



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

Wednesday, March 13, 2024

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

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

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

1. Facilities

B. Administrative - 6:30 p.m.

1. Call to Order

Wade Hyde, Board President

2. Reverence

Tiffani Summers, Board Member

3. Flag Salute/Pledge of Allegiance

Steve Carlsen, Superintendent

4. Recognitions

Julie Taylor, Board Member

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

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

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

E. Public Comment on School Fees

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

1. Approval of School Fees

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

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2. Approval of Amendment of School Land Trust for ACYI

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

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3. Approval of New Course

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

6

4. Approval of Negotiations Team

Mark Taylor, Executive Director of Human Resources and Title IX

7

5. Approval of Vendor for Surveys and Focus Groups

David Roberts, Business Administrator

8

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

1. School Land Trust and TSSA Reports

Heidi Jo West, Assistant Superintendent of Elementary Teaching & Learning

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2. Legislative Update

Steve Carlsen, Superintendent

3. Monthly Financial Report

David Roberts, Business Administrator

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4. Board Committee Reports

a. Student Board Member Report

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

1. Policies for Review with No Changes

a. Policy 1035 Board Member Commitments and Ethics

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b. Policy 1060 Board Members Compensation and Expenses

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c. Policy 1170 Superintendent Non-Renewal

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d. Policy 2160 Building & Grounds Rental and Supervision Permit and Use Agreement	191
e. Policy 2185 Buildings and Grounds - Alterations	194
f. Policy 2217 Transportation - Field Trips/Activity	195
g. Policy 3005 Employment: Staffing	197
h. Policy 3025 Employment: Outside District and/or Activities Related to Education	198
i. Policy 3030 Employment: Personnel Records	201
j. Policy 3075 District Employee and Student Relations and Interactions	202
k. Policy 3090 Family Medical Leave Act (FMLA)	205
2. First Reading	
a. Policy 3084 Educational Appropriate Postings	212
b. Policy 4060 High School Graduation Requirements	214
c. Policy 4177 Responsible Computer Use	218
d. Policy 4178 Internet Use	222
e. Policy 5030 Attendance - Compulsory	231
f. Policy 6019 LEA and School Parent and Family Engagement	232
g. Policy 5224 Non-enrolled District Student's Participation in Extracurricular Activities	235
h. Policy 5305 Student Use of Electronic Devices	241
i. Policy 6011 Outside Agency Observer Access	244
I. <u>Consent Items</u> - 7:55 p.m.	
1. Minutes	246
2. Claims	253
3. Personnel	270
J. <u>Suggestions for Future Board Meetings</u> - 8:00 p.m.	
K. <u>Upcoming Events</u>	
1. USBA Spring Regional Meeting - March 14, 2024 @ 6:00 p.m. at Maddox	
2. BEHS Graduation - Tuesday, May 28, 2024 at 6:00 at Dee Events Center	
3. BRHS Graduation - Wednesday, May 29, 2024 at 8:00 at BRHS Field	
4. Sunrise Graduation - Thursday, June 13, 2024 at 6:00 at BEHS Auditorium	
L. <u>Board Handbook</u>	<u>271</u>
M. <u>Closed Session to Discuss Collective Bargaining</u> - 8:05 p.m.	
N. <u>Adjournment</u> - 8:25 p.m.	

The next meeting of the Board of Education will be held on Wednesday, April 10, 2024, 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 to approve

Submitted by: Keith Mecham

Recommendation:

It is recommended that the BESD Board of Education approves the 2024-2025 BESD General Student Fees and Deposits schedule.

Recommended Motion:

I move that we approve the 2024-2025 BESD General Student Fees and Deposits schedule as presented.

Background:

[Draft: 2024-2025 Maximum School Fees Schedule](#)

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

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

Policy Implications:

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

During the 2024 Legislative Session, the legislatures passed [House Bill 415 SCHOOL FEES AMENDMENTS](#). This bill amends and enacts provisions related to elementary and secondary fees. We are still figuring out what this means but for now we know that there has been roughly \$35,537,800 (See top of Page 2) of one-time funds to be distributed among the LEA's to be used over the next 3 years (2025-2026), (2026-2027) and (2027-2028) to help offset the elimination of most school fees that are held during the school day.

The new bill goes into effect for the school year 2025-2026 (See top of page 20).

Financial Implications:

None for the district.

As for families, they will see that we will no longer charge a "flat fee" but will not charge a fee per individual class. This will mean that some families will pay a different amount than another family due to the different courses selected.

Staff Implications:

No additional implications

Recommendation to approve

Submitted by: Keith Mecham

Recommendation:

It is recommended that the BESD Board of Education approves the 23-24 School LAND Trust Plan Amendment from ACYI as recommended by principal Randy Rasmussen.

Recommended Motion:

I move that we approve the 23-24 School LAND Trust Plan Amendment from ACYI as recommended by principal, Randy Rasmussen.

Background:

Per the rules of School LAND Trust, a school cannot have more than a 10% carry over from year to year from their School LAND Trust plan.

[Monitoring Requirements of LEA](#)

Policy Implications:

None

Financial Implications:

No additional costs

Staff Implications:

No additional implications

ACYI is seeking approval from the school board on March 13, 2024 for an amendment to their current plan. In order to get excess funds below the 10% threshold, they are seeking to amend their plan as follows:

Current plan and proposed amendment budget:

Summary of Estimated Expenditures

Estimates	Totals	Amended Expenditures
Books, Ebooks, online curriculum/subscriptions	\$7,294.49	\$ 7294.49
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$10,737.50	\$ 10737.5
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	\$1,500.00	\$ 1500
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$3,000.00	\$ 3000
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$130,327.00	\$ 130327
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$0.00	\$ 23659.04

Purpose to spend \$23659.04

Plan Amendment

Please explain the Amendment including the Goal, Academic Area, Action Plan Step(s), and Expenditures being amended:

Purchase chrome book sets and smart boards to facilitate curriculum delivery in Mathematics and Language Arts classrooms in support of Goals 1 and 2.

The vote of the council to approve this amendment to the 2023-2024 School LAND Trust Plan Amendment was recorded in the minutes and took place on:

Date:	<input type="text" value="01-25-2024"/>	<input type="button" value="x"/>	<input type="button" value="📅"/>
Number that Approved:	<input type="text" value="9"/>		
Number that did not approve:	<input type="text" value="0"/>		
Number that were Absent:	<input type="text" value="5"/>		

2024-2025 New Course

Recommendation to approve Submitted by: Keith Mecham

Recommendation: It is recommended that the BESD Board of Education approve the following new Weber State University course HTHS 1104 at our high schools for the 2024 - 2025 school year and beyond.

Recommended Motion: I move that we approve the Weber State University HTHS 1104 Course for both high schools for the 2024-2025 school year and beyond.

Background Information:

This is a new course request for WSU HTHS 1104 - which will be required to replace our MAPS (Med. Anatomy) class for the 2025-26 school year as a prerequisite for WSU Med. Term. We would like to get it approved for next year, the 2024-25 school year, which would allow students scheduled to take MAPS next year to take it for either high school or CE credit.

Come the 2025-26 school year, WSU HTHS 1104 will be the required prerequisite for our WSU HTHS 1101 Med. Term class that we currently teach.

Please click this link to review this course: [HTHS 1104](#) . Please note that just because the School Board approves the classes doesn't mean that there will be enough interest to actually run the class. Staffing decisions and course offerings will still be the responsibility of the building principal.

Policy Implications: None

Financial Implications: Classes will be covered by the current school fee schedule

Staff Implications: None - No new staff will be hired to cover these courses.

Recommendation to approve:

Submitted by: Mark Tyslor, Executive Director, Human Resources Recommendation:

It is recommended that the BESD Board of Education approve the 2024-2025 Negotiation Team members for the BESD, BEEA, and BEESPA teams listed below. Negotiations will begin in the latter part of April, 2024.

BESD	BEEA	BEESPA
Keith Mecham	Steve Littlefield	Melissia Lemon
Heidi Jo West	Joette Craig	David Cook
David Roberts	Mark Holland	Irlanda Stevens
Steve Carlsen	Robin Bailey	LeAnn Nelson
Mark Taylor	Kelli Rose	Ronda Pachco
Kristi Capener	Natasha Morgan	Damian Portillo
Coerina Fife	Curtis Benjamin (Uniserve)	Jan Christensen
		Thomas Raisor
		Kaleigh Patterson (USEA)
		Natalie Patterson (USEA)
		Mike Evens, (USEA President)

Recommended Motion:

I move that we approve the 2024-2025 Negotiation Team members for BESD, BEEA, and BEESPA as presented.

BOX ELDER SCHOOL DISTRICT RECOMMENDATION TO APPROVE Y2 ANALYTICS

Recommendation

It is the recommendation that as a Board we agree to the proposal submitted by Y2 Analytics through an RFP (Request for Proposal) process to best prepare the Board as they enter into preparations for a bond. Three companies submitted proposals/bids to provide services to the school board to help facilitate this need. Y2 analytics was the lowest cost proposal and also the vendor with the overall highest score. They are a local Utah company with vast experience and have provided similar services for many other school districts in the State of Utah.

The Box Elder School Board wanted to secure an avenue to examine the public landscape surrounding a potential school bond. The School Board felt there was an exceptional need to have data and information through appropriate polling instruments to adequately measure and assess the perspectives and opinions of the public and communities by utilizing statistical methods to determine community interests related to a potential ballot measure in order to secure financing for immediate and future capital needs.

Recommended Board Action: Motion

I move that the Board accept the proposal from Y2 Analytics to provide online surveys and focus groups on behalf of Box Elder School District in preparation of a new bond for facility needs.

Background

Policy Implications:

None

Financial Implications:

Minimum service cost of \$23,600 and up to \$55,000 depending on what kind of services we'll want to engage in.

Staff Implications:

None

Sunrise High School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Gerald Jackman

Submit Date:

2024-01-18

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-06

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$0.00
Distribution for 2022-2023	\$25,703.36	\$0.00	\$25,703.36
Total Available for Expenditure in 2022-2023	\$25,703.36	\$0.00	\$25,703.36
Salaries and Benefits	\$25,723.00	\$0.00	\$24,968.05
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	-\$19.64		\$735.31

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$25,723.00	\$0.00	\$24,968.05
Remaining Funds (Carry-Over to 2023-2024)	-\$19.64		\$735.31

Goal #1

close

State Goal

close

Our goal is to continue to decrease the percentage of failing grades each term by 1% next year. Thus increasing the number of credits students are earning, while decreasing the number of drop outs. Overall the goal is to increase student support throughout the year resulting in fewer failing grades each term. Thus increasing our graduation percentage at the end of the year by 2% over last year.

Academic Area

close

- English/Language Arts
- Graduation Rate Increase (*secondary schools only*)
- Health
- Mathematics
- Physical Education
- Science

- Social Studies

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

We have been identified the past 3 years as a comprehensive school improvement school. This means our graduation percentage has been below 68%. In an effort to increase our graduation rate we have chosen to focus on decreasing the number of failing grades by increasing support to students. Students who feel connected, and who experience academic success are much more likely to stay enrolled. By providing a full-time mentor for students we will decrease the number of failing grades thus increasing academic success. We will also build connections with students thus decreasing the number of students not returning. We expect that by hiring an additional full-time mentor we will decrease the number of drop outs by 2% over last year. We also expect to decrease the percent of failing grades by 1% next year.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Our academic performance was very positive. We improved and succeeded in decreasing the number of failing grades each term, and overall increased our graduation rate by 5.5%. This data is posted on the state data gateway, but in general we improved our graduation rate from 58.5% in 2022 to 64% in 2023.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1.
Place the majority of students in contained classrooms called pods.

2.
Hire a full time mentor for each pod. The cost of hiring one mentor will exceed the entire allocation of our school land trust funds.

3.
Track the failing percentages each term and compare them to last year's percentage.

4.
Compare the number of drop outs with mentors in place as compared to the number before.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Hire a full time para professional as a mentor for senior students throughout the day.	\$25,723.00
	Total:	\$25,723.00

Digital Citizenship/Safety Principles Component

close

Yes

Category	Description
Behavioral	In class instruction to students as part of the curriculum presented by JJS

Please describe how the digital citizenship/safety component was implemented.

Guest speakers from the juvenile justice youth services come and present their internet safety curriculum to our students in each class along with other valuable curriculum. It is arranged through our counseling department.

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$25,723.00
Total:	\$25,723.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

The cost of a full time para professional far exceeds the awarded amount. If there are funding changes we will use the extra funds to cover the additional cost for the para.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement funding changes

Publicity

The following items are the proposed methods of how the Plan would be publicized to the

community:

- School assembly
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
1	0	0	2022-04-25

[BACK](#)

Box Elder High Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Jamie Kent

Submit Date:

2024-01-22

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-06

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$87,870.05
Distribution for 2022-2023	\$218,911.73	\$0.00	\$218,911.73
Total Available for Expenditure in 2022-2023	\$218,911.73	\$0.00	\$306,781.78
Salaries and Benefits	\$147,840.00	\$0.00	\$123,231.22
Contracted Services	\$6,000.00	\$0.00	\$4,669.00
Professional Development	\$0.00	\$0.00	\$757.75
Student Transportation Field Trips	\$4,000.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$17,000.00	\$0.00	\$0.00
Technology Related Supplies	\$78,540.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$5,836.10
Software	\$0.00	\$0.00	\$16,489.81
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$8,741.63
Remaining Funds (Carry-Over to 2023-2024)	-\$34,468.27		\$147,056.27

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$253,380.00	\$0.00	\$159,725.51
Remaining Funds (Carry-Over to 2023-2024)	-\$34,468.27		\$147,056.27

Goal #1

close

State Goal

close

Box Elder High School will reduce the number of students who are credit deficit, by 10%, from August 2022 to June 2023.

Academic Area

close

- English/Language Arts
- Graduation Rate Increase (*secondary schools only*)
- Mathematics
- Science

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

At the end of first trimester the number of students who are credit deficit will be documented. At the end of second and third trimester the number of students who are credit deficit will be documented. We want to see a decrease in the two measurements by 10%. We have been tracking this data for the past four years. Approximately 15% of our students are credit deficient in one area. The pandemic, and moving to a soft closure during the spring of 2019-2020, has increased the number of students we have off track. This is concerning to us and we feel this is a critical need we need to address. When students do not recover the credit it keeps them from graduating. We are still dealing with the after effects of the 2020 soft closure. We want to decrease this number so more students are not off track for graduation.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

We started out the year with only 9.58% of students off track for graduation. This made it so our goal was impossible to reach. We had stated we would decrease our numbers by 10%. We did decrease it by 5%. We ended with just 5.23% of students off track for graduation. This is one of the lowest percentage of off track students we have had. This is good news for our school. Here is a link to our data.

https://docs.google.com/spreadsheets/d/1g15D1necxz566-5I6MG7_cN6TN9MaAgTmfAvFL-c7z8/edit#gid=0

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Purchase Edgenuity credit recovery courses.
2. Hire five paras to help the students work on credit recovery and get to the needed interventions given by classroom teachers.
3. Paras will work with teachers to help identify and track students who need academic interventions.

4. Pay teachers summer hours to work on creating Canvas courses and formative assessments to use during the school year to help students earn credit.

5. Pay teachers to run after school credit recovery times (summer).

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

Yes

No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Hire 5 paras. Paras will work with teachers to help identify and track students who need academic interventions. 5 paras (\$66,000) Pay teachers summer hours to work on creating Canvas courses and formative assessments to use during the school year to help students earn credit. 1428 hours at \$30 (\$42,840) Pay teachers to run after school credit recovery times (summer). 2 teachers (\$16,000)	\$124,840.00
Books, Ebooks, online curriculum/subscriptions	Purchase Edgenuity Licenses.	\$6,000.00
	Total:	\$130,840.00

Digital Citizenship/Safety Principles Component

close

No

Goal #2

close

State Goal

close

Box Elder High School teachers will use SIOP and Big 8 teaching strategies to achieve an average of 85% or higher student engagement during the 2022-23 school year. 85% of Box Elder High

School teachers will have an average of 85% student engagement during classroom instruction.

Academic Area

close

- College and Career Readiness (*secondary schools only*)
- Educational Technology/Library/Media
- English/Language Arts
- Financial Literacy
- Fine Arts
- Graduation Rate Increase (*secondary schools only*)
- Health
- Mathematics
- Physical Education
- Science
- Social Studies
- World Languages

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Using the ObserverTab tool administrators and building level coaches will calculate the average percentage of student engagement at Box Elder High School. This data will be tracked monthly through classroom observations. By April 2023, 85% of Box Elder High School teachers will have an average of 85% of their students engaged during classroom instruction. We know that as engagement goes up our student's achievement will go up as well. We want to increase our school-wide engagement rate to 85%. We feel this is a critical need in our building. As our students are more engaged with their teacher's instruction, achievement will increase and the amount of classes failed will decrease.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

We did make this goal. We had an egagement rate of 89.66%. Here is a link to the data.
https://docs.google.com/document/d/1Nuj19JLjQhCZdfpebTd_jjS3rOjX4givWk8pej0xjOw/edit

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Training on SIOP and Big 8 teaching strategies will be provided to PLC team leaders, Culture Committee Leaders, and teachers schoolwide.
2. Chromebooks, Ipads, digital display boards, Ultrasound Unit, 360 Cameras, Microscopes, Microscope slides, and other technologies (Turnitin!, ACT Prep, Read180, Quizlet, Screencast -O-Matic) will be added to classrooms to help teachers increase engagement.
3. Professional Development conferences will be provided for teachers to increase teacher instructional skills, which will increase student engagement. (Pay for subs while teachers are at conferences)
4. LIA students will be transported to elementary schools to read with students.
5. Hire an LIA Liaison to help teachers in ELL and LIA classes and at elementary schools.
6. Pay for an Instructional Coach Consultant to come in and work with our first year teachers. (Subs while teachers are working with consultant)

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Training on SLOP and Big 8 teaching strategies will be provided to PLC team leaders, Culture Committee Leaders, and teachers schoolwide. 22 teachers \$500 (\$11,000) Professional Development conferences will be provided for teachers to increase teacher instructional skills, which will increase student engagement. (Pay for subs while teachers are at conferences) (\$3000) Hire an LIA Liaison to help teachers in ELL and LIA classes and at elementary schools. (\$9000)	\$23,000.00
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	LIA students will be transported to elementary schools to read with students.	\$4,000.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	Pay for an Instructional Coach Consultant to come in and work with our first year teachers.	\$6,000.00
Books, Ebooks, online curriculum/subscriptions	Purchase ACT Prep and Read 180 Licenses. ACT (\$10,000) Read 180 (\$1000)	\$11,000.00
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	Purchase for classrooms to increase student engagement. Microscopes and Slides (\$4000) Ipads (\$9000) Ultrasound Unit (\$3000) Journalism Supplies Cameras (\$500) 360 Camera (\$1200) Screencast-O-Matic (\$240) Quizlet (\$600) Turnitin! (\$4000) Chromebook Carts (\$16,000) Digital Display Boards for classrooms(\$40,000)	\$78,540.00
	Total:	\$122,540.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$78,540.00
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	\$4,000.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$6,000.00
Total:	\$253,380.00

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$147,840.00
Books, Ebooks, online curriculum/subscriptions	\$17,000.00
Total:	\$253,380.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$147,056.27 to the 2023 - 2024 school year. This is 67 % of the distribution received in 2022 - 2023 of \$218,911.73. Please describe the reason for a carry-over of more than 10 % of the distribution.

We had a carry-over from the 2021-22 and 2022-23 school year. This is because we were unable to staff all of our instructional para jobs in our credit recovery online lab. This was approximately \$30,000. We also were not able to order one of our chromebook carts because of the supply chain issues and the fact that the cart would not get here in time. We still plan to order that cart. We would like to order it this summer for the upcoming school year. The cost of the cart was approximately \$7,000. We also did not need to purchase our Edgenuity licenses this year. Our district covered the cost for us this school year. The cost of our Edgenuity licenses would be \$3,000 from this budget (we planned to use TSSA for the remaining Edgenuity costs). We want to use the carry-over to purchase additional digital display boards for our classrooms. We have also added an instructional coach in our 2023-24 year plan... We plan to help cover this cost with our carryover.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Additional funds will be used to purchase technology for students and professional development opportunities/substitutes for teachers.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement Funding Changes

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School marquee
- School newsletter
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
9	0	2	2022-02-07

Comments

Date	Name	Comment
2024-02-06	Keith Mecham	Congratulations on making progress on your first goal, 5% is still a big improvement. Also, way to go on reaching your goal with teachers being SIOP trained. Continue to look for ways with your community council to spend down your unused portion. I know you have plan in the works. Thanks, Keith

[BACK](#)

Bear River High Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

AJ Gilmore

Submit Date:

2024-01-25

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-06

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$50,329.47
Distribution for 2022-2023	\$162,739.79	\$0.00	\$162,739.79
Total Available for Expenditure in 2022-2023	\$162,739.79	\$0.00	\$213,069.26
Salaries and Benefits	\$0.00	\$0.00	\$123,119.16
Contracted Services	\$0.00	\$0.00	\$16,517.15
Professional Development	\$0.00	\$0.00	\$822.90
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$84,975.05
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$2,644.72
Remaining Funds (Carry-Over to 2023-2024)	\$162,739.79		\$0.00

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			-\$15,009.72
Total Expenditures	\$0.00	\$0.00	\$213,069.26
Remaining Funds (Carry-Over to 2023-2024)	\$162,739.79		\$0.00

Goal #1

close

State Goal

close

BRHS will improve our academic passing rate average to 90% in 3 years.

Academic Area

close

- College and Career Readiness (*secondary schools only*)
- Educational Technology/Library/Media
- English/Language Arts
- Financial Literacy
- Fine Arts
- Graduation Rate Increase (*secondary schools only*)
- Health
- Mathematics
- Physical Education
- Science

- Social Studies
- World Languages

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

BRHS will track students and classes failed each trimester, graduation rates, and teacher team assessment data to help monitor and track our academic passing rates.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

1) Academic Data showing percentages of students failing one or more classes each trimester - including the past 4 years worth of data.

	19/20	20/21	21/22	22/23	23/24
1st Tri	14.11%	12.78%	17.82%	16.61%	19.18%
2nd Tri	13.85%	15.24%	17.49%	16.62%	
3rd Tri	23.08%	13.77%	15.36%	16.51%	

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

To improve our academic passing rates, BRHS will:

- 1) improve our teaching effectiveness through curriculum development and more effective implementation - \$22,060
- 2) use of and accessibility to technology - \$1,359
- 3) extra student tutoring opportunities - \$6,750

4) extra aides and support for teachers and students - \$104,614

5) opportunities for teachers to attend professional development and conferences - \$10,000

6) and hire a teacher/instructional coach to better support and improve our teacher effectiveness. - \$14,910

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

Yes

No

Digital Citizenship/Safety Principles Component

close

No

Goal #2

close

State Goal

close

BRHS will improve student attendance by 2-3% each year.

Academic Area

close

- College and Career Readiness (*secondary schools only*)
- Educational Technology/Library/Media
- English/Language Arts
- Financial Literacy
- Fine Arts
- Graduation Rate Increase (*secondary schools only*)
- Health

- Mathematics
- Physical Education
- Science
- Social Studies
- World Languages

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Student attendance data - including by sections/teacher, by grade, by gender, weekly average, and trimester trends.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

ALL STUDENTS - percentage of students missing 1 or more classes per week			
	2021-22	2022-23	2023-24
1st Tri	14.04%	7.70%	11.88%
2nd Tri	15.94%	12.77%	14.42%
3rd Tri	15.22%	14.43%	

Attendance percentage of SOPHOMORES missing 1 or more classes per week.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- 1) create a positive behavior plan to encourage better attendance by all students. - \$2,400

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Digital Citizenship/Safety Principles Component

close

No

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

technology teacher curriculum support aide hours

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

No additional funds were spent or used outside of our plan.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds

- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
12	1	1	2022-03-12

Comments

Date	Name	Comment
2024-01-25	Kira Bennett	Adjustment per LEA records for Bear River High.
2024-02-06	Keith Mecham	These two goals are really important to the success of students. 1) Attending classes each day and 2) striving for academic excellence. It will be good to track how students are improving as BRHS moves to a more competency based approach instead of point harvesting. Thanks for your hard work on these goals. Keith Mecham

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Box Elder Middle Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Lewis Whitaker

Submit Date:

2024-02-09

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-09

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$0.00
Distribution for 2022-2023	\$163,028.59	\$0.00	\$163,028.59
Total Available for Expenditure in 2022-2023	\$163,028.59	\$0.00	\$163,028.59
Salaries and Benefits	\$118,035.00	\$0.00	\$121,361.39
Contracted Services	\$40,000.00	\$0.00	\$4,178.60
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$599.49
Remaining Funds (Carry-Over to 2023-2024)	\$4,993.59		\$36,889.11

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$158,035.00	\$0.00	\$126,139.48
Remaining Funds (Carry-Over to 2023-2024)	\$4,993.59		\$36,889.11

Goal #1

close

State Goal

close

Our students will move from 71% proficient to 73% proficient or better in each Essential Learning Standard, as measured by the Common Formative Assessments, in every content area as compared to 2021-2022 results. By the end of the 2023-2024 school year, our students will score a 75% proficient in each Essential Learning Standard.

Academic Area

close

- English/Language Arts
- Fine Arts
- Health
- Mathematics
- Physical Education
- Science
- Social Studies

- World Languages

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Measurements will be determined by each team's common formative assessments and by the Reading Inventory Test. We will also incorporate the MAPS assessment data in our Math and Language Arts departments. We will also use end of year assessments.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

We saw good improvement in our math area. Our language arts held quite steady. Our science dropped. We are working on adjusting things for our science and our language arts this year to see if it helps our scores for next year.

State Test Data from Data Gateway

2020-2021	Math	48.4%
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Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Teacher teams determine guaranteed curriculum.
2. Teachers collectively create common goals and assessments to check student learning.
3. Teachers assess student learning.
4. Teachers intervene/remediate as necessary to ensure student success and learning has occurred.

5. Teachers will be given days without students to work in teams on common formative assessments and curriculum to support students.
6. We will offer math tutoring will be provided Monday through Thursday 30 weeks during the school year staffed by a math teacher for one hour per day.
7. Additional aides will be hired to assist in core classes as needed to aid student learning.
8. We will bring in a literacy specialist to train our teachers in vocabulary strategies to help all of our students to be more successful.
9. The school will hire a paraprofessional to help our students work through their reading online work as they need reading assistance based on testing from the Reading Inventory and MAPS assessments.
10. We will pay team leaders to help guide the work of the teams and the direction of the school and assist in gathering data from common formative assessments so we can measure progress.
11. We will pay guiding coalition members to keep the work of teams improving and help us toward our goal of becoming a model PLC school.
12. We will pay a group of professionals and teachers to meet and try to do focused interventions for our struggling students.
13. We will pay teachers to attend additional professional development during the year to better support student learning.
14. We will pay a reading interventionist to help our school coordinate training for teachers giving the Language Live curriculum and to help the school move students into appropriate reading sections based on test scores on the MAPS and Reading Inventory tests.
15. We will pay a math, science, and Language Arts teacher to teach summer school for four hours a day three days a week in June and July to help students attain graduation and class credits.
16. As part of the normal class by class training, our counseling team will train students on digital citizenship and online safety.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16	\$118,035.00
	Total:	\$158,035.00

Category	Description	Estimated Cost
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	14	\$40,000.00
	Total:	\$158,035.00

Digital Citizenship/Safety Principles Component

close

Yes

Category	Description
Behavioral	As part of the normal class by class training, our counseling team will train students on digital citizenship and online safety.

Please describe how the digital citizenship/safety component was implemented.

The counselors rotated through the school and taught kids the different aspects of internet safety as they taught class by class.

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$40,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$118,035.00
Total:	\$158,035.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$36889.11 to the 2023 - 2024 school year. This is 22 % of the distribution received in 2022 - 2023 of \$163028.59. Please describe the reason for a carry-over of more than 10 % of the distribution.

The plan called for hiring paraeducators to help with our math classrooms. While we advertised for these positions, we were unable to hire all these positions for the entire year.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Excess funds will be spent on educational technology, additional staff, additional staff hours, and incentives as needed.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Excess funds were spent on educational technology, additional staff, staff hours, and incentives.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- Letters to policymakers and/or administrators of trust lands and trust funds
- School website

The school plan was actually publicized to the community in the following way(s):

Letters to policymakers and/or administrators of trust lands and trust funds

Other: Please explain

School assembly

School marquee

School newsletter or website

Social Media

Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
10	0	1	2022-03-21

Comments

Date	Name	Comment
2022-06-07	Karen Rupp	c/o \$10,318. As a reminder, incentives are limited to \$2/person/academic year.

[BACK](#)

Bear River Middle Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Coerina Fife

Submit Date:

2024-01-18

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-06

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$35,462.48
Distribution for 2022-2023	\$129,094.39	\$0.00	\$129,094.39
Total Available for Expenditure in 2022-2023	\$129,094.39	\$0.00	\$164,556.87
Salaries and Benefits	\$111,000.00	\$0.00	\$99,481.40
Contracted Services	\$0.00	\$0.00	\$6,973.40
Professional Development	\$19,000.00	\$0.00	\$21,265.50
Student Transportation Field Trips	\$4,680.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$36,000.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$35,680.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$2,000.00	\$0.00	\$376.48
Remaining Funds (Carry-Over to 2023-2024)	-\$43,585.61		\$780.09

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$172,680.00	\$0.00	\$163,776.78
Remaining Funds (Carry-Over to 2023-2024)	-\$43,585.61		\$780.09

Goal #1

close

State Goal

close

By the end of the 2022-23 school year, 80% of students at BRMS will show projected growth as measured by the reading, language, and math components of the Measures of Academic Progress (MAP) assessment

Academic Area

close

- College and Career Readiness (*secondary schools only*)
- Educational Technology/Library/Media
- English/Language Arts
- Financial Literacy
- Fine Arts
- Health
- Mathematics
- Physical Education

- Science
- Social Studies
- World Languages

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

At the end of the 2021-22 school year (in late April/early May), the MAP assessment will be adopted and given to students to establish a baseline data point in multiple areas to measure academic growth and achievement for all of our students. We have struggled in the past to determine effective and valid data; however, with a nationally normed assessment that will be administered three times per year (Fall, Winter, Spring), we will have the ability to examine our students' growth and achievement. The MAP assessment will determine grade level and achievement scores as well as track growth over the course of the current year and throughout multiple years as well. While this assessment will examine growth and achievement in math, language, and reading, all content areas will use this data to assist in differentiating instruction and to provide for extension and intervention activities. We will use the MAP assessment scores from the Fall, Winter, and Spring to measure the effectiveness of this goal.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

The academic performance of 80% of students, showing projected growth in reading, language, and math components measured by the Measures of Academic Progress (MAP) assessment, was not met. However, the median percentile of student achievement in math rose from the 2021/2022 data to 2022/2023 from 55th to 60th; in language, it also rose from 54th to 56th, yet reading dropped from 53rd to 49th. We realized that we implemented a new assessment and did not communicate why we were doing it with students as effectively as we would have liked to.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

The following steps will be taken to achieve this goal:

1. Implement the Utah Core Standards through District adopted Curriculum
2. Provide teachers with time for Professional Learning Communities (PLC's) to plan, pace, prepare common formative assessments, evaluate data, share best practices based on data, and devise methods for interventions and extensions. Teachers will be compensated to work a day in the summer with their collaborative team or a substitute will be provided if teams choose to work during the school year. All teachers will have the opportunity for extra days with their teams and additional days will be granted as needed and provided there are funds available.
3. Provide students with daily opportunities for intervention and enrichment. A study hall period is built into our master schedule where various materials and supplies will be necessary in order to have a successful program. These supplies should have a direct link to improving learning throughout our set Utah core curriculum in each class offered at BRMS.
4. We will need to employ four instructional aides (one in cooperation with the Americorps program) to support interventions and extensions within our study hall period and to assist in our regular classrooms in order for our classroom teachers to have the ability to differentiate instruction to small groups of students. An additional two days of training before the school year begins for students will be added to their contracts in order to meet the training needs for district employees.
5. Employ an additional ELA teacher to lower the PTR (pupil teacher ratio) in our Language Arts courses. This will be done in cooperation with our district where they will fund 40% of the salary and the school will cover 60% of the salary.
6. Additional technology equipment will be needed as current equipment wears out or expires. This technology equipment could include touchscreen classroom displays, Smart Board projectors, graphing calculators and additional Chrome Book computers to ensure and continue our 1-to-1 ratio of computers to students.
7. Considering the increase in technology, online assessments, and digital tools addressing interventions and extensions, we will continue to fund a digital citizenship and safety plan through our funds. The plan may be either through a large assembly or during our study hall time, whichever is more appropriate for our school population.
8. Student incentives. With the implementation of the MAPs assessment, we will be setting up a plan with our sister school to create a "friendly rivalry" and a plan to have an incentive if our students reach a certain goal for growth and/or achievement as measured by our MAPs assessment. The student incentive budget will be calculated at \$2 per student enrolled.
9. In order to continue our work with our professional learning communities (PLC) model, we will register our guiding coalition for the PLC Institute in Salt Lake City in October. This will allow us to take our next steps in the PLC process and continue a strong focus on learning, interventions and extensions. Our guiding coalition will be paid a \$500 stipend to facilitate this work within the PLC's.
10. In addition to the previously mentioned conference for our guiding coalition, we will continue to make professional development opportunities available to our entire staff. We will have funds available to assist in covering registration fees, travel, meals and lodging for our certified staff to attend professional development opportunities inside and outside of the district. These PD opportunities must be in alignment with our school goals.
11. Academic field trips are paramount in demonstrating methods to use the knowledge and understanding they gain while attending school and give them an experience in the real world. We

will utilize funds to transport students off campus and provide for admission to a variety of locations that will enhance their educational experience.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

In reference to action step number 4, an Americorp para position was posted for the entire year, but finding qualified candidates to fill the position proved difficult. Referring to action step number 8, while our sister school created a challenge video, due to logistical coordination complications, students were incentivized by a rivalry between study halls.

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	2. PLC Time for teachers; this will either be to compensate teachers for a day in the summer and/or provide for a sub while school is in session. 4. Instructional aides will be paid based on 23.75 hours/week 5. Hire .6 ELA teacher	\$111,000.00
Professional development requiring an overnight stay (travel, meals, hotel, registration, per-diem)	9/10. Guiding Coalition registration and travel to the PLC Institute in SLC in October; PD expenses for the remainder of the certified staff that is aligned to our school goals.	\$19,000.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	3. Expendable items used through study halls to support our core curriculum	\$2,000.00
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	6. Chromebooks, classroom display equipment, other various technology devices to support our digital core curriculum 7. Digital Citizenship curriculum	\$36,000.00
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	8/11. Provide funding for field trips and student incentives	\$4,680.00
	Total:	\$172,680.00

Digital Citizenship/Safety Principles Component

close

Yes

Category	Description
Behavioral	Considering the increase in technology, online assessments, and digital tools addressing interventions and extensions, we will continue to fund a digital citizenship and safety plan through our funds. The plan may be either through a large assembly or during our study hall time, whichever is more appropriate for our school population.

Please describe how the digital citizenship/safety component was implemented.

A PowerPoint about digital citizenship/safety was created and shared with study halls. The teacher in each study hall reviewed the PowerPoint and discussed Internet safety with the students.

Goal #2

close

State Goal

close

By the end of the 2022-23 school year, 90% of all students enrolled at BRMS will pass all classes.

Academic Area

close

- College and Career Readiness (*secondary schools only*)
- English/Language Arts
- Fine Arts
- Graduation Rate Increase (*secondary schools only*)
- Health
- Mathematics
- Physical Education
- Science
- Social Studies

- World Languages

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Research dictates that when students pass all classes in the 9th grade, they are four times more likely to graduate from high school than those students who do not. When we focus on raising the academic level of our middle school students, especially in the 9th grade, graduation rates increase and students will be better prepared for post-secondary opportunities and career readiness. Our PLC model, a focus on learning and providing multiple opportunities to show proficiency, and a plan for recovering credit will be how we support this goal. The measure of effectiveness will come from student grades from the three different trimesters. We will examine passage rates during each trimester and determine how we can better meet the needs of students if we see a discrepancy in these rates during each trimester.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

By the end of the 22/23 school year, 216 of 405 8th graders passed all of their classes, and 334 of 413 9th graders passed all their classes. The year prior, 289 of 415 8th graders and 363 of 457 9th graders passed all their classes. The 8th graders decreased from 69% passing to 53%, while the 9th graders increased from 79% to 80%.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

The following steps will be taken to achieve this goal:

1. Implement the Utah Core Standards through District adopted Curriculum
2. Provide teachers with time for Professional Learning Communities (PLC's) to plan, pace, prepare common formative assessments, evaluate data, share best practices based on data, and devise methods for interventions and extensions. Teachers will be compensated to work a day in the summer with their collaborative team or a substitute will be provided if teams choose to work during the school year. All teachers will have the opportunity for extra days with their teams and additional days will be granted as needed and provided there are funds available.
3. Provide students with daily opportunities for intervention and enrichment. A study hall period is built into our master schedule where various materials and supplies will be necessary in order to have a successful program. These supplies should have a direct link to improving learning throughout our set Utah core curriculum in each class offered at BRMS.
4. We will need to employ four instructional aides (one in cooperation with the Americorps program) to support interventions and extensions within our study hall period and to assist in our regular classrooms in order for our classroom teachers to have the ability to differentiate instruction to small groups of students. An additional two days of training before the school year begins for students will be added to their contracts in order to meet the training needs for district employees.
5. In order to continue our work with our professional learning communities (PLC) model, we will register our guiding coalition for the PLC Institute in Salt Lake City in October. This will allow us to take our next steps in the PLC process and continue a strong focus on learning, interventions and extensions. Our guiding coalition will be paid a \$500 stipend to facilitate this work within the PLC's.
6. Expenditures in goal #2 are addressed through action steps in goal #1.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

An Americorp para position was posted for the entire year, but finding qualified candidates to fill the position proved difficult.

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$36,000.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$2,000.00
Professional development requiring an overnight stay (travel, meals, hotel, registration, per-diem)	\$19,000.00
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	\$4,680.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$111,000.00
Total:	\$172,680.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

If additional funding is available, additional aides can be hired to better support our ELA classes, especially in our intervention classes. They could also be used to assist in the other core areas of math, science, history and other classes where we find that extra support could be utilized. We could increase the amount of funds available for teachers to use additional days to collaborate within their PLC's to better plan, prepare and carry out a sustainable plan over the course of a school year. In order to reduce class sizes, we would offer to teachers the possibility of a productivity class. In order to continue to maintain a one-to-one ratio of computers to students, we will dedicate much of the excess funding to providing technology and technology devices for our students.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

"We did not implement funding changes." The funding is included in Goal #1

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School website
- Stickers that identify purchases made with School LAND Trust funds

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
11	0	2	2022-04-13

Comments

Date	Name	Comment
2022-06-07	Karen Rupp	Please add in Goal #2 that the funding is included in Goal #1.
2024-02-06	Keith Mecham	Thank you BRMS administration. I recognize that each of you are new to the school and you are making efforts to adjust goals and make plans for future improvement. Thanks, Keith

BACK

Young Intermediate Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Randall Rasmussen

Submit Date:

2024-02-09

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-09

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$25,857.00
Distribution for 2022-2023	\$160,718.18	\$0.00	\$160,718.18
Total Available for Expenditure in 2022-2023	\$160,718.18	\$0.00	\$186,575.18
Salaries and Benefits	\$121,540.00	\$0.00	\$109,553.58
Contracted Services	\$5,000.00	\$0.00	\$856.80
Professional Development	\$0.00	\$0.00	\$2,681.80
Student Transportation Field Trips	\$1,500.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$7,550.00	\$0.00	\$5,494.55
Technology Related Supplies	\$22,856.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$22,629.24
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$9,497.00	\$0.00	\$14,605.72
Remaining Funds (Carry-Over to 2023-2024)	-\$7,224.82		\$30,553.49

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$200.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$167,943.00	\$0.00	\$156,021.69
Remaining Funds (Carry-Over to 2023-2024)	-\$7,224.82		\$30,553.49

Goal #1

close

State Goal

close

By the end of the 2022-2023 school year, 90% of students at ACYI will demonstrate grade-level proficiency in literacy as measured by end-of-level assessments created and administered by the school's ELA PLC teams.

Academic Area

close

- Educational Technology/Library/Media
- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

According to data collected during the 2020-2021 school year, 87% of students at ACYI can demonstrate grade-level proficiency in literacy as measured by end-of-level assessments. This level of proficiency indicates that the goal of 90% proficiency is attainable. Data will be collected through common formative and summative assessments throughout the course of the school year. Teacher and team intervention will be based on the measurement data received from these assessments. Teams will also use fluency data that will be coupled with the other assessment data to measure progress and inform instruction.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

According to data collected from assessments created and administered by the schools English Language Arts teams, 81.52 percent of students at ACYI demonstrated grade level proficiency.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Accommodation/Literacy Aides: Five (5) Accommodation Aides will be hired to provide in-class support for at-risk and struggling students. The aides will work with ELA teachers to provide support, instruction, and intervention for students in remedial, team taught, and general education classes.
2. Intervention Aide: An Intervention Aide will be hired to assist teachers, students, and administrators in coordinating the daily academic intervention program (SOAR). The aide will access and gather data from the school gradebook program and assign students intervention from one of their teachers.

3. PLC Team Leaders: All teachers will be a part of a PLC team that meets weekly to review learning standards and curriculum, create common formative assessments, review assessment data, and/or plan enrichment/intervention activities for students based on the data. PLC Team Leaders conduct these weekly meetings as well as attend regular leadership meetings to discuss the effectiveness of school-wide intervention efforts and the planning of strategies and program changes to improve their effectiveness. A stipend will be paid to each PLC Team Leader for this additional responsibility.
4. Access to Technology: Two carts of Chromebooks will be purchased to increase student access to technology. The Chromebooks will be included in the existing technology pool in the school and will be made available to teachers daily. Students will use the Chromebooks to practice writing, access online curriculum, and take assessments.
5. Technology Devices Aide: An Aide will be hired to oversee the scheduling, distribution, and maintenance of the school technology pool as well as an existing computer lab. Such management will extend the life of the technology as well as ensure its effective distribution and use.
6. Teacher Professional Development: Professional Development opportunities will be funded for teachers to attend conferences, develop curriculum, and learn/refine instructional practices. This will include admission to conferences, substitute teachers to cover classes, and payment for additional time outside of teaching contracts. This expense will be used for all three goals and span multiple content areas.
7. Purchase Scope magazine to serve as a supplemental text in the sixth grade language arts classrooms.
8. Pay teachers to work summer hours to work on creating Canvas courses and to create unit plans to use during the school year to help students achieve proficiency.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Step 1 - 5 Literacy/Accommodations Aides \$66,220. Step 2 - Intervention Aide \$13,565 Step 3 - PLC Team Leaders \$9,800. Step 5 - Technology Devices Aide \$16,955. Step 8 - Teacher Summer Pay \$5,000.	\$111,540.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	Step 6 - Teacher Professional Development - \$5,000	\$5,000.00
	Total:	\$145,446.00

Category	Description	Estimated Cost
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	Step 4 - Two sets (72 total) chromebooks, 2 carts - \$22,856	\$22,856.00
Books, Ebooks, online curriculum/subscriptions	Step 7 - Scope Magazine - \$6,050	\$6,050.00
	Total:	\$145,446.00

Digital Citizenship/Safety Principles Component

close

No

Goal #2

close

State Goal

close

By the end of the 2022-2023 school year, 90% of students at ACYI will demonstrate grade-level proficiency in mathematics as measured by end-of-level assessments created and administered by the school's Math PLC teams.

Academic Area

close

- Mathematics

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

According to data collected during the 2020-2021 school year, 87% of students at ACYI can demonstrate grade-level proficiency in mathematics as measured by end-of-level assessments. This level of proficiency indicates that the goal for 90% proficiency is attainable. Data will be collected through common formative and summative assessments throughout the course of the school year. Teacher and team intervention will be based on the measurement data received from these assessments.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

According to data collected from assessments created and administered by the schools Mathematics teams, 89.88 percent of students at ACYI demonstrated grade level proficiency.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Daily Practice Sheets: Throughout the past two years, Math PLC Teams have developed and refined curriculum that aligns with State Standards and District Essentials. The materials provide practice, spiral review, and assessment of content taught during the course of the school year. This curriculum will be printed for consumable student use and also inform instruction, intervention, and remediation.
2. Pay teachers to work summer hours to work on creating Canvas courses and to create unit plans to use during the school year to help students achieve proficiency.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Step 1 - Copies \$3,850	\$3,850.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Step 2 - Pay teachers for summer work.	\$5,000.00
	Total:	\$8,850.00

Digital Citizenship/Safety Principles Component

close

No

Goal #3

close

State Goal

close

By the end of the 2022-2023 school year, 93% of students at ACYI will demonstrate grade-level proficiency in science as measured by end-of-level assessments created and administered by the school's Science PLC teams.

Academic Area

close

- Science

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

According to data collected during the 2020-2021 school year, 91% of students at ACYI can demonstrate grade-level proficiency in science as measured by end-of-level assessments. This level of proficiency indicates that the goal for 93% proficiency is attainable. Data will be collected through common formative and summative assessments throughout the course of the school year. Teacher and team intervention will be based on the measurement data received from these assessments.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

According to data collected from assessments created and administered by the schools Science teams, 92 percent of students at ACYI demonstrated grade level proficiency.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Consumable Science Lab Supplies: Hands on Science labs will be conducted throughout the school year in both 6th and 7th grade science classes. Consumable supplies will be purchased to facilitate these labs.
2. OER Textbooks: To accommodate and enrich the learning of students in Science, an Open Educational Resource (OER) textbook will be purchased. This textbook contains a wealth of information for students and serves as a resource for teachers as they teacher lessons, perform lab experiments, and give assessments with the new Utah Science Standards.
3. The seventh grade science will have a field trip to the Box Elder Museum of Natural History
4. Pay teachers to work summer hours to work on creating Canvas courses ant to create unit plans to use during the school year to help students achieve proficiency.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Step 1 - Lab Supplies \$5,647	\$5,647.00
Books, Ebooks, online curriculum/subscriptions	Step 2 - OER Testbooks - \$1,500	\$1,500.00
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	Step 3 - Seventh Grade Science Fieldtrip \$	\$1,500.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Step 4 - Pay teachers for summer work - \$5,000	\$5,000.00
	Total:	\$13,647.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$22,856.00
Books, Ebooks, online curriculum/subscriptions	\$7,550.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$9,497.00
Admission, transportation to and from school. Transportation for school related activities provided by LEAs, public carriers, parents, students	\$1,500.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$5,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$121,540.00
Total:	\$167,943.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$30553.49 to the 2023 - 2024 school year. This is 19 % of the distribution received in 2022 - 2023 of \$160718.18. Please describe the reason for a carry-over of more than 10 % of the distribution.

Although funds were used in categories described, the total funds expended in each category fell short of the amount budgeted. This is caused in large part due to the lack of candidates for aide positions that were opened. Also in some cases supplies were obtained from sources that were less expensive than those that were used to create the budgets.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Increased distribution of funds will be spent to acquire additional technology in an effort to update failing and outdated items. This can include projectors, mobile Chromebook labs and components, software, audio enhancement systems and components, and interactive whiteboard systems and components. This technology will continue to support all academic goals as the technology is used across multiple content areas and in every classroom in the school. Additional funds may also be used to expand upon previously funded Professional Development.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement Funding Changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter

- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
12	0	4	2022-04-21

**Plan Amendments
Amendment #1**

Please Note:

This amendment is not yet awaiting any review. Edits can be made.

Number Approved:

0

Number Not Approved:

0

Absent:

0

Council Vote Date:

2023-07-09

Explanation for Amendment:

In order to facilitate the work of the Accommodations/Literacy Aides (Goal #1, Action Plan #1), we will provide training to the aides to help give them more tools to do their job. We will enroll the aides in a training course from the USU Emma Eccles Jones Center for Early Childhood Education. The Tuition will be \$50 per person, for a total of \$400. They will be compensated for their time. This will come to \$2,140. The money will be taken from the anticipated carry over of \$8,337.32. This will leave \$5787.32 in the estimated carry-over category.

Was the Amendment implemented and associated expenditures spent as described?:

Yes

BACK

Harris Intermediate Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

David Lee

Submit Date:

2024-02-06

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Keith Mecham

LEA Approval Date:

2024-02-07

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$0.00
Distribution for 2022-2023	\$118,264.32	\$0.00	\$118,264.32
Total Available for Expenditure in 2022-2023	\$118,264.32	\$0.00	\$118,264.32
Salaries and Benefits	\$128,355.00	\$0.00	\$96,788.77
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	-\$10,090.68		\$21,475.55

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$128,355.00	\$0.00	\$96,788.77
Remaining Funds (Carry-Over to 2023-2024)	-\$10,090.68		\$21,475.55

Goal #1

close

State Goal

close

85% of our 6th & 7th-grade students will make one year's Lexile growth as measured by benchmark assessments from the BOY to the EOY in May 2023.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Language Arts was designated as our greatest academic need based on our Reading Inventory given 3 times each year. It was determined that by the end of the 2020-21 school year that 36% of our 7th-grade students and 39% of our 6th graders were below reading level as based on the Reading Inventory. We also looked at the last 5 years of RISE/ SAGE data that was available, and we determined all of our RISE ELA scores are on the decline and at about 40-50%. It was determined by our School Leadership Team and Community Council that both the math and science RISE tests are also tests of reading and our students who struggle or are below grade level, struggle to read the tests. Additionally, our TSI percentages for ELL and SWD's were below the 5% of the state average for 2019.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Our academic improvement associated with this goal includes the following:
63% of our students in 6th & 7th made one-year growth in ELA from September 2022 to May 2023 on our District MAP assessment.
Additionally, Our school improved from the 49% percentile to the 54th percentile in the same testing window.

The report is in the uploads.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1.
 - a. Students will be screened using a placement test for Language Live in May 2022 so that we will know exactly which differentiated class to put them in for the start of the 22-23 school year.
 - b. Our Guiding Coalition has approved an addition to our master schedule of 4 times a week, school-wide literacy interventions, where all staff members will participate.

- c. \$128,355 will be spent on Paraprofessionals to help support our Language Live intervention classrooms.
- d. Each student in our school will also take 4 benchmark assessments to determine what short-term goals need to be established to make the end-of-year goal.
- e. PLC teams will use our 6th grade flex time block and both 6th & 7th will use WIN intervention as well as grade level common time to help provide Interventions and extensions based on the CFA grade-level data.
- f. Our school administration will participate in monthly consultancy visits with Schools Cubed to determine the next steps in increased school-wide literacy using our study Synch and Language live curriculums to ensure data-driven instructions. We have met with them already in March 2022 to plan the 4 times a week school-wide literacy interventions.
- g. Administration will work with each team once per trimester to conduct a data review of the Reading Inventory data for ELA teachers, and Vocabulary and other literacy supports that the non-ELA teachers will provide.
- h. We will use the reports generated by Reading Inventory to determine yearly growth.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	We will spend \$128,355 on Salaries and benefits to pay for 8 instructional paras who will teach and intervene in our Language Live classrooms as well as three times per week in our WIN time (what I need) interventions school-wide.	\$128,355.00
	Total:	\$128,355.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$128,355.00
Total:	\$128,355.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$21475.55 to the 2023 - 2024 school year. This is 18 % of the distribution received in 2022 - 2023 of \$118264.32. Please describe the reason for a carry-over of more than 10 % of the distribution.

We had planned to spend the additional \$21, 475.55 in 2022-2023 on intervention personnel. However, due to the economy, we had unfilled positions for part of the year. those unfilled jobs account for the amount over the 10%

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Any additional funds or increased allocations will be spent on additional Classroom technology, or on

additional paraprofessional support for our WIN time or intervention blocks.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

We did not implement Funding Changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter or website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
5	0	4	2022-04-14

[BACK](#)

Century School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Teryl Jeffs

Submit Date:

2024-01-24

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$3,327.86
Distribution for 2022-2023	\$72,056.04	\$0.00	\$72,056.04
Total Available for Expenditure in 2022-2023	\$72,056.04	\$0.00	\$75,383.90
Salaries and Benefits	\$70,000.00	\$0.00	\$63,051.08
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$2,111.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	-\$54.96		\$12,332.82

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$72,111.00	\$0.00	\$63,051.08
Remaining Funds (Carry-Over to 2023-2024)	-\$54.96		\$12,332.82

Goal #1

close

State Goal

close

Century Kindergarten students will be between 90-95% proficient by the EOY, according to Acadience ELA Benchmark Assessment Data. Century 1-5th grade students will increase their proficiency levels from BOY to EOY by a minimum of 10%, according to Acadience ELA Benchmark Assessment Data.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Our decision was based upon Century's Current Acadience Benchmark Proficiency Levels, and percentage increases from the BOY to MOY:

Kinder: 54-93%: 39% increase

1st: 58-63%: 5% increase

2nd: 61-54%: -7% decrease

3rd: 65-69%: 4% increase

4th: 59-60%: 1% increase

5th: 56-66%: 10% increase

Student academic progress will be tracked using weekly Acadience progress monitoring data to check for progress towards the goal, and BEPAST/BEPA, and phonics/phonemic awareness Tier 2 end of lesson assessments to monitor student success within the Tier 2 intervention skills programs.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Century Elementary met the goal to increase their proficiency levels from BOY to EOY by a minimum of 10%, according to Acadience ELA Benchmark Assessment Data. We went from 57% at BOY to 69% at MOY, showing an increase of 12%.

Kindergarten did not meet the goal to be between 90%-95% proficient according to Acadience ELA Benchmark Assessment Data. We went from 54% at BOY to 86% at EOY, showing an increase of 32%.

1st Grade met the goal to increase their proficiency levels from BOY to EOY by a

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Use EOY 2022 Acadience data to track effectiveness of current interventions and adjust for any areas of weakness.

2. Create reading groups and implement interventions as soon as possible at the BOY by analyzing Acadience data and focusing on specific skill levels needed by students. Group students according to need, and provide para support for the interventions.
3. Consistently track and monitor student progress.
4. Focus on quality Tier 1 instruction for whole group, and provide targeted tier 2 and 3 interventions when needed. Use research-based materials and curriculum to provide high-quality, targeted instruction.
5. Provide on-going PD for teachers and paras to support high-levels of learning using best practices, effective teaching strategies, and correct implementation of programs.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

The action plan was implemented as outlined.

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Steps 2, 4, and 5.	\$70,000.00
Books, Ebooks, online curriculum/subscriptions	Step 4	\$2,111.00
	Total:	\$72,111.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$70,000.00
Books, Ebooks, online curriculum/subscriptions	\$2,111.00
Total:	\$72,111.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$12332.82 to the 2023 - 2024 school year. This is 17 % of the distribution received in 2022 - 2023 of \$72056.04. Please describe the reason for a carry-over of more than 10 % of the distribution.

Most of the carry-over is due to a remaining balance in our salaries and benefits budget. This is largely due to Paras who were unable to work their full hours. Some of this remaining balance was also due to paras taking off days due to illness and personal reasons. We will apply these funds to our plan for funding changes for the upcoming school year.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

The council will spend any additional School LAND Trust funds by purchasing additional student materials, decodable books, and/or professional development opportunities for paras/teachers.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

We did not see any additional funding exceeding the estimated distribution.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter

- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
7	0	1	2022-04-13

[BACK](#)

Discovery School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Todd Barrow

Submit Date:

2024-01-25

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$31,155.76
Distribution for 2022-2023	\$73,211.25	\$0.00	\$73,211.25
Total Available for Expenditure in 2022-2023	\$73,211.25	\$0.00	\$104,367.01
Salaries and Benefits	\$62,000.00	\$0.00	\$76,942.48
Contracted Services	\$4,000.00	\$0.00	\$448.80
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$10,188.88	\$0.00	\$0.00
Software	\$4,000.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$3,000.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	-\$9,977.63		\$26,975.73

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$83,188.88	\$0.00	\$77,391.28
Remaining Funds (Carry-Over to 2023-2024)	-\$9,977.63		\$26,975.73

Goal #1

close

State Goal

close

We will focus on our middle of the year Acadience scores: K Goal- 90% composite MOY 1 Goal- 80% of students at benchmark with WWR and NWF MOY 2 Goal- 80% of students at benchmark for accuracy (96%) MOY 3 Goal- 80% composite MOY 4 Goal- 80% composite MOY 5 Goal- 85% composite MOY

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Our 2021-2022 MOY report showed:

K = 94%

1 = 75% of students at benchmark WWR and 71% of students at benchmark NWF MOY

2 =61% of students at benchmark Accuracy

3 =67%

4 = 83%

5 = 73%

Goal 2022-2023

Kindergarten 94% (Composite) to 90% (Composite)

1st Grade 75 % and 71% (WWR and NWF) to 80% (WWR and NWF)

2nd Grade 61% (Accuracy) to 80% (Accuracy)

3rd Grade 67% (Composite) to 80% (Composite)

4th Grade 83%(Composite) to 80%(Composite)

5th Grade 73%(Composite) to 85%(Composite)

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Goal 2022-2023

Kindergarten goal, 90% (Composite) - Actual: 87%

1st Grade goal, 80% (WWR and NWF) - Actual: 90% NWF/WWR, and 92% NWF/CLS.

2nd Grade goal, 80% (Accuracy) - Actual: 61%

3rd Grade goal, 80% (Composite) - Actual: 77%

4th Grade goal, 80%(Composite) - Actual: 70%

5th Grade goal, 85%(Composite) - Actual: 78%

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- Employ paraprofessionals to provide skill-based small-group interventions/extensions.

- Paraprofessionals will also work with students to develop vocabulary and comprehension reading skills in language arts and mathematics.
- Provide professional development for our teachers and paraprofessionals to build skills in researched-based practices.
- Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process.
- Students performing below benchmark will be monitored regularly using Acadience.
- Program assessments will be analyzed to adjust intervention groups in a timely manner.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Employ paraprofessionals to provide skill-based small-group interventions/extensions. Paraprofessionals will also work with students to develop vocabulary and comprehension reading skills in language arts and mathematics. Students performing below benchmark will be monitored regularly using Acadience.	\$62,000.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	Provide professional development for our teachers and paraprofessionals to build skills in researched-based practices.	\$4,000.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Program assessments will be analyzed to adjust intervention groups in a timely manner.	\$3,000.00
Software < \$5,000	Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process. Program assessments will be analyzed to adjust intervention groups in a timely manner.	\$4,000.00
Hardware > \$5,000 and furniture to house trust purchases; book cases, carts for devices	Program assessments will be analyzed to adjust intervention groups in a timely manner.	\$10,188.88
	Total:	\$83,188.88

Digital Citizenship/Safety Principles Component

close

Yes

Category	Description
Behavioral	Our community council approved the use of Digital ResponsAbility for the 2022-2023 school year.

Please describe how the digital citizenship/safety component was implemented.

The curriculum that was used was Digital Respons-Ability. It was taught to all students by Krista Holdeman in our STEAM prep class.

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Software < \$5,000	\$4,000.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$3,000.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$4,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$62,000.00
Hardware > \$5,000 and furniture to house trust purchases; book cases, carts for devices	\$10,188.88
Total:	\$83,188.88

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$26975.73 to the 2023 - 2024 school year. This is 36 % of the distribution received in 2022 - 2023 of \$73211.25. Please describe the reason for a carry-over of more than 10 % of the distribution.

It appears that none of the budgeted funds were spent on hardware, software and general supplies. It appears that only \$448 of the \$4000 budgeted for contracted services was spent.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to

implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

1. Technology that would increase students' access to the curriculum. 2. Researched-based programs that would be used in Tier 2 and Tier 3. 3. Books for our literacy library. 4. Increased paraprofessional time/staff for reading and math instruction and intervention. 5. Increased professional development for faculty and paraprofessionals.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement Funding Changes

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter or website

School website

Social Media

Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
3	0	2	2022-03-28

Plan Amendments Amendment #1

Please Note:

This amendment is not yet awaiting any review. Edits can be made.

Number Approved:

0

Number Not Approved:

0

Absent:

0

Council Vote Date:

Explanation for Amendment:

Was the Amendment implemented and associated expenditures spent as described?:

Yes

Comments

Date	Name	Comment
2024-01-25	Todd Barrow	This school has a new principal and secretary this year, so some of the budget carryover questions are unclear.

BACK

Fielding School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Kristi Capener

Submit Date:

2024-01-26

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$41,341.79
Distribution for 2022-2023	\$76,965.67	\$0.00	\$76,965.67
Total Available for Expenditure in 2022-2023	\$76,965.67	\$0.00	\$118,307.46
Salaries and Benefits	\$71,000.00	\$0.00	\$45,794.63
Contracted Services	\$0.00	\$0.00	\$455.60
Professional Development	\$8,000.00	\$0.00	\$4,890.53
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$20,800.00	\$0.00	\$0.00
Technology Related Supplies	\$6,500.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$6,711.31
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$5,000.00	\$0.00	\$25,547.87
Remaining Funds (Carry-Over to 2023-2024)	-\$34,334.33		\$34,907.52

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$111,300.00	\$0.00	\$83,399.94
Remaining Funds (Carry-Over to 2023-2024)	-\$34,334.33		\$34,907.52

Goal #1

close

State Goal

close

On the Accadience Test, more K-5 students will be at the accuracy benchmark, from the MOY 2022 to the MOY 2023.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

K-5: 55% of Fielding students were at benchmark for accuracy on the Acadience testing. Our goal is to increase this to 60% by the MOY 2023.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Fielding Elementary's goal is to increase student accuracy on the Acadience reading assessment. We looked at the MOY 2022 and compared it to the MOY 2023. We progress monitor students to determine interventions or extensions needed. They are placed in the appropriate groups to meet their needs. During PLC and collaboration meetings, teachers are sharing and learning effective tier 1 strategies. We were able to take a group of teachers to a conference to learn new strategies to use in their classrooms. Following is our data showing our results.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Paraprofessionals will be trained in effective small group instruction. Substitutes will be provided if needed.
2. Provide small group instruction and interventions using literacy paraprofessionals.
3. Progress monitor students monthly, biweekly, or weekly dependent on level.
4. Using Acadience assessments we will track student growth. We will need a computer for our instructional coach to track students.
5. Using various resources students will practice reading, improving fluency, comprehension, and accuracy.
6. Teachers will attend professional development to increase the effectiveness of tier 1 instruction.
7. Professional Development book study.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

Yes

No

Action steps were implemented and associated expenditures were spent as described.

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Paraprofessionals for small group instruction and interventions. Personnel to progress monitor and assess students. Substitutes for teachers while doing professional development. Substitutes for paraprofessionals if needed.	\$56,000.00
Professional development requiring an overnight stay (travel, meals, hotel, registration, per-diem)	Teachers will attend a Solution Tree conference.	\$8,000.00
Books, Ebooks, online curriculum/subscriptions	To increase student fluency we will purchase decodable books for each grade level. Teachers also use Scholastic News for reading practice.	\$17,500.00
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	Teachers use projectors with whiteboards for effective tier 1 instruction. Laptop for Instructional coach for tracking and progress monitoring.	\$6,500.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Posters and supplies. Tools4reading	\$2,000.00
	Total:	\$90,000.00

Digital Citizenship/Safety Principles Component

close

No

Goal #2

close

State Goal

close

Fielding Elementary will increase the number of students in first through third grades proficient in Acadience Math.

Academic Area

close

- Mathematics

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

1st - 3rd grade: 47% of our students are at or above benchmark in Acadience Math. We want to increase this to 52% at or above benchmark.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Our goal was to increase the number of students in 1st through 3rd grade to at or above benchmark. Students are placed in small groups according to skills needed, with the teachers and paraprofessionals for direct instruction. Students needing interventions are receiving tier 2 and tier 3 interventions if needed. To gain automaticity in math facts and numeracy, students use online math programs and games to reinforce what is being taught in the classroom. We have also incorporated an hour of STEM and coding activities and lessons each week. A specialist in our school is training our teachers and

These are the Action Steps identified in the plan to reach the goal:

1. Provide small group instruction and interventions using math paraprofessionals.
2. Provide more opportunities for Math and STEM activities.
3. Math professional development opportunities to improve tier 1 instruction.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Action steps were implemented and associated expenditures were spent as described.

Category	Description	Estimated Cost
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Math and STEM supplies (paper, ink, games, STEM kits)	\$3,000.00
Books, Ebooks, online curriculum/subscriptions	Online subscription to help students with basic facts and math strategies.	\$3,300.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Aide to provide interventions and track students.	\$15,000.00
	Total:	\$21,300.00

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$6,500.00
Books, Ebooks, online curriculum/subscriptions	\$20,800.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$5,000.00
Professional development requiring an overnight stay (travel, meals, hotel, registration, per-diem)	\$8,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$71,000.00
Total:	\$111,300.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$34907.52 to the 2023 - 2024 school year. This is 45 % of the distribution received in 2022 - 2023 of \$76965.67. Please describe the reason for a carry-over of more than 10 % of the distribution.

We were unable to find personnel to fill the Ameri-corp position we had opened. Two of our aides were unable to fulfill their contracted hours. We were also able to use programs purchased by the district office instead of purchasing them with Trustland funds.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

1. We would purchase technology that would increase student engagement in the classroom. 2. Professionals development for teachers or paraprofessionals. 3. Increase time for small group instruction 4. Supplies, paper, ink, and books for student resources.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement funding changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- Letters to policymakers and/or administrators of trust lands and trust funds
- School newsletter
- School website
- Stickers that identify purchases made with School LAND Trust funds

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
6	0	1	2022-04-13

[BACK](#)

Garland School Final Report 2022-2023

2022 - 2023 ▼

Final Report Approved

Final Report Approval Details

Submitted By:

Vanica Crane

Submit Date:

2024-01-25

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$0.00
Distribution for 2022-2023	\$98,337.00	\$0.00	\$98,337.00
Total Available for Expenditure in 2022-2023	\$98,337.00	\$0.00	\$98,337.00
Salaries and Benefits	\$94,500.00	\$0.00	\$95,133.21
Contracted Services	\$0.00	\$0.00	\$306.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$2,358.00	\$0.00	\$0.00
Technology Related Supplies	\$1,200.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$2,358.00
Remaining Funds (Carry-Over to 2023-2024)	\$279.00		\$539.79

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$98,058.00	\$0.00	\$97,797.21
Remaining Funds (Carry-Over to 2023-2024)	\$279.00		\$539.79

Goal #1

close

State Goal

close

Our goal is based on reading achievement. Our goal is to have the following percentages of students read on grade level: Kindergarten: 90% First Grade: 80% Second Grade: 82% Third Grade: 85% Fourth Grade: 87% Fifth Grade: 87%.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Our goals are linked to end of year DIBELS/Acadience scores. This test is administered three times per year. Our goal is to reach the following scores on the end of year test which will be conducted in April and/or May of 2022. The goals represent the percentage of students who we hope to be at grade level. Kindergarten: 90% First Grade: 80% Second Grade: 82% Third Grade: 85% Fourth Grade: 87% Fifth Grade: 87%. Percentages are measured using the composite score.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Met Goal?	
Kindergarten = 80%	No
1st Grade = 67%	No
2nd Grade = 70%	No
3rd Grade = 80%	No
4th Grade = 86%	No
5th Grade = 82 %	No

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1.We will purchase a Storyworks subscription for each of our 4th grade students. This a Scholastic magazine. This will cost \$1,149.00. We will also purchase a Scope magazine subscription for each of our 5th grade students. This is also a Scholastic magazine. This will cost \$1,209.00. Grand total: \$2,358.00.

2.We will pay for the services of 7 reading aides. Each aide will work 142 days in the year, 5.25 hours per day. We project this will cost us \$13,503 per aide, for a grand total of \$94,521.00. These reading aides will provide small group instruction for all students in our building. Training for these aides will be provided by the instructional coaches in our building. The aides will also be observed regularly and will be evaluated and given feedback by the instructional coaches.

3.We will purchase the Spanish version of the Storyworks magazine for all of our students who are in the dual-immersion program. This will be about 290 subscriptions for a total cost of about \$2,300.00.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	The cost to pay for 7 reading aides.	\$94,500.00
Books, Ebooks, online curriculum/subscriptions	Scholastic magazine subscriptions.	\$2,358.00
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	2 projectors to work with smart boards.	\$1,200.00
	Total:	\$98,058.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$1,200.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$94,500.00
Books, Ebooks, online curriculum/subscriptions	\$2,358.00
Total:	\$98,058.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

By paying for additional services from reading aides or purchasing additional technology to support our action plans and goals such as more projectors.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement Funding Changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- Letters to policymakers and/or administrators of trust lands and trust funds
- School newsletter
- School website
- Stickers that identify purchases made with School LAND Trust funds

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website

School website

Social Media

Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
4	0	2	2022-03-21

[BACK](#)

Grouse Creek Elementary Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Melissa Morris

Submit Date:

2024-01-16

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$0.00
Distribution for 2022-2023	\$1,155.21	\$0.00	\$1,155.21
Total Available for Expenditure in 2022-2023	\$1,155.21	\$0.00	\$1,155.21
Salaries and Benefits	\$300.00	\$0.00	\$246.10
Contracted Services	\$300.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$556.00	\$0.00	\$599.74
Remaining Funds (Carry-Over to 2023-2024)	-\$0.79		\$309.37

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$1,156.00	\$0.00	\$845.84
Remaining Funds (Carry-Over to 2023-2024)	-\$0.79		\$309.37

Goal #1

close

State Goal

close

50% students K-6 will increase or maintain benchmark on Acadience composite. Those not making progress will have a 30 point gain from BOY to MOY on the composite score. 50% students K-6 will show growth using PathWays to Progress BOY to MOY.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

BOY 2021-2022 acadince data indicated 0% of students were on benchmark. MOY data indicated that 17% of students were on benchmark. 57% of students had typical or above growth on Pathways of progress. We feel our goal of 50% students K-6 will increase or maintain benchmark on Acadience composite. Those not making progress will have a 30 point gain from BOY to MOY on the composite score. 50% students K-6 will show growth using PathWays to Progress BOY to MOY is attainable.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

40% students K-6 will increase or maintain benchmark on Acadience composite.
0% of those not making progress will have a 30 point gain from BOY to MOY. 40% of students showed typical or above growth on the pathways.

1st- 0% met goals
2nd- 100% met goals
3rd- 100% met goals

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- 1- Give students diagnostic assessments (BPAST/ BEPA/ PAA screener) to identify specific reading skills needed and individual data analyzed for next steps.
- 2- All reading teachers will instruct using correct reading techniques and strategies.
- 3- Teachers and ESP will spend more time and focus on providing a quality tier 1 instruction with PD on instructional strategies.
- 4- Teachers will give formative assessments (daily, weekly) as students acquire and progress in their reading development.
- 5- Teacher and support staff will attend teacher academy and professional development to gain instructional strategies and tier 1,2,3 programs that will be implemented.
- 6- The school will purchase Storyworks and Storyworks Jr from Scholastic.

7- Classroom teachers will incorporate Story Works and Storyworks Jr to increase comprehension and fluency reading skills.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Our support staff did not attend the Professional development in March as projected due to family issues. The story works bid increased due to time.

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	5- Teacher and support staff will attend teacher academy and professional development to gain instructional strategies and tier 1,2,3 programs that will be implemented.	\$300.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	5- Teacher and support staff will attend teacher academy and professional development to gain instructional strategies and tier 1,2,3 programs that will be implemented.	\$300.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	6- The school will purchase Storyworks and Storyworks Jr from Scholastic. 7- Classroom teachers will incorporate Story Works and Storyworks Jr to increase comprehension and fluency reading skills.	\$556.00
	Total:	\$1,156.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$556.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$300.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$300.00
Total:	\$1,156.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$309.37 to the 2023 - 2024 school year. This is 26 % of the distribution received in 2022 - 2023 of \$1155.21. Please describe the reason for a carry-over of more than 10 % of the distribution.

Our support staff did not attend the Professional development in March as projected due to family issues. When training was rescheduled other issues arose such as sickness and weather. The story works bid increased due to time.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Additional professional development classes; more supplies and materials for individualized reading instruction

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

did not implement funding changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the

community:

- Other: Please explain
- School assembly
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
6	0	0	2022-04-15

BACK

Golden Spike Elementary Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Shaylyn Ekins

Submit Date:

2024-01-25

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$0.00
Distribution for 2022-2023	\$112,548.44	\$0.00	\$112,548.44
Total Available for Expenditure in 2022-2023	\$112,548.44	\$0.00	\$112,548.44
Salaries and Benefits	\$96,523.00	\$0.00	\$94,470.19
Contracted Services	\$5,000.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$4,900.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	\$6,125.44		\$18,078.25

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$106,423.00	\$0.00	\$94,470.19
Remaining Funds (Carry-Over to 2023-2024)	\$6,125.44		\$18,078.25

Goal #1

close

State Goal

close

We will increase the percentage of K-5 students, in each grade level, that demonstrate benchmark (move from red/yellow to green/blue) based on grade level standards by 3% from the BOY to EOY benchmark periods.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Because the 2022-2023 school year is an inaugural year with no prior combined benchmark data, we will go off of baseline data from the BOY benchmark period to determine the increase. The EOY goals are:

Kindergarten: 84%; 1st Grade: 76%, 2nd Grade: 80%, 3rd Grade: 88%, 4th Grade: 75%, 5th Grade: 69%

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

The 22-23 School Land Trust goals were met in 4th and 5th grades. Kindergarten Third, fourth, and Fifth had an increase from BOY to MOY. First grade stayed the same from BOY-MOY and Second grade had a decrease of 4%.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- Employ paraprofessionals to provide skill-based small-group interventions.
- Provide professional development for our Teachers and Paraprofessionals to build skills in researched-based practices.
- Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process.
- Students performing below benchmark will be monitored regularly using Acadience progress monitoring.
- Individual student goals will be set using the Acadience pathways of progress goal setting tool.
- Program assessments will be analyzed to adjust intervention groups in a timely manner.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Salaries and benefits to for paraprofessionals to support the goal	\$96,523.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	Professional Development	\$5,000.00
Books, Ebooks, online curriculum/subscriptions	Books and other related materials to support the plan and student needs	\$4,900.00
Total:		\$106,423.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$5,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$96,523.00
Books, Ebooks, online curriculum/subscriptions	\$4,900.00
Total:	\$106,423.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$18078.25 to the 2023 - 2024 school year. This is 16 % of the distribution received in 2022 - 2023 of \$112548.44. Please describe the reason for a carry-over of more than 10 % of the distribution.

In addition to not being able to retain all staff as planned, we did not end up spending the funding allocated for curriculum and professional development.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Researched-based programs that would be used in Tier 2 and Tier 3 Books or other engaging reading materials Increased paraprofessional time Professional development for teachers, including out of state travel Technology that would increase students' access to the curriculum Materials to support instruction

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement funding changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School website
- Stickers that identify purchases made with School LAND Trust funds

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain

- School assembly
- School marquee
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
7	0	0	2022-10-10

Comments

Date	Name	Comment
2024-01-25	Kira Bennett	Adjustments needed, per LEA request. Re-opening for corrections.

[BACK](#)

Lake View School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Jeff Morris

Submit Date:

2024-01-18

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$10,675.14
Distribution for 2022-2023	\$85,052.12	\$0.00	\$85,052.12
Total Available for Expenditure in 2022-2023	\$85,052.12	\$0.00	\$95,727.26
Salaries and Benefits	\$75,000.00	\$0.00	\$74,752.29
Contracted Services	\$8,000.00	\$0.00	\$1,421.75
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$6,300.00	\$0.00	\$0.00
Technology Related Supplies	\$10,000.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$10,957.99
Remaining Funds (Carry-Over to 2023-2024)	-\$14,247.88		\$8,495.23

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$100.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$99,300.00	\$0.00	\$87,232.03
Remaining Funds (Carry-Over to 2023-2024)	-\$14,247.88		\$8,495.23

Goal #1

close

State Goal

close

K-5 students will show increased growth on the Acadience Pathways to Progress Report from BOY to MOY.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

The 2021-2022 MOY report showed the following percent of typical progress on the Acadience Pathway to Progress Report (K-49%, 1st-67%, 2nd-64%, 3rd-48%, 4th-71%, 5th-72%). The goal is to increase to the following percent of typical progress on the Acadience Pathway to Progress Report for the 2021-2022 MOY Report (K-52%, 1st-70%, 2nd-67%, 3rd-51%, 4th-74%, 5th-75%).

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Students scored the following:

K	65%
1st	61%
2nd	64%
3rd	62%
4th	63%

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- Employ paraprofessionals to provide skill-based small-group interventions.
- Provide professional development for our Teachers and Paraprofessionals to build skills in researched-based practices.
- Novels and periodicals will be purchased and used in small-group instruction.
- Chromebooks will be purchased to enhance the curriculum and administer assessments.
- Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process.
- Students performing below benchmark will be monitored regularly using Acadience.
- Program assessments will be analyzed to form intervention groups.
- Provide a Digital Citizenship program to students.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	The Instructional Paraprofessional salaries necessary to implement this plan. Title I and other budgets will also be used to pay the paraprofessional salaries of those involved in implementing this plan.	\$75,000.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	Professional Development of teachers and paraprofessionals.	\$8,000.00
Books, Ebooks, online curriculum/subscriptions	Skill-Based Decodable Books, Novels, and Periodicals: Scope, Storyworks, News, etc. for reading opportunities.	\$6,300.00
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	Chromebooks needed to maintain out-of-date classroom sets and other technology as needed.	\$10,000.00
	Total:	\$99,300.00

Digital Citizenship/Safety Principles Component

close

Yes

Category	Description
Behavioral	We will provide students with Digital Citizenship Instruction. Students will be using Chromebooks for instruction and this instruction will help them to be safer online as they work on literacy activities in order to reach our goal.

Please describe how the digital citizenship/safety component was implemented.

In our Computer classes, we implemented this curriculum.

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Technology related supplies < \$5,000 each - devices, computers, E-readers, flash drives, cables, monitor stands	\$10,000.00
Contracted Services (counseling, library and media support, employee training including professional development not requiring an overnight stay)	\$8,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$75,000.00
Books, Ebooks, online curriculum/subscriptions	\$6,300.00
Total:	\$99,300.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

1. Technology that would increase students' access to the curriculum. 2. Researched-based programs that would be used in Tier 2 and Tier 3. 3. Books for our Leveled Library. 4. Increased paraprofessional time for reading instruction and intervention. 5. Teacher Conferences to increase teachers' capacity to meet student learning needs which helps to meet our goals. 6. Teacher summer work to extend PD provided through the school year in developing unit plans, common formative assessments, and other PLC activities. Providing teachers quality time to work as a team on student learning needs helps to meet our goals.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

did not implement funding changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter
- School website

- Stickers that identify purchases made with School LAND Trust funds

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
6	0	1	2022-04-14

[BACK](#)

Mckinley School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Jacob Balls

Submit Date:

2024-01-24

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$22,605.98
Distribution for 2022-2023	\$78,987.28	\$0.00	\$78,987.28
Total Available for Expenditure in 2022-2023	\$78,987.28	\$0.00	\$101,593.26
Salaries and Benefits	\$90,020.00	\$0.00	\$98,367.25
Contracted Services	\$0.00	\$0.00	\$2,536.40
Professional Development	\$0.00	\$0.00	\$589.61
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$8,000.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	-\$19,032.72		\$0.00

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$100.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$98,020.00	\$0.00	\$101,593.26
Remaining Funds (Carry-Over to 2023-2024)	-\$19,032.72		\$0.00

Goal #1

close

State Goal

close

Our school goal is based on reading achievement. Our goal is that each grade level 1st-5th will have an accuracy proficiency at or above 61%.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Our school goal is linked to end of year DIBELS/Acadience accuracy scores. The test is administered three times a year. Our goal is that each grade level 1st-5th will have an accuracy proficiency at or above 61% at the end of year testing which is completed in April and/or May of 2023.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

McKinley's school goal is based on reading achievement. Our goal is that each grade level 1st-5th will have an accuracy proficiency at or above 61%. McKinley Elementary met the goal as a school with 64.6% of all students meeting a benchmark in reading accuracy.

1st Grade met the goal to have our reading accuracy proficiency at or above 61% at EOY. They had 64% of their students reach accuracy proficiency.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. We will purchase a sitewide InfiniD learning license which can be used for grades K-5. This will cost us \$8,000. This provides our students collaborative simulations that will help motivate students to prepare for their next class "mission". To complete these missions, accuracy on key vocabulary is essential.
2. We will pay for the services of 6 reading aides. Each aide will work 142 days in the year, 5.25 hours per day. We project this will cost \$12,860 per aide, for a grand total of \$77,160. These reading aides will provide small group instruction for all students in our building. Training for these aides will be provided by the instructional coaches in our building. The aides will also be observed regularly and will be evaluated and given feedback by the instructional coaches.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Books, Ebooks, online curriculum/subscriptions	1. We will purchase a sitewide InfiniD learning license which can be used for grades K-5. This will cost us \$8,000. This provides our students collaborative simulations that will help motivate students to prepare for their next class "mission". To complete these missions, accuracy on key vocabulary is essential.	\$8,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	2. We will pay for the services of 7 reading aides. Each aide will work 142 days in the year, 5.25 hours per day. We project this will cost \$12,860 per aide, for a grand total of \$90,020. These reading aides will provide small group instruction for all students in our building. Training for these aides will be provided by the instructional coaches in our building. The aides will also be observed regularly and will be evaluated and given feedback by the instructional coaches.	\$90,020.00
	Total:	\$98,020.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Books, Ebooks, online curriculum/subscriptions	\$8,000.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$90,020.00
Total:	\$98,020.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Our first priority with additional funding would be to hire an additional reading aide. If funding was not sufficient for an additional aide, we would purchase additional curriculum to support our reading program. These programs may include Reading Eggs, Shell fluency, more decodable readers, Scholastic magazines, etc.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

The action plan was implemented as outlined.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter or website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
4	0	2	2022-02-28

BACK

North Park School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Dax

Submit Date:

2024-01-24

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$16,279.43
Distribution for 2022-2023	\$74,655.25	\$0.00	\$74,655.25
Total Available for Expenditure in 2022-2023	\$74,655.25	\$0.00	\$90,934.68
Salaries and Benefits	\$70,000.00	\$0.00	\$86,823.47
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$4,808.47	\$0.00	\$4,111.21
Remaining Funds (Carry-Over to 2023-2024)	-\$153.22		-\$0.00

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$74,808.47	\$0.00	\$90,934.68
Remaining Funds (Carry-Over to 2023-2024)	-\$153.22		-\$0.00

Goal #1

close

State Goal

close

We will increase the percentage of K-5 students, in each grade level, that demonstrate typical or above progress on the Acadience Pathways of Progress Report from BOY to MOY. This goal will be achieved by March 1, 2022.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Our 2021-2022 MOY report showed: [K=71% 1=56% 2=47% 3=82% 4=50% 5=60%] typical progress on Acadience Pathway to Progress Report.

The goal is to increase that by 3% to: [K=74% 1=74% 2=59% 3=50% 4=85% 5=53%] on the 2022-2023 MOY Report.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Students at or above typical progress (Composite scores):

BOY	MOY
K=63%	K= 77%
1=41%	1=51%
2=71%	2=67%
3=60%	3=68%
4=65%	4=61%

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- Employ paraprofessionals to provide skill-based small-group interventions.
- Provide professional development for our Teachers and Paraprofessionals to build skills in researched-based practices.
- Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process.
- Students performing below benchmark will be monitored regularly using Acadience progress monitoring.
- Individual student goals will be set using the Acadience pathways of progress goal setting tool.
- Program assessments will be analyzed to adjust intervention groups in a timely manner.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Employ paraprofessionals to meet the goal	\$70,000.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Materials will be provided to students to support and supplement instruction, including but not limited to engaging reading materials (Scholastic News subscriptions), manipulatives, etc.	\$4,808.47
	Total:	\$74,808.47

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$70,000.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$4,808.47
Total:	\$74,808.47

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Researched-based programs that would be used in Tier 2 and Tier 3 Books or other engaging reading materials Increased paraprofessional time Professional development for teachers and staff Technology that

would increase students' access to the curriculum Materials to support instruction

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

The action plan was implemented as outlined.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
5	0	3	2022-04-14

[BACK](#)

Park Valley Elementary Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Melissa Morris

Submit Date:

2024-01-24

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	-\$1,537.00
Distribution for 2022-2023	\$4,909.63	\$0.00	\$4,909.63
Total Available for Expenditure in 2022-2023	\$4,909.63	\$0.00	\$3,372.63
Salaries and Benefits	\$4,100.00	\$0.00	\$4,909.63
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$813.00	\$0.00	\$0.00
Remaining Funds (Carry-Over to 2023-2024)	-\$3.37		\$0.00

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			-\$1,537.00
Total Expenditures	\$4,913.00	\$0.00	\$3,372.63
Remaining Funds (Carry-Over to 2023-2024)	-\$3.37		\$0.00

Goal #1

close

State Goal

close

85% of Park Valley students grades k-6 will maintain grade level benchmark on Acadience composite. 85% of Park Valley students not making benchmark will have typical or above growth according to Pathways of Progress as measured by the Acadience benchmark when taken in the spring of 2023.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

2021-2022 BOY Acadience data indicated 42% of students k-5 were on benchmark. BOY data indicated that 65% of students were at benchmark. 61% of our students had typical or above growth on Pathways of Progress. We feel our goals are attainable.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

87% of students K-6 achieved grade level or higher on the acadience composite at MOY.

65% of students had typical or above growth using the pathways of progress.

Grade	% at benchmark	% at typical or above
K	100%	100%
1	50%	25%
2	100%	100%

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- 1- Give students diagnostic assessments (BPAST/ BEPA/ PAA screener) to identify specific reading skills needed.
- 2- All reading teachers will instruct using correct reading techniques and strategies.
- 3- Teachers will spend more time and focus on providing quality tier 1 instruction.
- 4- Teachers will give formative assessments as students acquire and progress in their reading development.
- 5- Identified students will receive individualized tier 3 interventions using a paraprofessional.
- 6- Supplies will be purchased to help with specific targeted interventions such as manipulatives, ear phones, colored strips, incentives and intervention kits.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Our budgets were not balanced at the end of 2021-2022. It caused us to be in the negative to start the year out. We were able to transfer some funds from other programs. The supplies were not purchased to help struggling readers because we implemented a new reading program that came with many of the supplies we needed. As well as new instructors hired brought many of their own supplies with them.

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Identified students will receive individualized tier 3 interventions using a paraprofessional.	\$4,100.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	Supplies will be purchased to help with specific targeted interventions such as manipulatives, ear phones, colored strips, incentives and intervention kits.	\$813.00
	Total:	\$4,913.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$4,100.00
Total:	\$4,913.00

Category	Estimated Cost (entered by the school)
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$813.00
Total:	\$4,913.00

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Additional paraprofessional hours

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

did not implement funding changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee

School newsletter

School newsletter or website

School website

Social Media

Stickers that identify purchases made with School LAND Trust funds

Comments

Date	Name	Comment
2024-01-23	Kira Bennett	Negative carry-over stemming back from FY21. Accountant shared financial records of a zeroed out balance. Adjusting to match LEA records.

[BACK](#)

Snowville School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Melissa Morris

Submit Date:

2024-01-25

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	-\$500.00
Distribution for 2022-2023	\$5,054.03	\$0.00	\$5,054.03
Total Available for Expenditure in 2022-2023	\$5,054.03	\$0.00	\$4,554.03
Salaries and Benefits	\$4,174.00	\$0.00	\$3,895.78
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$450.00	\$0.00	\$19.12
Remaining Funds (Carry-Over to 2023-2024)	\$430.03		\$1,139.13

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			-\$500.00
Total Expenditures	\$4,624.00	\$0.00	\$3,414.90
Remaining Funds (Carry-Over to 2023-2024)	\$430.03		\$1,139.13

Goal #1

close

State Goal

close

70% of K-5th grade students will be on or maintain a grade level benchmark on Acadience composite. Those not making progress will have a 30 point gain from BOY to MOY on the composite score. 75% of students K-5 will have Typical or higher on growth on Pathways of Progress.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

BOY 2021 acadience data indicated 34% of our students k-5 were on grade level. MOY 2022 data indicated that 72% of our k-5 students were on grade level. 36% of our students had growth. We also noticed that our 5th grade only had 60% of students having growth according to the Pathways of Progress. We had the lowest growth compared to other schools in our district. We feel that the goal of 70% of students on benchmark is an achievable goal due to the migration of student body. We feel that having a goal of 30 point gain from BOY to MOY is achievable for our students especially those students who are not at benchmark. We also feel the goal of 75% of our students having growth in Pathways of progress will help our high students still progress.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

83% of students K-6 achieved grade level or higher on the Acadience composite at MOY.
70% of students had a 30 point gain from BOY to MOY.
65% of students had typical or above growth using the Pathways of Progress.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- 1- Give students diagnostic assessments (BPAST/ BEPA/ PAA screener) to identify specific reading skills needed.
- 2- All reading teachers will instruct using correct reading techniques and strategies.
- 3- Teachers will spend more time and focus on providing a quality tier 1 instruction.
- 4- Teachers will give formative assessments as students acquire and progress in their reading development.

5- Identified students will receive individualized tier 3 interventions using a paraprofessional.

6- The school will purchase Storyworks and Storyworks Jr from Scholastic.

7- Classroom teachers will incorporate Story Works and Storyworks Jr to increase comprehension and fluency reading skills.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

Yes

No

We did not use as much funding on supplies as we planned. Our school adopted a new reading program and we felt the purchase of the Story Works magazines would take time away from our new curriculum and would make it so we were not teaching with fidelity. Also the para did not work as many hours as first planned due to weather and sickness.

Category	Description	Estimated Cost
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	6- The school will purchase Storyworks and Storyworks Jr from Scholastic \$450 7- Classroom teachers will incorporate Story Works and Storyworks Jr to increase comprehension and fluency reading skills.	\$450.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Identified students will receive individualized tier 3 interventions using a paraprofessional.	\$4,174.00
	Total:	\$4,624.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$4,174.00
Expendable items that are consumed, wornout or lose identity through use (paper, science and art supplies), food for a cooking class, a field trip, or a parent night (consistent with LEA policy)	\$450.00
Total:	\$4,624.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$1139.13 to the 2023 - 2024 school year. This is 22 % of the distribution received in 2022 - 2023 of \$5054.03. Please describe the reason for a carry-over of more than 10 % of the distribution.

We did not purchase a supplemental program. We also had less para hours used than expected.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

additional hours for Para, Books for literacy library

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement funding changes

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
6	0	0	2022-04-12

Comments

Date	Name	Comment
2024-01-25	Kira Bennett	Adjustment to match LEA records. Re-opening for edits.

[BACK](#)

Three Mile Creek School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Mary Heslop

Submit Date:

2024-02-28

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-28

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$13,698.13
Distribution for 2022-2023	\$82,741.70	\$0.00	\$82,741.70
Total Available for Expenditure in 2022-2023	\$82,741.70	\$0.00	\$96,439.83
Salaries and Benefits	\$84,500.00	\$0.00	\$85,275.03
Contracted Services	\$0.00	\$0.00	\$0.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$1,200.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$1,035.00
Remaining Funds (Carry-Over to 2023-2024)	-\$2,958.30		\$10,129.80

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$85,700.00	\$0.00	\$86,310.03
Remaining Funds (Carry-Over to 2023-2024)	-\$2,958.30		\$10,129.80

Goal #1

close

State Goal

close

For the 2022-2023 School year, our goal is 92% of our students will be proficient, or show typical or above typical progress on the Acadience Assessment as a school. At mid-year we are at 85% of students meeting this goal.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

This is the most critical skill that we teach in elementary schools. We want every child reading at grade level, or making growth toward it.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

We had great growth at Three Mile Creek, however we did not make the goal of having 92% of all students proficient according to Acadience or showing typical or above progress. 80% of all students either tested proficient or had typical or above growth.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

- Instructional paraprofessionals will be hired to teach necessary literacy skills to small groups of students across all grade levels. Teachers will do diagnostic testing to find skills that students need in order to progress in their reading. Grade level teams will then design reading groups to meet all students' needs.
- We will purchase 'Read Naturally Live', a reading fluency intervention program, to assist our students in building reading fluency to reach Acadience goals.
- Teacher teams will meet for 40 minutes, weekly to plan tier 1 literacy instruction together as a team, focusing on essential learning standards. Funding will be used to pay our prep paras to stay longer per day to accommodate these planning meetings.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Category	Description	Estimated Cost
Software < \$5,000	-We will purchase 'Read Naturally Live', a reading fluency intervention program, to assist our students in building reading fluency to reach Acadience goals.	\$1,200.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	-Instructional paraprofessionals will be hired to teach necessary literacy skills to small groups of students across all grade levels. Teachers will do diagnostic testing to find skills that students need in order to progress in their reading. Grade level teams will then design reading groups to meet all students' needs. -Teacher teams will meet for 40 minutes, weekly to plan tier 1 literacy instruction together as a team, focusing on essential learning standards. Funding will be used to pay our prep paras to stay longer per day to accommodate these planning meetings.	\$74,500.00
	Total:	\$75,700.00

Digital Citizenship/Safety Principles Component

close

No

Goal #2

close

State Goal

close

For the 2022-2023 School year, our goal is 87% of students will score proficient or meet the student growth index on the HMH Math Growth measure. At mid-year we are at 81% of students meeting this goal.

Academic Area

close

- Fine Arts
- Mathematics

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Basic math skills are a critical thing for students to understand. We want to have all students on level or showing growth based on the HMH Growth measure assessment. Based on our current data of 81% of students meeting this goal, we believe that 87% can make it next year.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

According to the HMH growth measure, only 70.3% of all student scored proficient. We did not meet the 87% that we were hoping for.

Action Plan Steps and Expenditures

These are the Action Steps identified in the plan to reach the goal:

-Math paraprofessionals will be hired to assist teachers in their math instruction and Tier 2 and 3 math interventions to assist struggling students.

-Three Mile Creek will hire a BTSALP specialist to support the grant we received for the Beverly Taylor Sorensen Arts Learning Program. Our art specialist integrates math into her instruction, as well as works with the classroom teachers to find ways to integrate art into their math lessons to help students better understand math concepts. Research shows a positive correlation between arts instruction and higher academic achievement.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
- No

Math paraprofessionals were hired to help in math. They were assigned to help students who struggle in math. We did not use funding to pay for a BTSALP specialist. That money was carried over to the next year.

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	-Three Mile Creek will hire a BTSALP specialist to support the grant we received for the Beverly Taylor Sorensen Arts Learning Program. Our art specialist integrates math into her instruction, as well as works with the classroom teachers to find ways to integrate art into their math lessons to help students better understand math concepts. Research shows a positive correlation between arts instruction and higher academic achievement. -Math paraprofessionals will be hired to assist teachers in their math instruction and Tier 2 and 3 math interventions to assist struggling students.	\$10,000.00
	Total:	\$10,000.00

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Software < \$5,000	\$1,200.00
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$84,500.00
Total:	\$85,700.00

Actual Carry-over

In the Financial Proposal and Report, there is a carry-over of \$10129.80 to the 2023 - 2024 school year. This is 12 % of the distribution received in 2022 - 2023 of \$82741.70. Please describe the reason for a carry-over of more than 10 % of the distribution.

We were unable to hire all of the aides that we needed. We did not hire a BTSALP Specialist out of the trustlands money.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Given additional money, we would use it on instructional technology for our classrooms, or on increased paraprofessional hours to help meet student needs.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

did not implement Funding Changes

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly

- School marquee
- School newsletter or website
- School website
- Social Media
- Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
8	0	1	2022-02-10

Plan Amendments Amendment #1

Please Note:

This amendment is not yet awaiting any review. Edits can be made.

Number Approved:

0

Number Not Approved:

0

Absent:

0

Council Vote Date:

Explanation for Amendment:

Was the Amendment implemented and associated expenditures spent as described?:

Yes

BACK

Willard School Final Report 2022-2023

2022 - 2023



Final Report Approved

Final Report Approval Details

Submitted By:

Heather Godfrey

Submit Date:

2024-01-24

Admin Reviewer:

Admin Review Date:

LEA Reviewer:

Heidi Jo West

LEA Approval Date:

2024-02-27

Board Approval Date:

Amendment Board Approval Date:

Financial Proposal and Report

This report is automatically generated from the approved School Plan (entered in spring of 2022), Amendments, and the LEA's data entry of the School LAND Trust expenditures coming from the Utah Public Education Finance System (UPEFS).

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-Over from 2021-2022	\$0.00	\$0.00	\$760.75
Distribution for 2022-2023	\$37,544.23	\$0.00	\$37,544.23
Total Available for Expenditure in 2022-2023	\$37,544.23	\$0.00	\$38,304.98
Salaries and Benefits	\$36,765.31	\$0.00	\$33,673.78
Contracted Services	\$0.00	\$0.00	\$952.00
Professional Development	\$0.00	\$0.00	\$0.00
Student Transportation Field Trips	\$0.00	\$0.00	\$0.00
Books Curriculum Subscriptions	\$0.00	\$0.00	\$0.00
Technology Related Supplies	\$0.00	\$0.00	\$0.00
Hardware, etc.	\$0.00	\$0.00	\$0.00
Software	\$0.00	\$0.00	\$0.00
Technology Device Rental	\$0.00	\$0.00	\$0.00
Video Communication Services	\$0.00	\$0.00	\$0.00
Repair Maintenance	\$0.00	\$0.00	\$0.00
General Supplies	\$0.00	\$0.00	\$3,679.20
Remaining Funds (Carry-Over to 2023-2024)	\$778.92		\$0.00

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Services Goods Fees	\$0.00	\$0.00	\$0.00
Other Needs Explanation	\$0.00	\$0.00	\$0.00
Non Allowable Expenditures	\$0.00	\$0.00	\$0.00
USBE Administrative Adjustment - Scroll to the bottom to see Comments.			\$0.00
Total Expenditures	\$36,765.31	\$0.00	\$38,304.98
Remaining Funds (Carry-Over to 2023-2024)	\$778.92		\$0.00

Goal #1

close

State Goal

close

90% of Willard Kindergarteners will be on grade level or above on the 2022-23 EOY Reading Acadience Assessment Composite score. Willard School will increase the percentage of first grade students proficient on the 2022-23 Reading Acadience composite score by 10% from BOY to EOY.

Academic Area

close

- English/Language Arts

Measurements

close

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Literacy development is a fundamental component of children's overall development. Mastering early literacy concepts help students progress on their path to becoming proficient readers and helps set them up for success in school and life. We will use Kindergarten and 1st grade Reading Acadience Benchmark Assessments to determine student's reading proficiency.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

100% of our Kindergarteners scored on grade level of above on the 2022-23 EOY Reading Acadience Assessment Composite score! We met our goal!

Willard School first graders came to first grade at 88% proficient on the Reading Acadience BOY score. We maintained this high level of proficiency at 88% at the end of the school year. We did not meet our goal of increasing by 10%.

Action Plan Steps and Expenditures

close

These are the Action Steps identified in the plan to reach the goal:

1. Kindergarten and 1st grade teachers will work one day over the summer to refine our essential learning standards and ensure that they are sufficiently prepared to deliver strong tier one instruction in phonemic awareness, phonics, fluency, comprehension, and writing.
2. Observations, feedback, and coaching will be given to kindergarten and 1st grade teachers by the instructional coach and principal to ensure that students are receiving the best possible instruction in tiers 1, 2, and 3.
3. At the beginning of the school year, screening and diagnostic assessments will be given to each student to determine individual strengths and areas of need. Small group instruction and interventions will be planned according to areas of need.
4. Literacy paraprofessionals will be hired to assist teachers in small group instruction and tier 2 and 3 intervention groups.

5. Students who are not on grade level will be progress monitored on a weekly or biweekly basis to determine growth.

6. Literacy collaboration meetings will be held biweekly to look at student data. Changes will be made to a student's individual plans if sufficient growth is not being made.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	1. Kindergarten and 1st grade teachers will work one day over the summer to refine our essential learning standards and align curriculum. 8 teachers x 6.5 hours x \$30= \$1,560 2. Literacy paraprofessionals will be hired to assist teachers in small group instruction and tier 2 and 3 intervention groups. 3 paraprofessionals x 593 hours x \$17.50= \$31,132.50 3. Magnetic ten frames will be purchased to assist students in mapping and encoding words for the phonics skills they are working on in the classroom. 50 sets x \$17.99= \$791.56	\$33,484.06
	Total:	\$33,484.06

Digital Citizenship/Safety Principles Component

close

No

Goal #2

close

State Goal

close

At the end of the 2022-2023 school year, 80% of Willard first grade students will have typical or better growth in mathematics proficiency as measured by Pathways of Progress in the Acadience Math end of year assessment.

- Mathematics

Measurements

This is the measurement identified in the plan to determine if the goal was reached.

Mathematical proficiency and fluency is a much-needed skill for students to be successful in school now and in the future. We will use Acadience Math End of Year Pathways of Progress data to determine if our students are making typical or better growth towards 1st grade mathematical concepts.

Please choose one of the following two options to complete the Measurements section:

1. Explain how academic performance was improved or not, and describe how the before and after measurement data supports the improvement.
2. Explain how academic performance was improved or not, and attach measurement data from before and after plan implementation in the Attachments Section below. (If you choose this option, please put a note in your explanation to "see attached document").

Willard first graders had 94% of students with typical or better growth in mathematics proficiency as measured by Pathways of Progress! We met our math goal.

These are the Action Steps identified in the plan to reach the goal:

1. Observations, feedback, and coaching will be given to kindergarten and 1st grade teachers by the instructional coach and principal to ensure that students are receiving the best possible mathematics

instruction in tiers 1 and 2.

2. At the beginning of the school year, screening and diagnostic assessments will be given to each student to determine individual strengths and areas of need. Small group instruction and interventions will be planned according to areas of need.

3. Math paraprofessionals will be hired to assist teachers in small group instruction and tier 2 and 3 intervention groups.

4. Students who are not on grade level will be progress monitored on a weekly or biweekly basis to determine growth. Plans will be adjusted based on student data.

Were the Action Steps (including any approved Funding Changes described below) implemented and associated expenditures spent as described?

- Yes
 No

Category	Description	Estimated Cost
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	Math paraprofessionals will be hired to assist teachers in small group instruction and tier 2 and 3 intervention groups. 2 paraprofessionals x 62.5 hours x \$17.50= \$3,281.25	\$3,281.25
	Total:	\$3,281.25

Digital Citizenship/Safety Principles Component

close

No

Summary of Estimated Expenditures

Category	Estimated Cost (entered by the school)
Salaries and Benefits (teachers, aides, specialists, productivity, substitutes)	\$36,765.31
Total:	\$36,765.31

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source, leaving additional funds to

implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

If we have more funding than anticipated, we will use it to continue to purchase phonics materials, intervention materials and decodable text to assist our teachers and paraprofessionals in their instruction.

If any funds were expended as identified in Funding Changes, please describe how they were spent to implement the approved goals. If you did not implement the Funding Changes plan, please put "did not implement Funding Changes."

Did not implement funding changes.

Publicity

The following items are the proposed methods of how the Plan would be publicized to the community:

- School newsletter
- School website

The school plan was actually publicized to the community in the following way(s):

- Letters to policymakers and/or administrators of trust lands and trust funds
- Other: Please explain
- School assembly
- School marquee
- School newsletter
- School newsletter or website

School website

Social Media

Stickers that identify purchases made with School LAND Trust funds

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
5	0	1	2022-03-29

[BACK](#)

MONTHLY FINANCIAL REPORT
FEBRUARY 29, 2024

	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
1	GENERAL FUND (M&O) FUND (10)						
2							
3	REVENUE:						
4	Local						
5	Property	28,900,000	27,092,990	93.7%	86.6%	25,386,854	29,305,305
6	Tuitions	450,000	150,720	33.5%	31.1%	146,263	470,779
7	Investment Earnings	250,000	1,174,738	469.9%	43.0%	566,908	1,319,767
8	Indirect Costs	325,000		0.0%	0.0%		969,682
9	Rental Fees/Building/Ft	90,000	40,099	44.6%	32.2%	27,322	84,848
10	Other	1,090,000	533,113	48.9%	104.6%	830,301	793,712
11	State	90,355,626	67,598,337	74.8%	76.0%	60,313,790	79,395,835
12	Federal	5,750,000	4,313,844	75.0%	20.3%	1,931,532	9,512,564
13	Misc./ Fund Bal	250,000		0.0%	0.0%		0
14	TOTAL M & O						
15	REVENUE	127,460,626	100,903,840	79.2%	73.2%	89,202,970	121,852,492
16	Beg Balance		4%	77.6%			1,642,130
17	Less:						
18	Ending Balance						
19	TOTAL M & O FUNDS						
20	available	127,460,626	100,903,840	79.2%	72.2%	89,202,970	123,494,622
21	EXPENDITURES:						
22	Instruction (1000)						
23	Salaries	62,083,815	33,983,052	54.7%	62.8%	30,105,727	47,974,248
24	Benefits	21,205,976	11,730,281	55.3%	64.1%	12,041,669	18,781,014
25	Purchased Serv.	3,824,104	1,493,016	39.0%	58.0%	1,640,017	2,826,365
26	Supplies/Textbooks	5,385,400	1,648,598	30.6%	62.5%	4,298,600	6,872,811
27	Equipment	1,600,000	32,869	2.1%	33.4%	131,679	393,818
28	Other	715,000	86,879	12.2%	86.5%	548,038	633,919
29	Total	94,814,295	48,974,694	51.7%	62.9%	48,765,730	77,482,175
30							
31	Student Services (2100)						
32	Salaries	4,103,024	2,669,094	65.1%	65.7%	2,451,271	3,730,022
33	Benefits	1,500,511	1,018,553	67.9%	65.6%	955,432	1,456,806
34	Other	410,000	174,169	42.5%	64.6%	314,697	486,996
35	Total	6,013,535	3,861,816	64.2%	65.6%	3,721,401	5,673,824
36							
37	Instructional Staff (2200)						
38	Salaries	1,929,567	1,124,850	58.3%	66.5%	1,045,908	1,572,334
39	Benefits	645,466	441,208	68.4%	67.5%	410,835	608,931
40	Other	662,972	497,214	75.0%	54.2%	348,902	643,662
41	Total	3,238,005	2,063,272	63.7%	63.9%	1,805,646	2,824,927

MONTHLY FINANCIAL REPORT
FEBRUARY 29, 2024

	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
42	District Administration (2300)						
43	Salaries	408,979	291,641	71.3%	66.7%	247,866	371,799
44	Benefits	209,100	120,057	57.4%	68.9%	104,705	151,856
45	Purch Services	370,000	139,969	37.8%	71.4%	159,516	223,319
46	Liability Insurance	181,715	182,427	100.4%	100.0%	173,062	173,062
47	Supplies	49,000	32,895	67.1%	70.7%	37,798	53,428
48	Other	50,000	29,844	59.7%	95.8%	47,734	49,848
49	Total	1,268,794	796,833	62.8%	75.3%	770,680	1,023,312
50	School Administration (2400)						
51	Salaries	5,678,870	3,365,429	59.3%	67.1%	3,157,191	4,708,064
52	Benefits	2,187,422	1,295,481	59.2%	66.9%	1,258,330	1,880,992
53	Prof Serv/Travel	98,800	45,716	46.3%	22.0%	14,075	64,103
54	Other	16,500	14,169	85.9%	100.0%	12,745	12,745
55	Total	7,981,592	4,720,794	59.1%	66.6%	4,442,341	6,665,904
56							
57	Business & Support (2500)						
58	Salaries	845,411	468,997	55.5%	67.0%	516,037	770,339
59	Benefits	316,780	174,453	55.1%	65.7%	189,102	287,982
60	Purchased Services	244,060	68,969	28.3%	47.9%	90,809	189,625
61	Other	35,000	643	1.8%	8.3%	4,589	55,108
62	Total	1,441,251	713,062	49.5%	61.4%	800,538	1,303,053
63							
64	Operation & Maintenance (2600)						
65	Salaries	6,264,165	4,107,196	65.6%	66.5%	3,789,317	5,694,695
66	Benefits	2,350,968	1,545,512	65.7%	67.3%	1,478,688	2,196,585
67	Electricity	1,129,683	683,008	60.5%	62.2%	612,211	984,716
68	Purchased Service	802,000	411,370	51.3%	59.4%	361,855	609,313
69	Telephone	362,130	114,814	31.7%	43.3%	136,223	314,327
70	Natural Gas	958,304	549,785	57.4%	53.4%	456,798	855,629
71	Prop Insurance	345,000	313,870	91.0%	100.0%	317,730	317,730
72	Repair	387,000	527,415	136.3%	64.8%	139,004	214,375
73	Supplies	798,570	632,632	79.2%	73.6%	534,187	725,973
74	Other	2,500	350	14.0%	100.0%	323	323
75	ESSER III A/C	4,000,000	1,773,537	44.3%	38.2%	865,526	2,268,341
76							
77	Total	17,400,320	10,659,490	61.3%	61.3%	8,691,863	14,182,008
78							

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FEBRUARY 29, 2024

	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
79	Transportation (2700)						
80	Salaries	3,800,436	2,295,262	60.4%	60.9%	2,023,025	3,319,224
81	Benefits	1,008,265	755,309	74.9%	64.7%	592,886	916,070
82	Purch Serv	255,000	260,711	102.2%	64.1%	146,695	228,853
83	Fuel	1,013,018	487,538	48.1%	55.8%	421,951	755,801
84	Supplies	858,036	343,181	40.0%	44.8%	361,996	807,944
85	Other/Property	142,010	0	0.0%	96.5%	4,228	4,382
86	Total	7,076,765	4,142,001	58.5%	58.9%	3,550,781	6,032,274
87	Community Services (3300)						
88	Salary	721,479	464,227	64.3%	64.6%	423,967	655,890
89	Benefits	213,685	130,535	61.1%	65.2%	122,431	187,913
90	Purchased Serv	30,000	9,356	31.2%	51.6%	6,721	13,030
91	Supplies/Util	110,500	51,681	46.8%	55.1%	39,064	70,938
92	Property	8,500	4,978	58.6%	30.5%	1,453	4,767
93	Other Objects	15,550	4,936	31.7%	57.8%	3,051	5,277
94	Desig. Fund Bal						
95	Total	1,099,714	665,712	60.5%	63.6%	596,687	937,816
96	Total Expenditures	140,334,271	76,597,676	54.6%	63.0%	73,145,667	116,125,293
97	Interfund Trans		2,127				
98	Change Desig Fund Bal						
99	Other/Budget Cuts						
100	TOTAL EXPENDITURERS						
101	M & O	140,334,271	76,599,802	54.58%	63.0%	73,145,667	116,125,293

MONTHLY FINANCIAL REPORT
FEBRUARY 29, 2024

	ENDING FEB 2024	2023-24	2023-24	Currt Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
102	School Activity Fund (21)						
103							
104	REVENUE:						
105	School Deposits	4,500,000	3,211,883	71.4%	64.4%	2,747,670	4,264,562
106							
107	Other					0	
108	Total Revenue	4,500,000	3,211,883	71.4%	64.4%	2,747,670	4,264,562
109	EXPENDITURES:						
110	Purchased Services	860,200	279,149	32.5%	49.9%	291,308	583,560
111	Supplies	3,064,800	2,271,540	74.1%	53.1%	1,752,761	3,299,016
112	Equipment/Property	290,000	450	0.2%	67.4%	26,826	39,796
113	Desig/Other/Adm	285,000	136,290	47.8%	57.9%	114,534	197,681
114	Total Expenditures						
115	School Activity	4,500,000	2,687,429	59.7%	53.0%	2,185,429	4,120,052
116	DEBT SERVICE FUND (31)						
117							
118	REVENUE:						
119	Property Tax	3,351,027	3,227,918	96.3%	83.4%	3,070,365	3,682,041
120	Interest	106,200	252,291	237.6%	40.3%	58,698	145,766
121	Other						
122	Total	3,457,227	3,480,209	100.7%	81.7%	3,129,062	3,827,807
123	Beginning Bal	4,412,508		0.0%	79.3%	5,524,003	6,963,672
124	LESS:						
125	Ending Balance			0.0%	122.3%	5,398,566	4,412,508
126	Funds Available	4,298,485		0.0%	71.6%	5,398,566	7,536,479
127	EXPENDITURE:						
128	Bond Debt	3,521,250	3,250,398	75.6%	100.1%	3,254,500	3,252,000
129	Fees	50,000		0.0%	0.0%		3,000
130	Other Uses					0	0
131	Total	3,571,250	3,250,398	91.0%	100.0%	3,254,500	3,255,000

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FEBRUARY 29, 2024

	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
132	CAPITAL OUTLAY FUND (32)						
133							
134	REVENUE:						
135	Property Tax	11,640,438	10,960,574	94.2%	91.5%	10,054,356	10,988,589
136	Interest	170,500	641,324	376.1%	47.1%	361,802	768,832
137	Other	52,000	39,483	75.9%	0.7%	796	116,016
138	State	1,835,469	33,499	1.8%	45.2%	1,697,037	3,754,299
139	Federal /MBA	250,000	15,084	6.0%	0.0%	0	20,112
140	Ins./Prop.Recry	220,000	921,011	418.6%	72.1%	18,019	24,991
141	Total Revenue	14,168,407	12,610,975	89.0%	77.4%	12,132,010	15,672,839
142	Lease Revenue MBA						
143	Other Sources(F50)	345,580					
144	Deslg. Fund Bal						
145	TOTAL REVENUE CAPITAL						
146	OUTLAY	14,513,987	12,610,975	86.9%	77.4%	12,132,010	15,672,839
147	Beg. Balance	2,638,711					17,523,561
148	Less:						
149	Ending Balance	3,505,600					2,638,711
150	Capital Outlay Funds						
151	available	13,647,098	12,610,975			12,132,010	30,557,688

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	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
152	EXPENDITURES:						
153	Oper/Maint		3,233	0.0%	0.0%	0	
154	Other Equipment			0.0%	0.0%	0	
155	Purchased Services	5,000	2,500	50.0%	100.0%	7,188	7,188
156	Technology/Software	2,500,000	836,626	33.5%	65.1%	927,708	1,425,789
157	Improvement						
158	Buildings Maint	2,200,000	1,021,825	46.4%	90.6%	920,193	1,016,206
159	Vehicles/Buses	1,100,000	78,538	7.1%	96.2%	1,612,038	1,674,969
160	Furniture/Equip	1,600,500	1,161,360	72.6%	55.3%	871,766	1,576,492
161	Other Objects			0.0%	0.0%		
162	Vehicle charges						
163	Total Capital	7,405,500	3,104,082	41.9%	76.1%	4,338,894	5,700,646
164	Other/Portables	1,000,000	296,532	29.7%	0.0%	0	
165	Grouse Creek	850,000	68,080	8.0%	79.3%	1,205,402	1,520,734
166	Golden Spike	2,100,000	419,389	20.0%	65.9%	3,925,711	5,956,980
167	HS Athletic Facilities	1,285,000	1,067,292	83.1%	0.0%	0	0
168	Property/Other	1,500,000	27,911	1.9%	74.1%	245,800	331,633
169	Total Construction	5,735,000	1,879,203	32.8%	68.9%	5,376,913	7,809,347
170	Desig. F Bal						
171	MBA/Bond Fee/Fund 50	1,990,500	1,675,801	84.2%	87.5%	1,661,278	1,897,580
172	Other		426			892	1,061
173	TOTAL EXPENDITURES C: *						
174	OUTLAY	15,131,000	6,659,512	44.0%	73.8%	11,377,977	15,408,634

MONTHLY FINANCIAL REPORT
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	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
175	SCHOOL FOOD SERVICE FUND (49)						
176							
177	REVENUE:						
178	Lunch Sales	1,371,500	831,197	60.6%	55.3%	760,398	1,374,329
179	State	782,400	587,277	75.1%	53.6%	414,239	772,140
180	Federal	2,545,000	1,308,018	51.4%	42.4%	1,525,574	3,596,580
181	Other/Inventory Adj	3,500	0			0	
182	TOTAL REVENUE SCHOOL						
183	FOODS	4,702,400	2,726,493	58.0%	47.0%	2,700,211	5,743,050
184	Beg. Balance	5,371,320					5,604,342
185	Less:						
186	Ending Balance	5,210,025					5,371,320
187	School Food Service Funds						
188	available	4,863,695	2,726,493	56.1%	45.2%	2,700,211	5,976,071
189	EXPENDITURES:						
190	Salaries	1,925,494	1,178,243	61.2%	67.9%	1,136,736	1,674,343
191	Benefits	739,977	341,803	46.2%	71.2%	339,579	477,229
192	Food/Supplies	3,198,000	1,596,564	49.9%	65.7%	1,608,817	2,449,145
193	Equipment	55,000	2,580	4.7%	100.0%	38,994	38,994
194	Other Costs	25,000	67,675	270.7%	76.9%	27,980	36,382
195	Dir/Indirect Costs	325,000	-85,512	-26.3%	0.0%	0	
196	TOTAL EXPENDITURES SCHOOL						
197	FOODS	6,268,471	3,101,354	49.5%	67.4%	3,152,106	4,676,093

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FEBRUARY 29, 2024

	ENDING FEB 2024	2023-24	2023-24	Curr Bud vs Actual	Prev Bud vs Actual	2022-23	2022-23
	Description	Revised	YTD	%	%	YTD	Actual
	Percent of Fiscal Year completed			67%	67%		
	Percent of 9 month contract completed			67%	67%		
198	Foundation Fund (75)						
199							
200	REVENUE:						
201	Total Revenue	350,000	433,626	123.9%	59.5%	209,756	352,508
202	Available Revenue	350,000	433,626	123.9%	59.5%	209,756	352,508
203	EXPENDITURE:						
204	Expenses	292,000	233,651	80.0%	76.2%	196,934	258,570
205	Changes/Desg Fund Bal						0
206	TOTAL EXPENDITURE	292,000	233,651	80.0%	76.2%	196,934	258,570
207	Agency Fund (76)						
208							
209	REVENUE:						
210	Agent Services	39,500	22,000	55.7%	87.8%	24,451	27,861
211	State	5,000	4,134	82.7%	0.0%	0	
212	Federal						
213	Other	7,000		0.0%	0.0%	0	
214	TOTAL REVENUE/BB						
215	AGENCY FUND	51,500	26,134	50.7%	87.8%	24,451	27,861
216	EXPENDITURE:						
217	Instruction	7,000	105	1.5%	1.7%	186	10,865
218	NUCC	25,000	30,441	121.8%	79.2%	14,359	18,121
219	Other	5,000	2,238	44.8%	77.5%	1,806	2,330
220	Changes/Desg Fund Bal			0.0%	0.0%	0	
221	TOTAL EXPENDITURES						
222	AGENCY FUND	37,000	32,784	88.6%	52.2%	16,351	31,316
223							
224							
225			SUMMARY			SUMMARY	
226							
227	GRAND TOTAL FUNDS AVAILABLE						
228	ALL FUNDS	155,876,998	123,393,160	79.2%	72.6%	110,146,130	151,741,119
229	GRAND TOTAL EXPENDITURE			41.7%			
230	ALL FUNDS	170,133,992	92,564,929	54.4%	64.9%	93,328,964	143,874,960

POLICY 1035

Board Member Commitments and Ethics

A. Board of Education Commitments

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.

B. 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.
8. 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.

POLICY 1060

Board Members Compensation and Expenses

- A. Each member of the school board, except the student member, shall receive compensation for services and for necessary expenses in accordance with the Board's compensation schedule. Without a public hearing as prescribed by [Utah Code §§ 53G-4-204\(2\) \(2023\) and 53G-4-204\(3\) \(2023\)](#), the compensation for each member of the Board will be \$5,000 per year. Each member of the Board of Education, except any student member, shall be eligible to participate in the district's health insurance programs during the term of service as a Board member. Board members, except any student member, may receive the same health insurance benefit as a full-time certificated employee.
- C. Each member shall submit an itemized account of necessary travel expenses for Board approval. Board members shall also be compensated based on current district rates for necessary expenses incurred by them on behalf of the School District in the discharge of their duties as Board members. Reimbursement to Board members for reasonable travel expenses for attendance at regional, state, or national conventions, conferences, and workshops shall be made by the District when attendance is authorized and deemed by the Board to be necessary or desirable in carrying out the educational functions of the District.
- [Utah Code § 53G-4-204\(5\) \(2023\)](#)
[Utah Code § 53E-3-202\(4\) \(2019\)](#)
- D. The Board may not pay the travel expenses of spouses and other persons who have no responsibilities or duties to perform for the Board when they accompany Board members to Board-related activities.
- E. For purposes of Utah Retirement Systems (URS) coverage concerning Tier 2 elected/appointed officials, the Box Elder School District classifies all elected officials as ineligible. Eligibility for retirement coverage under Utah Retirement Systems shall be administered in accordance with the statutory rules governing the Utah Retirement System.

POLICY 1170

Superintendent Non-Renewal

- A. The Board may, by majority vote, at its sole discretion, choose not to renew the superintendent's contract at the end of the contract period. No notice need be provided prior to the vote of the Board.
- B. If the Board does not notify the superintendent in writing by April 15 prior to the expiration of his or her employment contract that the contract will not be renewed, it shall be deemed that the Board has renewed the superintendent's contract for one year extending from the termination date of the existing contract.
- C. Three (3) months prior to the expiration date of his/her contract, the superintendent shall give the Board written notice of his/her intention not to accept a renewal of the employment contract.

POLICY 2160

Building & Grounds Rental and Supervision Permit and Use Agreement

- A. The district recognizes the fact that the building and grounds belong to the residents of Box Elder County and thus should be made available for their use. The use of school buildings and grounds is granted by permit pursuant to the Utah Civic Center statutes for non-commercial groups or individuals. The district is immune from liability for Civic Center use by Utah Law.

[Utah Code § 53G-7-209 \(2018\)](#)

[Utah Code § 53G-7-210 \(2018\)](#)

[Utah Code § 63G-7-301 \(2019\)](#)

- B. The district does, however, have the responsibility to protect and maintain the tax payer's investment in facilities for the education of our students. Rental fees are to be sufficient to cover all costs associated with building use, necessary supervision, and liability protection. To this end, the following policy has been adopted. Information regarding rental rates may be found at: [District Property Rentals](#)
1. The school principal is responsible for the buildings, grounds and equipment under his/her jurisdiction. Permission to use any building, grounds, and/or equipment of a school must be secured in advance from the school principal or his/her designee. Requests for use of a building by outside groups must be made in writing on District approved forms. Scheduling of the facility should be done as far in advance as possible. A minimum of one (1) week is required.
 2. Charges in accordance with the fees adopted by the Board will be collected by the school principal or his/her designee. All monies collected, including any money collected for breakage, etc., shall be remitted to the district office. Charges for liability insurance coverage may be waived by permit under Civic Center statutes in Utah law ([Utah Code § 53G-7-209 \(2018\)](#) and [Utah Code § 53G-7-210 \(2018\)](#)). Commercial renters will still be required to provide liability insurance coverage.
 3. The buildings and equipment may be used at no cost for approved student functions, PTA meetings, meetings of teachers and other employees for the improvement of the educational program, and adult/community education programs. In cases of

emergency the Red Cross, Civil Defense or other civil emergency agencies may use buildings upon permission of the principal and/or the Superintendent.

4. Requests for rental of facilities will only be considered when not in conflict with regular school related activities or with community/adult education activities. The school district reserves the right to cancel a rental agreement when changes in a school's calendar require the use of the facility by a school sponsored activity. The cancellation of a rental agreement requires a two-week notification.
5. The applicant for the use of the buildings, grounds or equipment shall be responsible to pay all rental fees and enforce all Board policies and rules governing the use of such facilities and equipment. No tobacco or intoxicants will be permitted at any time on school property. The applicant shall agree to pay all damages to buildings, equipment, or grounds that occur due to activities associated with the rental.
6. A facility manager may be required by the principal as part of a rental agreement. The facility manager's responsibility is to be present during use of the building(s). This person has authority to take the necessary steps required to protect the buildings and equipment from improper use. The facility manager is not responsible to supervise rental participants. This additional supervision cost is the responsibility of those renting the facility.
7. The appropriate rental fees must be charged when an employee uses district facilities for outside activities in which the employee gains monetary value. Examples include private instruction and/or lessons, recitals, planning student trips in which the reward is a "free" trip for the employee, and some athletic camps.
8. Outside properties may not be brought into the building without prior approval of the principal. When permission is granted, all property must be removed immediately following its use. No signs, posters, properties, etc., shall be attached to the building by tape, tacks, etc., without permission of the principal. School equipment may not be used except as included in the rental agreement. School supplies may not be used at any time by the renter.
9. The Box Elder County School District, individual members of the Governing Board, and all employees, thereof, shall be held free and harmless from any loss, damage, liability, cost and expense that may exist or arise during or because of the use of school premises by the contracting party from any cause whatsoever.
10. A rental charge, based on the Board adopted rental schedule, is to be made for use of school facilities by all groups, other than those listed in Section C of this policy. A

deposit of the estimated rental fee will be required before the facility is actually used. Variance from the published rental schedule must be approved by the Business Administrator.

11. Regardless of the group using the facilities or prior arrangements that have been made, a clean-up fee may be charged at the discretion of the building principal when in his/her opinion, the facility has been left in poor condition.
12. A facility manager must be provided per non-school group for the use of the following facilities:
 - a. Auditoriums
 - b. Gymnasiums & Showers
 - c. Swimming Pools & Showers
 - d. School Lunch Kitchens & Cafeterias

13. The District reserves the right to refuse use of a specific facility and/or all facilities to any group requesting permission due to previous misuse of the facility, a lack of payment for rental fees, or other reasons permissible by state or federal law.

- C. The principal shall make buildings available at no charge for registered political parties, without discrimination, to be used for political party activities if:
1. The party requests the use of the meeting facility at least 30 calendar days before the day on which the use by the political party will take place.
 2. The meeting facility is not already scheduled for another purpose at the time of the proposed use.
 3. Schools are discouraged from scheduling other activities on the same evening as an announced party caucus meeting.

The school will make an effort to utilize current staff for building supervision for these activities. Extra supervision costs should be approved by the Business Administrator.

[Utah Code § 20A-8-404 \(2019\)](#)

POLICY 2185

Buildings and Grounds – Alterations

- A. Alterations (new construction, modification, remodels, improvements, paint, renovations, retrofits, attachments or other projects of a permanent or semi-permanent nature) shall be coordinated through the building principal, and approved by the director of buildings and grounds before any agreement, bid, offer, hire, contract, procurement, purchase or otherwise commitment to do so is made.

- B. It is recognized that teachers, coaches, PTAs, booster clubs, parents and others make valuable contributions to school facilities; however, they have no legal authority to make alterations to school district owned property without prior consent of the principal and the director of buildings and grounds and in accordance with all applicable laws, codes, and ordinances.

POLICY 2217

Transportation - Field Trips/Activity

- A. Field trips and other off-campus activities requiring transportation may be granted upon request to the principal or designee. The individual school principal requesting such bus transportation will be responsible to arrange payment for each bus used at the rate established by the superintendent. Permission is given for principals to charge students for the use of buses or to raise transportation funds by other means subject to state law and district policies concerning such charges or fund raising. (Reference [Policy 5230 Student Fees/Fee Waiver, Fines, and Charges](#))

Utah Admin. Rules R277-600-6

- B. In accordance with State Risk Management guidelines, only students participating in the field/activity trip event are allowed in the bus. Any others must receive written permission from the Superintendent or a designee. Students riding a bus to such an activity will be required to return by the same means. Exceptions may be made where the parent requests deviation from the policy. Such requests must be in writing and presented to the principal or a designee prior to the departure time.
- C. It is mandatory that at least one school employee adult-supervisor, in addition to the bus driver, accompany all school groups transporting students on all field trips or activity-type trips. The adult supervisor is responsible for the orderly conduct of the students.
- D. In conjunction with the Emergency School Bus Accident Procedure, the school or responsible adult in charge of the field/activity trip will provide a list of names and emergency phone numbers for all passengers boarding the bus. The list will be checked by the adult in charge each time the passengers re-enter the bus to assure that all the passengers are present. The passenger list will be retained by the driver and submitted with the trip request to the Transportation office at the end of the month. Failure to provide a passenger list will result in the cancellation of the trip.
- E. Waiver slips are necessary for transporting students on off-campus trips.
1. Bus drivers must not drive a bus more than ten (10) hours per day or be on duty more than 15 hours in a 24-hour period. Field/activity trips that have not returned back to the district by midnight should plan to stay the night at their location, so the driver is not driving fatigued.
 2. On overnight trips, bus drivers may not share a room with students or other school personnel nor serve as a chaperone for students. The cost of housing and meals,

for the bus driver are included in the cost of the bus and are the responsibility of the school/organization requesting the trip.

3. The use of no more than 2 district white fleet vehicles, such as a suburban, van, car, etc., may be used for smaller groups with written permission of the principal or superintendent in advance. All employees and students riding in a district white fleet vehicle are required to wear a seatbelt. There must be enough seatbelts in the vehicle for every person.
4. District white fleet vehicles may only be driven by a Box Elder School District employee who has completed and has a current Utah Risk Management Driver Training Certification on file with the Transportation Office.
5. Students who participate in UHSAA activities at a high school and attend another school may be provided transportation to the school during the established season for the sport or activity they are participating in.
6. Students will not be allowed to ride in a District bus or District white fleet vehicle, to another school to participate, attend, or practice in non-district sponsored activities.

POLICY 3005

Employment: Staffing

- A. The District will develop a Staffing Plan based on School Board direction, budgets, school, community, teacher, principal, and administrative input. The Staffing Plan will identify and set student-to-teacher ratios and Full Time Equivalent (FTE) limitations for each school.
- B. Each year District Administration will provide a staffing projection to each school based on:
 - 1. the October 1st enrollment;
 - 2. the second trimester enrollment;
 - 3. the projection of future enrollment based on students moving up one grade;
 - 4. other community growth factors;
 - 5. and the statistical trend between the current and previous year average enrollment.
- C. The Staffing Plan will address School Board direction, budgets, current enrollment, trends in enrollment, school issues and legal guidelines.
- D. The Staffing Plan will also address classified support that is financially sustainable, necessary and justified using, where possible, established standards or formulas.
- E. The Staffing plan will also address administrative assignments based on budgets, current enrollment, trends in enrollment, school issues and legal guidelines.
- F. School level administrators and District administration will conduct individual staffing meetings to review the operation of the school, consider programs, and assess future staffing needs based on the above District plan. The outcome of this effort will be a School Level Staffing Plan that will identify overage, and additional, or replacement staff needed to support the school programs.
- G. The Superintendent will approve or have the authority to change the District and/or School Staffing Plan based on emerging budget and enrollment issues. If issues develop that will impact the plan, District administration, and/or principals will develop and present suggested changes to the Superintendent for approval.

POLICY 3025

Employment: Outside District and/or Activities Related to Education

A. Definitions

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

- a. "District employee" means a person who is employed on a full-time, part-time, or contract basis by the District.
- b. "Activity Sponsor" means a private or public individual or entity that employs an employee in any program in which public school students participate.
- c. "Extracurricular Activity" means an activity for students recognized or sanctioned by the school or District, which may supplement or complement, but are not an official part of, the required program, or regular curriculum.
- d. "Private but Public Education-Related Activities" means any type of activity for which a District employee receives compensation and the principal clients are students at the school where the employee works. Such activities include but are not limited to:
 - 1) Tutoring;
 - 2) Lessons;
 - 3) Clinics;
 - 4) Camps; or
 - 5) Travel Opportunities.

[Utah Admin. Rules R277-107-1 \(July 9, 2018\)](#)

B. Prohibition upon Educator Participation in Private but Public Education-Related Activities

1. A District employee who participates in a private but public education-related activity shall ensure that his or her participation in the activity is separate and

distinguishable from the employee's public employment. In relation to a private but public education-related activity, the employee may not:

- a. Use education records, resources, or information obtained through employment with the District to promote the activity unless the resources, or information are readily available to the general public;
- b. Use school time to promote, discuss, or prepare for the activity;
- c. State or imply to any person or entity that participation in a school sponsored program or extracurricular activity is conditioned in any way on participation in the activity.
- d. Give or withhold credit based on participation in the activity, including but not limited to clinics, camps, private programs or travel activities that are not equally and freely available to all students;
- e. Contact students at public school except as provided for below.

[Utah Admin. Rules R277-107-3 \(July 9, 2018\)](#)

C. Activities an Educator May Engage In

1. In relation to a private, but public related activity, an employee may:
 - a. Offer public education-related services, programs or activities to students provided that they are not advertised or promoted during school time and consistent with the policy.
 - b. Discuss the activity with students or parents, but only outside of the classroom and regular school day.
 - c. Use student directories or online resources which are available to the general public to identify prospective clients.
 - d. Use student or school publications in which commercial advertising is allowed to advertise and promote the activity.

[Utah Admin. Rules R277-107-3\(5\) \(July 9, 2018\)](#)

D. Advertising

1. An employee may purchase advertising space to advertise an activity or service, whether or not sponsored by schools in the District or by the District, in a publication that accepts paid or community advertising.
2. A paid advertisement in a school publication may identify the activity, participants, and leaders or service providers by name, provide non-school contact information, and provide details of the employee's employment experience and qualifications.
3. An employee may post or distribute posters or brochures advertising an employee's private services only in the same manner as could be done by a member of the general public under District policy.
4. Unless the activity is sponsored by the District, the paid advertisement in a school publication shall state clearly and distinctly that the activity is NOT sponsored by the school or District.
5. Neither the name of the school nor the District shall be used in the advertisement except as it relates to the employee's employment history or, if school facilities will be used under the District public civic center use policy. If the employee's name is used in an advertisement sent to the employee's students or posted, distributed, or otherwise made available in the employee's school, the advertisement shall state that the activity is not school-sponsored.

[Utah Admin. Rules R277-107-4 \(July 9, 2018\)](#)

E. Copies of Contracts Provided to District

1. The educator must provide to the principal at the school where he or she is employed a signed copy of all contracts between him or her and a sponsor of a private, but public-education related activity. The District will maintain a copy of these contracts in the employee's personnel file. Such contracts must be signed by the employee and must include the following acknowledgments:

that the parties understand that the activity is not sponsored by the school or District; that the employee's responsibilities to the activity sponsor are outside the scope of and unrelated to any public duties or responsibilities the employee may have as an employee of the District; and that the employee agrees to comply with laws and rules of the State of Utah and District policies regarding advertising and employee participation.

[Utah Admin. Rules R277-107-6 \(July 9, 2018\)](#)

POLICY 3030

Employment: Personnel Records

- A. Personnel records of the District are designated as private. [Policy 6000 Public Records Access and Management](#) outlines information that may be given to the public upon request.
- B. All information contained in the personnel file of an employee shall be made available to that employee upon reasonable written request by the employee, except for documents, which are classified as protected by the district. Photocopies of non-protected documents in an employee's file may be made at the employee's expense.
- C. With regard to public access to information in personnel records, the district has determined that personnel files are private and of such a nature that it is in the public interest to prevent disclosure. Consequently, the district shall not make available to the public, employee personnel files. If the district denies access to a file under this section, the person requesting access shall be informed within five days of the denial as to why the data is exempt from disclosure. The notice need not be in writing unless the request was in writing.

NOTE: Also see [Policy 3035 Employee Criminal Background Checks and Arrest Disclosure Requirements](#) for further information on "records."

POLICY 3075

District Employee and Student Relations and Interactions

A. Professional and Ethical Relationships

1. District employees shall maintain professional and appropriate demeanor and relationships with students, both during and outside of school hours, as well as both on and off campus, that foster an effective, non-disruptive and safe learning environment. District employees shall establish and maintain appropriate personal boundaries in teaching, supervising and interacting with students and avoid behavior that could reasonably lead to even an appearance of impropriety. Therefore, the following prohibitions shall continue to apply for an additional two years after the graduation, or separation from the District, of any student who was enrolled in a District school, including a prohibition during this period on entertaining or socializing with former students in such a manner as to create the perception that a dating or intimate relationship exists. The two-year extension shall apply to all certificated staff, as well as classified staff over the age of twenty-one.

B. Prohibited Employee Behavior

1. Prohibited District employee behavior toward students includes, but is not limited to:
 - a. Flirting;
 - b. accepting personal gifts from or giving gifts to students that would suggest or further an inappropriate relationship;
 - c. engaging in frequent personal communication with a student (via phone, e-mail, texts, letters, notes, online communication etc.) unrelated to course work or official school matters;
 - d. providing inappropriate physical displays of affection;
 - e. making suggestive comments;
 - f. dating;
 - g. making request for sexual activity;
 - h. engaging in inappropriate touching or any sexual contact and/or sexual relations;
and

- i. any conduct prohibited by Utah Admin. Code R277-515.
2. Such behavior is inappropriate and a violation of District policy regardless of whether the student may have “consented”. District employees are prohibited from dating or engaging in any undue familiarity with students, regardless of the student’s age. Any action or comment by a District employee that would reasonable invite romantic or sexual involvement with a student is in violation of District policy.
3. Employees are not authorized to allow students in their homes for school-related social activities without prior written permission from the school principal. After hour school social activities should, whenever possible, be conducted on school premises. In all cases prior approval of the school principal is required.
 - a. School instruction, counseling and other activities relating to students, should be accomplished on school premises within the normal school day. School personnel should not meet with a student in the student's home in the absence of the student's parent(s).
 - b. Within the scope of their employment, employees are not authorized to invite students to the employee's home or to accompany them on personal outings or activities. As a result of participation in church and community activities, district employees may interact with students outside of the school day. However, discussion of such non-school activities is expressly prohibited during school time and while on school premises.

C. Requirements

1. [Utah Code § 53G-8-203](#) requires that notice be given to the parent of any student, kindergarten through sixth grade, prior to holding the student after normal school hours. For students in grades seven through twelve, it is recommended that parents be notified when students are retained after normal school hours.
2. In the event a school activity requires traveling and district employees are called upon to provide transportation, the activity and transportation arrangements must first be approved by the school principal. District employees are prohibited from traveling alone with a single student.

D. Reporting

1. Any District employee who has knowledge of or witnesses any possible occurrence of prohibited employee behavior toward students shall report the incident to the school principal or a District administrator. Anonymous complaints of prohibited employee behavior toward students shall also be investigated by the District.

Reports of allegations of prohibited employee behavior toward students shall be promptly investigated and follow the procedures utilized for complaints of harassment within the District, including confidentiality.

2. If a student initiates inappropriate behavior toward a District employee, that employee shall promptly document the incident and report it to a building principal or supervisor.

POLICY 3090

Family Medical Leave Act (FMLA)

A. This Policy is adopted in conformance with the Family and Medical Leave Act, [29 U.S.C. § 2601](#) and implementing regulations located at [29 CFR § 825 et seq.](#)

B. Definitions of FMLA

1. Eligible Employee

- a. An “eligible employee” means any classified or certified employee of the District who has been employed for at least 12 months by the District and worked at least 1,250 hours during the immediate 12-month period prior to any request for leave under this policy.

[29 CFR § 825.110](#)

2. Employment Benefits

- a. The term “employment benefits” means all benefits provided by the District to its employees such as group life insurance, health insurance, disability insurance, sick leave, annual leave, educational benefits and pension or retirement benefits.

3. Health Care Provider

- a. The term “health care provider” means a licensed doctor of osteopathy or medicine.

4. Parent

- a. The term “parent” means the biological or adoptive parent of a child or any other person who stood in loco parentis to the employee when the employee was a son or daughter as defined in this policy.

5. Son or Daughter

- a. The term “son or daughter” means a biological, adopted, or foster child, a stepchild, a legal ward or a child of a person standing in loco parentis. A child is:

- 1) less than 18 years of age; or

- 2) older than 18 years but incapable of self-care because of mental or physical disability at the time leave is to commence.
6. Spouse
- a. The term “spouse” means a legal husband or wife.
7. Serious Health Condition
- a. The term “serious health condition” means illness, injury, impairment, or physical or mental condition that requires:
 - 1) Inpatient care consisting of an overnight stay in a hospital, hospice, or residential medical facility and subsequent treatment; or
 - 2) Continuing treatments by a health care provider, which includes:
 - a) Two visits within the first 30 days of incapacity with the first visit occurring during the first 7 days of incapacity,
 - b) Periods of inability to work of more than 3 consecutive calendar days that also involves treatment two or more times by a health care provider or at least one time which results in a regimen of continuing treatment;
 - c) Any period of incapacity due to pregnancy or prenatal care;
 - d) Any period of incapacity due to a chronic serious health condition which:
 - i. Requires periodic visits, at least 2 visits per year, for treatment by a health care provider, or by a nurse or physician’s assistant under direct supervision of a health care provider;
 - ii. Continues over an extended period of time (including recurring episodes of a single underlying condition); or
 - iii. May cause episodic rather than a continuing period of incapacity (e.g., asthma, diabetes, epilepsy, etc.);
 - e) A period of incapacity which is permanent or long-term due to a serious health condition for which treatment may not be effective, such as Alzheimer’s disease, severe stroke, or terminal stages of a disease.

[29 CFR § 825.114](#)

- C. An eligible employee is entitled to a total of 12 work weeks of leave without pay during any 12-month period in the event of any of the following:
1. The birth of a son or daughter of the employee and to care for that newborn son or daughter
 - a. An expectant mother may take FMLA leave before the birth of the child for prenatal care or if her or condition makes her unable to work.
 2. The placement of a son or daughter with the employee for adoption or foster care;
 - a. A father, as well as mother, can take family leave for the birth, placement for adoption or foster care of a child.
 3. A spouse, son, daughter or parent who has a serious health condition; or
 4. The employee suffers from a serious health condition that makes the employee unable to perform the essential functions of that employee's position.
 5. An eligible employee is entitled to a total of 26 work weeks of leave without pay during a single 12-month period to care for a covered service member with a serious illness or injury incurred in the line of duty on active duty.
 6. An eligible employee is entitled to a total of 12 work weeks of leave without pay during a single 12-month period for any qualifying exigency arising out of a covered service member family member who is on active duty or called to active duty status in support of a contingency operation. A qualifying exigency exists in the following circumstances:
 - a. Short notice deployment;
 - b. Military events and related activities;
 - c. Child care and school activities;
 - d. Financial and legal arrangements;
 - e. Counseling;
 - f. Rest and Recuperation;
 - g. Post-deployment care; and

- h. Additional activities not encompassed in the above, but agreed to by the employee and the District.

[29 CFR § 825.112](#)

[29 CFR § 825.200](#)

[29 CFR § 825.122](#)

- D. The board hereby designates all paid or unpaid leave for any reason to be counted as part of and included in the Family Medical Leave so that an employee shall be entitled to no more than the maximum available leave allowed under the Family Medical Leave Act and other types of leave taken together.

- 1. The District hereby requires the employee to substitute any accrued vacation leave, personal leave, or family leave of the employee in place of any part of the FMLA leave week period of any leave under this policy.
- 2. Nothing shall require the District to provide paid sick leave, vacation leave, annual leave, or other type of paid leave in any situation where it not otherwise provided under District Policies.

- E. An Employee shall make a reasonable effort to:

- 1. Provide the District with at least 30 days prior written notice of any anticipated leave under this policy whenever the leave is foreseeable; and
- 2. Schedule a treatment so as not to unduly disrupt the operations of the District.

[29 CFR § 825.302](#)

- F. The District shall post in a conspicuous place on school premises a notice of rights under this policy.

- 1. Upon receipt of a written request for Family Medical Leave, the District will provide the employee written notification of the status of the leave request within 5 working days.

- G. In any case where both husband and wife are employees of the District and both seek leave under this policy, such leave shall be limited to an aggregate of the maximum allowed individual leave during any 12-month period if:

- 1. Leave is sought to care for a newborn daughter of son or the adoption of a daughter or son; or

2. Leave is sought to take care of a sick parent.

[29 CFR § 825.202](#)

- H. All leave under this policy must be supported by a certification issued by a health care provider.
 1. The Board hereby designates all qualifying Family Medical Leave.
 2. The medical certification shall be provided at least fifteen days after leave is requested or when the employee begins unforeseeable leave.
 3. A certification is sufficient if it states:
 - a. The date on which the serious health condition commenced.
 - b. The probable duration of the condition
 - c. If additional treatments will be required for the condition, an estimate of the probable number of such treatments.
 - d. Which part of the definition of “serious health condition,” if any applies to the patient’s condition, and the medical facts which support the certification, including a brief statement as to how the medical facts meet the criteria of the definition.
 - e. If medical leave is required for the employee’s absence from work because of the employee’s own condition (including absences due to pregnancy or a chronic condition), whether the employee:
 - 1) Is unable to perform work of any kind;
 - 2) Is unable to perform any one or more of the essential functions of the employee’s position, including a statement of the essential functions the employee is unable to perform, based either on information provided on a statement from the employer of the essential functions of the position, or if not provided, discussion with the employee about the employee’s job functions;
or
 - 3) Must be absent from work for treatment.
 - f. A statement that the serious medical condition prevents the employee from performing the tasks of the position or that requires the employee to attend and care for a son, daughter, spouse or parent.

4. The District may require the employee taking Family Medical Leave to complete the attached Fitness for Duty Certification prior to his/her return to work at the district.

[29 CFR § 825.202](#)
[29 CFR § 825.312](#)

I. Other Provisions

1. An employee who takes leave in conformance with this policy is entitled to:
 - a. Be restored to the position held by the employee prior to leave; or
 - b. Be provided an equivalent position in terms of benefits, pay and responsibilities.
2. No benefit accrued prior to taking leave shall be lost as a result of taking leave under this policy.
3. The employee shall not accrue any seniority or employment benefits during any period of leave.
4. The District may deny restoration of employment of an equivalent position if:
 - a. The denial is necessary to prevent substantial and grievous economic injury to the operations of the District
 - b. The District notifies the employee that it intends to deny restoration when it determines that injury would occur.
 - c. The employee elects not to return to employment after receiving notice; and
 - d. The employee is among the highest paid 10% of employees of the District.
5. If an employee fails to return to work after leave expires for reasons other than continuation, reoccurrence, or onset of a serious health condition of the employee, son, daughter, or spouse, then the District may recover the premium paid for maintaining coverage for the employee during the leave period.

[29 CFR § 825.215](#)

- J. If the employee begins leave more than five weeks prior to the end of the school year, the employee must continue taking unpaid leave until the end of the school year if:

1. The leave requested is of at least three weeks' duration; and

2. The return to employment would occur during the week period before the end of the school year.
- K. If the employee begins leave for reasons other than a personal serious health condition which commences less than five weeks prior to the end of the school year, then the employee must continue to take unpaid leave until the end of the school year if:
1. The leave requested is of greater than a 2-week duration;
 2. The return to employment would occur during the 2-week period before the end of the school year.
 3. If the employee begins leave for reasons other than personal serious health conditions during the period that commences three weeks prior to the end of the school year and the leave is greater than five working days then the employee must continue to take unpaid leave until the end of the school year.

POLICY 3084

Educational Appropriate Postings

- A. District staff posting or maintaining content must ensure that the content is educationally sound and appropriate and be in compliance with Box Elder School District's Acceptable Use Policies. This includes content on all state, district or school web pages, and encompasses any content or post made by an employee to any web page from district equipment, using district resources, regardless of where the web material is created or shared.
- B. Educational appropriate postings do not:
1. Exhibit any racial, religious, nationalistic, sexual, ethnic, disability-based or age-based bigotry or discrimination.
 2. Exhibit any obscene or pornographic material.
 3. Solicit for any business or commercial enterprise.
 4. Provide hyperlinks to commercial, personal or social websites that do not directly serve the educational needs of students in the district.
 5. Publish any copyrighted material without prior permission (see copyright section) or publish any photos of individual students or groups of students whose parents have expressly denied permission to do so.
 6. Publish a student's full name on any page if the parent has expressly denied permission to do so.
 7. Publish a student, parent, staff, board member or other individual's personal home address, telephone number, personal e-mail or web page addresses. However, staff members' names, work phone numbers and district e-mail addresses are public information and may be published on school or district web pages. (Permission shall be obtained before publishing photos of district employees).
 8. **Allow teachers to post personally identifiable student work, photographs, or videos of students on personal social media accounts or other personal platforms.**
- C. A social networking site is defined as any web-based service that allows individuals to become a member of that site, and to create a public or semi-public profile. Social

networking sites allow connections between members for the sharing of ideas, comments, photos, videos, and other content through such means as blogs, wikis, forums, etc. Such networks are powerful tools and the Box Elder School District supports their safe, responsible use in education. District employees and students understand that social networks are public and that any content published, even though it may be deleted, may not absolutely be removed or suspended from the public domain.

D. Copyright

1. Unauthorized use of copyrighted materials is prohibited. All copyrighted material must be properly cited using standard citation information, giving credit (web address or active link) to a company or individual that has created text, media, or graphics.

[Policy 4180 Copyright](#)

POLICY 4060

High School Graduation Requirements

- A. All students awarded a High School Diploma from a regular high school in Box Elder School District shall complete the following minimum requirements as required by the Utah State Board of Education and Box Elder School District during grades 9-12:

Number of Credits Required

1. Language Arts 4.5
 - a. Ninth grade level (1.5 units of credit);
 - b. Tenth grade level (1.0 unit of credit);
 - c. Eleventh grade level (1.0 unit of credit);
 - d. Twelfth grade level (1.0) unit of credit) consisting of applied or advanced Language Arts courses from the list of State Board-approved courses consistent with the student's PCCR.

2. Social Studies 3.0
 - a. World Geography (0.5 units of credit);
 - b. World History (0.5 units of credit);
 - c. U.S. History (1.0 unit of credit);
 - d. U.S. Government and Citizenship (0.5 units of credit);
 - e. Elective Social Studies (0.5 units of credit)
 - f. Successful completion of the basic civics test unless the student qualifies for an alternative assessment as provided for by the Utah State Board of Education.

Utah Admin. Rules R277-700-8 (March 14, 2018)

3. Science 3.0
 - a. at a minimum, two credits from the five science foundation areas:

- 1) Earth Science (1.0 unit of credit);
 - 2) Biological Science (1.0 unit of credit);
 - 3) Chemistry (1.0 unit of credit);
 - 4) Physics (1.0 unit of credit);
 - 5) Computer Science (1.0 unit of credit)
- b. one additional unit of credit from the foundation courses or the applied or advanced science courses from the list of State Board-approved courses consistent with the student's PCCR.
4. Mathematics 3.5
- a. Secondary Math I (1.5 units of credit);
 - b. Secondary Math II (1.0 unit of credit);
 - c. Secondary Math III (1.0 unit of credit).
- 1) Students may opt out of Secondary Mathematics III with written parent request. If an opt-out is requested, the third mathematics credit shall come from the advanced and applied courses from the list of State Board-approved courses consistent with the student's PCCR.
 - 2) A student who successfully completes Calculus has completed mathematics graduation requirements regardless of the number of mathematics credits earned.
5. Health Education 0.5 units
6. Physical Education 2.0
- a. Participation Skills (0.5 units of credit)
 - b. Fitness for Life (0.5 units of credit)
 - c. Individualized Lifetime Activities (0.5 units of credit)
 - d. Team sport/athletic participation (may earn 0.5 units per sport up to a maximum of 1.0 units of credit can be earned for team sport/athletic participation with

school approval to replace Participation Skills and Individualized Lifetime Activities.)

- 7. Arts 1.5
- 8. Career & Technical Education 1.0
- 9. Computer Technology or qualifying Digital Studies course 0.5
- 10. General Financial Literacy 0.5

*TOTAL REQUIRED CORE CREDITS 19.5

*REQUIRED ELECTIVE CREDITS – MINIMUM 10.5

*TOTAL CREDITS REQUIRED FOR GRADUATION 24.0 - 30.0

TOTAL CREDIT AVAILABLE 36.0

B. Additional Provisions

1. Students qualify for a diploma upon completion of all required credits. The opportunity to participate in graduation exercises is a privilege and may be based on behavior/citizenship.
2. These graduation requirements are consistent with State (USBE) requirements with the exception of Language Arts and Math, which have been adjusted due to the 3-trimester schedule for core classes in the 9th grade.
3. Students will be offered a full schedule to be taken as elective classes or released from school for approved activities.

C. A student may be awarded a certificate of completion if they meet 1 (one) of the following criteria:

1. the student has a disability and has completed their senior year and is exiting the school system; however, has not met the State and District requirements for graduation, but has met the goals set forth by the student's IEP, or
2. the student was enrolled throughout and has completed their senior year, is exiting the school system, has not met the State and District requirements for graduation, and made a sincere effort to complete high school as determined by school administration.

3. The District will not enroll a student with intent to award a diploma or certificate of completion after the student has earned a high school equivalence.

Utah Admin. Rules R277-705-4 (January 11, 2023)

D. A Student Desiring a 24 Credit Diploma

1. Beginning the 2024-25 school year, if a student has completed the required core credits (18.5) and at least 5.5 elective credits for a 24-credit diploma, the student will be transferred to Sunrise High School to receive this 24-credit High School Diploma. The student may participate in graduation ceremonies with Sunrise High School if desired but will not be part of BEHS or BRHS graduation ceremonies.
2. A special education eligible student may earn a 24-credit diploma if it is determined by their IEP team that their disability requires special graduation requirements. Special Education students receiving special graduation accommodations will be eligible to walk with their school of attendance.

~~On a case-by-case basis (in a PCCR meeting and approval by the principal) if a student has completed the required core credits (18.5) plus at least 5.5 elective credits for a total of 24 credits, the student may receive a Box Elder School District diploma.~~

POLICY 4177

Responsible Computer Use

- A. It is the policy of Box Elder School District to permit students, patrons, and employees to have computer and Internet access under approved regulations and guidelines, to include those listed in the [Children's Internet Protection Act](#), Federal & State Law, and policies adopted by the Board of education ([Policy 4178 Internet Use](#)). It is expected that students, patrons, and employees accessing District network resources will adhere to high standards of digital citizenship and conduct themselves in a responsible, decent, ethical, and polite manner.
1. Access to the District network is permitted primarily for instructional purposes and is a privilege not a right. Limited personal use of the District network is permitted if the uses pose no tangible cost to the District, does not unduly burden or cause damage to the District's computer or network resources, and does not adversely affect a student's academic performance or an employee's job performance.
 2. All devices accessing the District network will have content filtered in accordance with federal and state law, including the [Children's Internet Protection Act](#) and the [Family Education Rights and Privacy Act](#).
 3. Privately owned devices accessing the District network may be required to allow device management as specified by the District Technology Department.
 4. Students, patrons, and employees must agree to the terms and conditions of [this policy and Policy 4178](#) ~~the associated acceptable use agreement~~ prior to being granted access to District computers and network resources.
- B. Prohibited Uses:
1. The following uses of the District's computers and network resources are prohibited.
 - a. Using an account other than one's own and any attempt to gain unauthorized access to accounts on the network.
 - b. Manipulating or attempting to manipulate, reconfigure or damage District hardware, software or network settings.
 - ~~c. The use of games, chat rooms, blogs, social networking sites, and instant messaging that is not directly related to curriculum development, instruction, work assignment, or assigned learning experience.~~

- d. Degrading or attempting to degrade or disrupt networking equipment or services.
- e. Using computers or network resources for any illegal activity. This includes, but is not limited to transmitting or receiving:
 - i. threatening or obscene material,
 - ii. material protected by trade secrets or copyrighted without proper permission,
 - iii. the design or detailed information pertaining to explosive devices,
 - iv. criminal or terrorist acts,
 - v. sexism or sexual harassment,
 - vi. pornography,
 - vii. gambling,
 - viii. illegal solicitation,
 - ix. racism, or
 - x. inappropriate language.
- f. Transmitting or receiving any material reflecting adversely upon individuals because of their race, national origin, sexual orientation, gender, religion, or disability.
- g. Using the District computers or network resources for personal financial gain, personal business and product advertisement, or personal use for religious or political lobbying (including student body elections or representation elections for employees). No person may use any District email system or service for a political purpose, or advocate for or against a proposed initiative, initiative, proposed referendum, or referendum. An email sent in violation of this restriction is a record subject to the Government Records Access Management Act and is not considered a personal note or personal communication.

[Utah Code § 20A-11-1205 \(2019\)](#)

- h. Destroying or attempting to destroy or degrade data of another user, another agency or network. This includes uploading or downloading, or the creation of digital viruses or malware.
- i. Violating the privacy of another by disclosing confidential information about other individuals, if the disclosure is not allowed by federal or state law or District policy.
- j. Posting personal communications without the original author's consent or posting anonymous messages.
- k. Bypassing or attempting to bypass filters and security via proxy servers, VPN access, connecting personal wireless access points, or other means.
- l. Any content that disrupts the educational environment.
- m. Erasing, expiring, or resetting memory cache, webpage links, or HTTP location history without permission.
- n. Downloading, uploading, installing or executing applications, unauthorized programs or software.

C. Discipline

1. Irresponsible/inappropriate use of digital devices or network resources may result in the loss of network privileges, disciplinary action, termination of employment, and/or referral to legal authorities and the Utah Professional Practices Commission.
2. The technology department monitors network activity and will communicate any violations or suspected violations of this policy, **Policy 4178**, or the [Responsible Computer/Digital Resource Agreement - Employee responsible-use agreements](#) to the appropriate administrator. There is no expectation of privacy on the District network.
3. If employees, students, or patrons become aware of any violations of this policy, **Policy 4178**, or the [Responsible Computer/Digital Resource Agreement - Employee responsible-use agreements](#) they should report the violation or suspected violation to their teacher or building/District administrator.
4. Students, patrons, employees are liable for replacement costs of any computer/network resources damaged by neglect or willful disregard.

D. Security

1. Any passwords issued to users must not be shared with or disclosed to other users without specific authorization from the administrator.
2. Passwords should be changed regularly in accordance with industry standards.
3. Users should not leave workstations without logging out or locking the device.

E. Privately owned devices

1. Students, patrons, and employees have the privilege of using privately owned digital devices on the District network in compliance with this policy, **Policy 4178**, and school/classroom rules.
2. Teachers, building administrators and District staff may confiscate and search a privately owned device if federal or state law, District policy, or school or class rules are violated.
3. Devices confiscated under the provisions of this policy and **Policy 4178** may be turned over to law enforcement agencies for further investigation.

F. Disclaimer

1. The District makes no guarantee of the completeness or accuracy of any information provided on the network. It makes no promise or warranty to maintain or update its network or the information contained or made available to the public, its employees, and students. The District may suspend or discontinue these services at any time.
2. The District specifically disavows legal responsibility for what a user may find on another external site or for personal opinions of individuals posted on any site.
3. A user assumes the risk of use or reliance on any information obtained through the network.
4. The District will not be responsible for any damages a user suffers while on the system, including loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by negligence, errors, or omissions.

POLICY 4178

Internet Use

A. Internet Protection

1. Access to the internet through District computer networks or systems or by means of devices owned by the District shall be regulated by filtering software or other measures which prevent users from accessing images which are obscene or pornographic or otherwise harmful. Student online activity shall be monitored and specified staff shall have responsibility for supervision of student online activities. In addition, students shall be educated by appropriate staff members regarding appropriate online behavior, including interacting with other individuals through chat rooms or social networking websites and cyberbullying awareness and response. Each school's community council shall also provide for education and awareness on safe technology use and digital citizenship which empowers students to make smart media and online choices and parents to know how to discuss safe technology use with their children.

Utah Admin. Rules R277-495-4(1)(e), (2)(f), (3)(c) (April 8, 2019)

[Utah Code § 53G-7-216\(3\) \(2018\)](#)

[Utah Code § 53G-7-1202\(3\)\(a\)\(iii\)\(A\), \(iv\) \(2020\)](#)

B. Due Process

1. The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities conducted through the District network or District-owned devices.
2. In the event there is an allegation that a student has violated this policy, the student will be provided with a notice and opportunity to be heard in the manner set forth in [Policy 4177 Responsible Computer Use](#).
3. Disciplinary actions will be tailored to meet specific concerns related to the violation and to assist the student in gaining the self-discipline necessary to behave appropriately on an electronic network. If the alleged violation also involves a violation of other provisions of this policy and [Policy 4177](#), the violation will be handled in accord with the applicable provision of this policy and [Policy 4177](#).
4. Employee violation of this policy will be handled in accordance with District policy and collective bargaining agreement, if applicable.

5. Any District administrator may terminate the account privileges of a guest user by providing notice to the user. Guest accounts that are not active for more than ninety days may be removed, along with the user's files, without notice to the user.

C. Search and Seizure

1. System users do not have an expectation of privacy in the contents of their personal files and/or personal electronic mail accounts and records of their online activity accessed via the District's electronic communications system or through District-owned devices.
2. Routine maintenance and monitoring of the system may lead to discovery that the user has violated or is violating this policy, [Policy 4177](#), or the law.
3. An individual search will be conducted if there is reasonable suspicion that a user has violated this policy, [Policy 4177](#), or the law. The nature of the investigation will be reasonable and in the context of the nature of the alleged violation.
4. District employees should be aware that their personal files and/or personal electronic mail accounts on the District's network or on District-owned devices may be discoverable according to the Government Records Access Management Act.

D. Selection of Material

1. When using the internet for class activities, teachers will:
 - a. Select material that is appropriate in light of the age of the students and that is relevant to the course objectives.
 - b. Preview the materials and sites they require students to access to determine the appropriateness of the material contained on or accessed through the site.
 - c. Provide guidelines and lists of resources to assist their students in channeling their research activities effectively and properly.
 - d. Assist their students in developing the skills to ascertain the truthfulness of information, distinguish fact from opinion, and engage in discussion about controversial issues while demonstrating tolerance and respect for those who hold divergent views.

E. Parental Notification and Responsibility

1. The District will post all policies on the District website concerning District network and the policies governing its use for parents to view. Parents must sign an agreement to allow their student to have an individual account during registration each year.

2. Parents have the right at any time to investigate the contents of their child(ren)'s email files. Parents have the right to request the termination of their child(ren)'s individual account at any time.
3. This policy contains restrictions on accessing inappropriate material and student use will be supervised. However, there is a wide range of material available on the Internet, some of which may not be in accordance with the particular set of values held by an individual student's family. The District will encourage parents to specify to their child(ren) what material is and is not acceptable for their child(ren) to access through the District network.

F. Access

1. The following levels of access will be provided:
 - a. Elementary age students will be granted Internet access only through a classroom account. Elementary students may be provided with an individual account under special circumstances at the request of their teacher and with the approval of their parent. An agreement will only be required for an individual account, which must be signed by the student and his or her parent. Parents may specifically request that their child(ren) not be provided access through the classroom account by notifying the District in writing.
2. Individual accounts for students
 - a. Secondary students may be provided with individual Internet accounts. Secondary students will not have remote access to the system. A written agreement will be required for an individual account. This agreement must be signed by the student and his or her parent.

G. Guidelines for Internet Use

1. Personal safety (these restrictions are for students only):
 - a. Users will not post or provide personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work address, etc.
 - b. Users will not agree to meet with someone they have met online without their parent's approval and participation,
 - c. Users will promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.
2. Illegal Activities

- a. Users will not attempt to gain unauthorized access to the District network or to any other computer system through the District network or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing."
- b. Users will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- c. Users will not use the District network to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of a person, etc.

3. System Security

- a. Users are responsible for the use of their individual account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide his or her password to another person.
- b. Users will immediately notify the system administrator if they have identified a possible security problem. Users will not search for or attempt to discover security problems, because this may be construed as an illegal attempt to gain access.
- c. Users will avoid the inadvertent spread of computer viruses by following the District virus protection procedures.

4. Inappropriate Language

- a. Restrictions against inappropriate language apply to public messages, private messages, and material posted on webpages.
- b. Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, slanderous or disrespectful language.
- c. Users will not post information that, if acted upon, could cause damage or a danger of disruption.
- d. Users will not engage in personal attacks, including prejudicial or discriminatory attacks. Users will not harass another person.

- 1) Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending the person messages, they must stop.
 - e. Users will not knowingly or recklessly post false or defamatory information about a person or organization.
5. Request for Privacy
- a. Users will not re-post a message that was sent to them privately without permission of the person who sent them the message.
 - b. Users will not post private information about another person.
6. Respecting Resource Limits
- a. Users will use the system only for educational and professional or career development activities (no time limit), and limited, high-quality, personal research.
 - b. Users will not download large files unless absolutely necessary. If necessary, users will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to their personal computer or external drive.
 - c. Users will not post chain letters or engage in “spamming.” Spamming is sending an annoying or unnecessary message to a large number of people.
 - d. Users will check their email frequently, delete unwanted messages promptly, and stay within their email quota.
 - e. Users will be subscribed only to high quality discussion group mail lists that are relevant to their education or professional/career development.
7. Plagiarism and Copyright Infringement
- a. Users will not plagiarize works that they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user.
 - b. Users will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies acceptable use of that work, the user should follow the expressed requirements. If the user is unsure whether or not they can use a work, they should request permission from the copyright owner.

8. Inappropriate Access to Material

- a. Users will not use the District network or District-owned electronic devices to access material that is profane or obscene (pornography), that advocates illegal or dangerous acts, or that advocates violence or discrimination towards other people (hate literature). (See [Policy 3010 Employee Bullying and Hazing](#), [Policy 5265 Student Discrimination and Harassment](#), [Policy 5270 Student Rights and Responsibilities Bullying, Cyberbullying, Hazing, and Abusive Conduct](#) and [Policy 4177](#).) For students, a special exception may be made if the purpose is to conduct research and access is approved by both the teacher and the parent. District employees may access the above material only in the context of legitimate research.
- b. If a user inadvertently accesses such information, he or she should immediately disclose the inadvertent access in a manner specified by their school. This will protect users against an allegation that they have intentionally violated this policy.

Utah Admin. Rules R277-495-4(1)(c) (April 8, 2019)

H. District Website

1. The District may establish a website. Material appropriate for placement on the District website includes: District information, school information, teacher or class information, student projects, and student extracurricular organization information. Personal information not related to education will not be allowed on the District website.
2. The Superintendent will designate a District web-master, responsible for maintaining the school websites and monitoring class, teacher, student, and extracurricular webpages. The web-master will develop style and content guidelines for official District and school web materials and develop procedures for the placement and removal of such material. All official District material posted on the District website must be approved through a process established by the District web-master.

I. School Websites

1. The principal will designate a school web-master, responsible for managing the school website and monitoring class, teacher, student, and extracurricular webpages. All official material originating from the school will be consistent with the District style and content guidelines and approved through a process established by the school web-master. The school web-master will develop additional guidelines for the school website.

J. Collection of User Information

1. If the school or District collects personally identifiable information from users who access its website, the school or District shall publish on that website a privacy policy statement that discloses the following information:
 - a. The identity of the school's web-master and contact information (telephone number or email address);
 - b. A summary of the personally identifiable information collected by the school or District and contained on its website;
 - c. How the personally identifiable information collected by the school or District is used by the school or District;
 - d. The District's practices concerning disclosure of the personally identifiable information on the website;
 - e. How the user who accesses the school or District website can request access to his or her personally identifiable information and access to correct the information; and
 - f. A general description of the security measures in place to protect the user's personally identifiable information from unintended disclosure.

[Utah Code § 63D-2-102 \(2023\)](#)

[Utah Code § 63D-2-103 \(2008\)](#)

K. Staff Webpages

1. Staff may develop webpages that provide a resource for others. Staff will be responsible for maintaining their resource sites. Staff webpages will not be considered official material but will be developed in a manner as to reflect well upon the District.

L. Student Webpages

1. Students may create a website as part of a class activity. Material presented on a student class activity website must meet the educational objectives of the class activity.
2. With the approval of the principal or designee, students may establish personal webpages. Material presented in the student's personal website must be related to the student's educational and career preparation activities.
3. It will not be considered a violation of a student's right to free speech to require removal of material that fails to meet established educational objectives or that is in

violation of a provision of this policy or [Policy 4177](#). However, student material may not be removed merely on the basis of disagreement with the views expressed by the student.

4. Student webpages must include the following notice: "This is a student webpage. Opinions expressed on this page shall not be attributed to the District."
5. Student webpages will be removed at the end of the school year unless special arrangements are made. A notice will be provided to students prior to such removal.

M. Extracurricular Organization Webpages

1. With approval of the principal, extracurricular organizations may establish webpages. Material presented on the organization webpage must relate specifically to organization activities.
2. Organization webpages must include the following notice: "This is a student extracurricular organization webpage. Opinions expressed on this page shall not be attributed to the District."

N. Student Information

1. The following standards will be followed regarding the disclosure of student information on school websites:
 - a. Elementary age students:
 - 1) First and last initial, no pictures of identifiable students
 - b. Middle school students:
 - 1) First and last names
 - c. Parental approval of disclosure in accord with the standards must be obtained.

O. Webpage Requirements

1. All provisions in this policy will govern material placed on the web.
2. Webpages shall not:
 - a. Contain personal contact information about students beyond that permitted by the District and parent.

- b. Display photographs or videos of any identifiable individual without a signed model release. Model releases for students under the age of 18 must be signed by their parent or guardian.
 - c. Contain copyrighted or trademarked material belonging to others unless written permission to display such material has been obtained from the owner. There will be no assumption that the publication of copyrighted material on a website is within the fair use exemption.
3. Material placed on the website is expected to meet academic standards of proper spelling, grammar, and accuracy of information.
4. Students may retain the copyright on the material they create that is posted on the web. District employees may retain the copyright on material they create and post if appropriate under District policies.
5. Each webpage will carry a notice indicating when it was last updated and the email address of the person responsible for the page.
6. All webpages should have a link at the bottom of the page that will help users find their way to the appropriate home page.
7. Users should retain a back-up copy of their webpages.

POLICY 5030

Attendance - Compulsory

- A. Resident students who are at least 6 years of age and not more than 18 years of age, shall attend school or have an excused absence for each school day of the regular school year, unless exempted as indicated in [Policy 5031 Attendance – Exemption from Compulsory Attendance](#). Attendance shall be in district schools or in some other district to which the student may legally be transferred, or in a regularly established private school, ~~except for the period between March 17, 2021 and June 1, 2022~~. Parents or any other person having control of a minor between 6 and 18 years of age are responsible for sending the minor to school.

POLICY 6019

LEA and School Parent and Family Engagement

Parental engagement in the operation of schools is valued and encouraged. Parents are essential in helping their children achieve high academic standards. School administrators are responsible for building effective communication between parents, teachers and students and for providing parents with opportunities to be actively involved in their children's education.

A. Parents will be engaged in the development of the District Plan.

1. ~~A minimum of at least one~~ The school Principal, Instructional Coach, ~~or teacher~~ and ~~a minimum of at least one~~ parent will be invited to participate in the development of the District plan. Participants will review information, attend scheduled meetings and give input into the development of the District plan.
2. This committee will review student achievement data from all schools, ~~and~~ provide input regarding LEA and school academic goals, ~~and discuss scientifically-based research instructional practices.~~
3. District leaders will coordinate parental engagement strategies with various educational programs (~~Title I~~, ELL, Special Education, Migrant, etc.) to align resources, and coordinate efforts.

B. The District Title I director will conduct an annual parental engagement evaluation.

1. ~~In the spring~~, Title I principals, teachers and parents will be asked to provide feedback on the content and effectiveness of this policy on improving ~~academic quality and outcomes.~~
 - a. Considerations will include;
 - 1) ~~Barriers to parent engagement (including Title I, ELL, Special Education, Migrant, etc.).~~
 - 2) ~~The needs parents and families have in helping with their children's learning.~~

- 3) Strategies to support successful family/school interactions.
2. Each year the school will implement the recommendations of parents to improve parent and family engagement. ~~At the beginning of the new school year, the district will provide a summary of the parental engagement survey with the plans to address identified needs and recommendations.~~
- C. Title I Schools will involve parents in a variety of school activities.
1. Develop a Parental Engagement Plan
 - a. The Parental Engagement Plan will be incorporated into the Title I Plan and jointly created with parents/families. Each school's plan shall include the following:
 - 1) Procedures for informing **families** about grade-level standards, **assessments and academic performance**.
 - 2) Additional opportunities for engagement in other activities, requests, suggestions, ideas or concerns. This might be accomplished by:
 - a) Scheduling meeting times that are more conducive and flexible for meeting varied schedules
 - b) Providing periodic surveys, ~~evaluations with feedback given~~ to parents
 - ~~c) Providing correspondence requesting specific feedback on an issue or item of importance. (i.e., Does your child have appropriate homework? If no, what are some suggestions?)~~
 - 3) ~~Frequency that parents will receive information about their children's academic performance.~~
 - 4) Collaboration of educators and parents working together to **reach out and communicate to** maximize the **positive impact value and contributions** that parental engagement adds to the success of the school.

- a) The principal will, with the assistance of parents and families, educate the teachers and staff in the value and usefulness of parent/family contributions at the opening faculty meeting each year.
 - b) This will include how to reach out to, communicate with, and work with parents as equal partners
 - c) Expectations for coordinating programs with parents and creating relationships between parents and teachers to support students will be articulated.
- 5) Parental participation in school activities that will enhance the academic achievement of their children including:
- a) Serve on School Community Council
 - b) Parent Teacher Conference
 - c) Parent Literacy and Math Nights
 - d) Parent Training and Information Events
- 6) Schools will adhere to all conditions of the *Elementary and Secondary School Act* as specified in the parent engagement expectations including but not limited to:
- a) Conduct and annual meeting to share with parents Title 1 information
 - b) Develop and share with parents the school-parent compact
- D. Schools may undertake additional activities, **based on parent input**, to enhance the collaborative relationship between parent, student and school.
- E. Publish at the beginning of the current school year a copy of their Parent Engagement Plan.

POLICY 5224

Non-enrolled District Student's Participation in Extracurricular Activities

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

1. "Academic Eligibility Panel" means a three-person panel selected by the Superintendent from nominees submitted by national, state, or regional organizations whose members are home school students and parents. The three panel members will include:
 - a. one member with experience teaching in a public school as a licensed teacher and in home-schooling high school-age students;
 - b. one member with experience teaching in a higher education institution and in-home schooling; and
 - c. one member with experience in home schooling high school-age students.

[Utah Code § 53G-6-703\(10\) \(2023\)](#)

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

[Utah Code § 53G-6-703\(1\)\(b\) \(2023\)](#)

[Utah Code § 53G-7-1101\(3\) \(2019\)](#)

3. "Extracurricular activity" has the same meaning as set out in [Policy 5230 Student Fees](#).

[Utah Code § 53G-6-703\(1\)\(c\) \(2023\)](#)

[Utah Code § 53G-7-501 \(2020\)](#)

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

[Utah Code § 53G-6-703\(1\)\(d\) \(2023\)](#)

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

Utah Code § 53G-6-705(1)(d) (2023)

6. "Online student" means a student who participates in an online education program sponsored or supported by the State Board of Education, a school district, or a charter school and who generates funding for the school district or school under Utah Code § 53F-2-102(4) and State Board of Education Rules.

Utah Code § 53G-6-705(1)(e) (2023)

7. "Qualifying online student" means an online student seeking to participate in an extracurricular activity at a district school:
 - a. within the attendance boundaries of which the student's custodial parent resides (and, for interscholastic competition of athletic teams, the student did not have a prior initial establishment of eligibility requirements); or
 - b. from which the on-line student withdrew for the purpose of participating in an on-line education program.

Utah Code § 53G-6-705(2) (2023)

8. "Qualifying charter school student" means a charter school student seeking to participate in an extracurricular activity which is not offered at the student's charter school, at a district school:
 - a. within the attendance boundaries of which the student's custodial parent resides (and, for interscholastic competition of athletic teams, the student did not have a prior initial establishment of eligibility requirements); or
 - b. from which the charter school student withdrew to attend charter school; or
 - c. if the student's charter school is located on or has Board approval to locate on the campus of that district school; or
 - d. as may be provided for in rules established by the Utah State Board of Education.

Utah Code § 53G-6-704(2), (3) (2023)

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

- a. within the attendance boundaries of which the student's custodial parent resides;
or
- b. from which the private school student withdrew to attend private school.

[Utah Code § 53G-6-703\(2\)\(c\) \(2023\)](#)

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

- a. within the attendance boundaries of which the student's custodial parent resides;
or
- b. from which the home school student withdrew to attend home school.

[Utah Code § 53G-6-703\(2\)\(c\) \(2023\)](#)

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

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

B. Qualifying Student Participation in Extracurricular Activities

1. A qualifying student who is not enrolled in a District school is eligible to participate in extracurricular activities.

[Utah Code § 53G-6-703\(2\)\(a\) \(2023\)](#)

[Utah Code § 53G-6-704\(2\) \(2023\)](#)

[Utah Code § 53G-6-705\(2\) \(2023\)](#)

C. Non-Qualifying Student Participation in Extracurricular Activities

1. A school may allow a non-qualifying student to participate in an extracurricular activity that the school sponsors and supports if (a) the student satisfies the general eligibility requirements set forth below and (b) the student meets the open enrollment requirements of [Policy 5010 Admissions Eligibility Requirements](#), subject to the following additional requirements:
 - a. For an interscholastic competition of athletic teams, a private school student, home school student, charter school student, or online student meets the initial establishment of eligibility requirements.

- b. For an interscholastic contest or competition for music, drama, or forensic groups or teams, the private school student's private school does not offer the activity and the private school meets the entry requirements for participation.
- c. For an interscholastic contest or competition for music, drama, or forensic groups or teams, the home school student, charter school student, or online student meets the entry requirements for participation.

[Utah Code § 53G-6-703\(2\)\(d\) \(2023\)](#)

[Utah Code § 53G-6-704\(4\) \(2023\)](#)

[Utah Code § 53G-6-705\(3\) \(2023\)](#)

D. Eligibility Requirements for Non-Enrolled Student Participation in Extracurricular Activities

1. Non-enrolled students who are allowed to participate in an extracurricular activity as provided for above shall be subject to all eligibility standards:
 - a. applied to a fully enrolled District school student;
 - b. of the District school where the student participates in an extracurricular activity; and
 - c. for the extracurricular activity in which the student participates.
2. Apart from the basic eligibility requirements outlined above, District schools may not impose additional requirements on non-enrolled students to participate in an extracurricular activity that are not imposed on fully enrolled students at the District school.

[Utah Code § 53G-6-703\(3\)\(a\), \(b\) \(2023\)](#)

[Utah Code § 53G-6-704\(5\), \(6\) \(2023\)](#)

[Utah Code § 53G-6-705\(4\), \(5\) \(2023\)](#)

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

1. Eligibility requirements based on school attendance are not applicable to a home school student.
2. A home school student meets academic eligibility requirements to participate in an extracurricular activity if:
 - a. the student is mastering the material in each course or subject being taught; and

- b. the student is maintaining satisfactory progress towards achievement or promotion.
3. To establish a home school student's academic eligibility, a parent, teacher, or organization providing instruction to the student shall submit an academic eligibility affidavit to the principal indicating the student meets academic eligibility requirements. Upon submission of this affidavit, a home school student shall:
 - a. be considered to meet academic eligibility requirements; and
 - b. retain academic eligibility for all extracurricular activities during the activity season for which the affidavit is submitted, until:
 - 1) an academic eligibility panel determines the home school student does not meet academic eligibility requirements; or
 - 2) the person who submitted the academic eligibility affidavit provides written notice to the school principal that the student no longer meets academic eligibility requirements.
4. A home school student who loses academic eligibility pursuant to E.3.2) above may not participate in an extracurricular activity until the person who submitted the affidavit under E.3.2) provides written notice to the school principal that the home school student has reestablished academic eligibility. If a home school student reestablishes academic eligibility as described above, the home school student may participate in extracurricular activities for the remainder of the activity season.
5. A person who has probable cause to believe a home school student does not meet academic eligibility requirements may submit an affidavit to the principal:
 - a. asserting the home student does not meet academic eligibility requirements; and
 - b. providing information indicating that the home school student does not meet the academic eligibility requirements.
6. A principal shall review the affidavit, and if the principal determines it contains information which constitutes probable cause to believe a home school student may not meet academic eligibility requirements, the principal shall request an academic eligibility panel to verify the student's compliance with academic eligibility requirements.
7. The Superintendent shall appoint an academic eligibility panel to verify a home school student's compliance with academic eligibility requirements when requested by a principal. A panel shall:

- a. review the affidavit and may confer with the person who submitted the affidavit;
 - b. request the home school student to submit test scores or a portfolio of work documenting the student's academic achievement to the panel;
 - c. review the test scores or portfolio of work; and
 - d. determine whether the home school student meets academic eligibility requirements.
8. If the panel determines that the home school student meets academic eligibility requirements, the student will retain academic eligibility for all extracurricular activities during the activity season for which an affidavit was submitted. A panel's determination that a home school student does not comply with academic eligibility requirements is effective for an activity season and all extracurricular activities that have academic eligibility requirements.

[Utah Code § 53G-6-703\(4\) to \(14\) \(2023\)](#)

F. Extracurricular Activities Fees

1. Non-enrolled students who participate in an extracurricular activity at a District school shall pay the same fees as required of fully enrolled District school students to participate in an extracurricular activity.
2. If the District imposes a mandatory student activity fee for a student enrolled in a District school, the fee may be imposed on a non-enrolled student who participates in an extracurricular activity at a District school if the same benefits of paying the mandatory student activity fee that are available to a fully enrolled District school student are available to a non-enrolled student who participates in an extracurricular activity at the District school.

[Utah Code § 53G-6-703\(3\)\(c\) \(2023\)](#)

3. All fees, including school participation fees, student participation fees and activity fees shall be paid prior to student participation. School fees for non-enrolled students shall be waived by the District if required under Utah law and State Board of Education policy. However, the student's on-line or charter school shall be responsible for payment of waived fees to the District.

Utah Admin. Rules R277-438-4 (December 8, 2016)

Utah Admin. Rules R277-494-3(7) (December 16, 2020)

POLICY 5305

Student Use of Electronic Devices

- A. The Board of Education recognizes that uncontrolled use of electronic devices often disrupt student learning time, may contribute to cheating, and may also be used inappropriately to photograph and/or contact other students without their consent.
1. “Electronic device” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument.
- B. The following will govern student use of electronic devices including, tablets, smart phones, a smart or electronic watch, **earbuds (wireless or wired)**, a virtual reality device, and cameras:
1. Students may possess these items while in school and at school activities.
 2. All electronic devices will be turned off, not used, and be kept out of sight during class time ~~unless allowed by the school and instructor.~~
 3. Policies governing student use of electronic devices **before school**, between class times, ~~during class times, and~~ during their lunch and/or recess periods **and during and after school activities** will be determined at the school level.
 4. Electronic devices with photography capabilities will not be operated while a student is in a restroom, dressing room, or any other location where photography may be inappropriate.
 5. Any inappropriate use of electronic devices or the use of these electronic devices to threaten or harass other students or school employees, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication, will result in the immediate confiscation of the device. Electronic devices that contain images of minors in a nude or semi-nude state will be confiscated and turned over to law enforcement. Confiscated electronic devices will be returned to the parent of the student when the school has completed any investigation and the issue has been completely resolved.
 - a. Any use of an electronic device or camera to record sounds or images or otherwise capture material in an unauthorized setting or at an unauthorized time shall subject the user of the device to increased discipline based on the

circumstances and whether the student has been involved in prior violations of this policy.

- 1) The use of any electronic device or camera to threaten, bully, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty will result in appropriate discipline.
 - b. The use of any electronic device in a manner which may be physically harmful to another person, such as shining a laser in the eyes of another student, will result in appropriate discipline. When a student repeatedly engages in such behavior, the punishment may be increased as is appropriate.
6. Electronic devices that are confiscated for inappropriate use at school may be searched if there is reasonable suspicion to believe that the device has evidence of a violation of a school policy or law. The search must be limited to applications and areas of the device (texts, photo files, calls) where evidence of the violation may be contained, based on the information the administrator received. Evidence of a violation of a policy or law may be used for disciplinary action, and may be turned over to law enforcement if the evidence implicates a crime.
7. If an administrator receives information that an electronic device contains images of minors in a nude or semi-nude state, administrators will confiscate the device and contact law enforcement.

C. Reporting misuse of electronic devices

1. Students should report any misuse of electronic devices by an employee to the principal or other appropriate administrator. Students should report misuse of electronic devices by other students to a teacher or an administrator. Misuse of electronic devices by guest should be reported to the principal or other appropriate administrator.

Utah Admin. Rules R277-495-4(4)(b) (April 8, 2019)

D. Training

1. Each school shall, within the first 45 days of each school year, provide school-wide or in-classroom training to students that covers:
 - a. The District's internet and electronic device policies;
 - b. The importance of digital citizenship;

- c. The District and school's student conduct and discipline policies;
- d. The benefits of connecting to the internet and using the school's internet filters while on school premises; and
- e. The discipline related consequences of violating internet and electronic device policies.

Utah Admin. Rules R277-495-5 (April 8, 2019)

Policy 6011

Outside Agency Observer Access

A. Request for outside observer access

1. The presence of outside observers or non-employee specialists not directly contracted by the District has the potential to create a disruptive learning environment and the potential to violate the confidentiality rights of other students. Therefore, the District will not allow access for outside observers, with the following limited exceptions.
 - a. Access will be granted in the context of an approved Independent Educational Evaluation (IEE) under the Individuals with Disabilities Education Act (IDEA) or where the District's evaluation included—or the District's evaluation procedures make it permissible to conduct—an in-class observation. In this case, an equivalent observation opportunity shall be granted to the evaluator to observe the student in the current placement, and where relevant, to observe the placement proposed by the District if it differs from the current placement. All such observations must be scheduled and approved in advance as part of the IEE process and the observer must follow the provisions outlined in the attached IEE Observation Agreement.

B. Limitation on outside therapy/service providers access to students at school or provision of private services during the school day

1. IDEA requires that an IEP Team—which includes the parent(s)—develop a plan that provides for the provision of a Free Appropriate Public Education (FAPE) for students with disabilities, under public supervision and direction. This would include
 - a. specially designed instruction to allow the student access to the general curriculum, and
 - b. as needed, related services to allow the student to benefit from special education.
2. Except in those unusual circumstances where outside therapists or service providers are directly contracted by the District to provide services identified on the IEP, the presence of outside therapists or service providers at school is not part of the provision of FAPE. Therefore, outside therapists and service providers should not be allowed to provide direct services to students while at school or while the student is otherwise under the supervision of the District during the school day. This applies to both in-person and remote services.

3. Personnel working with students while they are at school should be employees or contractors of the District that have been appropriately assigned by the school administration. Individuals that are privately hired are not responsible to the District for the delivery of FAPE and not under the supervision and direction of the District and therefore not permitted.
 4. Parents are free to check a student out of school to receive private services during the school day, subject to District attendance policies. This should be scheduled so as not to interfere with the delivery of required services by the District.
 5. It is best practice to have volunteers associated with a student (e.g., parents or other relatives) providing support in general ways to the school and/or classroom as a whole, rather than directly to a specific student. The volunteer and school administration must adhere to [Policy 4140 School Volunteers/Resource Persons](#).
- C. Participation of outside therapy/service providers in Individualized Education Plan (IEP) Meetings
1. Parents may always request that the IEP team reconvene to determine the appropriateness of the student's IEP goals, services, and program modifications. As part of the IEP process, parents may request that an outside provider, or other person with relevant knowledge of the child, attend an IEP meeting for the purpose of participating as a member of the IEP team in development of an appropriate IEP for the student.
 2. Exceptions to this guidance and procedures may be approved by the Director of Special Education or Superintendent in the event of unforeseen or other special circumstances.

TENTATIVE MINUTES OF A WORK MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
FEBRUARY 14, 2024

A work session was held at 5:30 p.m. on the discussion of facilities.

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
February 14, 2024

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening February 14, 2024 at 6:30 p.m. at Independent Life Skills Center.

Those in attendance at the meeting included Board President Wade Hyde, Board Vice President Connie Archibald, Tiffani Summers, Nancy Kennedy, Karen Cronin, Danielle Wright and Bryan Smith. Also, present were Superintendent Steve Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, Director of IT Robert Gordon, Director of Facilities Corey Thompson and Business Administrator David Roberts; members of the press, employees and patrons.

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 Tiffani Summers, the pledge of allegiance was led by Steve Carlsen.

Recognition

Anastasia Trost – Northern Utah Boys and Girls club Youth of Year. Amazing story!

Approval of Agenda:

Bryan Smith made the motion to approve the agenda, second by Connie Archibald. The motion passed unanimously.

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

Public Comment:

Noelle Holden, parent of student at North Park Elementary, all-day kindergarten concerns. Would like to see a traditional half day alternative.

Kayla Hillam, parent of student at Garland Elementary, would like to see a traditional half day kindergarten option. Offer a choice for parents preferably a morning and afternoon.

Jessica Young, parent of student at Garland Elementary, would like to see a half day kindergarten class for the Fall of 2024.

Public Comment on School Fees:

Connie Archibald made the motion to go into public comment on school fees, second by Julie Taylor. The motion passed unanimously.

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

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning
School Fees – Good effort was spent to solidify the athletics fees over the last couple years. Our student fees have been out of compliance with state mandate.

Clint Flinders – parent of student at Lake View Elementary, doesn't like the look and feel of a "pay to play" school fees.

Dr. Hans Christian Anderson, who can we talk to concerning the fees, feels like a flat fee would be more favorable.

Public Hearing on 5th Grade Maturation Curriculum

Nancy Kennedy made the motion to open the public hearing on 5th grade maturation curriculum, second by Karen Cronin. The motion passed unanimously.

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

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning explained the information.

Cassandra Merrill asked about including in the future a guardian, presiding adult, etc. as well as the parent.

Tiffani Summers made a motion to close the Public Hearing, second by Bryan Smith. The motion passed unanimously.

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

Action Items:

Approval of Human Sexuality Curriculum

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

Karen Cronin made the motion to approve the Human Sexuality Curriculum, second by Danielle Wright. The motion passed unanimously.

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

Approval of Amended 2024-2025 District Calendar

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

Mark Taylor was not able to attend, so Keith listed a couple changes on the proposed calendar. The changes had to do with changes in parent teacher conference dates and professional development days.

Connie Archibald made the motion to amend the 2024-2025 district calendar, second by Nancy Kennedy. The motion passed unanimously.

Karen Cronin – yes

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

Approval of FY25 Capital Improvements

Corey Thompson, Facilities Director, early approval of budget and projects allows us to get ahead of the curve for scheduling and bidding. Met with the Capital Improvements Committee to go over the list of projects and set priorities. Budget amount is \$2,500,000 for the 2024-2025 fiscal year.

Tiffani Summers made the motion to approve the budget of \$2,500,000 for capital improvement projects, second by Connie Archibald. The motion passed unanimously.

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

Resolution to Support Granite School District in Condemning the Actions of Utah State Board of Education Member Natalie Cline. We support all children.

Steve Carlsen, Superintendent

Connie Archibald made the motion to approve the resolution, second by Nancy Kennedy. Karen Cronin opposed based on the use of the word “condemn”. Motion passed in favor of the resolution as presented 7-1.

Karen Cronin – no
Tiffani Summers – yes
Julie Taylor – yes
Wade Hyde – yes
Connie Archibald – yes
Danielle Wright – yes
Nancy Kennedy – yes
Bryan Smith - yes

Information Items:

Box Elder County Chamber of Commerce

Monica Holdaway, spoke concerning the Business Fair that the Chamber of Commerce helps sponsor at both high schools. Also, spoke about the hometown heroes award program that recognizes a teacher and support professional at each school. Shared the *Economic Dashboard* on the Chamber website.

Update on Chinese DLI

Jeremy Young, Assessment & ELL Director, went over slides provided in the Board packet. Benchmark comparable for Chinese and Spanish. Chinese is below benchmark in some areas.

AAPPL Data

Jeremy Young, Assessment & ELL Director – data charts and graphs showing current trends were presented.

Legislative Update

Steve Carlsen, Superintendent – Keith Mecham spoke to SB216 regarding the changes of all high schools to semesters. David Roberts spoke to HB533 regarding funding for Necessarily Existent Small Schools. In its original allotment Box Elder School District would have lost 90% of its funding \$900k+. In the most recent version all 3 class school districts would remain harmless.

Monthly Financial Report

David Roberts, Business Administrator - everything looks good and in line with the budget. David mentioned some updates that need to be on the portable expense and fuel tank at NSC.

Student Board Member Report

Alyssa Lyman, reported that Bear River High School just finished Mr. Bear River and Junior Prom is just around the corner. Box Elder High School combined choir and orchestra concerts were held this week. Girls and boys wrestlers are at State. Boys and girls swim teams won region.

Policy Review:

Second Reading

Policy 2181 District Emergency Response Plan
Policy 2226 Transportation: Space Available Busing
Policy 4016 Evaluation and Selection of Instruction Material
Policy 4017 Evaluation and Selection of Library Material
Policy 4018 Evaluation and Selection of Supplemental Material
Policy 4019 Evaluation of Other Learning Material
Policy 4028 Special Programs: Education of Youth in Custody
Policy 4088 Special Programs: Student Internships
Policy 4175 Student Data Protection
Policy 4200 Term of Instruction: School Year & School Day
Policy 5005 Safe Schools - Student Discipline/Behavior

Policy 5006 Safe Schools Discipline of Students with Disabilities
Policy 5090 Child Abuse/Sexual Abuse and Human Trafficking Prevention Training and Reporting
Policy 5100 Student Records
Policy 5203 Graduation Attire
Policy 5227 Concussions and Head Injury
Policy 5230 School Fees
Policy 5265 Student Discrimination and Harassment
Policy 5380 Notification Received from Juvenile Courts
Policy 6000 Public Records Access and Management
Policy 6025 Parent Access to District Instructional Material

Nancy Kennedy made the motion to approve the policies on second reading, second by Bryan Smith. The motion passed unanimously.

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

Consent Items:

Karen Cronin made the motion to approve the consent items, seconded by Connie Archibald. The motion passed unanimously.

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

The Consent items included the following items:

Approval of the minutes of working and regular meeting January 10, 2024.

Approval of claims 00045023- 00046893, 02011724, 05011204, 07013124, 08013124, 09011924, 9013124, 9013124A.

Personnel Actions

See attachment to agenda.

Suggestions for Future Board Meetings:

- Articles monthly that are education focused, hot items or topics will be presented each month.
- Future conversations for AI on next month’s agenda.

Upcoming Events:

USBA Spring Regional Meeting - March 14, 2024 @ 6:00 p.m. at Maddox.

Adjournment:

Karen Cronin made the motion to adjourn, second by Connie Archibald. The motion passed.

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

President Wade Hyde adjourned the meeting at 9:18 p.m.

With the announcement that the next meeting will be a work session on Wednesday, March 13th at 5:30 pm at the Independent Life Skills Center, a Regular Session on Wednesday, March 13th at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

APPROVED: _____

ATTESTED: _____
School Business Administrator

President, Board of Education

Check Register Summary

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00046353	CV	02/13/2024	62235	DEX IMAGING LLC	-932.80
01	00046845	CV	02/09/2024	863370	UASSP/UTAH ASSOCIATION OF	-300.00
01	00046894	C	02/01/2024	6617	ACME WATER CO	120.00
01	00046895	C	02/01/2024	25909	AMERIGAS PROPANE	3,486.75
01	00046896	C	02/01/2024	68535	BAKE CRAFTERS FOOD COMPANY	12,318.72
01	00046897	C	02/01/2024	85738	BEAR RIVER HIGH SCHOOL	15,084.21
01	00046898	C	02/01/2024	85748	BEAR RIVER MIDDLE SCHOOL	244.82
01	00046899	C	02/01/2024	101891	BMI ASSOCIATES INC	6,979.30
01	00046900	C	02/01/2024	100913	BORDER STATES INDUSTRIES, INC	4,370.72
01	00046901	C	02/01/2024	61964	GLENN BRANDT	140.00
01	00046902	C	02/01/2024	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	557.00
01	00046903	C	02/01/2024	108217	BRIGHAM CITY CORPORATION	125,537.75
01	00046904	C	02/01/2024	107994	CERTIFIED SHRED	47.00
01	00046905	C	02/01/2024	61310	LINUS COLYER	224.00
01	00046906	C	02/01/2024	49158	COMMERCIAL TIRE INC	417.00
01	00046907	C	02/01/2024	67105	DEANNA CROCKETT	123.71
01	00046908	C	02/01/2024	29912	TERESA CUTLER	41.16
01	00046909	C	02/01/2024	8044	THOMAS DAVIDSON	434.50
01	00046910	C	02/01/2024	62235	DEX IMAGING LLC	567.05
01	00046911	C	02/01/2024	28991	FAMILY CAREER AND COMMUNITY LEADERS OF	340.00
01	00046912	C	02/01/2024	59374	JOURNEY GREENWELL	434.50
01	00046913	C	02/01/2024	62600	VARINIA HILL	215.27
01	00046914	C	02/01/2024	39314	MELISSA INGRAM	224.00
01	00046915	C	02/01/2024	50768	INTECH COLLEGIATE HIGH SCHOOL	11,012.22
01	00046916	C	02/01/2024	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	11,703.31
01	00046917	C	02/01/2024	68152	KENLEY KELLERSTRASS	40.19
01	00046918	C	02/01/2024	61239	COURTNEY LAMBORN	25.96
01	00046919	C	02/01/2024	52892	LG DESIGN & PHOTOGRAPHY	1,153.92
01	00046920	C	02/01/2024	111273	NUCO2 LLC	1,879.05
01	00046921	C	02/01/2024	17515	PIONEER THEATRE CO	352.00
01	00046922	C	02/01/2024	107960	TYLER J RHODES	224.00
01	00046923	C	02/01/2024	110378	JESSE THOMAS ROBERTS	434.50
01	00046924	C	02/01/2024	892645	ROCKY MOUNTAIN POWER	14,747.79
01	00046925	C	02/01/2024	68551	TYRA SEGER	300.00
01	00046926	C	02/01/2024	806685	MARLENE SPENDLOVE	13.26
01	00046927	C	02/01/2024	4448	MARK TAYLOR	131.25
01	00046928	C	02/01/2024	63550	THE SELFIE METHOD LLC	1,305.86
01	00046928	CV	02/01/2024	63550	THE SELFIE METHOD LLC	-1,305.86
01	00046929	C	02/01/2024	999009	UTAH RETIREMENT SYSTEMS	158.23
01	00046930	C	02/01/2024	54844	KIERA JO VALVERDE	480.00
01	00046931	C	02/01/2024	24580	VERIZON WIRELESS	5,256.05
01	00046932	C	02/01/2024	62510	JESSICA WAITE	153.08
01	00046933	C	02/01/2024	68578	RACHEL WILLIAMS	48.36
01	00046934	C	02/01/2024	31364	95 PERCENT GROUP	1,012.00
01	00046935	C	02/01/2024	38032	AMAZON CAPITAL SERVICES INC	9,180.47
01	00046936	C	02/01/2024	63517	AZTEC SOFTWARE, LLC	7,239.00
01	00046937	C	02/01/2024	31658	BSN SPORTS	3,118.58
01	00046938	C	02/01/2024	108911	BUTTARS TRACTOR	618.91
01	00046939	C	02/01/2024	11517	COMPUNET, INC	3,430.17
01	00046940	C	02/01/2024	180241	DEMCO INC	345.83
01	00046941	C	02/01/2024	62235	DEX IMAGING LLC	1,026.96
01	00046942	C	02/01/2024	63886	EDUCATION ADVANCED INC	36,547.00
01	00046943	C	02/01/2024	109704	FOLLETT SCHOOL SOLUTIONS	905.63
01	00046944	C	02/01/2024	53937	GENERATION GENIUS, INC	995.00
01	00046945	C	02/01/2024	110220	GLOBAL EQUIPMENT CO	936.68
01	00046946	C	02/01/2024	4456	GOLDEN SPIKE ELECTRIC	10,069.38
01	00046947	C	02/01/2024	34606	HERITAGE MOTOR COMPANY OF TREMONTON	1,165.00
01	00046948	C	02/01/2024	386370	HYKO SUPPLY CO	822.88
01	00046949	C	02/01/2024	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	355.85
01	00046950	C	02/01/2024	100550	JOSTENS INC	999.36
01	00046951	C	02/01/2024	11894	LIBRARY STORE	195.21
01	00046952	C	02/01/2024	633340	OFFICE DEPOT	1,427.40

Check Register Summary

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00046953	C	02/01/2024	699420	PERMA BOUND BOOKS	1,411.74
01	00046954	C	02/01/2024	110840	RUSH TRUCK CENTER OF UTAH	1,233.49
01	00046955	C	02/01/2024	157371	STAPLES	3,350.46
01	00046956	C	02/01/2024	57940	TURF EQUIPMENT & ARGONOMICS, LLC	176.49
01	00046957	C	02/08/2024	1	ROBERT RODEFFER	108.10
01	00046958	C	02/08/2024	812477	ALSCO/AMERICAN LINEN	1,201.00
01	00046959	C	02/08/2024	36784	AMERICAN RED CROSS	1,344.00
01	00046960	C	02/08/2024	85556	BEAR RIVER HEALTH DEPARTMENT	105.00
01	00046961	C	02/08/2024	102956	BEAR RIVER MENTAL HEALTH	281.18
01	00046962	C	02/08/2024	85748	BEAR RIVER MIDDLE SCHOOL	140.80
01	00046963	C	02/08/2024	85768	BEAR RIVER SEWER DEPT	255.50
01	00046964	C	02/08/2024	87120	BEEHIVE TELEPHONE CO	267.90
01	00046965	C	02/08/2024	55220	BETTER QUESTIONS, LLC	3,110.60
01	00046966	C	02/08/2024	59471	TORIA BIGHAM	647.58
01	00046967	C	02/08/2024	104338	BOX ELDER HIGH SCHOOL	2,839.33
01	00046968	C	02/08/2024	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	290.00
01	00046969	C	02/08/2024	108217	BRIGHAM CITY CORPORATION	64,098.73
01	00046970	C	02/08/2024	113116	BRYSON SALES & SERVICE	10,523.06
01	00046971	C	02/08/2024	104843	WAYNE BURRELL	350.68
01	00046972	C	02/08/2024	111190	PETER BURT	275.00
01	00046973	C	02/08/2024	68586	STACY BUTTS	63.47
01	00046974	C	02/08/2024	3271	CANON SOLUTIONS AMERICA	4,852.36
01	00046975	C	02/08/2024	61190	MADISEN CLARK	646.58
01	00046976	C	02/08/2024	50644	LONDON CLARKE	129.00
01	00046977	C	02/08/2024	10421	VANICA CRANE	95.00
01	00046978	C	02/08/2024	162470	CRUS OIL INC	3,717.22
01	00046979	C	02/08/2024	59269	CUMMINS SALES AND SERVICE	750.00
01	00046980	C	02/08/2024	38091	DATAIO LLC	10,262.66
01	00046981	C	02/08/2024	32263	TIFFANY EDDINGTON	757.48
01	00046982	C	02/08/2024	68349	EXPERIENCE INTERNATIONAL	2,480.00
01	00046983	C	02/08/2024	58955	BECKY EZOLA	239.40
01	00046984	C	02/08/2024	109704	FOLLETT SCHOOL SOLUTIONS	1,161.93
01	00046985	C	02/08/2024	40916	FORSTER'S CAMERA SERVICE INC	257.00
01	00046986	C	02/08/2024	67407	MALISSA FREEZE	29.19
01	00046987	C	02/08/2024	143160	FRONTIER COMMUNICATION	5,833.15
01	00046988	C	02/08/2024	304217	GARLAND CITY	757.40
01	00046989	C	02/08/2024	13757	GARLAND CITY POLICE DEPARTMENT	112,000.00
01	00046990	C	02/08/2024	324430	GRAYBAR ELECTRIC COMPANY INC	1,999.29
01	00046991	C	02/08/2024	61530	INTELEPEER CLOUD COMMUNICATIONS, LLC	4,735.43
01	00046992	C	02/08/2024	111125	IML SECURITY SUPPLY	649.60
01	00046993	C	02/08/2024	7757	GERALD JACKMAN	913.40
01	00046994	C	02/08/2024	455120	JACKS TIRE & OIL INC	1,863.50
01	00046995	C	02/08/2024	67644	MICHELLE JENSEN	840.32
01	00046996	C	02/08/2024	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	10,858.80
01	00046997	C	02/08/2024	67350	JILLIAN JOHNSON	1,046.43
01	00046998	C	02/08/2024	489240	KENTS MARKET PL/TREMONTON	17.34
01	00046999	C	02/08/2024	68675	KAILEE KIRBY	60.05
01	00047000	C	02/08/2024	45560	LAKESHORE LEARNING MATERIALS	11.99
01	00047001	C	02/08/2024	57568	LANGUAGE ACCESS NETWORK LLC	164.80
01	00047002	C	02/08/2024	68667	LOGAN LARSEN	239.00
01	00047003	C	02/08/2024	108289	DAVID LEE	191.36
01	00047004	C	02/08/2024	58246	LINDE GAS & EQUIPMENT INC	2,368.25
01	00047005	C	02/08/2024	42064	JENNIE MONSEN-HANSEN	454.86
01	00047006	C	02/08/2024	57622	DAVID MORRIS	742.36
01	00047007	C	02/08/2024	29858	MOUNTAINLAND SUPPLY COMPANY	2,973.36
01	00047008	C	02/08/2024	57860	BAILEY NESSEN	338.66
01	00047009	C	02/08/2024	49859	JACKSON GROUP LOCKBOX	7,954.05
01	00047010	C	02/08/2024	700077	PERRY CITY	282.19
01	00047011	C	02/08/2024	21539	PREMIER FOODS	707.49
01	00047012	C	02/08/2024	35955	PROMO PLUS	1,395.00
01	00047013	C	02/08/2024	109484	PUBLIC CONSULTING GROUPS INC	19,619.82
01	00047014	C	02/08/2024	32913	ROYAL WHOLESALE ELECTRIC	997.50

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01	00047015	C	02/08/2024	110789	CORE BUSINESS TECHNOLOGIES (SIP)	39.95
01	00047016	C	02/08/2024	62138	DAX SEDERHOLM	95.00
01	00047017	C	02/08/2024	110914	SUPERIOR WATER AND AIR INC	35.95
01	00047018	C	02/08/2024	25836	KRIS THOMPSON	239.00
01	00047019	C	02/08/2024	10251	SUSAN THOMPSON	225.00
01	00047020	C	02/08/2024	60909	TRINA THOMSON	16.20
01	00047021	C	02/08/2024	111109	TOM RANDALL DIST	981.85
01	00047022	C	02/08/2024	109356	TRANSPORT DIESEL	2,417.21
01	00047023	C	02/08/2024	999009	UTAH RETIREMENT SYSTEMS	183.00
01	00047024	C	02/08/2024	892916	DGO FUEL NETWORK TEAM	71,897.39
01	00047025	C	02/08/2024	67393	WARR LAND AND LIVESTOCK LLC	1,000.00
01	00047026	C	02/08/2024	924155	WASTE MGMT OF UTAH INC	7,362.55
01	00047027	C	02/08/2024	941217	WILLARD CITY CORP	191.78
01	00047028	C	02/08/2024	31364	95 PERCENT GROUP LLC	1,879.90
01	00047029	C	02/08/2024	38032	AMAZON CAPITAL SERVICES INC	22,883.32
01	00047030	C	02/08/2024	41025	CASAS	1,217.40
01	00047031	C	02/08/2024	59048	CHROMEBOOKPARTS.COM	474.75
01	00047032	C	02/08/2024	109704	FOLLETT SCHOOL SOLUTIONS	75.02
01	00047033	C	02/08/2024	386370	HYKO SUPPLY CO	2,695.97
01	00047034	C	02/08/2024	422180	INDUSTRIAL TOOL & SUPPLY	374.04
01	00047035	C	02/08/2024	40509	LIGHTSPEED TECHNOLOGIES	140.00
01	00047036	C	02/08/2024	21296	LINCOLN ELECTRIC CO	750.00
01	00047037	C	02/08/2024	109964	MIDGLEY HUBER INC	2,671.67
01	00047038	C	02/08/2024	633340	OFFICE DEPOT	1,658.44
01	00047039	C	02/08/2024	699420	PERMA BOUND BOOKS	341.18
01	00047040	C	02/08/2024	60291	RENEGADE RENTALS LLC	223.28
01	00047041	C	02/08/2024	54313	SCHOOL SPECIALTY, LLC	151.10
01	00047042	C	02/08/2024	157371	STAPLES	3,534.86
01	00047043	C	02/08/2024	824825	SWANSON BUILDING MATERIALS INC	136.19
01	00047044	C	02/08/2024	103400	THE PIANO GALLERY	4,000.00
01	00047045	C	02/15/2024	1	ALEXANDRIA KING	76.25
01	00047046	C	02/15/2024	1	RAVADA SOK	442.90
01	00047047	C	02/15/2024	6617	ACME WATER CO	120.00
01	00047048	C	02/15/2024	38040	AMERICAN SIGN LANGUAGE COMMUNICATION	240.00
01	00047049	C	02/15/2024	4260	BCI / UTAH BUREAU OF CRIMINAL IDENTIF	1,296.75
01	00047050	C	02/15/2024	12033	BOB'S BODY SHOP	1,000.00
01	00047051	C	02/15/2024	104348	BOX ELDER MIDDLE SCHOOL	842.34
01	00047052	C	02/15/2024	108217	BRIGHAM CITY CORPORATION	237.25
01	00047053	C	02/15/2024	890740	CENTURYLINK LONG DISTANCE	1.36
01	00047054	C	02/15/2024	40363	CIO MEDICAL SERVICES	995.00
01	00047055	C	02/15/2024	14958	CULLIGAN	71.75
01	00047056	C	02/15/2024	62235	DEX IMAGING LLC	932.80
01	00047057	C	02/15/2024	729332	ECONO WASTE INC	6,032.91
01	00047058	C	02/15/2024	110559	HARMONY HOME HEALTH LLC	4,217.75
01	00047059	C	02/15/2024	68810	HMRRM	49.00
01	00047060	C	02/15/2024	47244	TRESA HUNSAKER	10.28
01	00047061	C	02/15/2024	361	INTERMOUNTAIN HEALTHCARE	764.26
01	00047062	C	02/15/2024	49026	IVY LANE PEDATRICS	23,748.51
01	00047063	C	02/15/2024	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	13,463.56
01	00047064	C	02/15/2024	55875	LANGUAGE TESTING INTERNATIONAL	1,750.00
01	00047065	C	02/15/2024	55573	LEAD	125.00
01	00047066	C	02/15/2024	543168	MADDOX RANCH HOUSE	83.53
01	00047067	C	02/15/2024	62081	NICOLE HESS VINYL	18.00
01	00047068	C	02/15/2024	68802	ABBY OBLOCK	47.25
01	00047069	C	02/15/2024	68780	OIL-WELL LUBRICANT DISPENSE SYSTEMS, INC	570.00
01	00047070	C	02/15/2024	732367	RAFT RIVER RURAL	2,527.62
01	00047071	C	02/15/2024	110968	SKY BLUE INDUSTRIES INC	122.81
01	00047072	C	02/15/2024	802087	SNOWVILLE WATERWORKS INC	37.00
01	00047073	C	02/15/2024	101257	PRESTON D STEED	224.00
01	00047074	C	02/15/2024	999031	UNITED WAY OF NO UTAH	550.00
01	00047075	C	02/15/2024	111077	UTAH HEALTH INFORMATION NETWORK, INC	1,800.00
01	00047076	C	02/15/2024	511570	UTAH LABOR COMMISSION DIVISION OF	150.00

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01	00047077	C	02/15/2024	55034	UTAH PARENT CENTER, INC	2,695.39
01	00047078	C	02/15/2024	101369	UTAH SCHOOL BOARDS ASSOCIATION	65.00
01	00047079	C	02/15/2024	48178	HEIDI JO WEST	72.00
01	00047080	C	02/15/2024	38032	AMAZON CAPITAL SERVICES INC	13,558.91
01	00047081	C	02/15/2024	106497	APPLE STORE	208.00
01	00047082	C	02/15/2024	12033	BOB'S BODY SHOP	1,278.00
01	00047083	C	02/15/2024	51055	BULK BOOKSTORE	1,495.10
01	00047084	C	02/15/2024	59048	CHROMEBOOKPARTS.COM	129.90
01	00047085	C	02/15/2024	180241	DEMCO INC	706.18
01	00047086	C	02/15/2024	62235	DEX IMAGING LLC	1,185.86
01	00047087	C	02/15/2024	103155	EAI EDUCATION	215.70
01	00047088	C	02/15/2024	109704	FOLLETT SCHOOL SOLUTIONS	931.96
01	00047089	C	02/15/2024	386370	HYKO SUPPLY CO	5,979.56
01	00047090	C	02/15/2024	1791	INTERSTATE ALL BATTERIES CENTER	563.40
01	00047091	C	02/15/2024	53082	LEXIA LEARNING SYSTEMS LLC	518.50
01	00047092	C	02/15/2024	109964	MIDGLEY HUBER INC	621.00
01	00047093	C	02/15/2024	633340	OFFICE DEPOT	2,250.73
01	00047094	C	02/15/2024	699420	PERMA BOUND BOOKS	1,143.95
01	00047095	C	02/15/2024	54313	SCHOOL SPECIALTY, LLC	95.30
01	00047096	C	02/15/2024	157371	STAPLES	2,610.84
01	00047097	C	02/15/2024	111588	ULINE	1,032.43
01	00047098	C	02/22/2024	1	DAMON OR LARA DRAPER	200.00
01	00047099	C	02/22/2024	36784	AMERICAN RED CROSS	552.00
01	00047100	C	02/22/2024	25909	AMERIGAS PROPANE	3,407.68
01	00047101	C	02/22/2024	85738	BEAR RIVER HIGH SCHOOL	445.30
01	00047102	C	02/22/2024	104338	BOX ELDER HIGH SCHOOL	101.48
01	00047103	C	02/22/2024	103056	WESTLEY BURRELL	225.00
01	00047104	C	02/22/2024	107994	CERTIFIED SHRED	141.00
01	00047105	C	02/22/2024	62596	KELLY COPPIETERS	308.11
01	00047106	C	02/22/2024	64084	ALDER EDUCATION LAW	5,000.00
01	00047107	C	02/22/2024	59374	JOURNEY GREENWELL	1,144.76
01	00047108	C	02/22/2024	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	18,692.89
01	00047109	C	02/22/2024	101762	MIDAMERICA BOOKS	144.87
01	00047110	C	02/22/2024	68896	JACOB PAGE	417.96
01	00047111	C	02/22/2024	44849	TRICIA PAYNE	91.96
01	00047112	C	02/22/2024	35955	PROMO PLUS	660.00
01	00047113	C	02/22/2024	892645	ROCKY MOUNTAIN POWER	33,473.45
01	00047114	C	02/22/2024	55336	S & D CARWASH MANAGEMENT, LLC	191.92
01	00047115	C	02/22/2024	3190	NATHAN SPACKMAN	178.50
01	00047116	C	02/22/2024	110914	SUPERIOR WATER AND AIR INC	34.95
01	00047117	C	02/22/2024	68632	THOMAS JEFFERSON BALLARD	1,094.00
01	00047118	C	02/22/2024	852617	TREMONTON CITY CORP	869.29
01	00047119	C	02/22/2024	863345	UASBO/UTAH ASSOCIATION OF SCHO	500.00
01	00047120	C	02/22/2024	36064	UTAH ASSOCIATION FOR CAREER & TECH ED	520.00
01	00047121	C	02/22/2024	102558	UTAH DEPARTMENT OF HEALTH	3,312.11
01	00047122	C	02/22/2024	38032	AMAZON CAPITAL SERVICES INC	1,182.61
01	00047123	C	02/22/2024	36784	AMERICAN RED CROSS	487.59
01	00047124	C	02/22/2024	106497	APPLE STORE	898.00
01	00047125	C	02/22/2024	62235	DEX IMAGING LLC	523.78
01	00047126	C	02/22/2024	109704	FOLLETT SCHOOL SOLUTIONS	158.05
01	00047127	C	02/22/2024	107940	IPACO	7,938.24
01	00047128	C	02/22/2024	1023	NUTTALL INC	24,057.00
01	00047129	C	02/22/2024	633340	OFFICE DEPOT	3,168.34
01	00047130	C	02/22/2024	699420	PERMA BOUND BOOKS	40.14
01	00047131	C	02/22/2024	111379	REALITYWORKS	117.00
01	00047132	C	02/22/2024	111788	THE LIFE GUARD STORE	694.00
01	00047133	C	02/22/2024	861085	TVS PRO	3,820.10
01	00047134	C	02/27/2024	999014	AFLAC / AMERICAN FAMILY LIFE ASSURANCE	858.76
01	00047135	C	02/27/2024	999014	AMERICAN FAMILY LIFE COMP	3,840.94
01	00047136	C	02/27/2024	999027	B E SCHOOL BOARD FUND	80.00
01	00047137	C	02/27/2024	999024	BOSTON MUTUAL LIFE INS CO - W	527.34
01	00047138	C	02/27/2024	999055	BOX ELDER FOUNDATION	234.00

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01	00047139	C	02/27/2024	999023	BOX ELDER SCHOOL DISTRICT	100.00
01	00047140	C	02/27/2024	999033	BUREAU CHILD SUPPORT SERV	2,513.00
01	00047141	C	02/27/2024	65781	DELTA DENTAL INSURANCE COMPANY	32,792.08
01	00047142	C	02/27/2024	999077	DENTAL SELECT	53.74
01	00047143	C	02/27/2024	999021	ELEVATE CREDIT UNION	6,300.00
01	00047144	C	02/27/2024	999019	EMI HEALTH	620.28
01	00047145	C	02/27/2024	999017	GLOBE LIFE INSURANCE CO	69.12
01	00047146	C	02/27/2024	999035	HORACE MANN INSURANCE COMPANY	30,060.50
01	00047147	C	02/27/2024	51080	IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	605.00
01	00047148	C	02/27/2024	999111	MEADE RECOVERY SERVICES LLC	545.96
01	00047149	C	02/27/2024	999084	NATIONAL BENEFITS SERVICES LLC	10,009.00
01	00047150	C	02/27/2024	999081	NATIONAL BENEFITS SERVICES LLC	9,642.64
01	00047151	C	02/27/2024	999008	OPTICARE	3,712.20
01	00047152	C	02/27/2024	999079	PUBLIC EMPLOYEES HEALTH P	759,080.04
01	00047153	C	02/27/2024	999032	PRE-PAID LEGAL SERVICES	1,294.95
01	00047154	C	02/27/2024	68560	PRIMUS LAW PC	750.20
01	00047155	C	02/27/2024	999018	THE HARTFORD	21,942.70
01	00047156	C	02/27/2024	999012	UESP	290.00
01	00047157	C	02/27/2024	999007	UTAH EDUCATION ASSOCIATION	17,201.91
01	00047158	C	02/27/2024	999025	UTAH SCHOOL EMPLOYEES ASSOCIATION	7,282.31
01	00047159	C	02/27/2024	999003	UTAH STATE TAX COMMISSION	248,293.88
01	00047160	C	02/29/2024	1	NOLAN ROSS	841.50
01	00047161	C	02/29/2024	14010	AED EVERYWHERE	237.55
01	00047162	C	02/29/2024	67091	MARIA BAUER	185.30
01	00047163	C	02/29/2024	12033	BOB'S BODY SHOP	1,000.00
01	00047164	C	02/29/2024	100913	BORDER STATES INDUSTRIES, INC	2,914.26
01	00047165	C	02/29/2024	104320	BOX ELDER COUNTY TREASURER	10,043.35
01	00047166	C	02/29/2024	104320	BOX ELDER COUNTY TREASURER	505.50
01	00047167	C	02/29/2024	13293	ROBERT BREITENBEKER	1,423.75
01	00047168	C	02/29/2024	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	135.00
01	00047169	C	02/29/2024	108217	BRIGHAM CITY CORPORATION	438.00
01	00047170	C	02/29/2024	108249	BRIGHAM IMPLEMENT CO	13.26
01	00047171	C	02/29/2024	3271	CANON SOLUTIONS AMERICA	6,080.43
01	00047172	C	02/29/2024	890740	CENTURYLINK	965.87
01	00047173	C	02/29/2024	10421	VANICA CRANE	385.56
01	00047174	C	02/29/2024	67105	DEANNA CROCKETT	145.69
01	00047175	C	02/29/2024	56197	DENTONS DURHAM JONES PINEGAR PC	622.00
01	00047176	C	02/29/2024	60313	DUO GROUP LLC	3,555.00
01	00047177	C	02/29/2024	281678	FIELDING SCHOOL	2,841.65
01	00047178	C	02/29/2024	286060	FLINN SCIENTIFIC	356.40
01	00047179	C	02/29/2024	48780	VICTOR GARCIA	502.66
01	00047180	C	02/29/2024	304218	GARLAND SCHOOL	31.29
01	00047181	C	02/29/2024	327480	GREER'S HARDWARE	264.99
01	00047182	C	02/29/2024	63908	TAYLOR JACKSON	426.69
01	00047183	C	02/29/2024	62618	MELANIE JOOSTEN	342.56
01	00047184	C	02/29/2024	55875	LANGUAGE TESTING INTERNATIONAL	285.00
01	00047185	C	02/29/2024	612068	NORTH PARK SCHOOL	978.37
01	00047186	C	02/29/2024	40525	PATRICIA NOVOA	51.84
01	00047187	C	02/29/2024	66435	OBSERVERTAB, LLC	5,251.92
01	00047188	C	02/29/2024	35270	QUADIENT, INC	471.68
01	00047189	C	02/29/2024	892645	ROCKY MOUNTAIN POWER	9,812.61
01	00047190	C	02/29/2024	60020	RON KELLER TIRE INC	3,321.66
01	00047191	C	02/29/2024	62138	DAX SEDERHOLM	402.84
01	00047192	C	02/29/2024	10251	SUSAN THOMPSON	130.00
01	00047193	C	02/29/2024	63177	VALANT MEDICAL SOLUTIONS, INC	157.50
01	00047194	C	02/29/2024	54844	KIERA JO VALVERDE	395.25
01	00047195	C	02/29/2024	24580	VERIZON WIRELESS	5,347.51
01	00047196	C	02/29/2024	48178	HEIDI JO WEST	943.26
01	00047197	C	02/29/2024	8990	JEREMY YOUNG	47.00
01	00047198	C	02/29/2024	38032	AMAZON CAPITAL SERVICES INC	22,468.46
01	00047199	C	02/29/2024	110509	AUDIO ENHANCEMENT	1,341.68
01	00047200	C	02/29/2024	104223	CODALE ELECTRIC	1,027.65

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01	00047201	C	02/29/2024	158220	COVER UP	3,038.40
01	00047202	C	02/29/2024	62235	DEX IMAGING LLC	1,858.24
01	00047203	C	02/29/2024	48968	DR. DAVE SPEAKS, LLC	1,500.00
01	00047204	C	02/29/2024	103155	EAI EDUCATION	578.85
01	00047205	C	02/29/2024	68659	EDUCATOR RESOURCES, INC	13,265.00
01	00047206	C	02/29/2024	57207	FILTERBUY INC.	295.20
01	00047207	C	02/29/2024	109704	FOLLETT SCHOOL SOLUTIONS	706.33
01	00047208	C	02/29/2024	110014	INTERNATIONAL GREENHOUSE CO	848.88
01	00047209	C	02/29/2024	110276	HYDRO ENGINEERING	4,919.10
01	00047210	C	02/29/2024	386370	HYKO SUPPLY CO	2,112.09
01	00047211	C	02/29/2024	102697	INTERCONNECT SERVICES INC	29,970.96
01	00047212	C	02/29/2024	1791	INTERSTATE ALL BATTERIES CENTER	529.90
01	00047213	C	02/29/2024	68446	LINDSAY KEMENY EDUCATION	4,000.00
01	00047214	C	02/29/2024	68861	MATTER HACKERS, INC	429.00
01	00047215	C	02/29/2024	29858	MOUNTAINLAND SUPPLY COMPANY	8,809.77
01	00047216	C	02/29/2024	100359	NASCO MODESTO	141.87
01	00047217	C	02/29/2024	633340	OFFICE DEPOT	486.55
01	00047218	C	02/29/2024	699420	PERMA BOUND BOOKS	328.99
01	00047219	C	02/29/2024	714550	POSITIVE PROMOTIONS	190.95
01	00047220	C	02/29/2024	4995	PRECISION PARTS CO	13,748.00
01	00047221	C	02/29/2024	63371	RAPID FIRE PROTECTION, INC	200.00
01	00047222	C	02/29/2024	60291	RENEGADE RENTALS LLC	117.45
01	00047223	C	02/29/2024	51276	SCHOOL BUS SAFETY COMPANY	2,475.00
01	00047224	C	02/29/2024	66516	SCHOOL LIFE	473.62
01	00047225	C	02/29/2024	110873	SOLUTION TREE	9,228.00
01	00047226	C	02/29/2024	106181	UEN/UTAH EDUCATION NETWORK	4,785.00
01	00047227	C	02/29/2024	68926	UPSIDE INNOVATIONS	5,150.00
01	00047228	C	02/29/2024	68845	VALLEY VETERINARY CLINIC	1,599.99
01	00047229	C	02/29/2024	43753	VISTA HIGHER LEARNING, INC.	2,330.78
01	02022224	M	02/20/2024	109177	UTAH DEPARTMENT OF WORKFORCE SERVICES	1,947.00
01	05021224	M	02/10/2024	888540	US BANK	135,996.72
01	07022924	M	02/27/2024	999070	HEALTH EQUITY INC	150,080.11
01	08022924	M	02/27/2024	999005	UTAH STATE RETIREMENT FUND	1,506,508.93
01	09013024	M	02/01/2024	999003	UTAH STATE TAX COMMISSION	64.14
01	09022024	M	02/27/2024	999140	BANK OF UTAH	188,096.83
01	09022924	M	02/27/2024	999140	BANK OF UTAH	1,277,077.55
Total Bank: 01						\$5,558,518.38
02	00101296	C	02/01/2024	104348	BOX ELDER MIDDLE SCHOOL	384.81
02	00101297	C	02/01/2024	104321	BOX ELDER SCHOOL DISTRICT	1,080.36
02	00101298	C	02/01/2024	31658	BSN SPORTS	205.44
02	00101299	C	02/01/2024	512588	LAKE VIEW SCHOOL	245.77
02	00101300	C	02/01/2024	561078	MCKINLEY SCHOOL	277.34
02	00101301	C	02/01/2024	700008	THREE MILE CREEK ELEMENTARY	130.74
02	00101302	C	02/08/2024	38032	AMAZON CAPITAL SERVICES INC	61.56
02	00101303	C	02/08/2024	85748	BEAR RIVER MIDDLE SCHOOL	219.39
02	00101304	C	02/08/2024	186330	DISCOVERY SCHOOL	196.23
02	00101305	C	02/15/2024	66907	BOX CARS AND ONE-EYED JACKS INC	248.00
02	00101306	C	02/15/2024	85559	CENTURY ELEMENTARY	246.38
02	00101307	C	02/15/2024	612068	NORTH PARK SCHOOL	247.96
02	00101308	C	02/22/2024	47686	TNT ENGRAVING	52.00
02	00101309	C	02/29/2024	104321	BOX ELDER SCHOOL DISTRICT	128.61
Total Bank: 02						\$3,724.59
11	01105302	A	02/01/2024	101520	BELL JANITORIAL	197.05
11	01105303	A	02/01/2024	134250	CEM SALES & SERVICE	1,496.35
11	01105304	A	02/01/2024	53473	CHARLIE'S PRODUCE	1,376.24
11	01105305	A	02/01/2024	728870	DOMINION ENERGY UTAH	88,059.89
11	01105306	A	02/01/2024	322776	GRAINGERS INC	540.24
11	01105307	A	02/01/2024	27243	KELLY SERVICES INC	47,950.20
11	01105308	A	02/01/2024	39438	TURNITIN LLC	17,074.00
11	01105309	A	02/01/2024	107454	MARIETTA VEEDER	360.18
11	01105310	A	02/01/2024	100590	WAXIE SANITARY SUPPLY	1,302.32
11	01105311	A	02/08/2024	101520	BELL JANITORIAL	315.20

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01105312	A	02/08/2024	64467	DAVE BINGHAM	52.00
11	01105313	A	02/08/2024	48011	GAILE BINGHAM	90.20
11	01105314	A	02/08/2024	60933	MICHAEL BIRD	85.00
11	01105315	A	02/08/2024	107376	KAYLENE BOND	36.00
11	01105316	A	02/08/2024	18384	CRISTINA BRADSHAW	41.40
11	01105317	A	02/08/2024	39616	JOHN BRYAN	33.00
11	01105318	A	02/08/2024	105301	CACHE VALLEY ELECTRIC INC	3,340.20
11	01105319	A	02/08/2024	106437	CARSON ELEVATOR CO INC	332.23
11	01105320	A	02/08/2024	31380	JOSE M CEDILLO	305.00
11	01105321	A	02/08/2024	134250	CEM SALES & SERVICE	1,079.64
11	01105322	A	02/08/2024	53473	CHARLIE'S PRODUCE	3,725.74
11	01105323	A	02/08/2024	103095	KISHA C COLLOM	41.40
11	01105324	A	02/08/2024	108521	MELANIE CROUCH	43.20
11	01105325	A	02/08/2024	60500	DOABLE WELLNESS	7,750.00
11	01105326	A	02/08/2024	107656	DWA CONSTRUCTION INC	87,203.65
11	01105327	A	02/08/2024	66265	CURTIS EGBERT	37.00
11	01105328	A	02/08/2024	106815	MAILEE FORREST	73.00
11	01105329	A	02/08/2024	108590	CINDY GIBBS	65.40
11	01105330	A	02/08/2024	36706	MONICA GROVER	41.40
11	01105331	A	02/08/2024	56480	ANDRIA HANSEN	34.20
11	01105332	A	02/08/2024	64866	JACOB HANSEN	155.00
11	01105333	A	02/08/2024	40320	JACINDA HEYDER	112.40
11	01105334	A	02/08/2024	110864	JEFF HUNT	64.40
11	01105335	A	02/08/2024	56669	SHEA L JENSEN	57.60
11	01105336	A	02/08/2024	43346	JOHN JOHNSON	41.40
11	01105337	A	02/08/2024	110088	MICHAEL JOHNSON	41.40
11	01105338	A	02/08/2024	68640	BRIANNA JONES	106.40
11	01105339	A	02/08/2024	35289	NELDON FRED KAPP	41.40
11	01105340	A	02/08/2024	27243	KELLY SERVICES INC	38,549.20
11	01105341	A	02/08/2024	52493	ROBERT KENNER	86.20
11	01105342	A	02/08/2024	493170	STEVEN G KIMBER	41.40
11	01105343	A	02/08/2024	66699	CHET KUNZLZER	614.20
11	01105344	A	02/08/2024	55875	LANGUAGE TESTING INTERNATIONAL	1,750.00
11	01105344	AV	02/13/2024	55875	LANGUAGE TESTING INTERNATIONAL	-1,750.00
11	01105345	A	02/08/2024	59129	DESI LARSEN	608.58
11	01105346	A	02/08/2024	21610	STEVE LEGGETT	40.00
11	01105347	A	02/08/2024	29777	JAMES O MAY	102.40
11	01105348	A	02/08/2024	67075	RACHEL MCCULLOUGH	43.00
11	01105349	A	02/08/2024	49999	BILLY MCFARLAND	47.00
11	01105350	A	02/08/2024	43982	MIKE MOORE	544.32
11	01105351	A	02/08/2024	25640	RAMONA MORA	88.40
11	01105352	A	02/08/2024	56103	KARA MORRISS	296.00
11	01105353	A	02/08/2024	67032	GARY MORTENSEN	36.00
11	01105354	A	02/08/2024	54356	MARISSA NELSON	64.40
11	01105355	A	02/08/2024	21962	MARK NELSON	158.40
11	01105356	A	02/08/2024	23817	CYNTHIA A PAGE	41.40
11	01105357	A	02/08/2024	112077	BOB PROFAIZER	37.80
11	01105358	A	02/08/2024	55930	MCKELLEN RADER	54.40
11	01105359	A	02/08/2024	108310	RANDY RASMUSSEN	295.00
11	01105360	A	02/08/2024	45349	LADAWN RICHINS	36.00
11	01105361	A	02/08/2024	13021	ROGUE FITNESS	4,553.65
11	01105362	A	02/08/2024	21130	AMBER ROSE	772.60
11	01105363	A	02/08/2024	32255	JERRY SCHLIESSER	23.40
11	01105364	A	02/08/2024	777230	JAY DEE SCOTT	41.40
11	01105365	A	02/08/2024	58858	ANNA SHERMAN	208.00
11	01105366	A	02/08/2024	63304	KAYLEE SILVESTER	41.40
11	01105367	A	02/08/2024	58866	RACHEL SMITH	96.00
11	01105368	A	02/08/2024	12793	SONYA SPACKMAN	741.52
11	01105369	A	02/08/2024	102033	SCOTT STAHELI	246.00
11	01105370	A	02/08/2024	852290	SANDIE TRAPP	135.40
11	01105371	A	02/08/2024	919010	MARY R WALKER	41.40
11	01105372	A	02/08/2024	34509	SHARA LEE WARD	77.40

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01105373	A	02/08/2024	100590	WAXIE SANITARY SUPPLY	2,098.07
11	01105374	A	02/08/2024	28150	KARIE WEAVER	88.40
11	01105375	A	02/08/2024	40002	MAURY WHEATLEY	65.40
11	01105376	A	02/15/2024	104132	BEAZER LOCK & KEY	2,640.00
11	01105377	A	02/15/2024	3379	LINN BECK	100.97
11	01105378	A	02/15/2024	101520	BELL JANITORIAL	456.36
11	01105379	A	02/15/2024	66958	CDW GOVERNMENT, LLC	30,540.00
11	01105380	A	02/15/2024	53473	CHARLIE'S PRODUCE	1,664.56
11	01105381	A	02/15/2024	728870	DOMINION ENERGY UTAH	56,064.31
11	01105382	A	02/15/2024	322776	GRAINGERS INC	100.94
11	01105383	A	02/15/2024	32816	KLEO INC / CLASS WALLET	3,419.92
11	01105384	A	02/15/2024	12688	SYSCO	276,854.07
11	01105385	A	02/15/2024	100866	VALCOM	554.00
11	01105386	A	02/15/2024	100590	WAXIE SANITARY SUPPLY	6,626.05
11	01105387	A	02/22/2024	102177	BRADY INDUSTRIES LLC	1,329.11
11	01105388	A	02/22/2024	53473	CHARLIE'S PRODUCE	1,144.92
11	01105389	A	02/22/2024	322776	GRAINGERS INC	145.29
11	01105390	A	02/22/2024	27243	KELLY SERVICES INC	32,854.20
11	01105391	A	02/22/2024	100590	WAXIE SANITARY SUPPLY	311.80
11	01105392	A	02/29/2024	101520	BELL JANITORIAL	493.46
11	01105393	A	02/29/2024	728870	DOMINION ENERGY UTAH	81,842.70
11	01105394	A	02/29/2024	110099	FLUXLIGHT INC	85.40
11	01105395	A	02/29/2024	322776	GRAINGERS INC	169.14
11	01105396	A	02/29/2024	35092	MELISSA JONES	322.40
11	01105397	A	02/29/2024	27243	KELLY SERVICES INC	75,102.60
11	01105398	A	02/29/2024	60348	DAVID ROBERTS	197.64
11	01105399	A	02/29/2024	100590	WAXIE SANITARY SUPPLY	311.80
Total Bank: 11						\$888,047.11
20	10400527	C	02/15/2024	45500	BOX ELDER SCHOOL DISTRICT	966.38
20	10400528	C	02/21/2024	45500	BOX ELDER SCHOOL DISTRICT	43.27
20	10400529	C	02/23/2024	45500	BOX ELDER SCHOOL DISTRICT	190.95
Total Bank: 20						\$1,200.60
21	12500828	C	02/01/2024	38032	AMAZON CAPITAL SERVICES INC	390.58
21	12500829	C	02/02/2024	38032	AMAZON CAPITAL SERVICES INC	415.90
21	12500830	C	02/21/2024	104321	BOX ELDER SCHOOL DISTRICT	790.01
21	12500831	C	02/23/2024	38032	AMAZON CAPITAL SERVICES INC	88.87
21	12500832	C	02/23/2024	489250	KENTS MARKET PL/BRIGHAM	41.80
21	12500833	C	02/23/2024	111839	LORI KORTH	50.00
Total Bank: 21						\$1,777.16
22	13200768	C	02/12/2024	38032	AMAZON CAPITAL SERVICES INC	408.77
22	13200769	C	02/12/2024	66516	SCHOOL LIFE	180.80
22	13200770	C	02/13/2024	104321	BOX ELDER SCHOOL DISTRICT	400.17
22	13200771	C	02/29/2024	38032	AMAZON CAPITAL SERVICES INC	458.22
22	13200772	C	02/29/2024	45500	BOX ELDER SCHOOL DISTRICT	43.27
22	13200773	C	02/29/2024	12912	LIFETOUCH NSS	1,760.88
22	13200774	C	02/29/2024	66516	SCHOOL LIFE	125.90
Total Bank: 22						\$3,378.01
24	13601120	C	02/15/2024	104321	BOX ELDER SCHOOL DISTRICT	458.80
24	13601121	C	02/15/2024	489240	KENTS MARKET PL/TREMONTON	247.10
24	13601122	C	02/21/2024	104321	BOX ELDER SCHOOL DISTRICT	138.01
Total Bank: 24						\$843.91

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
26	16401130	C	02/20/2024	1	BREANNE RITTER	19.00
26	16401131	C	02/20/2024	1724	ACE HARDWARE TREMONTON	129.78
26	16401132	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	94.59
26	16401133	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	4,140.00
26	16401134	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	2,064.87
26	16401135	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	906.83
26	16401136	C	02/20/2024	489240	KENTS MARKET PL/TREMONTON	488.56
26	16401137	C	02/20/2024	66834	MOUNTAIN VALLEY PRINTING	394.20
26	16401138	C	02/20/2024	9857	BLAINE NORRIS	5.98
26	16401139	C	02/20/2024	157371	STAPLES	388.40
26	16401140	C	02/20/2024	52434	SUNSHINE & SUGAR- JANET KING	128.00
26	16401141	C	02/20/2024	110914	SUPERIOR WATER AND AIR INC	60.00
26	16401142	C	02/20/2024	4448	MARK TAYLOR	12.00
26	16401143	C	02/20/2024	32824	YES PRINT COPY N MORE, LLC	63.66
Total Bank: 26						\$8,895.87
28	16701239	C	02/13/2024	104321	BOX ELDER SCHOOL DISTRICT	365.10
28	16701240	C	02/13/2024	14958	CULLIGAN	139.95
28	16701241	C	02/13/2024	489240	KENTS MARKET PL/TREMONTON	137.08
Total Bank: 28						\$642.13
29	16800543	C	02/07/2024	104321	BOX ELDER SCHOOL DISTRICT	305.29
29	16800544	C	02/08/2024	489240	KENTS MARKET PL/TREMONTON	78.74
29	16800545	C	02/27/2024	104321	BOX ELDER SCHOOL DISTRICT	277.49
Total Bank: 29						\$661.52
30	17200658	C	02/24/2024	1	RUTH CROZIER	90.00
30	17200659	C	02/24/2024	45500	BOX ELDER SCHOOL DISTRICT	511.87
30	17200660	C	02/24/2024	104321	BOX ELDER SCHOOL DISTRICT	550.38
30	17200661	C	02/24/2024	769715	SAM'S CLUB BUSINESS PAYMENTS	114.64
Total Bank: 30						\$1,266.89
31	18800386	C	02/13/2024	104321	BOX ELDER SCHOOL DISTRICT	146.53
Total Bank: 31						\$146.53
32	20000306	C	02/13/2024	104321	BOX ELDER SCHOOL DISTRICT	219.32
Total Bank: 32						\$219.32
33	30403003	C	02/08/2024	38032	AMAZON CAPITAL SERVICES INC	1,284.00
33	30403004	C	02/08/2024	489240	KENTS MARKET PL/TREMONTON	1,242.52
33	30403005	C	02/08/2024	769715	SAM'S CLUB BUSINESS PAYMENTS	387.55
33	30403006	C	02/27/2024	38032	AMAZON CAPITAL SERVICES INC	2,563.70
33	30403007	C	02/27/2024	45500	BOX ELDER SCHOOL DISTRICT	43.27
33	30403008	C	02/27/2024	56332	CENTER FOR THE COLLABORATIVE CLASSROOM	2,241.00
33	30403009	C	02/27/2024	5908	WALMART COMMUNITY	238.25
Total Bank: 33						\$8,000.29

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
34	30803504	C	02/06/2024	104321	BOX ELDER SCHOOL DISTRICT	4,399.89
34	30803505	C	02/13/2024	1	JAMI LANDON	37.81
34	30803506	C	02/13/2024	1	KATIE LAY	23.28
34	30803507	C	02/13/2024	112046	ACE HARDWARE - BRIGHAM	17.80
34	30803508	C	02/13/2024	38032	AMAZON CAPITAL SERVICES INC	760.73
34	30803509	C	02/13/2024	104370	BOX ELDER NEWS JOURNAL	40.00
34	30803510	C	02/13/2024	104321	BOX ELDER SCHOOL DISTRICT	3,602.84
34	30803511	C	02/13/2024	57789	DO GOOD DESIGNS UTAH	390.00
34	30803512	C	02/13/2024	109248	J W PEPPER MUSIC	64.99
34	30803513	C	02/13/2024	43567	PENCIL WHOLESALE LLC	133.36
34	30803514	C	02/13/2024	11711	SOUTHWEST STRINGS	44.95
34	30803515	C	02/13/2024	5908	WALMART COMMUNITY	565.28
34	30803516	C	02/13/2024	10901	WROUGHT IRON HANDICRAFTS INC	2,127.26
34	30803517	C	02/26/2024	1	CALLIE DANIELS	50.00
34	30803518	C	02/26/2024	112046	ACE HARDWARE - BRIGHAM	127.33
34	30803519	C	02/26/2024	38032	AMAZON CAPITAL SERVICES INC	1,586.09
34	30803520	C	02/26/2024	45500	BOX ELDER SCHOOL DISTRICT	173.27
34	30803521	C	02/26/2024	104321	BOX ELDER SCHOOL DISTRICT	995.35
34	30803522	C	02/26/2024	18830	PERFECT STIX LLC	1,333.70
Total Bank: 34						\$16,473.93
35	40403267	C	02/08/2024	1724	ACE HARDWARE TREMONTON	82.14
35	40403268	C	02/08/2024	85738	BEAR RIVER HIGH CAFETERIA	600.00
35	40403269	C	02/08/2024	158220	COVER UP	421.00
35	40403270	C	02/08/2024	489240	KENTS MARKET PL/TREMONTON	991.06
35	40403271	C	02/08/2024	110914	SUPERIOR WATER AND AIR INC	39.95
35	40403272	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	143.76
35	40403273	C	02/23/2024	1	CHERRI STAHELI WEBSTER	15.53
35	40403274	C	02/23/2024	1	KAREENA MENLOVE	30.00
35	40403275	C	02/23/2024	38032	AMAZON CAPITAL SERVICES INC	290.65
35	40403276	C	02/23/2024	45500	BOX ELDER SCHOOL DISTRICT	43.27
35	40403277	C	02/23/2024	822122	SUMMERHAYS MUSIC CENTER	171.76
Total Bank: 35						\$2,829.12

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
36	40804388	C	02/13/2024	38032	AMAZON CAPITAL SERVICES INC	5,741.24
36	40804389	C	02/13/2024	58211	ARTS PEOPLE	1,890.90
36	40804390	C	02/13/2024	104321	BOX ELDER SCHOOL DISTRICT	87.93
36	40804390	CV	02/14/2024	104321	BOX ELDER SCHOOL DISTRICT	-87.93
36	40804391	C	02/13/2024	28991	FAMILY CAREER AND COMMUNITY LEADERS OF	14.00
36	40804391	CV	02/14/2024	28991	FAMILY CAREER AND COMMUNITY LEADERS OF	-14.00
36	40804392	C	02/13/2024	25119	SIZZLING PLATTER	125.82
36	40804393	C	02/13/2024	40193	WHEELWRIGHT LUMBER COMPANY INC	1,516.00
36	40804394	C	02/14/2024	1	KATIE NELSON	34.35
36	40804395	C	02/14/2024	35688	ALPHAGRAPHICS	119.18
36	40804396	C	02/14/2024	38032	AMAZON CAPITAL SERVICES INC	68.04
36	40804397	C	02/14/2024	104321	BOX ELDER SCHOOL DISTRICT	4.00
36	40804398	C	02/14/2024	4901	NASSP	385.00
36	40804399	C	02/14/2024	157371	STAPLES	37.57
36	40804400	C	02/14/2024	804825	SUNRISE HIGH SCHOOL	464.00
36	40804401	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	4,486.58
36	40804402	C	02/20/2024	7609	UTAH FBLA-PBL	640.00
36	40804403	C	02/22/2024	112046	ACE HARDWARE - BRIGHAM	297.73
36	40804404	C	02/22/2024	45500	BOX ELDER SCHOOL DISTRICT	43.27
36	40804405	C	02/22/2024	104338	BOX ELDER HIGH SCHOOL	2,696.00
36	40804406	C	02/22/2024	489250	KENTS MARKET PL/BRIGHAM	681.67
36	40804407	C	02/22/2024	19305	BEN KUNZLER	219.79
36	40804408	C	02/22/2024	7099	LD PRODUCTS	127.71
36	40804409	C	02/22/2024	61182	WHITNEY NELSON	35.14
36	40804410	C	02/22/2024	10731	SMITH'S CUSTOMER CHARGES	200.33
36	40804411	C	02/23/2024	38032	AMAZON CAPITAL SERVICES INC	781.19
36	40804412	C	02/23/2024	4960	OLD GRIST MILL BREAD	88.96
36	40804413	C	02/29/2024	1	CRYSTAL HOLT	25.00
36	40804414	C	02/29/2024	38032	AMAZON CAPITAL SERVICES INC	2,202.74
36	40804415	C	02/29/2024	58211	ARTS PEOPLE	537.57
36	40804416	C	02/29/2024	64017	COPPER CANYON APPAREL	388.80
36	40804417	C	02/29/2024	5908	WALMART COMMUNITY	1,710.49
Total Bank: 36						\$25,549.07
37	70413518	CV	02/02/2024	40010	SOUTHEASTERN PERFORMANCE APPAREL	-20.50
37	70413558	CV	02/02/2024	27618	PAROWAN HIGH SCHOOL	-300.00
37	70413984	C	02/01/2024	38032	AMAZON CAPITAL SERVICES INC	2,404.86
37	70413985	C	02/01/2024	6076	BAND SHOPPE	73.85
37	70413986	C	02/01/2024	68594	MICROTEL INN & SUITES BY WINDHAM	2,332.20
37	70413987	C	02/01/2024	769715	SAM'S CLUB BUSINESS PAYMENTS	3,227.48
37	70413988	C	02/01/2024	8303	SKY VIEW HIGH SCHOOL	250.00
37	70413989	C	02/01/2024	21814	UHSBCA	135.00
37	70413990	C	02/06/2024	52680	BEAR RIVER LIVE	1,200.00
37	70413991	C	02/06/2024	104321	BOX ELDER SCHOOL DISTRICT	6,362.00
37	70413992	C	02/06/2024	68608	SPENCER CORDNER	4,521.00
37	70413993	C	02/06/2024	158220	COVER UP	609.00
37	70413994	C	02/06/2024	327480	GREER'S HARDWARE	481.37
37	70413995	C	02/06/2024	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	16.56
37	70413996	C	02/06/2024	489240	KENTS MARKET PL/TREMONTON	3,301.83
37	70413997	C	02/06/2024	28967	ROBOTICS ED & COMPETITION FOUNDATION	3,128.20
37	70413998	C	02/06/2024	63789	TWISTED SUGAR TREMONTON	150.00
37	70413999	C	02/06/2024	891181	UTAH STATE UNIVERSITY	400.00
37	70414000	C	02/06/2024	63789	TWISTED SUGAR TREMONTON	75.00
37	70414001	C	02/08/2024	1724	ACE HARDWARE TREMONTON	195.24
37	70414002	C	02/08/2024	68683	AKADEMA INC	1,081.00
37	70414003	C	02/08/2024	38032	AMAZON CAPITAL SERVICES INC	1,327.92
37	70414004	C	02/08/2024	106055	BLICK ART MATERIALS	789.27
37	70414005	C	02/08/2024	104321	BOX ELDER SCHOOL DISTRICT	645.90
37	70414006	C	02/08/2024	51187	METALMART INC.	1,400.03
37	70414007	C	02/08/2024	68314	TEAM BUILDR	1,500.00
37	70414008	C	02/08/2024	891181	UTAH STATE UNIVERSITY	200.00
37	70414009	C	02/13/2024	1	KIMBERLY BANUELOS	40.00
37	70414010	C	02/13/2024	68730	BATTLE FRONT SOFTWARE, LLC	99.00

Check Register Summary

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
37	70414011	C	02/13/2024	68764	BEARDED LUMBERJACK, LLC	100.00
37	70414012	C	02/13/2024	55069	JASON BINGHAM	330.00
37	70414013	C	02/13/2024	31658	BSN SPORTS	16,105.67
37	70414014	C	02/13/2024	14583	CASTLE MANOR LLC	1,750.00
37	70414015	C	02/13/2024	68756	DINOSAUR INN & SUITES, INC	370.14
37	70414016	C	02/13/2024	7803	DANNY ESPLIN	110.00
37	70414017	C	02/13/2024	58033	HOLIDAY INN EXPRESS OF OREM	1,614.00
37	70414018	C	02/13/2024	7277	PIONEER ATHLETICS	870.65
37	70414019	C	02/13/2024	44210	SHAFFER FARMS, INC.	100.00
37	70414020	C	02/13/2024	68748	THE MEAT SHOPPE	360.33
37	70414021	C	02/13/2024	67466	UTAH STATE FAIR CORPORATION	3,590.80
37	70414022	C	02/15/2024	38032	AMAZON CAPITAL SERVICES INC	334.04
37	70414023	C	02/15/2024	29262	BAYMOUNT INN & SUITES PROVO RIVER	147.32
37	70414024	C	02/15/2024	44130	CONDOR TURF LLC	600.00
37	70414025	C	02/15/2024	286060	FLINN SCIENTIFIC	62.03
37	70414026	C	02/15/2024	109248	J W PEPPER MUSIC	1,421.54
37	70414027	C	02/15/2024	68721	LA QUINTA INN & SUITES OREM UNIVERSITY P	1,675.44
37	70414028	C	02/15/2024	543168	MADDOX RANCH HOUSE	336.80
37	70414029	C	02/15/2024	25453	PRIDE EMBROIDERY & SCREEN PRINTING	1,673.88
37	70414030	C	02/20/2024	104321	BOX ELDER SCHOOL DISTRICT	30,939.81
37	70414031	C	02/20/2024	107994	CERTIFIED SHRED	112.00
37	70414032	C	02/20/2024	40363	CIO MEDICAL SERVICES	780.00
37	70414033	C	02/20/2024	109665	A J GILMORE	56.35
37	70414034	C	02/20/2024	33790	HENRY SCHEIN INC	101.40
37	70414035	C	02/20/2024	68888	JARED MORGAN	1,048.22
37	70414036	C	02/22/2024	1	BAYLEE LAYTON	195.00
37	70414037	C	02/22/2024	38032	AMAZON CAPITAL SERVICES INC	1,984.85
37	70414038	C	02/22/2024	48585	AMERICAN REFRIGERATION LLC	324.06
37	70414039	C	02/22/2024	107102	BEAR RIVER BOWLING CENTER / THE GRILL	1,510.00
37	70414040	C	02/22/2024	45500	BOX ELDER SCHOOL DISTRICT	43.27
37	70414041	C	02/22/2024	104321	BOX ELDER SCHOOL DISTRICT	284.00
37	70414042	C	02/22/2024	112083	JACE MCKEE	50.49
37	70414043	C	02/22/2024	68322	MLE PHOTOGRAPHY	500.00
37	70414044	C	02/22/2024	66834	MOUNTAIN VALLEY PRINTING	3,888.54
37	70414045	C	02/22/2024	33251	KATHRYN ROSE	1,690.00
37	70414046	C	02/22/2024	157371	STAPLES	75.60
37	70414047	C	02/22/2024	110914	SUPERIOR WATER AND AIR INC	35.00
37	70414048	C	02/27/2024	38032	AMAZON CAPITAL SERVICES INC	1,566.54
37	70414049	C	02/27/2024	104321	BOX ELDER SCHOOL DISTRICT	9,568.57
37	70414050	C	02/27/2024	16209	CAST IRON CATERING COMPANY	5,475.00
37	70414051	C	02/27/2024	51764	JONES SHIRTS & SIGNS	647.92
37	70414052	C	02/27/2024	60461	KAYSVILLE ROBOTICS ASSOCIATION	5,736.87
37	70414053	C	02/27/2024	60003	LA QUINTA INN & SUITES ST. GEORGE	624.50
37	70414054	C	02/27/2024	17620	LE BUS	1,000.00
37	70414055	C	02/27/2024	28967	ROBOTICS ED & COMPETITION FOUNDATION	295.00
37	70414056	C	02/27/2024	68918	SAN DIABLO ARTISAN CHURROS	1,087.50
37	70414057	C	02/27/2024	68900	TRIPLE C PRODUCTIONS	1,050.00
37	70414058	C	02/27/2024	16535	VEX ROBOTICS	2,539.37
37	70414059	C	02/27/2024	14923	WEBER HIGH SCHOOL WRESTLING	747.40
Total Bank: 37						\$141,136.11

38	70813929	C	02/01/2024	804825	SUNRISE HIGH SCHOOL	80.00
38	70813930	C	02/02/2024	1	ADDILYN ZUNDEL	660.00
38	70813931	C	02/02/2024	1	BROOKLYN MCDERMOTT	660.00
38	70813932	C	02/02/2024	1	DAVID SANDERS	660.00
38	70813933	C	02/02/2024	1	KATELYN PUGSLEY	660.00
38	70813934	C	02/02/2024	1	KAYDEN GIBSON	660.00
38	70813935	C	02/02/2024	1	KENZY REAY	660.00
38	70813936	C	02/02/2024	1	RHONDA CORNELIUS	46.20
38	70813937	C	02/02/2024	1	SAMANTHA BAILEY	660.00
38	70813938	C	02/02/2024	1	SIENNA SPENCER	660.00
38	70813939	C	02/02/2024	38032	AMAZON CAPITAL SERVICES INC	3,839.67
38	70813940	C	02/02/2024	31658	BSN SPORTS	2,420.18

Check Register Summary

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
38	70813941	C	02/02/2024	230	CAROLINA BIOLOGICAL	193.80
38	70813942	C	02/02/2024	158220	COVER UP	1,885.21
38	70813943	C	02/02/2024	59153	FAIRFIELD INN & SUITES BY MARRIOTT	11,787.65
38	70813944	C	02/02/2024	103961	INTERMOUNTAIN WOOD PRODUCTS	327.24
38	70813945	C	02/02/2024	17620	LE BUS	10,863.75
38	70813946	C	02/02/2024	4880	LOUIS & COMPANY	304.63
38	70813947	C	02/02/2024	100359	NASCO MODESTO	99.91
38	70813948	C	02/02/2024	66540	NATIONAL SPEECH & DEBATE ASSOCIATION	20.00
38	70813949	C	02/02/2024	47007	NEBO SCHOOL DISTRICT	150.00
38	70813950	C	02/02/2024	5070	SAVON	1,550.69
38	70813951	C	02/02/2024	7536	GAME ONE	4,970.00
38	70813952	C	02/08/2024	112046	ACE HARDWARE - BRIGHAM	25.89
38	70813953	C	02/08/2024	38032	AMAZON CAPITAL SERVICES INC	210.56
38	70813954	C	02/08/2024	58211	ARTS PEOPLE	22.80
38	70813955	C	02/08/2024	104321	BOX ELDER SCHOOL DISTRICT	4,886.47
38	70813956	C	02/08/2024	104321	BOX ELDER SCHOOL DISTRICT	5,477.30
38	70813957	C	02/08/2024	158220	COVER UP	132.61
38	70813958	C	02/08/2024	57789	DO GOOD DESIGNS UTAH	825.00
38	70813959	C	02/08/2024	107267	DOMINO'S PIZZA / BRIGHAM	53.23
38	70813960	C	02/08/2024	12068	INTERMOUNTAIN T-SHIRT CO	4,853.06
38	70813961	C	02/08/2024	4839	INTSEL STEEL WEST LLC	567.00
38	70813962	C	02/08/2024	109248	J W PEPPER MUSIC	10.99
38	70813963	C	02/08/2024	489250	KENTS MARKET PL/BRIGHAM	3,092.09
38	70813964	C	02/08/2024	25119	SIZZLING PLATTER	69.90
38	70813965	C	02/08/2024	47007	NEBO SCHOOL DISTRICT	150.00
38	70813966	C	02/08/2024	4979	O'REILLY AUTOMOTIVE	436.15
38	70813967	C	02/08/2024	698980	PEPSI-COLA OF OGDEN	492.00
38	70813968	C	02/08/2024	10731	SMITH'S CUSTOMER CHARGES	810.76
38	70813969	C	02/08/2024	18392	USA WRESTLING UTAH	700.00
38	70813970	C	02/08/2024	18392	USA WRESTLING UTAH	850.00
38	70813971	C	02/13/2024	1	MARC BAIRD	37.70
38	70813972	C	02/13/2024	31658	BSN SPORTS	5,412.94
38	70813973	C	02/13/2024	4618	COLEMAN KNITTING MILL	5,545.00
38	70813974	C	02/13/2024	109248	J W PEPPER MUSIC	1,128.18
38	70813975	C	02/13/2024	25119	LITTLE CAESARS	104.85
38	70813976	C	02/13/2024	4880	WURTH LOUIS & COMPANY	144.15
38	70813977	C	02/13/2024	68713	MADISON GIRLS SOFTBALL ASSOCIATION	575.00
38	70813978	C	02/13/2024	4960	OLD GRIST MILL BREAD	308.96
38	70813979	C	02/13/2024	7358	RIGHT ON CUE SERVICES	650.00
38	70813980	C	02/13/2024	5045	RSM FOOD SERVICE	1,112.01
38	70813981	C	02/13/2024	5070	SAVON	324.94
38	70813982	C	02/13/2024	68705	THIAGO ANCELMO DE SOUZA	150.00
38	70813983	C	02/13/2024	47686	TNT ENGRAVING	17.50
38	70813984	C	02/13/2024	64122	TRU BY HILTON-LEHI	1,090.00
38	70813985	C	02/13/2024	64122	TRU BY HILTON-LEHI	2,222.00
38	70813986	C	02/13/2024	63355	TWISTED SUGAR OF BRIGHAM	140.00
38	70813987	C	02/15/2024	38032	AMAZON CAPITAL SERVICES INC	2,423.74
38	70813988	C	02/15/2024	45500	BOX ELDER SCHOOL DISTRICT	513.27
38	70813989	C	02/15/2024	106055	BLICK ART MATERIALS	110.66
38	70813990	C	02/15/2024	104321	BOX ELDER SCHOOL DISTRICT	336.97
38	70813991	C	02/15/2024	40363	CIO MEDICAL SERVICES	1,241.00
38	70813992	C	02/15/2024	700077	PERRY CITY	300.00
38	70813993	C	02/15/2024	63568	SHEA'S CHIC LLC	3,150.00
38	70813994	C	02/15/2024	7536	GAME ONE	4,200.00
38	70813995	C	02/21/2024	104321	BOX ELDER SCHOOL DISTRICT	16,223.53
38	70813996	C	02/23/2024	58033	HOLIDAY INN EXPRESS OF OREM	1,101.99
38	70813997	C	02/27/2024	104321	BOX ELDER SCHOOL DISTRICT	8,084.11
38	70813998	C	02/27/2024	1	LEXI TALATAU	60.00
38	70813999	C	02/27/2024	38032	AMAZON CAPITAL SERVICES INC	975.29
38	70814000	C	02/27/2024	45500	BOX ELDER SCHOOL DISTRICT	755.00
38	70814001	C	02/27/2024	111756	CLAUDIA BIGLER	250.00
38	70814002	C	02/27/2024	106055	BLICK ART MATERIALS	1,407.36

Check Register Summary

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
38	70814003	C	02/27/2024	104321	BOX ELDER SCHOOL DISTRICT	93.37
38	70814004	C	02/27/2024	104321	BOX ELDER SCHOOL DISTRICT	751.27
38	70814005	C	02/27/2024	31658	BSN SPORTS	13,803.83
38	70814006	C	02/27/2024	31267	HAMPTON INN LAYTON	3,783.78
38	70814007	C	02/27/2024	4790	HOME DEPOT CREDIT SERVICE	148.86
38	70814008	C	02/27/2024	103961	INTERMOUNTAIN WOOD PRODUCTS	65.96
38	70814009	C	02/27/2024	4839	INTSEL STEEL WEST LLC	1,161.20
38	70814010	C	02/27/2024	100550	JOSTENS INC	1,097.50
38	70814011	C	02/27/2024	25119	SIZZLING PLATTER	359.50
38	70814012	C	02/27/2024	4880	WURTH LOUIS & COMPANY	110.01
38	70814013	C	02/27/2024	4901	NASSP	385.00
38	70814014	C	02/27/2024	44172	NORCO INC	260.12
38	70814015	C	02/27/2024	4960	OLD GRIST MILL BREAD	334.33
38	70814016	C	02/27/2024	110975	RIDDELL ALL AMERICAN SPORTS	5,941.95
38	70814017	C	02/27/2024	5045	RSM FOOD SERVICE	468.32
38	70814018	C	02/27/2024	68829	SECONDSLIDE	2,650.00
38	70814019	C	02/27/2024	64483	BENJAMIN SOHOLT	20.00
38	70814020	C	02/27/2024	48488	GUNNISON VALLEY HIGH SCHOOL	2,652.00
38	70814021	C	02/27/2024	157371	STAPLES	470.29
38	70814022	C	02/27/2024	804825	SUNRISE HIGH SCHOOL	220.00
38	70814023	C	02/27/2024	19488	T SHIRT CHOP SHOP	1,154.00
38	70814024	C	02/27/2024	68870	TEAM UP ATHLETICS 04	1,840.00
38	70814025	C	02/27/2024	47686	TNT ENGRAVING	145.50
38	70814026	C	02/27/2024	63355	TWISTED SUGAR OF BRIGHAM	648.44
38	70814027	C	02/27/2024	5908	WALMART COMMUNITY	2,044.04
38	70814028	C	02/27/2024	110141	SCOTT G WOOD	150.00
38	70814029	C	02/29/2024	1	KAYLEE RANJEL	76.65
38	70814030	C	02/29/2024	1	LISVET GAMARRA SOTO	201.83
38	70814031	C	02/29/2024	38032	AMAZON CAPITAL SERVICES INC	4,623.42
38	70814032	C	02/29/2024	16705	BIGFOOT GRAFIX	589.67
38	70814033	C	02/29/2024	64017	COPPER CANYON APPAREL	233.20
38	70814034	C	02/29/2024	158220	COVER UP	539.80
38	70814035	C	02/29/2024	29084	MAKE A WISH FOUNDATION OF UTAH	12,268.19
38	70814036	C	02/29/2024	56049	MICHELLE BARKER PHOTOGRAPHY	75.00
38	70814037	C	02/29/2024	109476	UTAH FCCLA	550.00
Total Bank: 38						\$187,497.92
39	77800586	C	02/15/2024	104321	BOX ELDER SCHOOL DISTRICT	634.74
Total Bank: 39						\$634.74
40	11500047	C	02/08/2024	45500	BOX ELDER SCHOOL DISTRICT	1,063.00
40	11500048	C	02/09/2024	68691	BRADY GABBITAS	1,700.00
40	11500049	C	02/15/2024	104321	BOX ELDER SCHOOL DISTRICT	552.37
Total Bank: 40						\$3,315.37

Total Computer Checks:	\$2,709,901.27
Total Manual Checks:	\$3,259,771.28
Total ACH Checks:	\$889,797.11
Total Other Checks:	\$0.00
Total Electronic Checks:	\$0.00
Total Computer Voids:	-\$2,961.09
Total Manual Voids:	\$0.00
Total ACH Voids:	-\$1,750.00
Total Other Voids:	\$0.00
Total Electronic Voids:	\$0.00
Grand Total:	\$6,854,758.57
Number of Checks:	764

Batch Year	Batch	Amount
24	000377	-20.50

Check Register Summary

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Batch Year	Batch	Amount
24	000473	-300.00
24	001238	-932.80
24	001573	775.98
24	001659	9,188.84
24	001717	-300.00
24	001720	41,408.56
24	001721	2,386.02
24	001756	239,343.98
24	001757	108,183.73
24	001758	10,303.57
24	001759	72,149.90
24	001760	415.62
24	001825	80.00
24	001834	8,423.39
24	001836	390.58
24	001841	415.90
24	001844	292,961.56
24	001845	79,416.57
24	001846	61,370.49
24	001847	54,272.16
24	001848	87,627.20
24	001850	43,738.93
24	001865	20,169.96
24	001871	75.00
24	001874	4,399.89
24	001877	305.29
24	001882	2,914.07
24	001884	78.74
24	001885	7,139.36
24	001886	23,665.81
24	001888	1,063.00
24	001890	2,134.15
24	001907	61,947.77
24	001908	335,604.36
24	001909	8,672.91
24	001910	68,043.90
24	001911	52.00
24	001912	742.34
24	001914	1,700.00
24	001921	589.57
24	001923	18,963.23
24	001924	7,808.30
24	001929	25,440.59
24	001933	9,273.96
24	001935	400.17
24	001937	146.53
24	001943	219.32
24	001944	642.13
24	001953	1,112.14
24	001956	1,266.89
24	001957	12,275.64
24	001959	552.37
24	001962	634.74
24	001963	247.10
24	001964	458.80
24	001965	6,251.05
24	001969	966.38
24	001979	8,895.87
24	001984	33,037.78
24	001985	69,902.93
24	001986	34,342.74
24	001987	3,407.68
24	001988	41,795.03
24	001989	128.61
24	001991	16,223.53
24	001992	5,126.58

Check Register Summary

Box Elder School District

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

Batch Year	Batch	Amount
24	001994	143.76
24	002005	43.27
24	002007	43.27
24	002008	94.74
24	002010	790.01
24	002016	10,580.81
24	002020	4,301.64
24	002022	551.21
24	002023	870.15
24	002026	190.95
24	002028	180.67
24	002029	1,101.99
24	002031	4,265.74
24	002036	4,280,463.97
24	002038	105,664.44
24	002039	97,968.69
24	002040	15,686.91
24	002041	131,297.70
24	002043	135,996.72
24	002046	8,084.11
24	002048	277.49
24	002049	44,206.92
24	002050	30,338.67
24	002054	5,086.22
24	002065	2,388.27
24	002067	4,864.60
24	002071	19,157.76

Batch Year: 24 Bank: All Date Range: 02/01/2024 - 02/29/2024

FPREG01A (build 24.3.2.1)

Selection Criteria

Batch Year	24
Begin Date	02/01/2024
End Date	02/29/2024
Include Voids Voided After End Date	Yes
Bank	All
Begin Check	00000000
End Check	99999999
Begin Batch 1	All
End Batch 1	
Begin Batch 2	
End Batch 2	
Begin Batch 3	
End Batch 3	
Begin Batch 4	
End Batch 4	
Begin Batch 5	
End Batch 5	
Role ID	AP

For March 13, 2024 Board Meeting

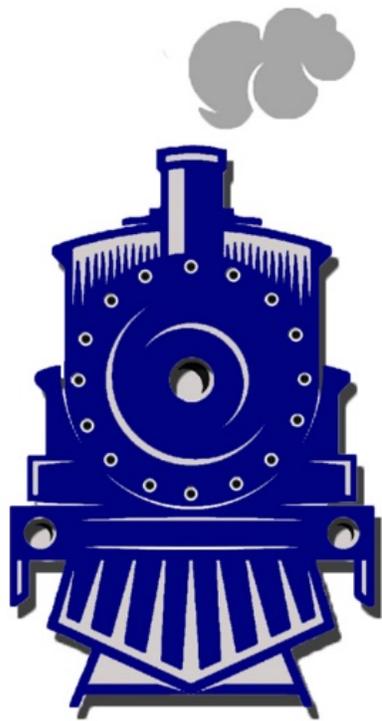
Leaving the District

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
BRHS	Juan Villavicencio	Spanish Teacher	
North Park	Carol Anderson	Para	
Transportation	Peggy Stewart	Bus Driver	
Transportation	Heidi Houghtalen	Bus Driver	
ACYI/Lake View	Chelsea Grange	ELL Para	
BRMS	Tamara Wayment	Functional Skill Teacher	

New Hires

<i>Site</i>	<i>Employee</i>	<i>Position</i>
District Office	Trent Gunn	Roaming Custodian - South End
District Office	Shauntel errill	Roaming Custodian - North End
BRHS	Paige Smith	Spanish Teacher
BRMS	Haley Gunderson	Functional Skills

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