



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

Wednesday, March 8, 2023

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

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

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

1. Discussion on School Start and End Times

B. Administrative - 6:30 p.m.

1. Call to Order

Wade Hyde, Board President

2. Reverence

Connie Archibald, Board Member

3. Flag Salute/Pledge of Allegiance

Steve Carlsen, Superintendent

4. Recognitions

Julie Taylor, Board Member

a. Deatra Fawcett - Math Teacher at ACHI

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

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

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

E. Action Items - 7:20 p.m.

1. Approval of New School Start and End Times to allow double busing runs

Steve Carlsen, Superintendent

2. Acceptance of JUUL Litigation

David Roberts, Business Administrator

3. Approval of Negotiations Team

Keith Mecham, Asst. Superintendent of Personnel

4. Approval of New Course - DLI 6

Jeremy Young, Assessment Director

5. Approval of Sale of Mountain View Property to Brigham City

David Roberts, Business Administrator

F. Information Items - 7:40 p.m.

1. Super Scoop Podcast

Steve Carlsen, Superintendent

2. Legislative Update

Steve Carlsen, Superintendent

3. Monthly Financial Report

David Roberts, Business Administrator

4. Board Committee Reports

a. Student Board Member Report

G. Policy Review - 8:00 p.m.

1. Second Reading

a. Policy 1030 Qualifications for Board Members

b. Policy 2100 Gifts, Donations, and Bequests - Acceptance

c. Policy 2220 Transportation - Per diem and Travel Allowances

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d. Policy 4017 Literature Selection and Review	40
e. Policy 5010 Admissions Eligibility Requirements	43
f. Policy 5203 Graduation Attire	78
g. Policy 5229 Evaluation of Interscholastic Athletic Participation	79
h. Policy 5270 Student Rights and Responsibilities Bullying, Cyberbullying, Hazing, and Abusive Conduct	81
i. Policy 5310 Fundraising	93
H. <u>Board Discussion Items</u> 8:10 p.m.	
1. USBA Delegates	
2. Book Study - <i>I Love it Here</i> by Clint Pulver	98
I. <u>Consent Items</u> 8:30 p.m.	
1. Minutes	99
2. Claims	107
3. Personnel	122
a. Mark Taylor - Executor Director of Human Resources and Title IX	
Megan Bushnell - Director of Equity and Student Services	
J. <u>Suggestions for Future Board Meetings</u> 9:05 p.m.	123
K. <u>Upcoming Events</u>	
1. USBA Spring Regional Meeting - March 9, 2023 at 6:00 p.m.	
2. NSBA Conference - April 1-3, 2023	
3. Box Elder High School Graduation - May 30, 2023 at 6:00 p.m. at Dee Events Center	
4. Bear River High School Graduation - May 31, 2023 at 7:00 p.m. at Bear River High Football Field	
5. Sunrise High School Graduation - June 15, 2023 at 6:00 p.m. at Box Elder High School Auditorium	
L. <u>Board Handbook</u>	125
M. <u>Adjournment</u> 9:10 p.m.	
The next meeting of the Board of Education will be held on Wednesday, April 12, 2023, with a Work Session at 5:30 and a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.	

Recommendation Action Item E1: Approval of New School Start and End Times (March 8, 2023)

Submitted by: Superintendent Carlsen

Recommendation:

It is recommended that the Board of Education make a motion to approve the new school start and end times to allow BESD to have double runs to improve efficiency in bussing and reduce costs.

Recommended Motion:

I move that the Box Elder Board of Education approve the new start and end of school times with the (Elementary or Secondary) going first.

Background: As you all know we have been discussing this issue for the last month or so. With the work by both Administrative Staff and Transportation Staff it has been determined that new start and end times will work, and it will lead to shorter bus runs for some runs and lower numbers of students for some funds and overall, a financial savings in the transportation department.

Policy Implications: We will evaluate this and make sure we bring any changes to the Board.

Financial Implications: Yes, exactly how much savings will take place will take several years to work out. As bus drivers retire, they will be replaced by full time drivers. As bus drivers retire and runs are doubled, we will require fewer busses. This will be a process that will require several years to place out.

Staff Implications: This is very similar to the section above. No one will lose their jobs. But as they retire or leave our employment for other reasons, we will take two drivers runs and put them into one driver runs. Once again, no one will lose their jobs we will just adjust as drivers leave their employment with the BESD Transportation Department.

Box Elder School District

JUUL, Inc Settlement Agreement Recommendation

Recommendation

It is the recommendation that as a Board that we sign the settlement pursuant to the confidential, global “Government Entity Settlement Agreement” with JUUL Labs, Inc, that we are eligible to review and sign an Informed Consent Packet for, **Box Elder School District** against JLI given (a) significant uncertainties regarding JLI’s solvency; (b) the JLI related harm the Entity has suffered; and (c) the burdens, risks, uncertainties, time, and expense of continue litigation (expense that the entity would ultimately bear). It is of our opinion this Settlement is the best opportunity to receive fair and reasonable compensation for our Government Entity claims in the foreseeable future.

Recommended Board Action: Motion

I move that the Board accept the Government Entity Settlement offer from JUUL Labs, Inc. to resolve its Government Entity claims against JLI, Inc.

Background

This lawsuit was created because of the intended and deceptive practices of JUUL to market to underage kids in order to increase market share and profits. Student population was the main factor in determining what amount from the lawsuit would be awarded to each individual school district. The initial payment into a Settlement Trust Account should happen toward the end of September 2023.

Policy Implications:

No implications

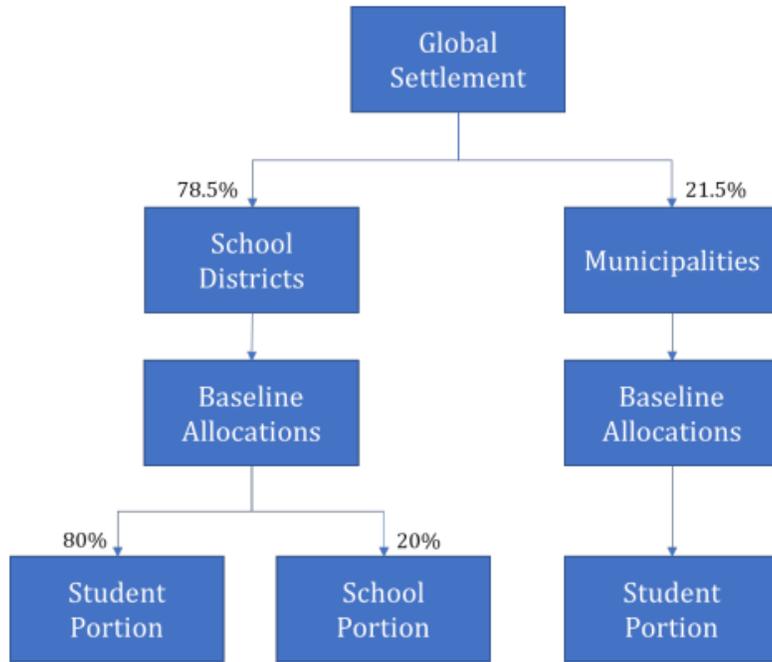
Financial Implications:

Additional funds for whatever amount the settlement amount dictates

Staff Implications:

No new implications at this time.

APPENDIX A. ALLOCATION FRAMEWORK



Recommendation to approve:

Submitted by: Keith Mecham, Assistant Superintendent, Human Resources

Recommendation:

It is recommended that the BESD Board of Education approve the 2023-2024 Negotiation Team members for the BESD, BEEA, and BEESPA teams listed below. Negotiations will begin in the latter part of April, 2023.

BESD	BEEA	BEESPA
Keith Mecham	Steve Littlefield	Melissia Lemon
David Roberts	Robyn Smith	David Cook
Steve Carlsen	Mark Holland	Irlanda Stevens
Mark Taylor	Deatra Fawcett	LeAnn Nelson
Megan Bushnell	Michelle Smith	Ronda Shafer
	Natasha Morgan	Damian Portillo
	Curtis Benjamin (Uniserve)	Jan Christensen
		Thomas Raisor
		Kaleigh Patterson(USEA)

Recommended Motion:

I move that we approve the 2023-2024 Negotiation Team members for BESD, BEEA, and BEESPA as presented.

Recommendation to approve

Submitted by: Jeremy Young

Recommendation:

It is recommended that the BESD School Board approve the DLI 6 Course at both Box Elder and Bear River High Schools.

Recommended Motion:

I move that the DLI 6 Course be added to the BESD Approved Courses List.

Background:

The State DLI Program has created the DLI 6 course for students who want to continue with their study of a DLI Language. Currently the DLI program moves to the University Bridge program after 9th grade when students take the AP exam and there is no option for continued language study for students that don't want to enroll in the Bridge Pathway of courses or don't pass or want to take the AP exam. The State is planning to develop a DLI 7 & DLI 8 course sequentially over the next two years. These courses are designed like the Bridge Courses so that students in grades 10, 11, & 12 can all enroll. This will help keep class sizes at a feasible level.

Policy Implications:

There are no policy implications

Financial Implications:

There are no added financial implications

Staff Implications:

This course can be taught by the same person that is teaching AP language if they have a DLI Endorsement. It would not require an additional FTE.



DLI 6 Course Description

This course continues the progression of language proficiency and cultural competency for students in the DLI course pathway and supports vertical curriculum articulation after DLI 5. The course provides support for students on multiple pathways who either aspire to take the AP test in grade 10 and for students who want to continue language study without taking the AP test. Attendance in this course is for any student who has completed DLI 5 regardless of grade level.

The Core Codes will soon be available in CACTUS for your use, and I will send them out to you when I have them as well. The plan is to develop DLI 7 and DLI 8 Courses sequentially over the next two years to complete the 11th and 12th grade pathway. This will provide options for students to continue advanced language study outside of the Bridge Pathway.

These courses are designed like the Bridge courses to be multi grade classes so you can have students attend them from 10th, 11th and 12th grade. The curriculum will be on a rotating schedule to accommodate the students throughout their 3-year experience in these courses, similar to the Bridge Program. The DLI 6 course is designed for those students who want to take the AP test after their 10th grade year to qualify for Bridge, and for those students who do not want to take the AP exam to continue their language learning pathway.

These courses can be taught by the same person as the DLI 5 and/or your AP teacher if they have the DLI endorsement. It would not require an additional FTE. We are trying to make this pathway as feasible as possible for LEAs to offer so their students may have a choice of pathways. We see this as a great benefit to those students who might choose not to pursue the Bridge pathway and still want to continue learning their language in an engaging and fun way. We hope this can be promoted as a positive alternative to Bridge for those students who want another pathway.

1/20/2023

Box Elder School District

Sale of Mountain View Elementary School Recommendation

Recommendation: It is recommended the board accept the offer to exchange and sell the Mountain View Elementary school property to Brigham City Corp. The sale and exchange include 2 parcels of real property located within the boundaries of Brigham City Corporation. This sale and exchange will remove ownership of 6.18 acres of property located at 650 E 700 S in Brigham City. The school district will receive 4.22 acres of real property located at 455 W 900 N in Brigham City.

Recommended Motion: *I move that the board approve the final offer and sale of the Mountain View elementary school and the acquisition of Davis Park for a sale transaction amount of \$1,222,700 to Brigham City Corporation.*

Background: On October 12, 2022 the board declared Mountain View elementary school real property as surplus. The Board met in closed meeting on November 9, 2022 to discuss details of negotiations for the sale of the Mountain View elementary school. The Board met again in January to discuss offers and additional options for the sale of property. On February 2, 2023 Brigham City Council agreed to purchase the property from Box Elder School District as outlined below. The City is currently working on drafting a real estate agreement for this transaction.

With the exchange and sale of real property, Box Elder School will receive monetary funds of \$914,640. A monetary value of \$308,000 for real property located at 455 W 900 N, aka Davis Park. The addition of this acreage will give the school district the ability and potential to expand onto Discovery Elementary, one of our newest elementaries, in the future if needed. Potential growth and need are anticipated in the northwest area of Brigham City.

Mountain View Elem Property Proposal	Transaction Acreage	TOTAL
An offer of \$148,000/acre for the property of (aka) Mountain View Elem (650 E 700 S) from Brigham City, Corp.	6.18 acres	\$914,640 cash
At a conservative valuation of \$73,000/acre for Davis Park (455 W 900 N) in Brigham City deeded to Box Elder School District.	4.22 acres	\$308,060 property
	10.40 acres	\$1,222,700

Policy Implications:

None

Financial Implications:

Additional capital funds of \$914,640. Additional real property owned by Box Elder School District.

Staff Implications

None



Joint Legislative Committee (JLC) Positions 2023 Legislative Session

Bill Number	Title	Sponsor	Bill Summary	JLC Position	Notes	Bill Status
HB61	School Safety Requirements	Representative Wilcox	This bill creates the School Safety Act and a task force to address school security issues.	Support		Passed
HB82	School Assembly Notice Requirements	Representative Ballard	This bill requires prior parental notice of school assemblies.	Oppose	Local control issue. Additional burden to schools. Translation concerns.	Defeated
HB83	Tax Credit for Educator Expense	Representative Birkeland	This bill enacts a nonrefundable income tax credit for certain educator expenses.	Support		Defeated
HB87	Youth Sport Safety Amendments	Representative Ballard	This bill addresses cardiac safety for participants in school athletic activities and organized youth sporting events.	No Action		Defeated
HB118	Education False Claims Amendments	Representative Teuscher	This bill makes changes to procurement provisions for the public education system.	Oppose	The changes to the process are not helpful and could create a burden for LEAs.	Defeated
HB124	Salary Supplement for Speech-Language Pathologists and Audiologists	Representative Johnson	This bill makes certain speech-language pathologists and audiologists eligible for the Teacher Salary Supplement Program.	Support		Passed
HB125	Postretirement Reemployment Amendments	Representative Birkeland	This bill modifies the postretirement reemployment restrictions for a retiree who was	Support		Defeated

			a public safety service employee or a teacher.			
HB136	Safe School Route Evaluation	Representative Ballard	This bill requires a school traffic safety committee to include recommendations for infrastructure improvements in a child access routing plan.	No Action		Defeated
HB138	Digital School Curriculum Requirements	Representative Ballard	This bill requires certain provisions in a contract between a state and local education agencies and a vendor in a contract for digital instructional material.	Oppose	Local control issue. Elements of bill are addressed in current code.	Defeated
HB140	Standard Response Protocol to Active Threats in Schools	Representative Johnson	This bill codifies and expands on existing administrative rules related to required emergency drills in public schools.	No Action		Passed
HB149	Student Graduation Attire Revisions	Representative Stoddard	This bill allows individuals to wear cultural attire during graduation ceremonies.	No Action		Defeated
HB161	Foreign Language Education Amendments	Representative Pierucci	This bill amends provisions related to the funding of foreign language education.	No Action		Passed
HB163	Protecting Student Religious and Moral Beliefs Regarding Athletic Uniform Requirements	Representative Pierucci	This bill addresses requirements for uniforms worn while participating in certain school athletic activities.	No Action		Passed
HB175	School Fees Amendment	Representative Strong	This bill amends and enacts provisions related to elementary and secondary school fees.	Oppose	Support the concept but cannot implement with ongoing funds.	Defeated
HB182	Interventions for Reading Difficulties Program Amendments	Representative Walter	This bill repeals the Interventions for Reading Difficulties Program.	Support		Passed
HB185	Public Education Enrollment Options Amendments	Representative Pulsipher	This bill addressed public education enrollment options.	Support		Passed
HB189	International Baccalaureate Program Amendments	Representative C. Moss	This bill repeals appropriations limitations for International Baccalaureate programs.	Support		Passed

HB190	Local Education Agency Salary and Personnel Amendments	Representative Ballard	This bill established additional mechanisms for salary and growth opportunities for certain employees	No Action		Passed
HB191	Student Graduation Attire Amendments	Representative Eliason	This bill addresses cultural and religious attire requirements worn during a high school graduation ceremony.	No Action		Defeated
HB193	Online Education Course Amendments	Representative Birkeland	This bill requires notification to students of the opportunity to complete high school graduation requirements and exit high school early.	Oppose	Increased expectations for LEAs without funding.	Defeated
HB195	Criminal Investigations of School Employees	Representative Birkeland	This bill requires certain administrative leave for school employees who are the subject of a criminal investigation.	Oppose	Creates difficulties for LEAs. Requires employees be placed on paid leave, under certain circumstances, and this is not a current practice. Requires the employee return to work if no criminal charges brought but LEA might still be investigating a violation of policy. Local control issue.	Defeated
HB209	Participation in Extracurricular Activities Amendments	Representative Teuscher	This bill provides students attending private school, home school, charter school, and online school a process for requesting participation in extracurricular activities outside of the student's school of residency.	Support		Passed
HB215	Funding for Teacher Salaries and Optional Education Opportunities	Representative Pierucci	This bill establishes the Utah Fits All Scholarship Program and provides funding for the program and a doubling of an educator salary adjustment.	Oppose		Passed
HB229	Teacher Parental and Postpartum Recovery Leave	Representative Ballard	This bill requires local education agencies to provide certain paid leave to general and special education teachers.	Oppose	LEAs have policy to address leave for eligible employees. LEAs may institute a leave bank. This is a local control issue.	Defeated

HB234	University Recognition for International Baccalaureate Achievement	Representative C. Moss	This bill enacts and amends provisions related to credit prior for prior learning in higher education.	Support		Passed
HB241	Labor Union Amendments	Representative Teuscher	This bill amends provisions governing public employers and labor organizations.	Oppose	Local control issue. LEAs and teachers should work together to determine what is best for staff.	Defeated
HB249	Education Related Amendments	Representative K. Peterson	This bill addresses parental engagement in education.	No Action		Passed
HB270	School Cellphone Usage Amendments	Representative Lee	This bill addresses the use of cellphones and smart watches in classrooms.	Oppose	This is an issue for LEAs. Parents provide cellphones for their children for a variety of reasons, one of which is safety. Asking students to store their phones may go against wishes of parents. LEAs allow schools and teachers the flexibility to use cellphones as part of the learning process.	Defeated
HB273	State Trust Lands Administration Amendments	Representative Lyman	This bill modifies the administration of state trust lands.	Oppose	The bill restricts SITLA's ability in managing trust lands.	Defeated
HB295	Educator License Amendments	Representative Thurston	This bill addresses the licensing of educators by the State Board of Education.	Oppose	Cannot support lowering the standards for teacher licensure. Willing to look at ways to expand opportunities to increase teaching force.	Defeated
HB304	Juvenile Justice Revisions	Representative Lisonbee	This bill amends provisions related to juvenile justice.	Support		Passed
HB305	Child Abuser Education Restrictions	Representative Clancy	This bill prohibits an individual who has committed child abuse from exempting the individual's child from the required school attendance.	Support	Some questions will need to be addressed in USBE rules. How will LEAs work with other states? How will LEAs work with the parent and the time to get a background check?	Passed

HB306	School Community Council Amendments	Representative J. Moss	This bill grants the State Board of Education certain rule making authority regarding school community councils for which there are insufficient members to fill certain positions.	Support		Defeated
HB308	School Grading Modifications	Representative Welton	This bill amends provisions related to school overall ratings under the school accountability system.	Support		Passed
HB318	Prime Pilot Program Amendments	Representative V. Peterson	This bill amends the PRIME Pilot Program.	No Action		Passed
HB331	Social Media Usage Agreement	Representative Teuscher	This bill regulates interactive computer services and the use and design of social media platforms.	Support		Defeated
HB334	Health Education Amendments	Representative C. Moss	This bill amends provisions related to health education.	No Action		Defeated
HB335	Alternative Concurrent Enrollment Options for Capacity Flexibility	Representative Wilcox	This bill amends provisions related to concurrent enrollment courses.	Support		Passed
HB344	Local Policies for Public Curriculum Transparency	Representative Teuscher	This bill requires local education agency governing boards to establish student instruction transparency policies that include certain determination	Oppose	JLC supported SB55: Public School Instructional Materials Requirements on January 27, 2023. We feel that SB55 addresses curriculum transparency for LEAs.	Defeated
HB348	Curriculum Participation Waiver Requirements	Representative Acton	This bill repeals the requirement for a school to require participation in certain curriculum or an activity when a waiver of participation is requested.	Oppose	Currently a parent or secondary student may request a waiver. The new allows students from grades 5-12 and/or their parents to request a waiver.	Passed
HB363	Summer Education Grants	Representative Eliason	This bill establishes a grant program for summer school days and other educational summer programs.	Support		Defeated

HB372	Local School District Referendum Amendments	Representative Cobb	This bill addresses actions of a local school district that may be subject to a referendum.	Oppose	Unconstitutional. Negative impact on LEA planning and budgets.	Defeated
HB393	Primary Ballot Requirements	Representative Teuscher	This bill addresses the nomination for an elected office of a member of a qualified political party.	Oppose	Modifies the signature-gathering process and may eliminate potential candidates.	Defeated
HB394 (Sub 1)	Hold Harmless for Public Education Enrollment Decline	Representative K. Peterson	This bill contingently provides additional funding for the Minimum School Program in certain fiscal years.		This is the hold harmless bill.	Passed
HB398	Special Needs Opportunity Scholarship Program	Representative Abbott	This bill amends provisions related to the Special Needs Opportunity Scholarship Program.	Oppose	Expands the definition of eligible expenses to align with HB215. Expands carryforward funds from 40% to 60%.	Passed
HB400	School Absenteeism Amendments	Representative Johnson	This bill enacts provisions relating to school absenteeism and student behavior.	No Action		Passed
HB403	Student Mental Health Amendments	Representative Eliason	This bill amends provisions of public education student mental health screening.	Support		Passed
HB411	Student Behavioral Health Services Amendments	Representative K. Peterson	This bill amends provisions for supporting student mental health in schools.	No Action		Passed
HB421	School Land Trust Program Amendments	Representative J. Moss	This bill modifies the percentage of revenue from trust lands that is distributed from the Land Grant Management Fund.	Support		Passed
HB427	Public Education Curriculum Requirements	Representative Jimenez	This bill prohibits the use of instructional materials and classroom instruction that is inconsistent with the principles of inalienable rights, equal opportunity, and individual.	Support		Passed
HB434	Parent and Student Rights and School Safety	Representative Hollins	This bill amends requirements for local education agency (LEA) to address bullying incidents.	Oppose	Need clarification on several definitions. Much of what is covered in the bill is currently in place in districts, and	Defeated

					information is currently collected in reports.	
HB441	Neutrality in Public Schools	Representative Strong	This bill requires a local education agency (LEA) to create a neutrality policy.	Oppose	Need clarification on definitions, indemnification needs to be addressed, and this is a local issue.	Defeated
HB451	State Entity Restrictions	Representative Hall	This bill prohibits the use of certain statements of materials by a state entity to determine employment, admission, or other benefits, and the use of certain specialized services.	Oppose	This bill will create difficulty for LEAs to meet certain requirements. Some concerns expressed in the bill are addressed in USBE rule.	Defeated
HB459	Governmental Immunity Amendments	Representative Kotter	This bill modifies provisions related to governmental immunity.	Oppose	Creates difficulties for LEAs as it relates to governmental immunity.	Defeated
HB463	High School Sports Amendments	Representative Birkeland	This bill prohibits a public school from participating in an athletic association in certain circumstances.	Oppose	Concerned that certain athletes would not be eligible to participate especially homeless students and refugees. This would also create a need for additional staff.	Defeated
HB464	School Materials Amendments	Representative Ivory	This bill amends provisions regarding student access to pornographic or indecent materials within the public school system.	Oppose	Sensitive materials policy has only been implemented since September 2022. We would like to have the opportunity to implement for 2-3 years before making changes. LEAs are addressing in their communities.	Defeated
HB465	Public School Library Transparency Amendments	Representative Welton	This bill addressed transparency regarding materials accessible to students in public school libraries.	Oppose	Sensitive materials policy has only been implemented since September 2022. LEAs do not have the	Passed

					technology to implements. LEAs are addressing in their communities.	
HB477	Full-Day Kindergarten Amendments	Representative Spendlove	This bill makes full-day kindergarten available for all local education agencies with an option for half-day kindergarten.	Support		Passed
HB478	Educator Evaluation Pilot Program	Representative K. Peterson	This bill allows the State Board of Education to create a pilot program as an alternative to annual educator evaluation	No Action		Defeated
HB481	Safe Storage of Firearms Education Requirements	Representative Hayes	This bill modifies requirements for a youth suicide prevention program implemented by a school district or charter school.	No Action		Passed
HB484	Public Education Employee Amendments	Representative Teuscher	This bill provides for the appointment of a public education employee ombudsman.	Oppose	Much of the work that the ombudsman would do is currently done by districts. State Risk provides training to assist LEAs and teachers.	Defeated
HB489	Educator Paid Professional Hours	Representative J. Moss	This bill amends provisions regarding additional paid professional hours that may be available to educators.	Support		Passed
HB494	Education Reporting Amendments	Representative Pulsipher	This bill repeals requirements regarding the disposal of textbooks.	Support		Passed
HB495	Public Education Trust Fund Modifications	Representative C. Moss	This bill creates the Public Education Trust Fund.	No Action		Defeated
HB508	Education Funding Amendments	Representative Birkeland	This bill requires the State Board of Education to report recommendations to the Public Education Appropriations Subcommittee regarding the conversion of	Support		Defeated

			all public education funding to the weighted pupil unit.			
HB550	School Curriculum Requirements	Representative Stenquist	This bill restricts classroom instruction on sexuality except when age and developmentally appropriate.	Oppose	State standards are in place to guide teachers on appropriate instruction.	Defeated
HJR3	Joint Resolution Recognizing School Teachers	Representative Burton	This resolution recognizes Utah's public school educators for their extraordinary efforts to educate students during a public health crisis.	No Action		Passed
HJR18	Proposal to Amend Utah Constitution – State School Fund	Representative J. Moss	This joint resolution of the Legislature proposes to amend the Utah Constitution relating to the State School Fund.	Support		Passed
SB45	Statewide Online Education Program Amendments	Senator Fillmore	This bill expands the Statewide Online Education Program.	Support		Passed
SB55	Public School Instructional Materials Requirements	Senator Fillmore	This bill addresses requirements related to the approval of materials for classroom use and certain policies.	Support		Passed
SB83	Public Education Funding Equalization	Senator Fillmore	The bill requires the inclusion on an appropriation to the Local Levy Growth Account in public education budget legislation under certain circumstances.	Support		Passed
SB99	Office of Student Health Affairs	Senator Riebe	This bill creates the Office of Student Health Affairs (office) within the Department of Health and Human Services (department)	No Action		Defeated
SB103	Student Graduation Attire Modifications	Senator Kwan	This bill allows individuals to wear cultural attire during graduation ceremonies.	No Action		Passed
SB143	Public School District Resource Sharing Agreements and Student Transportation Amendments	Senator Anderegg	This bill amends provisions regarding resource sharing, including through agreements and transportation of certain students.	Support.		Passed

SB149	Teacher Evaluation Amendments	Senator Riebe	This bill amends the educator evaluation frequency to include a biennial option.	Support		Defeated
SB150	School Employee Licensing Amendments	Senator Riebe	This bill addresses the use of money appropriated for targeted school-based mental health.	Support		Defeated
SB152	Social Media Regulation Amendments	Senator McKell	This bill enacts provisions related to the regulation of social media companies and social media platforms.	Support		Passed
SB166	Education Entity Amendments	Senator Fillmore	This bill defines “home-based education entity” and “micro-education entity” and provides these entities and students of these entities with similar duties, requirements, waivers, and rights as private and charter schools.	Oppose	Waives requirements for “home-based education entity” and “micro-education entity.” Exempts from certain requirements such as compulsory education and immunizations.	Defeated
SB167	Statewide Online Education Program Modifications	Senator Cullimore	This bill amends provisions of the Statewide Online Education Program (SOEP)	Oppose	Concern about the provider-specific license. Want to ensure that teachers are properly licensed and qualified to teach course.	Passed
SB176	Student Athlete Privacy Protections	Senator Kwan	This bill enacts provisions requiring schools to protect student athletic participation forms.	No Action		Defeated
SB183	Educator Salary Amendments	Senator Vickers	This bill makes additions to the appropriations calculation of certain educatory salary programs.	Support		Passed
SB222	Effective Teachers in High Poverty Schools Incentive Program Amendments	Senator Fillmore	This bill amends requirements of the Effective Teachers in High Poverty Schools Incentive Program.	Support		Passed
SB224	Parental Liability Amendments	Senator Weiler	This bill addresses parental liability for the conduct of a minor.	Support		Defeated
SB227	School Board Ethics Complaint Investigation Requirements	Senator Bramble	This bill addresses the process for an ethics complaint regarding a local school board member.	Oppose	Support the concept but are opposed to the process. We would like to see a step added at a	Passed

					local level before the state level.	
SB258	Upstart Program Amendments	Senator McKell	This bill amends and enacts provisions of the UPSTART program.	Support		Passed
SJR10 (Sub 1)	Proposal to Amend Utah Constitution – Income Tax	Senator McCay	This joint resolution of the Legislature proposes to amend the Utah Constitution to modify provisions related to the use of taxes on intangible property and income.			Passed

March 5, 2023

Dear President Adams and Speaker Wilson,

There is still work to be done. After thoughtful deliberation the Joint Legislative Committee (JLC), comprised of members of the Utah School Boards Association, the Utah School Superintendents Association, and the Utah Association of School Business Officials, voted to conditionally support SJR10 (Sub 1). We worked with legislative leaders to find a compromise that would provide flexibility for legislators while continuing to support education in Utah. While we have conditionally supported SJR10 (Sub 1), we believe that there is still much to do to collectively address the needs of the education community during the coming months and the next legislative session.

First, we want to ensure that commitments made during negotiations are met. These include -

- a. Statutorily guarantee, contingent on the passage of the constitutional amendment, that the Legislature provide additional increases to the WPU value by rolling the savings in the minimum school program from declining enrollment for fiscal years 2023-2030, with a sunset review in 2029 to address years 2030-2034.
- b. A 2% WPU value that will be distributed to LEAs upon the passage of the constitutional amendment in 2024.

Second, we request that USBA, USSA, and UASBO leadership meet with your leadership teams during the upcoming interim session. This has been a difficult session, with difficult bills, a lack of respect, and communication issues. We desire to repair relationships and consider jointly the best path forward. We acknowledge that we must work together to support the needs of the education community.

Third, an increasing number of bills continue to negatively impact education causing the education community to question your commitment. It would be helpful to work throughout interim and the 2024 Legislative Session to introduce and pass bills that are supported by the education community with the intent of creating an education system that supports student learning and teacher autonomy. While we have the best economy in the Nation, our goal is to have the best education system in the Nation! Working together to identify bills that support and elevate education will benefit all. However, with over 100 education bills each session, many with negative impact to public education, this practice is simply not sustainable for the education system nor our legislators.

Fourth, we expect there to be a continued dialogue between USBA, USSA, and UASBO leadership AND Legislative and Executive leadership during all interim sessions and subsequent legislative sessions to focus on state policies and statutes that support a(n) -

1. Increase in funding for public education beyond inflationary increases,
2. Increased emphasis on local control and flexibility for local school boards,
3. Reduction in administrative demands,
4. Elimination of unfunded mandates, and
5. Commitment to items of importance to the public education community. (eg. approve an automatic inflationary adjustment to the certified tax rate)

Finally, the future of education is in our hands. This is something that we, as educational leaders, take very seriously. You have said that education is a state priority. It is our life's work, our passion, our commitment to our communities, and we ask that you work with us to ensure that the Utah education system, the very backbone of Utah's economic future, continues to thrive. Regardless of what happens at the ballot in November 2024, we ask for your commitment to support students, teachers, and schools. They deserve the best from all of us.

JLC is looking forward to partnering with legislators in recognizing our shared responsibility to education while continuing to review our conditional support of SJR10 (Sub 1).

Respectfully,

USBA Officers

USSA Officers

UASBO Officers

Cc: Senator Ann Millner
Representative Mike Schultz
Representative Karen Peterson
USBA Members
USSA Members
UASBO Members

DRAFT



NEWS RELEASE

March 2, 2023

FOR IMMEDIATE RELEASE

UTAH SCHOOL BOARDS ASSOCIATION, UTAH SCHOOL SUPERINTENDENTS ASSOCIATION & UTAH SCHOOL BUSINESS OFFICIALS ASSOCIATIONS VOTE TO SUPPORT SJR10 (SUB 1)

(Sandy) While there is still work to be done, the Joint Legislative Committee (JLC), comprised of members of the Utah School Boards Association, the Utah School Superintendents Association, and the Utah Association of School Business Officials, voted to conditionally support SJR10 (Sub 1) that proposes to amend the Utah Constitution. Throughout the fall and during the session JLC worked with legislative leaders to find a compromise that would provide flexibility for legislators while continuing to support public education in Utah.

Through thoughtful deliberation, JLC members voted to conditionally support SJR10 (Sub 1), knowing that if supported by the voters in November 2024, this change would modify the education earmark that has been in the Utah Constitution since the 1930s. While supportive of sending this question to the voters, we realize that there is still work to be done to ensure that public schools have what is needed to support students.

As we move forward, JLC will work with legislators to ensure that commitments made during negotiations are met. These include -

- a. Statutorily guarantee, contingent on the passage of the constitutional amendment, that the Legislature provide additional increases to the WPU value by rolling the savings in the minimum school program from declining enrollment for fiscal years 2023-2030, with a sunset review in 2029.
- b. A 2% WPU value that will be distributed to LEAs upon the passage of the constitutional amendment in 2024.

JLC is looking forward to partnering with legislators in recognizing our shared responsibility to education by –

- a. Increasing public education funding beyond inflationary increases,
- b. Supporting the authority provided for local school boards,
- c. Reducing the administrative burdens that are added to school districts each year,
- d. Eliminating unfunded mandates, and
- e. Supporting the needs of the public education community.

Throughout the 2024 legislative session, JLC will work with legislators to address the continued needs of the education community.

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MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
1	GENERAL FUND (M&O) FUND (10)						
2							
3	REVENUE:						
4	Local						
5	Property	26,650,444	25,386,854	95.3%	95.9%	23,603,623	24,614,600
6	Tuitions	350,000	146,263	41.8%	39.7%	144,308	363,338
7	Inv Earnings	225,000	566,908	252.0%	70.3%	144,548	205,558
8	Indir. Costs-SL	950,000		0.0%		0	0
9	Rental Fees/Building/Field	90,000	27,322	30.4%	36.5%	29,240	80,114
10	Other	1,450,000	830,301	57.3%	96.9%	1,111,200	1,146,588
11	State	93,550,472	60,313,790	64.5%	74.0%	50,170,760	67,799,745
12	Federal	8,500,000	1,931,532	22.7%	46.8%	2,347,559	5,018,337
13	Misc./ Fund Bal	2,000,000		0.0%	0.0%		0
14	TOTAL M & O						
15	REVENUE	133,765,916	89,202,970	66.7%	78.2%	77,551,238	99,228,280
16	Beg Balance	173,339					173,432
17	Less:						
18	Ending Balance	323,761					173,339
19	TOTAL M & O FUNDS						
20	available	133,615,494	89,202,970	66.8%	78.2%	77,551,238	99,228,373
21	EXPENDITURES:						
22	Instruction (1000)						
23	Salaries	60,275,549	30,105,727	49.9%	70.3%	28,071,790	39,931,916
24	Benefits	24,022,216	12,041,669	50.1%	72.8%	11,790,374	16,191,159
25	Purchased Serv.	3,749,122	1,640,017	43.7%	74.3%	1,861,107	2,505,616
26	Supplies/Textbooks	5,251,852	4,298,600	81.8%	79.7%	3,175,317	3,986,512
27	Equipment	1,500,000	131,679	8.8%	138.8%	396,125	285,313
28	Other	700,000	548,038	78.3%	98.2%	563,371	573,756
29	Total	95,498,739	48,765,730	51.1%	72.2%	45,858,084	63,474,273
30			Calculation Indirect Cost				
31	Student Services (2100)						
32	Salaries	3,893,853	2,451,271	63.0%	70.8%	2,092,707	2,956,961
33	Benefits	1,526,627	955,432	62.6%	71.0%	859,701	1,211,095
34	Other	350,000	314,697	89.9%	64.9%	220,494	339,797
35	Total	5,770,480	3,721,401	64.5%	70.4%	3,172,902	4,507,853
36							
37	Instructional Staff (2200)						
38	Salaries	1,820,307	1,045,908	57.5%	72.1%	1,015,047	1,408,331
39	Benefits	701,688	410,835	58.5%	73.2%	397,801	543,790
40	Other	475,000	348,902	73.5%	69.1%	336,188	486,246
41	Total	2,996,995	1,805,646	60.2%	71.7%	1,749,036	2,438,367

MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
42	District Administration (2300)						
43	Salaries	397,855	247,866	62.3%	73.3%	238,985	326,232
44	Benefits	173,820	104,705	60.2%	75.0%	110,298	147,062
45	Purch Services	370,000	159,516	43.1%	83.4%	304,196	364,724
46	Liability Insurance	165,840	173,062	104.4%	100.0%	160,336	160,336
47	Supplies	35,000	37,798	108.0%	72.6%	24,649	33,937
48	Other	25,000	47,734	190.9%	90.7%	22,691	25,011
49	Total	1,167,515	770,680	66.0%	81.4%	861,155	1,057,302
50	School Administration (2400)						
51	Salaries	5,149,482	3,157,191	61.3%	75.0%	2,848,642	3,799,550
52	Benefits	2,012,225	1,258,330	62.5%	74.9%	1,146,282	1,529,435
53	Prof Serv/Travel	130,000	14,075	10.8%	93.1%	49,401	53,087
54	Other	15,000	12,745	85.0%	100.0%	9,205	9,205
55	Total	7,306,707	4,442,341	60.8%	75.2%	4,053,530	5,391,278
56							
57	Business & Support (2500)						
58	Salaries	829,887	516,037	62.2%	71.0%	494,843	697,365
59	Benefits	335,923	189,102	56.3%	71.1%	181,756	255,809
60	Purchased Services	165,000	90,809	55.0%	37.8%	81,544	215,458
61	Other	25,000	4,589	18.4%	-3.9%	-1,167	29,937
62	Total	1,355,810	800,538	59.0%	63.2%	756,976	1,198,568
63							
64	Operation & Maintenance (2600)						
65	Salaries	5,841,840	3,789,317	64.9%	72.6%	3,495,965	4,817,115
66	Benefits	2,282,493	1,478,688	64.8%	73.4%	1,392,466	1,897,683
67	Electricity	1,096,780	612,211	55.8%	67.9%	563,211	829,693
68	Purchased Service	802,000	361,855	45.1%	100.9%	498,868	494,484
69	Telephone	280,000	136,223	48.7%	81.4%	230,677	283,444
70	Natural Gas	533,500	456,798	85.6%	58.3%	328,995	564,728
71	Prop Insurance	317,730	317,730	100.0%	100.0%	257,879	257,879
72	Repair	385,000	139,004	36.1%	58.5%	202,718	346,630
73	Supplies	690,000	534,187	77.4%	76.4%	551,123	721,433
74	Other	2,500	323	12.9%	0.0%	0	323
75	ESSER III A/C	4,000,000	865,526	21.6%	0.0%	0	0
76							
77	Total	16,231,843	8,691,863	53.5%	73.6%	7,521,902	10,213,411
78							

MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
79	Transportation (2700)						
80	Salaries	3,353,462	2,023,025	60.3%	64.4%	1,689,299	2,623,785
81	Benefits	978,898	592,886	60.6%	66.2%	494,747	747,377
82	Purch Serv	255,000	146,695	57.5%	71.0%	164,115	231,005
83	Fuel	950,000	421,951	44.4%	60.7%	413,148	680,918
84	Supplies	581,771	361,996	62.2%	72.7%	335,057	460,838
85	Other/Property	137,209	4,228	3.1%	178.3%	2,661,869	1,492,748
86	Total	6,256,340	3,550,781	56.8%	92.3%	5,758,235	6,236,672
87	Community Services (3300)						
88	Salary	657,395	423,967	64.5%	71.3%	369,263	518,082
89	Benefits	197,171	122,431	62.1%	72.0%	110,722	153,837
90	Purchased Serv	30,000	6,721	22.4%	74.1%	6,246	8,427
91	Supplies/Util	110,000	39,064	35.5%	81.6%	69,483	85,160
92	Property	10,000	1,453	14.5%	67.3%	1,567	2,327
93	Other Objects	26,500	3,051	11.5%	90.8%	18,795	20,695
94	Desig. Fund Bal						
95	Total	1,031,066	596,687	57.9%	73.1%	576,076	788,527
96	Total Expenditures	137,615,495	73,145,667	53.2%	73.8%	70,307,896	95,306,250
97	Interfund Trans					0	0
98	Change Desig Fund Bal					0	0
99	Other/Budget Cuts					0	0
100	TOTAL EXPENDITURERS						0
101	M & O	137,615,495	73,145,667	53.15%	73.8%	70,307,896	95,306,250

MONTHLY FINANCIAL REPORT

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	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
102	School Activity Fund (21)						
103							
104	REVENUE:						
105	School Deposits	4,400,000	2,747,670	62.4%	69.1%	2,740,041	3,962,870
106							
107	Other					0	
108	Total Revenue	4,400,000	2,747,670	62.4%	69.1%	2,740,041	3,962,870
109	EXPENDITURES:						
110	Purchased Services	902,150	291,308	32.3%	53.4%	427,781	801,116
111	Supplies	2,882,850	1,752,761	60.8%	61.4%	1,642,166	2,672,859
112	Equipment/Property	290,000	26,826	9.3%	78.2%	39,684	50,755
113	Desig/Other/Adm	325,000	114,534	35.2%	59.9%	96,036	160,226
114	Total Expenditures						
115	School Activity	4,400,000	2,185,429	49.7%	59.9%	2,205,667	3,684,956
116	DEBT SERVICE FUND (31)						
117							
118	REVENUE:						
119	Property Tax	3,351,027	3,070,365	91.6%	95.9%	2,850,628	2,972,725
120	Interest	105,750	58,698	55.5%	61.0%	11,612	19,034
121	Other						
122	Total	3,456,777	3,129,062	90.5%	95.7%	2,862,240	2,991,758
123	Beginning Bal	5,122,687	5,524,003	107.8%	100.0%	5,802,645	5,802,645
124	LESS:						
125	Ending Balance	5,524,003	5,398,566	97.7%	95.2%	4,876,865	5,122,687
126	Funds Available	4,652,302	5,398,566	116.0%	97.7%	5,394,985	5,524,003
127	EXPENDITURE:						
128	Bond Debt	3,927,162	3,254,500	70.0%	100.0%	3,267,400	3,267,400
129	Fees	50,000		0.0%	83.3%	2,500	3,000
130	Other Uses					0	0
131	Total	3,977,162	3,254,500	81.8%	100.0%	3,269,900	3,270,400

MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
132	CAPITAL OUTLAY FUND (32)						
133							
134	REVENUE:						
135	Property Tax	9,993,009	10,054,356	100.6%	95.9%	9,366,349	9,767,523
136	Interest	155,000	361,802	233.4%	59.4%	88,747	149,491
137	Other	80,338	796	1.0%	83.1%	245,727	295,772
138	State	1,836,195	1,697,037	92.4%	72.7%	25,300	34,788
139	Federal /MBA	4,063,288	0	0.0%	100.0%	25,117	25,117
140	Ins./Prop.Recry	1,025,000	18,019	1.8%	26.6%	122,397	460,329
141	Total Revenue	17,152,830	12,132,010	70.7%	92.0%	9,873,637	10,733,020
142	Lease Revenue MBA	0				0	
143	Other Sources(F50)	345,580				0	0
144	Desig. Fund Bal						
145	TOTAL REVENUE CAPITAL						
146	OUTLAY	17,498,410	12,132,010	69.3%	92.0%	9,873,637	10,733,020
147	Beg. Balance	14,924,496					31,036,384
148	Less:						
149	Ending Balance	8,091,376					16,496,145
150	Capital Outlay Funds						
151	available	24,331,530	12,132,010			9,873,637	25,273,259

MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
152	EXPENDITURES:						
153	Oper/Maint	0	0	0.0%	0.0%	0	0
154	Other Equipment	0	0	0.0%	0.0%	0	0
155	Purchased Services	5,000	7,188	143.8%	71.1%	3,529	4,961
156	Technology/Software	2,500,000	927,708	37.1%	100.9%	1,294,566	1,282,577
157	Improvement					0	0
158	Buildings Maint	2,000,000	920,193	46.0%	104.4%	2,068,310	1,981,167
159	Vehicles/Buses	1,800,000	1,612,038	89.6%	2.7%	38,992	1,438,448
160	Furniture/Equip	1,121,227	871,766	77.8%	58.8%	1,126,252	1,916,360
161	Other Objects				0.0%	0	
162	Vehicle charges					0	
163	Total Capital	7,426,227	4,338,894	58.4%	68.4%	4,531,649	6,623,512
164	Other/Portables	0	0	0.0%	3.3%	1,185	35,570
165	Grouse Creek	2,000,000	1,205,402	60.3%	120.7%	35,570	29,467
166	Golden Spike	7,900,000	3,925,711	49.7%	70.2%	11,131,760	15,859,011
167	HS Athletic Facilities	520,000	0	0.0%	100.0%	796,585	796,585
168	Property/Other	500,000	245,800	49.2%		0	0
169	Total Construction	10,920,000	5,376,913	49.2%	71.6%	11,965,100	16,720,633
170	Desig. F Bal						
171	MBA/Bond Fee/Fund 50	1,985,302	1,661,278	83.7%	87.5%	1,688,487	1,929,114
172	Other		892				0
173	TOTAL EXPENDITURES CAPITAL						
174	OUTLAY	20,331,529	11,377,977	56.0%	72.0%	18,185,236	25,273,259

MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
175	SCHOOL FOOD SERVICE FUND (49)						
176							
177	REVENUE:						
178	Lunch Sales	1,301,500	760,398	58.4%	52.9%	42,038	79,435
179	State	1,125,000	414,239	36.8%	66.7%	578,824	867,932
180	Federal	3,140,000	1,525,574	48.6%	65.0%	3,956,043	6,087,355
181	Other/Inventory Adj	3,500	0		0.0%	0	0
182	TOTAL REVENUE SCHOOL						
183	FOODS	5,570,000	2,700,211	48.5%	65.1%	4,576,905	7,034,723
184	Beg. Balance	2,709,624					0
185	Less:						
186	Ending Balance	946,297					0
187	School Food Service Funds						
188	available	7,333,327	2,700,211	36.8%	65.1%	4,576,905	7,034,723
189	EXPENDITURES:						
190	Salaries	2,319,903	1,136,736	49.0%	70.0%	1,154,475	1,648,917
191	Benefits	718,424	339,579	47.3%	72.2%	352,566	488,510
192	Food/Supplies	3,890,000	1,608,817	41.4%	73.8%	1,561,521	2,116,038
193	Equipment	55,000	38,994	70.9%	84.0%	125,030	148,900
194	Other Costs	25,000	27,980	111.9%	94.3%	23,311	24,712
195	Dir/Indirect Costs	325,000	0	0.0%	-0.6%	278	-45,727
196	TOTAL EXPENDITURES SCHOOL						
197	FOODS	7,333,327	3,152,106	43.0%	73.4%	3,217,181	4,381,351

MONTHLY FINANCIAL REPORT

February 28, 2023

	ENDING FEB 2023	2022-23	2022-23	Curr Bud vs Actual	Prev Bud vs Actual	2021-22	2021-22
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Year completed to date			66.67%	66.67%		
	Percent of 9 month contract complete			66.67%	66.67%		
198	Foundation Fund (75)						
199							
200	REVENUE:						
201	Total Revenue	300,000	209,756	69.9%	76.7%	167,244	218,061
202	Available Revenue	300,000	209,756	69.9%	76.7%	167,244	218,061
203	EXPENDITURE:						
204	Expenses	280,000	196,934	70.3%	43.5%	78,886	181,423
205	Changes/Desg Fund Bal						0
206	TOTAL EXPENDITURE	280,000	196,934	70.3%	43.5%	78,886	181,423
207	Agency Fund (76)						
208							
209	REVENUE:						
210	Agent Services	150,000	24,451	16.3%	72.1%	24,242	33,608
211	State	5,000	0	0.0%		0	0
212	Federal						
213	Other	7,000	0	0.0%		0	0
214	TOTAL REVENUE/BB						
215	AGENCY FUND	162,000	24,451	15.1%	72.1%	24,242	33,608
216	EXPENDITURE:						
217	Instruction		186	0.0%	55.0%	5,978	10,865
218	NUCC	150,000	14,359	9.6%	54.6%	9,887	18,121
219	Other	7,000	1,806	25.8%	54.4%	1,267	2,330
220	Changes/Desg Fund Bal	5,000	0	0.0%	0.0%	0	0
221	TOTAL EXPENDITURES						
222	AGENCY FUND	162,000	16,351	10.1%	54.7%	17,132	31,316
223							
224							
225			SUMMARY			SUMMARY	
226							
227	GRAND TOTAL FUNDS AVAILABLE						
228	ALL FUNDS	165,153,103	110,146,130	66.7%	78.7%	97,795,547	124,202,320
229	GRAND TOTAL EXPENDITURE						
230	ALL FUNDS	174,099,513	93,328,964	53.6%	73.6%	97,281,898	132,128,957

POLICY 1030

Qualifications for Board Members

A. Every Member of a Board of Education must be and remain a resident and a registered voter in the local school board district from which he/she is elected or appointed.

B. Maintain his or her primary residence within the local school board district from which the member is elected or appointed; and

C. Take and sign the constitutional oath of office:

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

[Utah Constitution Art. IV, Sec. X](#)
[Utah Code § 53G-4-201 \(2019\)](#)
[Utah Code § 20A-14-202\(3\) \(2022\)](#)

D. After the board member has taken and signed the oath of office, the oath shall be filed with the business administrator of the District.

[Utah Code § 20A-14-202\(4\) \(2022\)](#)

E. The term of office for an elected member shall be four years, except as required because of reapportionment as set forth below, and begins on the first Monday in January following the election.

[Utah Code § 20A-14-203\(2\) \(2016\)](#)

F. An individual may become a candidate for a local school board by filing a declaration of candidacy with the county clerk and paying the fee as required by [Utah Code § 20A-9-202](#). The declaration of candidacy must be filed in person in accordance with [Utah State Election Code 20A](#).

G. The School Board shall fill vacancies on the Board by appointment as outlined in [Utah Code § 20A-1-511](#).

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

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

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

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

POLICY 2100

Gifts, Donations, and Bequests - Acceptance

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

property of the Box Elder County School District. (See also [Policy 2130 Capitalization](#))

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

- H. As a general rule the District will not commit to name classrooms in a building or a building itself with the name of a donor as a quid pro quo for a gift. The action to name buildings or parts of buildings is within the power of the Board of Education. The process of naming school facilities as a result of a gift or a donation is found in [Policy 1222 Naming Facilities](#).
- I. Gifts to individual school employees are discouraged. Gifts to school employees of substantial value by individuals, groups of individuals, clubs or organizations who may be benefitted by that gift are prohibited. In no case should school employees exhibit gifts or show favoritism to those who brought them.
- J. Cash Donations
1. Cash donations are welcomed and may be accepted from private individuals, companies, organizations, clubs, foundations, and other appropriate entities. All cash donations will be received in compliance with the District's cash receipting policies. Cash donations may be used to fund or enhance programs, facilities, equipment, supplies, services, etc. Cash donations over \$10,000 are required to go through the District Foundation and must be preapproved by the Business Administrator.
 2. Principals may approve donations up to \$10,000. Donations more than \$10,000 and up to \$50,000 must be approved in writing by the Superintendent and/or Business Administrator. Donations more than \$50,000 must be approved by the Board of Education.
 3. A school or community group or person may request matching funds for a school related capital project or activity. The request shall be submitted in writing to the Superintendent and/or Business Administrator on or before February 1st. If the Superintendent and/or Business Administrator determine the project or activity to be of value, **and the request for matching funds is over \$50,000**, the request will be placed before the Board for approval. If approved, the District will match up to 50% of the project or activity.
 4. Cash donations may not be used to hire regular classroom teachers, thereby altering the staffing ratios. However, classroom assistants, coaching assistants, or specialists of any kind, including individuals who may hold educator licenses, may be hired using the funds received. Donations to fund such positions shall be made to a program, school, division, or department—not directly to individuals—and employment will be processed through the District's Human Resources Department and Payroll Department. The District or school administration reserves the right to

decline or restrict these types of donations if they create inequitable environments in the school or inequities that violate Federal Title IX or other laws, are not economically in the best interest of the District, interfere with educational goals, or for any other reason determined by the District or school.

5. Cash donations shall not be used to augment an employee's remuneration beyond the remuneration associated with the salary schedule of the employee's position.

K. Products

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

L. Equipment, Supplies, or Goods

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

M. Donor and Business Partner Recognition

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

- N. This policy applies to all District administrators, licensed educators, staff members, students, organizations, volunteers and individuals who initiate, authorize, or receive, authorize, accept, value, or record donations, gifts, or sponsorships for the District or individual schools. It is expected that in all dealings, District and school employees will act ethically, consistent with the District's ethics training, the Utah Educators' Standards

Policy 2100
Amended
January 11, 2023
First Reading
February 8, 2023
Second Reading
March 8, 2023

(Utah Admin. Rules R277-515), the Public Officers' and Employees' Ethics Act ([Utah Code § 67-16-1 et seq.](#)), and State procurement law ([Utah Code § 63G-6a-101 et seq.](#)).

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

Also see [Policy 5310 Fundraising](#)

POLICY 2220

Transportation – Per Diem and Travel Allowances

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

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

POLICY 4017

Literature Selection and Review

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

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

E. Protocol

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

F. Reconsideration

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

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

- ~~B. Prior to selecting a new book for whole class instruction teachers shall check to see that the title is on the district recommended book list. If the book has not been approved, the school shall organize a Literature Selection and Review Committee on an as needed basis. Committee membership shall be made up of teachers and parents from the school. At elementary schools the committee shall be facilitated by an instructional coach. At secondary schools, the committee shall be facilitated by the media specialist.~~
- ~~C. It is the responsibility of the classroom teacher to submit a review request to the instructional coach or media specialist who will convene a School Literature Selection and Review Committee and notify the District Literacy Specialist.~~
- ~~D. The School Literature Selection and Review Committee shall be made up of at least three teachers and three parents from the school community.~~
- ~~E. The School Literature Selection and Review Committee at the school site shall submit approved book titles and review data to the District Literacy Coordinator for posting on the District web site.~~
- ~~F. Literature selections shall be reviewed using the following criteria:~~
- ~~1. The subject matter, interest and reading level, and maturity level of the selection are appropriate for the students being taught.~~
 - ~~2. The selection is appropriate for the age, emotional development, ability level, and social development of the students being taught.~~
 - ~~3. The selection meets an appropriate instructional purpose.~~
 - ~~4. The selection has identifiable literary or curricular merit.~~
 - ~~5. The selection appropriately models a literary element (character, plot, setting, conflict, etc.), style, trait or genre the student is expected to learn.~~
- ~~G. Teachers should be prepared to offer an approved alternative literature selection if parents object to the assigned selection.~~

POLICY 5010

Admissions Eligibility Requirements

A. Minimum Age

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

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

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

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

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

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

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

C. Alternative District of Residency

1. Procedure

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

Utah Admin. Rules R277-621-3(1) (January 9, 2018)

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

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

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

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

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

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

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

2. Requirements

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

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

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

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

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

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

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

D. Students Attending a Private Human Services Program

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

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

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

1. A minor child whose parent or legal guardian does not reside within Utah may be considered a resident of the District in which the child lives if it is established to the satisfaction of the local Board that:
 - a. The child is either married or has been determined to be an emancipated minor by a court of law or authorized state administrative agency;
 - b. The child was placed and is being supervised by a child placing agency which is authorized by the State of Utah to provide residential or child placement services and the agency is paying the child's tuition and fees to the extent required by [Utah Code § 62A-2-127](#);
 - c. The child is in custody or under the care of a Utah state agency;

[Utah Code § 62A-2-127\(2\) \(2022\)](#)
 - d. The child lives with a resident of the District who is a responsible adult and whom the District agrees to designate as the child's legal guardian as provided for below; or
 - e. The District, in its sole discretion may accept a non-emancipated student as a resident of the District if each of the following are demonstrated to the Board's satisfaction:
 - 1) The child's physical, mental, moral, or emotional health would best be served by considering the child to be a resident for school purposes; and
 - 2) The child is prepared to abide by the rules and policies of the District; and

- 3) The person with whom the child resides in the District has been given authority in a durable power of attorney, as specified below, which the District agreed in its sole discretion to accept; and
- 4) One of the following two sets of circumstances exists:
 - a) The child lives with a responsible adult who resides in the District and is the student's non-custodial parent, grandparent, brother, sister, uncle or aunt and the child's presence in the District is not for the primary purpose of attending the public schools; or
 - b) The child's parent has moved from the state, and the child resides with a responsible adult who resides in the District, and the child's attendance in the school will not be detrimental to the school or to the District.

Utah Code § 53G-6-302(3) (2022)

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

F. Durable Power of Attorney

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

[Utah Code § 53G-6-302\(4\) \(2022\)](#)
[Utah Code § 75-5-103 \(2018\)](#)

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

G. Guardianship for Residency Purposes

1. Subject to the District's acceptance and approval, a responsible adult resident residing in the District may obtain guardianship of a child whose custodial parent does not reside in the District for the limited purpose of establishing school district residency of a minor child by submitting to the Superintendent a signed affidavit by the child's parent which states that:
 - a. The child's presence in the district is not for the primary purpose of attending the public schools;
 - b. The child's physical, mental, moral or emotional health would be best served by transfer of guardianship to a Utah resident;
 - c. The affiant is aware that designation of a guardian is equivalent to a Court established guardianship and will suspend or terminate any existing parental or guardianship rights in the same manner as a court-established guardianship;
 - d. The affiant consents and submits to suspension or termination of parental or guardianship rights;
 - e. The affiant submits to jurisdiction of Utah State courts in which the District is located for any action related to guardianship or custody of the student;
 - f. The affiant designates the responsible adult resident as agent to accept service of process and notice; and
 - g. It is the affiant's intent that the student become a permanent resident of the District under the supervision of the responsible adult
2. The responsible adult must also submit a signed affidavit stating that:
 - a. The affiant is a resident of the school district and desires to become the guardian of the student;

- b. The affiant consents and submits to the jurisdiction of the state district court in which the school district is located in any action relating to the guardianship or custody of the child in question;
 - c. The affiant will accept responsibilities of guardianship to provide adequate supervision, discipline, food, shelter, educational and emotional support, medical care and pay all school fees; and
 - d. The affiant accepts the parent or prior guardian's appointment of agency.
3. Forms for the affidavits of the parent and the responsible adult are provided below. If the child's custodial parent cannot be found in order to execute the statement required under subsection (6), then the responsible adult resident must submit a signed affidavit to that effect to the District. A form for this affidavit is provided below. The District shall also submit a copy of the affidavit to the Criminal Investigations and Technical Services Division of the Department of Public Safety.
4. The student who lives with the responsible adult must submit a signed affidavit stating that:
 - a. The student desires to become a permanent resident of the State of Utah and reside in the District with and be responsible to the named responsible adult; and
 - b. The child will abide by rules and policies of the district and schools.
5. A form for this affidavit is provided below. The District may require the responsible adult to also submit any other relevant documents that it reasonably believes to be necessary to substantiate any claim made in connection with the application.
6. Upon receipt of the required information and documentation, and a determination by the board that the information is accurate, that the requirements have been met, and that the interests of the child would best be served by granting the guardianship, the Board or its authorized representative may designate the applicant as guardian of the child by issuing a designation of guardianship letter to the applicant.
7. The District shall deliver the original documents filed with the District, together with a copy of the designation of guardianship issued by the District, in person or by any form of mail requiring a signed receipt, to the clerk of the state district court in which the District is located.

8. Intentional submission to the District of fraudulent or misleading information under this policy is punishable under [Utah Code § 76-8-504](#).
9. If the District has reason to believe that a party has intentionally submitted false or misleading information under this part, it may, after notice and opportunity for the party to respond to the allegation:
 - a. void any guardianship, authorization, or action which was based upon the false or misleading information; and
 - b. recover, from the party submitting the information, the full cost of any benefits received by the child on the basis of the false or misleading information, including tuition, fees, and other unpaid school charges, together with any related costs of recovery.

[Utah Code § 53G-6-303 \(2019\)](#)

H. Appeal of Guardianship Denial

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

[Utah Code § 53G-6-303 \(2019\)](#)

I. Termination of Guardianship

1. A guardianship designation issued by the District may be terminated, and the authority and responsibility of the prior custodial parent may be restored, upon submission to the District of:
 - a. a signed affidavit by the person who consented to the guardianship which requests termination of the guardianship, or
 - b. a signed written request by the designated guardian requesting termination of the guardianship.
2. If the District determines that it would not be in the best interests of the child to terminate the guardianship, the District may refer the request for termination to the Utah district court where the original guardianship documents were submitted.

3. If the District determines, after giving notice and an opportunity to respond, that an individual has intentionally submitted false or misleading information to the District in connection with a guardianship designation, the District may
 - a. void any guardianship, authorization, or action which was based on the false or misleading information, and
 - b. recover from the person submitting the false or misleading information the full cost of any benefits received by the child based on the false or misleading information, including tuition, fees, and other unpaid school charges, along with any related costs of recovery.
4. A student whose guardianship or enrollment has been terminated may, upon payment of all applicable tuition and fees, continue in enrollment until the end of the school year unless excluded from attendance for cause.

[Utah Code § 53G-6-303 \(2019\)](#)

J. Tuition

1. The Board shall charge the nonresident child tuition at least equal to the per capita cost of the school program in which the child enrolls unless the board, in open meeting, determines to waive the charge for that child in whole or in part. The official minutes of the meeting shall reflect the determination.

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

K. Tuition for Education Outside of the District

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

[Utah Code § 53G-6-305 \(2019\)](#)

L. Eligibility and Admissions Requirements

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

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

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

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

M. "Open Enrollment" for Utah Resident Students

1. The Board is responsible for providing educational services consistent with Utah state law and rules of the State Board of Education for each student within the District and—to the extent reasonably feasible and in accordance with the limitations and provisions herein—for any student who resides in another district in the state and desires to attend a school in the District.
2. For purposes of "open enrollment," the following definitions apply:
 - a. "Early enrollment" means:
 - 1) application between November 15 and the first Friday in February for admission for the next school year to a school that is not a student's school of residence; or
 - b. "Early enrollment for grade reconfiguration" means
 - 1) application between August 1 through November 1 for admission for the next school year to a school that is not a student's school of residence if:
 - a) the school district is doing a district wide grade reconfiguration of its elementary, middle, junior, and senior high schools; and
 - b) that grade reconfiguration will be implemented in the next school year.

- c. "Late enrollment" means application:
 - 1) after the first Friday in February for admission for the next school year to a school that is not the student's school of residence; or
 - 2) for admission for the current year to a school that is not the student's school of residence.
- d. "Nonresident student" means a student who lives outside the boundaries of the school attendance area.
- e. "Open enrollment threshold" means the school enrollment levels (for early enrollment or late enrollment) determined under [Utah Code § 53G-6-401](#) and regulations established by the Utah State Board of Education.
- f. "School of residence" means the school that a student is assigned to attend based on the student's place of residence.
- g. "School attendance area" means an area established by the Board of Education from which students are assigned to attend a certain school.

[Utah Code § 53G-6-401 \(2019\)](#)

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

- 3. If a school's average daily membership falls below the open enrollment threshold, the Board shall allow nonresident students to enroll in the school. If a school's average daily membership is above the open enrollment threshold, the Board may, in its discretion, allow enrollment of nonresident students in the school upon satisfactory completion of the application process set forth herein.
- 4. The Board shall provide written notification to the parents of each student that resides within the school district and other interested parties of the revised early enrollment period beginning August 1 and ending November 1 if the school district is doing a district wide grade reconfiguration of its elementary, middle, junior, and senior high schools; and the grade reconfiguration will be implemented in the next school year.
- 5. The Board shall make information about the District, its schools, programs, policies and procedures available to all students who are residents of the State and express

an interest in transferring into the District or in transferring to another school within the District.

6. In order for a Utah student to attend a District school other than the student's school of residence, the nonresident student's parent must submit an application to the District on a form provided by the State Board of Education.
7. To be considered as an "early enrollment" application, the student's parent must submit the application from August 1 to November 1 if there is a district wide grade reconfiguration the following school year or from December 1 through the third Friday in February prior to the school year of application for initial enrollment to begin the following school year in the District. Applications which are submitted for the current school year or after the third Friday in February for the following school year will be considered as "late enrollment" applications.

[Utah Code § 53G-6-401 \(2019\)](#)

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

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

N. Notice of Acceptance or Rejection of Application

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

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

O. Denial of Enrollment Appeal

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

[Utah Code § 53G-6-404 \(2019\)](#)

P. Standards for Application

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

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

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

[Utah Code § 53G-6-403 \(2019\)](#)

Q. Posting of School Enrollment Information

1. For each school, the District shall post the following information on the District website:
 - a. The school's maximum capacity;
 - b. The school's adjusted capacity;
 - c. The school's projected enrollment used in calculating the open enrollment threshold;
 - d. The school's actual enrollment on October 1, January 2, and April 1;

- e. The number of nonresident student enrollment applications for the school;
- f. The number of nonresident student enrollment applications accepted; and
- g. The number of resident students transferring to another school.

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

R. Participation in Interscholastic Competition

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

S. Termination of Enrollment

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

bus service is not provided between the student's neighborhood and their school of residence, that student may remain at that school through the highest grade offered and may thereafter attend the middle school, junior high school, or high school into which the nonresident school feeds, until graduation.

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

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

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

T. Transportation

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

[Utah Code § 53G-6-407 \(2019\)](#)

U. Withdrawal of Enrollment

1. Except as set forth below for charter school students, the parent of a nonresident student may withdraw the student from the nonresident school by doing one of the following:
 - a. Submitting notice of intent to enroll the student in the student's school of residence for the subsequent year.
 - b. Submitting notice of intent to enroll the student in another nonresident school for the subsequent school year.

2. Unless provisions have previously been made for enrollment in another school, if the District releases a nonresident student from enrollment in the District, the District superintendent shall immediately notify the student's district of residence.
3. If the District receives notice from another district that a student residing in the District, but who has been enrolled in the other district, is released from enrollment with that district, the District shall enroll the student in the appropriate District school and take such additional steps as may be necessary to ensure compliance with laws governing school attendance.

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

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

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

V. Returning Charter School Students

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

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

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

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

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

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

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

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

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

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

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

W. Exception to Open Enrollment Requirements for DCFS Cases

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

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

X. Transfer from a Persistently Dangerous School

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

[20 U.S.C. § 7912](#)

[20 U.S.C. § 7961](#)

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

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

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

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

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

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

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

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

Y. Required Identification

1. An “enroller” is an individual who enrolls a student in a public school. Upon enrollment of a student for the first time in a particular school in the District, that

school shall notify the enroller in writing that within 30 days the enroller shall provide the school with either

- a. a certified copy of the student's birth certificate, or
 - b. other reliable proof of the student's identity, biological age, and relationship to the student's legally responsible individual, together with an affidavit explaining the enroller's inability to produce a copy of the student's birth certificate.
2. If the documentation inaccurately describes the student's biological age, the enroller shall also provide an affidavit explaining the reason for this inaccuracy and supporting documentation that establishes the student's biological age.

[Utah Code § 53G-6-603 \(2022\)](#)

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

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

4. If supporting documentation to establish the student's biological age is not available, the school shall assign a review team to determine the student's biological age for the District to use in enrolling and placing the student. The review team shall consist of at least three members, with at least one of the members having completed the child sexual abuse and human trafficking prevention training described in Policy DDA and Policy GH within the prior two years. Review team members may include

any of the following: an appropriate district administrator, the student's teacher or teachers, the school principal, a school counselor, a school social worker, a school psychologist, a culturally competent and trauma-informed community representative, a school nurse or other school health specialist, an interpreter (if necessary), or a relevant educational equity administrator.

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

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

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

[Utah Code § 53E-6-701 \(2022\)](#)

[Utah Code § 80-2-602 \(2022\)](#)

Z. Distribution of Kits for Missing Child Identification Program

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

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

AA. Missing Child

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

[Utah Code § 53G-6-602 \(2018\)](#)

BB. Transfer Students

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

[Utah Code § 53G-6-604 \(2018\)](#)
[Utah Code § 53E-3-905\(2\) \(2018\)](#)

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

[Utah Code § 53G-6-602 \(2018\)](#)
[Utah Code § 53G-6-604 \(2018\)](#)
[Utah Code § 53E-3-905\(2\) \(2018\)](#)

CC. Health Examinations

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

[Utah Code § 53G-9-402 \(2019\)](#)

DD. Credits and Records Transfer

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

[Utah Code § 53G-7-206 \(2019\)](#)

EE. Graduation

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

[Utah Code § 53G-6-406 \(2019\)](#)

FF. Placement of Transfers

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

GG. Expelled Within Twelve Months

1. A student who has been expelled from a public school within the prior 12 months who is otherwise eligible to enroll may be denied enrollment in a District school for that reason. A student who has been expelled within the past 12 months may be allowed to enroll upon approval by the superintendent or designee, subject to such conditions and requirements as are determined to be appropriate.

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

HH. Student Identification Number

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

[Utah Code § 63G-15-201 \(2012\)](#)

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

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

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

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

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

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

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

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

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

Printed Name _____

Signature _____

THIS POWER OF ATTORNEY DOES NOT CONFER LEGAL GUARDIANSHIP
FORM

ACCEPTANCE OF DESIGNATION AS CUSTODIAN

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

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

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

Printed Name _____

Signature _____

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

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

Printed Name _____

Signature _____

FORM
Affidavit Granting Guardianship

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

I affirm the following:

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

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

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

Printed Name _____

Signature _____

FORM

Affidavit For Guardianship Where Parent Cannot Be Found

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

_____ (Name of student)

to me, _____ (Name of Responsible Adult)

because _____

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

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

Printed Name _____

Signature _____

FORM

Affidavit Accepting Guardianship

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

affirm the following:

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

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

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

Printed Name _____

Signature _____

FORM
Student Guardianship Affidavit

I, _____,
(Name of Student)

affirm the following:

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

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

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

Printed Name _____

Signature _____

~~A. The Board shall admit into the free public schools of the District all minor children who are between the ages of 5 and 18 years old before September 2 of the school year in which admission is sought if the child's parent resides or is domiciled in the state, and if any of the following conditions exist:~~

- ~~a. The child's parent resides in the District at the time of application for admission regardless of whether the child lives with the parent.~~
 - ~~b. The child resides in the District while in the custody or under the supervision of a Utah State agency, local mental health authority, or substance abuse authority.~~
 - ~~c. The child resides in the District while under the supervision of a private or public agency authorized to provide child placement services by the state of Utah.~~
 - ~~d. The child has been enrolled under Policy 5025 Student Transfers: Enrollment Option Program.~~
 - ~~e. The child resides in the District and is an emancipated minor, such as by marriage.~~
- ~~a. The emancipated minor may attend the regular high school program but will be subject to the same school policies as other minors.~~

~~6. The District, in its sole discretion may accept a non-emancipated student as a resident of the District if each of the following are demonstrated to the Board's satisfaction:~~

- ~~a. The child lives with a responsible adult who resides in the District and is the student's non-custodial parent, grandparent, brother, sister, uncle or aunt; and~~
- ~~b. The child's presence in the District is not for the primary purpose of attending the public schools; and~~
- ~~c. The child's physical, mental, moral, or emotional health would best be served by considering the child to be a resident for school purposes; and~~
- ~~d. The child is prepared to abide by the rules and policies of the District; and~~

~~e. The person with whom the child resides in the District has been designated as the child's custodian in a durable power of attorney which the District agreed in its sole discretion to accept. (Durable Power of Attorney Form available at schools and the District Office.)~~

~~Utah Code § 53G-6-302(3) (2020)~~

~~Utah Code § 53G-6-302 (2020)~~

~~Utah Code § 53G-6-303 (2020)~~

~~B. The District may require evidence that a child is eligible to attend the public free schools of the District at the time it considers an application for admission of the child. The District may withdraw any student who ceases to be a resident subject to Board Policy 5025 Student Transfers: Enrollment Options Program.~~

~~C. Upon enrollment of a student for the first time in a particular school in the District, that school shall notify in writing the person enrolling the student that within 30 days he or she must provide the school with either a certified copy of the student's birth certificate, or other reliable proof of the student's identity and age, together with an affidavit explaining the inability to produce a copy of the birth certificate. If the affidavit appears inaccurate or suspicious, the school shall immediately report such to the Bureau of Criminal Identification within the Department of Public Safety. If a person enrolling a student fails to comply with this requirement, the school shall notify that person in writing that unless he or she complies within ten days the case shall be referred to the local law enforcement authority for investigation. If the person fails to comply within the ten-day period, the school shall refer the case to the Bureau of Criminal Identification with the Department of Public Safety.~~

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

~~2. Within 14 days after enrolling a transfer student, a school shall request, directly from the student's previous school, a certified copy of his record, and shall exercise due diligence in obtaining the record.~~

~~a. If a school within the District is requested to forward a copy of a transferring student's record to the student's new school, it shall comply unless the record has been flagged as being that of a missing child, in which case the copy shall~~

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

~~h.—a school nurse or school health specialist;~~

~~i.—an interpreter, if necessary; or~~

~~j.—a relevant educational equity administrator.~~

- ~~D.—A child may be enrolled in the first grade if the child is at least six years of age before September 2 of the current school year or has been enrolled in the first grade, or completed kindergarten in the public schools of another state prior to transferring to the District.~~
- ~~E.—Records and transcripts of students from Utah non-public schools or from out-of-state shall be evaluated, and students shall be placed promptly in appropriate classes. A child may be assigned to a grade other than that which would normally be assigned on the basis of age at the discretion of the District and with the consent of the child's parent.~~
- ~~F.—Any student enrolling in the District for the first time must provide satisfactory evidence of required immunizations.~~
- ~~G.—The principal of each District school shall ensure that each student admitted to that school has complied with Department of Health requirements for vision, dental and hearing examinations.~~
- ~~H.—The District shall accept all credits earned toward state graduation requirements by students in accredited Utah Districts and in accredited non-public schools, including credits earned in accredited summer school programs. Accreditation shall be effective for purposes of this part if done by the Utah State Board of Education for non-public schools, or if done by the Utah State Board of Education or AdvancedEd for public schools.~~
- ~~I.—A student who has been expelled from another District who is otherwise eligible to enroll may enroll in District schools; however, upon receipt of the expulsion order from the other District, the District may continue the expulsion under the terms of the order or may allow the student to attend classes without completing the period of expulsion.~~
- ~~J.—Any individual enrolling a student, or enrolling as a student, in Box Elder District, will be asked, consistent with the law, to provide any information about the enrolling student(s) that the school should or needs to know to protect the safety of this student(s) or other District students. If a student or parent intentionally withholds information about the student's background that could be important for school safety, the student may be~~

~~excluded from school under Utah Code § 53G-8-205(3) and/or provided alternative educational services.~~

~~K. Any individual enrolling a student who claims to be homeless and meets the federal definition of “homeless” shall be admitted immediately and notified that they have 90 days to complete all necessary paperwork including but not limited to birth certificate, immunizations, and guardianship as applicable.~~

~~L. Transfer from a Persistently Dangerous School~~

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

~~20 U.S.C. § 7912~~

~~20 U.S.C. § 7961~~

~~Utah Code § 53G-8-205(2) (2019)~~

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

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

~~2. If a District school is designated by the State Superintendent as persistently dangerous, then the District shall, within 15 days of receiving notice of the designation, notify the parents of the school’s students:~~

~~a. That the school has been designated as persistently dangerous and the criteria that caused the designation;~~

~~b. That a parent may transfer the parent’s student to a safer school within the District if the parent chooses; and~~

~~c. That the parent may request the transfer within 30 days after the parent received notice of the designation.~~

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

~~3. Upon receipt of a timely transfer request, the student shall be promptly transferred to a safe school within the District notwithstanding other limitations on transfers or enrollment changes contained in this policy.~~

~~4. In the event of a persistently unsafe school designation, the District shall also provide the State Superintendent with the information and materials required under Utah Administrative Rules R277-714-3 and R277-714-4.~~

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

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

POLICY 5203

Graduation Attire

A. Definitions

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

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

B. General Graduation Attire

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

C. Qualifying Students May Wear Tribal Regalia

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

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

POLICY 5229

Evaluation of Interscholastic Athletic Participation

A. Definitions

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

[Utah Code § 53G-6-1101 \(2022\)](#)

B. Report on Interscholastic Sports

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

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

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

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

C. Board Review of Reports

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

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

Policy 5270

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

A. Definitions

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

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

- b. Is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club or event; or
- c. Is directed toward a school employee or student whom the ~~individual who commits the act~~ student knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which ~~the individual who commits the act~~ student also participates.

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

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

[Utah Code § 76-5-107.5 \(2022\)](#)

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

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

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

- 7. “Infraction” means an act of prohibited behavior.

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

- 8. “Retaliate” means an act or communication intended:

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

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

- 9. “School Employee” means:

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

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

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

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

B. Bullying and Abusive Conduct Prohibited

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

[Utah Code § 53G-9-605 \(2019\)](#)

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

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

C. Hazing and Cyberbullying Prohibited

1. No student may engage in hazing or cyberbullying of a student or of a school employee at any time or at any location.
2. Students who engage in hazing or cyberbullying are in violation of this policy and verified infractions shall result in disciplinary action up to and including expulsion as well as suspension or removal from a school-sponsored team or activity, including school sponsored transportation, consistent with the District's [Safe Schools Policy 5005](#).

3. The school may also determine to break up or dissolve a team, organization, or other school sponsored group for hazing violations by its members.
4. Anonymous reports of hazing or cyberbullying alone cannot constitute the basis for formal disciplinary action.
5. The school or district may also report infractions to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-605 \(2019\)](#)

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

D. Retaliation Prohibited

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

[Utah Code § 53G-9-605 \(2019\)](#)

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

E. Making a False Report Prohibited

1. No student may make a false allegation of bullying, abusive conduct, cyberbullying, hazing, or retaliation against a school employee or student.
2. Students who engage in making such false allegations are in violation of this policy and verified violations shall result in disciplinary action up to and including expulsion,

consistent with the District's [Policy 5005 Safe Schools – Student Discipline/Behavior](#).

[Utah Code § 53G-9-605\(3\)\(d\) \(2019\)](#)
Utah Admin. Rules R277-613-4(1)(a) (May 24, 2022)

F. Action Plan

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

G. Training and Education

1. Each school shall establish procedures for training school employees, coaches, volunteers and students on bullying, cyberbullying, hazing, ~~or~~ retaliation, ~~or~~ abusive conduct. ~~The principal or designee shall be the point person to assist, direct, and supervise training on these matters.~~
 - a. Training to students, staff, and volunteers shall:
 - 2) Include information on:
 - a) Bullying, cyberbullying, hazing, ~~and~~ retaliation. ~~and~~ abusive conduct;

- b) Discrimination under Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;
 - c) How bullying, cyberbullying, hazing, **and** retaliation, **and abusive conduct** are different from discrimination and may occur separately from each other or in combination,
 - d) **How b**Bullying, cyberbullying, hazing, **and** retaliation, **and abusive conduct are prohibited** based on the students' or employees' actual or perceived characteristics, including race, color, national origin, sex, disability, religion, gender identity, sexual orientation, or other physical or mental attributes, or conformance or failure to conform with stereotypes, and
 - e) The right of free speech and how it differs for students, employees, and parents;
- 3) Complement the suicide prevention program required for students and the suicide prevention training required for licensed educators; and
- 4) Include information on when issues relating to these standards may lead to employee or student discipline.

Utah Admin. Rules R277-613-4(6) (May 24, 2022)
Utah Admin. Rules R277-613-5(1)(c) (May 24, 2022)
Utah Admin. Rules R277-605-6(4) (July 22, 2022)

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

Utah Admin. Rules R277-613-4(7) (May 24, 2022)
Utah Admin. Rules R277-605-6(4) (July 22, 2022)

- c. In addition to training school employees and educating students mentioned above, all volunteer coaches, employees, and students involved in any curricular athletic program or any extra-curricular club or activity shall:

- 1) Complete bullying, cyberbullying, harassment, ~~and~~ hazing, ~~and~~ **abusive conduct** prevention training prior to participation;
 - 2) Repeat bullying, cyberbullying, harassment and hazing prevention training at least every three years;
 - 3) Be informed annually of the prohibited activities list provided previously in this policy and the potential consequences for violation of this policy.
- d. The content of this activity training shall be developed in collaboration with the Utah High School Activities Association (UHSAA) and the training shall also be provided in collaboration with UHSAA. The school shall obtain and keep signature lists of the participants in the activity training.

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

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

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

[Utah Code § 53G-9-605 \(2019\)](#)

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

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

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

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

H. Assessment

1. Subject to the requirements of [Utah Code § 53E-9-203](#) regarding parental consent for certain types of inquiries of students, each school shall regularly (and at least once per year) conduct assessment through student input (surveys, reports, or other methods) of the prevalence of bullying, cyberbullying, and hazing in the school, and

specifically in locations where students may be unsafe and adult supervision may be required such as playgrounds, hallways, and lunch areas.

Utah Admin. Rules R277-613-4(4) (May 24, 2022)
[Utah Code § 53E-9-203 \(2022\)](#)

I. Publication and Acknowledgment

1. A copy of this policy shall be included in student conduct handbooks, shall be provided to the parent of each student enrolled in the District, and shall be available on the District website.
2. Each student 8 years of age and older and a parent of each student enrolled in the District shall annually provide a signed statement stating that the student and parent has received a copy of this policy; **however, such a statement is not a substitute for having met the training requirements of this policy.**

[Utah Code § 53G-9-605\(3\)\(h\), \(4\) \(2019\)](#)
[Utah Admin. Rules R277-613-4\(1\)\(d\), \(2\) \(May 24, 2022\)](#)

J. Parental Notification of Incidents

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

3. (A copy of the “Verification of Parent Contact Regarding Threat or Incident” is attached below.) Subject to laws regarding confidentiality of student education records, at the request of a parent, a school may provide information and make recommendations related to an incident or threat.

[Utah Code § 53G-9-604 \(2019\)](#)

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

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

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

K. Report to State Superintendent

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

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

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

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

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

Notice was given of:

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

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

Principal or Principal's Designee Title Date

School Staff Member Title Date

POLICY 5310

Fundraising

A. General Policy Statements – District/School Sponsored Fundraising

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

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

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

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

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

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

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

8. The District is committed to principles of gender equity and compliance with Title IX guidance. The District commits to use all facilities, unrestricted donations and gifts, and other available funds in harmony with these principles. The District reserves the right to decline or restrict donations, gifts, and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. The benefits derived from donations and gifts should be equitable for all students, comply with Title IX, and be in harmony with Article X of the Utah Constitution.
9. Records of all fundraising efforts are open to the parents, students and donors, including accurate reporting on participation levels and financial outcomes.
(Information that may identify individual students is protected under the provisions of the [Family Educational Rights and Privacy Act \(FERPA\)](#).)

10. Fundraising activities require prior written authorization as follows:

- a. District wide or multiple school fundraising activities require the approval of the superintendent and the building principals that will be affected by the activity.
- b. Individual school fundraising activities where the anticipated earnings are less than \$10,000 require the approval of the building principal.

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

11. Students involved in fundraising

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

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

- c. Competitive enticements for participation in fundraisers are strongly discouraged, especially when the enticements are aimed at individual students.

- d. A sales quota is not permitted, nor is the practice of requiring students to pay for any unsold items.

12. Faculty and staff involved in fundraising

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

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

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

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

B. Elementary/Middle/Intermediate School Sponsored Fundraising

- 1. Each school will be limited to one (1) fundraising activity per year.
- 2. Additionally, the school PTA organization will be permitted to disseminate information about one (1) PTA fundraising activity through the school, e.g., newsletter, notes sent home with students, or other such uses of school resources or persons.

3. All fundraising activities involving students shall consistently insist students do not go door-to-door for any purpose. Fundraising instructions shall specify students' involvement is to be limited to family and/or close personal friends.
4. An annual carnival or similar activity may be held in each school, in addition to the one (1) fundraiser.

C. High School Sponsored Fundraising

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

Book Study Schedule

I Love it Here

by Clint Pulver

February 8, 2023

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

March 8, 2023

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

April 12, 2023

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

May 10, 2023

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

June 14, 2023

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

July 12, 2023

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

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
FEBRUARY 8, 2023

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

AshLee Nelson - Willard Elementary, presented on PLC with the focus on teachers bragging about themselves.

Mary Heslop - Three Mile Creek Elementary, using guiding coalition and data for projected growth.

Shaylyn Ekins/Dax Sederholm - Golden Spike Elementary, with a new school creating ground up solid foundation for strong future, creating a baseline and collecting data.

Four points expounded upon were: *Strengthening PLC, Elevate Employee Appreciation, Expanding Student Connections and Behavior Plans.*

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening February 8, 2023 at 6:30 p.m. at Independent Life Skills Center.

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

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

After the reverence which was offered by David Roberts, the pledge of allegiance was led by Student Board Member McKayla Morris

Recognitions:

Board Member Connie Archibald recognized the following:

Gary Allen, Asst. Superintendent of Secondary Teaching & Learning, masterful at diffusing situations that are volatile. Brought education strengths to families and students.

Superintendent Carlsen took a moment to recognize 2 students at Box Elder High School that were included as mentors, Cooper Stevenson and Cole Mortensen, and his grandson Deegan Bergeson for his recognition.

Approval of Agenda:

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

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

Public Comment:

Mary Ann Cox – parent at Lake View Elementary

2023-2024 School Fees Public Comment:

No public comment

Administration of Oath of Office:

By David Roberts, Business Administrator

Wade Hyde, District 3
Julie Taylor, District 4
Karen Cronin, District 7

Action Items:

Approval of the 2024 Capital Improvement Budget
Corey Thompson, Facilities Director

Tiffani Summers made the motion to approve the 2024 Capital Improvement Budget. Julie Taylor seconded the motion. The motion passed unanimously with the votes as follows:

Karen Cronin – yes
Julie Taylor – yes
Danielle Wright – yes

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

Approval of 2023-2024 School Fees

Keith Mecham, Asst. Superintendent of Personnel

Julie Taylor made the motion to approve the 2023-2024 School Fees. Tiffani Summers seconded the motion. The motion passed unanimously with the votes as follows:

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

Approval of Men's Volleyball

Keith Mecham, Asst. Superintendent of Personnel

Bryan Smith made the motion to approve men's volleyball at both Box Elder and Bear River High Schools for varsity and junior varsity. Connie Archibald seconded the motion. The motion passed unanimously with the votes as follows:

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

Information Items:

BRHS Bleachers Donation

David Roberts, Business Administrator - A donor will donate 50% of cost.

Monthly Financial Report

David Roberts, Business Administrator – things look right on track.

Legislative Update

Steve Carlsen, Superintendent – explained the purpose of JLC (Joint Legislative Committee) and what their goal is.

Board Committee Reports

Capital Outlay Committee, went over the items to determine needs on the list. Ad hoc committee formed to look at school start times.

Board Committee Assignments

Board President reviewed new assignments. Recognitions will be under the responsibility of Board Member Julie Taylor.

Student Board Member Report

Box Elder had a Foundation concert with members from both high schools. Bear River has a lot going on with FFA and had their robotics team place 3rd in Vegas.

Policy Review:

Policy to Delete

Policy 3080 Acquired Immune Deficiency Syndrome, HIV or ARC-Employees

Nancy Kennedy made the motion to approve the policy to delete. Julie Taylor seconded the motion. The motion passed unanimously with the votes as follows:

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

Policies for Review with No Changes

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

Policy 1140 Board/Superintendent Relationship
Policy 1220 Attendance Areas
Policy 3092 Nursing Mothers in the Workplace
Policy 3095 Reporting Violent Juvenile Offenders
Policy 4050 Middle Level General Core Requirements

Nancy Kennedy made the motion to approve the policies with no changes. Julie Taylor seconded the motion. The motion passed unanimously with the votes as follows:

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

First Reading

Policy 1030 Qualifications for Board Members
Policy 2100 Gifts, Donations, and Bequests - Acceptance
Policy 2220 Transportation - Per Diem and Travel Allowances
Policy 4017 Literature Selection and Review
Policy 5010 Admissions Eligibility Requirements
Policy 5203 Graduation Attire
Policy 5229 Evaluation of Interscholastic Athletic Participation
Policy 5270 Student Rights and Responsibilities Bullying, Cyberbullying, Hazing, and Abusive Conduct
Policy 5310 Fundraising

Request for review to Board once a year on policy 5270. Karen Cronin made the motion to approve the policies on first reading. Connie Archibald seconded the motion. The motion passed unanimously with the votes as follows:

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

Second Reading

Policy 5291 Drug & Alcohol Testing of Students Participating in Extracurricular Activities

Nancy Kennedy made the motion to approve the policy on second reading. Bryan Smith seconded the motion. The motion passed unanimously with the votes as follows:

Karen Cronin – yes
Julie Taylor – yes

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

Board Discussion Items

Book Study - *I Love it Here* by Clint Pulver – Board member Connie Archibald reviewed chapter 1, Board member Julie Taylor reviewed chapter 2. Tiffani Summers is assigned to chapter 3 and Heidi Jo West is assigned to chapter 4.

Consent Items

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

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

Approval of the minutes of working and regular meeting for January 11, 2023.

Approval of claims: 00041372, 00041792, 00042916 - 00043227, 05011023, 07013123, 08013123, 09011023, 09012023, 09013123,

Personnel Actions: see attachment to agenda.

Suggestions for Future Board Meetings:

- Meet with legislators earlier in the year.

Upcoming Events:

NSBA Conference in April 1-3 2023.
JLC on Fridays until the end of session.

Bryan Smith made the motion to go into closed session to discuss personnel items, second by Karen Cronin. The closed session started at 8:12pm. The motion passed unanimously with the votes as follows:

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

The following were present: Those in attendance at the closed session meeting included Board President Wade Hyde, Vice President Connie Archibald, Julie Taylor, Tiffani Summers, Karen Cronin, Nancy Kennedy, Bryan Smith, Danielle Wright, Director of Transportation Jason Sparks, Asst Superintendent Heidi Jo West, Superintendent Steve Carlsen, Business Administrator David Roberts and Asst Superintendent Keith Mecham joined virtually.

Nancy Kennedy made a motion to leave closed session, second by Bryan Smith. The closed session ended at 9:33pm The motion passed unanimously with the votes as follows:

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

Adjournment:

Motion by Julie Taylor to adjourn the meeting, second by Connie Archibald. The motion passed unanimously with the votes as follows:

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

The next meeting of the Board of Education will be held on Wednesday, March 8, 2023, with a Work Session at 5:30 and a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

APPROVED: _____

ATTESTED: _____
Business Administrator
Box Elder School District

President, Board of Education

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00042657	-240.50	02/06/23	62995 BROOKLYN DAVIS	CV
01	00043228	51.00	02/09/23	1 ALLIE PARKINSON	C
01	00043229	25.40	02/09/23	1 CAMMEY BYRAM	C
01	00043230	479.30	02/09/23	1 KRISTI MERRILL	C
01	00043231	200.00	02/09/23	1 MICHALE VAN BALLEGOOIE	C
01	00043232	10.35	02/09/23	1 SHELBY CLARK	C
01	00043233	88.80	02/09/23	1 WILLIAM HODGINS	C
01	00043234	51.11	02/09/23	112046 ACE HARDWARE - BRIGHAM	C
01	00043235	80.00	02/09/23	6617 ACME WATER CO	C
01	00043236	524.75	02/09/23	10260 ADELE C YOUNG INTERM SCH	C
01	00043237	76.88	02/09/23	14575 AIRMOTIVE SERVICE	C
01	00043238	150.00	02/09/23	347560 ALICE C HARRIS INTERM SCH	C
01	00043239	840.64	02/09/23	812477 ALSCO/AMERICAN LINEN	C
01	00043240	3,547.26	02/09/23	25909 AMERIGAS PROPANE	C
01	00043241	310.00	02/09/23	63720 AMERILING TRANSLATIONS	C
01	00043242	1,350.76	02/09/23	85738 BEAR RIVER HIGH SCHOOL	C
01	00043243	513.36	02/09/23	102956 BEAR RIVER MENTAL HEALTH	C
01	00043244	255.50	02/09/23	85768 BEAR RIVER SEWER DEPT	C
01	00043245	257.60	02/09/23	87120 BEEHIVE TELEPHONE CO	C
01	00043246	4,498.37	02/09/23	100913 BORDER STATES INDUSTRIES, INC	C
01	00043247	120.13	02/09/23	104338 BOX ELDER HIGH SCHOOL	C
01	00043248	1,358.75	02/09/23	13293 ROBERT BREITENBEKER	C
01	00043249	25.00	02/09/23	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
01	00043250	53,534.29	02/09/23	108217 BRIGHAM CITY CORPORATION	C
01	00043251	845.06	02/09/23	43907 BRIGHAM GLASS	C
01	00043252	370.00	02/09/23	10138 PATTI BRUNTY	C
01	00043253	8,191.72	02/09/23	113116 BRYSON SALES & SERVICE	C
01	00043254	83.88	02/09/23	57991 EMILEE BURNHAM	C
01	00043255	105,290.00	02/09/23	123130 CACHE COUNTY SCHOOL DISTRICT	C
01	00043256	12,237.96	02/09/23	3271 CANON SOLUTIONS AMERICA	C
01	00043257	135.00	02/09/23	107994 CERTIFIED SHRED	C
01	00043258	488.00	02/09/23	819370 CLASSICAL STRINGS / G WILHELMSSEN	C
01	00043259	169.78	02/09/23	62596 KELLY COPPIETERS	C
01	00043260	370.00	02/09/23	63991 LAUREN CORBRIDGE	C
01	00043261	119.88	02/09/23	158220 COVER UP	C
01	00043262	370.00	02/09/23	110333 TERSA CRAWFORD	C
01	00043263	2,130.65	02/09/23	162470 CRUS OIL INC	C
01	00043264	86.60	02/09/23	14958 CULLIGAN	C
01	00043265	257.19	02/09/23	173340 DAR'S JJ WHITE BLACKSMITH	C
01	00043266	9,963.75	02/09/23	38091 DATAIO LLC	C
01	00043267	240.50	02/09/23	62995 BROOKLYN DAVIS	C
01	00043268	4,952.73	02/09/23	56197 DENTONS DURHAM JONES PINEGAR PC	C
01	00043269	180.00	02/09/23	62235 DEX IMAGING LLC	C
01	00043270	90.00	02/09/23	109652 DREWES FLORAL & GIFTS	C
01	00043271	6,082.91	02/09/23	729332 ECONO WASTE INC	C
01	00043272	370.00	02/09/23	63967 KRISTY EDGINGTON	C
01	00043273	79.87	02/09/23	48747 JESSE ESQUIVEL	C
01	00043274	478.80	02/09/23	58955 BECKY EZOLA	C
01	00043275	599.25	02/09/23	104881 FERGUSON ENTERPRISES INC	C
01	00043276	21,914.60	02/09/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043277	5,681.40	02/09/23	143160 FRONTIER COMMUNICATION	C
01	00043278	187.20	02/09/23	61956 JACOB FUHRIMAN	C
01	00043279	401.20	02/09/23	304217 GARLAND CITY	C
01	00043280	3,270.17	02/09/23	324430 GRAYBAR ELECTRIC COMPANY INC	C
01	00043281	11,470.50	02/09/23	110559 HARMONY HOME HEALTH LLC	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00043282	370.00	02/09/23	58840 MARY HESLOP	C
01	00043283	4,113.98	02/09/23	61530 INTELEPEER CLOUD COMMUNICATIONS, LLC	C
01	00043284	8,333.33	02/09/23	361 INTERMOUNTAIN HEALTHCARE	C
01	00043285	2,937.53	02/09/23	111125 IML SECURITY SUPPLY	C
01	00043286	3,893.96	02/09/23	455120 JACKS TIRE & OIL INC	C
01	00043287	174.30	02/09/23	63908 TAYLOR JACKSON	C
01	00043288	149.94	02/09/23	63142 SHAWN JENSEN	C
01	00043289	23,035.55	02/09/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00043290	279.48	02/09/23	104384 JOHNSTONE SUPPLY	C
01	00043291	60.32	02/09/23	17582 NANCY KENNEDY	C
01	00043292	81.75	02/09/23	107465 KIMBALL MIDWEST	C
01	00043293	690.27	02/09/23	109818 VALYNN KUNZLER	C
01	00043294	77.68	02/09/23	49573 KASSIDY LAKE	C
01	00043295	46.40	02/09/23	57568 LANGUAGE ACCESS NETWORK LLC	C
01	00043296	1,884.13	02/09/23	58246 LINDE GAS & EQUIPMENT INC	C
01	00043297	126.48	02/09/23	543168 MADDOX RANCH HOUSE	C
01	00043298	4,212.38	02/09/23	110561 MAXIM HEALTHCARE SERVICES INC	C
01	00043299	403.94	02/09/23	111457 KEITH MECHAM	C
01	00043300	4,180.98	02/09/23	12696 MHI SERVICE INC	C
01	00043301	113.40	02/09/23	42064 JENNIE MONSEN-HANSEN	C
01	00043302	652.47	02/09/23	57622 DAVID MORRIS	C
01	00043303	4,629.53	02/09/23	29858 MOUNTAINLAND SUPPLY COMPANY	C
01	00043304	303.06	02/09/23	62405 GABLE MUNN	C
01	00043305	803.25	02/09/23	54330 KALLEE MUNNS	C
01	00043306	290.28	02/09/23	57860 BAILEY NESSEN	C
01	00043307	5,680.97	02/09/23	111273 NUCO2 LLC	C
01	00043308	370.00	02/09/23	63983 ELISE OLSEN	C
01	00043309	370.00	02/09/23	10219 TAMMY LEE PEDERSEN	C
01	00043310	242.09	02/09/23	700077 PERRY CITY	C
01	00043311	28.00	02/09/23	35270 QUADIENT, INC	C
01	00043312	2,091.70	02/09/23	732367 RAFT RIVER RURAL	C
01	00043313	32.68	02/09/23	21202 TIFFANY RHODES	C
01	00043314	34,434.08	02/09/23	52914 RICH COUNTY SCHOOL DISTRICT	C
01	00043315	8,031.98	02/09/23	892645 ROCKY MOUNTAIN POWER	C
01	00043316	7,727.50	02/09/23	32913 ROYAL WHOLESALE ELECTRIC	C
01	00043317	53.56	02/09/23	58360 ALEXIS RUZICH	C
01	00043318	39.95	02/09/23	110789 CORE BUSINESS TECHNOLOGIES (SIP)	C
01	00043319	345.84	02/09/23	10731 SMITH'S CUSTOMER CHARGES	C
01	00043320	224.28	02/09/23	44040 LISA SMITH	C
01	00043321	35.95	02/09/23	110914 SUPERIOR WATER AND AIR INC	C
01	00043322	59.85	02/09/23	53791 ELIZABETH TAYLOR	C
01	00043323	2,408.80	02/09/23	111109 TOM RANDALL DIST	C
01	00043324	5,250.00	02/09/23	875087 UKON WATER CO	C
01	00043325	400.00	02/09/23	999031 UNITED WAY OF NO UTAH	C
01	00043326	86,056.72	02/09/23	892916 DGO FUEL NETWORK TEAM	C
01	00043327	1,075.00	02/09/23	891133 UTAH/YAMAS CONTROLS INC	C
01	00043328	175.96	02/09/23	24580 VERIZON WIRELESS	C
01	00043329	6.67	02/09/23	110122 DON VINCENT	C
01	00043330	159.64	02/09/23	62510 JESSICA WAITE	C
01	00043331	8,240.44	02/09/23	924155 WASTE MGMT OF UTAH INC	C
01	00043332	665.07	02/09/23	12939 EMILIE WESTMORELAND	C
01	00043333	26.41	02/09/23	13765 MINDY WHITE	C
01	00043334	225.00	02/09/23	110021 LAURA WILKINS	C
01	00043335	177.15	02/09/23	941217 WILLARD CITY CORP	C
01	00043336	101.92	02/09/23	61972 JANET WOOD	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043337	100.00	02/09/23	60615 WORTHY BALLOONS	C
01	00043338	60.32	02/09/23	63924 DANIELLE WRIGHT	C
01	00043339	1,012.00	02/09/23	31364 95 PERCENT GROUP	C
01	00043340	16,821.69	02/09/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00043341	3,185.00	02/09/23	106497 APPLE STORE	C
01	00043342	619.20	02/09/23	47937 BOYLE APPLIANCE LLC	C
01	00043343	312.00	02/09/23	111678 CATCH THE SPIRIT	C
01	00043344	5,768.15	02/09/23	158220 COVER UP	C
01	00043345	1,875.00	02/09/23	100293 DELL INC	C
01	00043346	964.45	02/09/23	180241 DEMCO INC	C
01	00043347	499.68	02/09/23	62235 DEX IMAGING LLC	C
01	00043348	262.15	02/09/23	103155 EAI EDUCATION	C
01	00043349	27,917.26	02/09/23	58475 EMS LINQ, INC	C
01	00043350	1,471.78	02/09/23	56936 ESTES INDUSTRIES, LLC	C
01	00043351	732.48	02/09/23	57207 FILTERBUY INC.	C
01	00043352	1,663.00	02/09/23	110099 FLUXLIGHT INC	C
01	00043353	1,398.72	02/09/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043354	114.53	02/09/23	110220 GLOBAL EQUIPMENT CO	C
01	00043355	424.48	02/09/23	778870 GOPHER SPORT	C
01	00043356	2,426.38	02/09/23	107940 IPACO	C
01	00043357	1,039.68	02/09/23	4847 JIM & DAVE'S ENTERPRISES	C
01	00043358	115.31	02/09/23	11894 LIBRARY STORE	C
01	00043359	4,863.48	02/09/23	633340 OFFICE DEPOT	C
01	00043360	580.98	02/09/23	664141 OTC BRANDS	C
01	00043361	659.98	02/09/23	699420 PERMA BOUND BOOKS	C
01	00043362	385.25	02/09/23	714550 POSITIVE PROMOTIONS	C
01	00043363	256.00	02/09/23	111379 REALITYWORKS	C
01	00043364	215.60	02/09/23	17035 ROCHESTER 100 INC	C
01	00043365	606.00	02/09/23	103778 SCHOLASTIC BOOK CLUBS	C
01	00043366	9,298.86	02/09/23	54313 SCHOOL SPECIALTY, LLC	C
01	00043367	2,304.06	02/09/23	157371 STAPLES	C
01	00043368	225.81	02/09/23	866716 UCI ACCOUNTS RECEIVABLE	C
01	00043369	122.00	02/10/23	109665 A J GILMORE	C
01	00043370	964.25	02/16/23	4260 BCI / UTAH BUREAU OF CRIMINAL IDENTIF	C
01	00043371	2,000.00	02/16/23	12033 BOB'S BODY SHOP	C
01	00043372	12,770.44	02/16/23	104320 BOX ELDER COUNTY TREASURER	C
01	00043373	54.60	02/16/23	40410 KAREN BRAITHWAITE	C
01	00043374	370.00	02/16/23	6319 MEGAN BUSHNELL	C
01	00043375	77.00	02/16/23	5827 ERIKA BYWATER	C
01	00043376	241.50	02/16/23	105981 KRISTI N CAPENER	C
01	00043377	112.50	02/16/23	64017 COPPER CANYON APPAREL	C
01	00043378	241.50	02/16/23	64173 ANGELA CHRISTENSEN	C
01	00043379	932.00	02/16/23	40363 CIO MEDICAL SERVICES	C
01	00043380	215.00	02/16/23	819370 CLASSICAL STRINGS / G WILHELMSEN	C
01	00043381	240.60	02/16/23	62626 ANN DAVIS	C
01	00043382	241.50	02/16/23	64203 BRANDY DROLLINGER	C
01	00043383	1,000.00	02/16/23	64084 ALDER EDUCATION LAW	C
01	00043384	314.10	02/16/23	104881 FERGUSON ENTERPRISES INC	C
01	00043385	5,266.59	02/16/23	32727 FRONTLINE EDUCATION	C
01	00043386	370.00	02/16/23	61476 HEATHER GODFREY	C
01	00043387	241.50	02/16/23	110726 TINA GREGORY	C
01	00043388	1,100.00	02/16/23	64076 HANSEN APPRAISALS LLC	C
01	00043389	129.00	02/16/23	3514 LARRY HESS	C
01	00043390	241.50	02/16/23	64190 SAIGE HORMAN	C
01	00043391	874.99	02/16/23	361 INTERMOUNTAIN HEALTHCARE	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043392	25,932.76	02/16/23	49026 IVY LANE PEDATRICS	C
01	00043393	13,042.84	02/16/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00043394	241.50	02/16/23	102123 VALERIE JOSEPHSON	C
01	00043395	12.40	02/16/23	100550 JOSTENS INC	C
01	00043396	370.00	02/16/23	111839 LORI KORTH	C
01	00043397	679.87	02/16/23	49573 KASSIDY LAKE	C
01	00043398	241.50	02/16/23	61239 COURTNEY LAMBORN	C
01	00043399	156.00	02/16/23	64157 LACHELLE LARSEN	C
01	00043400	241.50	02/16/23	64181 KIMBER LEAR	C
01	00043401	370.00	02/16/23	20664 JESSICA LOW	C
01	00043402	370.00	02/16/23	64149 MADELINE MOUNTEER	C
01	00043403	4,019.47	02/16/23	49859 JACKSON GROUP LOCKBOX	C
01	00043404	5,428.89	02/16/23	109484 PUBLIC CONSULTING GROUPS INC	C
01	00043405	72.00	02/16/23	17230 QBS INC	C
01	00043406	241.50	02/16/23	21202 TIFFANY RHODES	C
01	00043407	275.00	02/16/23	107960 TYLER J RHODES	C
01	00043408	81.45	02/16/23	29750 CINDY SUE ROMNEY	C
01	00043409	3,171.04	02/16/23	60020 RON KELLER TIRE INC	C
01	00043410	191.92	02/16/23	55336 S & D CARWASH MANAGEMENT, LLC	C
01	00043411	210.00	02/16/23	29408 SHARON SMOOT	C
01	00043412	37.00	02/16/23	802087 SNOWVILLE WATERWORKS INC	C
01	00043413	20,926.74	02/16/23	110873 SOLUTION TREE	C
01	00043414	1,050.00	02/16/23	43923 SOUTHWEST EDUCATIONAL DEVELOPMENT CENTER	C
01	00043415	225.00	02/16/23	25836 KRIS THOMPSON	C
01	00043416	225.00	02/16/23	10251 SUSAN THOMPSON	C
01	00043417	717.29	02/16/23	109356 TRANSPORT DIESEL	C
01	00043418	654.64	02/16/23	852617 TREMONTON CITY CORP	C
01	00043419	1,800.00	02/16/23	111077 UTAH HEALTH INFORMATION NETWORK, INC	C
01	00043420	370.00	02/16/23	64165 EMMALEE WATTS	C
01	00043421	152.41	02/16/23	11479 EMILY WIGHT	C
01	00043422	370.00	02/16/23	111838 REBECCA WILDING	C
01	00043423	52.00	02/16/23	8990 JEREMY YOUNG	C
01	00043424	2,500.00	02/16/23	102931 ZIONS BANK PUBLIC FINANCE	C
01	00043425	1,155.00	02/16/23	31364 95 PERCENT GROUP	C
01	00043426	13,947.22	02/16/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00043427	1,989.00	02/16/23	106497 APPLE STORE	C
01	00043428	19,000.00	02/16/23	63835 EAB GLOBAL, INC	C
01	00043429	56.85	02/16/23	103155 EAI EDUCATION	C
01	00043430	2,495.55	02/16/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043431	995.00	02/16/23	53937 GENERATION GENIUS, INC	C
01	00043432	48.90	02/16/23	386370 HYKO SUPPLY CO	C
01	00043433	279.50	02/16/23	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
01	00043434	16,830.00	02/16/23	51969 JAMF SOFTWARE, LLC	C
01	00043435	1,035.00	02/16/23	474162 JOSTENS	C
01	00043436	128.00	02/16/23	45020 LEARNING A-Z, LLC	C
01	00043437	296.47	02/16/23	4880 LOUIS & COMPANY	C
01	00043438	652.57	02/16/23	633340 OFFICE DEPOT	C
01	00043439	3,281.10	02/16/23	699420 PERMA BOUND BOOKS	C
01	00043440	245.18	02/16/23	714550 POSITIVE PROMOTIONS	C
01	00043441	479.75	02/16/23	54313 SCHOOL SPECIALTY, LLC	C
01	00043442	1,769.55	02/16/23	157371 STAPLES	C
01	00043443	474.06	02/24/23	14010 AED EVERYWHERE	C
01	00043444	2,895.30	02/24/23	25909 AMERIGAS PROPANE	C
01	00043445	148.00	02/24/23	47899 CURTIS ARMSTRONG	C
01	00043446	25.00	02/24/23	85556 BEAR RIVER HEALTH DEPARTMENT	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043447	390.00	02/24/23	44067 RENEE C. BEARD	C
01	00043448	3,000.00	02/24/23	12033 BOB'S BODY SHOP	C
01	00043449	653.71	02/24/23	890740 CENTURYLINK LONG DISTANCE	C
01	00043450	35.96	02/24/23	158220 COVER UP	C
01	00043451	13,929.00	02/24/23	56197 DENTONS DURHAM JONES PINEGAR PC	C
01	00043452	10,665.00	02/24/23	60313 DUO GROUP LLC	C
01	00043453	1,095.73	02/24/23	109704 FOLLETT SOFTWARE COMPANY	C
01	00043454	99.00	02/24/23	39349 RANAE GONZALES	C
01	00043455	170.00	02/24/23	7854 MATTHEW HYDE	C
01	00043456	40,259.85	02/24/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00043456	-40,259.85	02/24/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	CV
01	00043457	1,020.00	02/24/23	467700 JOHNSON ELECTRIC MOTORS	C
01	00043458	222.77	02/24/23	62618 MELANIE JOOSTEN	C
01	00043459	148.00	02/24/23	39896 TYRELL NEAL	C
01	00043460	75.50	02/24/23	62081 NICOLE HESS VINYL	C
01	00043461	405.33	02/24/23	35955 PROMO PLUS	C
01	00043462	3,000.00	02/24/23	35270 CMRS-POC	C
01	00043463	404.35	02/24/23	35270 QUADIENT, INC	C
01	00043464	34,429.63	02/24/23	892645 ROCKY MOUNTAIN POWER	C
01	00043465	90.00	02/24/23	38490 JOHANNA SCHAUB	C
01	00043466	76.72	02/24/23	5223 SWIRE COCA-COLA	C
01	00043467	2,709.90	02/24/23	102558 UTAH DEPARTMENT OF HEALTH	C
01	00043468	139.68	02/24/23	999009 UTAH RETIREMENT SYSTEMS	C
01	00043469	150.00	02/24/23	63177 VALANT MEDICAL SOLUTIONS, INC	C
01	00043470	1,380.00	02/24/23	16284 WIN-911 SOFTWARE	C
01	00043471	15,800.35	02/24/23	38032 AMAZON CAPITAL SERVICES INC	C
01	00043472	2,785.01	02/24/23	108543 B & H PHOTO VIDEO	C
01	00043473	83.00	02/24/23	86 BUSINESS SOLUTIONS GROUP	C
01	00043474	764.69	02/24/23	59048 CHROMEBOOKPARTS.COM	C
01	00043475	4,795.00	02/24/23	100293 DELL INC	C
01	00043476	291.48	02/24/23	57207 FILTERBUY INC.	C
01	00043477	1,181.08	02/24/23	109704 FOLLETT SCHOOL SOLUTIONS	C
01	00043478	279.92	02/24/23	33430 LEADING EDGE LAMINATING	C
01	00043479	1,087.03	02/24/23	633340 OFFICE DEPOT	C
01	00043480	12,748.10	02/24/23	63770 BANTAM TOOLS	C
01	00043481	1,452.66	02/24/23	699420 PERMA BOUND BOOKS	C
01	00043482	514.06	02/24/23	103778 SCHOLASTIC BOOK CLUBS	C
01	00043483	5,349.99	02/24/23	63827 SMALL ENGINE WAREHOUSE	C
01	00043484	1,858.73	02/24/23	157371 STAPLES	C
01	00043485	264.00	02/24/23	109355 VOYAGER SOPRIS LEARNING	C
01	00043486	287.66	02/24/23	924370 WATKINS PRINTING	C
01	00043487	16,762.09	02/24/23	100774 JEPPSEN DISTRIBUTING/JEFF JEPPSEN	C
01	00043488	1,066.24	02/27/23	999014 AFLAC / AMERICAN FAMILY LIFE ASSURANCE	C
01	00043489	4,384.43	02/27/23	999014 AMERICAN FAMILY LIFE COMP	C
01	00043490	80.00	02/27/23	999027 B E SCHOOL BOARD FUND	C
01	00043491	30.00	02/27/23	999030 BENEFICIAL LIFE INSURANCE CO.	C
01	00043492	845.00	02/27/23	999110 BONNEVILLE BILLING & COLLECTIONS	C
01	00043493	560.73	02/27/23	999024 BOSTON MUTUAL LIFE INS CO - W	C
01	00043494	247.00	02/27/23	999055 BOX ELDER FOUNDATION	C
01	00043495	2,499.74	02/27/23	999033 BUREAU CHILD SUPPORT SERV	C
01	00043496	32,734.01	02/27/23	999077 DENTAL SELECT	C
01	00043497	5,850.00	02/27/23	999021 ELEVATE CREDIT UNION	C
01	00043498	561.01	02/27/23	999019 EMI HEALTH	C
01	00043499	69.12	02/27/23	999017 GLOBE LIFE INSURANCE CO	C
01	00043500	22,465.25	02/27/23	999035 HORACE MANN INSURANCE COMPANY	C

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Bank	Check No	Amount	Date	Vendor	Type
01	00043501	610.00	02/27/23	51080 IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	C
01	00043502	427.66	02/27/23	5851 JOHNSON MARK ATTORNEYS LLC	C
01	00043503	426.51	02/27/23	999111 MEADE RECOVERY SERVICES LLC	C
01	00043504	9,655.00	02/27/23	999084 NATIONAL BENEFITS SERVICES LLC	C
01	00043505	9,384.24	02/27/23	999081 NATIONAL BENEFITS SERVICES LLC	C
01	00043506	71.23	02/27/23	999156 OLSON SHANER	C
01	00043507	3,625.47	02/27/23	999008 OPTICARE	C
01	00043508	442.15	02/27/23	999038 OUTSOURCE RECEIVABLES	C
01	00043509	765,682.68	02/27/23	999079 PUBLIC EMPLOYEES HEALTH P	C
01	00043510	1,398.60	02/27/23	999032 PRE-PAID LEGAL SERVICES	C
01	00043511	22,126.04	02/27/23	999018 THE HARTFORD	C
01	00043512	436.23	02/27/23	48119 TITANIUM FUNDS	C
01	00043513	490.00	02/27/23	999012 UESP	C
01	00043514	15,697.72	02/27/23	999007 UTAH EDUCATION ASSOCIATION	C
01	00043515	6,560.33	02/27/23	999025 UTAH SCHOOL EMPLOYEES ASSOCIATION	C
01	00043516	238,885.38	02/27/23	999003 UTAH STATE TAX COMMISSION	C
01	05021023	124,286.29	02/10/23	888540 US BANK	M
01	07022823	140,720.25	02/27/23	999070 HEALTH EQUITY INC	M
01	08022823	1,472,730.19	02/27/23	999005 UTAH STATE RETIREMENT FUND	M
01	09020323	3,267.61	02/27/23	999140 BANK OF UTAH	M
01	09021723	248,415.79	02/27/23	999140 BANK OF UTAH	M
01	09022823	1,112,329.63	02/27/23	999140 BANK OF UTAH	M
Total Bank No 01		5,150,412.18			
02	00101134	1,798.00	02/09/23	104321 BOX ELDER SCHOOL DISTRICT	C
02	00101135	1,500.00	02/09/23	51314 KAYSON BROWN	C
02	00101136	1,000.00	02/09/23	186330 DISCOVERY SCHOOL	C
02	00101137	1,200.00	02/16/23	28967 ROBOTICS ED & COMPETITION FOUNDATION	C
Total Bank No 02		5,498.00			
11	01104469	84.64	02/09/23	62359 NATHAN ANDERSEN	A
11	01104470	32.00	02/09/23	29785 HENRY BAKER	A
11	01104471	476.28	02/09/23	56618 MARIA BANUELOS	A
11	01104472	282.00	02/09/23	104132 BEAZER LOCK & KEY	A
11	01104473	7,003.64	02/09/23	101520 BELL JANITORIAL	A
11	01104474	39.60	02/09/23	48011 GAILE BINGHAM	A
11	01104475	58.00	02/09/23	60933 MICHAEL BIRD	A
11	01104476	39.60	02/09/23	107376 KAYLENE BOND	A
11	01104477	77.00	02/09/23	49476 MICHAEL BOWEN	A
11	01104478	39.60	02/09/23	18384 CRISTINA BRADSHAW	A
11	01104479	39.60	02/09/23	45330 MEAGAN BRANCH	A
11	01104480	73.00	02/09/23	110766 TRICIA BURBIDGE	A
11	01104481	2,157.52	02/09/23	106437 CARSON ELEVATOR CO INC	A
11	01104482	5,090.00	02/09/23	100325 CDW GOVERNMENT INC	A
11	01104483	56.00	02/09/23	31380 JOSE M CEDILLO	A
11	01104484	2,798.72	02/09/23	134250 CEM SALES & SERVICE	A
11	01104485	43,278.33	02/09/23	53473 CHARLIE'S PRODUCE	A
11	01104486	39.60	02/09/23	54577 BRITTNEE CHRISTENSEN	A
11	01104487	39.60	02/09/23	32247 ANGELA CHRISTIANSEN	A
11	01104488	52.00	02/09/23	103095 KISHA C COLLOM	A
11	01104489	57.60	02/09/23	108521 MELANIE CROUCH	A
11	01104490	7,750.00	02/09/23	60500 DOABLE WELLNESS	A
11	01104491	81,288.25	02/09/23	728870 DOMINION ENERGY UTAH	A
11	01104492	76.60	02/09/23	28169 GREGORY J DUPUIS	A
11	01104493	32.00	02/09/23	58335 KARLENE FARLEY	A
11	01104494	70.00	02/09/23	106815 MAILEE FORREST	A

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Bank	Check No	Amount	Date	Vendor	Type
11	01104495	67.60	02/09/23	12165 AMANDA FRANCIS	A
11	01104496	127.80	02/09/23	108590 CINDY GIBBS	A
11	01104497	955.19	02/09/23	322776 GRAINGERS INC	A
11	01104498	81.00	02/09/23	36706 MONICA GROVER	A
11	01104499	39.60	02/09/23	40320 JACINDA HEYDER	A
11	01104500	65.80	02/09/23	110864 JEFF HUNT	A
11	01104501	71.60	02/09/23	56669 SHEA L JENSEN	A
11	01104502	61.20	02/09/23	110088 MICHAEL JOHNSON	A
11	01104503	102.48	02/09/23	62758 ELIZABETH KELLEY	A
11	01104504	72,353.30	02/09/23	27243 KELLY SERVICES INC	A
11	01104505	92.60	02/09/23	52493 ROBERT KENNER	A
11	01104506	39.60	02/09/23	493170 STEVEN G KIMBER	A
11	01104507	23.40	02/09/23	507075 KELLIE KUNZLER	A
11	01104508	52.00	02/09/23	63932 NICK KUNZLER	A
11	01104509	289.80	02/09/23	59129 DESI LARSEN	A
11	01104510	79.60	02/09/23	21610 STEVE LEGGETT	A
11	01104511	39.60	02/09/23	29777 JAMES O MAY	A
11	01104512	32.00	02/09/23	10936 JONI MITCHELL	A
11	01104513	421.44	02/09/23	43982 MIKE MOORE	A
11	01104514	95.60	02/09/23	25640 RAMONA MORA	A
11	01104515	40.00	02/09/23	56103 KARA MORRIS	A
11	01104516	120.60	02/09/23	54356 MARISSA NELSON	A
11	01104517	71.60	02/09/23	21962 MARK NELSON	A
11	01104518	759.35	02/09/23	35718 O C TANNER RECOGNITION COMPANY	A
11	01104519	55.60	02/09/23	23817 CYNTHIA A PAGE	A
11	01104520	73.00	02/09/23	112077 BOB PROFAIZER	A
11	01104521	32.00	02/09/23	45349 LADAWN RICHINS	A
11	01104522	677.67	02/09/23	21130 AMBER ROSE	A
11	01104523	36.00	02/09/23	32255 JERRY SCHLIESSER	A
11	01104524	32.40	02/09/23	777230 JAY DEE SCOTT	A
11	01104525	77.00	02/09/23	58858 ANNA SHERMAN	A
11	01104526	39.60	02/09/23	63304 KAYLEE SILVESTER	A
11	01104527	93.50	02/09/23	58866 RACHEL SMITH	A
11	01104528	667.59	02/09/23	12793 SONYA SPACKMAN	A
11	01104529	39.60	02/09/23	15326 PEGGY SUE STEWART	A
11	01104530	51.24	02/09/23	62731 MADISON TANNER	A
11	01104531	5.50	02/09/23	47686 TNT ENGRAVING	A
11	01104532	67.60	02/09/23	852290 SANDIE TRAPP	A
11	01104533	39.60	02/09/23	919010 MARY R WALKER	A
11	01104534	39.60	02/09/23	922060 CALVIN K WARD	A
11	01104535	51.24	02/09/23	62740 SARAH WARR	A
11	01104536	1,385.72	02/09/23	100590 WAXIE SANITARY SUPPLY	A
11	01104537	24.00	02/09/23	62448 DONNA WEIGHILL	A
11	01104538	67.60	02/09/23	40002 MAURY WHEATLEY	A
11	01104539	408.24	02/09/23	44075 LEANNE WRIGHT	A
11	01104540	68.00	02/09/23	63940 LESLIE YOUNG	A
11	01104541	2,445.39	02/16/23	101520 BELL JANITORIAL	A
11	01104542	90.00	02/16/23	107034 CHARIOT GROUP INC	A
11	01104543	77,968.52	02/16/23	728870 DOMINION ENERGY UTAH	A
11	01104544	410,300.06	02/16/23	107656 DWA CONSTRUCTION INC	A
11	01104545	156.56	02/16/23	322776 GRAINGERS INC	A
11	01104546	.00	02/16/23	803050	A
11	01104547	204,356.81	02/16/23	12688 SYSCO	A
11	01104548	623.60	02/16/23	100590 WAXIE SANITARY SUPPLY	A
11	01104549	39.60	02/16/23	28150 KARIE WEAVER	A

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Bank	Check No	Amount	Date	Vendor	Type
11	01104550	1,022.40	02/24/23	101520 BELL JANITORIAL	A
11	01104551	4,432.00	02/24/23	105301 CACHE VALLEY ELECTRIC INC	A
11	01104552	771.00	02/24/23	100325 CDW GOVERNMENT INC	A
11	01104553	69.54	02/24/23	322776 GRAINGERS INC	A
11	01104554	106,987.35	02/24/23	27243 KELLY SERVICES INC	A
11	01104555	452.90	02/24/23	100590 WAXIE SANITARY SUPPLY	A
Total Bank No 11		1,040,861.97			
20	10400501	94.78	02/22/23	47589 AUDREY MASON	C
20	10400501	-94.78	02/23/23	47589 AUDREY MASON	CV
20	10400502	95.05	02/23/23	47589 AUDREY MASON	C
Total Bank No 20		95.05			
22	13200692	170.86	02/08/23	104321 BOX ELDER SCHOOL DISTRICT	C
22	13200693	102.00	02/08/23	27510 LINDSI FLORENCE	C
22	13200694	412.21	02/14/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 22		685.07			
24	13601047	385.25	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
24	13601048	99.80	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
24	13601049	125.00	02/15/23	63851 IAN CAPENER	C
24	13601050	615.00	02/15/23	30490 JUNIOR ACHIEVEMENT OF UTAH	C
24	13601051	165.85	02/15/23	489240 KENTS MARKET PL/TREMONTON	C
24	13601052	490.00	02/15/23	39861 LOOSE IN THE LAB INC	C
Total Bank No 24		1,880.90			
25	15000724	89.00	02/13/23	104321 BOX ELDER SCHOOL DISTRICT	C
25	15000725	120.00	02/21/23	702688 PETTY CASH	C
25	15000726	1,806.94	02/28/23	111656 SCHOLASTIC BOOK FAIRS	C
Total Bank No 25		2,015.94			
26	16401048	116.60	02/28/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401049	43.28	02/28/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401050	253.68	02/28/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401051	176.03	02/28/23	104321 BOX ELDER SCHOOL DISTRICT	C
26	16401052	34.21	02/28/23	489240 KENTS MARKET PL/TREMONTON	C
26	16401053	79.48	02/28/23	25674 STUDIO R MEDIA	C
26	16401054	120.00	02/28/23	52434 SUNSHINE & SUGAR	C
26	16401055	30.00	02/28/23	110914 SUPERIOR WATER AND AIR INC	C
26	16401056	250.00	02/28/23	110169 THE JUMPIN' COMPANY	C
Total Bank No 26		1,103.28			
28	16701144	-6.00	02/15/23	1 KELSEY NEWMAN	CV
28	16701173	179.50	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
28	16701174	6.00	02/15/23	1 KELSEY NEWMAN	C
28	16701175	139.95	02/15/23	14958 CULLIGAN	C
28	16701176	192.62	02/15/23	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 28		512.07			
29	16800506	50.00	02/23/23	45934 KUNZLER CATERING	C
29	16800507	38.73	02/23/23	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 29		88.73			
30	17200625	361.68	02/21/23	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200626	57.83	02/21/23	769715 SAM'S CLUB BUSINESS PAYMENTS	C
Total Bank No 30		419.51			
32	20000287	372.72	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 32		372.72			
33	30402842	301.66	02/06/23	38032 AMAZON CAPITAL SERVICES INC	C

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Bank	Check No	Amount	Date	Vendor	Type
33	30402843	180.95	02/06/23	51055 BULK BOOKSTORE	C
33	30402844	90.99	02/06/23	230 CAROLINA BIOLOGICAL	C
33	30402845	4.36	02/06/23	327480 GREER'S HARDWARE	C
33	30402846	402.99	02/14/23	38032 AMAZON CAPITAL SERVICES INC	C
33	30402847	546.69	02/14/23	104321 BOX ELDER SCHOOL DISTRICT	C
33	30402848	1,167.56	02/14/23	489240 KENTS MARKET PL/TREMONTON	C
33	30402849	376.02	02/14/23	769715 SAM'S CLUB/GEFCF	C
33	30402850	224.00	02/14/23	25674 STUDIO R MEDIA	C
Total Bank No 33		3,295.22			
34	30803298	7.99	02/01/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803299	112.99	02/01/23	109248 J W PEPPER MUSIC	C
34	30803300	66.00	02/01/23	44172 NORCO INC	C
34	30803301	320.30	02/01/23	633340 OFFICE DEPOT	C
34	30803302	89.20	02/09/23	112046 ACE HARDWARE - BRIGHAM	C
34	30803303	949.05	02/09/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803304	40.00	02/09/23	104370 BOX ELDER NEWS JOURNAL	C
34	30803305	1,048.00	02/09/23	819370 CLASSICAL STRINGS / G WILHELMSSEN	C
34	30803306	934.17	02/09/23	489250 KENTS MARKET PL/BRIGHAM	C
34	30803307	1,340.60	02/09/23	18830 PERFECT STIX LLC	C
34	30803308	19.85	02/09/23	702688 PETTY CASH	C
34	30803309	42.95	02/09/23	104992 PRINT SHOP	C
34	30803310	31.99	02/09/23	822122 SUMMERHAYS MUSIC CENTER	C
34	30803311	27.51	02/15/23	347560 ALICE C HARRIS INTERM SCH	C
34	30803312	1,167.52	02/15/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803313	501.80	02/15/23	45500 BOX ELDER SCHOOL DISTRICT	C
34	30803314	424.79	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
34	30803315	170.00	02/15/23	57789 DO GOOD DESIGNS UTAH	C
34	30803316	144.48	02/15/23	57240 CAILIN MCGARRY RREEDS	C
34	30803317	96.93	02/15/23	633340 OFFICE DEPOT	C
34	30803318	423.64	02/17/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803319	592.65	02/17/23	21024 SUPER BRIGHT LEDS	C
34	30803320	2,094.65	02/23/23	38032 AMAZON CAPITAL SERVICES INC	C
34	30803321	43.28	02/23/23	45500 BOX ELDER SCHOOL DISTRICT	C
34	30803322	725.71	02/23/23	64033 NEVCO SPORTS, LLC	C
Total Bank No 34		11,416.05			
35	40403064	157.57	02/08/23	1724 ACE HARDWARE TREMONTON	C
35	40403065	19.78	02/08/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403066	1,083.47	02/08/23	103961 INTERMOUNTAIN WOOD PRODUCTS	C
35	40403067	161.54	02/08/23	109248 J W PEPPER MUSIC	C
35	40403068	35.18	02/08/23	45225 TERESA ROBERTS	C
35	40403069	39.95	02/08/23	110914 SUPERIOR WATER AND AIR INC	C
35	40403070	32.36	02/15/23	1 BRITTANY ANDERSON	C
35	40403071	32.81	02/15/23	1 COLTON FALLOWS	C
35	40403072	264.47	02/15/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403073	24.39	02/15/23	999140 BANK OF UTAH	C
35	40403074	929.60	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
35	40403075	117.24	02/15/23	17078 CHERRY TREE	C
35	40403076	592.18	02/15/23	489240 KENTS MARKET PL/TREMONTON	C
35	40403077	235.51	02/23/23	38032 AMAZON CAPITAL SERVICES INC	C
35	40403078	16.26	02/23/23	999140 BANK OF UTAH	C
35	40403079	1,968.88	02/23/23	45500 BOX ELDER SCHOOL DISTRICT	C
35	40403080	745.73	02/23/23	103961 INTERMOUNTAIN WOOD PRODUCTS	C
35	40403081	53.74	02/23/23	157371 STAPLES	C
Total Bank No 35		6,510.66			

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Bank	Check No	Amount	Date	Vendor	Type
36	40804086	37.30	02/01/23	1 JACQUELINE GABRISH	C
36	40804087	1,022.27	02/01/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804088	750.33	02/01/23	104321 BOX ELDER SCHOOL DISTRICT	C
36	40804089	80.40	02/08/23	35688 ALPHAGRAPHICS	C
36	40804090	2,022.00	02/08/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804091	769.00	02/08/23	104338 BOX ELDER HIGH SCHOOL	C
36	40804092	905.00	02/08/23	819370 CLASSICAL STRINGS / G WILHELMSEN	C
36	40804093	360.74	02/08/23	4960 OLD GRIST MILL BREAD	C
36	40804094	117.31	02/08/23	10731 SMITH'S CUSTOMER CHARGES	C
36	40804095	101.35	02/08/23	822122 SUMMERHAYS MUSIC CENTER	C
36	40804096	34.15	02/15/23	1 ALEXANDRA MONTEZ	C
36	40804097	33.26	02/15/23	1 HEATHER NELSON	C
36	40804098	4,350.47	02/15/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804099	1,660.92	02/15/23	106055 BLICK ART MATERIALS	C
36	40804100	54.00	02/15/23	104321 BOX ELDER SCHOOL DISTRICT	C
36	40804101	96.00	02/15/23	12386 CHOURNOS PRINT SERVICES	C
36	40804102	1,410.39	02/15/23	489250 KENTS MARKET PL/BRIGHAM	C
36	40804103	600.00	02/15/23	7609 UTAH FBLA-PBL	C
36	40804104	2,717.10	02/22/23	104321 BOX ELDER SCHOOL DISTRICT	C
36	40804105	636.35	02/24/23	38032 AMAZON CAPITAL SERVICES INC	C
36	40804106	2,711.28	02/24/23	45500 BOX ELDER SCHOOL DISTRICT	C
36	40804107	165.02	02/24/23	104321 BOX ELDER SCHOOL DISTRICT	C
36	40804108	919.65	02/24/23	103961 INTERMOUNTAIN WOOD PRODUCTS	C
36	40804109	136.85	02/24/23	489240 KENTS MARKET PL/TREMONTON	C
36	40804110	136.44	02/24/23	4960 OLD GRIST MILL BREAD	C
36	40804111	50.00	02/24/23	7528 UMEA	C
Total Bank No 36		21,877.58			
37	70412898	1,615.42	02/02/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412899	4,246.50	02/02/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412900	500.00	02/02/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412901	5,630.61	02/02/23	110975 RIDDELL ALL AMERICAN SPORTS	C
37	70412902	240.00	02/02/23	28967 ROBOTICS ED & COMPETITION FOUNDATION	C
37	70412903	3,930.20	02/02/23	769715 SAM'S CLUB BUSINESS PAYMENTS	C
37	70412904	777.00	02/02/23	18244 TENNIS WAREHOUSE	C
37	70412905	100.00	02/02/23	5290 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
37	70412906	250.00	02/02/23	63843 WARDLE, VELDEN	C
37	70412907	31.95	02/07/23	106895 BADGER SCREEN PRINTING CO	C
37	70412908	40.00	02/07/23	41998 BEAR RIVER FLORAL & GIFTS	C
37	70412909	1,200.00	02/07/23	52680 BEAR RIVER LIVE	C
37	70412910	3,369.60	02/07/23	108563 BEST WESTERN PLUS ABBEY INN	C
37	70412911	1,348.50	02/07/23	59404 BEST WESTERN PROVO UNIVERSITY INN	C
37	70412912	1,887.20	02/07/23	54208 COMFORT INN AT CONVENTION CENTER	C
37	70412913	240.00	02/07/23	7803 DANNY ESPLIN	C
37	70412914	363.94	02/07/23	327480 GREER'S HARDWARE	C
37	70412915	45.00	02/07/23	16314 HOSA-FUTURE HEALTH PROFESSIONALS	C
37	70412916	27.96	02/07/23	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
37	70412917	526.04	02/07/23	51187 METALMART INC.	C
37	70412918	842.92	02/07/23	157371 STAPLES	C
37	70412919	675.00	02/07/23	59390 THE VW PHOTO BUS & COMPANY LLC	C
37	70412920	300.00	02/07/23	5290 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
37	70412921	400.00	02/07/23	891181 UTAH STATE UNIVERSITY	C
37	70412922	534.44	02/07/23	109804 WARD'S NATURAL SCIENCE	C
37	70412923	463.24	02/09/23	6092 A W MARSHALL CO	C
37	70412924	607.94	02/09/23	38032 AMAZON CAPITAL SERVICES INC	C

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Bank	Check No	Amount	Date	Vendor	Type
37	70412925	387.53	02/09/23	106055 BLICK ART MATERIALS	C
37	70412926	51.92	02/09/23	53902 EVERYTHING YOUR HEART DESIRES	C
37	70412927	20.00	02/09/23	11924 MOUNTAIN CREST HIGH SCHOOL	C
37	70412928	289.36	02/09/23	44172 NORCO INC	C
37	70412929	35.00	02/09/23	110914 SUPERIOR WATER AND AIR INC	C
37	70412930	2,661.90	02/16/23	51748 SUPER 8 RICHFIELD	C
37	70412931	1,595.00	02/16/23	4545 AL'S SPORTING GOODS	C
37	70412932	197.30	02/16/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412933	140.00	02/16/23	48585 AMERICAN REFRIGERATION LLC	C
37	70412934	300.00	02/16/23	55069 JASON BINGHAM	C
37	70412935	673.97	02/16/23	106055 BLICK ART MATERIALS	C
37	70412936	101.09	02/16/23	6742 CLARION SUITES	C
37	70412937	2,650.81	02/16/23	489240 KENTS MARKET PL/TREMONTON	C
37	70412938	210.00	02/16/23	28967 ROBOTICS ED & COMPETITION FOUNDATION	C
37	70412939	280.00	02/16/23	109400 JEFF SMART	C
37	70412940	418.00	02/16/23	29408 SHARON SMOOT	C
37	70412941	2,650.50	02/16/23	58661 THATCHER PEAK LLC	C
37	70412942	69.00	02/16/23	7480 TOOELE HIGH SCHOOL	C
37	70412943	732.46	02/16/23	62642 TRAMPIS WAITE	C
37	70412944	12.00	02/16/23	109463 WOODWIND AND BRASSWIND	C
37	70412945	4,016.56	02/16/23	58602 FAIRFIELD INN & SUITES RICHFIELD	C
37	70412946	258.30	02/16/23	64211 ZAPPLZ	C
37	70412947	21,203.27	02/23/23	104321 BOX ELDER SCHOOL DISTRICT	C
37	70412948	6,270.60	02/23/23	31658 BSN SPORTS	C
37	70412949	350.00	02/23/23	543168 MADDOX RANCH HOUSE	C
37	70412950	200.00	02/23/23	8303 SKY VIEW HIGH SCHOOL	C
37	70412951	3,392.06	02/23/23	38032 AMAZON CAPITAL SERVICES INC	C
37	70412952	2,500.00	02/23/23	64262 AMERICAN ACRES EVENT CENTER	C
37	70412953	1,140.00	02/23/23	107102 BEAR RIVER BOWLING CENTER / THE GRILL	C
37	70412954	2,669.53	02/23/23	45500 BOX ELDER SCHOOL DISTRICT	C
37	70412955	1,803.94	02/23/23	31658 BSN SPORTS	C
37	70412956	2,812.50	02/23/23	16209 CAST IRON CATERING COMPANY	C
37	70412957	471.00	02/23/23	40363 CIO MEDICAL SERVICES	C
37	70412958	400.00	02/23/23	44130 CONDOR TURF LLC	C
37	70412959	64.68	02/23/23	109665 A J GILMORE	C
37	70412960	11.00	02/23/23	3263 IMAGE MATTERS	C
37	70412961	402.48	02/23/23	43893 ISTITCH	C
37	70412962	385.00	02/23/23	4901 NASSP	C
37	70412963	769.30	02/23/23	51810 TEXAS ROADHOUSE LOGAN	C
37	70412964	1,170.00	02/23/23	5290 UHSAA / UTAH HIGH SCHOOL ACT ASSOC	C
37	70412965	104.97	02/23/23	109804 WARD'S NATURAL SCIENCE	C
37	70412966	650.00	02/23/23	59560 KEVIN WHEATLEY	C
37	70412967	2,525.50	02/27/23	16209 CAST IRON CATERING COMPANY	C
37	70412968	60.00	02/28/23	1 JACOB DRANEY	C
37	70412969	260.83	02/28/23	106895 BADGER SCREEN PRINTING CO	C
37	70412970	2,075.00	02/28/23	16209 CAST IRON CATERING COMPANY	C
37	70412971	112.00	02/28/23	107994 CERTIFIED SHRED	C
37	70412972	30.00	02/28/23	12734 CITY OF ST GEORGE	C
37	70412973	1,155.00	02/28/23	1821 IXL LEARNING	C
37	70412974	225.00	02/28/23	111277 SANDY MACSPARRAN	C
37	70412975	1,463.84	02/28/23	51187 METALMART INC.	C
37	70412976	2,161.88	02/28/23	25453 PRIDE EMBROIDERY & SCREEN PRINTING	C
37	70412977	221.15	02/28/23	830460 TACO TIME/TREMONTON	C
37	70412978	874.74	02/28/23	16535 VEX ROBOTICS	C
37	70412979	1,027.53	02/28/23	5908 WALMART COMMUNITY	C

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Bank	Check No	Amount	Date	Vendor	Type
Total	Bank No 37	106,906.96			
38	70812797	35.68	02/02/23	106055 BLICK ART MATERIALS	C
38	70812798	4,306.00	02/02/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812799	660.37	02/02/23	31658 BSN SPORTS	C
38	70812800	517.00	02/02/23	819370 CLASSICAL STRINGS / G WILHELMSSEN	C
38	70812801	1,404.91	02/02/23	35041 HOLIDAY INN EXPRESS TOOELE	C
38	70812802	273.10	02/02/23	4960 OLD GRIST MILL BREAD	C
38	70812803	1,067.88	02/02/23	5045 RSM FOOD SERVICE	C
38	70812804	769.83	02/02/23	10731 SMITH'S CUSTOMER CHARGES	C
38	70812805	40.00	02/02/23	804825 SUNRISE HIGH SCHOOL	C
38	70812806	222.87	02/02/23	111790 SUNSTONE POTTERY	C
38	70812807	1,304.25	02/02/23	30643 THE HONORS PROGRAM LLC	C
38	70812808	1,752.23	02/07/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812809	82.00	02/07/23	52922 BOWS BY ALLY	C
38	70812810	390.00	02/07/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812811	5,061.06	02/07/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812812	1,894.37	02/07/23	158220 COVER UP	C
38	70812813	570.00	02/07/23	17698 KBA	C
38	70812814	300.00	02/07/23	55875 LANGUAGE TESTING INTERNATIONAL	C
38	70812815	15.27	02/07/23	4979 O'REILLY AUTOMOTOVE	C
38	70812816	2,537.69	02/07/23	110975 RIDDELL ALL AMERICAN SPORTS	C
38	70812817	375.00	02/07/23	36510 RIDGELINE HIGH SCHOOL	C
38	70812818	1,500.00	02/07/23	63959 STINGER WRESTLING CLUB	C
38	70812819	308.09	02/07/23	5215 SUPREME AUTOMOTIVE	C
38	70812820	164.00	02/07/23	7625 UHSTCA	C
38	70812821	50.00	02/08/23	1 AARON DOWNING	C
38	70812822	300.00	02/08/23	1 ALLAN SHINNEY	C
38	70812823	45.00	02/08/23	1 ANJA CHRISTIANSEN	C
38	70812824	145.00	02/08/23	1 CHAD PERRY	C
38	70812825	45.00	02/08/23	1 DAVID GONZALEZ	C
38	70812826	45.00	02/08/23	1 HAILEY CHECKETTS	C
38	70812827	145.00	02/08/23	1 HEATHER GONZALES	C
38	70812828	45.00	02/08/23	1 HEATHER HURD	C
38	70812829	850.00	02/08/23	1 JANETTE ALLEN	C
38	70812830	45.00	02/08/23	1 JEFF MORRIS	C
38	70812831	50.00	02/08/23	1 JOANNA JENSEN	C
38	70812832	45.00	02/08/23	1 JULIE BOTT	C
38	70812833	50.00	02/08/23	1 KARALYN LATTIN	C
38	70812834	45.00	02/08/23	1 KYLE PRICE	C
38	70812835	45.00	02/08/23	1 PETER BURDYCH	C
38	70812836	50.00	02/08/23	1 SEAN CUMMINGS	C
38	70812837	50.00	02/08/23	1 SHEILA BERNIER	C
38	70812838	50.00	02/08/23	1 STACY HOWICK	C
38	70812839	2,385.00	02/08/23	1 TRAVIS NOYES	C
38	70812840	80.00	02/09/23	64041 ANTELOPE RACING	C
38	70812841	400.00	02/09/23	64050 DAVID BAKER	C
38	70812842	2,785.01	02/09/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812843	255.00	02/09/23	64017 CHEAPER THAN SHIRT	C
38	70812844	2,097.29	02/09/23	489250 KENTS MARKET PL/BRIGHAM	C
38	70812845	85.58	02/09/23	4960 OLD GRIST MILL BREAD	C
38	70812846	45.37	02/09/23	107490 SOUTH FORK HARDWARE-Brigham City	C
38	70812847	425.00	02/09/23	891181 UTAH STATE UNIVERSITY	C
38	70812848	899.95	02/09/23	36935 UTAH'S BEST VACATION RENTALS	C
38	70812849	64.11	02/09/23	32824 YES PRINT COPY N MORE, LLC	C
38	70812850	564.97	02/14/23	106055 BLICK ART MATERIALS	C

A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
38	70812851	42.00	02/14/23	104321 BOX ELDER SCHOOL DISTRICT	C
38	70812852	3,503.24	02/14/23	64017 COPPER CANYON APPAREL	C
38	70812853	4,500.00	02/14/23	4618 COLEMAN KNITTING MILL	C
38	70812854	60.00	02/14/23	109652 DREWES FLORAL & GIFTS	C
38	70812855	1,737.54	02/14/23	58033 HOLIDAY INN EXPRESS OF OREM	C
38	70812856	207.95	02/14/23	17698 KBA	C
38	70812857	546.25	02/14/23	489250 KENTS MARKET PL/BRIGHAM	C
38	70812858	354.00	02/14/23	64130 LACROSSE BALLS DIRECT	C
38	70812859	687.16	02/14/23	21296 LINCOLN ELECTRIC CO	C
38	70812860	550.00	02/14/23	11924 MOUNTAIN CREST HIGH SCHOOL	C
38	70812861	1,000.00	02/14/23	35963 SHAUN D CHRISTENSEN	C
38	70812862	1,460.00	02/14/23	5070 SAVON	C
38	70812863	52.16	02/14/23	157371 STAPLES	C
38	70812864	1,227.49	02/14/23	64122 TRU BY HILTON-LEHI	C
38	70812865	640.00	02/14/23	18392 USA WRESTLING UTAH	C
38	70812866	2,736.02	02/14/23	5908 WALMART COMMUNITY	C
38	70812867	2,258.81	02/16/23	38032 AMAZON CAPITAL SERVICES INC	C
38	70812868	603.00	02/16/23	40363 CIO MEDICAL SERVICES	C
38	70812869	645.11	02/16/23	19810 INTEGRATED TECHNOLOGIES	C
38	70812870	129.92	02/16/23	109248 J W PEPPER MUSIC	C
38	70812871	81.00	02/16/23	4910 NATIONAL FFA ORGANIZATION	C
38	70812872	175.00	02/16/23	804825 SUNRISE HIGH SCHOOL	C
38	70812873	144.00	02/16/23	64220 YUM COOKIES	C
38	70812874	10,777.61	02/23/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 38		71,857.14			
39	77800561	215.36	02/17/23	104321 BOX ELDER SCHOOL DISTRICT	C
39	77800562	85.27	02/17/23	109652 DREWES FLORAL & GIFTS	C
39	77800563	580.00	02/23/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 39		880.63			
40	11500017	247.50	02/22/23	104321 BOX ELDER SCHOOL DISTRICT	C
40	11500018	905.08	02/22/23	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 40		1,152.58			
Total Manual Checks					3,101,749.76
Total Computer Checks					2,325,831.64
Total ACH Checks					1,040,861.97
Total Other Checks					.00
Total Electronic Checks					.00
Total Computer Voids					-40,601.13
Total Manual Voids					.00
Total ACH Voids					.00
Total Other Voids					.00
Total Electronic Voids					.00
Grand Total					6,427,842.24
Number of Checks					665

Batch Yr	Batch No	Amount
23	000584	-6.00
23	000994	1,657.57
23	001087	-240.50
23	001132	1,116.64
23	001209	339.90

A/P Summary Check Register

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<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>	
				Batch Yr	Batch No	Amount
				23	001263	429.97
				23	001302	578.72
				23	001349	2,283.36
				23	001394	7,145.97
				23	001446	455,551.73
				23	001447	158,284.49
				23	001448	92,276.52
				23	001449	119,357.22
				23	001450	122.00
				23	001451	4,298.00
				23	001465	1,809.90
				23	001466	507.28
				23	001474	17,289.73
				23	001479	10,601.89
				23	001492	577.96
				23	001502	11,832.55
				23	001507	14,949.71
				23	001508	4,355.80
				23	001509	1,497.49
				23	001511	4,485.00
				23	001513	272.86
				23	001515	4,495.81
				23	001521	1,854.99
				23	001523	7,137.31
				23	001531	116,180.82
				23	001532	283,016.97
				23	001533	8,221.90
				23	001534	58,522.46
				23	001535	397,673.59
				23	001536	1,200.00
				23	001537	89.00
				23	001539	2,717.26
				23	001554	412.21
				23	001557	19,868.78
				23	001559	2,533.03
				23	001560	179.50
				23	001561	338.57
				23	001562	372.72
				23	001566	1,880.90
				23	001567	1,103.28
				23	001568	1,993.05
				23	001570	8,239.19
				23	001571	2,661.90
				23	001573	4,036.84
				23	001574	10,030.13
				23	001575	4,016.56
				23	001577	258.30
				23	001586	1,016.29
				23	001592	300.63
				23	001593	145,671.35
				23	001594	35,083.34
				23	001595	4,065.30
				23	001596	38,111.21
				23	001597	16,762.09
				23	001601	120.00
				23	001606	28,023.87
				23	001613	419.51
				23	001622	247.50
				23	001624	2,717.10
				23	001625	.00
				23	001627	905.08
				23	001628	3,020.12
				23	001629	2,863.64

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>																																							
					<table border="1"> <thead> <tr> <th>Batch Yr</th> <th>Batch No</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>001630</td> <td>580.00</td> </tr> <tr> <td>23</td> <td>001633</td> <td>18,746.46</td> </tr> <tr> <td>23</td> <td>001636</td> <td>10,777.61</td> </tr> <tr> <td>23</td> <td>001641</td> <td>95.05</td> </tr> <tr> <td>23</td> <td>001645</td> <td>50.00</td> </tr> <tr> <td>23</td> <td>001646</td> <td>38.73</td> </tr> <tr> <td>23</td> <td>001649</td> <td>4,755.59</td> </tr> <tr> <td>23</td> <td>001652</td> <td>4,124,775.24</td> </tr> <tr> <td>23</td> <td>001660</td> <td>2,525.50</td> </tr> <tr> <td>23</td> <td>001661</td> <td>124,286.29</td> </tr> <tr> <td>23</td> <td>001664</td> <td>9,666.97</td> </tr> <tr> <td>23</td> <td>001667</td> <td>1,806.94</td> </tr> </tbody> </table>	Batch Yr	Batch No	Amount	23	001630	580.00	23	001633	18,746.46	23	001636	10,777.61	23	001641	95.05	23	001645	50.00	23	001646	38.73	23	001649	4,755.59	23	001652	4,124,775.24	23	001660	2,525.50	23	001661	124,286.29	23	001664	9,666.97	23	001667	1,806.94
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23	001664	9,666.97																																										
23	001667	1,806.94																																										

For March 8, 2023 Board Meeting

Leaving the District

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
Three Mile Creek	Rachel Brittin	ED Para	
BRHS	Ashley Robinson	Functional Skills Para	

Suggestions for Future Board Meetings

April 12, 2023 – (tentative)

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

May 10, 2023 – (tentative)

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

June 14, 2023 – (tentative)

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

July 12, 2023 – (tentative)

- Internal and Independent Audit 2020-2021 – David Roberts
- Approval of Sex Education Committee – Gary Allen
- 2021-22 TSSA Plan Results – Gary Allen and Heidi Jo West
- Bullying Report

August 9, 2023 – (tentative)

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

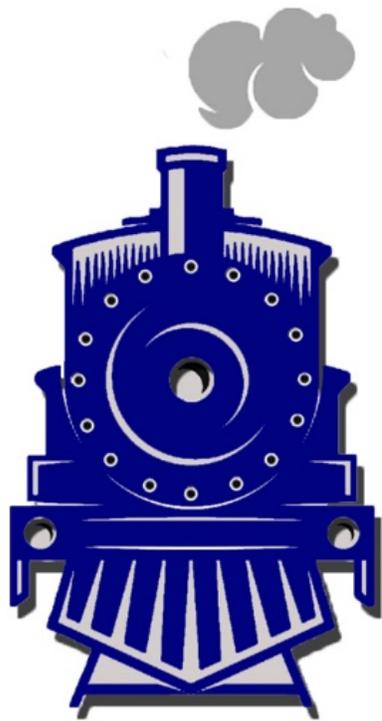
September 13, 2023 – (tentative)

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

October 11, 2023 – (tentative)

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

BOX ELDER SCHOOL DISTRICT BOARD OF EDUCATION HANDBOOK



**BOX ELDER
SCHOOL DISTRICT**

Learning is Everything

REVISED
OCTOBER 9, 2019
BOX ELDER SCHOOL DISTRICT

Box Elder School District Board of Education Handbook Table of Contents

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BOARD OF EDUCATION HANDBOOK INTRODUCTION

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

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

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

Authority and Responsibilities of the Board

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

Principles of Board Leadership

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

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

[Utah Code § 53G-4](#)

Making School Board Decisions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Holding Closed Meetings

A closed meeting may be held if:

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

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

Minutes of the closed meeting shall contain:

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

Purpose of a closed meeting:

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

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

Record of closed meetings:

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

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

Collaborative Relationships: Shared Governance

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

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

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

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

Essentials of A Professional Learning Community

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

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

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

Authority of Individual Board Members

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

Nominations and Elections for Board Leadership

Nominations

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

Elections

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

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

Board Leadership Responsibilities

The board president will:

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

The board vice president will:

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

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

New Board Member Orientation

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

Board of Education Code of Conduct

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

Board members shall:

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

Board Member Commitments and Ethics

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

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

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

A. Board of Education Code of Ethics

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

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

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

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

Disciplining Board Members

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

Policies Governing the Board

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

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

Guidelines and Parliamentary Motions

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

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

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

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

Simplified Chart of Parliamentary Motions

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

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

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

Policy 1010 School Board’s Legal Status

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

Policy 1020 Board Power and Duties

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

Policy 1025 Administration Relations

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

Policy 1034 Board of Education Code of Conduct

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

Policy 1035 Board Member Commitments and Ethics

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

Policy 1036 Conflict of Interest: Board Member and Employee

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

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

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

Board Policies Relevant to School Board Meetings

Policy 1070 Board Meeting Procedures

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

Policy 1072 Board Meetings: Notice Requirements

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

Policy 1074 Board Meetings: Closed Meetings

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

Policy 1080 Board Committees

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

Policy 1090 Rules of Order

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

Policy 1100 Minutes

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

Policy 1110 Public Participation in Board Meeting

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