BARKER PHOTOGRAPHY	-150.00
38	70816898	C	10/07/2026	4910	NATIONAL FFA ORGANIZATION	1,425.00
38	70816899	C	10/07/2026	4979	O'REILLY AUTOMOTIVE	414.47
38	70816900	C	10/07/2026	4960	OLD GRIST MILL BREAD	720.93
38	70816901	C	10/07/2026	698980	PEPSI-COLA OF OGDEN	203.65
38	70816902	C	10/07/2026	709060	PITSCO EDUCATION, LLC	21.74
38	70816903	C	10/07/2026	18090	PRESTON HIGH SCHOOL	200.00
38	70816904	C	10/07/2026	73997	SOTOS DRYWALL SOLUTIONS LLC	1,750.00
38	70816905	C	10/07/2026	804825	SUNRISE HIGH SCHOOL	96.00
38	70816906	C	10/07/2026	111790	SUNSTONE POTTERY	1,200.00
38	70816907	C	10/07/2026	5223	SWIRE COCA-COLA	407.55
38	70816908	C	10/07/2026	76333	TEAM ALLIED	628.24
38	70816909	C	10/07/2026	75426	TREVIPAY-WALMART	838.72
38	70816910	C	10/07/2026	100686	UHSAA / UTAH HIGH SCHOOL ACT ASSOC	100.00
38	70816911	C	10/07/2026	33936	JILL WALLENTINE	234.00
38	70816912	C	10/15/2026	112046	ACE HARDWARE - BRIGHAM	63.65
38	70816913	C	10/15/2026	38032	AMAZON CAPITAL SERVICES INC	1,761.71
38	70816914	C	10/15/2026	104321	BOX ELDER SCHOOL DISTRICT	455.22
38	70816915	C	10/15/2026	861085	TVS PRO	1,141.40
38	70816916	C	10/15/2026	72478	DESERT PEAKS PROMO	450.00
38	70816917	C	10/15/2026	57789	DO GOOD DESIGNS UTAH	396.00
38	70816918	C	10/15/2026	37672	EWELL EDUCATIONAL SERVICES INC	152.00
38	70816919	C	10/15/2026	778870	GOPHER SPORT	978.28
38	70816920	C	10/15/2026	109248	J W PEPPER MUSIC	65.25
38	70816921	C	10/15/2026	69256	JFS WHOLESALE	218.44
38	70816922	C	10/15/2026	543168	MADDOX RANCH HOUSE	2,134.18
38	70816923	C	10/15/2026	4987	PICTURELINE INC	461.56
38	70816924	C	10/15/2026	80187	PREMIER MUSIC TEACHING AIDS, LLC	1,394.20
38	70816925	C	10/15/2026	5045	RSM FOOD SERVICE	400.62
38	70816926	C	10/15/2026	10731	SMITH'S CUSTOMER CHARGES	728.12
38	70816927	C	10/15/2026	75426	TREVIPAY-WALMART	1,301.68
38	70816928	C	10/15/2026	63355	TWISTED SUGAR OF BRIGHAM	1,000.00
38	70816929	C	10/15/2026	7625	UTAH CROSS COUNTRY & TRACK COACHES ASSOC	150.00
38	70816930	C	10/15/2026	891181	UTAH STATE UNIVERSITY	400.00
38	70816931	C	10/22/2026	104321	BOX ELDER SCHOOL DISTRICT	48,985.29
38	70816932	C	10/23/2026	1	CLINT FLINDERS	20.00
38	70816933	C	10/23/2026	1	OMAR ORDONEZ	240.96
38	70816934	C	10/23/2026	112046	ACE HARDWARE - BRIGHAM	128.37
38	70816935	C	10/23/2026	38032	AMAZON CAPITAL SERVICES INC	4,018.09
38	70816936	C	10/23/2026	35777	AUTOZONE	74.16
38	70816937	C	10/23/2026	45500	BOX ELDER SCHOOL DISTRICT	516.60
38	70816938	C	10/23/2026	104321	BOX ELDER SCHOOL DISTRICT	2,533.66
38	70816939	C	10/23/2026	80080	CACHE VALLEY LIGHT AND SOUND	600.00
38	70816940	C	10/23/2026	230	CAROLINA BIOLOGICAL	1,049.24
38	70816941	C	10/23/2026	76937	CASTLE SPORTS	3,796.15
38	70816942	C	10/23/2026	40363	CIO MEDICAL SERVICES	1,140.00
38	70816943	C	10/23/2026	72478	DESERT PEAKS PROMO	15.00
38	70816944	C	10/23/2026	4790	HOME DEPOT CREDIT SERVICE	1,027.57
38	70816945	C	10/23/2026	16314	HOSA-FUTURE HEALTH PROFESSIONALS	1,545.00
38	70816946	C	10/23/2026	25119	SIZZLING CAESARS, LLC	90.87
38	70816947	C	10/23/2026	4871	LOGAN HIGH SCHOOL	57.00
38	70816948	C	10/23/2026	62111	MAA AMERICAN MATHEMATICAL COMPETITIONS	210.00
38	70816949	C	10/23/2026	1694	MCMASTER CARR	208.97
38	70816950	C	10/23/2026	698980	PEPSI-COLA OF OGDEN	328.80
38	70816951	C	10/23/2026	67326	PIZZA PLUS OF TREMONTON	393.66
38	70816952	C	10/23/2026	71757	REBEL ATHLETIC INC	3,026.52
38	70816953	C	10/23/2026	5045	RSM FOOD SERVICE	855.33
38	70816954	C	10/23/2026	804825	SUNRISE HIGH SCHOOL	208.00
38	70816955	C	10/23/2026	5223	SWIRE COCA-COLA	115.92
38	70816956	C	10/23/2026	76333	TEAM ALLIED	241.01

Batch Year: 27 Bank: All Date Range: 10/01/2026 - 10/31/2026

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
38	70816957	C	10/23/2026	47686	TNT ENGRAVING	558.50
38	70816958	C	10/23/2026	75426	TREVIPAY-WALMART	677.70
38	70816959	C	10/23/2026	863370	UASSP/UTAH ASSOCIATION OF	150.00
38	70816960	C	10/23/2026	18392	USA WRESTLING UTAH	291.20
38	70816961	C	10/27/2026	1	MICHAEL FUNK	400.00
38	70816962	C	10/27/2026	112046	ACE HARDWARE - BRIGHAM	58.16
38	70816963	C	10/27/2026	38032	AMAZON CAPITAL SERVICES INC	2,310.75
38	70816964	C	10/27/2026	35777	AUTOZONE	54.38
38	70816965	C	10/27/2026	85738	BEAR RIVER HIGH SCHOOL	250.00
38	70816966	C	10/27/2026	111598	MARIANNE BREITENBEKER	371.47
38	70816967	C	10/27/2026	31658	BSN SPORTS	5,353.93
38	70816968	C	10/27/2026	64017	COPPER CANYON APPAREL	290.00
38	70816969	C	10/27/2026	158220	COVER UP	831.12
38	70816970	C	10/27/2026	72478	DESERT PEAKS PROMO	645.00
38	70816971	C	10/27/2026	109248	J W PEPPER MUSIC	137.50
38	70816972	C	10/27/2026	71978	NATHAN MINERT	100.00
38	70816973	C	10/27/2026	28495	SYRACUSE HIGH SCHOOL	101.00
38	70816974	C	10/27/2026	110889	THE DUTCH OVEN SHOPPE / M BODILY	2,010.00
38	70816975	C	10/27/2026	75426	TREVIPAY-WALMART	853.04
38	70816976	C	10/27/2026	7641	UGBCA	50.00
					Total Bank: 38	**$250,103.75**
39	77800665	C	10/05/2026	75060	LIVESCHOOL, INC	1,180.00
39	77800666	C	10/07/2026	1376	DARCIE DYER	60.00
39	77800667	C	10/19/2026	104321	BOX ELDER SCHOOL DISTRICT	491.92
					Total Bank: 39	**$1,731.92**

Total Computer Checks:	**$3,980,148.33**
Total Manual Checks:	**$5,424,059.99**
Total ACH Checks:	**$779,588.93**
Total Other Checks:	**$0.00**
Total Electronic Checks:	**$0.00**
Total Computer Voids:	**-$200.00**
Total Manual Voids:	**$0.00**
Total ACH Voids:	**$0.00**
Total Other Voids:	**$0.00**
Total Electronic Voids:	**$0.00**
Grand Total:	**$10,183,597.25**
Number of Checks:	**823**

Batch Year	Batch	Amount
27	000210	1,341.88
27	000317	1,380.05
27	000420	71.28
27	000483	336.35
27	000715	125,108.91
27	000805	32,722.66
27	000951	92,150.24
27	000952	12,760.16
27	000954	639,339.85
27	000955	92,005.54
27	000956	7,305.71
27	000971	52.00
27	001020	67,754.24
27	001030	14,837.53
27	001087	28,978.00
27	001093	98,300.33
27	001094	39,748.77
27	001095	57,864.73
27	001096	209,868.90
27	001097	2,000.00

Batch Year: 27 Bank: All Date Range: 10/01/2026 - 10/31/2026

Batch Year	Batch	Amount
27	001098	2,158.94
27	001099	2,796.72
27	001100	4,004.81
27	001111	16,775.81
27	001112	1,180.00
27	001126	125.00
27	001153	81,777.28
27	001157	2,599.10
27	001169	1,552.66
27	001177	1,543.00
27	001184	60.00
27	001192	1,420,500.33
27	001193	354,860.29
27	001194	106,139.86
27	001195	314,024.66
27	001196	11,247.50
27	001198	131.87
27	001199	60.00
27	001201	60.00
27	001257	13,189.91
27	001259	1,249.05
27	001294	65,849.36
27	001297	13,652.31
27	001298	345.35
27	001311	846.39
27	001314	22,770.40
27	001329	6,992.55
27	001330	491.92
27	001336	132,540.70
27	001337	25,804.55
27	001338	9,357.33
27	001339	150,000.93
27	001341	1,752.31
27	001342	400.20
27	001343	1,191.58
27	001344	870.00
27	001351	2,557.81
27	001378	623.43
27	001382	59,268.47
27	001386	1,511.55
27	001393	489.77
27	001395	68.63
27	001396	48,985.29
27	001403	24,118.28
27	001404	6,840.16
27	001408	200.00
27	001428	108,993.03
27	001429	32,928.91
27	001430	13,152.31
27	001431	25,003.11
27	001432	27,155.80
27	001433	5,422.35
27	001434	1,065.94
27	001438	2,386.05
27	001440	11,671.61
27	001449	70.66
27	001463	13,444.15
27	001465	1,543.23
27	001466	2,191.00
27	001470	13,816.35
27	001471	2,375.24
27	001475	5,232,288.43
27	001492	1,000.00
27	001501	1,651.54
27	001504	218,571.49
27	001513	5,507.47

Batch Year: 27 Bank: All Date Range: 10/01/2026 - 10/31/2026

Batch Year	Batch	Amount
27	001516	813.58
27	001527	100.00
27	001539	22,777.09
27	001543	227.97
27	001550	1,946.75

Suggestions for Future Board Meetings

Work Session	Board Meeting	Assigned
December 9, 2026 ***(tentative)***		
Meeting with Legislators	Public Hearing on Budget	Neil Stevens
	Approval of New Courses	AJ Gilmore
	Audit Report	Neil Stevens
	Monthly Newsletter	Jamie Kent
	RISE and Utah Aspire Plus Data	Jeff Morris
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
January 13, 2027 ***(tentative)***		
Supt and BA Reivews	First Public Comment on School Fees	AJ Gilmore
	Public Hearing on Proposed Boundary Changes	
	Approval of 2-year contract for Business Administrator	
	Review of Policies 1034 Board of Education Code of Conduct and 1035 Board Member Ethics	
	Policy 1036 Conflict of Interest - Complete Form	
	Foundation Report	Matt Nelson
	AAPPL Data	Jeff Morris
	Literacy Goals Report	AshLee Nelson, Jeff Morris
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
	Elect New Board President and Vice President	Board President
	Policy 1080 Board Committees - Committee Assignments	Board President
	Building and Ground Rental and Supervision Policies	Neil Stevens
	USBA Conference Report	Board Members
February 9, 2027 ***(tentative)***		
	Second Public Comment on School Fees	AJ Gilmore
	Approval of Boundary Realignments and Special Program Locations	Keith Mecham
	Approval of School Fees	AJ Gilmore
	FY2026 Capital Improvement Plan	Jerry Jackman
	Legislative Update	Keith Mecham
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
March 10, 2027 ***(tentative)***		
	Negotiations Team Approval	Coerina Fife
	Legislative Update	Keith Mecham
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
	Board Graduation Assignments	Board President
April 14, 2027 ***(tentative)***		
	ESP Recognitions	Coerina Fife
	Approval of Indian Education Formula Grant	Megan Bushnell
	Approval of College and Career Readiness Counseling Program (CCRCP)	Ben Wiley
	Child Nutrition Report	Neil Stevens
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
	TSSA & SLT Previous Year Review	AJ Gilmore & Heidi Jo West
	Upcoming Events - graduations, including ILSC graduation	
May 12, 2027 ***(tentative)***		
	Retirement Recognitions	Coerina Fife
	Certificated Employee and Volunteer Recognitions	BEAA
	Approval of 2026-2027 Board Meeting Calendar	Keith Mecham,
	Approval of School Land Trust Plans	AJ Gilmore & Heidi Jo West
	Review of Positive Behavior Plans	Megan Bushnell
	ACT Data	Jeff Morris
	School Fees Summary	AJ Gilmore
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
June 9, 2027 ***(tentative)***		

	Budget Hearing	Neil Stevens
	Approval of Budget	Neil Stevens
	Approval of 2026-27 Tax Rates	Neil Stevens
	Approval of Internal and Independent Auditors	Neil Stevens
	Public Comment on K-5 Math Curriculum Adoption	Jamie Kent
	Approval of K-5 Math Curriculum Adoption	Jamie Kent
	Pick-up Contributions for Members of Contributory Retirement System	Neil Stevens
	Tentative Ratification of Negotiated Agreement with BEAA	Coerina Fife
	Tentative Ratification of Negotiated Agreement with BEEA	Coerina Fife
	Tentative Ratification of Negotiated Agreement with BEESPA	Coerina Fife
	Declaration of Open Enrollment Schools	Megan Bushnell
	Approval of TSSA Plans	AJ Gilmore & Heidi Jo West
	Literacy Goals Report	AshLee Nelson, Jeff Morris
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
July 14, 2027 ***(tentative)***		
	Approval of Sex Education Committee	Ben Wiley
	Bullying Report	Megan Bushnell
	Construction and Improvements Update	Jerry Jackman
August 11, 2027 ***(tentative)***		
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
September 8, 2027 ***(tentative)***		
	Walmart Grants Presentation	Walmart
	Nucor Grants Presentation	Nucor
	Swearing in of Student Board Member	Neil Stevens
	AP and Acadience Results	Jeff Morris
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
October 13, 2027 ***(tentative)***		
	Approval of Comprehensive Prevention Plans (was PBS)	Megan Bushnell
	Approval of LEA Specific Licenses and LEA Specific Endorsements	Coerina Fife
	October 1 Enrollment Report	Coerina Fife
	Exemption from Compulsory Attendance (Home School)	Keith Mecham
	Literacy Goals Report	AshLee Nelson, Jeff Morris
	Construction and Improvements Update	Jerry Jackman
	Policy Review	
Boundary Planning	Approval of 2027-28 District Calendar	Coerina Fife
	RISE and Utah Aspire Plus Data	Jeff Morris
	Policy Review	