



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

Wednesday, March 9, 2022

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

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

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

1. Principal Reports to the Board:
Shaylyn Ekins, Melissa Morris, Randy Rasmussen

B. Administrative - 6:30 p.m.

1. **Call to Order**
President Julie Taylor
2. **Reverence**
Connie Archibald, Board Member
3. **Flag Salute/Pledge of Allegiance**
Steve Carlsen, Superintendent

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

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

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

E. Action Items - 7:00 p.m.

1. **Approval of Negotiations Team** **4**
Keith Mecham, Assistant Superintendent
2. **Approval of Amendment to Fielding and McKinley School LAND Trust Plans** **5**
Keri Greener, Assistant Superintendent
3. **Approval of Work Based Learning Program** **10**
Gary Allen, Assistant Superintendent

F. Information Items - 7:15 p.m.

1. **DLI Attrition/Retention** **13**
Keri Greener, Assistant Superintendent
2. **Grouse Creek School** **14**
Steve Carlsen, Superintendent
3. **Legislative Update** **58**
Steve Carlsen, Superintendent
4. **Monthly Financial Report** **86**
Rod Cook, Business Administrator
5. **Board Committee Reports**

G. Policy Review - 7:45 p.m.

1. **Second Reading**
 - a. Policy 1015 Fiscal Responsibilities 94
 - b. Policy 1110 Public Participation in Board Meeting 96
 - c. Policy 2222 Transportation - Use of Cellular Telephones 98
 - d. Policy 4035 Early Intervention Kindergarten 100
 - e. Policy 4038 Mathematics Assessment for K-3 101
 - f. Policy 4110 Homebound Instruction 102
 - g. Policy 4175 Student Data Protection 103

h. Policy 5071 Communicable Disease Guidelines for Exclusion of Children from School	115
i. Policy 5227 School-Related Head Injuries and Management of Sports-Related Concussions	118
j. Policy 6025 Parent Access to District Curriculum	133
k. Policy 6045 Board of Education Hotline	134
H. <u>Board Discussion Items</u> 7:55 p.m.	
1. Board Committee Assignments	138
Julie Taylor, Board President	
2. Book Study - <i>How Not to be a Terrible Board Member, Section 2 Terrible Board Teamwork</i>	
I. <u>Consent Items</u> 8:05 p.m.	
1. Minutes	141
2. Claims	145
3. Personnel	161
J. <u>Suggestions for Future Board Meetings</u> 8:10 p.m.	162
K. <u>Upcoming Events</u>	
1. BEHS Graduation - May 31, 2022 at 6:00 p.m. at Dee Events Center	
BRHS Graduation - June 1, 2022	
Sunrise High Graduation - June 16, 2022	
L. <u>Closed Session to Discuss Security</u> 8:15 p.m.	
M. <u>Board Handbook</u>	165
N. <u>Adjournment</u> 8:30 p.m.	
The next meeting of the Board of Education will be held on Wednesday, April 13, 2022, with a Work Session at 5:30 and a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.	

First and Last Name	Email Address	Please comment here.
Fern Kimber	fernkimber@hotmail.com	<p>RE: Grouse Creek School Save the school district money. Build new school on present property. (along north fence, south of gym or along front fence) Leave old building saving a huge amount in demolition expense. Everybody happy!!!</p>
Kayleen Mahoney	Kayleenmahoney@hotmail.com	<p>Historic buildings are an important part of our history. Any town or city needs to keep their historic buildings intact as a reminder of our heritage, and our ancestors, who worked hard to build these structures.</p> <p>I feel people don't appreciate or even understand how important this building is for the historic value of Grouse Creek. We live in a throw away world and I hope you will reconsider your plans for the historic Grouse Creek school.</p> <p>Please don't throw away our history!!</p> <p>Thank you for accepting public comments on this matter.</p> <p>Sincerely, Kayleen Kimber Mahoney</p>

Recommendation to approve:

Submitted by: Keith Mecham, Assistant Superintendent, Human Resources Recommendation:

It is recommended that the BESD Board of Education approve the 2022-2023 Negotiation Team members for the BESD, BEEA, and BEESPA teams listed below. Negotiations will begin in the latter part of April, 2022.

BESD	BEEA	BEESPA
Keith Mecham	Steve Littlefield	Phillip Albright
Rodney Cook	Deatra Fawcett	Melissia Lemon
Steve Carlsen	Michele Bowden	Ronda Shafer
Gerald Jackman	Pamela Hawkes	Noelle Christensen
Megan Bushnell	Michelle Smith	David Cook
	Robyn Smith	Irlanda Stevens
	Mark Holland	Damian Portillo
	Curtis Benjamin (Uniserve)	Jan Christensen
		Tim Bell (USEA)

Recommended Motion:

I move that we approve the 2022-2023 Negotiation Team members for BESD, BEEA, and BEESPA as presented.

Recommendation for Three Mile Creek Elementary for 2022-2022

Submitted by: Keri Greener *Assistant Superintendent Elementary Teaching and Learning*

Recommendation: It is recommended that the Box Elder School District Board of Education approve the amendment for Fielding Elementary's School Land Trust Plan as submitted.

Recommended Motion:

I move that the BESD Board of Education approve the amendment for Fielding Elementary's School Land Trust Plan.

Background:

Annual submission

Policy Implications:

This action will have no policy implications.

Financial Implications:

There are no known negative consequences.

Staff Implications

N/A at the district level

Fielding Elementary School

Kristi Capener
Principal
Jeriann Stevenson
Secretary



50 West Main Street
Fielding, UT 8431

Box Elder School District Board of Education:

Fielding Elementary Community Council would like to amend our Trustlands plan to purchase Smart Boards for our classrooms. Because of the difficulty of hiring personnel for our open aide positions, we haven't been able to fill two positions this year. We would like to use the unused funds to purchase the Smart Boards. A number of our Smart Boards are starting to go out. This would be \$3015.00. On January 25, at our monthly meeting, Amy Harrah made a motion to purchase additional Smart Boards.. Sheila Bishop seconded the motion. The vote was unanimous to purchase the Smart Boards. 3 members were absent. We would also like to use additional unused Trustland funds for supplies (paper, ink etc.) for math and literacy. This would be an additional \$1137.66.

Thank you,

Fielding Community Council

Kristi Capener

Recommendation for McKinley Elementary for 2021-2022

Submitted by: Keri Greener *Assistant Superintendent Elementary Teaching and Learning*

Recommendation: It is recommended that the Box Elder School District Board of Education approve the amendment for McKinley Elementary's School Land Trust Plan as submitted.

Recommended Motion:

I move that the BESD Board of Education approve the amendment for McKinley Elementary's School Land Trust Plan.

Background:

Annual submission

Policy Implications:

This action will have no policy implications.

Financial Implications:

There are no known negative consequences.

Staff Implications

N/A at the district level

McKinley Elementary

120 West 500 South
Tremonton, UT 84337



Principal Mark Taylor

(P) 435-515-4141
(F) 435-257-2593

Dear School Board Members,

I am writing this letter to amend my Trustlands plan for the current 2021-2022 school year. Due to paraprofessionals covering teacher classes because of our current substitute teacher shortage and the 2021-2022 plan being developed by the previous principal, I have an estimated carryover amount of \$36,144. I propose the following amendment:

Trustlands \$\$ for Solution Tree Institute in SLC, Oct 3-5	\$689 x 8 people = 5512	\$120 p/day per sub (7 total x 3 days) = 2520	6 GC Grade Level Team Leaders, SPED, Principal	Lunch - \$20 p/day x 8 people x 3 days = 500	\$8,532
Additional Teacher hours to be allocated for the summer	\$30 p/hr	Kindergarten - 3 x 30 = 90 1st grade - 4 x 30 hrs = 120 3rd Grade - 4 x 30 hrs = 120 2nd Grade - 4 x 30 hrs = 120 4th Grade - 4 x 30 hrs = 120 5th Grade - 3 x 30 hrs = 90	660 x \$30 hrs		\$19,800
					\$28,332

The Solution Tree Institute and additional teacher hours in the summer will help grade level teams to tighten up the PLC process at McKinley which will help us meet our Trustlands goal of having accuracy proficiency at or above 61% in grades 2-5 as measured by the end of year Acadience reading assessment. All educators need to have the opportunity to go to a Solution Tree Institute. I believe this will help my team leaders focus on the vision of the PLC process and help me to bring this focus back to everyone at McKinley. The summer hours for teachers will give teams the opportunity to create unit plans that align with the 4 Guiding Questions in the PLC process. I will use these aligned units to hold my teams accountable and monitor the work being done each week in their grade level teams.

A school community council meeting was held on February 28, 2022 where the vote was 4-0 in favor of the amendment. Those voting included: parents Carissa Gardner, Megan Dyreng, Jessica Betournay, and teacher Blaine Norris. Thank you for your consideration.

Sincerely,

Mark Taylor
Principal
McKinley Elementary

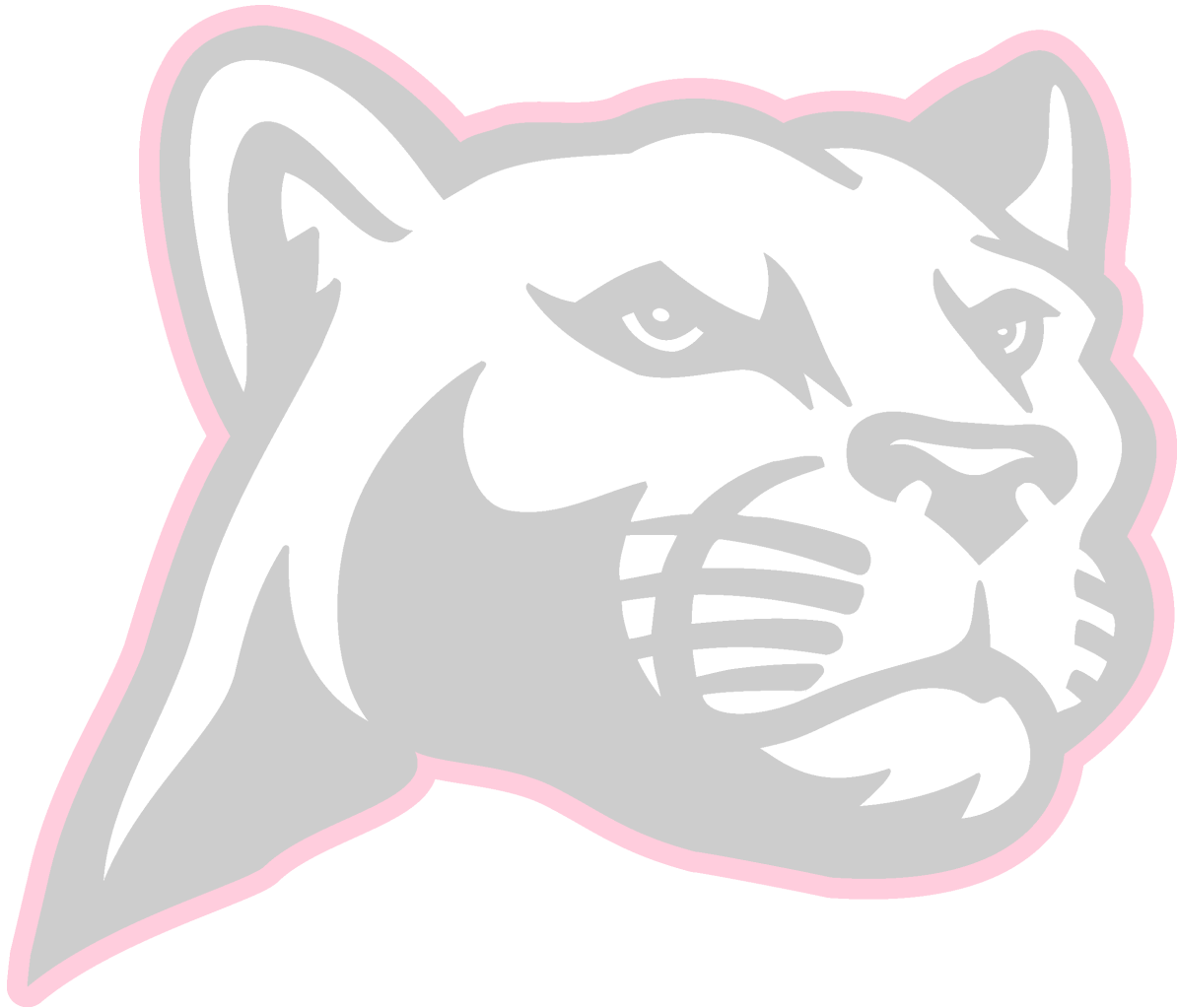
McKinley Elementary

120 West 500 South
Tremonton, UT 84337



Principal Mark Taylor

(P) 435-515-4141
(F) 435-257-2593



Recommendation to approve *Work Based Learning*

Submitted by: Alison Williams, CTE Director

Recommendation:

It is recommended that the Box Elder School District approves Work Based Learning for the 2022-2023 school year.

Recommended Motion:

I move that Work Based Learning be approved for the 2022-2023 school year.

Background: From WBL Standard 2: The WBL Program must receive approval by the LEA board.

Policy Implications: USBE funds WBL based on adherence to the standards.

Financial Implications: WBL funding helps pay for a portion of WBL coordinator salaries and activities.

Staff Implications: BEHS has a $\frac{3}{4}$ contracted WBL coordinator, Jesse Roberts and BRHS has a $\frac{1}{2}$ time contract WBL coordinator, Braquel Brinkerhoff.

BESD Work Based Learning

Mission: Work-Based Learning (WBL) gives students the opportunity to learn a variety of skills by expanding the walls of classroom learning to include the community. By narrowing the gap between theory and practice, Work-Based Learning creates meaning for students.

WBL provides opportunities for students to learn a variety of skills through rigorous academic preparation with hands-on career development experiences. Under the guidance of adult mentors, Jesse Roberts at BEHS and Braquel Brinkerhoff at BRHS, students learn to work in teams, solve problems, and meet employers' expectations.

WBL is a district-wide program and that serves K-12 students in BESD. Here is an example of some of the WBL Activities:

- Career Days
- Career Fairs
- STEM fair
- Red Rush Week
- CTE Week
- USU tours
- Bridgerland tours
- Reality Town
- Guest Speakers

Internships are the culmination of WBL and the main focus of WBL resources. We average 50 students per trimester, or 150 students per year, for an average of 2 hours per day and have worked with over 100 local businesses through the years.

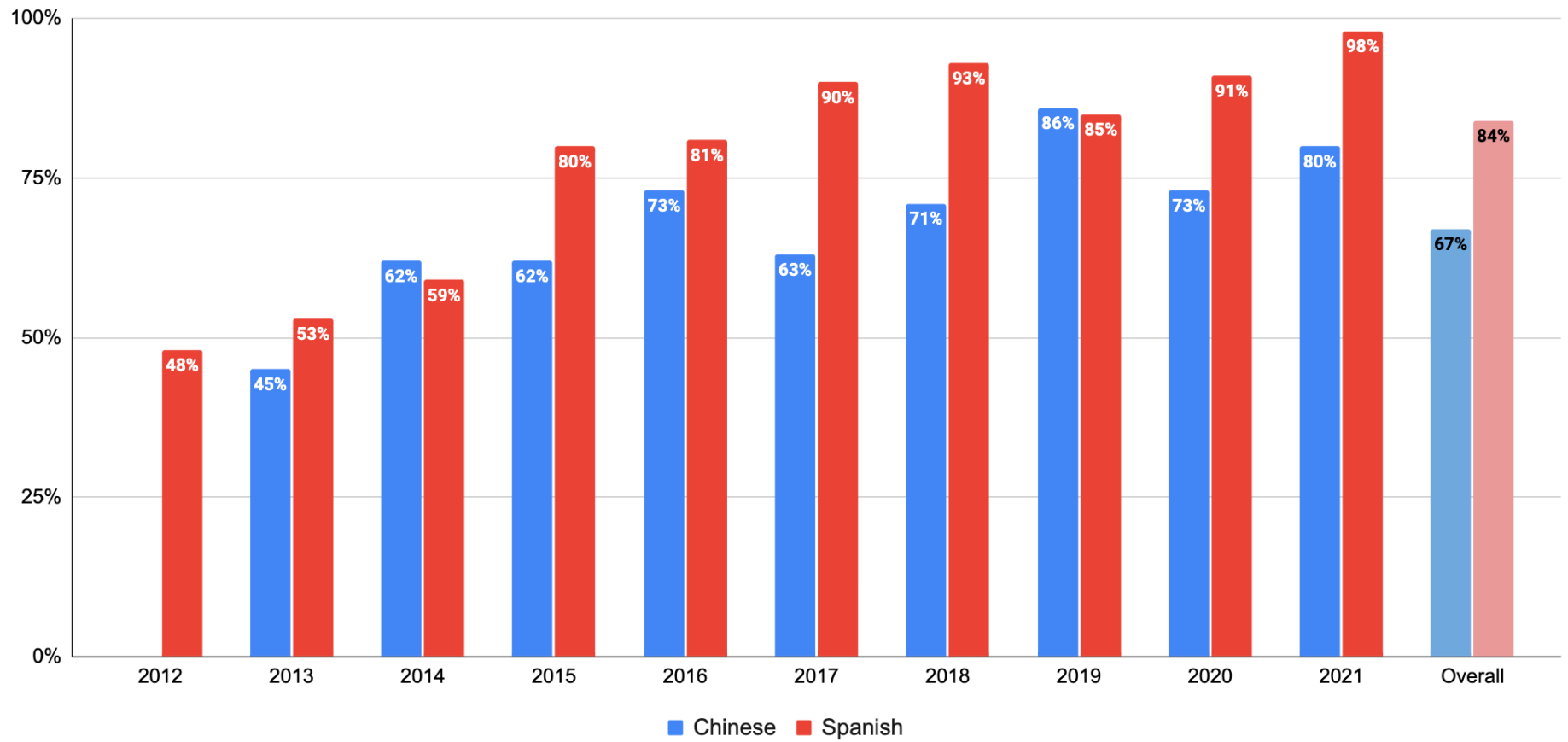
Before a student reports on the jobsite, they must complete the following requirements:

- Mock Interviews with Workforce Services
- LinkedIn Profiles
- Career Exploration using Keys to Success
- Cover Letters
- Resumes
- Workplace Safety
- Job Application
- Professional Character

Here are some examples of business partners for Internships:

- Bear River Animal Hospital
- EDGE orthodontics
- Dr. Schow's medical office
- Malt-o-Meal (Post Consumer)
- Canyon View Vet clinic
- Smith and Edwards
- Grover, Evans, and Beins Law office
- Mountain Star Orthopedic Center
- Bowcutt's Floral
- Elements Restaurant
- Local Elementary Schools
- Box Elder District Office
- First Judicial Courthouse
- Dr. White's dental office
- Sierra Homes
- Capener & Co. Real Estate
- Heritage Auto
- K & N Auto
- Accountants like Davis and Bott
- Engineering places like Hypercomp

DLI Retention Rates - Through 9th Grade



This graph shows the percentage of students that were enrolled in a DLI class in 1st grade and still enrolled up through their 9th grade year or through the end of the 2021 school year.

The bars on the far right indicate the overall percentage of students that remained enrolled in the program through 9th grade or through the end of the 2021 school year if less than 9th grade.

A large yellow semi-circle graphic is positioned on the left side of the slide, partially overlapping a blue rectangular frame. The frame has a drop shadow effect.

Grouse Creek Community Meeting March 1, 2022

Purpose

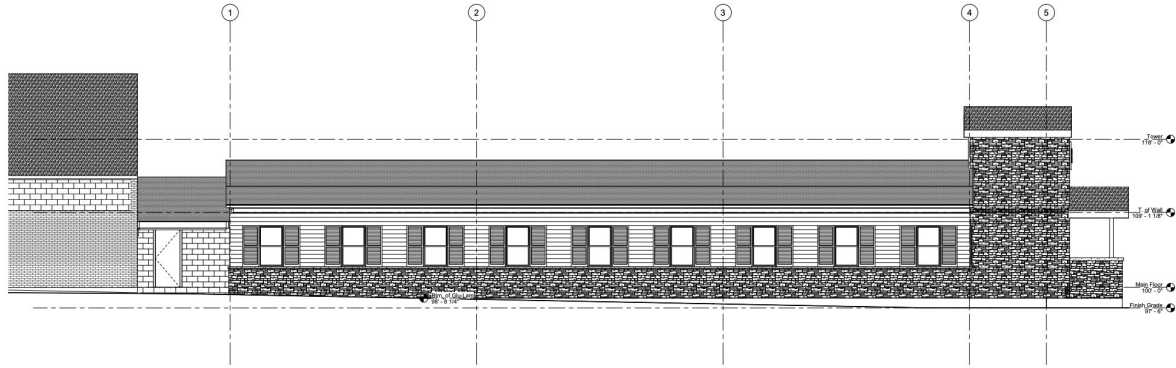
- High levels of learning for all kids
- Capital Outlay Committee (approved by the Board)
 - May 12, 2021
- Original plan was to bring it up to code
 - Board requested an Structural Engineer
 - Structure is not advantageous to this goal.
- Save the rock from the front and use on the new site

1

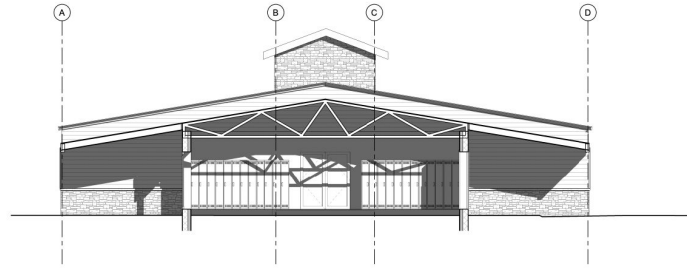
Timeline

Corey Thompson

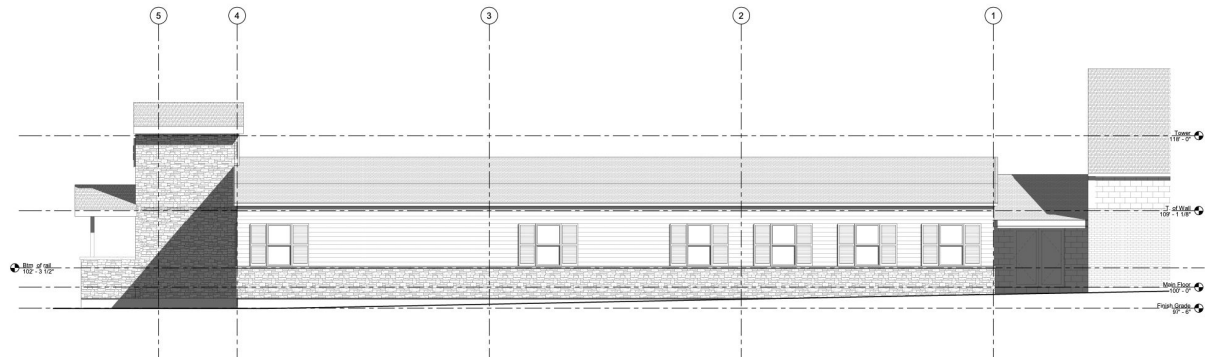
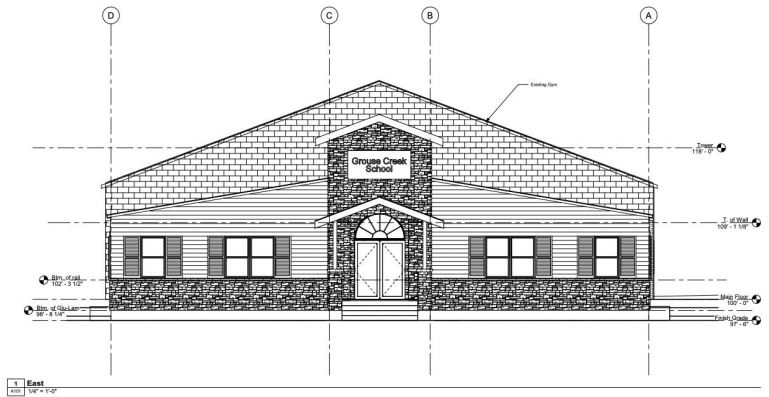




1 South
1/4" = 1'-0"



A West
1/4" = 1'-0"









QUESTIONS



BESD Long Term Capital Committee Meeting

11 February, 2020

Grouse Creek School Structural Evaluation

There are 3 sections of Grouse Creek School, the newer gymnasium on the west, the older original structure on the east, and the connecting breezeway. The structural analysis specifically addressed the original east section of the school.

Findings from Joshua C. Maughan S.E. of Structural Solutions INC.

Based on our evaluation, the current east portion of the school building under consideration (Classroom and Kitchen Areas) is highly likely to partially or totally collapse if the MCE (Maximum Considered Earthquake) for this geographic area occurs.

Where do we go from here?

- Option 1 – do nothing
- Option 2 – Seismically retrofit the current structure, very expensive
- Option 3 – Demolish the east section of the school (approximately \$150,000)
 - Remodel east side of the gym to be used for office, kitchen, and classroom instruction; temporary or permanent (\$ dependent on extent of remodel)
 - If remodel is temporary
 - Constructing a new school would cost the most and take the longest
 - Construct modular buildings for office, classrooms, media/library, kitchen
 - Possible housing accommodations for the head teacher

21st January, 2020

Box Elder School District
% Corey Thompson
960 South Main
Brigham City, UT
84302



RE: Grouse Creek School Building – Seismic Evaluation for the existing original portion of the school building located in Grouse Creek, UT.

Corey:

As per your request, we have conducted a schematic seismic evaluation of the older original portion of the Grouse Creek School in Grouse Creek, UT. As part of our evaluation we conducted two separate site visits to visually inspect, measure, and document the existing portions of the structure under consideration. The following is a report of our evaluation and findings.

Existing Structure:

The existing school building can be divided into 3 distinct areas:

1. **Original School Building** (classrooms & kitchen area) - This portion of the building is a single level, is located on the east end of the building complex, and is constructed of a wood, stick-framed roof, with stick framed ceiling joists (see attached photos). The roof sheathing appears to be 1x wood planking that was sheathed over with Oriented Strand Board (OSB) sheathing in the recent past. The exterior walls, which are also the roof and main floor systems' bearing walls, and two of the main interior walls, are all 12" to 16" thick unreinforced stone walls, which extend down to grade to create stone foundation walls and stone footings. The main floor framing system appears to be 2x wood joists with wood plank decking. We understand this portion of the building was constructed circa 1900. This is the sole area under consideration in this report. See attached "**Existing Building Layout Plan**" sheet.
2. **Gymnasium Area** – This is the west-most portion of the building complex. We understand this area was constructed some time in the 1980s. No construction drawings of this area were available for review. This is a single level area, with a concrete slab on grade floor. The roof appears to be wood construction, and is supported along the perimeter with masonry walls. We assume these walls are grouted and reinforced, which would have been the standard during the time of

construction. This area was not reviewed, as it is not within the scope of services we were asked to perform. See attached “**Existing Building Layout Plan**” sheet.

3. **Breezeway Area** – This area is located near the middle of the building complex. This is a narrow area that connects the older, original, east portion of the building complex, to the newer Gymnasium portion. We understand this area was constructed at some time in the 1980s, at the same time as the construction of the Gymnasium Area. No construction drawings of this area were available for review. This is a single level area, with a concrete slab on grade floor. The roof appears to be wood construction, and is supported along the perimeter with masonry walls. We assume these walls are grouted and reinforced, which would have been the standard during the time of construction. This area was not reviewed, as it is not within the scope of services we were asked to perform. See attached “**Existing Building Layout Plan**” sheet.

Seismic Evaluation:

The purpose of our investigation was to identify and attempt to quantify the current seismic risk to the existing Original School Building on the east end of the structure, as this area is clearly more seismically deficient than the newer Gymnasium and Breezeway areas. To assist us in this process, we have utilized the *FEMA P-154 Rapid Visual Screening of Buildings for Potential Seismic Hazards: A Handbook – Third Edition*. This guide offers a screening scheme for buildings, and is based on the local geographic potential seismic accelerations developed by the USGS, which are also used in the current International Building Code.

The process of the FEMA P-154 handbook begins with determining the Region of Seismicity based on county maps within the guide (see attached **Figure 1**), or based on site-specific values determined by the USGS using the site’s longitude and latitude (see attached **Figures 2 & 3**).

Figure 1 indicates Box Elder County is considered a “Very High” Region of Seismicity.

However, this appears due to the potential high seismic accelerations in Brigham City, near the mountains. The site-specific accelerations in Grouse Creek are lower, with $S_s = 0.424g$ and $S_1 = 0.1395g$ (see attached **Figure 2**). Thus, the Region of Seismicity for Grouse Creek would be considered “Moderate” (see attached **Figure 3**), and not “Very High”.

The next step in the FEMA P-154 screening process is to conduct on-site *Level 1* and *Level 2* visual evaluations for the MODERATE Seismicity level. See attached **Figure 4** and **Figure 5** for these evaluations. Per **Figures 4 and 5**, the *Final Level 2 Score = 0.5*. Per attached **Figure 6** (excerpt from the FEMA P-154 Handbook), a score below 2.0 indicates the structure is likely inadequate for the Maximum Considered Earthquake (MCE) for the specific site. The calculated score of 0.5 can be expressed numerically as $1 \times 10^{0.5}$ as the potential for collapse if the MCE was to occur. Therefore, a score of 2.0 would indicate a $1 \times 10^{2.0}$ chance, or 1 in 100 chance of collapse. **A score of 0.5 translates into a 1 in 3.16 chance of collapse, which is clearly excessive.**

Findings:

Based on our evaluation, the current east portion of the school building under consideration (Classroom and Kitchen Areas) is highly likely to partially or totally collapse if the MCE earthquake for this geographic area occurs. This portion of the building has bearing walls and shear walls constructed of Unreinforced Masonry or Stone (URM), which are known to perform extremely poorly when subjected to seismic loading. Their lack of ductility and heavy weight combine to create increased seismic risk, and high potential for loss of life.

This building, in particular, has several glaring deficiencies that may cause the performance of the building to be even worse than anticipated, when subjected to seismic loading. Those deficiencies are:

- The mortar in the stone is deteriorating in several locations.
- The existing roof structure is in poor condition (see attached photos).
- Several openings in the exterior of the building have been infilled with unreinforced Concrete Masonry Units (CMU).
- The existing footings and foundation walls are unreinforced stone, and are deteriorating and settling in some locations.
- The existing roof and floor structures are not positively anchored to the unreinforced stone walls, which increases the likelihood of wall collapse, resulting in roof collapse. See attached Details 1 & 2.
- There is a large, unreinforced stone gabled end wall over the main entry, with a cantilevered wood canopy. The gabled end wall and canopy are not adequately braced or reinforced to prevent failure or collapse. Such collapse could fall on persons trying to exit the building during and after a seismic event.

In our opinion, there are three options for how to address the building's seismic risk going forward. They are:

Option 1 – No change to the existing structure or its current use. Continue to use the building as it has been used in the past, with no structural upgrades to increase safety during and after a seismic event. If no seismic event occurs, the building will likely continue to function as it has in the past, but will continue to slowly deteriorate. However, there are some damaged and inadequate roof structural elements that should be mitigated as soon as possible to prevent potential roof collapse due to snow or wind loads (see attached photos). **We do not recommend this option.**

Option 2 – Seismically Retrofit the existing building. This would likely involve adding several inches of reinforced gunite (sprayed concrete) to the interior face of

the existing unreinforced stone exterior bearing walls. Then the existing stone walls would be anchored to the reinforced gunite with hooked, epoxied, reinforcing steel anchors spaced at 16” to 24” on center in each direction. These epoxy anchors would require screen tubes. In addition, the existing roof structure should be replaced with a modern wood truss system. Then the new roof structural system and existing main floor system should be positively anchored to the unreinforced stone/gunite walls both in plane and out-of-plane. New concrete footings and foundation walls should also be incorporated into the retrofit. See attached **”Schematic Retrofit Plan”** and referenced Details 3 & 4. This plan and details are schematic only. This option would increase seismic load resisting capacity of the portion of the building under consideration to an acceptable level, and could be done in such a manner to preserve most of the historic value of the building. However, such work is extremely costly and difficult. In addition, it would essentially require a complete remodel of the existing interior of the building. ***We would recommend this option, but it is likely cost prohibitive, and the historic value of the existing structure appears questionable due to the additions and infilled openings.***

Option 3 – Demolish the seismically deficient east portion of the existing building and rebuild a new building with modern materials, construction methods, and code requirements, while leaving the existing Gymnasium Area intact. Or mobile classrooms and kitchen buildings could also be used in place of the demolished portion, and located as required at the site. ***We recommend this option as it is the most cost effective.***

Limitations:

It should also be noted that our investigation is based solely on information obtained from visual review of the existing construction, information provided by representatives of Box Elder School District, and professional judgement and knowledge. All analysis performed, findings, and recommendations were schematic in nature, therefore we make no guarantees or warranties related to the future performance of the building or any retrofit measures that are implemented.

If you have any additional questions, please let me know.

Respectfully Submitted,

Joshua C. Maughan S.E.



1-22-2020

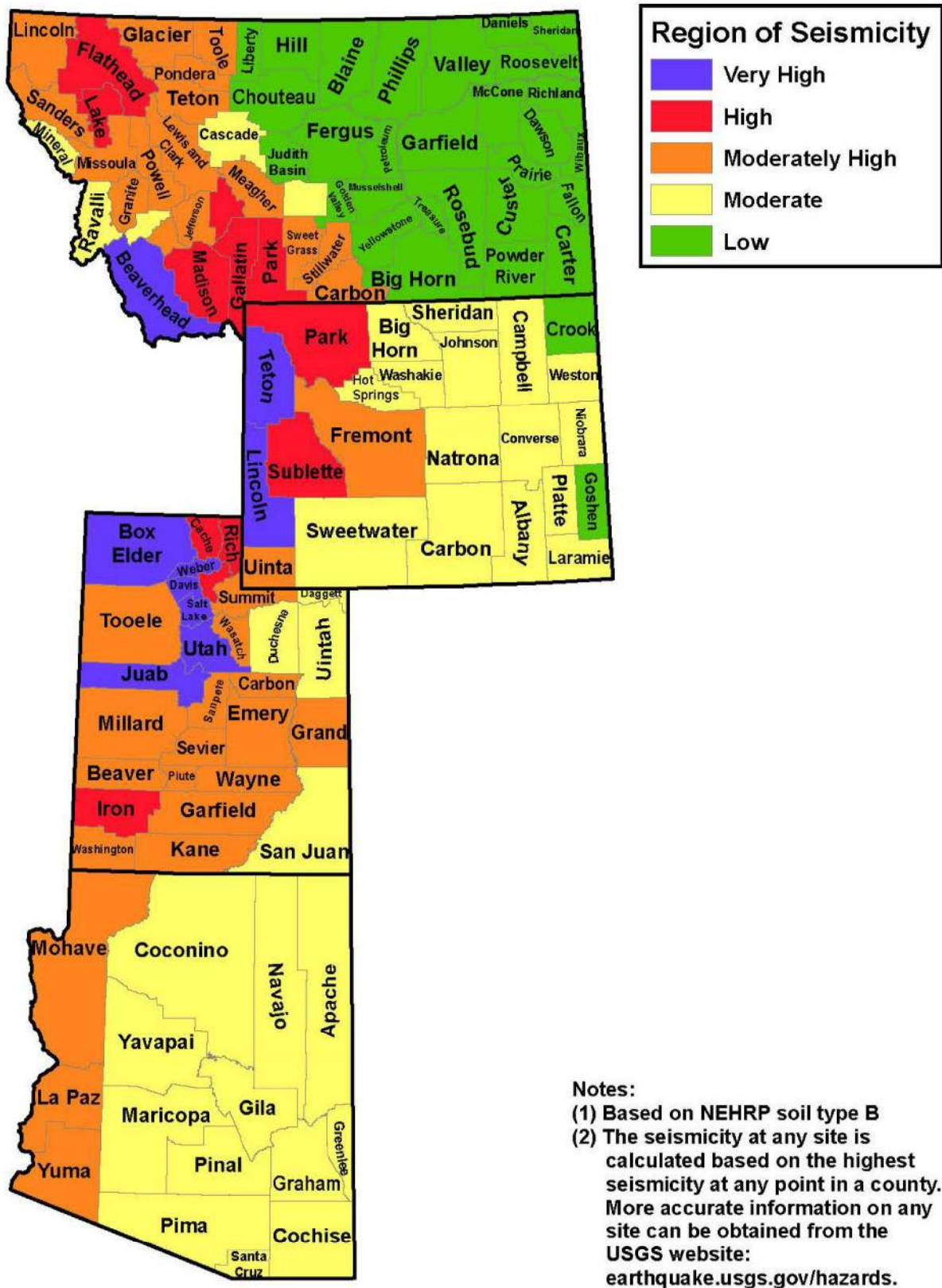


Figure A-3 Seismicity regions in Arizona, Montana, Utah, and Wyoming.

Title Block Line 1
 You can change this area
 using the "Settings" menu item
 and then using the "Printing &
 Title Block" selection.
 Title Block Line 6

Project Title:
 Engineer:
 Project ID:
 Project Descr:

Printed: 22 JAN 2020, 9:58AM

ASCE Seismic Base Shear

File = C:\Users\Public\STRUCT~1\2020JO~1\2020-0~2\2020-002 DWA Grouse Creek School .
 Software copyright ENERCALC, INC. 1983-2019, Build:12.19.11.30 .

Lic. # : KW-06009480

Structural Solutions Inc

DESCRIPTION: Grouse Creek Seismic Accelerations

Grouse Creek Seismic Accelerations

Risk Category

Calculations per ASCE 7-16

Risk Category of Building or Other Structure : "III" : Buildings and other structures that represent a substantial hazard to human life in the event of a failure. ASCE 7-16, Page 4, Table 1.5-1

Seismic Importance Factor S_s & S_1 = 1.25 ASCE 7-16, Page 5, Table 1.5-2

ASCE 7-16 11.4.2

Max. Ground Motions, 5% Damping :

S_S = 0.4241 g, 0.2 sec response	Latitude = 41.308 deg North
S_1 = 0.1395 g, 1.0 sec response	Longitude = 113.564 deg West
	Location : Grouse Creek, UT 84313

Site Class, Site Coeff. and Design Category

Site Classification "D" : Shear Wave Velocity 600 to 1,200 ft/sec	=	D	ASCE 7-16 Table 20.3-1
Site Coefficients F_a & F_v (using straight-line interpolation from table values)	F_a =	1.46	ASCE 7-16 Table 11.4-1 & 11.4-2
	F_v =	2.24	
Maximum Considered Earthquake Acceleration	$S_{MS} = F_a * S_s$	= 0.619	ASCE 7-16 Eq. 11.4-1
	$S_{M1} = F_v * S_1$	= 0.313	ASCE 7-16 Eq. 11.4-2
Design Spectral Acceleration	$S_{DS} = S_{MS}^{*2/3}$	= 0.413	ASCE 7-16 Eq. 11.4-3
	$S_{D1} = S_{M1}^{*2/3}$	= 0.209	ASCE 7-16 Eq. 11.4-4
Seismic Design Category	=	D	ASCE 7-16 Table 11.6-1 & -2

Resisting System

Basic Seismic Force Resisting System . . . **Bearing Wall Systems**
11. Ordinary plain masonry shear walls

Response Modification Coefficient "R"	=	1.50	Building height Limits :
System Overstrength Factor "Wo"	=	2.50	Category "A & B" Limit:
Deflection Amplification Factor "Cd"	=	1.25	Category "C" Limit:
			Category "D" Limit:
			Category "E" Limit:
			Category "F" Limit:

NOTE! See ASCE 7-16 for all applicable footnotes.

Lateral Force Procedure

ASCE 7-16 Section 12.8.2

Equivalent Lateral Force Procedure

The "Equivalent Lateral Force Procedure" is being used according to the provisions of ASCE 7-16 12.8

Determine Building Period

Use ASCE 12.8-7

Structure Type for Building Period Calculation : All Other Structural Systems

"Ct" value = 0.020	"hn" : Height from base to highest level = 18.0 ft
"x" value = 0.75	
"Ta" Approximate fundamental period using Eq. 12.8-7 :	$T_a = C_t * (h_n^x) = 0.175$ sec
"TL" : Long-period transition period per ASCE 7-16 Maps 22-14 -> 22-17	8.000 sec
Building Period "Ta" Calculated from Approximate Method selected	= 0.175 sec

"Cs" Response Coefficient

ASCE 7-16 Section 12.8.1.1

S_{DS} : Short Period Design Spectral Response	=	0.413	From Eq. 12.8-2, Preliminary C_s	=	0.344
"R" : Response Modification Factor	=	1.50	From Eq. 12.8-3 & 12.8-4, C_s need not exceed	=	0.994
"I" : Seismic Importance Factor	=	1.25	From Eq. 12.8-5 & 12.8-6, C_s not be less than	=	0.023

C_s : Seismic Response Coefficient = 0.3442

Seismic Base Shear

ASCE 7-16 Section 12.8.1

C_s = 0.3442 from 12.8.1.1	W (see Sum W_i below) =	0.00 k
	Seismic Base Shear $V = C_s * W =$	0.00 k

Figure 2

Appendix A

Maps Showing Seismicity Regions

This appendix provides seismicity region designations of Low, Moderate, Moderately High, High, and Very High for all counties in the United States, based on an assumed Soil Type B throughout the county. The seismicity designation is based on the site-specific values of seismic hazard at a point in the county considering risk-targeted Maximum Considered Earthquake (MCE_R) ground motions. The determination is based on criteria set in Table 2-2 and repeated here as Table A-1. The designation at any county is based on the highest seismicity expected at any location in the county. A more accurate determination of the seismicity of a specific site can be made using the site-specific procedure described in Chapter 2.

Table A-1 Seismicity Region Determination from MCE_R Spectral Acceleration Response (from ASCE/SEI 41-13)

Seismicity Region		Spectral Acceleration Response, S_s (short-period, or 0.2 seconds)	Spectral Acceleration Response, S_1 (long-period, or 1.0 second)
Low	Low	less than 0.250g	less than 0.100g
Moderate	Moderate	greater than or equal to <u>0.250g</u> but less than 0.500g	greater than or equal to <u>0.100g</u> but less than 0.200g
Moderately High	Moderately High	greater than or equal to 0.500g but less than 1.000g	greater than or equal to 0.200g but less than 0.400g
High	High	greater than or equal to 1.000g but less than 1.500g	greater than or equal to 0.400g but less than 0.600g
Very High	Very High	greater than or equal to 1.500g	greater than or equal to 0.600g

← **Ss & S1 - Use Moderate**

Notes: g = acceleration of gravity in horizontal direction

The maps have been developed by the U.S. Geological Survey. Figure A-1 provides a map of the seismicity regions in the entire United States. The following maps in Figure A-2 through Figure A-11 present seismicity regions in different geographical regions of the United States and its territories.

Rapid Visual Screening of Buildings for Potential Seismic Hazards

FEMA P-154 Data Collection Form

Optional Level 2 data collection to be performed by a civil or structural engineering professional, architect, or graduate student with background in seismic evaluation or design of buildings.

Level 2 (Optional)
MODERATE Seismicity

Bldg Name: Grouse Creek School	Final Level 1 Score: $S_{L1} = 0.9$	<i>(do not consider S_{MIN})</i>	
Screener: Josh M. & Dillon F.	Level 1 Irregularity Modifiers:	Vertical Irregularity, $V_{L1} = 0.0$	Plan Irregularity, $P_{L1} = 0.7$
Date/Time: 1/9/20	ADJUSTED BASELINE SCORE:	$S' = (S_{L1} - V_{L1} - P_{L1}) = 1.6$	

STRUCTURAL MODIFIERS TO ADD TO ADJUSTED BASELINE SCORE

Topic	Statement (If statement is true, circle the "Yes" modifier; otherwise cross out the modifier.)	Yes	Subtotals
Vertical Irregularity, V_{L2}	Sloping Site	W1 building: There is at least a full story grade change from one side of the building to the other.	-1.4
		Non-W1 building: There is at least a full story grade change from one side of the building to the other.	-0.4
	Weak and/or Soft Story (circle one maximum)	W1 building cripple wall: An unbraced cripple wall is visible in the crawl space.	-0.7
		W1 house over garage: Underneath an occupied story, there is a garage opening without a steel moment frame, and there is less than 8' of wall on the same line (for multiple occupied floors above, use 16' of wall minimum).	-1.4
		W1A building open front: There are openings at the ground story (such as for parking) over at least 50% of the length of the building.	-1.4
		Non-W1 building: Length of lateral system at any story is less than 50% of that at story above or height of any story is more than 2.0 times the height of the story above.	-1.1
		Non-W1 building: Length of lateral system at any story is between 50% and 75% of that at story above or height of any story is between 1.3 and 2.0 times the height of the story above.	-0.6
	Setback	Vertical elements of the lateral system at an upper story are outboard of those at the story below causing the diaphragm to cantilever at the offset.	-1.2
		Vertical elements of the lateral system at upper stories are inboard of those at lower stories.	-0.6
		There is an in-plane offset of the lateral elements that is greater than the length of the elements.	-0.4
Short Column/Pier	C1,C2,C3,PC1,PC2,RM1,RM2: At least 20% of columns (or piers) along a column line in the lateral system have height/depth ratios less than 50% of the nominal height/depth ratio at that level.	-0.5	
	C1,C2,C3,PC1,PC2,RM1,RM2: The column depth (or pier width) is less than one half of the depth of the spandrel, or there are infill walls or adjacent floors that shorten the column.	-0.5	
Split Level	There is a split level at one of the floor levels or at the roof.	-0.6	
Other Irregularity	There is another observable severe vertical irregularity that obviously affects the building's seismic performance.	-1.2	
	There is another observable moderate vertical irregularity that may affect the building's seismic performance.	-0.6	
			$V_{L2} = -0.0$ (Cap at -1.4)
Plan Irregularity, P_{L2}	Torsional irregularity: Lateral system does not appear relatively well distributed in plan in either or both directions. (Do not include the W1A open front irregularity listed above.)	-1.0	
	Non-parallel system: There are one or more major vertical elements of the lateral system that are not orthogonal to each other.	-0.5	
	Reentrant corner: Both projections from an interior corner exceed 25% of the overall plan dimension in that direction.	-0.5	
	Diaphragm opening: There is an opening in the diaphragm with a width over 50% of the total diaphragm width at that level.	-0.3	
	C1, C2 building out-of-plane offset: The exterior beams do not align with the columns in plan.	-0.4	
Other irregularity: There is another observable plan irregularity that obviously affects the building's seismic performance.	-1.0		
			$P_{L2} = -1.0$ (Cap at -1.4)
Redundancy	The building has at least two bays of lateral elements on each side of the building in each direction.	+0.4	
Pounding	Building is separated from an adjacent structure by less than 0.25% of the height of the shorter of the building and adjacent structure and:	The floors do not align vertically within 2 feet.	-1.2
		One building is 2 or more stories taller than the other.	-1.2
		The building is at the end of the block.	-0.6
			<i>(Cap total pounding modifiers at -1.4)</i>
S2 Building	"K" bracing geometry is visible.	-1.2	
C1 Building	Flat plate serves as the beam in the moment frame.	-0.5	
PC1/RM1 Bldg	There are roof-to-wall ties that are visible or known from drawings that do not rely on cross-grain bending. (Do not combine with post-benchmark or retrofit modifier.)	+0.4	
PC1/RM1 Bldg	The building has closely spaced, full height interior walls (rather than an interior space with few walls such as in a warehouse).	+0.4	
URM	Gable walls are present.	-0.5	
MH	There is a supplemental seismic bracing system provided between the carriage and the ground.	+1.2	
Retrofit	Comprehensive seismic retrofit is visible or known from drawings.	+1.4	
			$M = -0.1$

FINAL LEVEL 2 SCORE, $S_{L2} = (S' + V_{L2} + P_{L2} + M) \geq S_{MIN}$: **0.5** *(Transfer to Level 1 form)*

There is observable damage or deterioration or another condition that negatively affects the building's seismic performance: Yes No
If yes, describe the condition in the comment box below and indicate on the Level 1 form that detailed evaluation is required independent of the building's score.

OBSERVABLE NONSTRUCTURAL HAZARDS

Location	Statement (Check "Yes" or "No")	Yes	No	Comment
Exterior	There is an unbraced unreinforced masonry parapet or unbraced unreinforced masonry chimney.	▲		
	There is heavy cladding or heavy veneer.	▲		
	There is a heavy canopy over exit doors or pedestrian walkways that appears inadequately supported.	▲		
	There is an unreinforced masonry appendage over exit doors or pedestrian walkways.	▲		
	There is a sign posted on the building that indicates hazardous materials are present.		▲	
	There is a taller adjacent building with an unanchored URM wall or unbraced URM parapet or chimney.		▲	
Other observed exterior nonstructural falling hazard:		▲		
Interior	There are hollow clay tile or brick partitions at any stair or exit corridor.	▲		
	Other observed interior nonstructural falling hazard:		▲	

Estimated Nonstructural Seismic Performance (Check appropriate box and transfer to Level 1 form conclusions)

Potential nonstructural hazards with significant threat to occupant life safety → Detailed Nonstructural Evaluation recommended

Nonstructural hazards identified with significant threat to occupant life safety → But no Detailed Nonstructural Evaluation required

Low or no nonstructural hazard threat to occupant life safety → No Detailed Nonstructural Evaluation required

Comments: Exterior mortar and stone is in poor condition and is deteriorating.

Figure 5

damage or collapse can be accompanied by loss of life and serious injury. In a great earthquake, deaths could number in the thousands.

Each community or RVS Authority needs to engage in some consideration of these costs and benefits of seismic safety, and decide what value of S is an appropriate “cut-off” for their situation. The final decision involves many non-technical factors, such as determining the acceptable level of risk for the community, and is not straightforward. A study quantifying the risk inherent in modern building codes, conducted by the National Bureau of Standards (NBS, 1980), observed: “In selecting the target reliability it was decided, after carefully examining the resulting reliability indices for the many design situations, that a $\beta_0 = 3$ is a representative average value for many frequently used structural elements when they are subjected to gravity loading, while $\beta_0 = 2.5$ and $\beta_0 = 1.75$ are representative values for loads that include wind and earthquake, respectively.” Note that β_0 , as used in the National Bureau of Standards study, is approximately equivalent to $S - 1$ as used herein.

More recently, FEMA P-695, *Quantification of Building Seismic Performance Factors* (FEMA, 2009b), which established consistent and rational building system performance and response parameters for the linear design methods traditionally used in current building codes, concluded that it is acceptable that: “The probability of collapse due to MCE ground motions applied to a population of [buildings of the same type] is limited to 10%, on average.” The 10% figure is an upper bound. After accounting for how conservative it is, that is, how the average real new building behaves rather than the upper limit, and accounting for the fraction of the building area that collapses, one can estimate that new buildings might realistically have an average $S = 2.5$. (See FEMA P-155 Chapter 8 for more details on this estimate.) Assuming that existing buildings can reasonably have a somewhat lower value of S than new buildings, the authors of the present work suggest that the acceptable probability of collapse in existing buildings is again roughly equivalent to a value of S of about 2.0.

Thus, an S value of about 2.0 is a reasonable preliminary value to use within the context of RVS to differentiate adequate buildings from those potentially inadequate and requiring detailed review. This is the value that has traditionally been used by RVS programs in the past. Use of a higher cut-off S value implies greater desired safety but increased community-wide costs for evaluations and rehabilitation; use of a lower value of S equates to increased seismic risk and lower short-term community-wide costs for evaluations and rehabilitation (prior to an earthquake).



Photo 1 – East Elevation



Photo 2 – South Elevation



Photo 3 – North Elevation



Photo 4 – Existing roof framing over classroom area. Note erratic, inadequate support and bracing.



Photo 5 - Existing roof framing over classroom area. Note buckled and bowed bracing member.



Photo 6 - Existing roof framing over classroom area. Note erratic, inadequate support and bracing.

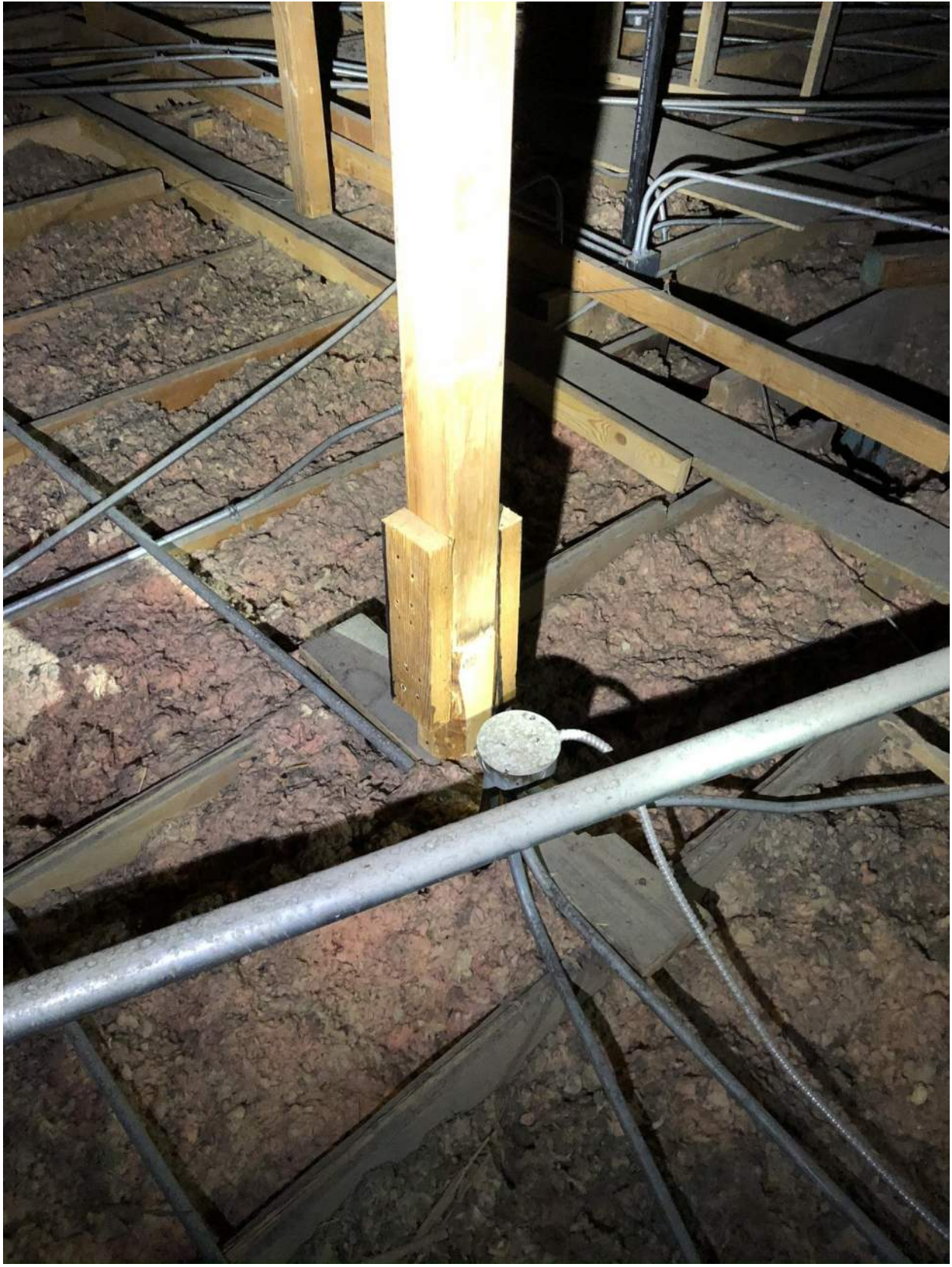


Photo 7 - Existing roof framing over classroom area. Scabbed together, unstable support brace.



Photo 8 - View of inside face of gabled end wall above east entry. This is the condition at the base of the roof valley. Inadequate brace and support.



Photo 9 - View of inside face of gabled end wall above east entry. This shows how the wood canopy is anchored.



Photo 9 – View of roof to wall connection along north and south exterior walls. No in-plane shear connection or out-of-plane anchorage to the stone wall below.

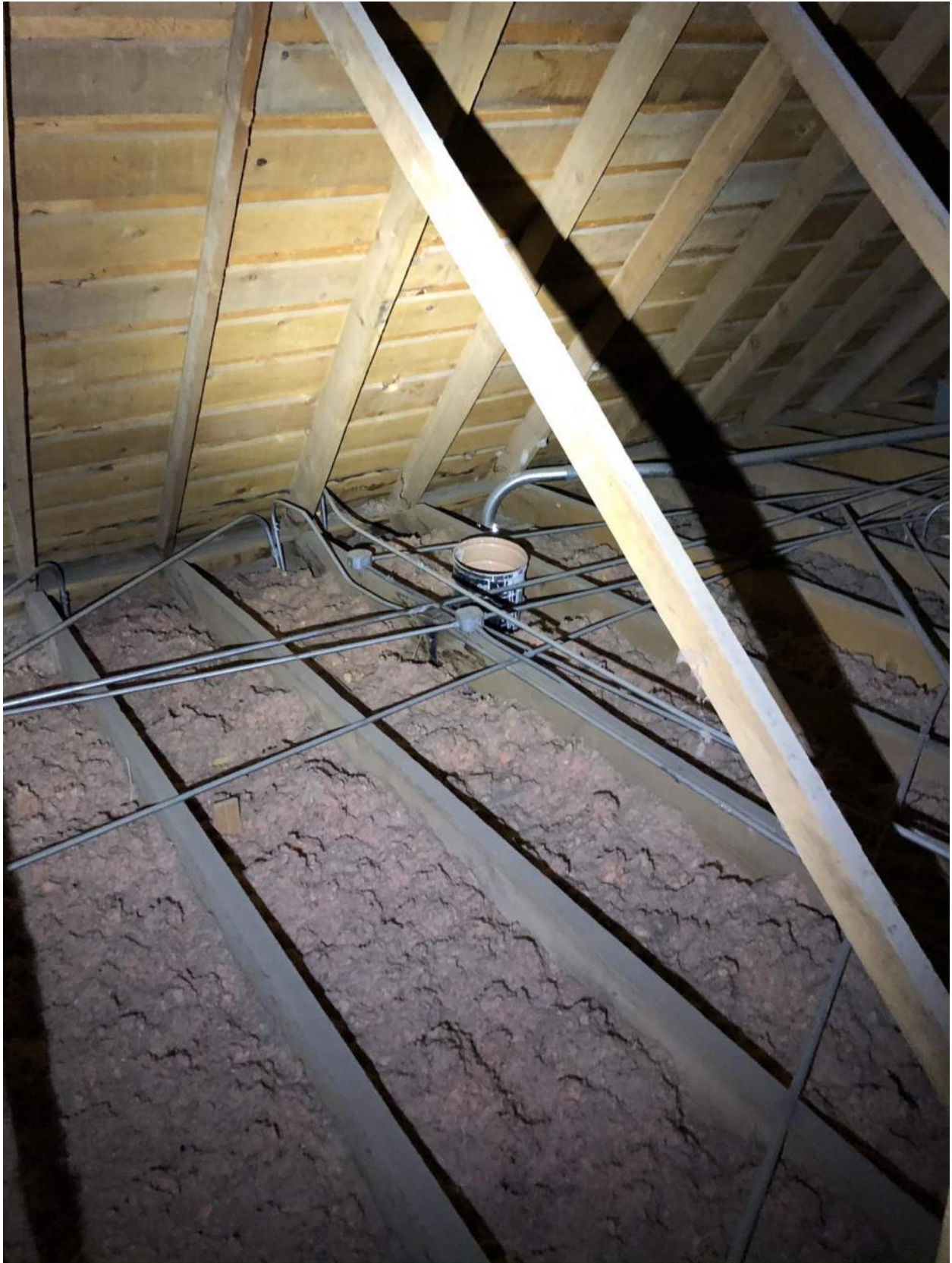


Photo 10 – View of roof to wall connection along east and west exterior walls. No in-plane shear connection or out-of-plane anchorage to the stone wall below.



Photo 11 – View of existing anchor bolts along top of stone exterior walls. Bolt locations are erratic. Not nuts or washers are present on the anchor bolts.



Photo 12 – View of wood and steel rod attic truss for ceiling joist support. This truss is clearly inadequate for its intended use.



Photo 13 – View of foundation along the south wall. Settlement and cracking are present.



Photo 14 – Another view of the foundation along the south wall. Plastered stone.



Photo 15 – View of infilled opening in south exterior wall. Note the wood header below the window, which is deteriorating.



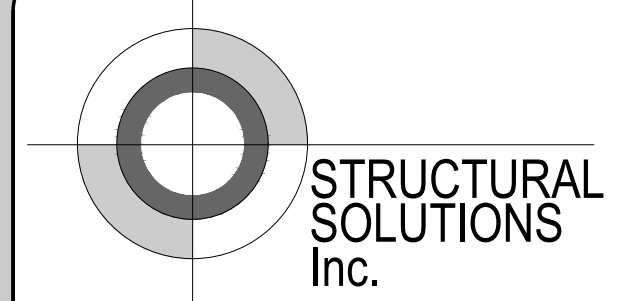
Photo 16 – View of stone and deteriorating mortar along the north exterior wall.



Photo 17 – View of infilled opening in west exterior wall at the Breezeway.



Photo 18 – View of the northwest corner of the kitchen area, near the breezeway. Note mortar deterioration and cracking.



545 W 465 N STE 150
PROVIDENCE, UT
84332
435.787.2789



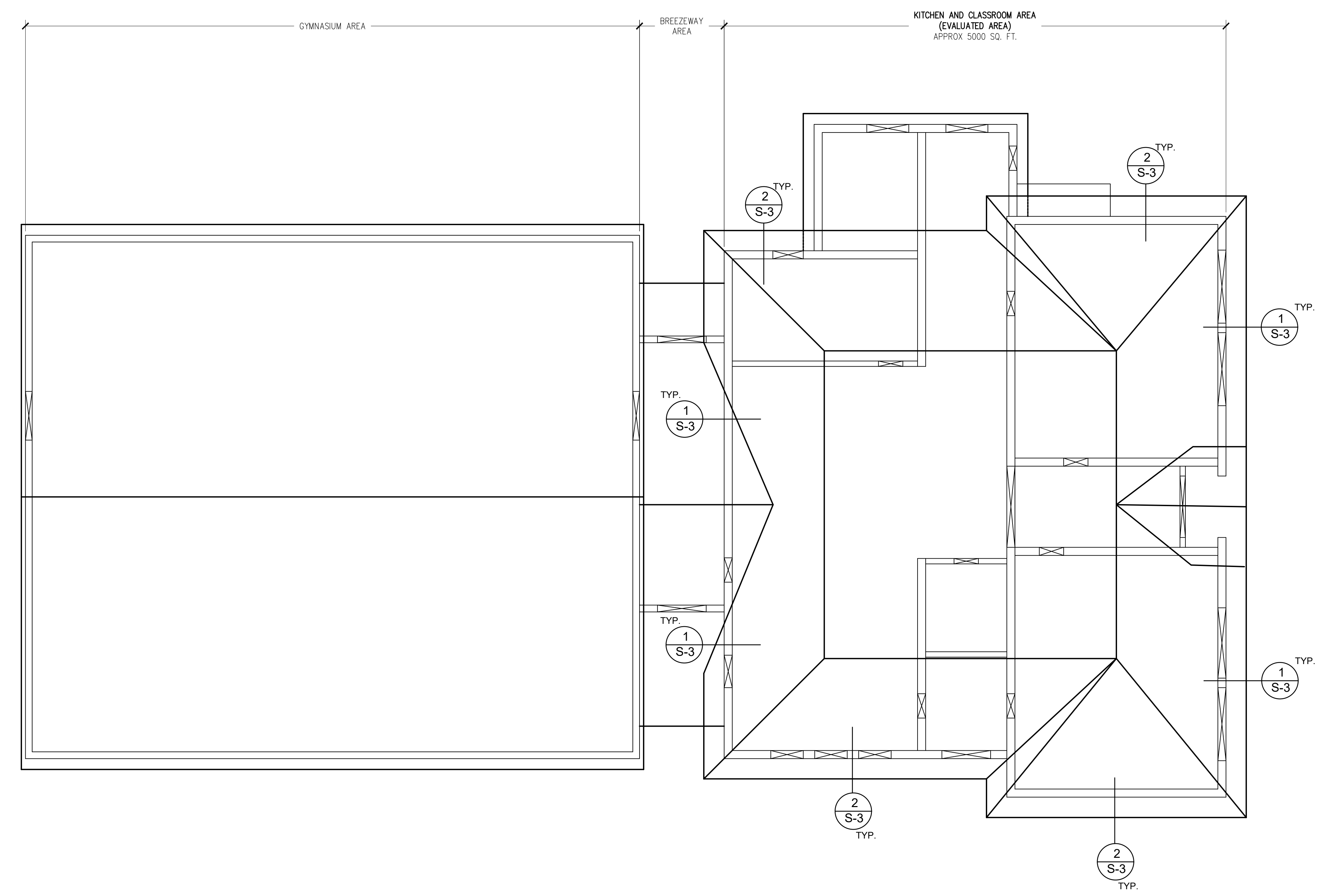
JANUARY 21, 2020

GROUSE CREEK
SCHOOL RETROFIT
GROUSE CREEK, UT

REVISIONS		
REV #	DATE	COMMENTS
△1		
△2		
△3		
△4		

EXISTING BUILDING LAYOUT PLAN

S-1



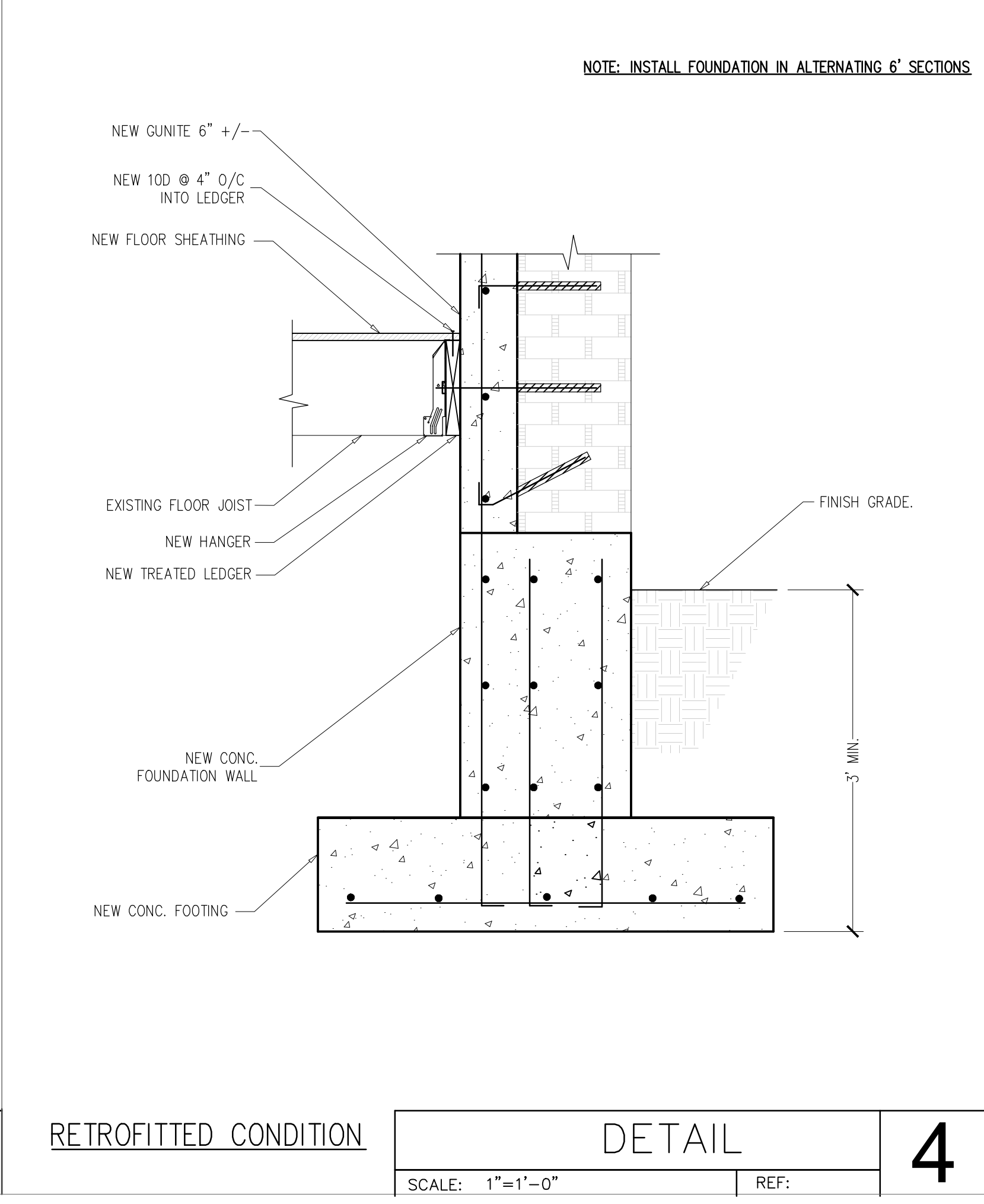
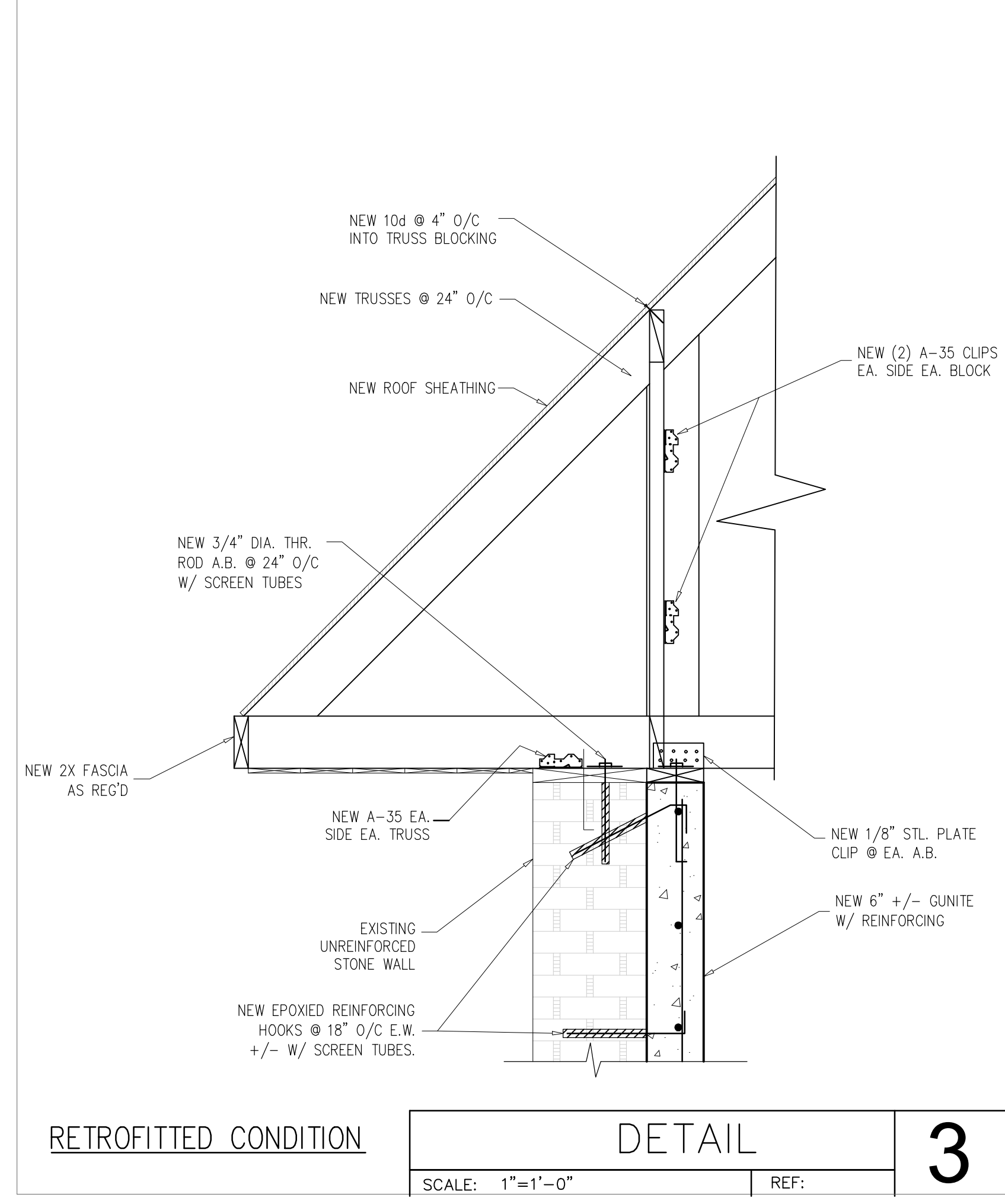
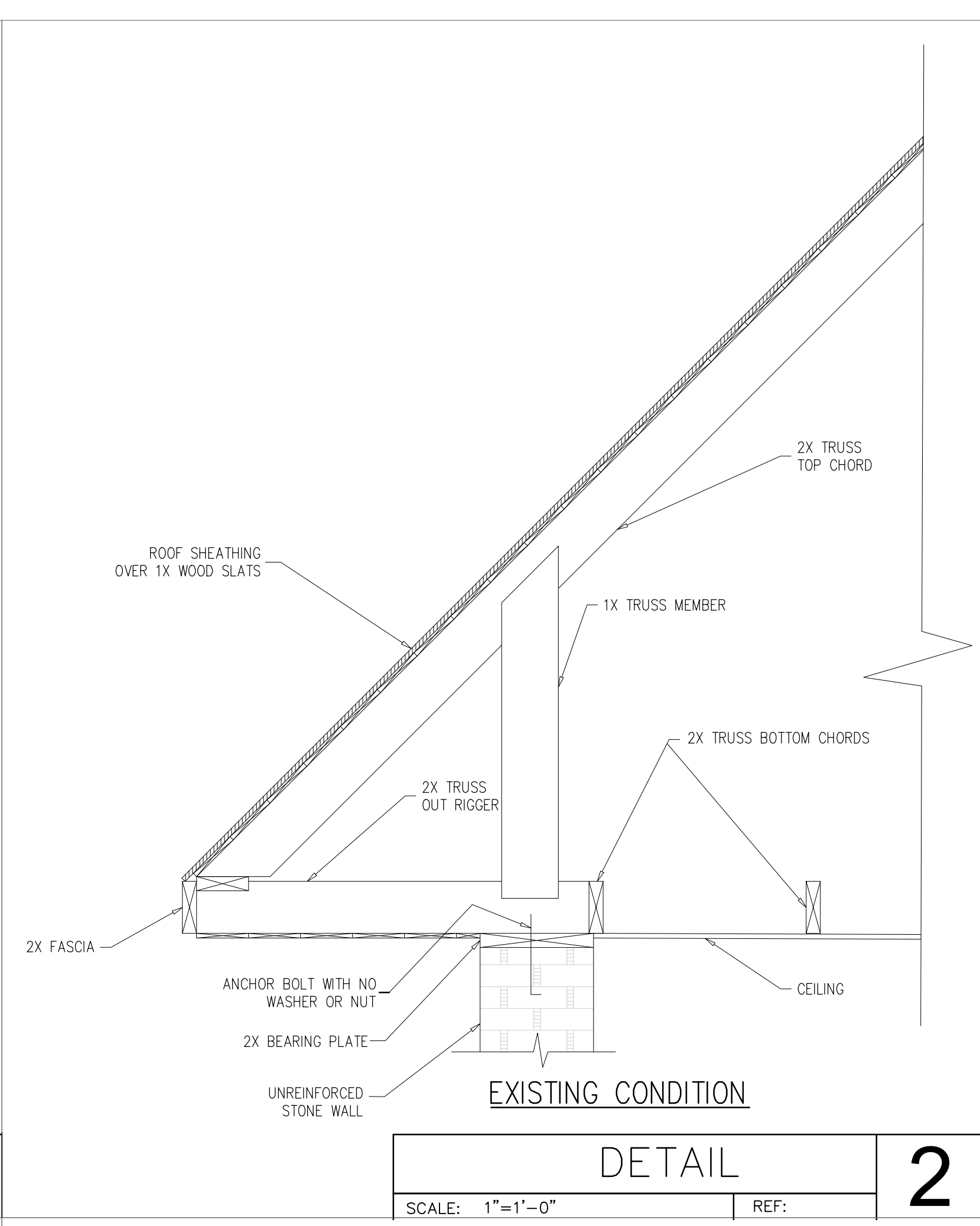
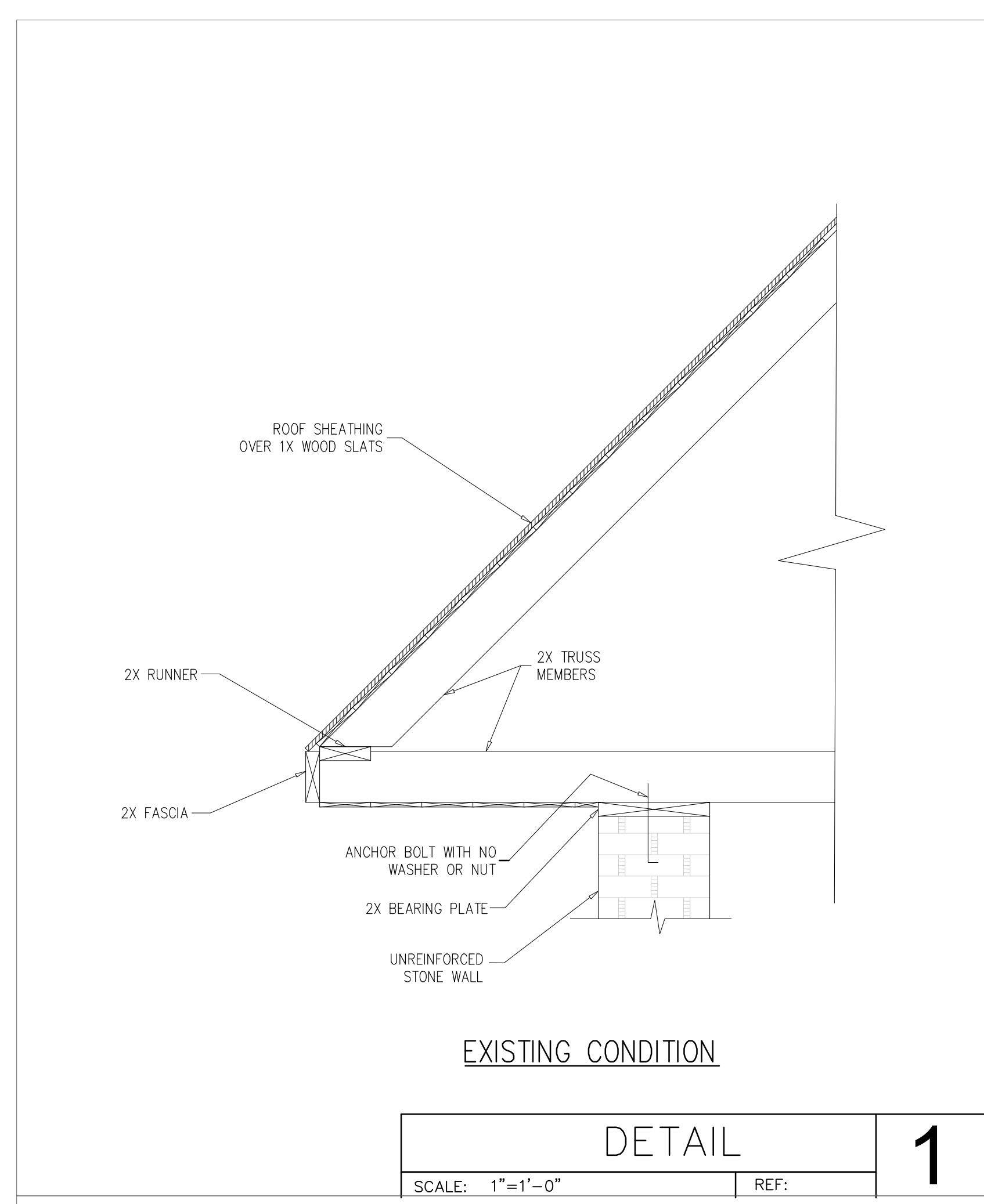
EXISTING BUILDING LAYOUT PLAN
SCALE: 1/8"

This document and the ideas incorporated herein, are the property of STRUCTURAL SOLUTIONS Inc. and shall not be used in whole or part, without written consent from an authorized representative of Structural Solutions Inc. Unauthorized use will result in prosecution to the fullest extent of the law. ©2017 Structural Solutions Inc.

JANUARY 21, 2020

GROUSE CREEK SCHOOL RETROFIT

GROUSE CREEK, UT.



REVISIONS		
REV #	DATE	COMMENTS
1		
2		
3		
4		

DETAILS

S-3

Recommendation to the Box Elder School District Board of Education

Submitted by Corey Thompson, Facilities Director

12 May, 2021

Recommendation:

Address the needs of Grouse Creek School through the use of modular buildings to replace the oldest east portion of the school, and investigate options for teacher housing in secluded rural communities.

Recommended Motion:

I move that Grouse Creek School structural and aesthetic needs be addressed by removing the east classroom portion and replacing with modular units. In addition, give clearance for Rod Cook and Corey Thompson to investigate options for teacher housing in secluded rural communities.

Background:

The 5-year capital plan developed by the Long-Term Capital Committee and approved by the School Board states, "Assess and address the structural and aesthetic needs of Grouse Creek School". The east (classroom portion) of the school is in need of replacement. A solution from the Long-Term Capital Committee is to demo the east portion and replace it with modular units constructed in town, and then moved out to the school due to the high costs of construction in secluded rural areas. The buildings would be dressed up so they do not look like a typical portable classroom. These units would contain; office, conference, media space, kitchen, dining, elementary classroom, and secondary classroom. The plan would be to keep the gym and breeze way. The cost is estimated to be \$1,100,000 (including construction and transporting of units, removing the existing building, setting up the new buildings, hooking up utilities, and repairing the site). Also, it is becoming increasingly difficult to attract teaching staff to secluded rural communities due to housing options in those areas.

Policy Implications:

District Policy 2180

Staff Implications:

None



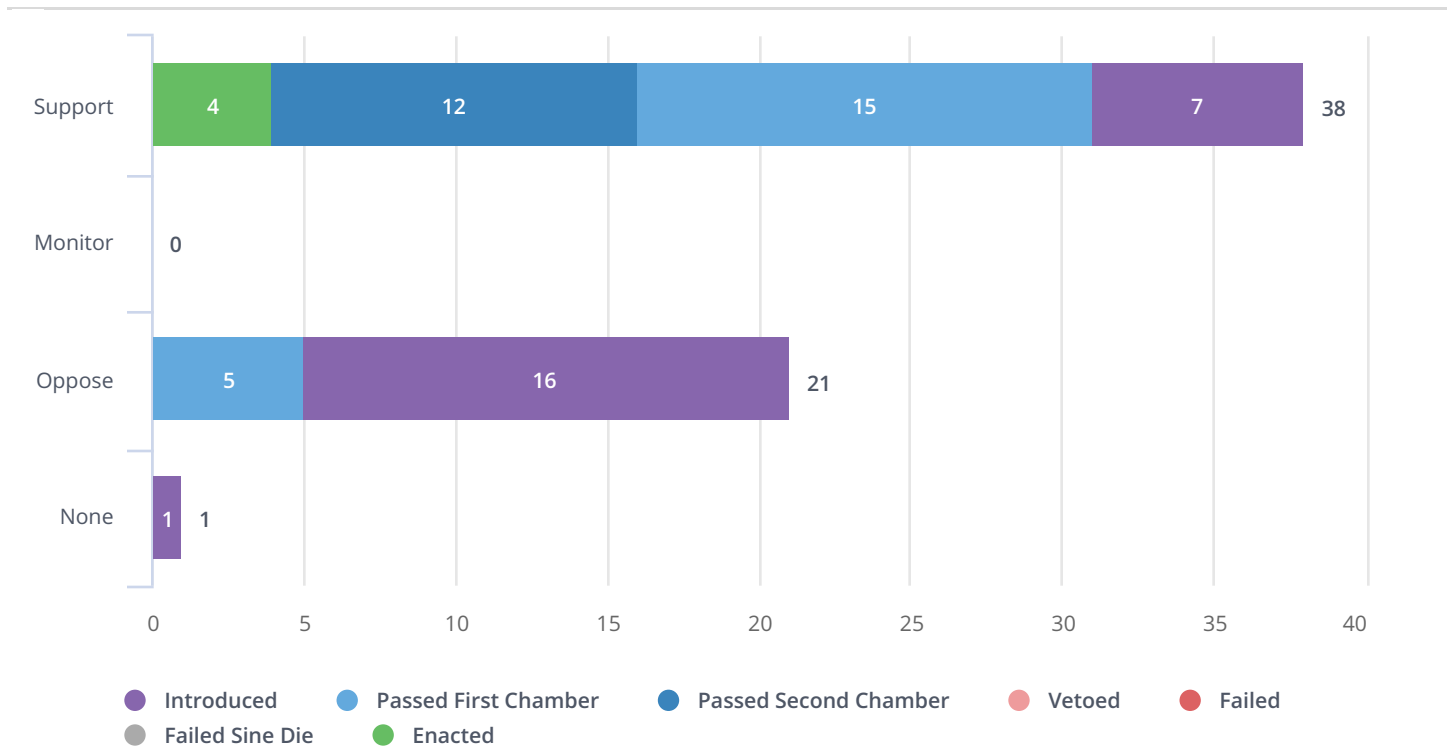
**UTAH SCHOOL BOARDS
ASSOCIATION**

School Board and Superintendent (JLC) Positions 2022

Last Updated: February 28, 2022

House Bills are listed first, followed by Senate Bills. All Bills are listed in numerical order.

Bills by Last Status and Position



Bills by Issue

2022 Education Bills (60)

State	Bill Number	Last Action	Status	Position
UT	HB 1	Governor Signed 2022 02 02	Enacted	Support

Title
Public Education Base Budget Amendments

Primary Sponsors
Steve Eliason, Lincoln Fillmore

Bill Summary: This bill supplements or reduces appropriations otherwise provided for the support and operation of public education for the fiscal year beginning July 1, 2021, and ending June 30, 2022, and appropriates funds for the support and operation of public education for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 29-0. Approval of the Base Budget.

State	Bill Number	Last Action	Status	Position
UT	HB 21	Draft Of Enrolled Bill Prepared 2022 02 24	Passed Senate	Support

Title
School and Child Care Center Water Testing Requirements

Primary Sponsors
Steve Handy, Jani Iwamoto

Bill Summary: This bill addresses water quality for schools and child care centers.

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 33-0. The bill requires testing of water for lead in schools and child care centers. ARP funding will be used to assist with testing.

State	Bill Number	Last Action	Status	Position
UT	HB 30	Draft Of Enrolled Bill Prepared 2022 02 15	Passed Senate	Support

Title
Student Tribal Regalia Use Amendments

Primary Sponsors
Angela Romero, Jani Iwamoto

Bill Summary: This bill permits qualifying students to wear tribal regalia during a high school graduation ceremony.

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 33-0. Allows qualifying students to wear tribal regalia during a high school graduation ceremony.

State	Bill Number	Last Action	Status	Position
UT	HB 42	Draft Of Enrolled Bill Prepared 2022 02 15	Passed Senate	Support

Title
Education Sunset Extensions

Primary Sponsors
Lowry Snow, Kathleen Riebe

Bill Summary: This bill: extends a repeal date related to the State Instructional Materials Commission; extends a repeal date related to a provision that allows for resolution of criminal conduct by a student, and makes technical and conforming changes.

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 33-0. The bill extends the "backstop" for juvenile referrals for an additional five years.

State	Bill Number	Last Action	Status	Position
UT	HB 43	Draft Of Enrolled Bill Prepared 2022 02 16	Passed Senate	Support

Title
Hospitality and Tourism Management CTE Pilot Program Sunset Extension

Primary Sponsors
Melissa Ballard, John Johnson

Bill Summary: This bill extends the repeal date for the Hospitality and Tourism Management Career and Technical Education Pilot Program.

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 29-0. Extends the repeal date for the Hospitality and Tourism Management CTE Pilot Program.

State	Bill Number	Last Action	Status	Position
UT	HB 61	House To Standing Committee House Political Subdivisions Committee 2022 02 03	In House	Support

Title
Postretirement Reemployment Amendments

Primary Sponsors
Kera Birkeland

Bill Summary: This bill modifies the postretirement reemployment restrictions for a retiree who was a public safety service employee or a teacher.

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 34-1. The bill may be changed by Representative Birkeland. Support the bill and will work with Representative Birkeland on any changes.

State	Bill Number	Last Action	Status	Position
UT	HB 103	House Placed On Concurrence Calendar 2022 02 25	Passed Senate	Support

Title
Student Intervention Early Warning Program

Bill Summary: This bill converts the student intervention early warning pilot program into an ongoing program.

Primary Sponsors
Val Peterson, Ann Millner

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed. Several district participated in the pilot program and experienced great success. This bill converts the pilot program into an ongoing program.

State	Bill Number	Last Action	Status	Position
UT	HB 113	Senate Placed On 3rd Reading Calendar Table 2022 02 23	In Senate	Support

Title
Students with Disabilities Funding Revisions

Bill Summary: This bill amends a formula related to add-on weighted pupil units for students with disabilities.

Primary Sponsors
Marsha Judkins, Lincoln Fillmore

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 33-0. The bill amends a formula related to add-on weighted pupil units for students with disabilities. JLC Priority.

State	Bill Number	Last Action	Status	Position
UT	HB 114	House Signed By Speaker Sent For Enrolling 2022 02 25	Passed Senate	Support

Title
School Nursing Services Amendments

Bill Summary: This bill amends provisions related to school nursing services.

Primary Sponsors
Suzanne Harrison, Ann Millner, Mike Schultz

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 17-3. Clarifies the definition of a school nurse. The bill also adjusts the ratio of nurse to students in schools.

State	Bill Number	Last Action	Status	Position
UT	HB 128	House 1st Reading Introduced House Rules Committee 2022 01 18	In House	Support

Title
Education Impact Fee Amendments

Bill Summary: This bill modifies provisions of the Impact Fees Act.

Introduction Date: 2022-01-18

Primary Sponsors
Mike Kohler

Organizational Notes

A motion of support passed. Impact fees has been a JLC priority for several years.

State	Bill Number	Last Action	Status	Position
UT	HB 162	Senate Placed On 3rd Reading Calendar Table 2022 02 10	In Senate	Support

Title
Period Products in Schools

Bill Summary: This bill requires local school boards and charter school governing boards to provide period products in certain restrooms within all school facilities.

Introduction Date: 2022-01-18

Primary Sponsors
Karianne Lisonbee, Ann Millner

Organizational Notes

A motion of support passed 30-3. The bill will require schools to provide period products in certain restrooms within all school facilities. Private funding will be used to assist with costs. Provided feedback to Representative Lisonbee about placing products in elementary schools.

State	Bill Number	Last Action	Status	Position
UT	HB 184	Governor Signed 2022 02 22	Enacted	Support

Title
Teacher Professional Development Amendments

Bill Summary: This bill: amends a notice requirement for a reallocation of instructional hours or school days for teacher preparation time or teacher professional development; and makes technical changes.

Introduction Date: 2022-01-19

Primary Sponsors
Jefferson Moss, Ann Millner

Organizational Notes

A motion of support passed 33-0. The bill amends a notice requirement for the reallocation of instructional hours or school days for teacher preparation time of professional development. The amendment is in place for two years.

State	Bill Number	Last Action	Status	Position
UT	HB 193	Lfa Fiscal Note Sent To Sponsor 2022 02 28	In Senate	Support

Title
Full-day Kindergarten

Bill Summary: This bill requires local education agency governing boards to provide full-day kindergarten options for a kindergarten student.

Primary Sponsors
Steve Waldrip, Ann Millner

Introduction Date: 2022-01-20

Organizational Notes

A motion of support passed 29-0. Supportive of a three-year phase in of an all-day kindergarten option for all students.

State	Bill Number	Last Action	Status	Position
UT	HB 204	House To Standing Committee House Natural Resources Agriculture And Environment Committee 2022 01 25	In House	Oppose

Title
Trust Land Disposal Requirements

Bill Summary: This bill imposes conditions on the sale of school and institutional trust lands.

Primary Sponsors
Casey Snider

Introduction Date: 2022-01-21

Organizational Notes

A motion of opposition passed 29-0. This bill would delay selling land at the optimal time for maximum revenue. It also requires large land sales take place only in and around the yearly legislative session. The bill would significantly hinder SITLA's ability.

State	Bill Number	Last Action	Status	Position
UT	HB 211	Senate Circled 2022 02 23	In Senate	Oppose

Title
School Fees Amendments

Bill Summary: This bill amends provisions related to elementary and secondary school fees.

Primary Sponsors
Adam Robertson, Ann Millner

Introduction Date: 2022-01-24

Organizational Notes

A motion of opposition passed 36-2. JLC cannot support the bill if there is not funding available.

State	Bill Number	Last Action	Status	Position
UT	HB 230	Draft Of Enrolled Bill Prepared 2022 02 22	Passed Senate	Support

Title
Refugee and Immigrant Student Policies Amendments

Bill Summary: This bill amends provisions related to enrollment of refugee and immigrant students in public schools.

Primary Sponsors
Dan Johnson, Daniel Thatcher

Introduction Date: 2022-01-26

Organizational Notes

A motion of support passed 36-0. Supportive of the services that will be provided to refugee and immigrant services.

State	Bill Number	Last Action	Status	Position
UT	HB 234	Lfa Fiscal Note Publicly Available House Rules Committee 2022 01 31	In House	Oppose

Title
Public Educator Curriculum Transparency Requirements

Bill Summary: This bill enacts transparency and notice requirements for local education agencies and schools regarding curricula, class syllabi, and associated learning materials used for student instruction.

Primary Sponsors
Jordan Teuscher

Introduction Date: 2022-01-26

Organizational Notes

A motion of opposition passed 29-0. Representative Teuscher has said he is pulling HB234 this session in order to do more work during the interim. JLC took a motion to oppose and will share our concerns with Representative Teuscher on Monday.

State	Bill Number	Last Action	Status	Position
UT	HB 251	Draft Of Enrolled Bill Prepared 2022 02 22	Passed Senate	Support

Title
School Dropout Prevention Amendments

Bill Summary: This bill makes changes to provisions related to school dropout prevention.

Primary Sponsors
Val Peterson, Mike McKell

Introduction Date: 2022-01-27

Organizational Notes

A motion of support passed 35-0. Provides more options for LEAs on dropout prevention.

State	Bill Number	Last Action	Status	Position
UT	HB 270	Draft Of Enrolled Bill Prepared 2022 02 28	Passed Senate	Support

Title
Parent Access to School Data Comparison

Bill Summary: This bill requires the Utah State Board of Education to provide an online school comparison tool to facilitate parent access to compare school performance.

Primary Sponsors
Val Peterson, Ann Millner

Introduction Date: 2022-01-31

Organizational Notes

A motion of support passed 35-0. Parents will have increased opportunities to compare the achievement data of various schools.

State	Bill Number	Last Action	Status	Position
UT	HB 274	Senate To Standing Committee Senate Judiciary Law Enforcement And Criminal Justice Committee 2022 02 25	In Senate	Support

Title
Health Education Amendments

Bill Summary: This bill amends provisions related to health education.

Primary Sponsors
Carol Moss, Kirk Cullimore

Introduction Date: 2022-02-01

Organizational Notes

A motion of support passed 35-0. Requires districts to review their data to make decisions about additions to Health Education.

State	Bill Number	Last Action	Status	Position
UT	HB 285	House Received Fiscal Note From Fiscal Analyst House Rules Committee 2022 02 03	In House	Oppose

Title
Open and Public Meetings Act Violations

Bill Summary: This bill modifies a provision of the Open and Public Meetings Act relating to criminal penalties.

Primary Sponsors
Phil Lyman

Introduction Date: 2022-02-01

Organizational Notes

A motion of opposition passed 37-0.

State	Bill Number	Last Action	Status	Position
UT	HB 290	Draft Of Enrolled Bill Prepared 2022 02 28	Passed Senate	Support

Title
School Readiness Amendments

Bill Summary: This bill modifies provisions related to a high-quality school readiness program.

Primary Sponsors
Val Peterson, Lincoln Fillmore

Introduction Date: 2022-02-02

Organizational Notes

A motion of support passed 37-0. Modifies provisions related to pre-school programs.

State	Bill Number	Last Action	Status	Position
UT	HB 302	Senate Placed On 2nd Reading Calendar 2022 02 24	In Senate	Support

Title
Educational Language Services Amendments

Bill Summary: This bill enacts provisions relating to services for students learning English.

Primary Sponsors
Dan Johnson, Daniel Thatcher

Introduction Date: 2022-02-02

Organizational Notes

A motion of support passed 36-0. Bill will assist families of students learning English.

State	Bill Number	Last Action	Status	Position
UT	HB 331	Lfa Fiscal Note Publicly Available 2022 02 22	In House	Oppose

Title
Hope Scholarship Program

Bill Summary: The bill creates the Hope Scholarship Program.

Primary Sponsors
Candice Pierucci, Kirk Cullimore

Introduction Date: 2022-02-07

Organizational Notes

A motion of opposition passed 37-0. A voucher that would direct public funds to private schools.

State	Bill Number	Last Action	Status	Position
UT	HB 337	Lfa Fiscal Note Publicly Available 2022 02 26	In House	Oppose

Title
Office of the Education Ombudsman

Bill Summary: The bill creates the Office of the Education Ombudsman.

Primary Sponsors
Karianne Lisonbee

Introduction Date: 2022-02-08

Organizational Notes

A motion of opposition passed 37-0. Unnecessary office that would not be helpful to education.

State	Bill Number	Last Action	Status	Position
UT	HB 348	Senate Comm Held Senate Revenue And Taxation Committee 2022 02 28	In Senate	Support

Title
Public Employees Retirement Amendments

Bill Summary: This bill modifies the post retirement reemployment restrictions for individuals who teach after retirements.

Primary Sponsors
Mike Winder, Gregg Buxton

Introduction Date: 2022-02-08

Organizational Notes

A mission of support passed 37-0. Would enable educators and staff to continue serving districts and students after retiring. Could be helpful as we continue to struggle to fill open positions.

State	Bill Number	Last Action	Status	Position
UT	HB 356	Lfa Fiscal Note Sent To Sponsor Senate Education Committee 2022 02 28	In Senate	Oppose

Title
Athletic Coaching Standards Amendments

Bill Summary: This bill addresses standards for, and the evaluation of, high school athletic coaches.

Primary Sponsors
Jordan Teuscher, Dan McCay

Introduction Date: 2022-02-10

Organizational Notes

A motion of opposition passed 37-0. This bill is not solving a problem. It would have athletic coaches to work with USBE staff to establish coaching standards and an evaluation instrument. It all creates an evaluation schedule and process for maintaining evaluations. Many district have well-developed process and use a district developed evaluation instrument.

State	Bill Number	Last Action	Status	Position
UT	HB 362	House Comm Held House Political Subdivisions Committee 2022 02 22	In House	Oppose

Title
Taxing Entity Amendments

Bill Summary: The bill modifies provisions of the Community Reinvestment Agency Act.

Primary Sponsors
Mike Winder, Wayne Harper

Introduction Date: 2022-02-10

Organizational Notes

A motion of opposition passed 31-0. Does not take into account local control.

State	Bill Number	Last Action	Status	Position
UT	HB 380	Senate To Standing Committee Senate Education Committee 2022 02 25	In Senate	Support

Title
School Enrollment Amendments

Bill Summary: This bill makes changes to the application period for early enrollment for nonresident students.

Primary Sponsors
Mike Winder, John Johnson

Introduction Date: 2022-02-14

Organizational Notes

A motion of support passed 31-0. Modifies the open enrollment dates for districts.

State	Bill Number	Last Action	Status	Position
UT	HB 396	Senate To Standing Committee Senate Education Committee 2022 02 25	In Senate	Support

Title
Paid Professional Hours for Educators

Bill Summary: This bill makes changes to the application period for early enrollment for nonresident students.

Primary Sponsors
Jefferson Moss, Ann Millner

Introduction Date: 2022-02-15

Organizational Notes

A motion of support passed 31-0. Provides funding to support teacher professional development days.

State	Bill Number	Last Action	Status	Position
UT	HB 399	Senate To Standing Committee Senate Business And Labor Committee 2022 02 24	In Senate	Support

Title
Government Record Amendments

Bill Summary: This bill modifies provisions relating to government records.

Primary Sponsors
Ryan Wilcox, Curt Bramble

Introduction Date: 2022-02-16

Organizational Notes

A motion of support passed 16-2 Modifies provisions relating to government record requests.

State	Bill Number	Last Action	Status	Position
UT	HB 417	Lfa Fiscal Note Publicly Available House Education Committee 2022 02 26	In House	Support

Title
Online Course Access Amendments

Bill Summary: This bill ensures payment of an online course fee for students attending small schools.

Primary Sponsors
Kera Birkeland

Introduction Date: 2022-02-17

Organizational Notes

A motion of support passed 38-0. This would help small, rural schools in accessing online learning.

State	Bill Number	Last Action	Status	Position
UT	HB 420	Senate To Standing Committee Senate Education Committee 2022 02 25	In Senate	Oppose

Title
Title IX Reporting

Bill Summary: This bill addresses report of information regarding student participation in school athletics categorized by gender.

Primary Sponsors
Kera Birkeland, Mike McKell

Introduction Date: 2022-02-17

Organizational Notes

A motion of opposition passed 22-6. Reporting requirements would put a burden on schools.

State	Bill Number	Last Action	Status	Position
UT	HB 422	House Circled 2022 02 25	In House	Oppose

Title
School District Voter Eligibility Amendments

Bill Summary: This bill creates a student voter pilot project for local school board elections.

Primary Sponsors
Jordan Teuscher, Todd Weiler

Introduction Date: 2022-02-17

Organizational Notes

A motion of opposition passed 17-11. Bill would allow students who are 16 or 17 to vote in a board election. Same bill was presented last year.

State	Bill Number	Last Action	Status	Position
UT	HB 463	House Received Fiscal Note From Fiscal Analyst House Rules Committee 2022 02 28	In House	Oppose

Title
Changes to Education Governance

Bill Summary: This bill creates a process for appealing certain local education agency actions to the State Board of Education.

Primary Sponsors
Steve Waldrip

Introduction Date: 2022-02-24

Organizational Notes

A motion of opposition passed 38-0. Bill is not necessary and does not need to include teachers. This could cause conflict for some districts.

State	Bill Number	Last Action	Status	Position
UT	HB 469	Lfa Fiscal Note Sent To Sponsor House Rules Committee 2022 02 27	In House	Oppose

Title
Youth Sport Safety Amendments

Bill Summary: This bill addresses cardiac safety for school athletic activity participants.

Primary Sponsors
Melissa Ballard

Introduction Date: 2022-02-24

Organizational Notes

A motion of opposition passed 38-0. This bill is unnecessary. Much of this is already being done at schools and in consultation with UHSAA.

State	Bill Number	Last Action	Status	Position
UT	HB 475	House Comm Favorable Recommendation House Education Committee 2022 02 25	In House	Support

Title
Use of Public Education Stabilization Account One-time Funding

Bill Summary: This bill provides for the use of certain recurring one-time funding from the Public Education Economic Stabilization Restricted Account within the public education system.

Primary Sponsors
Brad Last

Introduction Date: 2022-02-24

Organizational Notes

A motion of support passed 38-0. Distributes the Economic Stabilization funds in a multiple ways. All districts will receive some funding.

State	Bill Number	Last Action	Status	Position
UT	HB 481	House Comm Favorable Recommendation House Education Committee 2022 02 25	In House	Support

Title
Education Reporting Amendments

Bill Summary: This bill reduces certain reporting requirements on local education agencies.

Primary Sponsors
Susan Pulsipher

Introduction Date: 2022-02-24

Organizational Notes

A motion of support passed 38-0. The bill continues to focus on the amount of reporting required of districts. It would take away several reporting requirements.

State	Bill Number	Last Action	Status	Position
UT	HCR 8	House Enrolled Bill To Printing 2022 02 24	Enacted	Support

Title
Concurrent Resolution Acknowledging Completion of Board Governance Training

Bill Summary: This resolution commends the local school boards and individual school board members that have met the requirements to receive the Utah School Boards (USBA) Master Board Certification and recognizes the importance of professional development activities for local school boards.

Primary Sponsors
Steve Waldrip, Derrin Owens

Introduction Date: 2022-01-25

Organizational Notes

A motion of support passed 29-0. HCR8 recognizes local school boards and individual school board members that have received Master Board Certification and recognizes the importance of professional development activities for local school board members. It recognizes the districts who qualified for Master Board Certification in 2021.

State	Bill Number	Last Action	Status	Position
UT	HJR 16	Senate To Standing Committee Senate Natural Resources Agriculture And Environment Committee 2022 02 25	In Senate	Support

Title
Joint Resolution Approving Exchange of School and Institutional Trust Lands

Bill Summary: This joint resolution approves a proposed land exchange of state school and institutional trust lands and mineral interest for federal lands and mineral interests.

Primary Sponsors
Timothy Hawkes, Evan Vickers

Introduction Date: 2022-02-10

Organizational Notes

A motion of support passed 38-0. This resolution provides procedures and protection in the sale of trust lands.

State	Bill Number	Last Action	Status	Position
UT	SB 21	House 1st Reading Introduced House Rules Committee 2022 02 25	In House	Support

Title
School Standards Review Committee Sunset Extension

Bill Summary: This bill extends the repeal date for the statute creating standard review committees and related provisions.

Primary Sponsors
John Johnson, Susan Pulsipher

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 29-0. The change extends the repeal date from January 1, 2023 to January 1, 2028.

State	Bill Number	Last Action	Status	Position
UT	SB 62	House Received From Senate 2022 02 28	In House	Oppose

Title
Special Needs Opportunity Scholarship Program Amendments

Bill Summary: This bill modifies the Special Needs Opportunity Scholarship Program (the program).

Primary Sponsors
Lincoln Fillmore, Mike Schultz

Introduction Date: 2022-01-18

Organizational Notes

A motion of opposition passed 21-17. This bill would allow siblings of students who are participating in Special Needs Opportunity Scholarship Program. It expands the use of the program.

State	Bill Number	Last Action	Status	Position
UT	SB 67	Senate Circlcd 2022 01 21	In Senate	Oppose
Title		Bill Summary: This bill enacts a salary supplement for certified school athletic directors.		
School Athletic Director Salary Supplement Amendments				
Primary Sponsors		Introduction Date: 2022-01-18		
Mike McKell				
Organizational Notes				
A motion of opposition passed 32-3. The salary supplement would be on-going. Many districts already provide additional compensation for athletic directors. The on-going stipend would cause salary disparities in several districts. This is a local control issue and should be handled at the local level.				

State	Bill Number	Last Action	Status	Position
UT	SB 78	Draft Of Enrolled Bill Prepared 2022 02 25	Passed House	Support
Title		Bill Summary: This bill modifies provisions relating to local school boards.		
School Board Expansion Requirements				
Primary Sponsors		Introduction Date: 2022-01-18		
Jake Anderegg, Cory Maloy				
Organizational Notes				
A motion of support passed 29-0. Senator Anderegg made the recommended changes. JLC asked that "applicable legislative body" be changed to "board of education of the school district" (line 100).				

State	Bill Number	Last Action	Status	Position
UT	SB 79	Draft Of Enrolled Bill Prepared 2022 02 15	Passed House	Support
Title		Bill Summary: This bill modifies provisions relating to local school boards.		
School Information Management System Amendments				
Primary Sponsors		Introduction Date: 2022-01-18		
Jake Anderegg, Karianne Lisonbee				
Organizational Notes				
A motion of support passed 33-0. The bill allows an additional one year for the implementation of USIMS.				

State	Bill Number	Last Action	Status	Position
UT	SB 114	Senate Circled 2022 02 23	In Senate	None

Title
Public School Curriculum Requirements

Bill Summary: This bill addresses requirements related to the approval of materials for classroom use and certain policies.

Primary Sponsors
Lincoln Fillmore

Introduction Date: 2022-01-19

Organizational Notes

****A motion of opposition passed 33-4. At the February 25, 2022 JLC meeting, members of the JLC voted to change the vote of opposition to a no position on SB114 2nd Sub. The no position only applies to the 2nd sub. If the 2nd sub is not approved then the vote to oppose remains.

State	Bill Number	Last Action	Status	Position
UT	SB 118	Lfa Fiscal Note Publicly Available 2022 02 22	In Senate	Oppose

Title
Students with Disabilities Funding Amendments

Bill Summary: This bill makes changes to provisions related to funding for students with disabilities.

Primary Sponsors
Lincoln Fillmore, Marsha Judkins

Introduction Date: 2022-01-20

Organizational Notes

A motion of opposition passed 26-3. The Senate Education Committee did not adopt the 1st Substitution to the bill. There were concerns expressed by special education directors throughout the state. Question in the meeting on using special education funding for construction costs as well as questions on intensive services.

State	Bill Number	Last Action	Status	Position
UT	SB 127	House Return To Rules Due To Fiscal Impact House Rules Committee 2022 02 17	In House	Support

Title
Early Literacy Outcomes Improvement

Bill Summary: This bill amends and established programs to emphasize literacy in kindergarten through grade 3.

Primary Sponsors
Ann Millner, Brad Last

Introduction Date: 2022-01-24

Organizational Notes

A motion of support passed 22-7. JLC approved the bill with feedback for Senator Millner.

State	Bill Number	Last Action	Status	Position
UT	SB 130	Senate To Standing Committee Senate Health And Human Services Committee 2022 01 27	In Senate	Oppose

Title
Electronic Cigarette Restrictions

Bill Summary: This bill amends provisions relating to the regulation of electronic cigarette products.

Primary Sponsors
Gene Davis

Introduction Date: 2022-01-25

Organizational Notes

A motion of opposition passed 37-0. If passed the bill could impact regulations relating to regulations of electronic cigarette products.

State	Bill Number	Last Action	Status	Position
UT	SB 134	House 2nd Reading 2022 02 24	In House	Oppose

Title
Special Education Amendments

Bill Summary: This bill amends provisions related to the delivery of special education services in public schools.

Primary Sponsors
Curt Bramble, Steve Waldrip

Introduction Date: 2022-01-26

Organizational Notes

A motion of opposition passed 35-0. The bill does not align with USBE's special education program expectation and is not support by the special education directors in our districts. Districts are already providing services in the most least restrictive environment.

State	Bill Number	Last Action	Status	Position
UT	SB 138	Senate To Standing Committee Senate Education Committee 2022 01 31	In Senate	Support

Title
Healthy Lifestyle Amendments

Bill Summary: This bill amends provisions related to sex education instruction.

Primary Sponsors
Kathleen Riebe

Introduction Date: 2022-01-27

Organizational Notes

A motion of support passed 33-4. Provided options for districts.

State	Bill Number	Last Action	Status	Position
UT	SB 145	House To Standing Committee House Education Committee 2022 02 10	In House	Support

Title
Reading Competency Benchmark Assessment

Bill Summary: This bill amends the grade levels to which a requirement applies for a statewide reading competency benchmark.

Primary Sponsors
Jerry Stevenson, Jeff Stenquist

Introduction Date: 2022-01-28

Organizational Notes

A motion of support passed 37-0. Provides schools options when assessing reading competency.

State	Bill Number	Last Action	Status	Position
UT	SB 157	Senate Received Fiscal Note From Fiscal Analyst Senate Education Committee 2022 02 04	In Senate	Oppose

Title
Parental Rights in Public Education

Bill Summary: This bill addresses the rights of parents, and the sovereignty of the state, with respect to public education.

Primary Sponsors
John Johnson

Introduction Date: 2022-02-02

Organizational Notes

A motion of opposition passed 35-0. While a substitute has been proposed, but not adopted, the premise of the bill would put an unnecessary burden on schools. Of great concerns are lines 45-46 and lines 59-61.

State	Bill Number	Last Action	Status	Position
UT	SB 168	Senate Comm Motion To Recommend Failed Senate Education Committee 2022 02 09	In Senate	Oppose

Title
Commission for Student-centered Public Education Amendments

Bill Summary: This bill creates the Commission for Student-centered Public Education.

Primary Sponsors
Ann Millner, Brad Last

Introduction Date: 2022-02-03

Organizational Notes

A motion of opposition passed 35-0. We would like to talk to Senator Millner about several provisions of the bill including committee members and what the committee hopes to accomplish. There is also a concern about the vendor mentioned in the body of the bill.

State	Bill Number	Last Action	Status	Position
UT	SB 171	House 1st Reading Introduced House Rules Committee 2022 02 25	In House	Support

Title
Behavioral Health Curriculum Program

Bill Summary: This bill requires the Huntsman Mental Health Institute, within the University of Utah, to develop a youth behavioral health curriculum.

Primary Sponsors
Daniel Thatcher, Steve Eliason

Introduction Date: 2022-02-04

Organizational Notes

A motion of support passed 37-1. This bill develops a mental health curriculum in consultation with the Huntsman Mental Health Institute. The curriculum would be available to districts but is not mandatory.

State	Bill Number	Last Action	Status	Position
UT	SB 192	Senate Circlcd 2022 02 15	In Senate	Oppose

Title
Cardiopulmonary Resuscitation in Schools

Bill Summary: This bill addresses cardiopulmonary resuscitation training for high school students.

Primary Sponsors
Jerry Stevenson

Introduction Date: 2022-02-10

Organizational Notes

A motion of opposition passed 38-0. This bill is not necessary and places a burden on schools.

State	Bill Number	Last Action	Status	Position
UT	SB 197	Lfa Fiscal Note Sent To Sponsor Senate Revenue And Taxation Committee 2022 02 14	In Senate	Oppose

Title
Public Education Funding Amendments

Bill Summary: This bill addresses the computation of a school district's contribution toward the cost of the district's basic school program.

Primary Sponsors
Lincoln Fillmore

Introduction Date: 2022-02-10

Organizational Notes

A motion of opposition passed 38-0. Does not help districts.

State	Bill Number	Last Action	Status	Position
UT	SB 245	Senate Received Fiscal Note From Fiscal Analyst Senate Education Committee 2022 02 28	In Senate	Support

Title
School Turnaround Program Revisions

Bill Summary: This bill makes changes to the school turnaround program.

Primary Sponsors
Ann Millner

Introduction Date: 2022-02-23

Organizational Notes

A motion of support passed. Modifies the school turnaround program.

State	Bill Number	Last Action	Status	Position
UT	SCR 5	Senate Signed By President Sent For Enrolling 2022 02 25	Enacted	Support

Title
Concurrent Resolution Honoring 125th Anniversary of the National Parent Teacher Association

Bill Summary: This resolution recognizes the 125th anniversary of the National Parent Teacher Association.

Primary Sponsors
Ann Millner, Lowry Snow

Introduction Date: 2022-01-18

Organizational Notes

A motion of support passed 33-0. The resolution honoring the 125th anniversary of the National PTA.

State	Bill Number	Last Action	Status	Position
UT	SJR 6	House Circled 2022 02 24	In House	Support

Title
Joint Resolution Promoting the 3rs Framework of Rights, Responsibility, and Respect in Classrooms

Bill Summary: This resolution highlights the 3Rs framework, which is inspired by principles of the religion clauses of the First Amendment to the United States constitution, acknowledges the role of public-school educators in preparing students for their civic responsibilities, and encourages the State Board of education to support the state's public-school educators in accessing instructional materials that support the 3Rs framework of rights, responsibility, and respect.

Primary Sponsors
Derrin Owens, Joel Briscoe

Introduction Date: 2022-01-28

Organizational Notes

A motion of support passed 35-0. This resolution promotes the 3Rs Framework of Rights, Responsibility, and Respect in the Classroom. This was a program that was previously implemented in Utah. The resolution asks USBE to support teachers in accessing materials.



USBA/USSA Joint Legislative Committee (JLC) Positions

2022 Legislative Session

Bill Number	Title	Primary Sponsor	JLC Position	Bill Status
SB21	School Standards Review Committee Sunset Extension	Senator Johnson	Support	Passed
SB62	Special Needs Opportunity Scholarship Program Amendments	Senator Fillmore	Oppose	Passed
SB67	School Athletic Director Salary Supplement Amendments	Senator McKell	Oppose	
SB71	Financial Education and Savings Plan to Benefit At-Risk Children	Senator Fillmore	Oppose	
SB78	School Board Expansion Requirements	Senator Anderegg	Support	Passed
SB79	School Information Management Systems Amendments	Senator Anderegg	Support	Passed
SB114	Public School Curriculum Requirements	Senator Fillmore	No Position	
SB118	Students with Disabilities Funding amendments	Senator Fillmore	Oppose	
SB127	Early Literacy Outcomes Improvement	Senator Millner	Support	Passed
SB130	Electronic Cigarette Restrictions	Senator Davis	Oppose	
SB134	Special Education Amendments	Senator Bramble	Oppose	Passed
SB138	Healthy Lifestyles Amendments	Senator Riebe	Support	
SB145	Reading Competency Benchmark Assessment	Senator Stevenson	Support	
SB157	Parental Rights in Public Education	Senator Johnson	Oppose	

Updated – March 5, 2022

SB168	Commission for Student-Centered Public Education Amendments	Senator Millner	Oppose	
SB171	Behavioral Health Curriculum Program	Senator Thatcher	Support	Passed
SB191	Utah Innovation School Initiative	Senator Fillmore	No Position	Passed
SB192	Cardiopulmonary Resuscitation in Schools	Senator Stevenson	Oppose	Passed
SB197	Public Education Funding Amendments	Senator Fillmore	Oppose	
SB245	School Turnaround Program Revisions	Senator Millner	Support	Passed
SB251	Grow Your Own Teacher and School Counselor Pipeline Program	Senator Riebe	Support	Passed
SCR5	Concurrent Resolution Honoring 125 th Anniversary of the National Parent Teacher Association	Senator Millner	Support	Passed
SJR6	Joint Resolution Promoting the 3Rs Framework of Rights, Responsibility, and Respect in the Classrooms	Senator Owens	Support	
HB1	Public Education Base Budget	Representative Eliason	Support	Passed
HB11	Student Athletic Participation	Representative Birkeland	No Position	Passed
HB21	School and Child Care Center Water Testing Requirements	Representative Handy	Support	Passed
HB22	Open and Public Meetings Act Modifications	Representative Welton	No Position	Passed
HB30	Student Tribal Regalia Use Amendments	Representative Romer0	Support	Passed
HB42	Education Sunset Extensions	Representative Snow	Support	Passed
HB43	Hospitality and Tourism Management CTE Program Sunset	Representative Ballard	Support	Passed
HB61	Post Retirement Reemployment Amendments	Representative Birkeland	Support	
HB103	Student Intervention Early Warning Program	Representative V. Peterson	Support	Passed
HB113	Funding for Students with Disabilities	Representative Judkins	Support	Passed
HB114	School Nursing Services Amendments	Representative Harrison	Support	Passed
HB128	Education Impact Fees	Representative Kohler	Support	
HB135	Open and Public Meeting Comment Requirements	Representative Brammer	No Position	
HB162	Period Products in Schools	Representative Lisonbee	Support	Passed

Updated – March 5, 2022

HB170	Student Resource Officer Funding	Representative Winder	Support	
HB184	Teacher Professional Development Amendments	Representative J. Moss	Support	Passed
HB193	Full-day Kindergarten	Representative Waldrip	Support	Passed
HB204	Trust Land Disposal Requirements	Representative Snider	Oppose	
HB211	School Fees Amendments	Representative Robertson	Oppose	
HB230	Refugee and Immigrant Student Policies Amendments	Representative D. Johnson	Support	Passed
HB234	Public Educator Curriculum Transparency Requirements	Representative Teuscher	Oppose	
HB241	School Epilepsy Training Amendments	Representative Pulsipher	No Position	Passed
HB248	School Safety Amendments	Representative Hollins	No Position	Passed
HB251	School Dropout Prevention Amendments	Representative K. Peterson	Support	Passed
HB270	Parent Access to School Data Comparison	Representative K. Peterson	Support	Passed
HB273	Civics Education Amendments	Representative Johnson	No Position	Passed
HB274	Health Education Amendments	Representative C. Moss	Support	
HB285	Open and Public Meetings Act Violations	Representative Lyman	Oppose	
HB290	School Readiness Amendments	Representative K. Peterson	Support	Passed
HB302	Educational Language Services Amendments	Representative D. Johnson	Support	Passed
HB315	Effective Teachers in High Poverty Schools Incentive Program Amendments	Representative Winder	No Position	Passed
HB331	Hope Scholarship Program	Representative Pierucci	Oppose	
HB332	Clean Air for Schools Program	Representative Owens	No Position	
HB337	Office of Education Ombudsman	Representative Lisonbee	Oppose	
HB339	Paid Teacher Preparation Days for Curriculum and Classroom Transparency	Representative Teuscher	No Position	
HB346	Funding Independence in Foreign Language Education	Representative Pierucci	No Position	Passed
HB348	Educator Retirement Amendments	Representative Winder	Support	
HB356	Athletic Coaching Standards and Amendments	Representative Teuscher	Oppose	
HB362	Taxing Entity Amendments	Representative Winder	Oppose	

Updated – March 5, 2022

HB366	Education Sovereignty and Curriculum Transparency	Representative Stratton	No Position	
HB374	Sensitive Materials in Schools	Representative Ivory	No Position	Passed
HB380	School Enrollment Amendments	Representative Winder	Support	Passed
HB386	Education Innovation Program	Representative Welton	No Position	Passed
HB390	Early College and Concurrent Enrollment Program	Representative Snow	No Position	Passed
HB396	Paid Professional Hours for Educators	Representative J. Moss	Support	Passed
HB399	Government Record Amendments	Representative Wilcox	Support	Passed
HB417	Online Course Access Amendments	Representative Birkeland	Support	Passed
HB420	Title IX Reporting	Representative Birkeland	Oppose	Passed
HB422	School District Voter Eligibility Amendments	Representative Teuscher	Oppose	
HB463	Changes to Education Governance	Representative Waldrip	Oppose	
HB469	Youth Sport Safety Amendments	Representative Ballard	Oppose	
HB475	Use of Public Education Stabilization Account One-Time Funding	Representative Last	Support	Passed
HB478	Minimum Basic Tax Rate Reduction	Representative Last	No Position	
HB481	Education Reporting Amendments	Representative Pulsipher	Support	Passed
HCR8	Concurrent Resolution Acknowledging Completion of Board Governance Training	Representative Waldrip	Support	Passed
HCR16	Concurrent Resolution Recognizing Student Athletes' right to religious Freedom and Modesty	Representative Pierucci	No Position	Passed
HJR16	Joint Resolution Approving Exchange of School and Institutional Trust Lands	Representative Hawkes	Support	

Education Friendly

- SB127: Early Literacy Outcomes Improvements (Millner) – will create a coordinated and supported effort to improve early literacy – will build on the work that has been done this year – provides supports for districts across the state
- HB193: Full-day Kindergarten (Waldrip) – increases the opportunities for students to participate in full-day kindergarten – this will be a process and will take several years – it was not fully funded this year but there is a commitment for more funding in coming years
- HB475: Use of Public Education Stabilization Account One-Time Funding (Last) – there is \$248M that will be distributed in a multitude of ways – every district will see some funding
- HB396: Paid Professional Hours for Educators (J. Moss) – educators will be paid for 32 hours over the course of two years – time can be used for planning, professional development, teacher directed learning, etc.
- SB251: Grow Your Own Teacher and School Counselor Pipeline Program (Riebe) – a continuation of the program – supporting the need for more educators

Not Education Friendly

- HB331: Hope Scholarship Program (Pierucci) – a \$36M voucher program – the bill was defeated but I anticipate seeing something similar next year
- SB62: Special Needs Opportunity Scholarship Program Amendments (Fillmore) – a voucher for special needs students was passed last year – the amendments this year now allow the siblings of a special needs student to access funding
- Bills that challenged local control –
 - SB114: Public School Curriculum Requirements (Fillmore) – did not pass
 - SB157: Parental Rights in Public Education (Johnson) – did not pass
 - HB234: Public Educator Curriculum Transparency Requirements (Teuscher) – did not pass
 - HB337: Office of Education Ombudsman (Lisonbee) – did not pass

- HB366: Education Sovereignty and Curriculum Transparency (Stratton) – did not pass
- HB463: Changes to Education Governance (Waldrip) – did not pass

Considerations

- There will be continued discussion about the education earmark in the Constitution and efforts to remove the earmark
- Vouchers will continue to be something we will have to work on
- Trust – There does not seem to be a lot of trust from legislators towards public education
- Election year – what should we be prepared for?

MONTHLY FINANCIAL REPORT

Februar 28, 2022

				Current	Prev Bud vs		
		2021-22	2021-22	Bud vs	Actual	2020-21	2020-21
	Description	Preliminary	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			66.60%	66.60%		
	Percent of 9 month contract complete			58.33%	58.33%		
1	GENERAL FUND (M&O) FUND (10)						
2							
3	REVENUE:						
4	Local						
5	Property	25,091,289	23,603,623	94.1%	78.8%	19,541,999	24,796,049
6	Tuitions	350,000	144,308	41.2%	21.2%	96,261	454,278
7	Inv Earnings	150,000	144,548	96.4%	118.3%	79,822	67,493
8	Indir. Costs-SL	680,000	0	0.0%	0.0%	0	1,019,906
9	Rental Fees/Building/Tra	110,000	29,240	26.6%	43.3%	35,279	81,451
10	Other	900,000	1,111,200	123.5%	145.6%	1,691,699	1,161,864
11	State	74,424,348	50,170,760	67.4%	69.4%	47,728,607	68,725,191
12	Federal	8,525,000	2,347,559	27.5%	21.0%	1,879,070	8,958,392
13	Misc./ Fund Bal	1,114,000					870,488
14	TOTAL M & O						
15	REVENUE	111,344,637	77,551,238	69.6%	66.9%	71,052,737	106,135,112
16	Beg Balance	2,043,744					1,809,180
17	Less:						
18	Ending Balance	1,176,013					173,429
19	TOTAL M & O FUNDS						
20	available	112,212,367	77,551,238	69.1%	65.9%	71,052,737	107,770,863
21	EXPENDITURES:						
22	Instruction (1000)						
23	Salaries	49,077,975	28,071,790	57.2%	57.0%	26,603,567	46,636,603
24	Benefits	18,358,921	11,790,374	64.2%	57.3%	11,200,624	19,551,996
25	Purchased Serv.	3,070,500	1,861,107	60.6%	61.2%	1,640,824	2,683,024
26	Supplies/Textbooks	5,100,000	3,175,317	62.3%	63.4%	3,630,427	5,721,787
27	Equipment	1,905,000	396,125	20.8%	59.0%	305,461	517,560
28	Other	700,000	563,371	80.5%	59.9%	376,697	629,179
29	Total	78,212,396	45,858,084	58.6%	57.8%	43,757,600	75,740,149
30							
31	Student Services (2100)						
32	Salaries	3,510,841	2,092,707	59.6%	54.1%	1,771,770	3,276,884
33	Benefits	1,309,542	859,701	65.6%	54.2%	718,906	1,326,311
34	Other	350,000	220,494	63.0%	47.8%	130,730	273,459
35	Total	5,170,383	3,172,902	61.4%	53.8%	2,621,406	4,876,654
36							
37	Instructional Staff (2200)						
38	Salaries	1,605,520	1,015,047	63.2%	62.0%	963,550	1,553,428
39	Benefits	629,160	397,801	63.2%	62.9%	386,889	615,191
40	Other	400,000	336,188	84.0%	74.0%	188,320	254,337
41	Total	2,634,680	1,749,036	66.4%	63.5%	1,538,759	2,422,956

MONTHLY FINANCIAL REPORT

Februar 28, 2022

				Current			
		2021-22	2021-22	Bud vs	Prev Bud vs	2020-21	2020-21
Description	Preliminary	YTD	YTD	Actual	Actual	YTD	Actual
				%	%		
				66.60%	66.60%		
				58.33%	58.33%		
42 District Administration (2300)							
43 Salaries	389,454	238,985		61.4%	66.5%	225,759	339,524
44 Benefits	169,797	110,298		65.0%	68.4%	105,721	154,547
45 Purch Services	170,000	304,196		178.9%	56.6%	59,417	104,986
46 Liability Insurance	235,000	160,336		68.2%	100.0%	223,473	223,473
47 Supplies	35,000	24,649		70.4%	66.7%	22,724	34,090
48 Other	25,000	22,691		90.8%	88.9%	22,648	25,473
49 Total	1,024,251	861,155		84.1%	74.8%	659,742	882,093
50 School Administration (2400)							
			ESSER II Contr Serv				
51 Salaries	4,331,198	2,848,642		65.8%	10.7%	2,587,609	4,044,617
52 Benefits	1,747,827	1,146,282		65.6%	10.0%	1,059,141	1,657,254
53 Prof Serv/Travel	80,000	49,401		61.8%	179.0%	40,019	67,635
54 Other	15,000	9,205		61.4%	84.5%	10,170	10,170
55 Total	6,174,025	4,053,530		65.7%	64.0%	3,696,939	5,779,676
56							
57 Business & Support (2500)							
58 Salaries	771,881	494,843		64.1%	66.8%	431,667	645,918
59 Benefits	316,483	181,756		57.4%	66.9%	165,328	247,198
60 Purchased Services	165,000	81,544		49.4%	89.5%	121,033	135,297
61 Other	25,000	-1,167		-4.7%	51.4%	8,590	16,696
62 Total	1,278,364	756,976		59.2%	69.5%	726,618	1,045,109
63							
64 Operation & Maintenance (2600)							
65 Salaries	5,466,376	3,495,965		64.0%	64.5%	3,218,005	4,985,356
66 Benefits	2,202,539	1,392,466		63.2%	66.2%	1,325,950	2,003,104
67 Electricity	884,000	563,211		63.7%	55.5%	509,420	918,191
68 Purchased Service	757,500	498,868		65.9%	64.4%	374,089	580,795
69 Telephone	282,012	230,677		81.8%	59.3%	151,979	256,236
70 Natural Gas	515,000	328,995		63.9%	58.6%	295,674	504,870
71 Prop Insurance	195,000	257,879		132.2%	100.0%	189,052	189,052
72 Repair	330,000	202,718		61.4%	86.7%	106,491	122,853
73 Supplies	730,000	551,123		75.5%	74.4%	586,131	787,291
74 Other	2,500	0		0.0%	27.6%	175	633
75							0
76 Total	11,364,927	7,521,902		66.2%	65.3%	6,756,966	10,348,381
77			Increase Costs				

MONTHLY FINANCIAL REPORT

Februar 28, 2022

				Current	Prev Bud vs		
		2021-22	2021-22	Bud vs	Actual	2020-21	2020-21
Description	Preliminary	YTD	Actual	%	%	YTD	Actual
Percent of Year completed to date				66.60%	66.60%		
Percent of 9 month contract complete				58.33%	58.33%		
78: Transportation (2700)							
79: Salaries	2,760,295	1,689,299	61.2%	55.6%	1,589,964	2,861,804	
80: Benefits	829,152	494,747	59.7%	59.1%	485,905	821,802	
81: Purch Serv	280,000	164,115	58.6%	47.6%	151,065	317,502	
82: Fuel	505,000	413,148	81.8%	45.6%	237,614	521,415	
83: Supplies	450,000	335,057	74.5%	59.2%	185,348	313,308	
84: Other/Property	485,800	2,661,869	547.9%	100.0%	1,008,680	1,008,680	
85: Total	5,310,247	5,758,235	108.4%	62.6%	3,658,576	5,844,511	
86: Community Services (3300)		Bus Order next fiscal year					
87: Salary	680,566	369,263	54.3%	59.5%	333,556	561,013	
88: Benefits	186,527	110,722	59.4%	62.1%	103,267	166,276	
89: Purchased Serv	60,000	6,246	10.4%	29.9%	7,174	23,958	
90: Supplies/Util	70,000	69,483	99.3%	56.4%	39,212	69,501	
91: Property	30,000	1,567	5.2%	100.0%	4,055	4,055	
92: Other Objects	16,000	18,795	117.5%	76.0%	4,960	6,529	
93: Desig. Fund Bal							
94: Total	1,043,093	576,076	55.2%	59.2%	492,224	831,332	
86: Total Expenditures	112,212,367	70,307,896	1	6	63,908,830	107,770,861	
95: Interfund Trans		1			0	1	
96: Change Desig Fund Bal	0	0			0	1	
97: Other/Budget Cuts		0			0	0	
98: TOTAL EXPENDITURERS		0				0	
99: M & O	112,212,367	70,307,897	62.66%	59.3%	63,908,830	107,770,863	

MONTHLY FINANCIAL REPORT
February 28, 2022

				Current	Prev Bud vs		
		2021-22	2021-22	Bud vs	Actual	2020-21	2020-21
	Description	Preliminary	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			66.60%	66.60%		
	Percent of 9 month contract complete			58.33%	58.33%		
100	School Activity Fund (21)						
101							
102	REVENUE:						
103	School Deposits	4,400,000	2,740,041	62.3%	66.4%	2,273,941	3,422,501
104							
105	Other		0			0	
106	Total Revenue		2,740,041		66.4%	2,273,941	3,422,501
107	EXPENDITURES:						
108	Purchased Services	902,150	427,781	47.4%	32.7%	139,842	428,078
109	Supplies	2,882,850	1,642,166	57.0%	53.4%	1,509,440	2,824,283
110	Equipment	290,000	39,684	13.7%	56.5%	11,814	20,926
111	Desig/Other/Adm	325,000	96,036	29.5%	55.9%	92,497	165,396
112	Total Expenditures						
113	School Activity	4,400,000	2,205,667	50.1%	51.0%	1,753,593	3,438,683
114	DEBT SERVICE FUND (31)						
115							
116	REVENUE:						
117	Property Tax	2,945,632	2,850,628	96.8%	73.2%	2,224,163	3,039,480
118	Interest	105,750	11,612	11.0%	64.9%	23,576	36,333
119	Other					634	
120	Total	3,051,382	2,862,240	93.8%	73.1%	2,248,373	3,075,813
121	Begining Bal	5,696,268	5,802,645	101.9%	108.9%	6,535,160	6,001,582
122	LESS:						
123	Ending Balance	5,659,746	4,876,865	86.2%	123.5%	7,167,630	5,802,645
124	Funds Available	4,770,488	5,394,985	113.1%	94.9%	5,508,783	5,802,645
125	EXPENDITURE:						
126	Bond Debt	3,927,162	3,267,400	68.5%	100.0%	3,269,750	3,269,750
127	Fees	50,000	2,500	0.0%	100.0%	5,000	5,000
128	Other Uses		0			0	0
129	Total	3977162	3,269,900	6539.8%	100.0%	3,274,750	3,274,750

MONTHLY FINANCIAL REPORT

Februar 28, 2022

				Current	Prev Bud vs		
		2021-22	2021-22	Bud vs	Actual	2020-21	2020-21
	Description	Preliminary	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			66.60%	66.60%		
	Percent of 9 month contract complete			58.33%	58.33%		
130	CAPITAL OUTLAY FUND (32)						
131							
132	REVENUE:						
133	Property Tax	12,837,500	9,366,349	73.0%	102.3%	10,071,906	9,844,206
134	Interest	255,941	88,747	34.7%	62.4%	183,378	293,682
135	Other	176,400	245,727	139.3%	223.3%	138,981	62,249
136	State	158,025	25,300	16.0%	66.7%	54,669	82,003
137	Federal /MBA	63,288	25,117	39.7%	49.9%	30,058	60,274
138	Ins./Prop.Recry	94,500	122,397	129.5%	73.8%	46,998	63,673
139	Total Revenue	13,585,653	9,873,637	72.7%	101.2%	10,525,990	10,406,087
140	Lease Revenue MBA	0	0			15,000,000	15,000,000
141	Other Sources(F50)	345,580	0			0	326,422
142	Desig. Fund Bal						0
143	TOTAL REVENUE CAPITAL						
144	OUTLAY	13,931,233	9,873,637	70.9%	99.2%	25,525,990	25,732,509
145	Beg. Balance	25,428,650					23,509,689
146	Less:		Donations to BRHS and BEHS				
147	Ending Balance	5,055,580					31,036,384
148	Capital Outlay Funds						
149	available	34,304,303	9,873,637	195.3%	140.2%	25,525,990	18,205,814

MONTHLY FINANCIAL REPORT

Februar 28, 2022

				Current	Prev Bud vs		
		2021-22	2021-22	Bud vs	Actual	2020-21	2020-21
	Description	Preliminary	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			66.60%	66.60%		
	Percent of 9 month contract complete			58.33%	58.33%		
150	EXPENDITURES:						
151	Oper/Maint	5,000	0	0.0%		0	2,000
152	Other Equipment	850,000	0	0.0%		3,000	
153	Purchased Services	0	3,529		4.0%	250	6,267
154	Technology/Software	0	1,294,566		93.7%	952,910	1,017,044
155	Improvement	0	0			0	1
156	Buildings Maint	2,600,000	2,068,310	79.6%	102.2%	1,182,968	1,157,046
157	Vehicles	870,000	38,992	4.5%	108.5%	313,897	289,359
158	Furniture/Equip	1,794,000	1,126,252	62.8%	71.9%	979,885	1,362,434
159	Other Objects	1	0	0.0%	0.0%	0	1
160	Vehicle charges		0			0	1
161	Total Capital	6,119,001	4,531,649	74.1%	89.5%	3,432,910	3,834,153
162	Other		0			0	1
163	Other Proj	200,000	1,185	0.6%	53.2%	102,793	193,118
164	Sunrise High School	200,000	35,570	17.8%	92.8%	3,879,100	4,180,473
165	Golden Spike	25,300,000	11,131,760	44.0%	18.1%	1,673,065	9,235,064
166	HS Athletic Facilities	80,000	796,585	995.7%	2408.7%	201,563	8,368
167	Property Purchase	420,000	0	0.0%		0	480,266
168	Total Construction	26,200,000	11,965,100	45.7%	41.5%	5,856,521	14,097,290
169	Desig. F Bal						
170	MBA/Bond Fee/Fund 50	1,985,302	1,688,487	85.0%	22.6%	61,998	274,371
171	Other		0			97	0
172	TOTAL EXPENDITURES CAPITAL				BRHS Turf not budgeted		
173	OUTLAY	34,304,303	18,185,236	53.0%	51.4%	9,351,526	18,205,814

MONTHLY FINANCIAL REPORT

Februar 28, 2022

		2021-22	2021-22	Current	Prev Bud vs	2020-21	2020-21
	Description	Preliminary	YTD	Bud vs Actual %	Actual %	YTD	Actual
	Percent of Year completed to date			66.60%	66.60%		
	Percent of 9 month contract complete			58.33%	58.33%		
174	SCHOOL FOOD SERVICE FUND (49)						
175							
176	REVENUE:						
177	Lunch Sales	250,000	40,725	16.3%	72.7%	177,105	243,736
178	Other Local	1,500	1,313	87.5%	66.3%	554	836
179	State	1,075,000	578,824	53.8%	31.2%	408,725	1,309,158
180	Federal	4,000,000	3,956,043	98.9%	46.1%	2,671,255	5,789,153
181	Other/Inventory Adj	0	0		0.0%	0	-13,244
182	TOTAL REVENUE SCHOOL						
183	FOODS	5,326,500	4,576,905	85.9%	44.4%	3,257,639	7,329,639
184	Beg. Balance	1,000,835					938,697
185	Less:						
186	Ending Balance	1,179,481					2,364,057
187	School Food Service Funds						
188	available	5,147,854	4,576,905	88.9%	55.2%	3,257,639	5,904,279
189	EXPENDITURES:						
190	Salaries	1,786,241	1,154,475	64.6%	56.6%	1,077,345	1,904,236
191	Benefits	692,613	352,566	50.9%	58.6%	343,437	585,710
192	Food/Supplies	2,294,000	1,561,521	68.1%	47.7%	1,398,873	2,932,132
193	Equipment	50,000	125,030	250.1%	150.5%	61,154	40,630
194	Other Costs	25,000	23,311	93.2%	24.6%	12,972	52,822
195	Dir/Indirect Costs	300,000	278	0.1%	0.1%	278	388,749
196	TOTAL EXPENDITURES SCHOOL		Lunch Tables & Equip				
197	FOODS	5,147,854	3,217,181	62.5%	49.0%	2,894,059	5,904,279

MONTHLY FINANCIAL REPORT
 Februar 28, 2022

		2021-22	2021-22	Current	Prev Bud vs	2020-21	2020-21
	Description	Preliminary	YTD	Bud vs Actual %	Actual %	YTD	Actual
	Percent of Year completed to date			66.60%	66.60%		
	Percent of 9 month contract complete			58.33%	58.33%		
198	Foundation Fund (75)						
199							
200	REVENUE:						
201	Total Revenue	250,000	167,244	66.9%	45.5%	161,136	354,177
202	Avallable Revenue	250,000	167,244	66.9%	45.5%	161,136	354,177
203	EXPENDITURE:						
204	Expenses	180,000	78,886	43.8%	47.0%	61,963	131,898
205	Changes/Desg Fund Bal						0
206	TOTAL EXPENDITURE	180,000	78,886	43.8%	47.0%	61,963	131,898
207	Agency Fund (76)						
208							
209	REVENUE:						
210	Agent Services	125,000	24,242	19.4%	45.4%	3,835	8,451
211	State	5,000	0			4,359	0
212	Federal						0
213	Other	7,000	0	0.0%	0.0%	0	1
214	TOTAL REVENUE/BB						
215	AGENCY FUND	137,000	24,242	17.7%	96.9%	8,194	8,452
216	EXPENDITURE:						
217	Instruction		5,978			6,165	0
218	NUCC	125,000	9,887	7.9%	3.5%	963	27,843
219	Other	7,000	1,267	18.1%		2,052	1
220	Changes/Desg Fund Bal	5,000	0				0
221	TOTAL EXPENDITURES						
222	AGENCY FUND	137,000	17,132	12.5%	33.0%	9,180	27,844
223							
224							
225			SUMMARY			SUMMARY	
226							
227	GRAND TOTAL FUNDS AVAILABLE						
228	ALL FUNDS	138,440,752	97,795,547	70.6%	71.6%	104,528,010	146,058,203
229	GRAND TOTAL EXPENDITURE						
230	ALL FUNDS	160,358,686	97,281,899	60.7%	58.6%	81,253,901	138,754,131

POLICY 1015

Fiscal Responsibilities

A. Approval of Fiscal Policies and Procedures

1. The Board shall approve written fiscal policies and procedures as required by State Board of Education rule.

Utah Admin. Rules R277-113-6(1)(a) (November 10, 2020)

B. Oversight of District Internal Control System

1. The Board shall ensure, considering guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission, that District administration establishes, documents, and maintains an effective internal control system for the District.

Utah Admin. Rules R277-113-6(1)(b) (November 10, 2020)

C. Review of Financial Matters

1. The Board shall develop a process to regularly discuss and review District (1) budget and financial reporting practices, (2) financial statements and annual financial and program reports, (3) financial position, (4) expenditure of restricted funds to ensure District administration is complying with applicable laws, regulations and award terms and conditions, and (5) systems and software applications for compliance with financial and student privacy laws.

Utah Admin. Rules R277-113-6(1)(c) (November 10, 2020)

D. Audit Review

1. The Board shall receive the results of required annual audits from the external auditor as required by Utah Admin. Rules R123-5-5.

Utah Admin. Rules R123-5-5 (November 1, 2017)

Utah Admin. Rules R277-113-6(1)(d) (November 10, 2020)

E. Procurement and Contract Oversight

1. The Board shall oversee procurement processes, including reviewing the scope and objectives of District contracts or subawards with entities that provide business or educational services to the District and receiving reports regarding the compliance and performance of entities with contracts or subawards with the District. The Board shall also ensure that the procurement process for the District's external auditor complies with Utah Admin. Rules R123-5-4. The Board shall also ensure that District administration implements sufficient internal controls over the functions of entities with contracts or subawards to perform services on behalf of the District.

Utah Admin. Rules R277-113-6(1)(e), (f), (g) (November 10, 2020)

F. Board Hotline

1. The Board shall establish and maintain a hotline that stakeholders can use to report concerns of fraud, waste, abuse, or non-compliance. See Policy 6045 Board of Education Hotline. This hotline shall be independent from District administration. The District website and each school's website shall have posted, in a readily accessible location, a hotline phone number, a hotline email, or an online complaint form. (The District website and each school's website may also post, in a readily accessible location, a link to contact information for the Board's hotline.)

Utah Admin. Rules R277-113-6(2) (November 10, 2020)

POLICY 1110

Public Participation in Board Meeting

- A. Individuals, from time-to-time may wish to seek an official audience with the Board on a specific issue. Such matters may be placed on the printed Board Agenda by contacting the Superintendent, Superintendent's staff assistant, or Board President. All such requests should be received one week in advance of a regular Board meeting and will be confirmed in writing through the District Office. The request should be in writing and state the nature of the matter to be considered, the name of the individual who will act as spokesperson, and the name of the organization represented.
- B. All regular meetings of the Board will include an agenda item – "Public Comments." All virtual regular meetings of the Board will have notice posted on the District webpage of when public comments are open and to be closed. Virtual comments must be limited to 500 words.

During this agenda item, patrons will be able to address the Board. The following guidelines will be adhered to for the "Public Comments" agenda item:

1. Patrons must state their name prior to making comments.
2. Individual comments shall be limited to three (3) minutes per individual with additional time allowed at the discretion of the Board President.
3. Multiple individuals with the same issue should appoint a spokesperson and make one presentation rather than several. At the discretion of the Board President, group presentations may be limited to a maximum of six (6) minutes.
4. Total time allowed for public comment may be limited to 30 minutes.
5. Comments will be taken in the order signed up on public comment sign-up sheet.
6. Handouts may be used and distributed to Board Members. If handouts are distributed, all members of the Board and District staff present should receive copies of all handouts.
7. The Board will not take final action or have discussion on items presented during "Public Comments" unless the item is already on the Meeting agenda.

8. Comments on personnel issues will not be allowed during “Public Comments.” The Board will not discuss issues that affect an employee’s right of privacy such as specific appointments, employment, performance or questions, complaints, or charges against particular employees. Concerns in these areas are to be referred to the Superintendent.
 9. When possible, response to the questions or comments may be provided during the meeting. If additional study is needed to respond adequately to the questions or comments, the residents will receive a written response as soon as possible. The written response may be read publicly at the next regular meeting of the Board.
- C. At the discretion of the Board President, a patron’s opportunity to address the Board on the same issue may be limited to no more than once in a three-month period.
- D. At the discretion of the Board President, public comment may be taken during other portions of the meeting where the comment is directed toward a specific agenda item.

POLICY 2222

Transportation – Use of Cellular Telephones

- A. No driver of a District owned vehicle in which students are being transported, or the driver of any vehicle in which a District employee is transporting students, shall use a cellular telephone or electronic devices (such as but not limited to cell phones, PDA's, computers, head phones for music, or other entertainment devices) while students are in the vehicle until the vehicle is stopped and safely parked. **District provided and approved GPS or management information devices may be used as directed by the Transportation Director for safety or efficiency.** Once the vehicle is safely parked the operator may use a cell phone or electronic devices for: emergencies, special needs issues, behavior management, appropriate field/activity trip assistance, or other school business-related issues.

[*Utah Admin. Rules R277-601-3\(1\), \(2\)\(a\), \(b\) \(March 12, 2020\)*](#)

- B. Drivers of District owned cars, vans and trucks (not school buses), may use only “hands free” cellular telephones if no students are in the vehicle. A school bus operator may use a cellular telephone or other electronic device for personal use, once the school bus is safely parked, appropriately secured and all passengers are safely off and at a safe distance from the bus.

[*Utah Admin. Rules R277-601-3\(1\), \(d\)*](#)

- C. Passengers (students and employees) may only use cellular telephones and electronic devices if:
1. Used in a manner that is not distracting to the driver of the vehicle, or
 2. Necessitated by an emergency to assist the driver, and
 3. Used appropriately so others in the vehicle/bus are not threatened or harassed.
- D. Drivers of District owned vehicles may use District installed two-way radios as necessary to perform their employment functions as described in their job description.
- E. Each school bus operator shall be trained regarding the safe and appropriate use of two-way radios, fixed GPS devices, and regarding the restrictions on use of electronic

devices. Retraining or refresher training on these subjects shall be provided as needed and as determined by the Transportation Director. The District shall maintain documentation of all such training.

[Utah Admin. Rules R277-601-3\(2\)\(b\), \(c\) \(March 12, 2020\)](#)

- F. Violation of the prohibitions regarding use of electronic devices by school bus operators may subject the violator to disciplinary action up to and including termination of employment. Violations of the prohibitions for emergency or compelling reasons may require documentation and will be considered on an individual basis by the District

[Utah Admin. Rules R277-601-3\(3\) \(March 12, 2020\)](#)

Policy 4035
Reviewed
May 10, 2017
First Reading
February 9, 2022
Second Reading
March 9, 2022

POLICY 4035

Early Intervention Kindergarten

- A. Box Elder School District shall participate in the Early Intervention kindergarten programs as outlined in State Code and Utah State Board of Education Rules.
- B. Box Elder School District will not require a student to participate in Early Intervention kindergarten and shall continue to offer part-day kindergarten for students not participating in the program.
- C. Early Intervention kindergarten programs will be continued to be offered as funding is available.
1. Title I schools will receive highest priority for Early Intervention kindergarten classrooms.
 2. Additional Early Intervention kindergarten classes will be created as funding is available. ~~Location(s) of additional Early Intervention classes will be prioritized based on the greatest number of anticipated at-risk kindergarten students in each school. The number of anticipated at-risk kindergarten students will be determined by May 1st of each year. This will be determined by multiplying the percent of students in each school qualifying for free and reduced lunch (as determined by the previous October 1st calculation) by the projected kindergarten enrollment for the ensuing year.~~
- D. Schools offering Early Intervention kindergarten classes shall ensure that:
1. A majority of the students enrolled are students who have the greatest need for additional instruction, as determined by the kindergarten readiness assessments, and
 2. An Early Intervention kindergarten class does not have more enrolled students than other kindergarten classes in the school.
- E. Complaints or concerns regarding the individual placement of students in, or not in, Early Intervention kindergarten classes will be resolved as outlined in [Policy 5350 Student Complaints – Resolution](#).

Commented [1-MH1]: The legislation is hoping to increase funding this year. We did increase the number of all day kindergarten sessions this year by 1. The only location that had room was Century. This is a situation that we are going to have to discuss as a district how we are going to support the requirement to increase all day kindergarten sessions. We did not use this formula because of the free and reduced lunch report is not necessarily giving accurate information because of everyone getting free lunch.

POLICY 4038

Mathematics Assessment for K-3

- A. Subject to legislative appropriations, District elementary schools shall administer the State Board of Education approved benchmark mathematics assessments within the following testing windows:
1. The first benchmark before September 30
 2. The second benchmark between December 1 and January 31
 3. The third benchmark between the middle of April and June 15 of grade one, grade two, and grade three.
 - a. The District schools may also administer the early mathematics benchmark assessments in kindergarten.
- B. Following each benchmark assessment, the school shall notify parents of their student's results by October 30, the last day of February, 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 R277-406-3(6).

Utah Admin. Rules R277-406-3(1) to (5) (November 9, 2020)

C. Scoring Below Benchmark

1. A student scores below benchmark when the student performs below the benchmark score on the benchmark mathematics assessment and requires additional instruction beyond that provided to typically developing peers in order 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 indicates that a student is scoring below benchmark, the school shall implement a remediation intervention as required by the State Superintendent.

Utah Admin. Rules R277-403-3(4)(b) (November 9, 2020)

POLICY 4110

Homebound Instruction

- A. Home or hospital instruction shall be offered to those students who are unable to attend school due to mental or physical illness or injury, as follows:
1. A child with a health or physical impairment which, in the opinion of a licensed medical examiner, will cause him/her to be absent from school for more than ten consecutive school days and who school personnel determine can educationally benefit from such a program, or
 2. A child whose educational needs, as determined by the school administrator, a school nurse, and a parent are most appropriately and effectively met by such a program.
- B. An administrator at the school site or a school nurse has the responsibility of initiating a referral for a homebound student. The referral form will be reviewed by the school nurse. Final approval and authorization for homebound services will come through the ~~Assistant Superintendent/Personnel~~ Student Services Director and must be given before homebound instruction begins.
- C. The site administrator will ~~have the responsibility of designating a work with the classroom~~ teacher to ~~ensure the assignments are uploaded into Canvas for instruct~~ the homebound student. The site administrator working with the designated teacher, a school counselor, if available, and a school nurse will coordinate services to eligible students.
- D. The teacher ~~assigned to of~~ a homebound student may not go into the home unless a parent is present.
- E. The amount of instructional or supportive service provided through the home and hospital program shall be determined in relation to each child's educational needs and his/her physical and mental health.

Note: Service should begin as soon as practical after eligibility is determined. It is not necessary for a child to be absent ten days prior to beginning homebound instruction.

Policy 4175

Student Data Protection

A. Definitions

1. "Aggregate Data" means data that:
 - a. Are totaled and reported at the group, cohort, school, school district, region, or state level with at least 10 individuals in the level;
 - b. Do not reveal personally identifiable student data; and
 - c. Are collected in accordance with board rule.
2. "Biometric Identifier" means a:
 - a. Retina or iris scan;
 - b. Fingerprint;
 - c. Human biological sample used for valid scientific testing or screening; or
 - d. Scan of hand or face geometry.
3. "Biometric identifier" does not include:
 - a. A writing sample;
 - b. A written signature;
 - c. A voiceprint;
 - d. A photograph;
 - e. Demographic data; or
 - f. A physical description, such as height, weight, hair color, or eye color.
4. "Biometric Information" means information, regardless of how the information is collected, converted, stored, or shared:

- a. Based on an individual's biometric identifier; and
 - b. Used to identify the individual.
5. "Cyber security framework" means:
- a. The cyber security framework developed by the Center for Internet Security found at <https://www.cisecurity.org/controls/>; or
 - b. A comparable IT security framework.
6. "Data Breach" means an unauthorized release of or unauthorized access to personally identifiable student data that is maintained by an education entity.
7. "Data Governance Plan" means a comprehensive plan for managing education data that:
- a. Incorporates reasonable data industry best practices to maintain and protect student data and other education-related data;
 - b. Describes the role, responsibility, and authority of an education entity data governance staff member;
 - c. Provides for necessary technical assistance, training, support, and auditing;
 - d. Describes the process for sharing student data between the District and another person;
 - e. Describes the process for an adult student or parent to request that data be expunged including how to respond to requests for expungement;
 - f. Describes that data breach response process; and
 - g. Is published annually and available on the District's website
8. "Destroy" means to remove data or a record:
- a. In accordance with current industry best practices; and
 - b. Rendering the data or record irretrievable in the normal course of business of the District or a third-party contractor.

9. “Disclosure” means permitting access to, revealing, releasing, transferring, disseminating, or otherwise communicating all or any part of any individual record orally, in writing, electronically, or by any other communication method.
10. “Expunge” means to seal or permanently delete data so as to limit its availability to all except authorized individuals.
11. “Metadata Dictionary” means any tool, document, or display that:
 - a. Defines and discloses all personally identifiable student data collected and shared by the education entity;
 - b. comprehensively lists all recipients with whom the education entity has shared personally identifiable student data, including:
 - 1) The purpose for sharing the data with the recipient;
 - 2) The justification for sharing the data, including whether sharing the data was required by federal law, state law, or a local directive; and
 - 3) How sharing the data is permitted under federal or state law; and;
 - c. Without disclosing personally identifiable student data, is displayed on the education entity's website.
12. “Optional Student Data” means student data that is neither necessary student data nor data which the District is prohibited from collecting (as described in Prohibited Collection of Student Data, below).
 - a. “Optional student data” includes:
 - 1) Information that is related to an IEP or needed to provide special needs services but is not “necessary student data”;
 - 2) Biometric information; and
 - 3) Information that is not necessary student data but is required for a student to participate in a federal or other program.
13. “Significant data breach” means a data breach where:
 - a. An intentional data breach successfully compromises student re;
 - b. A large number of student records are compromised;

- c. Sensitive records are compromised, regardless of number; or
- d. The surrounding circumstances make the breach significant as determined by the District.

[Utah Code § 53E-9-301 \(2020\)](#)

B. District Responsibilities

1. The District shall annually provide a training regarding the confidentiality of student data to any employee with access to education records as defined in FERPA.
2. The District shall designate an individual to act as a student data manager to fulfill the responsibilities of a student data manager described in Requirements for Student Data Manager, below.
3. If possible, the District shall designate a records officer pursuant to the Government Records Access and Management Act as defined in [Utah Code § 63G-2-103\(24\)](#), as the student data manager.
4. The District shall designate a District Information Security Officer.
5. The District shall implement a cyber security framework.
6. The District shall create and maintain a District:
 - a. Data governance plan; and
 - b. Metadata dictionary.
7. By October 1 annually, the District shall provide the State Superintendent with the following:
 - a. The name and contact information of the District's Information Security Officer and its Student Data Manager;
 - b. The District's data governance plan;
 - c. The District's annual notification of FERPA rights;
 - d. The District's FERPA directory information notice;
 - e. The District's student data disclosure notice (see below);

- f. The District's metadata dictionary; and
 - g. Evidence that the District has implemented a cyber security framework.
8. The District shall establish an external research review process to evaluate the requests for data for the purpose of external research or evaluation.

[Utah Code § 53E-9-303 \(2019\)](#)

Utah Admin. Rules (November 8, 2019)

Utah Admin. Rules R277-487-3(1) (November 8, 2019)

C. Student Data Ownership and Access

- 1. A student owns the student's personally identifiable student data.
- 2. The District shall allow a student or a student's parent to access the student's student data which is maintained by the District.

[Utah Code § 53E-9-304 \(2020\)](#)

D. Data Retention

- 1. The District shall classify all student data which it collects under an approved records retention schedule. The District shall retain and dispose of all student data in accordance with an approved records retention schedule.
- 2. If no existing retention schedule governs student disciplinary records collected by the District:
 - a. The District may propose to the State Records Committee a retention schedule of up to one year if collection of the data is not required by federal or state law or Board rule; or
 - b. The District may propose to the State Records Committee a retention schedule of up to three years if collection of the data is required by federal or state law or State Board rule, unless a longer retention period is prescribed by federal or state law or State Board rule.
- 3. The District's retention schedules shall take into account the District's administrative need for the data.

4. Unless the data requires permanent retention, the District's retention schedules shall require destruction or expungement of student data after the administrative need for the data has passed.
5. A parent or adult student may request that the District amend, expunge, or destroy any record not subject to an approved retention schedule and believed to be inaccurate, misleading, or in violation of the privacy rights of the student. The District shall process such a request following the same procedures outlined to amend a student education record under FERPA, as set out in Policy FE "Right to Amend Records."

Utah Admin. Rules R277-487-4 (November 8, 2019)

E. Notification in Case of Breach

1. If there is a release of a student's personally identifiable student data due to a significant data breach, the District shall notify:
 - a. The student, if the student is an adult student; or
 - b. The student's parent, if the student is not an adult student.

[Utah Code § 53E-9-304\(2\) \(2020\)](#)

2. Within 10 business days of the discovery of a significant data breach (either by the District or by third parties), the District shall report the significant data breach to the State Superintendent.

Utah Admin. Rules R277-487-3(3) (November 8, 2019)

F. Prohibited Collection of Student Data

1. The District may not collect a student's"
 - a. Social Security number; or
 - b. Criminal record, except as required in [Utah Code § 80-6-103](#) (Minor taken into custody by peace officer, private citizen, or juvenile probation officer).

[Utah Code §53E-9-305\(1\) \(2021\)](#)

G. Student Data Disclosure Statement

1. If the District collects student data into a cumulative record it shall, in accordance with this section, prepare and distribute to parents and students a student data disclosure statement that:
 - a. Is a prominent, stand-alone document;
 - b. Is annually updated and published on the District's website;
 - c. States the necessary and optional student data the District collects;
 - d. States that the District will not collect the student data described in Prohibited Collection of Student Data, above;
 - e. Describes the types of student data that the District may not share without a data authorization;
 - f. Describes how the district may collect, use, and share student data;
 - g. Includes the following statement: "The collection, use, and sharing of student data has both benefits and risks. Parents and students should learn about these benefits and risks and make choices regarding student data accordingly.";
 - h. Describes in general terms how the District stores and protects student data; and
 - i. States a student's rights under the student data protection statutes.
2. The notice may also include additional information relating to student and parent privacy, as determined by the District.

[Utah Code § 53E-9-305\(2\), \(8\) \(2021\)](#)

H. Student Data Disclosure Statement Recipients

1. The District may collect the necessary student data of a student into a cumulative record only if the District provides a student data disclosure statement to:
 - a. The student, if the student is an adult student; or
 - b. The student's parent, if the student is not an adult student.

[Utah Code § 53E-9-305\(4\) \(2021\)](#)

I. Optional Student Data Collection

1. The District may collect optional student data into a cumulative record only if it:

- a. Provides, to an individual described in Student Data Disclosure Statement Recipients, above, a student data disclosure statement that includes a description of:

- 1) The optional student data to be collected; and
- 2) How the District will use the optional student data; and

2. Obtains a data authorization to collect the optional student data from an individual described in Student Data Disclosure Statement Recipients, above.

[Utah Code § 53E-9-305\(5\) \(2021\)](#)

J. Student Biometric Identifier and Biometric Information Data Collection

1. The District may collect a student's biometric identifier or biometric information if the District:

- a. Provides, to an individual described in Student Data Disclosure Statement Recipients, above, a biometric information collection notice that is separate from a student data collection notice and which states:

- 1) The biometric identifier or biometric information to be collected;
- 2) The purpose of collecting the biometric identifier or biometric information; and
- 3) How the District will use and store the biometric identifier or biometric information; and

- b. Obtains written consent to collect the biometric identifier or biometric information from an individual described in Student Data Disclosure Statement Recipients, above.

[Utah Code § 53E-9-305\(6\) \(2021\)](#)

K. Sharing Student Data

1. The District may not share a student's personally identifiable student data without written consent, except in conformance with the requirements of this policy and with the Family Educational Rights and Privacy Act ("FERPA") and related provisions under [20 U.S.C. §§ 1232g](#) and [1232\(h\)](#).

[Utah Code § 53E-9-308 \(2019\)](#)

L. Requirements for Student Data Manager

1. The District will designate a student data manager who shall:
 - a. Authorize and manage the sharing, outside of the District, of personally identifiable student data for the District as described in this section;
 - b. Act as the primary local point of contact for the state student data officer described in [Utah Code § 53E-9-302](#); and
 - c. Fulfill other responsibilities described in the District's data governance plan.

[Utah Code § 53E-9-308\(2\) \(2019\)](#)

M. Permitted and Prohibited Sharing of Student Data by Student Data Manager

1. A student data manager may share the personally identifiable student data of a student with the student and the student's parent. Otherwise, a student data manager may only share a student's personally identifiable student data from a cumulative record in accordance with federal law or as follows. Such data may be shared with:
 - a. A school official;
 - b. An authorized caseworker, in accordance with this policy, or other representative of the Department of Human Services; or
 - c. A person to whom the District has outsourced a service or function:
 - 1) To research the effectiveness of a program's implementation; or
 - 2) That the District's employees would typically perform
2. A student data manager may share a student's personally identifiable student data from a cumulative record with a caseworker or representative of the Department of Human Services if:
 - a. The Department of Human Services is:
 - 1) Legally responsible for the care and protection of the student; or
 - 2) Providing services to the student; and

- b. The student's personally identifiable student data is not shared with a person who is not authorized:
 - 1) To address the student's education needs; or
 - 2) By the Department of Human Services to receive the student's personally identifiable student data; and
 - c. The Department of Human Services maintains and protects the student's personally identifiable student data.
3. A student data manager may share a student's personally identifiable student data to improve educational outcomes for the student where the student is:
- a. In the custody of or under the guardianship of, the Department of Human Services;
 - b. Receiving services from the Division of Juvenile Justice Services;
 - c. In the custody of the Division of Child and Family Services;
 - d. Receiving services from the Division of Services for People with Disabilities; or
 - e. Under the jurisdiction of the Utah Juvenile Court.
4. A student data manager may share aggregate data.
5. A student data manager may not share personally identifiable student data for the purpose of external research or evaluation except as follows: If a student data manager receives a request to share data for the purpose of external research or evaluation, the student data manager shall:
- a. Verify that the request meets the requirements of [34 CFR § 99.31\(a\)\(6\)](#);
 - b. Submit the request to the District's external research review process; and
 - c. Fulfill the instructions that result from the review process.
6. If the student data manager is informed that the State Board of Education intends to share student data collected by the District with the Utah Registry of Autism and Developmental Disabilities, the student data manager shall give notice to the parent of each student whose data is to be shared of the State Board's intention to share the data. This notice shall be provided at least 30 days before the State Board is to

share the data. If a parent requests that the State Board not share the data, the student data manager shall relay that request to the State Board.

7. A student data manager may share personally identifiable student data in response to a subpoena issued by a court.
8. In accordance with State Board of Education rule, a student data manager may share personally identifiable information that is directory information.

[Utah Code § 53E-9-308 \(2019\)](#)

N. Third Party Contractors

1. The District may provide a third-party contractor with personally identifiable student data received under a contract with the District strictly for the purpose of providing the contracted product or service within the negotiated contract terms.
2. When contracting with a third-party contractor, the District shall require the following provisions in the contract:
 - a. Requirements and restrictions related to the collection, use, storage, or sharing of student data by the third-party contractor that are necessary for the District to ensure compliance with the provisions of the Student Data Protection Act and State Board of Education rules;
 - b. A description of a person, or type of person, including an affiliate of the third-party contractor, with whom the third-party contractor may share student data;
 - c. Provisions that govern requests by the District for the deletion of the student data received by the third-party contractor from the District;
 - d. Except as provided in this policy and if required by the District, provisions that prohibit the secondary use of personally identifiable student data by the third-party contractor; and
 - e. An agreement by the third-party contractor that, at the request of the District, the District or its designee may audit the third-party contractor to verify compliance with the contract.
3. A third-party contractor's use of personally identifiable student data shall be in accordance with [Utah Code §§ 53E-9-309, 53E-9-310](#) and FERPA.
4. If the District contracts with a third-party contractor to collect and have access to the District's student data, the District shall monitor and maintain control of the data.

5. If the District contracts with a third-party contractor to collect and have access to the District's student data, the District shall notify a student and the student's parent or guardian in writing that the student's data is collected and maintained by the third-party contractor.

Utah Admin. Rules R277-487-7 (November 8, 2019)

[Utah Code § 53E-9-309 \(2020\)](#)

[Utah Code § 53E-9-310 \(2019\)](#)

Policy 5071

Communicable Disease Guidelines for Exclusion of Children from School

A. Conditions Requiring Temporary Exclusion

B. Temporary exclusion (child should be kept home) is recommended when:

1. An illness prevents the child from participating comfortably in activities as determined by the school staff.
2. The illness results in a greater need to care than the staff can provide or, the child has any of the following conditions:
 - a. Child appears to be severely ill.
 - b. Fever greater than 101 orally or tympanically (ear) accompanied by behavioral change or other signs and symptoms (rash, sore throat, vomiting, diarrhea, cough etc.)
 - c. Diarrhea – defined as an increased number of stools compared to the child’s normal pattern and inability to control or contain fecal matter.
 - d. Bloody diarrhea – must be cleared for re-admission by a healthcare provider.
 - e. Blood in stools, not explained by dietary change, medication, or constipation.
 - f. Vomiting
 - g. Severe abdominal pain – should be evaluated by a healthcare provider ASAP.
 - h. Less severe abdominal pain that continues longer than 2 hours.
 - i. Mouth sores with uncontrolled drooling – drooling increases risk of spreading whatever disease is causing the illness.
 - j. Rash with fever or behavioral changes.
 - k. Ringworm – exclusion is recommended until treatment is started.

- l. Scabies, until after treatment has been given.
- m. Chicken Pox – until all lesions have dried or crusted (about 1 week after onset of rash).
- n. COVID-19 – ~~10 days following onset and 24 hours after fever without fever reducing medication~~ follow current CDC, state, and local guidelines.
- o. Impetigo – until 24 hours after treatment has started or until crusting lesions are no longer present.
- p. Streptococcal infection (strep throat or other streptococcal infection), until 24 hours after treatment has started.
- q. Pertussis (Whooping cough) – until 5 days of appropriate antibiotic treatment.
- r. Mumps – until 9 days after onset of parotid gland swelling – exclude unvaccinated children until cleared by the Health Department.
- s. Measles – until 4 days after onset of the rash – un-immunized people who are not vaccinated within 72 hours of the exposure should be excluded until at least 2 weeks after the onset of rash in the last case of measles in the group, or until cleared by the Health Department.
- t. Rubella (German Measles) – until 7 days after the rash appears – exclude exposed unvaccinated children (children who have received less than 2 doses of the vaccine) until cleared by the Health Department.
- u. Hepatitis A virus infection – until 1 week after onset of illness or jaundice or as directed by the Health Department.
- v. Meningitis – child must be cleared for return by a healthcare provider.
- w. Any student determined by the Health Department to be contributing to the transmission of illness during an outbreak.

C. Conditions that do Not Require Exclusion

1. Common colds and runny noses – (regardless of color or consistency of nasal discharge) and coughs.
2. Fever without any other signs or symptoms of illness.

3. Infected eyes (conjunctivitis-pink eye) – exclusion should be considered if there are 2 or more children in the group (classroom) with the same presentation.
 4. Rash – without fever or behavioral changes.
 5. Thrush
 6. Fifth Disease – the rash occurs after the contagious period so by the time the diagnosis is made, the child is no longer infectious.
 7. Influenza – exclusion not required unless meets other criteria or recommended by public health officials.
 8. HIV – exclusion not required unless child has weeping skin lesions that cannot be covered.
 9. RSV – exclusion not required unless child is in respiratory distress or meets other criteria for exclusion.
 10. MRSA – exclusion not required unless lesion and drainage cannot be covered and contained.
 11. Mononucleosis – EBV
 12. Cytomegalovirus – CMV
 13. Warts – human papilloma virus.
- D. The above are guidelines/recommendations and may require modification due to circumstances unique to a particular situation. If there are questions or concerns about these recommendations, please consult with the child's personal physician or contact the Bear River Health Department (435-792-6500).

Policy 5227

Concussion and School-Related Head Injuries and Management of Sports-Related Concussions

A. Introduction

1. ~~The District, in compliance with Utah State Board of Education Rule R277-614 and based on the model policy issued by the State Board of Education, has established this protocol to provide education about concussion for coaches, school personnel, parents, and students. This protocol outlines procedures for staff to follow in managing concussions, and outlines school policy as it pertains to return to play issues following a traumatic head injury or concussion.~~

Utah Admin. Rules R277-614-4 (June 7, 2021)

A. Purpose and Philosophy

1. Medical management of head injuries and sports-related concussions continues to evolve. Recently, there has been a significant amount of new research regarding concussions in students and athletes, the treatment, protocol, and long-term effects. Because of this, the Box Elder School District (hereafter "the District") has established this protocol to provide education about concussions for coaches, teachers, and any other school personnel, volunteers, or representatives (hereafter referred to as "District staff and agents"), as well as parents and students. This protocol outlines procedures for District staff and agents to follow in managing concussions as well as school policy pertaining to "Return to Play" and "Return to Learn" following a concussion.
2. The District seeks to provide a safe return to activity for all students following any injury, but particularly after a ~~traumatic head injury or~~ concussion. ~~To provide consistent and effective management, head injury response In order to effectively and consistently manage these injuries,~~ procedures have been developed to ~~aid in ensuring that~~ concussed students are identified, treated ~~and~~ referred to appropriately ~~medical care~~, receive appropriate follow-up medical care during the school day, and are fully recovered prior to returning to activity.

C. Policy Implementation

1. District leadership shall review this protocol annually. Any changes or modifications will be reviewed and given to ~~District staff and agents athletic department staff, including coaches and other appropriate school personnel in writing.~~
2. All appropriate ~~District staff and agents~~ shall attend a yearly ~~in-service meeting training~~ in which procedures for managing ~~sporting event school-related traumatic~~ head injuries and ~~sports-related~~ concussions are discussed.

D. Applicable Laws and Rules

1. The Utah State Board of Education (hereafter "USBE") passed an updated R277-614 in 2021. The Rule directs Districts to develop a policy using the USBE/Utah State Risk Management's model policy to provide training for appropriate District staff and agents, to provide notice to parents of the District's policy, to post a copy of the District's policy, and to use model parent acknowledgement and permission forms.

E. Definitions

1. "Head injury" means any injury to the head not described in [Utah Code 26-53-102\(6\)](#) including a mild bump.
2. "Traumatic head injury" means an injury to the head arising from blunt trauma, ~~an~~ acceleration force, or a deceleration force, ~~with one of the following observed or self-reported conditions attributable to the injury:~~
 - ~~a. Transient confusion, disorientation, or impaired consciousness;~~
 - ~~b. Dysfunction of memory;~~
 - ~~c. Loss of consciousness; or~~
 - ~~d. Signs of other neurological or neuropsychological dysfunction, including:~~
 - ~~1) Seizures;~~
 - ~~2) Irritability;~~
 - ~~3) Lethargy;~~
 - ~~4) Vomiting;~~

- 5) Headache;
- 6) Dizziness; or
- 7) Fatigue.

~~Utah Code § 26-53-102(6) (2013)~~

- 3. “Parent” means a parent or legal guardian of a student for whom a District is responsible.
- 4. “District staff and agent” means a coach, teacher, employee, representative, or volunteer of the District.
- 5. “Head injury” means any injury to the head that is NOT a “traumatic head injury” as defined above, including a mild bump.
- 6. “Sporting event” means any of the following athletic activities that is organized, managed, or sponsored by a District school: a game, a practice, a sports camp, a physical education class, a competition, or a tryout. It does NOT include:
 - a. Free play or recess taking place during school hours; or
 - b. The District or a District school merely making available a District-owned or controlled field, facility, or other location to a child or to an amateur sports organization, regardless of whether a fee is being charged by the District for the use; or

~~Utah Code § 26-53-102(5) (2013)~~

- 7. “Physical education class” means a structured school class that includes an adult supervisor.

~~Utah Admin. Rules R277-614-2(6) (June 7, 2021)~~

- 8. “Free play” means unstructured student play, games and field days during school hours.

~~Utah Admin. Rules R277-614-2(2) (June 7, 2021)~~

- 9. “Qualified health care provider” means a health care provider who:

- a. is licensed under ~~Utah Code~~ Title 58, Occupations and Professions; and
- b. may evaluate and manage a concussion within the health care provider's scope of practice.

~~Utah Code § 26-53-102(4) (2013)~~

10. ~~"Written statement of a qualified health care provider" means a written statement from a qualified health care provider which states that:~~

- a. ~~The health care provider has, within three years before the date of the statement, successfully completed a continuing education course in the evaluation and management of a concussion; and~~
- b. ~~That the student to whom the statement relates is cleared to resume participation in the District sporting event.~~

~~Utah Code § 26-53-301(1)(b)(ii) (2011)~~

11. ~~"Agent of the District" means a coach, teacher, employee, representative, or volunteer of the District.~~

~~Utah Code § 26-53-102(1) (2013)~~

F. Requirements

- 1. ~~As described in more detail below, any student who is suspected to have sustained a concussion or traumatic head injury shall be immediately removed from participation in a District sporting event and may not resume participation until the student has been evaluated by a qualified health care provider who is trained in the management and evaluation of a concussion and the student provides the District with a written statement from the qualified health care provider. Notice of the concussion or traumatic head injury shall be provided to the student's parent. Each agent of the District shall be familiar with this policy and shall be provided a copy of this policy. Before a student may participate in any District sporting event, the student's parent must be provided a written copy of this policy and the student's parent must sign an acknowledgment that the parent has read, understands, and agrees to abide by this policy.~~

~~Utah Code § 26-53-201(2), (3) (2011)~~

~~Utah Code § 26-53-301(1) (2011)~~

~~G. Evaluation by School Nurse~~

- ~~1. A school nurse may assess a child who is suspected of having sustained a concussion or traumatic head injury during school hours on school property regardless of whether the nurse has received specialized training in the evaluation and management of concussion or traumatic head injury. If the nurse evaluating the student has not been trained in the evaluation and management of concussion and has not completed a continuing education course in that area in the prior three years, the nurse shall refer the student to a qualified health care provider who is trained in the evaluation and management of a concussion and the nurse may not provide the written statement of a qualified health care provider for the student. School nurses shall be trained in the evaluation and management of a concussion as funding allows.~~

~~Utah Code § 26-53-401 (2014)~~

~~H. Notice to Parent of Head Injury~~

- ~~1. The District shall notify a parent if a student is reported to have experienced a head injury during school hours or during a school-sanctioned activity.~~

~~Utah Admin. Rules R277-614-4(5) (June 7, 2021)~~

~~I. Annual Notice to Students and Parents~~

- ~~1. Notice of this policy shall be provided at least annually to parents of students who participate in District sporting events and students may not participate in such events until the District receives a signed written acknowledgement that the parent has read, understands, and agrees to abide by this policy.~~

~~Utah Code § 26-53-201 (3) (2011)~~

~~J. Posting of Policy on Website~~

- ~~1. This policy shall be posted on the District's website in a location readily accessible to parents and members of the public.~~

~~Utah Admin. Rules R277-614-4(4) (June 7, 2021)~~

~~K. Recognition of a Concussion~~

1. A concussion is a type of traumatic brain injury that interferes with normal **brain** function ~~of the brain~~ and is clinically referred to as mild Traumatic Brain Injury (~~mild~~ TBI).
 - a. It occurs when the brain is rocked back and forth or twisted inside the skull as a result of a blow to the head or body.
 - b. What may appear to be only a mild jolt or blow to the head or body can result in a concussion.
 - c. A concussion can occur even if a student does not lose consciousness from the head injury ([see the NFHS Suggested Guidelines for Management of Concussion in Sports \(2017\)](#) from the [National Federation of State high School Associations](#) for more information).
2. Common signs and symptoms of **a** concussions (observed by others):
 - a. **Student** appears dazed or stunned
 - b. Confusion
 - c. Forgets plays
 - d. Unsure about game, score, opponent
 - e. Moves clumsily (altered coordination)
 - f. Balance problems
 - g. Personality change
 - h. Responds slowly to questions
 - i. Forgets events prior to hit
 - j. Forgets events after the hit
 - k. Loss of consciousness (any duration)
 - l. Vomiting
 - m. **Repeats questions**

n. Forgets class schedule or assignments

3. Symptoms (reported by student):

- a. Headache or pressure in the head
 - b. Balance problems or dizziness
 - c. Fatigue or feeling tired
 - d. Does not “feel right”
 - e. More emotional than usual
 - f. Irritable or sad
 - g. Nausea or vomiting
 - h. Double vision, blurry vision
 - i. Sensitive to light or noise
 - j. Feels sluggish
 - k. Feels “foggy”
 - l. Problems concentrating
 - m. Problems remembering
4. These signs and symptoms following a witnessed or suspected blow to the head or body ~~should be considered a~~ ~~are indicative of~~ probable concussion.
- a. A student ~~with a concussion who has suffered a concussion (mild TBI)~~ may have one or many of these signs and symptoms.
 - b. Any student ~~who exhibits signs, symptoms, or behaviors consistent with a concussion is suspected of having sustained a concussion or traumatic brain injury~~ shall be immediately removed from the ~~contest, game, practice, or activity, District sporting event~~ and

- c. shall not return to **play participation** until cleared by an appropriate health care professional (~~as defined in [Utah Code 26-53-301](#) provides the District with a written statement of a qualified health care provider as defined in this policy~~).
 - d. **Parent notification must be made for any and all suspected or witnessed head injuries.**
5. **Many symptoms may progress or change in the days and weeks following an injury, including:**
- a. **Trouble sleeping**
 - b. **Emotional distress**
 - c. **Academic difficulty**
6. **If symptoms persist seek care from a qualified healthcare provider specializing in the evaluation and management of head injuries and concussions.**

L. Management and Referral Guidelines for All Staff

1. The following situations indicate a medical emergency and require activation of the Emergency Medical System (EMS):
 - a. Any student with a witnessed loss of consciousness (**LOC**) of any duration shall be transported immediately to the nearest emergency department via emergency vehicle.
 - (1) **District staff and agents** shall remain in contact with 911 and stabilize the student while waiting for EMS to arrive.
 - b. Any student who has symptoms of a concussion and who is not stable (i.e., **whose** condition is worsening) is to be transported immediately to the nearest emergency department via emergency vehicle.
 - c. A student who exhibits any of the following symptoms should be transported immediately to the nearest emergency department, via emergency vehicle:
 - 1) **Deterioration of neurological function (i.e., pupil changes or responses, muscle weakness, increased difficulty with response to questions)**
 - 2) **Decreasing level of consciousness**

- 3) Decrease or irregularity in respirations
 - 4) Any signs of symptoms of associated injuries, spine or skull fracture, or bleeding
 - 5) Mental status changes including:
 - a) Lethargy
 - b) difficulty staying awake/alert maintaining arousal,
 - c) confusion or
 - d) agitation
 - 6) Seizure activity
- d. A student who is symptomatic but stable, may be transported by his or her parent.
- 1) The parent should be advised to contact the student's health care provider or seek care at the nearest emergency department on the day of the injury.
- e. Any head injuries reported to District staff and agents should be documented in the student health record and entered on the [Student Injury Report website](#).
- 1) Documentation of injury is critical in determining treatment, initiating possible academic accommodations, and mitigating potential legal liability.

M. Guidelines and Procedures for ~~the Supervision of Coaches and Teachers Supervising Physical Education Classes, Athletic~~ Contests and Games

1. Recognizing concussions
 - a. ~~All educators District staff~~ and agents ~~of Box Elder School District~~ should become familiar with the signs and symptoms of concussion that are described above.
 - b. ~~District staff Educators~~ and agents ~~of Box Elder School District~~ shall have appropriate training about recognizing and responding to traumatic head injuries consistent with the ~~employees' District staff and agents'~~ responsibilities for supervising students and athletes.

c. Training can be found through the [CDC website](#).

2. Removing from activity

- a. Any student or athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (as described above) or traumatic head injury shall be immediately removed from the activity and
- b. Shall not return to play until cleared by an appropriate health care provider.

N. Referring the Athlete/Student for Medical Evaluation

1. ~~The~~ District staff and agents are is responsible for notifying the student's parent of the injury.
 - a. Contact the parent to inform a parent of the injury.
 - 1) Depending on the injury, transport can be provided by either an emergency vehicle or parent.
 - 2) A medical evaluation by an appropriate health care provider is required before returning to play.
2. ~~In the event that~~ If a student's parent cannot be reached, and the student ~~is able can be~~ to be sent home (rather than directly to a health care provider):
 - a. The District's staff and agents should ensure that the student will be with a responsible individual capable of monitoring the student and understanding the home care instructions, before allowing the student to go home.
 - b. The District's staff and agents should continue efforts to reach a parent.
3. If there is any question about the status of the student, or if the student cannot be monitored appropriately, the student should be referred to an Emergency Department for evaluation.
 - a. A The District staff and agents should accompany the student and remain with the student until a parent arrives.
4. A The District staff and agents shall provide for supervision of the other students for whom he or she is they are responsible when accompanying the injured student.

5. Students with a suspected concussion should not be permitted to drive home.
6. District **staff and agents** should seek assistance from the host site's certified athletic trainer (ATC) or team physician (if available) if the injury occurred **during an athletic event at an away contest**.

O. Return to Learn (RTL) Procedures After a Concussion

1. Medical and school-based teams should counsel the student and family about the process of gradually increasing the duration and intensity of academic activities as tolerated, with the goal of increasing participation without significantly exacerbating symptoms.
2. The student, family, health care provider, and school teams should monitor symptoms and academic progress to decide together the modifications that are needed to maintain an academic workload without making symptoms worse.
3. School teams should monitor and adjust educational supports until the student's academic performance has returned to pre-injury levels.

P. Return to Play (RTP) Procedures After Concussion

1. Return to activity and play is a medical decision. The student must meet all of the following criteria in order to progress to activity:
 - a. Asymptomatic at rest and with exertion (including mental exertion in school) **AND**
 - b. **Have successfully returned to regular academic activities, and**
 - c. Have written clearance from an appropriate health care provider.
2. Once the above criteria are met, the student will be progressed to full activity while following the stepwise process detailed below.
 - a. This progression must be closely supervised by a District **staff and agents**.
 - b. If your school does not have an athletic trainer, then the coach must have a very specific plan to follow as directed by the appropriate health-care provider.
3. Progression is individualized, and will be determined on a case-by-case basis. Factors that may affect the rate of progression include:

- a. previous history of concussion
 - b. duration and type of symptoms
 - c. age of the student, and
 - d. sport/activity in which the student participates.
4. An athlete/student with a prior history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision or contact sport may be progressed more slowly.
5. **An example of a stepwise progression is described below.**
- a. **The student should spend a minimum of one to two days at each step before advancing to the next unless prescribed differently by the health care provider.**
 - b. **If post-concussion symptoms occur at any step, the student must stop the activity and the treating health care provider must be contacted.**
 - 1) **Step 1. ~~Complete~~ Cognitive rest. ~~This~~ may include staying home from school or limiting school hours (and studying) for **a few several** days; **any period longer than this should be under the supervision of a qualified health care provider.**
 - a) Activities requiring **extensive** concentration and attention **immediately after the injury** may worsen symptoms and delay recovery.
 - b) **Light activity including walks may be encouraged at this level provided that the activity is tolerated by the student without a significant exacerbation of symptoms.****
- a. Step 2. Return to school, **during which** the District **staff and agents** will follow health care provider's protocol on return to learn.
 - b. Step 3. Light exercise **may begin** at this point.
 - 1) The athlete may **begin engage in** brisk walking, riding an exercise bike, or other light exertional activities with supervision.
 - 2) **The athlete may NOT engage in** weightlifting.

- a. Step 4. Running in the gym or on the field **may be engaged in, but with** no helmet or other equipment.
- b. Step 5. Non-contact training drills in full equipment or weight training can begin.
- c. Step 6. Full contact practice or training **may be engaged in**.
- d. Step 7. **The student athlete may return to play in-game**.
 - 1) **To do so, they must first** be cleared by an appropriate health care provider **before returning to play**.

6. Additional Considerations

- ~~4. The student should spend 1 to 2 days at each step before advancing to the next. If post-concussion symptoms occur at any step, the student must stop the activity and the treating health care provider must be contacted. Depending upon the specific type and severity of the symptoms, the student may be told to rest for 24 hours and then resume activity at a level one step below where he or she was at when the symptoms occurred. This resumption of activity could be considerably simplified for a student injured during recess compared to a student injured at a game or formal practice.~~
 - a. While current Utah law designates that a student may ~~be returned~~ to play by “an appropriate health care provider,” it is the prerogative of the District to designate the credentials of the providers from whom it will accept clearance.
 - b. This is a very important decision and should be made after careful consideration by the ~~District’s staff and agents athletic director, principal, superintendent, teacher (elementary),~~ and parent.
 - c. The District’s liability carrier may also be consulted.
7. For students injured during formal competitions, serious consideration must also be given as to what the ~~school~~ **District staff and agents** will do in the case where an athlete is clearly still having concussion symptoms, but has been given return to play clearance by a health care provider.
 - a. The District shall designate a specific individual (preferably an expert in the field of concussion management, ~~this is typically a licensed athletic trainer,~~ physician

or neuropsychologist) who shall evaluate the athlete and make the final decision regarding return to play.

Q. Free-Play concussion and Head Injury Management

1. While many head injuries that happen at school are minor, the following steps are necessary when a student has a bump, blow, or jolt to the head or body:
 - a. Observe the student for signs and symptoms of concussion for a minimum of 30 minutes.
 - b. Ask people who saw the injury occur about how the injury happened and any concussion signs they observed.
 - c. Complete the [Concussion: Signs and Symptoms Checklist](#).
 - d. Notify the student's parent that their child had a head injury and give the parent the [Parent Notification of Head Injury During School Hours](#) document.
2. If the student has concussion signs or symptoms:
 - a. Tell the parent that the student needs to see a health care provider experienced in concussion management.
 - b. Give the parent a copy of the completed [Concussion: Signs and Symptoms Checklist](#) for the health care provider to review.
 - c. Ask for written guidance from the student's health care provider about when the student can return to school and physical activity.
3. If the student does not have concussion signs or symptoms:
 - a. Have the student return to class but do not allow the student to return to sports or recreational activities on the same day of the injury.
 - b. Send a copy of the completed [Concussion: Signs and Symptoms Checklist](#) and the [Parent Notification of Head Injury During School Hours](#) document home with the student for the parent to review.
 - 1) Ask the parent to continue to observe the student for any changes.

- c. Tell the parent that if concussion signs or symptoms appear, the student should be seen right away by a health care provider with experience in concussion management.

R. Final Considerations

1. A student with a concussion should NEVER return to sports or recreation activities on the same day the student was injured.
2. Remind District staff and agents that the student should not return to class, playground time, or school-based sports activities until the health care provider who is managing their concussion gives permission to do so.

Policy 6025

Parent Access to District Curriculum

A. Access to Curriculum

1. The curriculum used by the District and the schools in the District shall be made readily accessible and available for parents to view. Parents of students enrolled in the District shall be given notice each year of how they may access and view the District's curriculum materials. The information on how to access and view the curriculum materials shall also be posted on the District's website.

[Utah Code § 53G-4-402\(24\) \(2021\)](#)

B. Parent Access to Online Course Learning Management Systems

1. For purposes of this policy, the following definitions apply:
 - a. A "learning management system" is a software application for the administration, documentation, tracking, reporting, automation, or delivery of an online course.
 - b. An "online course" is a course that the District provides to a student over the Internet.

[Utah Code § 53G-6-804\(1\) \(2021\)](#)

2. The District shall provide to a parent of any student enrolled in an online course access to the learning management system for the course. The materials and information that the parent shall have access to shall include, at a minimum, the curriculum used for the course and information about the progress and learning of the parent's student, including assessment results. The District shall also provide the student and a student's parent with training or orientation to help them understand how to access the online management system, the online course, and any online tools used to deliver the online course or instruction.

[Utah Code § 53G-6-804\(2\) \(2021\)](#)

Policy 6045

Board of Education Hotline

A. Establishment of Hotline

1. The Board of Education has established a hotline to provide an avenue for citizens, including District employees and contractors, to report 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 R277-13-6(2) (November 10, 2020)

B. 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. Due to limited resources the Board of Education is unable to accept complaints that are not supported by evidence or provide a means for us to investigate the problem further. At a minimum, please use the form as a guide to ensure the necessary information is provided. Submit complaints via the following methods:

Email:

US Mail:

Box Elder School District
Board of Education Hotline
960 S Main St
Brigham City, UT 84302
audit@besd.net

Complainants may call the hotline at (435) 734-4800 ext. 1101 for more information.

C. Processing of Hotline Complaints

1. After receipt of the complaint, 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.
2. The Audit Committee will review:
 - a. The allegation of the complaint
 - b. Any facts supporting or refuting the complaint
 - c. A recommendation based upon preliminary inquiry
3. The Audit Committee decides the appropriate next action (if a member of the Audit Committee 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
4. If the investigation proceeds, the Audit Committee sets the following:
 - a. Time and resource budget
 - b. Scope of the audit
5. Audit is completed
6. A report is created outlining the work performed and conclusions
7. The report is provided to the Audit Committee
8. The Audit Committee reports investigation results to the Board of Education.
9. The Board of Education addresses any findings noted in the report.

D. Whistleblower Protection

1. [Utah Code § 67-21-3](#) prohibits public employers (such as the District) from taking adverse 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\(1\)\(a\), \(b\)\(vi\) \(2020\)](#)

Report a Concern Form

1. Complaint to remain anonymous? Yes No
2. Complainant would like a response? Yes No
3. Contact Type: Parent
 Student
 Public Education Employee
 Other
4. Date:
5. Name:
6. Phone:
7. Email:
8. School Name:
9. Who is the person(s) the complaint is against?
10. Who is the person's supervisor? (Please provide name, position, district or school, and phone number. Also, supervisor's name, position, and phone number.)
11. Please describe your complaint or the activity you are reporting in detail. Include places, dates, times and frequency of the event.
12. How do you know about the improper action? Did you see it occur?
13. 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? Has this activity been reported to anyone else? (If reported, please include who it was reported to, the date it was reported and attach any relevant documentation below.)
14. Is there evidence that can be examined or documentation that can be reviewed? (Please provide documentation you have.) Did you see documentation indicating the event occurred?
15. Do you know the source of funding involved or what specific law or state regulation has been violated?

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

2022 Board Member Committee Assignments

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

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT

President Taylor welcomed those in attendance and conducted the business of the meeting starting at 5:30 p.m. A work session followed. The following principals reported to the Board: Kristi Capener, Fielding Elementary, Mark Johnson, Garland Elementary, Jeff Morris, Three Mile Creek Elementary.

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening February 9, 2022 at 6:30 p.m. at Sunrise High School.

Those in attendance at the meeting included Board President Julie Taylor, Vice President Tiffani Summers, Connie Archibald, Karen Cronin, Bryan Smith, Wade Hyde, and Nancy Kennedy, and Student Board Member Shan Robison. Also present were Superintendent Steven Carlsen, Assistant Superintendents Keri Greener, Gary Allen, and Business Administrator Rod Cook. Members of the press, employees and patrons.

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

After the reverence which was offered by Keri Greener, Assistant Superintendent of Elementary Curriculum and Instruction, Shan Robinson, Student Board Member led the pledge of allegiance.

Recognitions

Tiffani Summers presented the following recognitions:
Nancy Kennedy was recognized for being the Utah Mother of the Year

Approval of Agenda

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

Public Comment

Carlie Miller commented on a concern about Policy 5045 about memorializing Coach Stan Haramoto with a banner during Softball season.

James Farnsworth also addressed the Board about a memorialization for Coach Stan Haramoto.

Action Items

Appointment of Interim Board Member

Julie Taylor, Board President, introduced Clyde Wohlgemuth as the recommended Interim Board Member appointment. The vacancy was created by voting boundary realignment. The vacancy will be filled until December 31, 2022. Beginning January 1, 2023, the Board member elected in November will represent the Board District 6.

Wade Hyde made the motion to appoint Clyde Wohlgemuth as the District 6 Interim Board Member. Connie Archibald seconded the motion which passed unanimously.

Rod Cook, Business Administrator, administered the oath of office to Clyde Wohlgemuth.

A coin was flipped to determine who should represent Board Precinct 5 representative. Bryan Smith won the toss to become the Board Precinct 5 representative.

Approval of Fiscal Year 23 Capital Improvement Budget

Corey Thompson, Director of Facilities, presented the Fiscal Year 2023 budget for Capital Improvement projects to the Board. He answered the Board questions about budget and projects.

Wade Hyde made the motion to approve the Capital Improvement projects for the 2022-23 fiscal year as presented. Connie Archibald seconded the motion which passed unanimously.

Approval of New Courses

Gary Allen, Assistant Superintendent of Secondary Curriculum, presented new courses for approval for the 2022-2023 school year.

ENG 2015 An English course that is a Weber State Concurrent Enrollment course.

Adventures in Reading a Reading course that will explore literature.

Connie Archibald made the motion to approve the above courses for the 2022-23 school year. Bryan Smith seconded the motion which passed unanimously.

Information Items

Legislative Update

Superintendent Steven Carlsen discussed bills in the legislature and how they could affect education and Box Elder School District.

Covid19 Update

Steve Carlsen, Superintendent, covered the Covid19 update.

Monthly Financial Report

Rod Cook, Business Administrator, presented the Financial Report to the Board.

Board Committee Reports

No Board committee reports

Policy Review

Policies with no changes

Policy 1010 School Board's Legal Status
Policy 1020 Board Powers and Duties
Policy 1034 Board of Education Code of Conduct
Policy 2075 Records Management
Policy 4040 Accelerations – Retention of Students
Policy 4078 Class Disclosure Statements – Elementary
Policy 4140 School volunteers/Resource Persons

Karen Cronin made the motion to accept the policies with no changes. Bryan Smith seconded the motion which passed unanimously.

First Reading

Policy 1015 Fiscal Responsibilities
Policy 1110 Public Participation in Boar Meeting
Policy 2222 Transportation – use of Cellular Telephones
Policy 4035 Early Intervention Kindergarten
Policy 4038 Mathematics Assessment for K-3
Policy 4110 Homebound Instruction
Policy 4175 Student Data Protection
Policy 6025 Parent Access to District Curriculum
Policy 5071 Communicable Disease Guidelines for Exclusion of Children
Policy 5227 School Related Head Injuries and Management of Sports-Related Concussions
Policy 6045 Board of Education Hotline

Connie Archibald made the motion to approve the above policies for first reading with minor typo changes. Wade Hyde seconded the motion which passed unanimously.

Board Discussion Items

Book Study – “How Not to be a Terrible School Board Member”

Section #1 Terrible District Teamwork

The Board discussed the book and offered their thoughts.

Consent Calendar

Bryan Smith moved to accept the consent items. The motion was seconded by Karen Cronin. The motion passed unanimously.

The Consent Calendar included the following items:

Approval of the minutes of the working and regular meeting January 9, 2022.

Approval of claims numbered 39224-39492, 02012422, 05011022, 07013122, 08013122, 09012022, 09013122, and the District Foundation and ACH payments as well as School Activity checks for the month of January.

Personnel Action

As detailed in the agenda.

Adjournment

Karen Cronin made the motion to adjourn the meeting. Bryan Smith seconded the motion which passed by unanimous vote.

With the announcement that the next meeting will be held on March 9, 2022 at the Independent Life Skills Center, with a work session at 5:30 p.m. and regular session beginning at 6:30 p.m. President Julie Taylor adjourned the meeting at 9:00 p.m.

APPROVED: _____

ATTESTED: _____
School Business Administrator
Box Elder School District

President, Board of Education

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00039493	83.95	02/03/22	1 BRET SIDWELL	C
01	00039494	517.94	02/03/22	33855 JENNIFER ADAMS	C
01	00039495	300.00	02/03/22	10260 ADELE C YOUNG INTERM SCH	C
01	00039496	6,819.11	02/03/22	25909 AMERIGAS PROPANE	C
01	00039497	41.48	02/03/22	57878 KRISTIN BALLS	C
01	00039498	171.68	02/03/22	56618 MARIA BANUELOS	C
01	00039499	255.07	02/03/22	87120 BEEHIVE TELEPHONE CO	C
01	00039500	144.00	02/03/22	104338 BOX ELDER HIGH SCHOOL	C
01	00039501	352.00	02/03/22	104370 BOX ELDER NEWS JOURNAL	C
01	00039502	9.86	02/03/22	57894 ELKE CARTER	C
01	00039503	80.00	02/03/22	107994 CERTIFIED SHRED	C
01	00039504	893.70	02/03/22	57606 D'ELAINE CHALOUPKA-LADD	C
01	00039505	82.00	02/03/22	156817 CORINNE CITY CORP	C
01	00039506	9,192.75	02/03/22	38091 DATAIO LLC	C
01	00039507	5,601.40	02/03/22	102017 DAVIS SCHOOL DISTRICT	C
01	00039508	220.40	02/03/22	58955 EZOLA, BECKY	C
01	00039509	333.64	02/03/22	109665 A J GILMORE	C
01	00039510	672.64	02/03/22	324430 GRAYBAR ELECTRIC COMPANY INC	C
01	00039511	174.00	02/03/22	57886 EMILY HARDY	C
01	00039512	22,304.27	02/03/22	100774 JEPPESEN DISTRIBUTING/JEFF JEPPESEN	C
01	00039513	673.27	02/03/22	109818 VALYNN KUNZLER	C
01	00039514	673.27	02/03/22	94170 KELLY J KUNZLER	C
01	00039515	661.67	02/03/22	107207 RACHEALE KUNZLER	C
01	00039516	936.70	02/03/22	109840 JENNY LOGSDON	C
01	00039517	165.30	02/03/22	58181 HEATHER MALONEY	C
01	00039518	520.38	02/03/22	111457 KEITH MECHAM	C
01	00039519	72.00	02/03/22	25518 ROBYN MECHAM	C
01	00039520	306.24	02/03/22	43982 MIKE MOORE	C
01	00039521	37.60	02/03/22	58823 HUNTER MORGAN	C
01	00039522	633.83	02/03/22	57622 DAVID MORRIS	C
01	00039523	680.05	02/03/22	29858 MOUNTAINLAND SUPPLY COMPANY	C
01	00039524	229.68	02/03/22	54330 KALLEE MUNNS	C
01	00039525	8.70	02/03/22	57908 MANDY MUNNS	C
01	00039526	603.38	02/03/22	57860 BAILEY NESSEN	C
01	00039527	3,517.44	02/03/22	111273 NUCO2 LLC	C
01	00039528	3,000.00	02/03/22	35270 CMRS-POC	C
01	00039529	6,768.12	02/03/22	892645 ROCKY MOUNTAIN POWER	C
01	00039530	652.39	02/03/22	12793 SONYA SPACKMAN	C
01	00039531	35.95	02/03/22	110914 SUPERIOR WATER AND AIR INC	C
01	00039532	34.80	02/03/22	53791 ELIZABETH TAYLOR	C
01	00039533	988.97	02/03/22	111109 TOM RANDALL DIST	C
01	00039534	30.00	02/03/22	41050 UCASE	C
01	00039535	43,474.95	02/03/22	102558 UTAH DEPARTMENT OF HEALTH	C
01	00039536	3,168.00	02/03/22	110040 WALL 2 WALL	C
01	00039537	661.67	02/03/22	12939 EMILIE WESTMORELAND	C
01	00039538	170.72	02/03/22	58947 SHAELA WHITAKER	C
01	00039539	52.20	02/03/22	57630 KERI YEATES	C
01	00039540	1,113.04	02/03/22	57371 AED SUPERSTORE	C
01	00039541	9,286.00	02/03/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00039542	2,724.18	02/03/22	113116 BRYSON SALES & SERVICE	C
01	00039543	910.00	02/03/22	55395 CLASS CREATOR	C
01	00039544	3,300.00	02/03/22	59064 CODEHS	C
01	00039545	1,440.00	02/03/22	59269 CUMMINS SALES AND SERVICE	C
01	00039546	470.39	02/03/22	180241 DEMCO INC	C
01	00039547	308.18	02/03/22	1961 DESTINY EXPRESS/FOLLETT SCHOOL SOLUTIONS	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00039548	1,089.00	02/03/22	286060 FLINN SCIENTIFIC	C
01	00039549	853.00	02/03/22	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00039550	839.98	02/03/22	45616 GRIZZLY INDUSTRIAL, INC.	C
01	00039551	1,726.00	02/03/22	103070 HEYWOOD ENGINEERING & CONSULT	C
01	00039552	9,171.51	02/03/22	386370 HYKO SUPPLY CO	C
01	00039553	92.25	02/03/22	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
01	00039554	288.60	02/03/22	1791 INTERSTATE ALL BATTERIES CENTER	C
01	00039555	174.95	02/03/22	33430 LEADING EDGE LAMINATING	C
01	00039556	2,400.00	02/03/22	105995 MAXON	C
01	00039557	10,797.81	02/03/22	586159 MOUNTAIN STATE TEXTBOOK DEP	C
01	00039558	28.16	02/03/22	633340 OFFICE DEPOT	C
01	00039559	1,018.18	02/03/22	49859 JACKSON GROUP CORPORATE OFFICE	C
01	00039560	1,021.39	02/03/22	664141 ORIENTAL TRADING COMPANY INC	C
01	00039561	180.00	02/03/22	43567 PENCIL WHOLESALE LLC	C
01	00039562	33.90	02/03/22	699420 PERMA BOUND BOOKS	C
01	00039563	1,862.35	02/03/22	759360 ROTO AIRE	C
01	00039564	240.79	02/03/22	103604 SCHOLASTIC MAGAZINES	C
01	00039565	175.09	02/03/22	101706 SCHOLASTIC STORE ONLINE	C
01	00039566	59.99	02/03/22	54313 SCHOOL SPECIALTY, LLC	C
01	00039567	2,412.03	02/03/22	157371 STAPLES	C
01	00039568	3,431.99	02/03/22	109356 TRANSPORT DIESEL	C
01	00039569	2,393.75	02/03/22	861085 TV SPECIALISTS INC	C
01	00039570	3,978.54	02/03/22	57070 VISTAPRINT CORPORATE SOLUTIONS INC	C
01	00039571	4,158.00	02/03/22	109463 WOODWIND AND BRASSWIND	C
01	00039572	83.12	02/10/22	112046 ACE HARDWARE - BRIGHAM	C
01	00039573	5,395.93	02/10/22	10260 ADELE C YOUNG INTERM SCH	C
01	00039574	720.70	02/10/22	812477 ALSCO/AMERICAN LINEN	C
01	00039575	73.00	02/10/22	109929 ASHA / AMERICAN SPEECH LANGUAGE	C
01	00039576	400.34	02/10/22	59315 TODD BARROW	C
01	00039577	2,931.46	02/10/22	85738 BEAR RIVER HIGH SCHOOL	C
01	00039578	134.05	02/10/22	85748 BEAR RIVER MIDDLE SCHOOL	C
01	00039579	255.50	02/10/22	85768 BEAR RIVER SEWER DEPT	C
01	00039580	117.00	02/10/22	44067 RENEE C. BEARD	C
01	00039581	32.00	02/10/22	110863 GLENN BELTZ	C
01	00039582	1,223.20	02/10/22	18180 LINDA BOURN	C
01	00039583	1,092.66	02/10/22	104338 BOX ELDER HIGH SCHOOL	C
01	00039584	374.44	02/10/22	104348 BOX ELDER MIDDLE SCHOOL	C
01	00039585	1,207.50	02/10/22	13293 ROBERT BREITENBEKER	C
01	00039586	47,111.04	02/10/22	108217 BRIGHAM CITY CORPORATION	C
01	00039587	141.91	02/10/22	109215 BROAD REACH	C
01	00039588	184.00	02/10/22	104843 WAYNE BURRELL	C
01	00039589	179.50	02/10/22	103056 WESTLEY BURRELL	C
01	00039590	8,229.44	02/10/22	3271 CANON SOLUTIONS AMERICA	C
01	00039591	1,195.00	02/10/22	819370 CLASSICAL STRINGS / G WILHELMSSEN	C
01	00039592	31.25	02/10/22	173340 DAR'S JJ WHITE BLACKSMITH	C
01	00039593	434.50	02/10/22	8044 THOMAS DAVIDSON	C
01	00039594	4,701.94	02/10/22	729332 ECONO WASTE INC	C
01	00039595	223.75	02/10/22	104881 FERGUSON ENTERPRISES INC	C
01	00039596	86.48	02/10/22	55557 ELIZABETH FERTIG	C
01	00039597	327.75	02/10/22	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00039598	539.10	02/10/22	304217 GARLAND CITY	C
01	00039599	1,957.69	02/10/22	59374 JOURNEY GREENWELL	C
01	00039600	20.00	02/10/22	4502 HIGH COUNTRY TECHNOLOGY CONSULTANTS	C
01	00039601	179.50	02/10/22	39314 MELISSA INGRAM	C
01	00039602	1,016.53	02/10/22	111125 IML SECURITY SUPPLY	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00039603	11,382.19	02/10/22	100774 JEPPESEN DISTRIBUTING/JEFF JEPPESEN	C
01	00039604	604.95	02/10/22	467700 JOHNSON ELECTRIC MOTORS	C
01	00039605	16.38	02/10/22	489240 KENTS MARKET PL/TREMONTON	C
01	00039606	4,386.14	02/10/22	58246 LINDE GAS & EQUIPMENT INC	C
01	00039607	146.80	02/10/22	543168 MADDOX RANCH HOUSE	C
01	00039608	6,225.06	02/10/22	110561 MAXIM HEALTHCARE SERVICES INC	C
01	00039609	434.50	02/10/22	22195 BRANDON NELSON	C
01	00039610	153.25	02/10/22	100987 PEARSON EDUCATION CENTER	C
01	00039611	2,373.00	02/10/22	105086 PRESTIGE WEST FENCE	C
01	00039612	2,404.68	02/10/22	732367 RAFT RIVER RURAL	C
01	00039613	179.50	02/10/22	107960 TYLER J RHODES	C
01	00039614	434.50	02/10/22	110378 JESSE THOMAS ROBERTS	C
01	00039615	61.38	02/10/22	769715 SAM'S CLUB BUSINESS PAYMENTS	C
01	00039616	39.95	02/10/22	110789 SECURE INSTANT PAYMENTS LLC	C
01	00039617	179.50	02/10/22	42935 DAVID SHAFFER	C
01	00039618	1,503.29	02/10/22	10731 SMITH'S CUSTOMER CHARGES	C
01	00039619	37.00	02/10/22	802087 SNOWVILLE WATERWORKS INC	C
01	00039620	764.06	02/10/22	5223 SWIRE COCA-COLA	C
01	00039621	149,400.47	02/10/22	12688 SYSCO	C
01	00039622	606.00	02/10/22	875087 UKON WATER CO	C
01	00039623	100.00	02/10/22	999031 UNITED WAY OF NO UTAH	C
01	00039624	2,349.86	02/10/22	55034 UTAH PARENT CENTER, INC	C
01	00039625	68,842.46	02/10/22	892916 DGO FUEL NETWORK TEAM	C
01	00039626	51,450.15	02/10/22	891181 LB 410027	C
01	00039627	40.00	02/10/22	110931 WEESE GLASS LLC	C
01	00039628	176.75	02/10/22	941217 WILLARD CITY CORP	C
01	00039629	5,562.23	02/10/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00039630	2,824.00	02/10/22	106497 APPLE STORE	C
01	00039631	538.10	02/10/22	106895 BADGER SCREEN PRINTING CO	C
01	00039632	16,499.00	02/10/22	59200 BEAR LAKE TRAILER SALES	C
01	00039633	192.00	02/10/22	53945 CARAHSOFT TECHNOLOGY CORPORATION	C
01	00039634	9.99	02/10/22	59048 CHROMEBOOKPARTS.COM	C
01	00039635	15,016.00	02/10/22	15660 DAKTRONICS	C
01	00039636	28,176.91	02/10/22	100293 DELL INC	C
01	00039637	1,077.79	02/10/22	180241 DEMCO INC	C
01	00039638	143.40	02/10/22	57207 FILTERBUY INC.	C
01	00039639	300.00	02/10/22	110099 FLUXLIGHT INC	C
01	00039640	226.48	02/10/22	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00039641	995.00	02/10/22	53937 GENERATION GENIUS, INC	C
01	00039642	11,131.34	02/10/22	386370 HYKO SUPPLY CO	C
01	00039643	807.74	02/10/22	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
01	00039644	1,335.75	02/10/22	474162 JOSTENS	C
01	00039645	858.91	02/10/22	45560 LAKESHORE LEARNING MATERIALS	C
01	00039646	357.84	02/10/22	11894 LIBRARY STORE	C
01	00039647	69.92	02/10/22	545971 MARC / MID AMERICAN RESEARCH	C
01	00039648	180.00	02/10/22	111013 MARKERBOARD PEOPLE	C
01	00039649	1,787.24	02/10/22	44172 NORCO INC	C
01	00039650	2,633.59	02/10/22	633340 OFFICE DEPOT	C
01	00039651	454.49	02/10/22	714550 POSITIVE PROMOTIONS	C
01	00039652	1,380.00	02/10/22	105361 READ NATURALLY INC	C
01	00039653	2,000.00	02/10/22	33367 SAFE & CIVIL SCHOOLS	C
01	00039654	570.00	02/10/22	103778 SCHOLASTIC BOOK CLUBS	C
01	00039655	2,575.88	02/10/22	38601 SUMMIT PARTNERS UTAH LLC	C
01	00039656	77.82	02/10/22	824825 SWANSON BUILDING MATERIALS INC	C
01	00039657	5,200.98	02/10/22	109356 TRANSPORT DIESEL	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00039658	18,706.90	02/10/22	43753 VISTA HIGHER LEARNING, INC.	C
01	00039659	1,547.53	02/10/22	924370 WATKINS PRINTING	C
01	00039660	723.00	02/10/22	109463 WOODWIND AND BRASSWIND	C
01	00039661	80.00	02/17/22	6617 ACME WATER CO	C
01	00039662	481.83	02/17/22	14010 AED EVERYWHERE	C
01	00039663	831.25	02/17/22	4260 BCI / UTAH BUREAU OF CRIMINAL IDENTIF	C
01	00039664	1,888.16	02/17/22	102956 BEAR RIVER MENTAL HEALTH	C
01	00039665	300.00	02/17/22	59471 TORIA BIGHAM	C
01	00039666	114.00	02/17/22	104327 BOX ELDER COUNTY LANDFILL	C
01	00039667	41.72	02/17/22	104348 BOX ELDER MIDDLE SCHOOL	C
01	00039668	533.04	02/17/22	108217 BRIGHAM CITY CORPORATION	C
01	00039669	83.36	02/17/22	57991 EMILEE BURNHAM	C
01	00039670	300.00	02/17/22	103056 WESTLEY BURRELL	C
01	00039671	72.00	02/17/22	19178 CHEAPERTHANSHIRT	C
01	00039672	317.00	02/17/22	40363 CIO MEDICAL SERVICES	C
01	00039673	183.39	02/17/22	158220 COVER UP	C
01	00039674	46.90	02/17/22	14958 CULLIGAN	C
01	00039675	300.00	02/17/22	29912 TERESA CUTLER	C
01	00039676	4,176.32	02/17/22	143160 FRONTIER COMMUNICATION	C
01	00039677	300.00	02/17/22	39314 MELISSA INGRAM	C
01	00039678	243.02	02/17/22	3026 INTERMOUNTAIN HYDRONIC SPECIALTIES	C
01	00039679	11,346.14	02/17/22	100774 JEPPESEN DISTRIBUTING/JEFF JEPPESEN	C
01	00039680	2,421.00	02/17/22	48879 KREMEDY LLC / KANNACT	C
01	00039681	300.00	02/17/22	49573 KASSIDY LAKE	C
01	00039682	284.80	02/17/22	57568 LANGUAGE ACCESS NETWORK LLC	C
01	00039683	3,914.65	02/17/22	26000 LEAR & LEAR LAW OFFICE, LLP	C
01	00039684	300.00	02/17/22	30163 LOCALLY TWISTED LLC	C
01	00039685	26,546.27	02/17/22	530755 LOGAN SCHOOL DISTRICT	C
01	00039686	47.00	02/17/22	39896 TYRELL NEAL	C
01	00039687	300.00	02/17/22	53392 JESSICA NYE	C
01	00039688	18,692.99	02/17/22	3050 OBSERVERTAB, LLC	C
01	00039689	300.00	02/17/22	107960 TYLER J RHODES	C
01	00039690	191.92	02/17/22	55336 S & D CARWASH MANAGEMENT, LLC	C
01	00039691	412.96	02/17/22	33847 LAURA SARCEDA	C
01	00039692	280.00	02/17/22	42935 DAVID SHAFFER	C
01	00039693	77.00	02/17/22	27324 MICHELLE SMITH	C
01	00039694	879.44	02/17/22	852617 TREMONTON CITY CORP	C
01	00039695	16,732.17	02/17/22	102558 UTAH DEPARTMENT OF HEALTH	C
01	00039696	9,112.02	02/17/22	42846 VERACITY NETWORKS, LLC	C
01	00039697	7,260.07	02/17/22	924155 WASTE MGMT OF UTAH INC	C
01	00039698	396.00	02/17/22	58254 5 BUCK BOOKS	C
01	00039699	163.90	02/17/22	31364 95 PERCENT GROUP	C
01	00039700	8,505.01	02/17/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00039701	11,323.26	02/17/22	110509 AUDIO ENHANCEMENT	C
01	00039702	579.94	02/17/22	3271 CANON SOLUTIONS AMERICA	C
01	00039703	139.95	02/17/22	59048 CHROMEBOOKPARTS.COM	C
01	00039704	1,173.66	02/17/22	180241 DEMCO INC	C
01	00039705	478.02	02/17/22	180241 DEMCO INC	C
01	00039706	7,964.26	02/17/22	57770 EVERBASE SOLUTIONS	C
01	00039707	605.53	02/17/22	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00039708	1,387,198.55	02/17/22	109003 HOGAN & ASSOCIATES CONSTRUCTION INC	C
01	00039709	11,104.65	02/17/22	386370 HYKO SUPPLY CO	C
01	00039710	83.75	02/17/22	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
01	00039711	1,368.30	02/17/22	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
01	00039712	185.94	02/17/22	33430 LEADING EDGE LAMINATING	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00039713	4,112.17	02/17/22	633340 OFFICE DEPOT	C
01	00039714	469.56	02/17/22	699420 PERMA BOUND BOOKS	C
01	00039715	290.00	02/17/22	104992 PRINT SHOP	C
01	00039716	350.00	02/17/22	17035 ROCHESTER 100 INC	C
01	00039717	136,760.00	02/17/22	110840 RUSH TRUCK CENTER OF UTAH	C
01	00039718	100.00	02/17/22	103778 SCHOLASTIC BOOK CLUBS	C
01	00039719	110.00	02/17/22	111656 SCHOLASTIC BOOK FAIRS	C
01	00039720	5,229.20	02/17/22	157371 STAPLES	C
01	00039721	3,862.00	02/17/22	54879 THOMAS & SONS LLC	C
01	00039722	260.00	02/17/22	111700 USCA / UTAH SCHOOL COUNSELOR ASSOC	C
01	00039723	13,157.90	02/17/22	898860 VCBO ARCHITECTS	C
01	00039724	103.00	02/17/22	109463 WOODWIND AND BRASSWIND	C
01	00039725	1,247.07	02/24/22	999014 AFLAC / AMERICAN FAMILY LIFE ASSURANCE	C
01	00039726	4,563.93	02/24/22	999014 AMERICAN FAMILY LIFE COMP	C
01	00039727	80.00	02/24/22	999027 B E SCHOOL BOARD FUND	C
01	00039728	104.40	02/24/22	999030 BENEFICIAL LIFE INSURANCE CO.	C
01	00039729	724.56	02/24/22	999024 BOSTON MUTUAL LIFE INS CO - W	C
01	00039730	259.00	02/24/22	999055 BOX ELDER FOUNDATION	C
01	00039731	1,418.32	02/24/22	999033 BUREAU CHILD SUPPORT SERV	C
01	00039732	30,245.14	02/24/22	999077 DENTAL SELECT	C
01	00039733	8,196.83	02/24/22	999021 ELEVATE CREDIT UNION	C
01	00039734	569.73	02/24/22	999019 EMI HEALTH	C
01	00039735	69.12	02/24/22	999017 GLOBE LIFE INSURANCE CO	C
01	00039736	19,839.55	02/24/22	999035 HORACE MANN INSURANCE COMPANY	C
01	00039737	451.00	02/24/22	51080 IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	C
01	00039738	215.41	02/24/22	5851 JOHNSON MARK ATTORNEYS LLC	C
01	00039739	355.83	02/24/22	999111 MEADE RECOVERY SERVICES LLC	C
01	00039740	8,725.00	02/24/22	999084 NATIONAL BENEFITS SERVICES LLC	C
01	00039741	9,583.38	02/24/22	999081 NATIONAL BENEFITS SERVICES LLC	C
01	00039742	3,446.57	02/24/22	999008 OPTICARE	C
01	00039743	752,390.12	02/24/22	999079 PUBLIC EMPLOYEES HEALTH P	C
01	00039744	1,654.85	02/24/22	999032 PRE-PAID LEGAL SERVICES	C
01	00039745	20,997.59	02/24/22	999018 THE HARTFORD	C
01	00039746	493.03	02/24/22	48119 TITANIUM FUNDS	C
01	00039747	490.00	02/24/22	999012 UESP	C
01	00039748	15,682.69	02/24/22	999007 UTAH EDUCATION ASSOCIATION	C
01	00039749	6,343.75	02/24/22	999025 UTAH SCHOOL EMPLOYEES ASSOCIATION	C
01	00039750	217,542.06	02/24/22	999003 UTAH STATE TAX COMMISSION	C
01	00039751	537.90	02/24/22	10260 ADELE C YOUNG INTERM SCH	C
01	00039752	3,923.34	02/24/22	25909 AMERIGAS PROPANE	C
01	00039753	169.06	02/24/22	85748 BEAR RIVER MIDDLE SCHOOL	C
01	00039754	2,627.28	02/24/22	55220 BETTER QUESTIONS, LLC	C
01	00039755	62.51	02/24/22	40410 KAREN BRAITHWAITE	C
01	00039756	1,753.88	02/24/22	890740 CENTURYLINK	C
01	00039757	605.41	02/24/22	890740 CENTURYLINK LONG DISTANCE	C
01	00039758	1,029.75	02/24/22	109704 FOLLETT SOFTWARE COMPANY	C
01	00039759	166.50	02/24/22	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
01	00039760	10,500.00	02/24/22	361 INTERMOUNTAIN HEALTHCARE	C
01	00039761	46,300.16	02/24/22	49026 IVY LANE PEDATRICS	C
01	00039762	45.00	02/24/22	35653 KELBIE JACKSON	C
01	00039763	9,505.33	02/24/22	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00039764	480.00	02/24/22	39861 LOOSE IN THE LAB INC	C
01	00039765	7,867.77	02/24/22	110561 MAXIM HEALTHCARE SERVICES INC	C
01	00039766	99.94	02/24/22	52523 BRYCE NELSON	C
01	00039767	350.48	02/24/22	35270 QUADIENT, INC	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00039768	12,432.46	02/24/22	892645 ROCKY MOUNTAIN POWER	C
01	00039769	144.00	02/24/22	3190 NATHAN SPACKMAN	C
01	00039770	596.20	02/24/22	111109 TOM RANDALL DIST	C
01	00039771	6,296.26	02/24/22	24580 VERIZON WIRELESS	C
01	00039772	442.07	02/24/22	59528 CLYDE WOHLGEMUTH	C
01	00039773	407.00	02/24/22	58254 5 BUCK BOOKS	C
01	00039774	7,367.86	02/24/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00039775	250.00	02/24/22	59366 BEND-TECH LLC	C
01	00039776	439.00	02/24/22	57924 BRAINMD HEALTH / LOVE AND LOGIC	C
01	00039777	1,538.00	02/24/22	107802 CMT ENGINEERING LABORATORIES	C
01	00039778	8,983.92	02/24/22	100293 DELL INC	C
01	00039779	955.23	02/24/22	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00039780	69.50	02/24/22	59463 FS.COM INC	C
01	00039781	16,319.00	02/24/22	107669 GARRETT AND COMPANY INC	C
01	00039782	2,753.00	02/24/22	386370 HYKO SUPPLY CO	C
01	00039783	13,395.78	02/24/22	102697 INTERCONNECT SERVICES INC	C
01	00039784	875.00	02/24/22	58505 MAGOOSH INC.	C
01	00039785	361.90	02/24/22	545971 MARC / MID AMERICAN RESEARCH	C
01	00039786	3,168.96	02/24/22	57355 MICROSOFT CORPORATION	C
01	00039787	1,043.33	02/24/22	586159 MOUNTAIN STATE TEXTBOOK DEP	C
01	00039788	4,008.84	02/24/22	633340 OFFICE DEPOT	C
01	00039789	749.00	02/24/22	103778 SCHOLASTIC BOOK CLUBS	C
01	00039790	689.00	02/24/22	110873 SOLUTION TREE	C
01	00039791	300.00	02/24/22	57673 SP CONTROLS INC	C
01	00039792	73.50	02/24/22	157371 STAPLES	C
01	00039793	719.00	02/24/22	19488 T SHIRT CHOP SHOP	C
01	00039794	1,256.24	02/24/22	140 VALLEY BUSINESS MACHINES	C
01	00039795	1,919.52	02/24/22	16535 VEX ROBOTICS	C
01	02021722	1,405.12	02/14/22	109177 UTAH DEPARTMENT OF WORKFORCE SERVICES	M
01	05021022	490,248.70	02/10/22	888540 US BANK	M
01	07022822	140,668.88	02/24/22	999070 HEALTH EQUITY INC	M
01	08022822	1,291,339.91	02/24/22	999005 UTAH STATE RETIREMENT FUND	M
01	09021822	158,823.92	02/24/22	999140 BANK OF UTAH	M
01	09022822	1,027,373.15	02/24/22	999140 BANK OF UTAH	M
Total Bank No 01		6,788,729.61			
02	00100978	41.36	02/03/22	104321 BOX ELDER SCHOOL DISTRICT	C
02	00100979	7.90	02/03/22	111967 CHINASPROUT	C
02	00100980	139.00	02/03/22	778870 GOPHER SPORT	C
02	00100981	100.00	02/10/22	14575 AIRMOTIVE SERVICE	C
02	00100982	500.00	02/10/22	288478 FOOTHILL SCHOOL	C
02	00100983	2,400.00	02/10/22	59340 RYAN MURPHY	C
02	00100984	3,400.00	02/10/22	59307 JEREMY WOOLSTENHULME	C
02	00100985	1,500.00	02/17/22	104338 BOX ELDER HIGH SCHOOL	C
02	00100986	50.00	02/24/22	59552 SARIAH HANSEN	C
02	00100987	100.00	02/24/22	59544 AMY HIATT	C
02	00100988	200.00	02/24/22	59536 SHAN ROBINSON	C
Total Bank No 02		8,438.26			
11	01103583	276.30	02/03/22	101520 BELL JANITORIAL	A
11	01103584	193.70	02/03/22	102177 BRADY INDUSTRIES LLC	A
11	01103585	236.64	02/03/22	44342 MICHELLE BREIDER	A
11	01103586	507.42	02/03/22	134250 CEM SALES & SERVICE	A
11	01103587	65,146.70	02/03/22	107034 CHARIOT GROUP INC	A
11	01103588	3,601.93	02/03/22	53473 CHARLIE'S PRODUCE	A
11	01103589	943.54	02/03/22	322776 GRAINGERS INC	A

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
11	01103590	661.67	02/03/22	109781 MICHELE GREEN	A
11	01103591	628.14	02/03/22	19780 COLLETTE HAWKES	A
11	01103592	30.00	02/03/22	434 MAEGAN HEINER	A
11	01103593	322.66	02/03/22	58173 KELLIE JOHNSON	A
11	01103594	165.30	02/03/22	59129 DESI LARSEN	A
11	01103595	661.67	02/03/22	21130 AMBER ROSE	A
11	01103596	600.00	02/03/22	27570 UTAH TESTING & ENGINEERING	A
11	01103597	640.76	02/03/22	100590 WAXIE SANITARY SUPPLY	A
11	01103598	40.00	02/10/22	29785 HENRY BAKER	A
11	01103599	2,197.60	02/10/22	104132 BEAZER LOCK & KEY	A
11	01103600	400.35	02/10/22	101520 BELL JANITORIAL	A
11	01103601	42.00	02/10/22	48011 GAILE BINGHAM	A
11	01103602	157.75	02/10/22	102177 BRADY INDUSTRIES LLC	A
11	01103603	40.00	02/10/22	103650 JILL BRAEGGER	A
11	01103604	313.16	02/10/22	106437 CARSON ELEVATOR CO INC	A
11	01103605	1,861.56	02/10/22	53473 CHARLIE'S PRODUCE	A
11	01103606	32.00	02/10/22	54577 BRITTNEE CHRISTENSEN	A
11	01103607	32.00	02/10/22	32247 ANGELA CHRISTIANSEN	A
11	01103608	32.00	02/10/22	103095 KISHA C COLLOM	A
11	01103609	298.00	02/10/22	110876 CAROL DITTLI	A
11	01103610	52,038.73	02/10/22	728870 DOMINION ENERGY UTAH	A
11	01103611	44.80	02/10/22	28169 GREGORY J DUPUIS	A
11	01103612	60.00	02/10/22	58335 KARLENE FARLEY	A
11	01103613	42.00	02/10/22	12165 AMANDA FRANCIS	A
11	01103614	92.00	02/10/22	108590 CINDY GIBBS	A
11	01103615	32.00	02/10/22	56480 ANDRIA HANSEN	A
11	01103616	30.00	02/10/22	111750 MARCI HATCH	A
11	01103617	32.00	02/10/22	40320 JACINDA HEYDER	A
11	01103618	32.00	02/10/22	110864 JEFF HUNT	A
11	01103619	72.00	02/10/22	56669 SHEA L JENSEN	A
11	01103620	32.00	02/10/22	110088 MICHAEL JOHNSON	A
11	01103621	97,563.00	02/10/22	27243 KELLY SERVICES INC	A
11	01103622	52.00	02/10/22	52493 ROBERT KENNER	A
11	01103623	32.00	02/10/22	25640 RAMONA MORA	A
11	01103624	90.00	02/10/22	56103 KARA MORRIS	A
11	01103625	52.00	02/10/22	54356 MARISSA NELSON	A
11	01103626	62.00	02/10/22	21962 MARK NELSON	A
11	01103627	72.00	02/10/22	112077 BOB PROFAIZER	A
11	01103628	52.00	02/10/22	21105 DUANE RICE	A
11	01103629	40.00	02/10/22	45349 LADAWN RICHINS	A
11	01103630	60.00	02/10/22	58858 ANNA SHERMAN	A
11	01103631	40.00	02/10/22	58866 RACHEL SMITH	A
11	01103632	102.00	02/10/22	852290 SANDIE TRAPP	A
11	01103633	32.00	02/10/22	919010 MARY R WALKER	A
11	01103634	32.00	02/10/22	922060 CALVIN K WARD	A
11	01103635	32.00	02/10/22	28150 KARIE WEAVER	A
11	01103636	50.00	02/10/22	105471 COLLEEN M WILLIAMS	A
11	01103637	50.00	02/10/22	50580 STEVEN WILLIAMS	A
11	01103638	15,000.00	02/17/22	109023 ARBITERPAY TRUST ACCOUNT	A
11	01103639	1,759.89	02/17/22	101520 BELL JANITORIAL	A
11	01103640	42.00	02/17/22	18384 CRISTINA BRADSHAW	A
11	01103641	2,122.00	02/17/22	105301 CACHE VALLEY ELECTRIC INC	A
11	01103642	156.01	02/17/22	134250 CEM SALES & SERVICE	A
11	01103643	5,988.70	02/17/22	107034 CHARIOT GROUP INC	A
11	01103644	1,802.11	02/17/22	53473 CHARLIE'S PRODUCE	A

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
11	01103645	58,544.94	02/17/22	728870 DOMINION ENERGY UTAH	A
11	01103646	40.00	02/17/22	106815 MAILEE FORREST	A
11	01103647	144.27	02/17/22	322776 GRAINGERS INC	A
11	01103648	40.00	02/17/22	37664 ASHLEY JENSEN	A
11	01103649	52.00	02/17/22	21610 STEVE LEGGETT	A
11	01103650	75.87	02/17/22	16934 SANNA NELSON	A
11	01103651	1,584.12	02/17/22	100866 VALCOM	A
11	01103652	271.60	02/17/22	100590 WAXIE SANITARY SUPPLY	A
11	01103653	52.00	02/17/22	40002 MAURY WHEATLEY	A
11	01103654	1,602.36	02/24/22	101520 BELL JANITORIAL	A
11	01103655	400.69	02/24/22	102177 BRADY INDUSTRIES LLC	A
11	01103656	5,040.00	02/24/22	100325 CDW GOVERNMENT INC	A
11	01103657	65,889.52	02/24/22	107034 CHARIOT GROUP INC	A
11	01103658	1,792.07	02/24/22	53473 CHARLIE'S PRODUCE	A
11	01103659	84,190.33	02/24/22	107656 DWA CONSTRUCTION INC	A
11	01103660	16.25	02/24/22	107462 NICOLE HESS	A
11	01103661	5,646.25	02/24/22	48470 SCHOOLS CUBED	A
11	01103662	16.00	02/24/22	47686 TNT ENGRAVING	A
11	01103663	1,064.20	02/24/22	100590 WAXIE SANITARY SUPPLY	A
Total Bank No 11		484,316.56			
20	10400478	60.00	02/03/22	7013 FELDMAN'S	C
Total Bank No 20		60.00			
21	12500714	296.73	02/25/22	109695 BELLAS FRESH MEXICAN GRILL	C
21	12500715	1,134.23	02/25/22	104321 BOX ELDER SCHOOL DISTRICT	C
21	12500716	344.19	02/25/22	489250 KENTS MARKET PL/BRIGHAM	C
21	12500717	60.07	02/25/22	56006 BRITNI ROBERTS	C
21	12500718	34.95	02/25/22	110914 SUPERIOR WATER AND AIR INC	C
Total Bank No 21		1,870.17			
22	13200650	219.62	02/11/22	38032 AMAZON CAPITAL SERVICES	C
22	13200651	593.57	02/11/22	104321 BOX ELDER SCHOOL DISTRICT	C
22	13200652	346.88	02/24/22	38032 AMAZON CAPITAL SERVICES	C
22	13200653	1,968.75	02/24/22	12912 LIFETOUCH PHOTOGRAPHY	C
22	13200654	203.71	02/24/22	25674 STUDIO R MEDIA	C
Total Bank No 22		3,332.53			
23	13400658	791.34	02/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
23	13400659	24.95	02/16/22	164108 CULLIGAN WATER CONDITIONING	C
23	13400660	15.98	02/16/22	489250 KENTS MARKET PL/BRIGHAM	C
23	13400661	50.00	02/16/22	702688 PETTY CASH	C
Total Bank No 23		882.27			
24	13600990	74.00	02/04/22	3271 CANON SOLUTIONS AMERICA	C
24	13600991	107.75	02/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
24	13600992	82.25	02/15/22	489240 KENTS MARKET PL/TREMONTON	C
24	13600993	405.00	02/15/22	39861 LOOSE IN THE LAB INC	C
24	13600994	59.94	02/15/22	633340 OFFICE DEPOT	C
24	13600995	600.00	02/24/22	30490 JUNIOR ACHIEVEMENT OF UTAH	C
Total Bank No 24		1,328.94			
25	15000696	89.00	02/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
25	15000697	15.26	02/15/22	1 CAMI JACOWAY	C
Total Bank No 25		104.26			
26	16400987	732.21	02/24/22	104321 BOX ELDER SCHOOL DISTRICT	C
26	16400988	541.98	02/24/22	46965 LITTLE REDS LLC	C
26	16400989	156.54	02/24/22	43567 PENCIL WHOLESALE LLC	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
26	16400990	30.00	02/24/22	110914 SUPERIOR WATER AND AIR INC	C
Total Bank No 26		1,460.73			
27	16600455	-98.25	02/18/22	110337 MOUNT OLYMPUS WATERS	CV
27	16600463	2,000.00	02/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
27	16600464	168.54	02/16/22	110337 MOUNT OLYMPUS WATERS	C
27	16600465	454.43	02/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 27		2,524.72			
28	16701107	320.30	02/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
28	16701108	146.85	02/15/22	14958 CULLIGAN	C
28	16701109	5,242.50	02/15/22	41335 KRISPY KREME DONUTS	C
28	16701109	-5,242.50	02/16/22	41335 KRISPY KREME DONUTS	CV
28	16701110	75.00	02/15/22	55905 MD SECURE STORAGE	C
28	16701111	4,992.50	02/16/22	41335 KRISPY KREME DONUTS	C
28	16701112	145.43	02/23/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 28		5,680.08			
30	17200586	480.00	02/22/22	45500 BOX ELDER SCHOOL DISTRICT	C
30	17200587	717.75	02/22/22	19178 CHEAPER THAN SHIRT	C
30	17200588	116.51	02/22/22	110337 MOUNT OLYMPUS WATERS	C
30	17200589	1,365.09	02/24/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 30		2,679.35			
31	18800349	55.44	02/22/22	104321 BOX ELDER SCHOOL DISTRICT	C
31	18800350	83.95	02/24/22	104321 BOX ELDER SCHOOL DISTRICT	C
31	18800351	137.67	02/25/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 31		277.06			
32	20000264	341.77	02/17/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 32		341.77			
33	30402678	100.00	02/02/22	1 TONYA MCKEE	C
33	30402679	42.67	02/02/22	109463 WOODWIND AND BRASSWIND	C
33	30402680	321.08	02/09/22	38032 AMAZON CAPITAL SERVICES INC	C
33	30402681	366.00	02/09/22	45500 BOX ELDER SCHOOL DISTRICT	C
33	30402682	427.00	02/09/22	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
33	30402683	372.16	02/09/22	180241 DEMCO INC	C
33	30402684	412.59	02/09/22	489240 KENTS MARKET PL/TREMONTON	C
33	30402685	107.89	02/09/22	769715 SAM'S CLUB BUSINESS PAYMENTS	C
33	30402686	739.65	02/11/22	104321 BOX ELDER SCHOOL DISTRICT	C
33	30402687	63.66	02/23/22	1 TAYNAE CONROY	C
33	30402688	661.92	02/23/22	38032 AMAZON CAPITAL SERVICES INC	C
Total Bank No 33		3,614.62			
34	30803098	12.00	02/03/22	1 ROBERT PETERSEN	C
34	30803099	375.00	02/03/22	1 UCTE	C
34	30803100	1,753.27	02/03/22	38032 AMAZON CAPITAL SERVICES INC	C
34	30803101	216.28	02/03/22	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
34	30803102	975.00	02/03/22	57223 SCHOOL CHECK IN / NAVIGATE 360	C
34	30803103	61.96	02/03/22	633340 OFFICE DEPOT	C
34	30803104	1,414.00	02/03/22	18830 PERFECT STIX LLC	C
34	30803105	669.75	02/03/22	109463 WOODWIND AND BRASSWIND	C
34	30803106	859.25	02/09/22	38032 AMAZON CAPITAL SERVICES INC	C
34	30803107	40.00	02/09/22	104370 BOX ELDER NEWS JOURNAL	C
34	30803108	1,113.64	02/09/22	19178 CHEAPER THAN SHIRT	C
34	30803109	370.00	02/09/22	819370 CLASSICAL STRINGS / G WILHELMSSEN	C
34	30803110	33.45	02/09/22	633340 OFFICE DEPOT	C
34	30803111	138.27	02/16/22	112046 ACE HARDWARE - BRIGHAM	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
34	30803112	212.66	02/16/22	38032 AMAZON CAPITAL SERVICES INC	C
34	30803113	265.37	02/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
34	30803114	241.00	02/16/22	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
34	30803115	935.64	02/16/22	489250 KENTS MARKET PL/BRIGHAM	C
34	30803116	357.84	02/16/22	633340 OFFICE DEPOT	C
34	30803117	556.67	02/24/22	38032 AMAZON CAPITAL SERVICES INC	C
34	30803118	140.00	02/24/22	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
34	30803119	279.85	02/24/22	633340 OFFICE DEPOT	C
Total Bank No 34		11,020.90			
35	40402787	51.29	02/02/22	1 ASHLEY DOUGLAS	C
35	40402788	137.11	02/02/22	1 MORGAN CHRISTENSEN	C
35	40402789	57.97	02/02/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402790	102.79	02/02/22	157371 STAPLES	C
35	40402791	39.95	02/02/22	110914 SUPERIOR WATER AND AIR INC	C
35	40402792	49.43	02/08/22	1 QUINTIN OLSEN	C
35	40402793	279.95	02/08/22	1724 ACE HARDWARE TREMONTON	C
35	40402794	442.71	02/08/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402795	100.00	02/08/22	41998 BEAR RIVER FLORAL & GIFTS	C
35	40402796	244.00	02/08/22	45500 BOX ELDER SCHOOL DISTRICT	C
35	40402797	152.34	02/08/22	104321 BOX ELDER SCHOOL DISTRICT	C
35	40402798	87.65	02/08/22	327480 GREER'S HARDWARE	C
35	40402799	23.75	02/08/22	3590 JANET STARK	C
35	40402800	173.75	02/15/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402801	29.18	02/15/22	999140 BANK OF UTAH	C
35	40402802	826.33	02/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
35	40402803	540.91	02/15/22	489240 KENTS MARKET PL/TREMONTON	C
35	40402804	129.94	02/23/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402805	802.12	02/23/22	106895 BADGER SCREEN PRINTING CO	C
35	40402806	900.00	02/23/22	85738 BEAR RIVER HIGH SCHOOL	C
35	40402807	326.00	02/23/22	3271 CANON SOLUTIONS AMERICA	C
35	40402808	16.25	02/23/22	157371 STAPLES	C
35	40402809	175.00	02/28/22	891181 USU DEPT OF MUSIC	C
Total Bank No 35		5,688.42			
36	40803732	50.06	02/02/22	1 HEATHER GRAVES	C
36	40803733	54.37	02/02/22	1 SHENGNAN ZONG	C
36	40803734	50.06	02/02/22	1 STUART GROVER	C
36	40803735	66.69	02/02/22	112046 ACE HARDWARE - BRIGHAM	C
36	40803736	893.45	02/02/22	38032 AMAZON CAPITAL SERVICES INC	C
36	40803737	1,837.50	02/02/22	104338 BOX ELDER HIGH SCHOOL	C
36	40803738	379.40	02/02/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803739	89.78	02/02/22	19879 SHEET MUSIC PLUS	C
36	40803740	6.07	02/02/22	157371 STAPLES	C
36	40803741	420.00	02/02/22	59226 SUGAR MAMAS FRESH EATS	C
36	40803741	-420.00	02/02/22	59226 SUGAR MAMAS FRESH EATS	CV
36	40803742	710.00	02/02/22	7609 UTAH FBPA-PBL	C
36	40803743	97.64	02/09/22	1 AMANDA MULLENEAUX	C
36	40803744	814.86	02/09/22	38032 AMAZON CAPITAL SERVICES INC	C
36	40803745	415.84	02/09/22	19178 CHEAPER THAN SHIRT	C
36	40803746	3,404.00	02/09/22	158220 COVER UP	C
36	40803747	1,102.96	02/09/22	103961 INTERMOUNTAIN WOOD PRODUCTS	C
36	40803748	41.72	02/09/22	4960 OLD GRIST MILL BREAD	C
36	40803749	99.60	02/09/22	51063 SHRED IT STERICYCLE, INC	C
36	40803750	228.20	02/09/22	10731 SMITH'S CUSTOMER CHARGES	C
36	40803751	62.50	02/09/22	59293 UTAH COUNCIL OF TEACHERS OF ENGLISH	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
36	40803752	520.12	02/16/22	38032 AMAZON CAPITAL SERVICES INC	C
36	40803753	308.17	02/16/22	106055 BLICK ART MATERIALS	C
36	40803754	369.03	02/16/22	489250 KENTS MARKET PL/BRIGHAM	C
36	40803755	72.15	02/16/22	25119 SIZZLING CAESARS, LLC	C
36	40803756	179.94	02/16/22	106121 SUPERCIRCUITS INC	C
36	40803757	140.00	02/16/22	32824 YES PRINT COPY N MORE, LLC	C
36	40803758	698.00	02/18/22	45500 BOX ELDER SCHOOL DISTRICT	C
36	40803759	4,612.63	02/18/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803760	2,053.53	02/24/22	38032 AMAZON CAPITAL SERVICES INC	C
36	40803761	289.54	02/24/22	106055 BLICK ART MATERIALS	C
36	40803762	68.20	02/24/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803763	10.99	02/24/22	158220 COVER UP	C
36	40803764	720.00	02/24/22	59501 EZFUND.COM	C
36	40803765	58.56	02/24/22	25119 SIZZLING CAESARS, LLC	C
36	40803766	75.00	02/24/22	891181 UTAH STATE UNIVERSITY	C
36	40803767	881.47	02/28/22	38032 AMAZON CAPITAL SERVICES INC	C
36	40803768	6,757.35	02/28/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803769	220.00	02/28/22	27383 UTAH RESTAURANT ASSOCIATION	C
36	40803770	100.00	02/28/22	891181 UTAH STATE UNIVERSITY	C
Total Bank No 36		28,539.38			
37	70411757	120.00	02/01/22	1 APRIL RHODES	C
37	70411758	225.00	02/01/22	1 CALLI RICHARDS	C
37	70411759	295.00	02/01/22	1 DAKOTA TUCK	C
37	70411760	105.00	02/01/22	1 DIANE ELIASON	C
37	70411761	50.00	02/01/22	1 JULIE OXBORROW	C
37	70411762	240.00	02/01/22	1 MARIA DELEON	C
37	70411763	60.00	02/01/22	1 MINDI ARCHIBALD	C
37	70411764	135.00	02/01/22	1 TERI SORENSEN	C
37	70411765	15.00	02/01/22	1 TRICIA PAYNE	C
37	70411766	15.00	02/01/22	1 TRISH MARBLE	C
37	70411767	383.95	02/01/22	6092 A W MARSHALL CO	C
37	70411768	4,292.00	02/01/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411769	180.00	02/01/22	1228 COLLEGE ENTRANCE EXAMINATION BOARD	C
37	70411770	280.00	02/01/22	7013 FELDMAN'S	C
37	70411771	148.87	02/01/22	304218 GARLAND SCHOOL	C
37	70411772	235.00	02/01/22	40754 TRISHA JUDKINS	C
37	70411773	1,218.48	02/01/22	33820 LA QUINTA INN OREM UNIVERSITY PKWY	C
37	70411774	330.00	02/01/22	44172 NORCO INC	C
37	70411775	2,094.76	02/01/22	769715 SAM'S CLUB BUSINESS PAYMENTS	C
37	70411776	450.00	02/01/22	45519 SOUTH SUMMIT HIGH SCHOOL	C
37	70411777	216.98	02/01/22	157371 STAPLES	C
37	70411778	100.73	02/01/22	25674 STUDIO R MEDIA	C
37	70411779	200.00	02/01/22	891181 UTAH STATE UNIVERSITY	C
37	70411780	400.00	02/01/22	891181 UTAH STATE UNIVERSITY	C
37	70411781	289.78	02/01/22	16535 VEX ROBOTICS	C
37	70411782	55.73	02/03/22	1 AMBER STANWORTH	C
37	70411783	802.63	02/03/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70411784	807.38	02/03/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411785	112.00	02/03/22	107994 CERTIFIED SHRED	C
37	70411786	100.00	02/03/22	4618 COLEMAN KNITTING MILL	C
37	70411787	366.58	02/03/22	30023 JELSCO AWARDS AND SIGNS	C
37	70411788	420.00	02/03/22	7323 SQUARE ONE PRINTING	C
37	70411789	150.00	02/03/22	59226 LYNDSAY SAGER	C
37	70411790	353.40	02/03/22	108783 SIGN PRO	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
37	70411791	82.05	02/08/22	1724 ACE HARDWARE TREMONTON	C
37	70411792	900.00	02/08/22	41173 ARGUS ENTERTAINMENT	C
37	70411793	114.00	02/08/22	41998 BEAR RIVER FLORAL & GIFTS	C
37	70411794	242.90	02/08/22	327480 GREER'S HARDWARE	C
37	70411795	2,897.71	02/08/22	489240 KENTS MARKET PL/TREMONTON	C
37	70411796	250.24	02/08/22	21296 LINCOLN ELECTRIC CO	C
37	70411797	297.18	02/08/22	44172 NORCO INC	C
37	70411798	385.00	02/08/22	5070 SAVON	C
37	70411799	1,895.25	02/08/22	111790 SUNSTONE POTTERY	C
37	70411800	35.00	02/08/22	110914 SUPERIOR WATER AND AIR INC	C
37	70411801	538.79	02/08/22	58661 THATCHER PEAK LLC	C
37	70411802	727.50	02/08/22	56570 TUXEDO WHOLESALER	C
37	70411803	50.00	02/08/22	7641 UGBCA	C
37	70411804	550.00	02/08/22	7609 UTAH FBLA-PBL	C
37	70411805	184.21	02/08/22	43729 BENJAMIN WILEY	C
37	70411806	556.00	02/09/22	35556 TRANSPORTATION CHARTER SERVIC	C
37	70411807	325.00	02/10/22	1 BRETON MUNNS	C
37	70411808	2,108.11	02/10/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70411809	1,630.68	02/10/22	59404 BEST WESTERN PROVO UNIVERSITY INN	C
37	70411810	945.00	02/10/22	12386 CHOURNOS PRINT SERVICES	C
37	70411811	270.00	02/10/22	7803 DANNY ESPLIN	C
37	70411812	2,331.33	02/10/22	54461 LAKESHIRTS ZEPHYR LLC	C
37	70411813	9.00	02/10/22	7161 MILLER GAS CO, INC	C
37	70411814	60.00	02/10/22	39667 SIGN GYPSIES BOX ELDER	C
37	70411815	600.00	02/10/22	59390 THE VW PHOTO BUS & COMPANY LLC	C
37	70411816	635.21	02/10/22	48496 ZEPPE'S MOBILE CATERING	C
37	70411817	65.00	02/15/22	1 AUBREY STEPHENS	C
37	70411818	52.24	02/15/22	1 KRISTEN FRANKER	C
37	70411819	195.00	02/15/22	1 RAYMI YARMAN	C
37	70411820	11,624.97	02/15/22	31658 BSN SPORTS, LLC	C
37	70411821	576.98	02/15/22	422180 INDUSTRIAL TOOL & SUPPLY	C
37	70411822	225.00	02/15/22	28967 ROBOTICS ED & COMPETITION FOUNDATION	C
37	70411823	1,100.00	02/15/22	5070 SAVON	C
37	70411824	85.00	02/15/22	7323 SQUARE ONE PRINTING	C
37	70411825	1,851.18	02/15/22	58661 THATCHER PEAK LLC	C
37	70411826	960.00	02/15/22	100686 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
37	70411827	30.00	02/15/22	110931 WEESE GLASS LLC	C
37	70411828	4,515.26	02/16/22	58602 FAIRFIELD INN & SUITES RICHFIELD	C
37	70411829	1,410.03	02/17/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70411830	1,729.13	02/17/22	108563 BEST WESTERN ABBEY INN	C
37	70411831	310.00	02/17/22	55069 JASON BINGHAM	C
37	70411832	19,573.62	02/17/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411833	1,464.99	02/17/22	59498 CHRISTENSEN ARMS	C
37	70411834	500.00	02/17/22	40363 CIO MEDICAL SERVICES	C
37	70411835	4,009.96	02/17/22	59510 COMFORT INN RICHFIELD	C
37	70411836	411.84	02/17/22	105382 DAY MURRAY MUSIC LLC	C
37	70411837	184.20	02/17/22	58602 FAIRFIELD INN & SUITES RICHFIELD	C
37	70411838	306.63	02/17/22	58602 FAIRFIELD INN & SUITES RICHFIELD	C
37	70411839	67.20	02/17/22	4960 OLD GRIST MILL BREAD	C
37	70411840	1,000.00	02/17/22	5924 RESERVE ACCOUNT	C
37	70411841	28,200.00	02/17/22	58084 SAUNDERS TOURS	C
37	70411842	60.00	02/17/22	39667 SIGN GYPSIES BOX ELDER	C
37	70411843	300.00	02/17/22	109400 JEFF SMART	C
37	70411844	60.00	02/17/22	59226 LYNDSAY SAGER	C
37	70411845	5,000.00	02/17/22	53961 THE VATA PROJECT LLC	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
37	70411846	690.00	02/17/22	59390 THE VW PHOTO BUS & COMPANY LLC	C
37	70411847	330.37	02/23/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70411848	371.95	02/23/22	6076 BAND SHOPPE	C
37	70411849	177.95	02/23/22	111287 BOWCUTT'S FLOWERS & GIFTS	C
37	70411850	2,271.45	02/23/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411851	779.57	02/23/22	31658 BSN SPORTS, LLC	C
37	70411852	80.00	02/23/22	59579 KAREN GREER	C
37	70411853	165.00	02/23/22	43893 ISTITCH	C
37	70411854	298.36	02/23/22	543168 MADDOX RANCH HOUSE	C
37	70411855	36.88	02/23/22	101405 NAPA AUTO PARTS	C
37	70411856	2,400.00	02/23/22	28967 ROBOTICS ED & COMPETITION FOUNDATION	C
37	70411857	200.00	02/23/22	8303 SKY VIEW HIGH SCHOOL	C
37	70411858	406.22	02/23/22	157371 STAPLES	C
37	70411859	282.14	02/23/22	16535 VEX ROBOTICS	C
37	70411860	400.00	02/23/22	59560 KEVIN WHEATLEY	C
Total Bank No 37		128,626.55			
38	70811558	67.15	02/02/22	1 DANELLE MCKENZIE	C
38	70811559	27.40	02/02/22	1 DAVID MILLER	C
38	70811560	71.19	02/02/22	1 JOHN HIGLEY	C
38	70811561	478.28	02/02/22	112046 ACE HARDWARE - BRIGHAM	C
38	70811562	1,393.22	02/02/22	38032 AMAZON CAPITAL SERVICES INC	C
38	70811563	2,799.30	02/02/22	45500 BOX ELDER SCHOOL DISTRICT	C
38	70811564	120.00	02/02/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70811565	11,323.26	02/02/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70811566	375.00	02/02/22	59030 CALIFORNIA WONDERS CHARTERS	C
38	70811567	41.00	02/02/22	107994 CERTIFIED SHRED	C
38	70811568	1,363.70	02/02/22	59277 COMFORT INN & SUITES CEDAR	C
38	70811569	1,104.04	02/02/22	54208 COMFORT INN AT CONVENTION CENTER	C
38	70811570	113.92	02/02/22	158220 COVER UP	C
38	70811571	315.33	02/02/22	286060 FLINN SCIENTIFIC	C
38	70811572	551.77	02/02/22	25119 SIZZLING CAESARS, LLC	C
38	70811573	167.33	02/02/22	50849 MOTEL 6 ST. GEORGE	C
38	70811574	1,237.89	02/02/22	59250 SPRINGHILL SUITES - VERNAL	C
38	70811575	150.00	02/02/22	59285 CODY SCOTT THOMAS	C
38	70811576	800.00	02/02/22	7609 UTAH FBLA-PBL	C
38	70811577	271.00	02/08/22	1 BECKY PUGSLEY	C
38	70811578	39.34	02/08/22	1 CINDI BRAZELTON	C
38	70811579	62.30	02/08/22	1 NATALIE LUND	C
38	70811580	261.77	02/08/22	1 SADIE NIELSEN	C
38	70811581	42.34	02/08/22	1 SHERRY ROBINETTE	C
38	70811582	54.34	02/08/22	1 TIA PREECE	C
38	70811583	1,519.69	02/08/22	38032 AMAZON CAPITAL SERVICES INC	C
38	70811584	490.00	02/08/22	57789 REBECCA AMMONS	C
38	70811585	715.50	02/08/22	29262 BAYMOUNT INN & SUITES PROVO RIVER	C
38	70811586	122.00	02/08/22	45500 BOX ELDER SCHOOL DISTRICT	C
38	70811587	5,280.03	02/08/22	32522 BEST WESTERN PLUS PARK PLACE INN	C
38	70811588	4,199.21	02/08/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70811589	317.28	02/08/22	19178 CHEAPER THAN SHIRT	C
38	70811590	137.94	02/08/22	12653 DJO GLOBAL LLC	C
38	70811591	653.80	02/08/22	19810 INTEGRATED TECHNOLOGIES	C
38	70811592	18.95	02/08/22	109248 J W PEPPER MUSIC	C
38	70811593	54.50	02/08/22	5010 RED MOUNTAIN WHOLESALE	C
38	70811594	1,952.33	02/08/22	5045 RSM FOOD SERVICE	C
38	70811595	1,324.96	02/08/22	10731 SMITH'S CUSTOMER CHARGES	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
38	70811596	25.03	02/08/22	107490 SOUTH FORK HARDWARE	C
38	70811597	671.50	02/08/22	7536 UNIVERSAL ATHLETICS,LLC	C
38	70811598	420.00	02/08/22	18392 USA WRESTLING UTAH	C
38	70811599	679.84	02/10/22	29262 BAYMOUNT INN & SUITES PROVO RIVER	C
38	70811600	500.00	02/10/22	35963 SHAUN D CHRISTENSEN	C
38	70811601	128.00	02/10/22	7625 UHSTCA	C
38	70811602	15,550.00	02/10/22	59420 WALT DISNEY TRAVEL CO, INC	C
38	70811603	29.47	02/16/22	1 MELLISA ROHDE	C
38	70811604	140.00	02/16/22	36784 AMERICAN RED CROSS	C
38	70811605	20.00	02/16/22	104348 BOX ELDER MIDDLE SCHOOL	C
38	70811606	180.00	02/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70811607	8,261.68	02/16/22	31658 BSN SPORTS	C
38	70811608	3,122.65	02/16/22	19178 CHEAPERTHANSHIRT	C
38	70811609	520.00	02/16/22	40363 CIO MEDICAL SERVICES	C
38	70811610	259.20	02/16/22	42609 FIREHOUSE PIZZERIA	C
38	70811611	484.75	02/16/22	29670 GRAPHIC SIGNS INC	C
38	70811612	237.69	02/16/22	109248 J W PEPPER MUSIC	C
38	70811613	75.00	02/16/22	543168 MADDOX RANCH HOUSE	C
38	70811614	300.00	02/16/22	56049 MICHELLE BARKER PHOTOGRAPHY	C
38	70811615	24.00	02/16/22	47007 SPANISH FORK HIGH SCHOOL	C
38	70811616	406.01	02/16/22	4936 TEXTRAIL TRAILER PARTS	C
38	70811617	315.40	02/16/22	4960 OLD GRIST MILL BREAD	C
38	70811618	300.00	02/16/22	27537 JEFFREY SCOTT PARSONS	C
38	70811619	105.25	02/16/22	5010 RED MOUNTAIN WHOLESALE	C
38	70811620	39.44	02/16/22	157371 STAPLES	C
38	70811621	172.80	02/16/22	55352 THE PEACH CITY	C
38	70811622	540.00	02/16/22	5290 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
38	70811623	213.20	02/16/22	7536 JP MORGAN CHASE	C
38	70811624	558.00	02/16/22	891181 UTAH STATE UNIVERSITY- THE JUNCTION	C
38	70811625	3,245.50	02/16/22	5908 WALMART COMMUNITY	C
38	70811626	30.00	02/17/22	1 AIDEN BARTON	C
38	70811627	30.00	02/17/22	1 JOSIE FORSBERG	C
38	70811628	30.00	02/17/22	1 MOLLY VRANES	C
38	70811629	55.82	02/17/22	1 TERESA OLSCHESKI	C
38	70811630	396.60	02/17/22	38032 AMAZON CAPITAL SERVICES INC	C
38	70811631	204.89	02/17/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70811632	1,150.00	02/17/22	23086 COMPANY GRILL	C
38	70811633	300.00	02/17/22	41149 COTTONWOOD HIGH SCHOOL	C
38	70811634	28.00	02/17/22	28991 FAMILY CAREER & COMMUNITY LEADERS	C
38	70811635	522.50	02/17/22	111790 SUNSTONE POTTERY	C
38	70811636	11,595.33	02/17/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 38		91,884.61			
39	77800528	318.59	02/25/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 39		318.59			

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
				Total Manual Checks	3,109,859.68
				Total Computer Checks	3,983,303.89
				Total ACH Checks	484,316.56
				Total Other Checks	.00
				Total Electronic Checks	.00
				Total Computer Voids	-5,760.75
				Total Manual Voids	.00
				Total ACH Voids	.00
				Total Other Voids	.00
				Total Electronic Voids	.00
				Grand Total	7,571,719.38
				Number of Checks	727

Batch Yr	Batch No	Amount
22	001213	-98.25
22	001221	29.30
22	001351	3,431.99
22	001387	12,122.26
22	001430	69,221.90
22	001539	29,888.07
22	001598	75,389.64
22	001599	18,274.15
22	001600	29,651.39
22	001601	61,267.20
22	001602	6,400.00
22	001603	188.26
22	001615	12,080.55
22	001618	4,137.38
22	001619	22,499.78
22	001620	389.11
22	001626	142.67
22	001638	2,814.32
22	001639	60.00
22	001640	353.40
22	001641	5,477.26
22	001644	265,306.17
22	001645	251,963.27
22	001646	23,431.51
22	001647	125,695.17
22	001648	570.00
22	001652	74.00
22	001666	18,633.81
22	001668	1,379.83
22	001669	9,149.83
22	001674	2,416.34
22	001675	6,267.32
22	001679	2,006.72
22	001683	556.00
22	001685	8,914.33
22	001690	16,857.84
22	001699	739.65
22	001700	813.19
22	001702	115,803.69
22	001703	63,680.70
22	001704	7,260.07
22	001705	191,047.60
22	001706	1,400,356.45
22	001707	1,500.00
22	001708	89.00

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>
				Batch Yr	Batch No
					Amount
				22	001715 16,765.37
				22	001716 1,570.17
				22	001719 654.94
				22	001723 542.15
				22	001732 15.26
				22	001734 19,550.04
				22	001736 2,150.78
				22	001737 882.27
				22	001738 1,589.41
				22	001739 4,515.26
				22	001740 2,168.54
				22	001744 454.43
				22	001753 4,992.50
				22	001759 65,277.60
				22	001761 2,747.81
				22	001763 11,595.33
				22	001764 341.77
				22	001773 698.00
				22	001774 4,612.63
				22	001776 88,228.02
				22	001777 21,088.01
				22	001778 4,089.84
				22	001779 114,121.71
				22	001780 86,984.57
				22	001781 350.00
				22	001785 1,314.26
				22	001786 55.44
				22	001787 8,199.89
				22	001790 2,174.31
				22	001794 145.43
				22	001796 3,723,894.79
				22	001797 1,365.09
				22	001798 725.58
				22	001799 976.52
				22	001801 83.95
				22	001802 2,519.34
				22	001804 600.00
				22	001806 3,275.82
				22	001810 1,460.73
				22	001814 490,248.70
				22	001825 318.59
				22	001827 1,870.17
				22	001833 137.67
				22	001836 7,958.82
				22	001838 175.00

For March 9, 2022 Board Meeting

Leaving the District

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
District Office	C. Brad Glover	Maintenance	Retiring
BEHS	McKayla Vincent	Social Studies Teacher	Resigned
Three Mile Creek	Colleen Ede	Librarian	Retiring
Lake View	Julie McCullough	Teacher	Resigned
BEHS	Ben Larsen	ED Para	Resigned
District Office	Lorraine Newbold	Medicaid Secretary	Resigned
BRMS	Lisa Skinner	Cook	Resigned

New Hires

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Replacing</i>
BRHS	Tiffany Burnhope	LCSW	
Transportation	Jesica Alley	Bus Aide	
BEHS	Preston Thomas	Custodian	

Suggestions for Future Board Meetings

April 13, 2022 – (tentative)

- ESP Recognitions
- College and Career Readiness Counseling Program (CCRCP) Approval – Alison Williams
- FY 2023 Capital Improvement Plan – Corey Thompson
- School Lunch Report – Candace Parr
- Energy Report – Mike Clark
- Policy Review
- Board Graduation Assignments

May 11, 2022 – (tentative)

- Retirement Recognitions
- Administrative Association Recognitions
- Approval of School Land Trust Plans – Gary Allen and Keri Greener
- Policy Review

June 8, 2022 – (tentative)

- Budget Hearing – Rod Cook
- Approval of Budget – Rod Cook
- Approval of 2022-23 Tax Rates – Rod Cook
- Approval of Internal and Independent Auditors – Rod Cook
- MBA Meeting – Rod Cook
- Pick-up Contributions for Members of Contributory Retirement System – Keith Mecham
- Tentative Ratification of Negotiated Agreement with BEEA – Keith Mecham
- Tentative Ratification of Negotiated Agreement with BESPA – Keith Mecham
- Declaration of Open Enrollment Schools – Keith Mecham
- Approval of TSSA Plans – Gary Allen and Keri Greener
- Construction Report – Corey Thompson
- Policy Review

July 13, 2022 – (tentative)

- Internal and Independent Audit 2020-2021 – Rod Cook
- Approval of Sex Education Committee – Gary Allen
- Construction Report – Corey Thompson
- 2021-22 TSSA Plan Results – Gary Allen and Keri Greener
- Policy Review

August 10, 2022 – (tentative)

- Approval of Early Literacy Plan – Keri Greener
- Construction Report – Corey Thompson
- Policy Review

September 14, 2022 – (tentative)

- Walmart Grants Presentation
- Swearing in of Student Board Member
- Construction Report – Corey Thompson
- Policy Review

October 12, 2022 – (tentative)

- October 1 Enrollment Report – Keith Mecham
- Exemption from Compulsory Attendance (Home School) – Steve Carlsen
- DLI Achievement Data – Jeremy Young
- School/District Report Cards – Jeremy Young
- Construction Report – Corey Thompson
- Policy Review

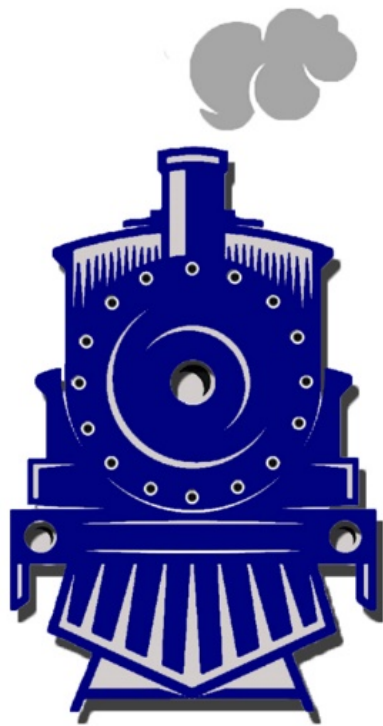
November 9, 2022 – (tentative)

- Audit Report – Rod Cook
- VCBO Report on energy savings in new building – Vern Latham and David Cox
- Policy Review
- Report on BESD Foundation

December 14, 2022 – *(tentative)*

- Approval of New Courses – Gary Allen
- Approval of 2023-24 School District Calendar – Keith Mecham
- Policy Review

BOX ELDER SCHOOL DISTRICT BOARD OF EDUCATION HANDBOOK



**BOX ELDER
SCHOOL DISTRICT**

Learning is Everything

REVISED
OCTOBER 9, 2019
BOX ELDER SCHOOL DISTRICT

Box Elder School District Board of Education Handbook Table of Contents

Contents

BOARD OF EDUCATION HANDBOOK INTRODUCTION	2
Authority and Responsibilities of the Board	2
Principles of Board Leadership	2
Making School Board Decisions	3
Holding Closed Meetings	4
Collaborative Relationships: Shared Governance	6
Essentials of A Professional Learning Community	6
Authority of Individual Board Members	7
Nominations and Elections for Board Leadership	7
Board Leadership Responsibilities	8
New Board Member Orientation	8
Board of Education Code of Conduct	9
Board Member Commitments and Ethics	9
Disciplining Board Members	11
Policies Governing the Board	12
Guidelines and Parliamentary Motions	12
Simplified Chart of Parliamentary Motions	13
Board Policies Relevant to Board of Education Legal Status, Responsibilities, and Ethics	14
Board Policies Relevant to School Board Meetings	15

BOARD OF EDUCATION HANDBOOK INTRODUCTION

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

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

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

Authority and Responsibilities of the Board

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

Principles of Board Leadership

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

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

[Utah Code § 53G-4](#)

Making School Board Decisions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Holding Closed Meetings

A closed meeting may be held if:

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

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

Minutes of the closed meeting shall contain:

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

Purpose of a closed meeting:

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

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

Record of closed meetings:

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

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

Collaborative Relationships: Shared Governance

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

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

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

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

Essentials of A Professional Learning Community

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

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

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

Authority of Individual Board Members

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

Nominations and Elections for Board Leadership

Nominations

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

Elections

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

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

Board Leadership Responsibilities

The board president will:

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

The board vice president will:

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

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

New Board Member Orientation

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

Board of Education Code of Conduct

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

Board members shall:

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

Board Member Commitments and Ethics

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

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

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

A. Board of Education Code of Ethics

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

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

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

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

Disciplining Board Members

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

Policies Governing the Board

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

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

Guidelines and Parliamentary Motions

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

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

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

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

Simplified Chart of Parliamentary Motions

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

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

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

Policy 1010 School Board's Legal Status

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

Policy 1020 Board Power and Duties

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

Policy 1025 Administration Relations

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

Policy 1034 Board of Education Code of Conduct

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

Policy 1035 Board Member Commitments and Ethics

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

Policy 1036 Conflict of Interest: Board Member and Employee

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

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

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

Board Policies Relevant to School Board Meetings

Policy 1070 Board Meeting Procedures

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

Policy 1072 Board Meetings: Notice Requirements

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

Policy 1074 Board Meetings: Closed Meetings

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

Policy 1080 Board Committees

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

Policy 1090 Rules of Order

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

Policy 1100 Minutes

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

Policy 1110 Public Participation in Board Meeting

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