



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

Wednesday, July 13, 2022

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

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

A. Administrative - 6:30 p.m.

1. Call to Order

President Julie Taylor

2. Reverence

Julie Taylor, Board President

3. Flag Salute/Pledge of Allegiance

Keith Mecham, Assistant Superintendent

4. Recognitions

Wade Hyde, Board Member

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

C. 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.

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

1. Approval of Sex Education Committee

Gary Allen, Assistant Superintendent

2

2. Approval of the 2022-23 Early Learning Plan

Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning

3

3. Approval of Sunrise High School Comprehensive School Improvement Panel

Gary Allen, Assistant Superintendent

10

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

1. Monthly Financial Report

David Roberts, Business Administrator

13

2. Board Committee Reports

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

1. First Reading

a. Policy 2181 District Emergency Response Plan

21

b. Policy 3034 Employee Volunteer References and Letters of Recommendation

27

c. Policy 3044 Orderly School Termination for Employees

29

d. Policy 5035 Attendance Requirements/Procedures

41

e. Policy 5037 Attendance Enforcement

44

G. Consent Items 7:40 p.m.

1. Minutes

46

2. Claims

51

3. Personnel

69

H. Suggestions for Future Board Meetings 7:45 p.m.

71

I. Board Handbook

74

J. Adjournment 7:50 p.m.

The next meeting of the Board of Education will be held on Wednesday, August 10, 2022, with a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.



**BOX ELDER
SCHOOL DISTRICT**
Learning is Everything

Sex Education Committee 2022-2023

Committee Member List

Bonnie Young	BESD (Nurse)
Gary Allen	Assistant Superintendent
Jeremy Young	Director of Assessment, Migrant, and ELL
Kristi Capener	Fielding Elementary Principal
Clark Funk	Assistant Principal ACYI
Jace McKee	BEHS Health/PE Teacher
Shamra Nielsen	BRMS Teacher
Diana Whitaker	Parent (BEHS)
Roxann Christensen	Parent (BEMS)
Amber Hayden	Parent (BRHS)
Val Leavitt	Parent (ACYI)
Kristen Nation	Parent (BEMS)
Jay Anderson	Parent (BEHS)
Allena Pierce	Bear River Health Dept.
Rachel Lott	Family Nurse Practitioner
Susanne Case	Pregnancy Care Center of Brigham

Recommendation to approve 2022-2023 Early Learning Plan

Submitted by: Heidi Jo West, Assistant Superintendent Elementary Teaching and Learning

Recommendation:

It is recommended that the Box Elder School District Board of Education approve the 2022-2023 Early Learning Plan.

Recommended Motion:

I move that the BESD Board of Education approve the 2022-2023 Early Learning Plan.

Background:

Annual Submission

Policy Implications:

This action will have no policy implications.

Financial Implications:

There are no known negative consequences.

Staff Implications:

NA at the district level.



EARLY LEARNING PLAN 2022-2023

LEA Name: Box Elder School District

Date of Expected Local Board Approval: July 13, 2022

Directions:

- To support LEAs in successful completion of this plan, a Look Fors Document has been created and can be found here:
https://docs.google.com/document/d/1GsmMc88Gnk7-aO3K7OKGODi5ad_0Y2Ti/edit?usp=sharing&oid=111364743146836537372&rtpof=true&sd=true
- Submission of an Early Learning Plan (sections A, B, and C) is required for each LEA regardless of applying for funding.

Funds Being Applied for: Check all that apply. ([Estimated Funding and Matching Amounts](#))

X Early Literacy Program Funds

DISTRICT ONLY - Matching Funds:

Program	Amount Matching	Levy
X Low Income Program	\$ 344,827	Board Levy
X Guarantee Program	\$ 307,856	Board Levy

Submission of Early Learning Plan: [Pathways to Early Learning Program \(ELP\) Plan Submission and Approval](#)

- Submission on or before August 1st: For ELP **preapproval**, submit the following to earlylearning@schools.utah.gov **by August 1st.**
 - ELP Plan as a WORD document
- Submission after August 1st: For ELP **final approval**, submit the following in [Utah Grants](#) **no later than September 1st by 5 p.m.**
 - Early Literacy budget,
 - Final ELP plan (as an attachment),
 - Local board minutes (as an attachment)
- Goals must be submitted into the [Data Gateway - Early Literacy Page](#) **no later than September 1st by 5 p.m.**

SECTION A: EARLY LITERACY

1. List your evidence-informed core curriculum program(s) for grades K-3 literacy in the following areas:

**SB 127: Districts and charters are required to provide instructional materials that are evidence-informed for core instruction and evidence-based for intervention and supplemental instruction.*

Core Area	*Evidence-Informed Curriculum(s) (defined in SB 127 as: (i) is developed using high-quality research outside of a controlled setting in the given field, and (ii) includes strategies and activities with a strong scientific basis for use)
Phonological Awareness	Super Kids, Heggerty
Phonics	Super Kids, Wonders, 95% Multisyllable
Fluency	Super Kids, Wonders
Vocabulary	Super Kids, Wonders, 95% Vocabulary Surge (3rd)
Comprehension	Super Kids, Wonders
Oral Language	Super Kids, Wonders
Writing	Super Kids, Wonders, Step Up to Writing

2. List the assessments used in K-3 literacy for each section below.

**SB 127: If Acadience Reading or a supplemental reading assessment indicates a student lacks competency in a reading skill, or is behind other students in the student's grade in acquiring a reading skill, the school district or charter school is required to administer diagnostic assessments to the student to target interventions to meet students' individual needs.*

Screener(s): Acadience Reading
<p>Diagnostic(s): 95% Phonics Screening Inventory, Box Elder Phonics Assessment, Box Elder Phonemic Awareness Skills Test, SIPPS Placement Assessment</p> <p><i>*Defined in SB 127: "Diagnostic assessment" means an assessment that measures key literacy skills, including phonemic awareness, sound-symbol recognition, alphabet knowledge, decoding and encoding skills, and comprehension, to determine a student's specific strengths and weaknesses in a skill area.</i></p>
<p>Progress Monitoring: mClass, 95% End of Lesson assessments, SIPPS Mastery Tests</p> <p><i>*SB 127: Districts and charters are required to administer formative assessments <u>and progress monitoring at recommended levels for the benchmark assessment</u> to measure the success of the focused intervention;</i></p>

3. List your K-3 tier 2 and tier 3 evidence-based literacy curriculum programs and/or strategies and answer the question below.

**SB 127: Districts and charters are required to provide instructional materials that are evidence-informed for core instruction and evidence-based for intervention and supplemental instruction.*

**Evidence-based is defined in SB 127 as: means that a strategy demonstrates a statistically significant effect, of at least a 0.40 effect size, on improving student outcomes based on: (i) strong evidence from at least one well-designed and well-implemented experimental study or (ii) moderate evidence from at least one well-designed and well-implemented quasi-experimental study.*

<p>Tier 2 Evidence-based Curriculum Program(s) and/or strategies: 95% Phonics Lesson Library, Sound Partners, Heggerty</p>
<p>Tier 3 Evidence-based Curriculum Program(s) and/or strategies: Sound Partners, SIPPS, Heggerty</p>
<p>Briefly describe how you ensure intervention is aligned to students' needs? Teachers use data results from the PSI and the BEPA to determine which phonics skills are lacking and create Tier 2 intervention groups to provide appropriate instruction to fill these gaps. Similarly the BEPAST is utilized to determine skills needed for Phonemic Awareness. Tier 2 is taught by teachers and paras in small groups, four days a week. If the progress monitoring indicates that this intervention is not effective after a minimum of three to six weeks of 20-30 minute sessions, four to five days a week, then the interventions are adjusted. Initially, there is an adjustment to frequency, duration, or instructor. When these adjustment do not make a positive impact we make changes to intensity and program. If three separate lines of evidence indicate that the student has reached the 80% minimum proficiency expectation, the student will exit the intervention group and be monitored every month using Acadience Progress monitoring to ensure they are maintaining the skill. Classroom teachers and paraeducators facilitate the groups. The Instructional Coach in each building provides training to paraeducators on the different curriculums that they may use in intervention time. Each week the data is reviewed during RTI-Collaboration by the team of educators to determine the appropriate adjustments to make in the students' intervention plans.</p>

SECTION B: EARLY MATHEMATICS

1. What evidence-based curriculum is being used in tier 1 core instruction for K-3 mathematics?

HMH Into Math

2. Describe how the following mathematical components are incorporated in tier 1 instruction in grades K-3.

Mathematical Components	Evidence-based Strategies
<p>Conceptual Understanding: the comprehension and connection of concepts, operations, and relations.</p>	<p>In grades K-3, a learning arc exists across units and modules, ensuring that a strong foundation of conceptual understanding is built before students learn mathematical procedures and develop fluency. Three types of lessons, each with a different purpose, help teachers know where they are in the arc of instruction. Build Understanding lessons ensure that a strong foundation of conceptual understanding exists before students learn procedures and efficient algorithms and develop fluency.</p> <p>The activities within Into Math provide students with opportunities to model with mathematics, use appropriate tools, reason abstractly and quantitatively, analyze patterns and structures, and make conjectures.</p>
<p>Procedural Fluency: the meaningful, flexible, accurate, and efficient use of procedures to solve problems.</p>	<p>As mentioned above, Into Math balances conceptual understanding, procedural fluency, and rigorous application. The unique learning arc, a purposeful progression from conceptual to procedural with application</p>

	<p>throughout, ensures students grasp concepts before they move on to specific procedures. Build Procedural Fluency from Conceptual Understanding: Build Understanding lessons ensure that a strong foundation of conceptual understanding exists before students learn procedures and efficient algorithms and develop fluency.</p> <p>The Apply and Practice lessons focus on strengthening students' procedural skills. These lessons ensure students understand the steps in a procedure and the types of problems for which the procedure can be used. With their understanding of the concept and knowledge of multiple viable strategies, students work on the <i>Step It Out</i> tasks. Students apply their knowledge and build fluency with the <i>On My Own</i> problems and <i>More Practice/Homework</i>. Additional opportunities for rigorous application can be found in the More Practice pages (Guide to Differentiated Instruction), in the Standards Practice pages (Getting Ready for FSA), in the Performance Tasks (Assessment Guide), and in the Games and STEM Projects.</p>
<p>Strategic and Adaptive Mathematical Thinking: the ability to formulate, represent, and solve mathematical problems with the capacity to justify the logic used to arrive at the solution.</p>	<p>Into Math challenges every student through carefully crafted tasks that have a low floor and a high ceiling, frequent formative assessment opportunities, and a range of differentiated resources. Critical thinking skills are developed through full and consistent integration of the Standards for Mathematical Practice in every lesson.</p> <p>An example of this strategy can be found by examining the Connect Concepts and Skills lesson. These lessons focus on MP.7 (Look for and make use of structure) and MP.8 (Look for and express regularity in repeated reasoning) where students connect understanding they have developed with more efficient procedures. These practices help students explain and justify the procedures they use along with MP.4 (Model with Mathematics) when students are connecting their understanding to a procedure.</p> <p>In addition, Step It Up prompts encourage students to analyze solution methods, explain concepts in their own words, construct arguments, justify their own reasoning, and critique the reasoning of others.</p>
<p>Productive Disposition: the ability to see mathematics as useful and worthwhile while exercising a steady effort to learn mathematics.</p>	<p>Build Conceptual Understanding lessons always include Spark Your Learning, a small-group productive perseverance task, and are paired with MP.1 (Make sense of problems and persevere in solving them), MP.3 (Construct viable arguments and critique the reasoning of others), and MP.5 (Use appropriate tools strategically).</p> <p>Spark Your Learning tasks are carefully crafted to help students have an "Aha!" moment that builds understanding. Strategies for perseverance, written in conjunction with the Mindset Works organization, are embedded throughout.</p> <p>Into Math was carefully designed to prepare students for college and careers. Real-world and rigorous tasks, including many with a STEM focus, engage students and help them see the relevance of mathematics in their lives. A quick flip through the Student Edition and other student materials reveals tasks and problem scenarios based on science, social studies, health, art, technology, and engineering. A table with specific examples of applications across content areas is available with the online</p>

correlations. Unit Openers focus on a career, providing great examples of how math and perseverance are relevant across disciplines.

3. Briefly discuss how mathematics assessments (screeners, diagnostics, and progress monitoring) are used to make instructional decisions and how they are used to ensure that instruction and interventions are aligned to students' learning needs.

Teachers administer common formative assessments (CFA) that guide their Tier 1 instruction and Tier 2. Based on the data from the CFA, the student is placed in Tier 2 support.

All students take a growth measure assessment three times a year. Based on this data, teachers plan Tier 1 instruction and if needed place students into a Tier 3 program, called HMH 180.

With Acadience, we are able to identify which students need additional assessments to determine the educational needs of students. Teachers use a data protocol to look at student results and identify student deficits, determine who needs Tier 2 support, and what teachers can do to adjust their Tier 1 instruction.

4. List your K-3 tier 2 and tier 3 mathematics intervention programs/strategies and answer the question below.

Tier 2 Intervention Program(s)/strategies:

Waggle

Small group reteach based on the identification of deficit skills and progress monitoring.

Tier 3 Intervention Program(s)/strategies:

Waggle

Students receive instruction in small groups with increased intensity, frequency, duration, and our most qualified instructors. We ensure students receive instruction to make academic gains in areas of significant deficits.

Briefly describe how you ensure intervention is aligned to students' needs?

We utilize a district assessment which is aligned to the essential standards. This is administered each trimester and offers item and standard analysis. Teachers meet in collaborative teacher teams to determine instructional groups based on student needs.

SECTION C: LOCAL GOALS

Goals must be measurable, address current performance gaps in student literacy and math data, and include specific strategies for improving outcomes.

Videos to support goal writing: [Analyzing Data and Identifying Areas of Need](#) and [Writing Goals](#)

Goal Sentence Frame:

By [date], [who is responsible] will [what will change and by how much--measurable] by [how--which evidence-based strategy(ies) will be used] to [why—for what purpose].

1. Early Literacy Goal (required)

By June 2, 2023, Box Elder School District will increase the percentage of first-grade students scoring at or above benchmark on their Acadience Reading ORF-Accuracy by 11% from MOY to EOY by providing LETRS training to all

1st grade teachers. Coaching and feedback will be provided to all 1st grade teachers on all Tier 1 programs to increase teacher effectiveness and to increase the number of students proficient on Acadience Reading composite score.

2. Early Mathematics Goal (required)

By June 2, 2023, Box Elder School District will increase the percentage of first-grade students scoring at or above benchmark on the Acadience Math composite score by 15% from BOY to EOY by providing HMH coaching support to all first-grade teachers. Coaching and feedback will be provided to all first-grade teachers to increase teacher effectiveness in Tier I instruction and increase the number of students proficient on Acadience Math composite score.

3. Early Literacy or Mathematics Goal (required)

X Literacy Goal

Mathematics Goal

By June 2, 2023, Box Elder School District will increase the percentage of second-grade students scoring at or above benchmark on the Acadience Reading composite score by 5% from BOY to EOY by providing LETRS training to all 2nd grade teachers. Coaching and feedback will be provided to all 2nd grade teachers on all Tier 1 programs to increase teacher effectiveness and to increase the number of students proficient on Acadience Reading composite score.

General Assurances: *Check the box below.*

X The LEA assures that it is in compliance with State Code [53F-2-503](#), [53E-4-307.5](#), [53G-7-218](#), [53E-3-521](#) and Utah Board Rule [R277-406](#) applicable to this program.

By submitting this form, I certify the information I provided on and in connection to this application is true, accurate and complete. I also understand that any false statements on this application I file with the Utah State Board of Education may be grounds for disqualification for Early Literacy Program funds.

Recommendation for Board approval of Comprehensive School Improvement review panel for Sunrise High

Submitted by: Gerald Jackman *Principal of Sunrise high* and Gary Allen *Assistant Superintendent Secondary Teaching and Learning*

Recommendation: It is recommended that the Box Elder School District Board of Education approve the panel listed as the Board approved panel to review and make recommendations to the state on behalf of Sunrise High.

Recommended Motion:

I move that the BESD Board of Education approve Sunrise High School Review panel as listed

Background:

A brief summary of the situation and need for the panel is listed below

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

As you are aware, Sunrise High has been in CSI (Comprehensive School Improvement) status since 2018-2019. This is due to the federal ESSA requirement for schools not meeting 68% graduation rate three consecutive years. To exit CSI status the school must meet the 68% two consecutive years. According to the federal policy a school has three years to exit or the following stipulations happen.

First there needs to be a state review panel formed. This panel is appointed by the State Superintendent. Without going into more detail, the state has appointed the Alternative Education Association's board as the State review panel.

Next the local school board will form a review panel, with input from the following,

- parents of students currently attending the school;
- teachers, principals, and other school leaders at the school;
- stakeholders representing the interests of students with disabilities, English learners, and other vulnerable student populations; and
- Other community members and community partners.

I am recommending that you as a board approve the following Sunrise High review panel;

Gerald Jackman	Principal
Kelly Sorensen	Counselor
Jeremy Young	District Representative for English learners and other vulnerable populations
Corynn Arehart	District Representative for special education
Gary Allen	District Representative over secondary schools
Darci Dyer	Teacher and representative of other vulnerable populations
Natalie McGuire	Teacher and representative of other vulnerable populations
Aarika Zerkle	Parent of current senior
Edith Ortiz	Parent of current senior
Holly Starke	Community partner with JJS

Then, if you approve this panel, the two panels, (the state review panel and local board appointed panel) each shall make a written recommendation to USBE to do one of the following three options:

- (a) require personnel changes, including replacement of school leaders or teachers;
- (b) if the school is a **district** school:
 - (i) require involuntary transfers of school leaders or teachers;
 - (ii) require the local school board to change school boundaries;
 - (iii) temporarily appoint a public or non-profit entity other than the local school board to manage and operate the school; or
 - (iv) permanently transfer control of a school to a public or non-profit entity other than the local education board;
- (e) take other action.

The hope and expectation here is that both panels will recommend (e) Take other action

This recommendation would allow the school to continue to implement what they have already started that has shown to be effective. It could also provide state support where needed not only to our school but to other alternative programs.

It is important to understand that Sunrise High has made considerable improvement since the first needs assessment was completed in May and sent to us June 7th 2019. This means we were not notified of our CSI status until the first year was already over. The following year we began to make changes, but this was 2019-2020 and schools were all closed in March of that year Due to COVID 19. The third year (2020-21) we received the first state support funding that was well used and in spite of masks and quarantines we moved our graduation rate from 38% to 58% that year. But at this point it was already too late to meet the exit criteria of reaching 68% two consecutive years in the first three years. We do not have exact numbers just yet, but with the steps we have taken this year and with the work we have done with the other two high schools our graduation percent is expected to be at or near 68% for the 21-22 school year. We want to continue what we are doing and this will continue to be possible with the “take other action” recommendation from the two panels.

But first this board needs to approve the panel that will make the recommendation to the state.

The time frame here is as follows:

The local board approved panel needs to submit the written recommendation by September 21st 2022 via email. The state review panel will then review it when they convene September 29th and 30th and make their recommendation. The two recommendations will be presented to the state board in the October 2022 board meeting.

MONTHLY FINANCIAL REPORT

April 30, 2022

		2021-22	2021-22	Current	Prev Bud vs	2020-21	2020-21
	Description	Revised	YTD	Bud vs	Actual	YTD	Actual
				Actual	Actual		
				%	%		
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
1	GENERAL FUND (M&O) FUND (10)						
2							
3	REVENUE:						
4	Local						
5	Property	26,535,851	25,934,557	97.7%	88.0%	21,830,779	24,796,049
6	Tuitions	500,000	469,539	93.9%	95.9%	435,768	454,278
7	Inv Earnings	200,000	230,833	115.4%	175.7%	118,556	67,493
8	Indlr. Costs-SL	825,000	0	0.0%	61.5%	627,146	1,019,906
9	Rental Fees/Building/Fiel	85,000	153,073	180.1%	91.6%	74,597	81,451
10	Other	1,300,000	1,181,926	90.9%	140.4%	1,631,207	1,161,864
11	State	82,540,892	73,097,327	88.6%	99.8%	68,616,945	68,725,191
12	Federal	5,500,000	5,652,682	102.8%	70.0%	6,268,547	8,958,392
13	Misc./ Fund Bal	1,114,000	0	0.0%			870,488
14	TOTAL M & O						
15	REVENUE	118,600,743	106,719,937	90.0%	93.8%	99,603,545	106,135,112
16	Beg Balance	173,432					1,809,180
17	Less:						
18	Ending Balance	200,141					173,429
19	TOTAL M & O FUNDS						
20	available	118,574,034	106,719,937	90.0%	92.4%	99,603,545	107,770,863
21	EXPENDITURES:						
22	Instruction (1000)						
23	Salaries	50,600,714	44,298,674	87.5%	92.2%	43,017,558	46,636,603
24	Benefits	21,394,348	18,866,035	88.2%	92.5%	18,095,000	19,551,996
25	Purchased Serv.	4,300,000	2,677,472	62.3%	95.3%	2,556,684	2,683,024
26	Supplies/Textbooks	4,700,000	3,882,282	82.6%	107.1%	6,128,673	5,721,787
27	Equipment	1,905,000	288,963	15.2%	79.7%	412,450	517,560
28	Other	600,000	573,946	95.7%	99.4%	625,327	629,179
29	Total	83,500,062	70,587,372	84.5%	93.5%	70,835,692	75,740,149
30							
31	Student Services (2100)						
32	Salaries	3,605,419	3,246,987	90.1%	90.4%	2,961,970	3,276,884
33	Benefits	1,429,274	1,326,892	92.8%	90.8%	1,204,661	1,326,311
34	Other	350,000	326,774	93.4%	86.3%	236,086	273,459
35	Total	5,384,693	4,900,653	91.0%	90.3%	4,402,717	4,876,654
36							
37	Instructional Staff (2200)						
38	Salaries	1,685,469	1,551,335	92.0%	96.6%	1,499,954	1,553,428
39	Benefits	656,573	595,718	90.7%	96.6%	594,146	615,191
40	Other	475,000	551,919	116.2%	101.7%	258,684	254,337
41	Total	2,817,042	2,698,972	95.8%	97.1%	2,352,784	2,422,956

MONTHLY FINANCIAL REPORT
April 30, 2022

				Current Bud vs Actual	Prev Bud vs Actual		
	Description	2021-22 Revised	2021-22 YTD	%	%	2020-21 YTD	2020-21 Actual
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
42	District Administration (2300)						
43	Salaries	368,384	355,389	96.5%	100.0%	339,524	339,524
44	Benefits	163,592	159,340	97.4%	100.0%	154,547	154,547
45	Purch Services	400,000	364,724	91.2%	89.6%	94,033	104,986
46	Liability Insurance	160,336	160,336	100.0%	100.0%	223,473	223,473
47	Supplies	35,000	33,937	97.0%	90.4%	30,823	34,090
48	Other	25,000	25,011	100.0%	98.6%	25,111	25,473
49	Total	1,152,311	1,098,737	95.4%	98.3%	867,511	882,093
50	School Administration (2400)						
51	Salaries	4,388,409	4,143,202	94.4%	16.0%	3,953,480	4,044,617
52	Benefits	1,764,999	1,669,080	94.6%	14.9%	1,616,401	1,657,254
53	Prof Serv/Travel	125,000	61,742	49.4%	197.6%	66,795	67,635
54	Other	15,000	9,205	61.4%	101.4%	10,170	10,170
55	Total	6,293,408	5,883,229	93.5%	97.7%	5,646,846	5,779,676
56							
57	Business & Support (2500)						
58	Salaries	800,821	772,540	96.5%	100.0%	645,918	645,918
59	Benefits	325,745	282,903	86.8%	100.0%	247,198	247,198
60	Purchased Services	165,000	108,958	66.0%	98.8%	133,615	135,297
61	Other	25,000	30,081	120.3%	61.7%	10,308	16,696
62	Total	1,316,566	1,194,481	90.7%	99.2%	1,037,039	1,045,109
63							
64	Operation & Maintenance (2600)						
65	Salaries	5,409,111	5,258,105	97.2%	99.2%	4,944,496	4,985,356
66	Benefits	2,135,909	2,066,361	96.7%	99.7%	1,996,532	2,003,104
67	Electricity	912,000	923,352	101.2%	95.1%	872,871	918,191
68	Purchased Service	757,500	496,540	65.5%	94.0%	545,767	580,795
69	Telephone	282,012	311,778	110.6%	84.5%	216,601	256,236
70	Natural Gas	515,000	597,669	116.1%	99.6%	502,642	504,870
71	Prop Insurance	257,900	257,879	100.0%	100.0%	189,052	189,052
72	Repair	450,000	321,431	71.4%	130.7%	160,511	122,853
73	Supplies	800,000	697,628	87.2%	96.1%	756,833	787,291
74	Other	2,500	323	12.9%	100.0%	633	633
75							0
76	Total	11,521,932	10,931,066	94.9%	98.4%	10,185,938	10,348,381
77							

MONTHLY FINANCIAL REPORT
April 30, 2022

				Current Bud vs Actual	Prev Bud vs Actual		
	2021-22 Revised	2021-22 YTD	%	%	2020-21 YTD	2020-21 Actual	
Description							
Percent of Year completed to date			100.00%	100.00%			
Percent of 9 month contract complete			91.60%	91.60%			
78 Transportation (2700)							
79 Salaries	3,105,057	2,940,000	94.7%	95.0%	2,718,242	2,861,804	
80 Benefits	898,038	824,129	91.8%	94.5%	776,621	821,802	
81 Purch Serv	250,000	261,180	104.5%	98.4%	312,356	317,502	
82 Fuel	850,442	815,971	95.9%	95.1%	495,948	521,415	
83 Supplies	528,882	459,195	86.8%	95.6%	299,556	313,308	
84 Other/Property	8,680	4,791	55.2%	201.7%	2,034,480	1,008,680	
85 Total	5,641,099	5,305,266	94.0%	113.6%	6,637,203	5,844,511	
86 Community Services (3300)							
87 Salary	608,699	574,364	94.4%	90.5%	507,759	561,013	
88 Benefits	181,221	169,403	93.5%	92.9%	154,408	166,276	
89 Purchased Serv	20,000	11,149	55.7%	54.6%	13,085	23,958	
90 Supplies/Util	107,001	78,986	73.8%	99.8%	69,372	69,501	
91 Property	5,000	2,327	46.5%	100.0%	4,055	4,055	
92 Other Objects	25,000	20,207	80.8%	75.7%	4,943	6,529	
93 Desig. Fund Bal							
94 Total	946,921	856,436	90.4%	90.7%	753,622	831,332	
86 Total Expenditures	118,574,034	103,456,213	1	9	102,719,352	107,770,861	
95 Interfund Trans		1			1	1	
96 Change Desig Fund Bal		1			1	1	
97 Other/Budget Cuts		485			0	0	
98 TOTAL EXPENDITURERS		1				0	
99 M & O	118,574,034	103,456,701	87.25%	95.3%	102,719,354	107,770,863	

MONTHLY FINANCIAL REPORT
April 30, 2022

				Current Bud vs Actual	Prev Bud vs Actual		
	Description	2021-22 Revised	2021-22 YTD	%	%	2020-21 YTD	2020-21 Actual
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
100	School Activity Fund (21)						
101							
102	REVENUE:						
103	School Deposits	4,400,000	4,312,021	98.0%	99.8%	3,416,585	3,422,501
104							
105	Other					0	
106	Total Revenue	4,400,000	4,312,021	98.0%	99.8%	3,416,585	3,422,501
107	EXPENDITURES:						
108	Purchased Services	902,150	861,553	95.5%	100.0%	428,078	428,078
109	Supplies	2,882,850	3,054,770	106.0%	97.4%	2,752,011	2,824,283
110	Equipment/Property	290,000	51,194	17.7%	100.0%	20,926	20,926
111	Desig/Other/Adm	325,000	190,475	58.6%	99.7%	164,916	165,396
112	Total Expenditures						
113	School Activity	4,400,000	4,157,992	94.5%	97.9%	3,365,931	3,438,683
114	DEBT SERVICE FUND (31)						
115							
116	REVENUE:						
117	Property Tax	3,191,454	3,132,137	98.1%	81.7%	2,484,619	3,039,480
118	Interest	105,750	22,805	21.6%	93.3%	33,896	36,333
119	Other						
120	Total	3,297,204	3,154,942	95.7%	81.9%	2,518,515	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	5,122,687	90.5%	123.5%	7,167,630	5,802,645
124	Funds Available	5,016,310	5,687,187	113.4%	99.6%	5,778,925	5,802,645
125	EXPENDITURE:						
126	Bond Debt	3,927,162	3,267,400	65.1%	100.0%	3,269,750	3,269,750
127	Fees	50,000	3,000	0.0%	100.0%	5,000	5,000
128	Other Uses					0	0
129	Total	3,977,162	3,270,400	82.2%	100.0%	3,274,750	3,274,750

MONTHLY FINANCIAL REPORT

April 30, 2022

				Current Bud vs Actual	Prev Bud vs Actual		
	2021-22 Revised	2021-22 YTD		%	%	2020-21 YTD	2020-21 Actual
Description							
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
130 CAPITAL OUTLAY FUND (32)							
131							
132 REVENUE:							
133 Property Tax	10,344,206	10,291,306		99.5%	114.3%	11,251,006	9,844,206
134 Interest	150,000	166,021		110.7%	84.8%	249,141	293,682
135 Other	361,000	296,772		82.2%	268.9%	167,359	62,249
136 State	34,462	37,950		110.1%	100.0%	82,003	82,003
137 Federal /MBA	63,288	25,117		39.7%	100.0%	60,274	60,274
138 Ins./Prop.Recry	500,000	470,890		94.2%	100.0%	63,673	63,673
139 Total Revenue	11,452,956	11,288,056		98.6%	114.1%	11,873,456	10,406,087
140 Lease Revenue MBA						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	11,798,536	11,288,056		95.7%	104.4%	26,873,456	25,732,509
145 Beg. Balance	31,036,384						23,509,689
146 Less:							
147 Ending Balance	14,924,497						31,036,384
148 Capital Outlay Funds							
149 available	27,910,423	11,288,056				26,873,456	18,205,814

MONTHLY FINANCIAL REPORT
April 30, 2022

				Current Bud vs Actual	Prev Bud vs Actual		
	2021-22 Revised	2021-22 YTD		%	%	2020-21 YTD	2020-21 Actual
Description							
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
150 EXPENDITURES:							
151 Oper/Maint	5,000	0		0.0%		2,000	2,000
152 Other Equipment	0	0				500	
153 Purchased Services	0	2,500			92.0%	5,767	6,267
154 Technology/Software	1,320,000	1,438,065			100.0%	1,016,599	1,017,044
155 Improvement	0	0				0	1
156 Buildings Maint	2,600,000	1,935,897		74.5%	135.7%	1,570,590	1,157,046
157 Vehicles/Buses	1,324,121	1,411,473		106.6%	108.9%	315,040	289,359
158 Furniture/Equip	1,700,000	1,174,337		69.1%	109.4%	1,490,293	1,362,434
159 Other Objects					0.0%	0	1
160 Vehicle charges						0	1
161 Total Capital	6,949,121	5,962,271		85.8%	114.8%	4,400,789	3,834,153
162 Other	36,000	3,461		0.0%		0	1
163 Other Proj	200,000	28,140		14.1%	67.4%	130,229	193,118
164 Sunrise High School	40,000	35,570		88.9%	106.1%	4,436,888	4,180,473
165 Golden Spike	17,900,000	15,859,011		88.6%	77.6%	7,162,702	9,235,064
166 HS Athletic Facilities	800,000	796,585		99.6%	2418.3%	202,361	8,368
167 Property Purchase	0	0				460,266	480,266
168 Total Construction	18,976,000	16,722,766		88.1%	87.9%	12,392,446	14,097,290
169 Desig. F Bal							
170 MBA/Bond Fee/Fund 50	1,985,302	1,929,114		97.2%	101.3%	277,885	274,371
171 Other						97	0
172 TOTAL EXPENDITURES CAPITAL							
173 OUTLAY	27,910,423	24,614,151		88.2%	93.8%	17,071,217	18,205,814

MONTHLY FINANCIAL REPORT
April 30, 2022

		2021-22	2021-22	Current	Prev Bud vs	2020-21	2020-21
	Description	Revised	YTD	Bud vs Actual %	Actual %	YTD	Actual
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
174	SCHOOL FOOD SERVICE FUND (49)						
175							
176	REVENUE:						
177	Lunch Sales	250,000	89,747	35.9%	112.1%	273,110	243,736
178	State	1,075,000	975,373	90.7%	0.0%	1,057,642	1,309,158
179	Federal	5,889,000	7,087,032	120.3%	0.0%	5,068,728	5,789,153
180	Other/Inventory Adj	0	0		0.0%		-13,244
181	TOTAL REVENUE SCHOOL						
182	FOODS	7,217,100	8,152,152	113.0%	87.3%	6,399,480	7,328,803
183	Beg. Balance	2,364,057					938,697
184	Less:						
185	Ending Balance	2,709,624					2,363,221
186	School Food Service Funds						
187	available	6,871,533	8,152,152	118.6%	108.4%	6,399,480	5,904,279
188	EXPENDITURES:						
189	Salaries	2,066,096	1,819,168	88.0%	93.0%	1,771,351	1,904,236
190	Benefits	636,437	533,998	83.9%	92.3%	540,713	585,710
191	Food/Supplies	3,594,000	2,371,624	66.0%	78.3%	2,294,719	2,932,132
192	Equipment	200,000	101,966	51.0%	174.8%	71,018	40,630
193	Other Costs	25,000	24,480	97.9%	44.4%	23,456	52,822
194	Dir/Indirect Costs	350,000	-45,727	-13.1%	0.1%	417	388,749
195	TOTAL EXPENDITURES SCHOOL		Indirect Calculation Error				
196	FOODS	6,871,533	4,805,509	69.9%	79.6%	4,701,674	5,904,279

MONTHLY FINANCIAL REPORT
April 30, 2022

		2021-22	2021-22	Current	Prev Bud vs	2020-21	2020-21
	Description	Revised	YTD	Bud vs Actual %	Actual %	YTD	Actual
	Percent of Year completed to date			100.00%	100.00%		
	Percent of 9 month contract complete			91.60%	91.60%		
197	Foundation Fund (75)						
198							
199	REVENUE:						
200	Total Revenue	300,000	239,047	79.7%	96.6%	342,148	354,177
201	Available Revenue	300,000	239,047	79.7%	96.6%	342,148	354,177
202	EXPENDITURE:						
203	Expenses	280,000	189,111	67.5%	73.1%	96,422	131,898
204	Changes/Desg Fund Bal						0
205	TOTAL EXPENDITURE	280,000	189,111	67.5%	73.1%	96,422	131,898
206	Agency Fund (76)						
207							
208	REVENUE:						
209	Agent Services	150,000	33,919	22.6%	48.4%	4,092	8,451
210	State	5,000	0			4,359	0
211	Federal						0
212	Other	7,000	0	0.0%	0.0%	0	1
213	TOTAL REVENUE/BB						
214	AGENCY FUND	162,000	33,919	20.9%	100.0%	8,451	8,452
215	EXPENDITURE:						
216	Instruction		10,865			6,255	0
217	NUCC	150,000	12,300	8.2%	77.4%	21,563	27,843
218	Other	7,000	3,077	44.0%		3,242	1
219	Changes/Desg Fund Bal	5,000	0			0	0
220	TOTAL EXPENDITURES						
221	AGENCY FUND	162,000	26,241	16.2%	111.6%	31,060	27,844
222							
223							
224			SUMMARY			SUMMARY	
225							
226	GRAND TOTAL FUNDS AVAILABLE						
227	ALL FUNDS	145,775,583	133,900,073	91.9%	95.3%	139,162,180	146,057,367
228	GRAND TOTAL EXPENDITURE						
229	ALL FUNDS	162,175,152	140,520,105	86.6%	94.6%	131,260,408	138,754,131

POLICY ~~2181 3110~~

District Emergency Response Plan

A. Adoption of Plan

1. Pursuant to [Utah Code § 53G-4-402\(18\)](#), the Board shall adopt and implement a comprehensive emergency response plan to prevent and combat violence in the schools, on school grounds, on school vehicles, and in connection with school-related activities and events. Existing plans shall be modified as needed to conform to the requirements of rules issued by the State Board of Education. Plans shall be reviewed at least once every three years and updated as needed.

[Utah Code § 53G-4-402\(18\)\(a\) \(2021\)](#)

[Utah Admin. Rules R277-400-3\(4\) \(January 22, 2020\)](#)

B. Emergency Response Plan Committee

1. The Board of Education shall appoint a committee to assist with development or revision or review of emergency response plans. The committee shall consist of appropriate school and community representatives and may include administrators, teachers, parents, officers of other governmental entities (municipalities, counties, or others), and fire and law enforcement personnel. The committee shall include representatives of governmental agencies and bodies vested with responsibility for directing and coordinating emergency services on local and state levels.

[Utah Admin. Rules R277-400-3\(3\) \(January 22, 2020\)](#)

C. Contents of Plan

1. The District Comprehensive Emergency Response Plan shall
 - a. include prevention, intervention, and response components;
 - b. be consistent with the student conduct and discipline policies required for school districts by statute;
 - c. require professional learning for all district and school building staff on what their roles are in the emergency response plan;
 - d. provide for coordination with local law enforcement and other public safety representatives in preventing, intervening, and responding to violence in the

- schools, on school grounds, on school vehicles, and in connection with school-related activities and events;
- e. include a process to timely notify staff of a crisis;
 - f. include a student and parent notification policy that uses safe messaging;
 - g. identify one or more SafeUT liaisons to provide information from SafeUT to relevant stakeholders, communicate with SafeUT concerning updates and feedback, and attend the annual SafeUT training provided by the State Superintendent;
 - h. include procedures to notify a student, to the extent practicable, who is off-campus at the time of a school violence emergency because the student is either participating in a school-related activity or excused from school for released-time religious instruction;
 - i. include, to the extent practicable, standards and protections for participants and attendees at school-related activities, including those off school property;
 - j. include measures to assure that during an emergency students receive reasonably adequate educational services and supervision during school hours during an emergency and for education services in an extended emergency situation;
 - k. include evacuation procedures to assure reasonable care and supervision of students until the student is released to a responsible party or as is permitted under State Board of Education regulation;
 - l. address access to school buildings by specific groups, including students, community members, lessees, invitees, and others;
 - m. require individual schools to establish a parent and student reunification plan;
 - n. include measures to assure that students receive emergency preparedness training, including age-appropriate training regarding rescue techniques, first aid, safety measures appropriate to specific emergencies, and other emergency skills;
 - o. establish a multidisciplinary team to identify interventions for students who may be highly impacted by a crisis;

- p. identify and keep a record of crisis response professionals who may assist in crisis response and resources and community partnerships for follow-up or intensive care after a crisis;
- q. identify resources and materials available for emergency training;
- r. contain procedures for assessing and providing school facilities, equipment, and personnel to meet public emergency needs; and
- s. provide procedures for recording District funds spent for emergencies (including funds spent for assessing and repairing damages) and for seeking reimbursement for such expenditures.

[Utah Code § 53G-4-402\(18\)\(b\) \(2020\)](#)
[Utah Admin. Rules R277-400-4\(4\), -5, -6\(1\), -6\(10\), -10\(2\)\(b\), -11\(1\) \(January 22, 2020\)](#)

D. Formulation and Review of Plan

1. In creating the comprehensive emergency resource plan, the Board shall consider and make use of resources provided by the Utah State Board of Education, including the plan models and other resources prepared by the State Board as provided for in [Utah Code § 53G-4-402\(18\)\(c\)](#), recommendations provided by the emergency response plan committee, and may consider such other resources it finds helpful.

[Utah Code § 53G-4-402\(18\)\(c\) \(2021\)](#)

2. The Board may direct individual schools to develop and implement school-specific emergency response plans to supplement the District's plan according to the needs and features of the school.

[Utah Admin. Rules R277-400-3\(2\) \(January 22, 2020\)](#)

3. In cooperation with the appropriate local law enforcement agencies, the District shall establish a parent and student reunification plan for each school in the District. Such plan shall provide for reasonable care and supervision of students until the student is released to a responsible party. Schools shall not release students grade 8 or below unless a parent or other responsible person has been notified and assumed responsibility for the student. A school may release a student grade 9 or above without such notification if a school administrator determines that the student is reasonably responsible and that notification is not practicable.

[Utah Admin. Rules R277-400-6\(10\)\(a\) \(January 22, 2020\)](#)
[Utah Admin. Rules R277-400-5\(1\)\(b\) \(January 22, 2020\)](#)

4. The District emergency response plan shall be reviewed at least once every three years, with the assistance of the District emergency response plan committee appointed by the Board of Education. As part of the review process, each school shall review existing security measures and procedures within that school and make necessary adjustments as funding permits.

[Utah Admin. Rules R277-400-3\(4\) -7\(1\)\(c\) \(January 22, 2020\)](#)

E. Public Notice of Plan

1. A copy of the District emergency response plan and any school emergency response plans shall be filed in the superintendent's office. At the beginning of each school year, written notice of the pertinent portions of the District plan and any school plan shall be provided to the parents or guardians of students at each school and the staff of each school. Each school shall also designate an Emergency Preparedness/Emergency Response week each year before April 30.

[Utah Admin. Rules R277-400-4\(1\), \(2\), \(3\) \(January 22, 2020\)](#)

2. As part of the District's registration and enrollment process, parents shall annually be given a summary of parental expectations and notification procedures relating to the parent and student reunification plan for each school where the parent has students enrolled. This information shall also be published on each school's website.

[Utah Admin. Rules R277-400-6\(10\)\(b\), \(c\) \(January 22, 2020\)](#)

F. Emergency Preparedness Training

1. The Board of Education shall, by July 1 of each year, certify to the State Superintendent that the District emergency response plan has been practiced at the school level and has been presented to and reviewed by the District's teachers, administrators, students and their parents or guardians, and public safety representatives.

[Utah Admin. Rules R277-400-3\(1\) \(January 22, 2020\)](#)

2. The District shall provide annual training to District and school staff on their roles, responsibilities, and priorities in the emergency response plan.

[Utah Admin. Rules R277-400-7\(1\)\(a\) \(January 22, 2020\)](#)

3. Each school shall conduct emergency drills as required by [Utah Admin. Rules R277-400-6](#) and [R277-400-7\(1\)\(b\)](#).

[Utah Admin. Rules R277-400-6, -7\(1\)\(b\) \(January 22, 2020\)](#)

G. Prevention and Intervention

1. The District shall provide schools with curriculum materials regarding comprehensive violence prevention and intervention strategies such as resource lessons and materials on anger management, conflict resolution, and respect for diversity and other cultures. In so doing, the District shall make use of materials and resources provided by the State Board of Education. Schools may also provide age-appropriate instruction on firearm safety, including appropriate steps to take if a student sees a firearm or facsimile firearm at school.
2. To the extent resources permit, the District shall also develop or incorporate care teams, tiered student assistance programs, social-emotional learning, and support through multidisciplinary teams. Multidisciplinary teams, such as care teams, may review school safety related data, conduct threat assessments, consult on case-specific interventions and disciplinary actions, involve parents in the intervention process, and suggest referrals to resources as appropriate. Such teams may include administration personnel, local law enforcement (or a school SRO), a mental health professional, and a general or special education teacher.
3. In developing student assistance programs, the District may coordinate with the State Superintendent and other state agencies.

[Utah Admin. Rules R277-400-8 \(January 22, 2020\)](#)

H. School Building Access

1. With respect to building access during an emergency by various groups (including students, employees, community members, lessees, invitees, and others), the emergency response plan shall consider identified time periods and shall address possession and use of school building keys by designated administrators and employees. The plan may include restricted access for some individuals.

[Utah Admin. Rules R277-400-5\(1\)\(c\) \(January 22, 2020\)](#)

I. Cooperation With Other Government Entities

1. As appropriate, the Board of Education may enter into cooperative agreements with other governmental entities to establish proper coordination and support during emergencies.
2. The Board shall cooperate with other governmental entities to provide emergency relief services in times of public need. For statewide emergencies or emergencies involving more than one school district, the State Superintendent is the chief officer to coordinate assistance by the schools. For emergencies within the school district,

the Board of Education, through the superintendent, is the chief officer to coordinate assistance by the schools.

[Utah Admin. Rules R277-400-10 \(January 22, 2020\)](#)

POLICY 3034 3100

Employee/Volunteer References and Letters of Recommendation

A. Required Employment Reference Check

1. Before hiring any employee or considering a prospective volunteer for an unsupervised volunteer assignment, the District shall require the applicant to identify any qualifying position employers (at any time) and shall require the potential volunteer to identify any qualifying position employers within the past three years.
2. The District shall require the applicant or potential volunteer to sign a release authorizing qualifying position employers to disclose information regarding any employment action taken or discipline imposed for physical abuse or sexual abuse of a child or of a student.
3. The District shall then request information on such employment actions or discipline from the most recent qualifying position employer of the applicant or prospective volunteer. If the applicant or prospective volunteer does not sign the required release, the District shall not hire the applicant or give the prospective volunteer an unsupervised volunteer assignment.
4. The District shall also obtain information from an applicant or prospective volunteer as provided for in [Policy 3035, Employee Criminal Background Checks and Arrest Disclosure Requirements](#) and may request such other information, consistent with state or federal law, as may be appropriate in evaluating the applicant or prospective volunteer.

[Utah Code § 53G-11-410 \(2021\)](#)

B. Who May Give Information Regarding Ex-Employees

1. The Superintendent or the principal of a school in which an employee previously worked may provide information in response to requests by prospective employers of former employees.

C. Information to be Given to State Board of Education

1. The District shall, upon request, provide to the State Board of Education a recommendation or other information which has significance in evaluating the employment or licensure of a current or prospective school employee, an educator, an education license holder, or an education license applicant.

[Utah Code § 53E-6-402\(2\) \(2019\)](#)

D. Information that May Be Given

1. Information may be provided which could have significance in evaluating the employment or licensure of an employee, including:
 - a. The dates of commencement and end of employment in the School District;
 - b. Whether the job performance was rated excellent, good, satisfactory, needs improvement or unsatisfactory in evaluations during the last two years of employment, or any like rating of performance;
 - c. Any statements in the employee file regarding professional conduct;
 - d. Any reasons stated for termination of employment or probation; and
 - e. Any statements regarding sexual harassment or conduct that may be criminal in nature if charges were actually filed.

[Utah Code § 53E-6-402 \(2018\)](#)

E. Letters of Recommendation

1. The Superintendent or a school principal having had administrative duties in relation to a former employee may provide a "letter of recommendation" for use by a former employee which assesses the job performance and professional conduct of the former employee.

POLICY 3044 3120

Orderly School Termination for Employees

A. Definitions

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

a. "Career Employee"

(1) An employee of the Box Elder School District who has obtained a reasonable expectation of continued employment. An employee who works for the Box Elder School District on at least a half-time basis or 25 hours per week becomes a career employee upon the successful completion of at least three (3) full consecutive academic school years with the District as a provisional employee (The Box Elder School District may extend the three-year provisional status of an employee up to an additional two (2) consecutive years). If the provisional employee starts after the beginning of the school year, that school year does not count toward "career employee" status. Successful completion is determined by performance of all contractual duties within standards acceptable to the Box Elder School District.

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

[Utah Code § 53G-11-501\(3\) \(2020\)](#)

[Utah Code § 53G-11-503 \(2018\)](#)

2. "Provisional Employee"

a. Any employee who has not achieved career employee status is a "Provisional Employee." A provisional employee is an employee, who works for the Box Elder School District on at least a half-time basis or 25 hours or more per week, hired on an individual, one-year contract and who is not a temporary employee. Provisional employees have no expectation of continued employment beyond the current one-year contract term. Provisional employees are employed at will and their employment can be terminated at the discretion of the Board of Education except that provisional employees can be discharged during the term of each contract only for cause. The Box Elder School District may extend the provisional status of an employee up to an additional two consecutive years by

written notification to the provisional employee no later than 30 days before the end of the contract term of that individual. Circumstances under which an employee's provisional status may be extended include:

- (1) less-than-perfect score on a performance evaluation; or
- (2) receipt of complaint(s) or expression(s) of concern from a parent, co-worker, or member of the community that creates uncertainty about the employee's professionalism, performance, or character;
- (3) declining student enrollment in the district or in a particular program or class;
- (4) the discontinuance or substantial reduction of a particular service or program;
or
- (5) budgetary concerns.

[Utah Code § 53G-11-501\(11\) \(2020\)](#)

[Utah Code § 53G-11-503 \(2018\)](#)

3. "Educational Support Professional (Classified) Employees"

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

4. "Temporary Employee"

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

[Utah Code § 53G-11-501\(15\) \(2020\)](#)

5. "Contracted Service Providers"

- a. Contracted Service Providers are individuals regardless of employment status (full or part-time) who by nature of their profession are not required to hold a professional certificate issued by the Utah State Board of Education who are paid

by contract to provide specific types of services for the Box Elder School District but who are not employees, are not on the Box Elder School District payroll and do not receive the same benefits enjoyed by regular employees of the District.

6. "Extra Duty Contracts"

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

7. "Employee"

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

[Utah Code § 53G-11-501\(7\)\(a\) \(2020\)](#)

8. "Contracted Term or Term of Employment"

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

9. "Dismissal or Termination"

- a. An employee shall be deemed to be discharged upon occurrence of any of the following events:
 - (1) Termination of the status of employment of an employee.
 - (2) Failure to renew the employment contract of a career employee
 - (3) Reduction in salary of an employee not generally applied to all employees of the same category employed by the District during the employee's contract term.
 - (4) Change of assignment of an employee with an accompanying reduction in pay unless the assignment change and salary reduction are agreed to in writing.

[Utah Code § 53G-11-501\(5\) \(2020\)](#)

10. "Unsatisfactory performance"

- a. A deficiency in performing work tasks which may be:
 - (1) due to insufficient or undeveloped skills or a lack of knowledge or aptitude;
and
 - (2) remediated through training, study, mentoring, or practice.
- b. Does not include the following conduct that is designated as a cause for termination or a reason for license discipline:
 - (1) a violation of work policies;
 - (2) a violation of District policies, State Board of Education rules, or law;
 - (3) a violation of standards or ethical, moral or professional conduct; or
 - (4) insubordination

[Utah Code § 53G-11-501\(15\) \(2020\)](#)

B. Causes for Dismissal or Non-Renewal

- 1. Any employee may be suspended or discharged during a contract term for any of the following:
 - a. Insubordination or failure to comply with directives from supervisors;
 - b. Incompetence;
 - c. Conviction, including entering a plea of guilty or nolo contendere (no contest), of a felony or misdemeanor involving moral turpitude or immoral conduct;
 - d. Conduct which may be harmful to students or to the District;
 - e. Improper or unlawful physical contact with students;
 - f. Any violation of the District's Employee Code of Conduct;
 - g. Violation of district policy, State Board of Education rules, or law;

- h. Unprofessional conduct not characteristic of or befitting a District employee including a violation of standards of ethical, moral, or professional conduct;
- i. Manufacturing, possessing, using, dispensing distributing, selling and/or engaging in any transaction or action to facilitate the use, dispersal or distribution of any illicit (as opposed to authorized) drugs or alcohol on District premises or as a party of any District activity;
- j. Current addiction to or dependency on a narcotic or other controlled substance;
- k. Dishonesty or falsification of any information supplied to the District; including data on application forms; employment records or other information given to the District;
- l. Engagement in sexual harassment of a student or employee of the District;
- m. Neglect of duty, including unexcused absences, excessive tardiness, excessive absences, and abuse of leave policies or failure to maintain certification;
- n. Deficiencies pointed out as part of any appraisal or evaluation;
- o. Failure to fulfill duties or responsibilities or a violation of work rules;
- p. Inability to maintain discipline in the classroom or at assigned school-related functions;
- q. Drunkenness or excessive use of alcoholic beverages or controlled substances;
- r. Disability not otherwise protected by law that impairs performance of required job duties;
- s. Failure to maintain an effective working relationship, or to maintain good rapport with parents, co-workers, the community or colleges;
- t. Failure to maintain requirements for licensure or certification;
- u. Unsatisfactory performance;
- v. For any other reason justifying termination of employment for cause.

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

1. If the District intends not to renew the contract of a career employee for reasons of unsatisfactory performance it shall:
 - a. Notify the employee at least 30 days prior to issuing a notice of intent not to renew the employee's contract that continued employment is in question and the reasons for anticipated non-renewal;
 - b. The principal or designee shall provide and discuss with the employee written documentation clearly identifying the deficiencies in performance;
 - c. The principal or designee shall develop and implement a plan of assistance, in accordance with procedures and standards established by [Policy 3210 Educator Evaluation](#), to allow the employee an opportunity to improve performance;
 - d. Provide to the employee a sufficient time period to successfully complete the plan of assistance of at least 30 days but not more than 120 days in which to correct the deficiencies; except the 120-day limit may be extended when:
 - (1) an employee is on leave from work during the period the plan of assistance is scheduled to be implemented; and the leave was not approved and scheduled before the written notice intent not to renew was provided; or
 - (2) the leave is specifically approved by the Board
 - e. The time period to correct the deficiencies may continue into the next school year;
 - f. The time period to implement the plan of assistance and correct the deficiencies shall begin when the employee receives the written notice provided in [Policy 3210](#) and end when the determination is made that the employee has successfully remediated the deficiency or notice of intent to not renew or terminate the employee's contract is given in accordance with [Policy 3210](#);
 - g. The principal or designee shall reevaluate the employee's performance;

- h. If upon a reevaluation of the employee's performance, the District determines the employee's performance is satisfactory, and within a three-year period after the initial documentation of unsatisfactory performance for the same deficiency pursuant to [Policy 3210](#), the employee's performance is determined to be unsatisfactory, the District may elect to not renew or terminate the employee's contract.
- i. If the employee's performance remains unsatisfactory after reevaluation, the Superintendent or designee shall give notice of intent to not renew or to terminate the employee's contract, which shall include written documentation of the employee's deficiencies in performance.
- j. Nothing in this Policy shall be construed to require compliance with or completion of evaluations prior to non-renewal of a career employee's contract.
- k. An employee whose performance is unsatisfactory may not be transferred to another school unless the Board specifically approves the transfer of the employee.

[Utah Code § 53G-11-514 \(2018\)](#)

[Utah Code § 53G-11-517 \(2018\)](#)

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

- 1. If the District intends not to renew the contract of employment of a career employee after giving notice that continued employment is in question, it shall:
 - a. Give notice that a contract of employment will not be offered for the following school year to the individual.
 - b. Issue notice at least 30 days before the end of the contract term of the individual.
 - c. Serve notice by personal delivery or certified mail to the employee's most recent address shown on the District's personnel records.

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

- 1. If the District intends to terminate an employee's contract during the contract term, the District shall:
 - a. Give written notice of that intent to the employee;

- b. Serve the notice by personal delivery or by certified mail addressed to the individual's last known address;
- c. Serve the notice at least 30 days prior to the proposed date of termination;
- d. State the date of termination and detailed reasons for termination;
- e. Give notice of the individual's right to appeal the decision to terminate employment and the right to a hearing and the right to legal counsel, to present evidence, cross-examine witnesses and present arguments at the hearing;
- f. Notify the employee that failure to request a hearing within 15 days after the notice of termination was either personally delivered or mailed to the employee's most recent address shown on the district's personnel records shall constitute a waiver of the right to contest the decision to terminate.

[Utah Code § 53G-11-513 \(2018\)](#)

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

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

[Utah Code § 53G-11-513 \(2018\)](#)

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

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

H. Expectation of Continued Employment in Absence of Notice

1. In the absence of a notice, a career or provisional employee is considered employed for the next contract term with a salary based upon the salary schedule applicable to the class of employees into which the individual falls.
2. This provision does not preclude the dismissal of a career or provisional employee during the contract term for cause.

[Utah Code § 53G-11-513 \(2018\)](#)

I. Right to an Informal Conference

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

[Utah Code § 53G-11-513 \(2018\)](#)

J. Employee's Right to Hearing

1. A notice of intention not to renew the contract of a career employee or of an intention to terminate the contract of a career or provisional employee during its term must also advise the individual that if after the informal conference the employee wishes a hearing on the matter, he or she must submit written notice to that effect to the Superintendent's office within five (5) days of the informal conference. If the employee wishes to not have an informal conference, but does wish to have a hearing, he or she must submit written notice to that effect within 15 days of the date on the notice of intent not to renew or notice of termination during the contract term. Upon timely receipt of the notice, the Superintendent will notify the Board, which will then either appoint a hearing examiner or hearing board or determine to hear the matter itself. In either case, the Board will then send notice of the date, time and place of hearing to the Superintendent and to the employee. If the employee does not request a hearing within 15 days, then the employee shall have waived any right to a hearing and to contest the decision.

[Utah Code § 53G-11-513 \(2018\)](#)

K. Appointing a Hearing Examiner

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

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

[Utah Code § 53G-11-515\(1\) \(2021\)](#)

L. Rights of Employee at a Hearing

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

[Utah Code § 53G-11-515\(2\) \(2021\)](#)

M. Hearing Record

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

[Utah Code § 53G-11-515\(4\) \(2021\)](#)

N. Decision

1. Within 15 days after the hearing, the person or entity that conducted the hearing, whether the hearing examiner, hearing board, or Board of Education, shall issue written findings and conclusions deciding the matter. These shall be provided to the employee by mail or personal delivery.
2. In the event the decision of the board or hearing officer is to not terminate the employment of the employee, then the employee shall be reinstated and back pay shall be paid if the employee was suspended without pay pending a hearing.

[Utah Code § 53G-11-513 \(2018\)](#)

O. Appeal of Decision

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

[Utah Code § 53G-11-515\(5\) \(2021\)](#)

P. Suspension During Investigation

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

[Utah Code § 53G-11-513 \(2018\)](#)

Q. Necessary Staff Reduction Not Precluded

1. Nothing in this policy prevents staff reduction if necessary to reduce the number of employees because of the following:
 - a. declining student enrollments in the district;
 - b. the discontinuance or substantial reduction of a particular service or program;
 - c. the shortage of anticipated revenue after the budget has been adopted; or
 - d. school consolidation.

[Utah Code § 53G-11-516 \(2018\)](#)

R. No Verbal Agreements

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

S. Notification to Utah Professional Practices Advisory Commission

1. The Superintendent shall notify the Utah Professional Practices Advisory Commission if an educator is determined, in any judicial or administrative proceeding, to have violated any of the Utah Educator Standards
 - a. If possible, this notification shall be made using the form provided by the UPPAC Executive Secretary. In submitting the notification to UPPAC, the Superintendent may make a recommendation to the UPPAC Executive Secretary regarding whether UPPAC investigation would be appropriate under the circumstances, taking into consideration any employment action taken by the District. Notice is not required to be given if there are no other proceedings other than a District administrative proceeding and the District's proceeding determines that the

allegations constituting the violation are unsupported. (A criminal charge would be an example of another proceeding.)

Utah Admin. Rules R277-217-5 (April 8, 2021)

Policy 5035

Attendance Requirements / Procedures

- A. Regular attendance at school increases the opportunities for students to benefit from their educational programs. The Utah Compulsory Attendance Law ([Utah Code § 53G-6-201](#)) directs parents to require their children between the ages of six and eighteen years to attend school. Frequent absences of students from daily classroom experiences disrupt the instructional process thus impairing a student's opportunity to learn.
- B. Special circumstances specified in the law allow the Board to excuse a student from attendance and exempt a parent from consequences listed in the law. ([Utah Code § 53G-6-204](#))
- C. Due to Box Elder School District's commitment to quality education, there is concern when a student misses school for any reason. In keeping with state law and to promote the educational goals of the school district, the following attendance requirements are established for all students.
1. It is the responsibility of all students to attend school and to be on time every school day. If a student is absent for any reason, it is the student's responsibility to follow the procedures outlined by the district attendance procedure. Valid absences (excluding pre-arranged family event absences) and parent contact absences must be called in within one week of the absence.
 2. Students who are absent will be responsible to make up course work that can be made up. Teachers are required to give students an opportunity to make up course work missed. It is essential that teachers be precise in assigning work to be made up, as well as setting any time deadlines. Make up assignments should be as closely related to work missed as possible and should not exceed quantity of work assigned students during the time missed.
 3. When students must leave school for any reason, they shall follow the established procedures outlined by the school. If a student leaves their assigned area without formally checking out, the student will be considered truant.
 4. For each student who is or should be enrolled within the school, the administrator, or designee, shall make efforts to resolve attendance problems. These efforts shall include:

- a. A personal meeting with the student when he/she has missed ten days or any one class period ten times.
- b. Maintain a record of school absences that distinguish between absences that are considered as having a “valid excuse” and those considered to be without a valid excuse or “truancy”. Valid excuses include the following:
 - 1) Illness including mental or physical (the school may not require documentation from a medical professional to substantiate the illness);
 - 2) Mental or behavioral health of the school-age child;
 - 3) Family death
 - 4) School activities
 - 5) Prearranged family events with at least one day notice
 - 6) Absence permitted by the provisions of an IEP
 - 7) Absence permitted by the provisions of a 504 plan
- c. Issue a written notice of a compulsory education violation to a student’s parent when the student has accumulated at least ten absences without a valid excuse during the school year. ~~However, during the period from March 17, 2021 to June 1, 2022, the District shall not issue or enforce notices of compulsory education or violations and shall not make any reports of such violations to city, county, or district attorneys.~~ The notice of violation shall:
 - 1) direct the parent to meet with school authorities to discuss the student’s attendance problems
 - 2) instruct the parent that cooperation is required by state law
 - 3) designate who the parent is to meet with
 - 4) notify the parents that it is a class B misdemeanor
- d. A student who is between the ages of twelve and fifteen years and has been truant at least ten times during the school year may be classified as “habitual truant” if the school’s administration has made a reasonable, documented effort to resolve the attendance problems without success.

- D. Students requesting an appeal to the school attendance policy may follow the procedures outlined in Box Elder School District [Policy 5350 Student Complaints - Resolution](#).

POLICY 5037

Attendance Enforcement

- A. A parent of a child who is subject to the compulsory school attendance law may be subject to a class B misdemeanor if:
1. They intentionally or recklessly fail to enroll a school-age child in school, unless that child is exempt from enrollment.
 2. After being served with a notice of compulsory education violation they intentionally or recklessly fail to meet with the school authorities designated in the notice of compulsory education violation to discuss the student's school attendance problems. ~~However, during the period from March 17, 2021 to June 1, 2022, the District shall not issue or enforce notices of compulsory education or violations and shall not make any reports of such violations to city, county, or district attorneys.~~
 3. After being served with a notice of compulsory education violation they intentionally or recklessly fail to prevent the student from being absent without a valid excuse five or more times during the remainder of the school year. ~~However, during the period from March 17, 2021 to June 1, 2022, the District shall not issue or enforce notices of compulsory education or violations and shall not make any reports of such violations to city, county, or district attorneys.~~
- B. Designated school officials shall make earnest and persistent efforts to resolve a student's attendance problems. These efforts ~~shall~~ may include the following, as deemed appropriate or feasible in individual cases:
1. Counseling of the student by school authorities including a meeting with the student after their fifth absence without a valid reason.
 2. Issuing a written notice of a compulsory attendance violation after at least five unexcused absences (truancies). ~~However, during the period from March 17, 2021 to June 1, 2022, the District shall not issue or enforce notices of compulsory education or violations and shall not make any reports of such violations to city, county, or district attorneys.~~
 3. Enlisting parental support for attendance by the student.
 4. Meeting with the student and the parents.
 5. Adjusting the curriculum and schedule if determined necessary to meet special needs of the student.

6. Monitoring of attendance by parents and the school.
 7. Classifying a student who is at least twelve years of age as a habitual truant after at least ten trancies during the school year.
 - ~~8. Except during the period from March 17, 2021 to June 1, 2022, enlisting the assistance of community and law enforcement agencies as appropriate.~~
- C. If, after earnest and persistent efforts are made by the parents and the school, the truant behavior has not been corrected, the Board or designee shall either refer the child to truancy mediation. ~~However, during the period from March 17, 2021 to June 1, 2022 the District shall not issue or enforce notices of compulsory education or violations and shall not make any reports of such violations to city, county, or district attorneys.~~
- D. The District shall annually report to the State Board of Education
1. The number of absences with a valid excuse,
 2. The number of absences without a valid excuse.

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

A work session was held at 5:30 p.m. where the following principals presented:

Keith Mecham filled in for Gerald Jackman, Sunrise High School
Lewis Whitaker, Box Elder Middle School
Jamie Kent, Box Elder High School

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening June 8, 2022 at 6:30 p.m. at Independent Life Skills Center.

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

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

After the reverence which was offered by Karen Cronin, Board Member, Nancy Kennedy, Board Member, lead the pledge of allegiance.

Recognitions

Wade Hyde Recognized the following:
Box Elder High School:
Boys and Girls Track and Field Region Titles
Girls Track 5A State Champions

Bear River Robotics Teams from Bear River High and Bear River Middle

Bear River High School:
Boys Water Polo Team State Champions
Girls Water Polo Team – 4th Place in State
Girls Lacrosse Team State 4A Champions

Melissa Morris – Utah Rural Principal of the Year

Jamie Kent and AJ Gilmore – Outstanding high school graduations

Keri Greener and Rod Cook - years of service

Approval of Agenda

Karen Cronin made the motion to approve the agenda. Connie Archibald seconded the motion which passed unanimously.

Public Comment

Tom Davidson wants to know the Box Elder High School field house plan.

Kathryn Nielsen concerned about bullying in schools specifically her daughter.

Amber Hayden expressed concern about gender support from schools and following state law.

Action Items

Authority to Act for David A. Roberts

Karen Cronin made the motion to approve the resolution giving David A Roberts the authority to act for the Board. Nancy Kennedy seconded the motion which passed unanimously.

Budget Hearing

Karen Cronin made the motion to move into the budget hearing. Wade Hyde seconded the motion which passed unanimously.

The meeting was opened up for comments on the Budget.
No comments were made.

Karen Cronin made the motion to move out of the budget hearing. Clyde Wohlgemuth seconded the motion which passed unanimously.

Approval of the 2021-22 Budget Revision and 2022-23 Preliminary Budget

Rod Cook, Business Administrator, and Dave Roberts successor presented information on the revised 2021-22 budget and preliminary 2022-23 budget.

Nancy Kennedy made the motion to approve the revised 2021-22 Budget Revision and the 2022-23 preliminary budget along with approval of the certified tax rates and corresponding budget adjustments. Tiffani Summers seconded the motion which passed unanimously.

Municipal Building Authority

Karen Cronin made the motion to move out of Board Meeting and into Municipal Building Authority Board meeting. Wade Hyde seconded the motion which passed unanimously.

Nancy Kennedy made the motion to approve and appoint the same officers for the Municipal Building Authority as the School Board. Karen Cronin seconded the motion which passed unanimously.

Tiffani Summers made the motion to approve the Municipal Building Authority budget and lease for the 2022-23 year. Connie Archibald seconded the motion which passed unanimously.

Nancy Kennedy made a motion to move back into regular Board Meeting. Tiffani Summers seconded the motion which passed unanimously.

Pick up Contributions for Members of the Contributory Retirement System

Keith Mecham, Assistant Superintendent of Human Resources, explained that the Board needs to approve paying the employers share of the Contributory retirement.

Wade Hyde made the motion to approve the non-contributory retirement employer rates for the 2022-23 fiscal year for Tier I and Tier II plans as well as the contributory rates. Connie Archibald seconded the motion which passed unanimously.

Tentative Ratification of Negotiated Agreement with Box Elder Administrators Association (BEAA) and Box Elder Educator Association (BEEA) and Box Elder Education Support Professional Association.

Keith Mecham, Assistant Superintendent for Human Resources, explained the negotiated agreement with the associations.

Connie Archibald made the motion to approve the tentative negotiated agreement with the BEAA, BEEA, BEESPA. Karen Cronin seconded the motion which passed unanimously.

Declaration of Open Enrollment Schools

Keith Mecham, Assistant Superintendent of Human Resources, presented proposed school enrollment status for the 2022-23 school year.

Karen Cronin made the motion to accept the recommendation on open enrollment for schools for the 2022-23 school year. Nancy Kennedy seconded the motion which passed unanimously.

Approval of Out of State Travel for Activity Fees

Keith Mecham, Assistant Superintendent of Human Resources, presented a School Fees recommendation.

Nancy Kennedy made the motion to approve a fee change for the 2022-23 school year. Wade Hyde seconded the motion which passed unanimously.

Approval of TSSA Plans

Gary Allen and Keri Greener, Assistant Superintendents of Curriculum presented the TSSA plans for the 2022-23 School Year for approval.

Karen Cronin made the motion to accept the TSSA plans as presented. Wade Hyde seconded the motion which passed unanimously.

Approval of Elementary English Language Arts Adoption

Keri Greener, Assistant Superintendent of Elementary Curriculum presented the English Language Arts curriculum for grades K-5.

Connie Archibald made the motion to approve the English Language Arts Curriculum as presented. Karen Cronin seconded the motion which passed unanimously.

Information Items

Northern Utah Suicide Coalition

Jenny Schulze, Chief Operations Officer, Boys and Girls Club of Northern Utah presented suicide information to the Board.

Bid for Lynn School Property

Corey Thompson, Facilities Director presented the bid information for the sale of the Lynn School. The winning bidder appears to be Sarah Buckingham and Mathew Romney with a bid of \$56,900.45.

Monthly Financial Report

Rod Cook and Dave Roberts, Business Administrators, reviewed the financial report with the Board. Rod also presented the Fraud Risk Assessment score sheet from the Utah State Auditor. The Board discussed online training offered by the state auditor. It was decided that would be the Board reading for the next few months through December. Dave Roberts agreed to send the Board Members the link and reminders to listen to the training.

Board Committee Reports

No board committee reports

Consent Calendar

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

The Consent Calendar included the following items:

Approval of the minutes of the working and regular meeting May 11, 2022.

Approval of claims numbered 37930, 38166, 39017, 40449-40750, 05051022, 07053122, 08053122, 09052022, 09053122 and the District Foundation and ACH payments as well as School Activity checks for the month of May.

Personnel Action

As detailed in the agenda.

150 Mile Trips

As detailed in the agenda.

Adjournment

Karen Cronin made the motion to adjourn the meeting. Tiffani Summers seconded the motion which passed by unanimous vote.

With the announcement that the next meeting will be held on July 13, 2022 at The Independent Life Skills Center with a Work Session at 1:00 p.m. and regular session beginning at 6:30 p.m. President Julie Taylor adjourned the meeting at 9:17 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	00040751	65.60	06/02/22	1 AMBER DAVIS	C
01	00040752	38.55	06/02/22	1 ANDREA JOHNSON	C
01	00040753	311.60	06/02/22	1 AUDREY KEARL	C
01	00040754	10.00	06/02/22	1 JOLYN KRAGER	C
01	00040755	9.91	06/02/22	1 PAULA COCHRAN	C
01	00040756	23.20	06/02/22	1 TAMI RHODES	C
01	00040757	87.67	06/02/22	1 TIANNA MARTINEZ	C
01	00040758	451.00	06/02/22	36784 AMERICAN RED CROSS	C
01	00040759	3,926.83	06/02/22	25909 AMERIGAS PROPANE	C
01	00040760	1,000.00	06/02/22	85738 BEAR RIVER HIGH SCHOOL	C
01	00040761	255.50	06/02/22	85768 BEAR RIVER SEWER DEPT	C
01	00040762	254.60	06/02/22	87120 BEEHIVE TELEPHONE CO	C
01	00040763	59.67	06/02/22	3522 KIMBERLY BENNETT	C
01	00040764	8,564.66	06/02/22	104338 BOX ELDER HIGH SCHOOL	C
01	00040765	239.70	06/02/22	158220 COVER UP	C
01	00040766	434.50	06/02/22	110574 JOETTE CRAIG	C
01	00040767	18,026.51	06/02/22	60798 FIRSTDIGITAL TELECOM	C
01	00040768	41.75	06/02/22	358950 JULIE S HESS	C
01	00040769	199.50	06/02/22	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
01	00040770	299.10	06/02/22	901150 IMT COMPANIES LLC	C
01	00040771	258.61	06/02/22	111125 IML SECURITY SUPPLY	C
01	00040772	20,587.93	06/02/22	100774 JEPPESEN DISTRIBUTING/JEFF JEPPESEN	C
01	00040773	310.50	06/02/22	19305 BEN KUNZLER	C
01	00040774	30.08	06/02/22	44636 TAMRA LARSEN	C
01	00040775	578.42	06/02/22	59854 BOBBIE MAGGS	C
01	00040776	26.32	06/02/22	58823 HUNTER MORGAN	C
01	00040777	614.67	06/02/22	29858 MOUNTAINLAND SUPPLY COMPANY	C
01	00040778	3,222.88	06/02/22	111273 NUCO2 LLC	C
01	00040779	233.50	06/02/22	700077 PERRY CITY	C
01	00040780	13,596.24	06/02/22	109484 PUBLIC CONSULTING GROUPS INC	C
01	00040781	235.94	06/02/22	58599 THOMAS RAISOR	C
01	00040782	660.00	06/02/22	110417 RESCO	C
01	00040783	160.00	06/02/22	51500 RITE OF PASSAGE	C
01	00040784	14,132.46	06/02/22	892645 ROCKY MOUNTAIN POWER	C
01	00040785	200.00	06/02/22	60259 SCHOOL NUTRITION ASSOCIATION OF UTAH	C
01	00040786	39.95	06/02/22	110789 CORE BUSINESS TECHNOLOGIES (SIP)	C
01	00040787	345.44	06/02/22	110968 SKY BLUE INDUSTRIES INC	C
01	00040788	35.95	06/02/22	110914 SUPERIOR WATER AND AIR INC	C
01	00040789	281.96	06/02/22	24580 VERIZON WIRELESS	C
01	00040790	7,179.51	06/02/22	924155 WASTE MGMT OF UTAH INC	C
01	00040791	434.50	06/02/22	60801 OAKLEY WHITING	C
01	00040792	100.00	06/02/22	60615 WORTHY BALLOONS	C
01	00040793	881.08	06/02/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00040794	279.00	06/02/22	106497 APPLE STORE	C
01	00040795	3,000.00	06/02/22	56464 DROPLET SOLUTIONS, INC.	C
01	00040796	277.04	06/02/22	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00040797	5,506.50	06/02/22	100148 HIGH NOON BOOKS	C
01	00040798	5,639.58	06/02/22	386370 HYKO SUPPLY CO	C
01	00040799	4,876.16	06/02/22	455120 JACKS TIRE & OIL INC	C
01	00040800	569.99	06/02/22	590870 MURPHY'S APPLIANCE & TV	C
01	00040801	343.36	06/02/22	699420 PERMA BOUND BOOKS	C
01	00040802	1,292.72	06/02/22	157371 STAPLES	C
01	00040803	15,047.20	06/02/22	58777 YANGS 5TH TASTE	C
01	00040804	7.88	06/09/22	1 ALEXIS RAY	C
01	00040805	15.76	06/09/22	1 AMBER MORGAN	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00040806	15.76	06/09/22	1 ANNIE BROOME	C
01	00040807	43.65	06/09/22	1 ANNISSA PORTER	C
01	00040808	15.76	06/09/22	1 ARIANA PRICE	C
01	00040809	14.00	06/09/22	1 ASHLEE ELGAN	C
01	00040810	7.88	06/09/22	1 BROOKE HONE	C
01	00040811	15.76	06/09/22	1 BROOKE THOMPSON	C
01	00040812	3.94	06/09/22	1 CASEY SATTERTHWAITE	C
01	00040813	15.76	06/09/22	1 CHERYL JEPPSON	C
01	00040814	15.76	06/09/22	1 CHRISTINA BRAEGGER	C
01	00040815	51.00	06/09/22	1 DALE GREEN	C
01	00040816	15.76	06/09/22	1 DEVIN ALLRED	C
01	00040817	7.88	06/09/22	1 EDUARDO DIAZ	C
01	00040818	15.76	06/09/22	1 EMILY WILDE	C
01	00040819	15.76	06/09/22	1 JANALEE MILLER	C
01	00040820	15.76	06/09/22	1 JANELLE JANSSEN	C
01	00040821	15.76	06/09/22	1 JEN SMITH	C
01	00040822	7.88	06/09/22	1 JENNIFER JOHNSON	C
01	00040823	7.88	06/09/22	1 JENNIFER PERRY	C
01	00040824	15.76	06/09/22	1 JESSICA SMART	C
01	00040825	15.76	06/09/22	1 JULIE FARR	C
01	00040826	7.88	06/09/22	1 KARIE SEXTON	C
01	00040827	25.45	06/09/22	1 KARLY ROBERTS	C
01	00040828	8.75	06/09/22	1 KARRI NYREHN	C
01	00040829	7.88	06/09/22	1 KIERSTE CARTER	C
01	00040830	53.20	06/09/22	1 KIM WEBSTER	C
01	00040831	6.30	06/09/22	1 KRISHA OBRAY	C
01	00040832	15.76	06/09/22	1 KRISTA HOLDEMAN	C
01	00040833	15.76	06/09/22	1 LEEANN LUNDREN	C
01	00040834	15.76	06/09/22	1 LIBBY BURTON	C
01	00040835	7.88	06/09/22	1 LISA OSTERMILLER	C
01	00040836	15.76	06/09/22	1 MADELINE WILLIAMS	C
01	00040837	4.00	06/09/22	1 MICAELA AULL	C
01	00040838	15.76	06/09/22	1 MINDY HOWELL	C
01	00040839	12.60	06/09/22	1 MORGAN CHRISTENSEN	C
01	00040840	15.76	06/09/22	1 NICOLE JENSEN	C
01	00040841	91.00	06/09/22	1 NICOLE STEWART	C
01	00040842	32.50	06/09/22	1 SHANNON JOHNSON	C
01	00040843	28.00	06/09/22	1 SHAWNIE NELSON	C
01	00040844	15.76	06/09/22	1 SHAYLA BIRCH	C
01	00040845	6.30	06/09/22	1 STEPHANIE WORTHY	C
01	00040846	20.00	06/09/22	1 WENDY SCHOONMAKER	C
01	00040847	7.88	06/09/22	1 WHITNEY GLAZIER	C
01	00040848	572.46	06/09/22	33855 JENNIFER ADAMS	C
01	00040849	100.74	06/09/22	347560 ALICE C HARRIS INTERM SCH	C
01	00040850	775.12	06/09/22	812477 ALSCO/AMERICAN LINEN	C
01	00040851	1,143.47	06/09/22	7994 CORYNN AREHART	C
01	00040852	875.77	06/09/22	8648 JACOB BALLS	C
01	00040853	58.56	06/09/22	57878 KRISTIN BALLS	C
01	00040854	85.84	06/09/22	56618 MARIA BANUELOS	C
01	00040855	432.25	06/09/22	4260 BCI / UTAH BUREAU OF CRIMINAL IDENTIF	C
01	00040856	5,402.94	06/09/22	85738 BEAR RIVER HIGH SCHOOL	C
01	00040857	144.30	06/09/22	85748 BEAR RIVER MIDDLE SCHOOL	C
01	00040858	397.50	06/09/22	44067 RENEE C. BEARD	C
01	00040859	2,647.28	06/09/22	55220 BETTER QUESTIONS, LLC	C
01	00040860	28.20	06/09/22	61000 HEATHER BIGGS	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00040861	221.19	06/09/22	15458 SANDRA BOAM	C
01	00040862	1,276.05	06/09/22	18180 LINDA BOURN	C
01	00040863	6,031.28	06/09/22	104338 BOX ELDER HIGH SCHOOL	C
01	00040864	385.38	06/09/22	104348 BOX ELDER MIDDLE SCHOOL	C
01	00040865	500.00	06/09/22	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
01	00040866	4,060.91	06/09/22	113116 BRYSON SALES & SERVICE	C
01	00040867	65.37	06/09/22	57991 EMILEE BURNHAM	C
01	00040868	8,269.04	06/09/22	3271 CANON SOLUTIONS AMERICA	C
01	00040869	13.92	06/09/22	57894 ELKE CARTER	C
01	00040870	120.00	06/09/22	107994 CERTIFIED SHRED	C
01	00040871	1,191.60	06/09/22	57606 D'ELAINE CHALOUPKA-LADD	C
01	00040872	557.61	06/09/22	45055 CAREY CHRISTENSEN	C
01	00040873	234.66	06/09/22	20338 ROXANN CHRISTENSEN	C
01	00040874	251.92	06/09/22	49158 COMMERCIAL TIRE INC	C
01	00040875	3,216.62	06/09/22	162470 CRUS OIL INC	C
01	00040876	360.00	06/09/22	109514 MICHAEL DRAPER	C
01	00040877	44.23	06/09/22	37516 ERIC DUTSON	C
01	00040878	5,285.91	06/09/22	729332 ECONO WASTE INC	C
01	00040879	330.60	06/09/22	58955 BECKY EZOLA	C
01	00040880	265.05	06/09/22	60950 ROBERT FRANCKOWIAK	C
01	00040881	4,144.01	06/09/22	143160 FRONTIER COMMUNICATION	C
01	00040882	699.50	06/09/22	304217 GARLAND CITY	C
01	00040883	13.00	06/09/22	49557 MAYRA GARZA	C
01	00040884	22.56	06/09/22	324430 GRAYBAR ELECTRIC COMPANY INC	C
01	00040885	328.48	06/09/22	58645 JENNIFER GREEN	C
01	00040886	829.52	06/09/22	59374 JOURNEY GREENWELL	C
01	00040887	14.40	06/09/22	27189 LUANN HANCEY	C
01	00040888	208.80	06/09/22	57886 EMILY HARDY	C
01	00040889	133.19	06/09/22	60968 TROY HARTMAN	C
01	00040890	94.89	06/09/22	32280 BRUCE D HIRSCHI	C
01	00040891	230.69	06/09/22	111225 BECKY HODGE	C
01	00040892	814.20	06/09/22	105998 JILL ILLUM	C
01	00040893	357.20	06/09/22	7757 GERALD JACKMAN	C
01	00040894	625.95	06/09/22	467700 JOHNSON ELECTRIC MOTORS	C
01	00040895	673.27	06/09/22	109818 VALYNN KUNZLER	C
01	00040896	673.27	06/09/22	94170 KELLY J KUNZLER	C
01	00040897	661.67	06/09/22	107207 RACHEALE KUNZLER	C
01	00040898	191.00	06/09/22	111727 LAVENDER HILL PRESS	C
01	00040899	5,032.21	06/09/22	58246 LINDE GAS & EQUIPMENT INC	C
01	00040900	1,133.90	06/09/22	109840 JENNY LOGSDON	C
01	00040901	296.90	06/09/22	543168 MADDOX RANCH HOUSE	C
01	00040902	242.44	06/09/22	58181 HEATHER MALONEY	C
01	00040903	195.45	06/09/22	60941 NATALIE MCGUIRE	C
01	00040904	551.10	06/09/22	42064 JENNIE MONSEN-HANSEN	C
01	00040905	654.24	06/09/22	43982 MIKE MOORE	C
01	00040906	633.83	06/09/22	57622 DAVID MORRIS	C
01	00040907	255.20	06/09/22	54330 KALLEE MUNNS	C
01	00040908	13.34	06/09/22	57908 MANDY MUNNS	C
01	00040909	721.69	06/09/22	57860 BAILEY NESSEN	C
01	00040910	5,532.25	06/09/22	53392 JESSICA NYE	C
01	00040911	1,106.47	06/09/22	3050 OBSERVERTAB, LLC	C
01	00040912	449.65	06/09/22	100987 PEARSON EDUCATION CENTER	C
01	00040913	455.26	06/09/22	44903 HAYLEY PHELPS-CHOURNOS	C
01	00040914	208.00	06/09/22	104436 POWER ENGINEERING INC	C
01	00040915	1,379.66	06/09/22	732367 RAFT RIVER RURAL	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00040916	270.00	06/09/22	60186 RB TREATS	C
01	00040917	341.04	06/09/22	20087 JEANIE REEDER	C
01	00040918	21,088.37	06/09/22	52914 RICH COUNTY SCHOOL DISTRICT	C
01	00040919	74.24	06/09/22	33847 LAURA SARCEDA	C
01	00040920	2,098.62	06/09/22	55913 SCHINDLER ELEVATOR CORPORATION	C
01	00040921	1,298.18	06/09/22	10731 SMITH'S CUSTOMER CHARGES	C
01	00040922	832.97	06/09/22	107851 KAMBEE SMITH	C
01	00040923	52.82	06/09/22	58920 ANGIE SMOOT	C
01	00040924	652.39	06/09/22	12793 SONYA SPACKMAN	C
01	00040925	150.00	06/09/22	112080 SQUIRE & COMPANY	C
01	00040926	149.69	06/09/22	6009 IRLANDA STEVENS	C
01	00040927	96.00	06/09/22	100705 JANET STOLWORTHY	C
01	00040928	55.68	06/09/22	53791 ELIZABETH TAYLOR	C
01	00040929	3,481.91	06/09/22	111109 TOM RANDALL DIST	C
01	00040930	333.71	06/09/22	44512 TREMONTON LEADER	C
01	00040931	180.00	06/09/22	511570 UTAH LABOR COMMISSION DIVISION OF	C
01	00040932	4,412.09	06/09/22	55034 UTAH PARENT CENTER, INC	C
01	00040933	134,501.46	06/09/22	892916 DGO FUEL NETWORK TEAM	C
01	00040934	232.85	06/09/22	42439 LAURA VALLEJO	C
01	00040935	267.68	06/09/22	111182 HEATHER WATTS	C
01	00040936	727.08	06/09/22	110931 WEESE GLASS LLC	C
01	00040937	661.67	06/09/22	12939 EMILIE WESTMORELAND	C
01	00040938	74.69	06/09/22	58947 SHAELA WHITAKER	C
01	00040939	319.74	06/09/22	11479 EMILY WIGHT	C
01	00040940	192.24	06/09/22	941217 WILLARD CITY CORP	C
01	00040941	174.36	06/09/22	1554 JENNIFER WINWARD	C
01	00040942	57.42	06/09/22	57630 KERI YEATES	C
01	00040943	204.07	06/09/22	101693 BONNIE YOUNG	C
01	00040944	122.30	06/09/22	14222 CARLA ZUNDEL	C
01	00040945	1,449.18	06/09/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00040946	2,880.00	06/09/22	110509 AUDIO ENHANCEMENT	C
01	00040947	1,491.84	06/09/22	95850 BINTZ RESTAURANT SUPPLY	C
01	00040948	611.58	06/09/22	100293 DELL INC	C
01	00040949	6,235.50	06/09/22	100148 HIGH NOON BOOKS	C
01	00040950	5.73	06/09/22	386370 HYKO SUPPLY CO	C
01	00040951	900.00	06/09/22	56340 IMAGINE IT VINYL	C
01	00040952	1,248.65	06/09/22	49859 JACKSON GROUP LOCKBOX	C
01	00040953	784.04	06/09/22	759360 ROTO AIRE	C
01	00040954	414.00	06/09/22	103778 SCHOLASTIC BOOK CLUBS	C
01	00040955	4,134.00	06/09/22	110873 SOLUTION TREE	C
01	00040956	4,527.00	06/09/22	108299 STEVE WEISS MUSIC	C
01	00040957	611.00	06/09/22	326670 STOTZ EQUIPMENT	C
01	00040958	425.00	06/09/22	54879 THOMAS & SONS LLC	C
01	00040959	1,453.00	06/09/22	111588 ULINE	C
01	00040960	2,920.50	06/09/22	109355 VOYAGER SOPRIS LEARNING	C
01	00040961	55,701.00	06/09/22	110040 WALL 2 WALL	C
01	00040962	300.00	06/09/22	106921 WHIRLAWAY SEPTIC TANK & DRAIN	C
01	00040963	26.10	06/23/22	1 WENDY SCHOOMAKER	C
01	00040964	227.92	06/23/22	6617 ACME WATER CO	C
01	00040965	1,625.00	06/23/22	36784 AMERICAN RED CROSS	C
01	00040966	28.48	06/23/22	61115 JENNIFER ANDERSON	C
01	00040967	122.72	06/23/22	59315 TODD BARROW	C
01	00040968	935.00	06/23/22	85738 BEAR RIVER HIGH SCHOOL	C
01	00040969	192.46	06/23/22	104338 BOX ELDER HIGH SCHOOL	C
01	00040970	86.65	06/23/22	104370 BOX ELDER NEWS JOURNAL	C

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01	00040971	65.80	06/23/22	40410 KAREN BRAITHWAITE	C
01	00040972	51,511.53	06/23/22	108217 BRIGHAM CITY CORPORATION	C
01	00040973	163.47	06/23/22	43907 BRIGHAM GLASS	C
01	00040974	478.12	06/23/22	110342 KATHY BUCK	C
01	00040975	1,213.08	06/23/22	105981 KRISTI N CAPENER	C
01	00040976	122.82	06/23/22	55093 DAN CARSTENS	C
01	00040977	88,589.53	06/23/22	470448 CASSIA JOINT SCHOOL DISTRICT 151	C
01	00040978	6.04	06/23/22	890740 CENTURYLINK LONG DISTANCE	C
01	00040979	731.00	06/23/22	40363 CIO MEDICAL SERVICES	C
01	00040980	54,150.00	06/23/22	59064 CODEHS	C
01	00040981	1,682.20	06/23/22	158220 COVER UP	C
01	00040982	201.27	06/23/22	49050 JENETTE CROSS	C
01	00040983	30.00	06/23/22	14958 CULLIGAN	C
01	00040984	4,600.00	06/23/22	60313 DUO GROUP LLC	C
01	00040985	110.00	06/23/22	61107 KAYLEE MAE EDDINGTON	C
01	00040986	1,254.72	06/23/22	110514 SHAYLYNN EKINS	C
01	00040987	182.10	06/23/22	112019 JON ELGAN	C
01	00040988	14,071.00	06/23/22	107136 ERS HEATING & COOLING	C
01	00040989	190.56	06/23/22	167 RANDY HALTINER	C
01	00040990	2,508.00	06/23/22	106568 IRON GATE CATERING	C
01	00040991	2,077.78	06/23/22	7757 GERALD JACKMAN	C
01	00040992	4,995.66	06/23/22	100774 JEPPESEN DISTRIBUTING/JEFF JEPPESEN	C
01	00040993	346.86	06/23/22	9652 MARK JOHNSON	C
01	00040994	47.94	06/23/22	489250 KENTS MARKET PL/BRIGHAM	C
01	00040995	1,142.01	06/23/22	110259 KONE INC	C
01	00040996	306.74	06/23/22	111171 LAGOON CORPORATION	C
01	00040997	1,000.00	06/23/22	26000 LEAR & LEAR LAW OFFICE, LLP	C
01	00040998	508.54	06/23/22	108289 DAVID LEE	C
01	00040999	127.37	06/23/22	111457 KEITH MECHAM	C
01	00041000	2,282.59	06/23/22	3050 OBSERVERTAB, LLC	C
01	00041001	29.85	06/23/22	60852 OFM SOLUTIONS LLC	C
01	00041002	824.00	06/23/22	47198 PALLETS OF UTAH, INC	C
01	00041003	200.00	06/23/22	690789 PARK VALLEY SCHOOL	C
01	00041004	1,648.64	06/23/22	104436 POWER ENGINEERING INC	C
01	00041005	34,434.08	06/23/22	52914 RICH COUNTY SCHOOL DISTRICT	C
01	00041006	37,049.32	06/23/22	892645 ROCKY MOUNTAIN POWER	C
01	00041007	191.92	06/23/22	55336 S & D CARWASH MANAGEMENT, LLC	C
01	00041008	91.84	06/23/22	110968 SKY BLUE INDUSTRIES INC	C
01	00041009	197.31	06/23/22	802087 SNOWVILLE WATERWORKS INC	C
01	00041010	185.13	06/23/22	45756 KELLY SORENSEN	C
01	00041011	74.00	06/23/22	101257 PRESTON D STEED	C
01	00041012	1,014.55	06/23/22	111383 CONNIE TOONE	C
01	00041013	1,792.00	06/23/22	852617 TREMONTON CITY CORP	C
01	00041014	129.15	06/23/22	44512 TREMONTON LEADER	C
01	00041015	50.00	06/23/22	863345 UASBO/UTAH ASSOCIATION OF SCHO	C
01	00041016	255.00	06/23/22	511570 UTAH LABOR COMMISSION DIVISION OF	C
01	00041017	1,421.02	06/23/22	891181 LB 410027	C
01	00041018	5,950.20	06/23/22	24580 VERIZON WIRELESS	C
01	00041019	3,000.00	06/23/22	61077 VINYL GUYS INC.	C
01	00041020	1,137.00	06/23/22	38210 OGDEN ECCLES CONFERENCE CENTER	C
01	00041021	99.00	06/23/22	927359 WEBER SCHOOL DISTRICT	C
01	00041022	240.42	06/23/22	25330 HEIDI WHEATLEY	C
01	00041022	-240.42	06/30/22	25330 HEIDI WHEATLEY	CV
01	00041023	84.78	06/23/22	48224 JACQUELINE WHITAKER	C
01	00041024	1,962.00	06/23/22	40223 MARGARET SAM YATES	C

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01	00041025	9,199.63	06/23/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00041026	529.65	06/23/22	110672 SAFE & CIVIL SCHOOLS	C
01	00041027	4,495.00	06/23/22	106497 APPLE STORE	C
01	00041028	3,031.70	06/23/22	110509 AUDIO ENHANCEMENT	C
01	00041029	1,945.00	06/23/22	107802 CMT ENGINEERING LABORATORIES	C
01	00041030	24,090.00	06/23/22	59641 DGI SUPPLY	C
01	00041031	98,691.95	06/23/22	107669 GARRETT AND COMPANY INC	C
01	00041032	2,285.94	06/23/22	110220 GLOBAL EQUIPMENT CO	C
01	00041033	2,239.58	06/23/22	4456 GOLDEN SPIKE ELECTRIC	C
01	00041034	8,084.00	06/23/22	106378 GOLDEN SPIKE POWERSPORTS	C
01	00041035	1,004,676.30	06/23/22	109003 HOGAN & ASSOCIATES CONSTRUCTION INC	C
01	00041036	23.22	06/23/22	386370 HYKO SUPPLY CO	C
01	00041037	11,025.00	06/23/22	25810 INSTRUCTURE, INC.	C
01	00041038	14,222.00	06/23/22	102697 INTERCONNECT SERVICES INC	C
01	00041039	3,403.04	06/23/22	455120 JACKS TIRE & OIL INC	C
01	00041040	350.00	06/23/22	474162 JOSTENS	C
01	00041041	850.00	06/23/22	469 LUND FLORAL	C
01	00041042	5,030.12	06/23/22	586159 MOUNTAIN STATE TEXTBOOK DEP	C
01	00041043	7,998.63	06/23/22	54313 SCHOOL SPECIALTY, LLC	C
01	00041044	1,200.00	06/23/22	110873 SOLUTION TREE	C
01	00041045	13,157.90	06/23/22	898860 VCBO ARCHITECTS	C
01	00041046	12,493.20	06/23/22	310 VIRCO INC	C
01	00041047	220,207.00	06/23/22	110040 WALL 2 WALL	C
01	00041048	230.00	06/23/22	32824 YES PRINT COPY N MORE, LLC	C
01	00041049	31.50	06/23/22	47686 TNT ENGRAVING	C
01	00041050	1,247.07	06/30/22	999014 AFLAC / AMERICAN FAMILY LIFE ASSURANCE	C
01	00041051	4,650.27	06/30/22	999014 AMERICAN FAMILY LIFE COMP	C
01	00041052	80.00	06/30/22	999027 B E SCHOOL BOARD FUND	C
01	00041053	104.40	06/30/22	999030 BENEFICIAL LIFE INSURANCE CO.	C
01	00041054	803.77	06/30/22	999110 BONNEVILLE BILLING & COLLECTIONS	C
01	00041055	630.21	06/30/22	999024 BOSTON MUTUAL LIFE INS CO - W	C
01	00041056	259.00	06/30/22	999055 BOX ELDER FOUNDATION	C
01	00041057	1,418.32	06/30/22	999033 BUREAU CHILD SUPPORT SERV	C
01	00041058	248.62	06/30/22	4642 CREDIT SERVICE OF LOGAN	C
01	00041059	29,884.10	06/30/22	999077 DENTAL SELECT	C
01	00041060	8,196.83	06/30/22	999021 ELEVATE CREDIT UNION	C
01	00041061	535.61	06/30/22	999019 EMI HEALTH	C
01	00041062	69.12	06/30/22	999017 GLOBE LIFE INSURANCE CO	C
01	00041063	20,164.95	06/30/22	999035 HORACE MANN INSURANCE COMPANY	C
01	00041064	451.00	06/30/22	51080 IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	C
01	00041065	29.74	06/30/22	5851 JOHNSON MARK ATTORNEYS LLC	C
01	00041066	891.54	06/30/22	999111 MEADE RECOVERY SERVICES LLC	C
01	00041067	323,609.00	06/30/22	999084 NATIONAL BENEFITS SERVICES LLC	C
01	00041068	4,057.36	06/30/22	999081 NATIONAL BENEFITS SERVICES LLC	C
01	00041069	118.50	06/30/22	999156 OLSON SHANER	C
01	00041070	3,410.46	06/30/22	999008 OPTICARE	C
01	00041071	161.32	06/30/22	999038 OUTSOURCE RECEIVABLES	C
01	00041072	753,974.52	06/30/22	999079 PUBLIC EMPLOYEES HEALTH P	C
01	00041073	1,587.05	06/30/22	999032 PRE-PAID LEGAL SERVICES	C
01	00041074	20,615.41	06/30/22	999018 THE HARTFORD	C
01	00041075	652.30	06/30/22	48119 TITANIUM FUNDS	C
01	00041076	490.00	06/30/22	999012 UESP	C
01	00041077	15,216.49	06/30/22	999007 UTAH EDUCATION ASSOCIATION	C
01	00041078	218,851.84	06/30/22	999003 UTAH STATE TAX COMMISSION	C
01	00041079	146.40	06/30/22	1 CHEYENE WHITE	C

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01	00041080	250.00	06/30/22	999140 BANK OF UTAH	C
01	00041081	432.25	06/30/22	4260 BCI / UTAH BUREAU OF CRIMINAL IDENTIF	C
01	00041082	1,723.89	06/30/22	85738 BEAR RIVER HIGH SCHOOL	C
01	00041083	11.84	06/30/22	191 TAMI BINGHAM	C
01	00041084	1,000.00	06/30/22	12033 BOB'S BODY SHOP	C
01	00041085	9,165.31	06/30/22	100913 BORDER STATES INDUSTRIES, INC	C
01	00041086	113.32	06/30/22	61220 KADIE SUE BOWCUTT	C
01	00041087	7,429.70	06/30/22	104348 BOX ELDER MIDDLE SCHOOL	C
01	00041088	222.84	06/30/22	103056 WESTLEY BURRELL	C
01	00041089	530.92	06/30/22	5827 ERIKA BYWATER	C
01	00041090	443.68	06/30/22	8354 JONATHAN CALL	C
01	00041091	1,355.78	06/30/22	890740 CENTURYLINK	C
01	00041092	450.00	06/30/22	12386 CHOURNOS PRINT SERVICES	C
01	00041093	609.00	06/30/22	61190 MADISEN CLARK	C
01	00041094	482.36	06/30/22	110574 JOETTE CRAIG	C
01	00041095	209.02	06/30/22	61247 DAVE'S SERVICE CENTER	C
01	00041096	154.63	06/30/22	61212 CARISA DOMINY	C
01	00041097	759.83	06/30/22	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00041098	369.00	06/30/22	100550 JOSTENS INC	C
01	00041099	930.51	06/30/22	111807 JAMIE KENT	C
01	00041100	300.00	06/30/22	61239 COURTNEY LAMBORN	C
01	00041101	4,500.00	06/30/22	50377 LEARNING FLUENCY, LLC	C
01	00041102	1,179.06	06/30/22	58246 LINDE GAS & EQUIPMENT INC	C
01	00041103	86,327.99	06/30/22	530755 LOGAN SCHOOL DISTRICT	C
01	00041104	184.24	06/30/22	61204 KASSIDY MICKELSON	C
01	00041105	89.00	06/30/22	105960 RICHARD L MILLER	C
01	00041106	411.95	06/30/22	22195 BRANDON NELSON	C
01	00041107	848.35	06/30/22	61182 WHITNEY NELSON	C
01	00041108	206.96	06/30/22	53392 JESSICA NYE	C
01	00041109	11,663.17	06/30/22	3050 OBSERVERTAB, LLC	C
01	00041110	23.00	06/30/22	104992 PRINT SHOP	C
01	00041111	258.16	06/30/22	35955 PROMO PLUS	C
01	00041112	60.00	06/30/22	109484 PUBLIC CONSULTING GROUPS INC	C
01	00041113	4,459.08	06/30/22	892645 ROCKY MOUNTAIN POWER	C
01	00041114	450.29	06/30/22	10731 SMITH'S CUSTOMER CHARGES	C
01	00041115	6,890.00	06/30/22	110873 SOLUTION TREE	C
01	00041116	33.60	06/30/22	806685 MARLENE SPENDLOVE	C
01	00041117	17.57	06/30/22	810361 STANDARD PLUMBING SUPPLY	C
01	00041118	856.05	06/30/22	43451 SARAH STRINGHAM	C
01	00041119	146.64	06/30/22	48186 COREY THOMPSON	C
01	00041120	147.11	06/30/22	108116 JANETTE TOMKINSON	C
01	00041121	1,000.00	06/30/22	111331 BRYAN J TURNER	C
01	00041122	200.82	06/30/22	102168 PETE WATKINS	C
01	00041123	193.97	06/30/22	13765 MINDY WHITE	C
01	00041124	80.82	06/30/22	38032 AMAZON CAPITAL SERVICES INC	C
01	00041125	640.00	06/30/22	110509 AUDIO ENHANCEMENT	C
01	00041126	456.13	06/30/22	60437 HARTFIEL AUTOMATION SA, LLC	C
01	00041127	342.00	06/30/22	100148 HIGH NOON BOOKS	C
01	00041128	478.69	06/30/22	386370 HYKO SUPPLY CO	C
01	00041129	552.00	06/30/22	56340 IMAGINE IT VINYL	C
01	00041130	10,809.78	06/30/22	901150 IMT COMPANIES LLC	C
01	00041131	26,000.00	06/30/22	106111 INTERMOUNTAIN HOUSE LLC	C
01	00041132	1,131.00	06/30/22	455120 JACKS TIRE & OIL INC	C
01	00041133	3,480.00	06/30/22	108190 MILLER COMPANIES	C
01	00041134	382.45	06/30/22	35955 PROMO PLUS	C

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01	00041135	288.24	06/30/22	759360 ROTO AIRE	C
01	00041136	2,175.57	06/30/22	103604 SCHOLASTIC MAGAZINES	C
01	00041137	1,800.09	06/30/22	34622 UTAH STATE BOARD OF EDUCATION / USBE	C
01	00041138	.00	06/30/22	109355	C
01	05061022	143,722.39	06/10/22	888540 US BANK	M
01	07063022	135,943.88	06/30/22	999070 HEALTH EQUITY INC	M
01	08063022	2,113,685.21	06/30/22	999005 UTAH STATE RETIREMENT FUND	M
01	09062022	251,802.36	06/30/22	999140 BANK OF UTAH	M
01	09062222	432.63	06/30/22	999140 BANK OF UTAH	M
01	09063022	1,030,060.89	06/30/22	999140 BANK OF UTAH	M
Total Bank No 01		7,533,344.83			
02	00101010	-3,000.00	06/06/22	11827 SNOW COLLEGE	CV
02	00101013	5,326.75	06/02/22	60755 YASMEEN ROBERTS	C
02	00101014	300.00	06/09/22	14575 AIRMOTIVE SERVICE	C
02	00101015	3,000.00	06/09/22	804830 SOUTHERN UTAH UNIVERSITY	C
02	00101016	1,750.00	06/09/22	891181 UTAH STATE UNIVERSITY	C
02	00101017	1,250.00	06/23/22	11126 BYU - IDAHO	C
02	00101018	750.00	06/23/22	19178 CHEAPERTHANSHIRT	C
02	00101019	441.00	06/23/22	47686 TNT ENGRAVING	C
02	00101020	1,000.00	06/30/22	804830 SOUTHERN UTAH UNIVERSITY	C
02	00101021	6,197.50	06/30/22	891181 UTAH STATE UNIVERSITY/BRIGHAM CAMPUS	C
Total Bank No 02		17,015.25			
11	01103914	3,508.00	06/02/22	109023 ARBITERPAY TRUST ACCOUNT	A
11	01103915	30,820.79	06/02/22	53473 CHARLIE'S PRODUCE	A
11	01103916	150.00	06/02/22	154950 RODNEY L COOK	A
11	01103917	14,367.18	06/02/22	728870 DOMINION ENERGY UTAH	A
11	01103918	353.19	06/02/22	322776 GRAINGERS INC	A
11	01103919	351.80	06/02/22	35092 MELISSA JONES	A
11	01103920	3,736.95	06/02/22	35718 O C TANNER RECOGNITION COMPANY	A
11	01103921	84.78	06/02/22	803050 SHI INTERNATIONAL CORP	A
11	01103922	186,211.96	06/02/22	12688 SYSCO	A
11	01103923	49.97	06/02/22	100866 VALCOM	A
11	01103924	462.43	06/02/22	100590 WAXIE SANITARY SUPPLY	A
11	01103925	150.00	06/02/22	18570 MICHELLE WESTLEY	A
11	01103926	40.00	06/09/22	54828 MCKENZIE ANDERSON	A
11	01103927	70.00	06/09/22	29785 HENRY BAKER	A
11	01103928	629.28	06/09/22	104132 BEAZER LOCK & KEY	A
11	01103929	128.31	06/09/22	3379 LINN BECK	A
11	01103930	40.00	06/09/22	59676 NIKKI BEETON	A
11	01103931	70.00	06/09/22	48011 GAILE BINGHAM	A
11	01103932	110.00	06/09/22	60933 MICHAEL BIRD	A
11	01103933	25.00	06/09/22	107376 KAYLENE BOND	A
11	01103934	10.00	06/09/22	103650 JILL BRAEGGER	A
11	01103935	40.00	06/09/22	45330 MEAGAN BRANCH	A
11	01103936	292.32	06/09/22	44342 MICHELLE BREIDER	A
11	01103937	10.00	06/09/22	110766 TRICIA BURBIDGE	A
11	01103938	322.55	06/09/22	106437 CARSON ELEVATOR CO INC	A
11	01103939	1,734.79	06/09/22	134250 CEM SALES & SERVICE	A
11	01103940	1,933.65	06/09/22	105340 PEGGY CHAMBERS	A
11	01103941	12.60	06/09/22	32247 ANGELA CHRISTIANSEN	A
11	01103942	80.00	06/09/22	4090 MARY CLARK	A
11	01103943	10.00	06/09/22	103095 KISHA C COLLOM	A
11	01103944	10.00	06/09/22	103816 JOHN COX	A
11	01103945	12.60	06/09/22	108521 MELANIE CROUCH	A

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11	01103946	298.00	06/09/22	110876 CAROL DITTLI	A
11	01103947	10.00	06/09/22	58335 KARLENE FARLEY	A
11	01103948	20.00	06/09/22	59692 ANNDEE FONNESBECK	A
11	01103949	20.00	06/09/22	106815 MAILEE FORREST	A
11	01103950	50.00	06/09/22	12165 AMANDA FRANCIS	A
11	01103951	60.00	06/09/22	60917 KRISTEN FRANKER	A
11	01103952	10.00	06/09/22	107634 JEANNIE FREEZE	A
11	01103953	10.00	06/09/22	60925 BRAXDON GARDNER	A
11	01103954	70.00	06/09/22	108590 CINDY GIBBS	A
11	01103955	10.00	06/09/22	39268 JAYNE GOODSSELL	A
11	01103956	10.00	06/09/22	16519 MIKE GOODSSELL	A
11	01103957	661.67	06/09/22	109781 MICHELE GREEN	A
11	01103958	40.00	06/09/22	36706 MONICA GROVER	A
11	01103959	29.80	06/09/22	56480 ANDRIA HANSEN	A
11	01103960	4,129.60	06/09/22	111426 DARLA HANSEN	A
11	01103961	435.18	06/09/22	27260 STEVEN C HANSEN	A
11	01103962	793.44	06/09/22	19780 COLLETTE HAWKES	A
11	01103963	17.00	06/09/22	107462 NICOLE HESS	A
11	01103964	30.00	06/09/22	110864 JEFF HUNT	A
11	01103965	10.00	06/09/22	37664 ASHLEY JENSEN	A
11	01103966	40.00	06/09/22	56669 SHEA L JENSEN	A
11	01103967	19.80	06/09/22	43346 JOHN JOHNSON	A
11	01103968	347.48	06/09/22	58173 KELLIE JOHNSON	A
11	01103969	30.00	06/09/22	52493 ROBERT KENNER	A
11	01103970	17.60	06/09/22	493170 STEVEN G KIMBER	A
11	01103971	11.20	06/09/22	507075 KELLIE KUNZLER	A
11	01103972	330.60	06/09/22	59129 DESI LARSEN	A
11	01103973	50.00	06/09/22	21610 STEVE LEGGETT	A
11	01103974	16.00	06/09/22	29777 JAMES O MAY	A
11	01103975	20.00	06/09/22	40312 SHAILA MCCLURE	A
11	01103976	60.00	06/09/22	10936 JONI MITCHELL	A
11	01103977	30.00	06/09/22	25640 RAMONA MORA	A
11	01103978	220.00	06/09/22	56103 KARA MORRIS	A
11	01103979	50.00	06/09/22	28630 TARSHA MURRAY	A
11	01103980	82.60	06/09/22	54356 MARISSA NELSON	A
11	01103981	40.00	06/09/22	21962 MARK NELSON	A
11	01103982	20.31	06/09/22	16934 SANNA NELSON	A
11	01103983	20.00	06/09/22	18317 SALLY NOBLE	A
11	01103984	49.80	06/09/22	23817 CYNTHIA A PAGE	A
11	01103985	466.90	06/09/22	59803 KELSIE PETERSEN	A
11	01103986	50.00	06/09/22	112077 BOB PROFAIZER	A
11	01103987	97.44	06/09/22	53805 AMY PUGSLEY	A
11	01103988	20.00	06/09/22	55930 MCKELLEN RADER	A
11	01103989	40.00	06/09/22	21105 DUANE RICE	A
11	01103990	80.00	06/09/22	45349 LADAWN RICHINS	A
11	01103991	20.00	06/09/22	12300 VALENE ROBINSON	A
11	01103992	20.00	06/09/22	44644 BRET ROHDE	A
11	01103993	40.00	06/09/22	57967 SHERYL ROHDE	A
11	01103994	661.67	06/09/22	21130 AMBER ROSE	A
11	01103995	20.00	06/09/22	777230 JAY DEE SCOTT	A
11	01103996	210.00	06/09/22	58858 ANNA SHERMAN	A
11	01103997	20.00	06/09/22	58866 RACHEL SMITH	A
11	01103998	10.00	06/09/22	16900 LAURA STEFFENHAGEN	A
11	01103999	28.80	06/09/22	54976 BRIAN STOERING	A
11	01104000	540.00	06/09/22	47686 TNT ENGRAVING	A

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11	01104001	40.00	06/09/22	852290 SANDIE TRAPP	A
11	01104002	40.00	06/09/22	34509 SHARA LEE WARD	A
11	01104003	50.00	06/09/22	28150 KARIE WEAVER	A
11	01104004	42.60	06/09/22	40002 MAURY WHEATLEY	A
11	01104005	80.00	06/09/22	105471 COLLEEN M WILLIAMS	A
11	01104006	30.00	06/09/22	50580 STEVEN WILLIAMS	A
11	01104007	75.28	06/23/22	102177 BRADY INDUSTRIES LLC	A
11	01104008	1,219.20	06/23/22	108940 CERTIFIED INSPECTION SERVICES/ C MAEDGEN	A
11	01104009	10,022.04	06/23/22	728870 DOMINION ENERGY UTAH	A
11	01104010	36,842.43	06/23/22	107656 DWA CONSTRUCTION INC	A
11	01104011	1,252.62	06/23/22	322776 GRAINGERS INC	A
11	01104012	96.35	06/23/22	43214 SHERRI HARPER	A
11	01104013	64.40	06/23/22	43346 JOHN JOHNSON	A
11	01104014	44,104.80	06/23/22	27243 KELLY SERVICES INC	A
11	01104015	350.00	06/23/22	55875 LANGUAGE TESTING INTERNATIONAL	A
11	01104016	50.00	06/23/22	49999 BILLY MCFARLAND	A
11	01104017	2,750.00	06/23/22	48470 SCHOOLS CUBED	A
11	01104018	5,814.33	06/23/22	100866 VALCOM	A
11	01104019	338.44	06/23/22	100590 WAXIE SANITARY SUPPLY	A
11	01104020	1,409.71	06/30/22	106437 CARSON ELEVATOR CO INC	A
11	01104021	1,293.83	06/30/22	134250 CEM SALES & SERVICE	A
11	01104022	22,213.60	06/30/22	107034 CHARIOT GROUP INC	A
11	01104023	4,429.29	06/30/22	53473 CHARLIE'S PRODUCE	A
11	01104024	5,383.98	06/30/22	728870 DOMINION ENERGY UTAH	A
11	01104025	612.00	06/30/22	27243 KELLY SERVICES INC	A
11	01104026	205.00	06/30/22	55875 LANGUAGE TESTING INTERNATIONAL	A
11	01104027	66,588.78	06/30/22	12688 SYSCO	A
11	01104028	35.00	06/30/22	47686 TNT ENGRAVING	A
11	01104029	3,114.00	06/30/22	100866 VALCOM	A
11	01104030	31.88	06/30/22	100590 WAXIE SANITARY SUPPLY	A
Total Bank No 11		464,902.60			
20	10400489	54.91	06/02/22	7854 MATTHEW HYDE	C
20	10400490	384.03	06/15/22	45500 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 20		438.94			
21	12500736	140.00	06/03/22	14575 AIRMOTIVE SERVICE	C
21	12500737	35.68	06/03/22	38032 AMAZON CAPITAL SERVICES INC	C
21	12500738	1,719.00	06/03/22	45500 BOX ELDER SCHOOL DISTRICT	C
21	12500739	511.63	06/03/22	60712 FELISHA HUBBLE	C
21	12500740	119.34	06/03/22	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
21	12500741	1,139.40	06/03/22	13579 INTER-STATE STUDIO & PUBLISHING	C
21	12500742	149.03	06/03/22	60879 STARLA JOHNSON	C
21	12500743	100.00	06/03/22	56006 BRITNI ROBERTS	C
21	12500744	1,575.49	06/03/22	111656 SCHOLASTIC BOOK FAIRS	C
21	12500745	37.56	06/03/22	949 JANN STANGLER	C
21	12500746	34.95	06/03/22	110914 SUPERIOR WATER AND AIR INC	C
21	12500747	180.00	06/03/22	830461 TACO TIME/BRIGHAM	C
21	12500748	297.00	06/03/22	47686 TNT ENGRAVING	C
21	12500749	394.06	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
21	12500750	213.25	06/14/22	489250 KENTS MARKET PL/BRIGHAM	C
21	12500751	24.35	06/14/22	949 JANN STANGLER	C
Total Bank No 21		6,670.74			
22	13200665	3,226.00	06/06/22	45500 BOX ELDER SCHOOL DISTRICT	C
22	13200666	84.46	06/06/22	38032 AMAZON CAPITAL SERVICES	C
22	13200667	943.34	06/13/22	104321 BOX ELDER SCHOOL DISTRICT	C

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Bank	Check No	Amount	Date	Vendor	Type
22	13200668	101.97	06/13/22	105981 KRISTI N CAPENER	C
Total Bank No 22		4,355.77			
23	13400678	1,696.20	06/02/22	45500 BOX ELDER SCHOOL DISTRICT	C
23	13400679	1,507.15	06/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
23	13400680	104.39	06/21/22	489250 KENTS MARKET PL/BRIGHAM	C
Total Bank No 23		3,307.74			
24	13601017	1,538.80	06/03/22	45500 BOX ELDER SCHOOL DISTRICT	C
24	13601018	680.11	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
24	13601019	530.14	06/14/22	489240 KENTS MARKET PL/TREMONTON	C
24	13601020	193.92	06/14/22	633340 OFFICE DEPOT	C
24	13601021	161.88	06/14/22	43567 PENCIL WHOLESALE LLC	C
Total Bank No 24		3,104.85			
25	15000708	-156.00	06/08/22	18252 CLARK PLANETARIUM	CV
25	15000710	43.19	06/03/22	27987 NICOLE JOHNSTON AYALA	C
25	15000711	20.97	06/03/22	60895 SUZANNE BOLAR	C
25	15000712	14.21	06/03/22	109712 BRENDA LINK	C
25	15000713	11.51	06/03/22	110659 BEVERLY MORRELL	C
25	15000714	22.99	06/15/22	1 AMANDA KUNZLER	C
25	15000715	300.49	06/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 25		257.36			
26	16401005	14.99	06/06/22	1724 ACE HARDWARE TREMONTON	C
26	16401006	2,591.80	06/06/22	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401007	135.37	06/06/22	15261 MARILYN STEWART	C
26	16401008	6.00	06/09/22	1 CAMI MARSHALL	C
26	16401009	350.00	06/09/22	47660 ANDREW DAVIS	C
26	16401010	81.97	06/09/22	25674 STUDIO R MEDIA	C
26	16401011	30.00	06/09/22	110914 SUPERIOR WATER AND AIR INC	C
26	16401012	32.50	06/09/22	61026 JORDAN THEURER	C
26	16401013	1,322.63	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 26		4,565.26			
27	16600475	212.40	06/13/22	45500 BOX ELDER SCHOOL DISTRICT	C
27	16600476	173.40	06/13/22	19178 CHEAPER THAN SHIRT	C
27	16600477	117.60	06/13/22	110337 MOUNT OLYMPUS WATERS	C
27	16600478	1,809.46	06/13/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 27		2,312.86			
28	16701133	2,506.60	06/06/22	20869 BELL PRINTING AND DESIGN	C
28	16701134	800.00	06/06/22	45500 BOX ELDER SCHOOL DISTRICT	C
28	16701135	882.44	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
28	16701136	117.55	06/14/22	14958 CULLIGAN	C
28	16701137	336.60	06/14/22	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 28		4,643.19			
29	16800481	2,814.00	06/01/22	698980 PEPSI-COLA OF OGDEN	C
29	16800482	200.00	06/01/22	60763 LANDON WEEKS	C
29	16800483	57.55	06/01/22	721370 BRUCE A PUGSLEY	C
29	16800484	100.00	06/01/22	29092 AMY WILCOCK	C
29	16800485	585.60	06/03/22	104321 BOX ELDER SCHOOL DISTRICT	C
29	16800486	202.50	06/08/22	104321 BOX ELDER SCHOOL DISTRICT	C
29	16800487	155.25	06/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
29	16800488	1,027.07	06/16/22	489240 KENTS MARKET PL/TREMONTON	C
29	16800489	1,182.73	06/20/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 29		6,324.70			
30	17200600	875.20	06/03/22	45500 BOX ELDER SCHOOL DISTRICT	C

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30	17200601	422.33	06/03/22	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200602	95.39	06/03/22	633340 OFFICE DEPOT	C
30	17200603	335.27	06/03/22	769715 SAM'S CLUB BUSINESS PAYMENTS	C
30	17200604	1,741.84	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200605	500.00	06/27/22	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200606	84.00	06/27/22	61123 THE DICTIONARY PROJECT	C
Total Bank No 30		4,054.03			
31	18800360	96.00	06/02/22	60771 ONEIDA COUNTY	C
31	18800361	352.14	06/16/22	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 31		448.14			
32	20000270	34.53	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
32	20000271	492.22	06/14/22	12912 LIFETOUCH NSS	C
Total Bank No 32		526.75			
33	30402744	456.00	06/03/22	45500 BOX ELDER SCHOOL DISTRICT	C
33	30402745	600.00	06/13/22	102864 WALKER CINEMAS	C
33	30402746	1,134.38	06/13/22	104321 BOX ELDER SCHOOL DISTRICT	C
33	30402747	143.37	06/14/22	1724 ACE HARDWARE TREMONTON	C
33	30402748	1,166.49	06/14/22	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 33		3,500.24			
34	30803178	80.00	06/03/22	1 CHRIS THORNOCK	C
34	30803179	80.00	06/03/22	1 SHARON MILLER	C
34	30803180	74.66	06/06/22	112046 ACE HARDWARE - BRIGHAM	C
34	30803181	52.62	06/06/22	38032 AMAZON CAPITAL SERVICES INC	C
34	30803182	1,797.75	06/06/22	106895 BADGER SCREEN PRINTING CO	C
34	30803183	584.20	06/06/22	45500 BOX ELDER SCHOOL DISTRICT	C
34	30803184	2,700.00	06/06/22	104321 BOX ELDER SCHOOL DISTRICT	C
34	30803185	404.28	06/06/22	17736 CROWN AWARDS	C
34	30803186	158.70	06/06/22	633340 OFFICE DEPOT	C
34	30803187	534.30	06/15/22	38032 AMAZON CAPITAL SERVICES INC	C
34	30803188	861.94	06/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
34	30803189	643.24	06/15/22	489250 KENTS MARKET PL/BRIGHAM	C
34	30803190	488.00	06/27/22	45500 BOX ELDER SCHOOL DISTRICT	C
34	30803191	280.82	06/27/22	5908 WALMART COMMUNITY	C
Total Bank No 34		8,740.51			
35	40402857	-104.54	06/14/22	38032 AMAZON CAPITAL SERVICES INC	CV
35	40402886	276.25	06/01/22	27308 ADVANCED HARDWARE SUPPLY INC	C
35	40402887	172.30	06/01/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402888	377.50	06/01/22	158220 COVER UP	C
35	40402889	39.50	06/01/22	157371 STAPLES	C
35	40402890	184.73	06/01/22	830460 TACO TIME/TREMONTON	C
35	40402891	25.00	06/06/22	1 DANIELLE FARNSWORTH	C
35	40402892	25.00	06/06/22	1 RACHEL WILLIAMS	C
35	40402893	22.00	06/06/22	1 VANESSA PRICE	C
35	40402894	266.60	06/06/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402895	17.86	06/06/22	999140 BANK OF UTAH	C
35	40402896	84.97	06/06/22	327480 GREER'S HARDWARE	C
35	40402897	39.95	06/06/22	110914 SUPERIOR WATER AND AIR INC	C
35	40402898	37.42	06/06/22	830460 TACO TIME/TREMONTON	C
35	40402899	119.22	06/14/22	1724 ACE HARDWARE TREMONTON	C
35	40402900	104.54	06/14/22	38032 AMAZON CAPITAL SERVICES INC	C
35	40402901	129.00	06/14/22	11088 AMERICAN SCHOOL COUNSELOR ASSOC	C
35	40402902	1,476.00	06/14/22	107102 BEAR RIVER BOWLING CENTER / THE GRILL	C
35	40402903	835.57	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C

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Bank	Check No	Amount	Date	Vendor	Type
35	40402904	1,626.36	06/14/22	489240 KENTS MARKET PL/TREMONTON	C
35	40402905	43.61	06/14/22	157371 STAPLES	C
Total Bank No 35		5,798.84			
36	40803805	-42.16	06/07/22	633340 OFFICE DEPOT	CV
36	40803892	25.00	06/07/22	1 BECCA WILSON	C
36	40803893	178.00	06/07/22	1 LEWIS WHITAKER	C
36	40803894	559.99	06/07/22	112046 ACE HARDWARE - BRIGHAM	C
36	40803895	161.43	06/07/22	38032 AMAZON CAPITAL SERVICES INC	C
36	40803896	24.75	06/07/22	58211 ARTS PEOPLE	C
36	40803897	836.60	06/07/22	45500 BOX ELDER SCHOOL DISTRICT	C
36	40803898	368.91	06/07/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803899	71.99	06/07/22	109248 J W PEPPER MUSIC	C
36	40803900	31.45	06/07/22	25119 SIZZLING PLATTER	C
36	40803901	1,594.68	06/07/22	10804 MUSIC THEATRE INTERNATIONAL	C
36	40803902	42.16	06/07/22	633340 OFFICE DEPOT	C
36	40803903	509.00	06/07/22	60887 RANGERS BASEBALL LLC	C
36	40803904	33,762.85	06/20/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803905	612.22	06/20/22	489250 KENTS MARKET PL/BRIGHAM	C
36	40803906	187.43	06/20/22	489240 KENTS MARKET PL/TREMONTON	C
36	40803907	2,237.00	06/20/22	104338 BOX ELDER HIGH SCHOOL	C
36	40803908	343.66	06/20/22	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803909	6,750.00	06/20/22	61085 CERTAPRO PAINTERS OF SALT LAKE	C
36	40803910	1,714.99	06/20/22	104338 BOX ELDER HIGH SCHOOL	C
Total Bank No 36		49,969.95			
37	70411959	-30.16	06/23/22	1 LORI HOLLEY	CV
37	70412211	195.00	06/02/22	1 RACHEL ESQUIVEL	C
37	70412212	6,593.00	06/02/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412213	11,988.00	06/02/22	6840 FATBOY ICE CREAM	C
37	70412214	500.00	06/02/22	12483 FIREWORKS WEST	C
37	70412215	874.40	06/02/22	3263 IMAGE MATTERS	C
37	70412216	141.00	06/02/22	43893 ISTITCH	C
37	70412217	1,620.00	06/02/22	46965 LITTLE REDS LLC	C
37	70412218	260.35	06/02/22	111030 LOWE'S	C
37	70412219	14,245.00	06/02/22	56758 MARK MADSEN MS 104	C
37	70412220	375.00	06/02/22	18090 PRESTON HIGH SCHOOL	C
37	70412221	51.76	06/02/22	1309 PRESTON RICHEY	C
37	70412222	2,160.00	06/02/22	51772 ROCKY MOUNTAIN SCHOOL OF BASEBALL	C
37	70412223	2,225.52	06/02/22	769715 SAM'S CLUB BUSINESS PAYMENTS	C
37	70412224	60.00	06/02/22	39667 SIGN GYPSIES BOX ELDER	C
37	70412225	2,255.00	06/02/22	41440 SOCCER IN THE SAND LLC	C
37	70412226	35.00	06/07/22	1 BAILEY BARKER	C
37	70412227	35.00	06/07/22	1 BENSON WILLIE	C
37	70412228	105.00	06/07/22	1 COBY SCOTT	C
37	70412229	181.41	06/07/22	1724 ACE HARDWARE TREMONTON	C
37	70412230	24,757.00	06/07/22	6068 BACKSTAGE INC	C
37	70412231	200.00	06/07/22	107102 BEAR RIVER BOWLING CENTER / THE GRILL	C
37	70412232	163.00	06/07/22	41998 BEAR RIVER FLORAL & GIFTS	C
37	70412233	950.00	06/07/22	52680 BEAR RIVER LIVE	C
37	70412234	196.76	06/07/22	327480 GREER'S HARDWARE	C
37	70412235	70.89	06/07/22	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
37	70412236	65.00	06/07/22	109248 J W PEPPER MUSIC	C
37	70412237	3,863.50	06/07/22	633340 OFFICE DEPOT	C
37	70412238	6,360.00	06/07/22	16454 TOAD'S FUN ZONE	C
37	70412239	75.00	06/07/22	108783 SIGN PRO	C

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37	70412240	720.91	06/07/22	7323 SQUARE ONE PRINTING	C
37	70412241	68.25	06/07/22	810361 STANDARD PLUMBING SUPPLY	C
37	70412242	1,464.56	06/07/22	25674 STUDIO R MEDIA	C
37	70412243	2,156.80	06/07/22	56502 TOWNEPLACE SUITES BY MARRIOTT	C
37	70412244	1,996.32	06/08/22	45500 BOX ELDER SCHOOL DISTRICT	C
37	70412245	113,369.49	06/08/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412246	1,829.18	06/08/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412247	35.00	06/09/22	1 BREANNE MECUTCHEON	C
37	70412248	70.00	06/09/22	1 MASON MORRIS	C
37	70412249	1,849.00	06/09/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70412250	1,800.00	06/09/22	41173 AUSTIN BIRCH	C
37	70412251	6,325.00	06/09/22	6904 DIXIE STATE UNIVERSITY	C
37	70412252	213.00	06/09/22	51764 JONES SHIRTS & SIGNS	C
37	70412253	63.12	06/09/22	111459 LYNNS AUDIO VIDEO	C
37	70412254	400.00	06/14/22	16330 PAPA MURPHY'S PIZZA	C
37	70412255	25.00	06/14/22	1 DEBORAH WINTER	C
37	70412256	1,124.88	06/14/22	61034 BIG GAME SPORTS INC	C
37	70412257	589.30	06/14/22	106055 BLICK ART MATERIALS	C
37	70412258	11,285.60	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412259	270.00	06/14/22	40363 CIO MEDICAL SERVICES	C
37	70412260	582.76	06/14/22	45675 HAMPTON INN SALT LAKE CITY-DOWNTOWN	C
37	70412261	176.60	06/14/22	30023 JELSCO AWARDS AND SIGNS	C
37	70412262	4,357.80	06/14/22	489240 KENTS MARKET PL/TREMONTON	C
37	70412263	500.00	06/14/22	50121 KIRA MORTENSON	C
37	70412264	500.00	06/14/22	110822 PETERS ALISHA	C
37	70412265	45.00	06/14/22	29408 SHARON SMOOT	C
37	70412266	35.00	06/14/22	110914 SUPERIOR WATER AND AIR INC	C
37	70412267	205.43	06/14/22	5223 SWIRE COCA-COLA	C
37	70412268	1,076.20	06/14/22	58661 THATCHER PEAK LLC	C
37	70412269	2,356.57	06/14/22	16535 VEX ROBOTICS	C
37	70412270	1,307.70	06/16/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70412271	652.00	06/16/22	158220 COVER UP	C
37	70412272	570.00	06/16/22	474162 JOSTENS/BRYAN DURFEY	C
37	70412273	7,910.00	06/16/22	11827 SNOW COLLEGE	C
37	70412274	80.00	06/16/22	16535 VEX ROBOTICS	C
37	70412275	14.34	06/21/22	38032 AMAZON CAPITAL SERVICES INC	C
37	70412276	4,289.26	06/21/22	31658 BSN SPORTS	C
37	70412277	6,400.00	06/21/22	52825 LESLIE KEOLA CALLES	C
37	70412278	350.00	06/21/22	10839 HIGHLAND HIGH SCHOOL	C
37	70412279	104.87	06/21/22	157371 STAPLES	C
37	70412280	1,350.00	06/21/22	30872 UTAH VALLEY UNIVERSITY	C
37	70412281	788.02	06/21/22	103737 VERNIER SOFTWARE & TECHNOLOGY	C
37	70412282	4.89	06/23/22	173340 DAR'S JJ WHITE BLACKSMITH	C
37	70412283	4,798.32	06/23/22	1627 DOMINO'S PIZZA / TREMONTON	C
37	70412284	153.22	06/23/22	48747 JESSE ESQUIVEL	C
37	70412285	425.00	06/23/22	37672 EWELL EDUCATIONAL SERVICES INC	C
37	70412286	283.50	06/23/22	4910 NATIONAL FFA ORGANIZATION	C
37	70412287	560.00	06/23/22	59757 JACQUELINE SUMMERS	C
37	70412288	75.66	06/23/22	7714 WILKINSONS TROPHY	C
Total Bank No 37		266,178.98			
38	70811603	-29.47	06/29/22	1 MELLISA ROHDE	CV
38	70811745	-1,560.00	06/29/22	59595 GOLF TEAM PRODUCTS	CV
38	70811844	-300.00	06/06/22	891181 UTAH STATE UNIVERSITY/BRIGHAM CAMPUS	CV
38	70811936	-300.00	06/03/22	891181 UTAH STATE UNIVERSITY/BRIGHAM CAMPUS	CV

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38	70812034	100.00	06/02/22	1 KATE OR JAMES BUCHANAN	C
38	70812034	-100.00	06/03/22	1 KATE OR JAMES BUCHANAN	CV
38	70812035	60.00	06/02/22	1 NEISHA CHRISTENSEN	C
38	70812036	644.09	06/02/22	112046 ACE HARDWARE - BRIGHAM	C
38	70812037	332.08	06/02/22	38032 AMAZON CAPITAL SERVICES INC	C
38	70812038	610.00	06/02/22	45500 BOX ELDER SCHOOL DISTRICT	C
38	70812039	637.00	06/02/22	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
38	70812040	93.90	06/02/22	31658 BSN SPORTS	C
38	70812041	728.83	06/02/22	19178 CHEAPER THAN SHIRT	C
38	70812042	2,400.00	06/02/22	6904 DIXIE STATE UNIVERSITY	C
38	70812042	-2,400.00	06/09/22	6904 DIXIE STATE UNIVERSITY	CV
38	70812043	4,280.00	06/02/22	47635 EPIC PRODUCTIONS LLC	C
38	70812044	1,200.00	06/02/22	32093 ELLIE ROSE HADFIELD	C
38	70812045	300.00	06/02/22	60810 EMILY MERRELL	C
38	70812046	450.00	06/02/22	11924 MOUNTAIN CREST HIGH SCHOOL	C
38	70812047	63.80	06/02/22	21539 PREMIER FOODS	C
38	70812048	70.62	06/02/22	104992 PRINT SHOP	C
38	70812049	150.00	06/02/22	60640 BRYSON ROBERTS	C
38	70812050	2,640.00	06/02/22	51772 ROCKY MOUNTAIN SCHOOL OF BASEBALL	C
38	70812051	600.00	06/02/22	8303 SKY VIEW HIGH SCHOOL	C
38	70812052	500.00	06/02/22	60682 SNOW DEVILS BASEBALL	C
38	70812053	1,299.94	06/02/22	51837 SWEETWATER	C
38	70812054	1,980.00	06/02/22	110889 THE DUTCH OVEN SHOPPE / M BODILY	C
38	70812055	18.50	06/02/22	47686 TNT ENGRAVING	C
38	70812056	108.00	06/02/22	60844 JESENIA WALKER	C
38	70812057	17.02	06/02/22	109804 WARD'S NATURAL SCIENCE	C
38	70812058	800.00	06/02/22	60828 TEGAN WOOLUMS	C
38	70812059	35.00	06/03/22	1 UMPIRE:	C
38	70812060	35.00	06/03/22	1 UMPIRE:	C
38	70812061	35.00	06/03/22	1 UMPIRE:	C
38	70812062	35.00	06/03/22	1 UMPIRE:	C
38	70812063	35.00	06/03/22	1 UMPIRE:	C
38	70812064	35.00	06/03/22	1 UMPIRE:	C
38	70812065	35.00	06/03/22	1 UMPIRE:	C
38	70812066	442.20	06/03/22	45500 BOX ELDER SCHOOL DISTRICT	C
38	70812067	200.00	06/08/22	1 KATE OR JAMES BUCHANAN	C
38	70812068	2,049.00	06/08/22	61018 3PI TECH SOLUTIONS, INC	C
38	70812069	60.00	06/08/22	104370 BOX ELDER NEWS JOURNAL	C
38	70812070	6,550.00	06/08/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812071	564.60	06/08/22	107267 DOMINO'S PIZZA / BRIGHAM	C
38	70812072	963.23	06/08/22	286060 FLINN SCIENTIFIC	C
38	70812073	106.20	06/08/22	19810 INTEGRATED TECHNOLOGIES	C
38	70812074	66.97	06/08/22	109248 J W PEPPER MUSIC	C
38	70812075	750.00	06/08/22	56952 LOGAN HOOPS LLC	C
38	70812076	26.84	06/08/22	4960 OLD GRIST MILL BREAD	C
38	70812077	280.00	06/08/22	5029 ROY HIGH SCHOOL	C
38	70812078	484.45	06/08/22	5070 SAVON	C
38	70812079	3,946.75	06/08/22	20230 SCOREBOARD SPORTS	C
38	70812080	126.00	06/08/22	60976 THE COPPER COOKIE	C
38	70812081	14.50	06/08/22	47686 TNT ENGRAVING	C
38	70812082	1,118.70	06/08/22	60992 TOWNEPLACE SUITES POCATELLO	C
38	70812083	393.36	06/08/22	109804 WARD'S NATURAL SCIENCE	C
38	70812084	23.25	06/08/22	32824 YES PRINT COPY N MORE, LLC	C
38	70812085	2,100.00	06/09/22	6904 DIXIE STATE UNIVERSITY	C
38	70812086	20.00	06/15/22	1 KRISTIN BALLS	C

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38	70812087	30.00	06/15/22	1 MONICA WALKER	C
38	70812088	45.00	06/15/22	1 RACHEL OLSON	C
38	70812089	98.97	06/15/22	61018 3PI TECH SOLUTIONS, INC	C
38	70812090	1,662.54	06/15/22	38032 AMAZON CAPITAL SERVICES INC	C
38	70812091	2,250.00	06/15/22	25690 BMJ SPORTS	C
38	70812092	9,102.41	06/15/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812093	557.78	06/15/22	31658 BSN SPORTS	C
38	70812094	426.51	06/15/22	19178 CHEAPER THAN SHIRT	C
38	70812095	562.00	06/15/22	40363 CIO MEDICAL SERVICES	C
38	70812096	940.50	06/15/22	158220 COVER UP	C
38	70812097	95.92	06/15/22	107267 DOMINO'S PIZZA / BRIGHAM	C
38	70812098	13.49	06/15/22	109248 J W PEPPER MUSIC	C
38	70812099	1,103.01	06/15/22	489250 KENTS MARKET PL/BRIGHAM	C
38	70812100	1,836.54	06/15/22	8184 KIM PETERSON	C
38	70812101	4,995.95	06/15/22	110975 RIDDELL ALL AMERICAN SPORTS	C
38	70812102	67.40	06/15/22	5045 RSM FOOD SERVICE	C
38	70812103	116.89	06/15/22	5223 SWIRE COCA-COLA	C
38	70812104	1,420.19	06/15/22	36935 UTAH'S BEST VACATION RENTALS	C
38	70812105	38.56	06/15/22	109804 WARD'S NATURAL SCIENCE	C
38	70812106	3,360.00	06/28/22	61140 AAL ENTERPRISES LLC	C
38	70812107	950.00	06/28/22	45500 BOX ELDER SCHOOL DISTRICT	C
38	70812108	145.91	06/28/22	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812109	350.00	06/28/22	10839 HIGHLAND HIGH SCHOOL	C
38	70812110	64.35	06/28/22	4790 HOME DEPOT CREDIT SERVICE	C
38	70812111	36.44	06/28/22	109248 J W PEPPER MUSIC	C
38	70812112	135.00	06/28/22	111807 JAMIE KENT	C
38	70812113	1,396.07	06/28/22	489250 KENTS MARKET PL/BRIGHAM	C
38	70812114	698.22	06/28/22	21296 LINCOLN ELECTRIC CO	C
38	70812115	1,167.21	06/28/22	58246 LINDE GAS & EQUIPMENT INC	C
38	70812116	3,459.00	06/28/22	10804 MUSIC THEATRE INTERNATIONAL	C
38	70812117	135.00	06/28/22	22195 BRANDON NELSON	C
38	70812118	114.62	06/28/22	4936 TEXTRAIL TRAILER PARTS	C
38	70812119	33.06	06/28/22	4979 O'REILLY AUTOMOTIVE	C
38	70812120	100.00	06/28/22	22950 OGDEN HIGH SCHOOL	C
38	70812121	1,500.00	06/28/22	28797 PLATFORM ATHLETICS LLC	C
38	70812122	856.88	06/28/22	10731 SMITH'S CUSTOMER CHARGES	C
38	70812123	253.50	06/28/22	47686 TNT ENGRAVING	C
38	70812124	2,668.91	06/28/22	36935 UTAH'S BEST VACATION RENTALS	C
38	70812125	240.00	06/28/22	61069 ASHLEE VILOS	C
38	70812126	4,347.25	06/28/22	5908 WALMART COMMUNITY	C
38	70812127	27.80	06/28/22	32824 YES PRINT COPY N MORE, LLC	C
Total Bank No 38		83,328.24			
39	77800538	7,050.00	06/03/22	104321 BOX ELDER SCHOOL DISTRICT	C
39	77800539	33.57	06/07/22	1 TRINA THOMSON	C
39	77800540	750.00	06/07/22	474162 JOSTENS	C
39	77800541	1,531.65	06/14/22	104321 BOX ELDER SCHOOL DISTRICT	C
39	77800542	34.50	06/21/22	47686 TNT ENGRAVING	C
Total Bank No 39		9,399.72			

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
				Total Manual Checks	3,675,647.36
				Total Computer Checks	4,350,902.28
				Total ACH Checks	464,902.60
				Total Other Checks	.00
				Total Electronic Checks	.00
				Total Computer Voids	-8,262.75
				Total Manual Voids	.00
				Total ACH Voids	.00
				Total Other Voids	.00
				Total Electronic Voids	.00
				Grand Total	8,483,189.49
				Number of Checks	841

Batch Yr	Batch No	Amount
22	000242	7,200.00
22	001734	-29.47
22	001984	-30.16
22	002002	-1,560.00
22	002014	-42.16
22	002211	-300.00
22	002316	-104.54
22	002336	17,967.70
22	002338	-3,000.00
22	002401	279.00
22	002403	-300.00
22	002488	560.83
22	002489	5,326.75
22	002500	-156.00
22	002537	106,004.19
22	002538	215,455.20
22	002539	15,402.00
22	002540	32,431.64
22	002541	5,050.00
22	002554	1,050.28
22	002555	2,814.00
22	002556	57.55
22	002558	200.00
22	002560	100.00
22	002562	54.91
22	002563	43,544.03
22	002564	1,696.20
22	002565	17,583.78
22	002566	96.00
22	002568	6,039.08
22	002569	89.88
22	002570	687.20
22	002571	456.00
22	002573	585.60
22	002575	1,538.80
22	002576	7,050.00
22	002579	160.00
22	002584	1,728.19
22	002589	206,765.43
22	002590	24,789.39
22	002591	31,882.02
22	002592	107,723.52
22	002593	2,441.00
22	002597	4,403.96
22	002599	518.80

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	002609	3,306.60
				22	002611	3,226.00
				22	002612	5,772.21
				22	002614	2,742.16
				22	002615	84.46
				22	002621	41,468.08
				22	002626	783.57
				22	002630	17,723.85
				22	002631	117,194.99
				22	002638	202.50
				22	002652	2,100.00
				22	002653	10,355.12
				22	002656	500.47
				22	002667	600.00
				22	002668	503.40
				22	002669	1,134.38
				22	002670	1,045.31
				22	002672	1,809.46
				22	002678	4,334.30
				22	002679	1,531.65
				22	002680	400.00
				22	002681	23,130.14
				22	002682	1,741.84
				22	002684	526.75
				22	002686	1,309.86
				22	002690	1,322.63
				22	002691	1,566.05
				22	002696	631.66
				22	002701	1,336.59
				22	002702	9,102.41
				22	002703	16,281.25
				22	002704	1,396.24
				22	002710	323.48
				22	002715	643.24
				22	002719	384.03
				22	002721	1,507.15
				22	002725	10,519.70
				22	002727	1,182.32
				22	002730	352.14
				22	002731	267,725.46
				22	002732	106,756.36
				22	002733	18,446.14
				22	002734	406,016.67
				22	002735	1,052,143.81
				22	002736	34,562.50
				22	002738	1,182.73
				22	002742	9,330.66
				22	002745	1,714.99
				22	002746	34.50
				22	002754	13,296.49
				22	002760	104.39
				22	002764	143,722.39
				22	002766	6,300.59
				22	002771	136,341.78
				22	002772	77,787.62
				22	002773	11,771.65
				22	002774	66,740.86
				22	002776	7,197.50
				22	002777	584.00
				22	002779	768.82
				22	002787	4,944,333.77
				22	002788	22,039.22

For July 13, 2022 Board Meeting

Leaving the District

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
District Office	Larry Swain	Psych Intern	Resigned
BRMS	Ryan Hannah	Social Studies Teacher	Resigned
Three Mile Creek	Sharon Jensen	Cook	Retired
Discovery	Shari Smith	Ed Tech Coach	Resigned
BEMS	Kurt Piper	SpEd Math Teacher	Resigned
Willard	Michelle Archer	Head Literacy Para	Resigned
Discovery	Kellie Berg	Functional Skills Para	Resigned
BRMS	Markell Freeman	Functional Skills Para	Resigned
ILSC	Alex Haramoto	Bistro Manager	Resigned
ACHI	Gina Kinikin	Media Para	Resigned
BRMS	Robert Lee	Asst. Custodian	Resigned
BEHS	Lee Peltier	Functional Skills Para	Resigned
Willard	Mikalyn Venable	Instructional Para	Resigned
BEHS	Walker Wise	ED Para	Resigned
Three Mile Creek	Sharon Johnson	Cook	Resigned
Lake View	Flo Nufrio	DLI Spanish	Resigned
Garland	Janelle Janssen	4th Grade Teacher	Resigned

New Hires

<i>Site</i>	<i>Employee</i>	<i>Position</i>
District Office	Stacy Acor	Psych
District Office	Audry Amundson	SLT
District Office	Traci Archuleta	SLP
Golden Spike	Ngoc Anderson	Art Teacher
ACHI	Ann Bailey	Teacher
ACHI	Nicola Baird	Teacher
Garland	Breanna Berchtold	Teacher
BEMS	Emily Bingham	Drama Teacher
BRMS	Shaylyn Black	Science Teacher
BEHS	April Blakely	Resource Math Teacher
McKinley	Kaitlin Bott	2nd Grade Teacher
BEHS	Jessica Celaya	Biology Teacher
BEHS	Hayden Chadaz	Social Studies Teacher
BRHS	Linus Coyer	Ag Teacher
BEMS	Steven Dabb	CTE Business Teacher
Golden Spike	Darci Davis	Counselor
Golden Spike	Trisha Erickson	4th Grade Teacher
Lake View	Kristin Evans	4th Grade Teacher
BRMS	Lauryn Fields	PE Teacher
Golden Spike	Lea Flinders	4th Grade Teacher
Golden Spike	Morgan Florence	4th Grade Teacher
Century/North Park	Jessica Frehner	Art Teacher
BRHS	Stephanie Gailey	Math Teacher
North Park	Jasmine Flores Garcia	2nd Grade DLI Teacher
Garland	Emily Griffiths	2nd Grade Teacher
District Office	Jacqueline Guymon	SLP
Discovery	Madelyn Handley	5th Grade Teacher
McKinley	Abby Harris	4th Grade Teacher
Golden Spike	Kristina Harris	1st Grade Teacher
ACHI	Mark Harris	Resource LA Teacher
North Park	Makayla Hatt	Preschool
Fielding	Jamie Hood	4th Grade Teacher
Fielding	Saige Horman	2nd Grade Teacher
BEMS	Jennifer Hunsaker	Counselor
ACYI	Margarita Jeide	DLI Teacher
Golden Spike	Jamie Keller	Kindergarten Teacher
ACHI	Dianne Kelsey	SpEd Math Teacher
ACYI	Malinda Kennington	School within a School Teacher
Golden Spike	Tayler Kent	1st Grade Teacher
North Park	Shaylynn King	4th Grade Teacher

Suggestions for Future Board Meetings

August 10, 2022 – (tentative)

- Approval of Early Literacy Plan – Heidi Jo West
- Construction Report – Corey Thompson
- Policy Review

September 14, 2022 – (tentative)

- Walmart Grants Presentation
- Nucor Grants Presentation
- Swearing in of Student Board Member – David Roberts
- 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 – David Roberts
- 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

January 11, 2023 – (tentative)

- Approval of 2-year contract for Business Administrator
- School Fees – Keith Mecham
- Review of Policies 1034 Board of Education Code of Conduct and 1035 Board Member Ethics
- AAPPL Data – Jeremy Young
- ACT Data – Jeremy Young
- School/District Report Cards – Jeremy Young
- Policy Review

- Board Committee Assignments
- USBA Conference Report

February 8, 2023 – (tentative)

- Legislative Update – Steve Carlsen
- Policy Review

March 8, 2023 – (tentative)

- Negotiations Team Approval – Keith Mecham
- Legislative Update – Steve Carlsen
- Policy Review

April 12, 2023 – (tentative)

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

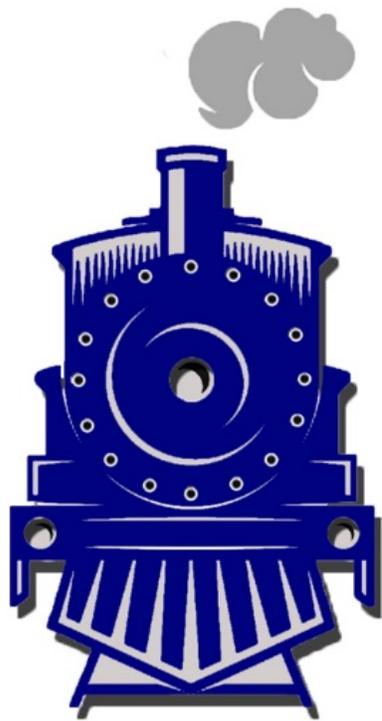
May 10, 2023 – (tentative)

- Retirement Recognitions
- Administrative Association Recognitions
- Approval of School Land Trust Plans – Gary Allen and Heidi Jo West
- Policy Review

June 14, 2023 – (tentative)

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

BOX ELDER SCHOOL DISTRICT BOARD OF EDUCATION HANDBOOK



**BOX ELDER
SCHOOL DISTRICT**

Learning is Everything

REVISED
OCTOBER 9, 2019
BOX ELDER SCHOOL DISTRICT

Box Elder School District Board of Education Handbook Table of Contents

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BOARD OF EDUCATION HANDBOOK INTRODUCTION

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

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

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

Authority and Responsibilities of the Board

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

Principles of Board Leadership

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

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

[Utah Code § 53G-4](#)

Making School Board Decisions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Holding Closed Meetings

A closed meeting may be held if:

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

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

Minutes of the closed meeting shall contain:

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

Purpose of a closed meeting:

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

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

Record of closed meetings:

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

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

Collaborative Relationships: Shared Governance

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

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

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

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

Essentials of A Professional Learning Community

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

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

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

Authority of Individual Board Members

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

Nominations and Elections for Board Leadership

Nominations

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

Elections

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

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

Board Leadership Responsibilities

The board president will:

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

The board vice president will:

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

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

New Board Member Orientation

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

Board of Education Code of Conduct

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

Board members shall:

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

Board Member Commitments and Ethics

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

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

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

A. Board of Education Code of Ethics

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

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

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

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

Disciplining Board Members

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

Policies Governing the Board

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

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

Guidelines and Parliamentary Motions

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

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

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

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

Simplified Chart of Parliamentary Motions

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

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

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

Policy 1010 School Board’s Legal Status

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

Policy 1020 Board Power and Duties

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

Policy 1025 Administration Relations

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

Policy 1034 Board of Education Code of Conduct

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

Policy 1035 Board Member Commitments and Ethics

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

Policy 1036 Conflict of Interest: Board Member and Employee

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

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

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

Board Policies Relevant to School Board Meetings

Policy 1070 Board Meeting Procedures

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

Policy 1072 Board Meetings: Notice Requirements

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

Policy 1074 Board Meetings: Closed Meetings

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

Policy 1080 Board Committees

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

Policy 1090 Rules of Order

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

Policy 1100 Minutes

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

Policy 1110 Public Participation in Board Meeting

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