



BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

**Wednesday, August 13, 2025**

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

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

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

**B. Administrative - 6:00 p.m.**

**1. Call to Order**

Tiffani Summers, Board President

**2. Reverence**

Stephanie DeFilippis, Board Member

**3. Flag Salute/Pledge of Allegiance**

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

**4. Recognitions**

Jamie Kent, Public Information Officer

a. Alyse Maples, SpEd Teacher at Willard Elementary

**b. ESL Endorsements:**

Jason Warner

Reggie Shaw

Heather Dahle

Jill Dallan

Tyson Heaton

Zihang Liu

Teresa Mas

Adriana Metarref

Travis Mumford

Trina Thomson

Heidi Watson

Valerie Yeates

**C. Approval of Agenda - 6:15 p.m.**

**D. Public Comment - 6:20 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. Information Items - 6:30 p.m.**

**1. Monthly Financial Report**

Neil Stevens, Business Administrator

**2. Board Committee Reports**

**F. Policy Review - 6:40 p.m.**

**1. First Reading**

a. Policy 1090 Board Meeting Rules of Order

b. Policy 3038 Highly Needed Educator Salary Supplement

**G. Suggestions for Future Board Meetings - 6:50 p.m.**

**H. Consent Items - 6:55 p.m.**

**1. Minutes**

**2. Claims**

**3. Personnel**

**3**

**9**

**10**

**13**

**16**

**33**

**44**

I. **Board Handbook**

J. **Adjournment - 7:00 p.m.**

The next meeting of the Board of Education will be held on Wednesday, September 10, 2025, 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.

**MONTHLY FINANCIAL REPORT  
JULY 31, 2025**

	<b>ENDING July 2025</b>	<b>2024-25</b>	<b>2024-25</b>	<b>Curr Bud vs Actual</b>	<b>Prev Bud vs Actual</b>	<b>2023-24</b>	<b>2023-24</b>
	<b>Description</b>	<b>Proposed</b>	<b>YTD</b>	<b>%</b>	<b>%</b>	<b>YTD</b>	<b>Actual</b>
	<b>Percent of Fiscal Year completed</b>			<b>83%</b>	<b>83%</b>		
	<b>Percent of 9 month contract completed</b>			<b>89%</b>	<b>89%</b>		
<b>1</b>	<b>GENERAL FUND (M&amp;O) FUND (10)</b>						
<b>2</b>							
<b>3</b>	<b>REVENUE:</b>						
<b>4</b>	<b>Local</b>						
<b>5</b>	<b>Property</b>	<b>31,750,300</b>	<b>32,002,051</b>	<b>100.8%</b>	<b>86.2%</b>	<b>27,754,704</b>	<b>32,194,260</b>
<b>6</b>	<b>Tuitions</b>	<b>250,000</b>	<b>92,460</b>	<b>37.0%</b>	<b>37.0%</b>	<b>201,044</b>	<b>542,648</b>
<b>7</b>	<b>Investment Earnings</b>	<b>1,250,000</b>	<b>2,043,890</b>	<b>163.5%</b>	<b>74.4%</b>	<b>1,614,109</b>	<b>2,170,032</b>
<b>8</b>	<b>Indirect Costs</b>	<b>325,000</b>	<b>837,851</b>	<b>257.8%</b>	<b>0.0%</b>		<b>-2,610</b>
<b>9</b>	<b>Rental Fees/Building/Ft</b>	<b>90,000</b>	<b>246,069</b>	<b>273.4%</b>	<b>57.2%</b>	<b>103,976</b>	<b>181,846</b>
<b>10</b>	<b>Other</b>	<b>990,250</b>	<b>1,918,947</b>	<b>193.8%</b>	<b>80.5%</b>	<b>1,246,195</b>	<b>1,548,991</b>
<b>11</b>	<b>State</b>	<b>95,937,450</b>	<b>95,244,165</b>	<b>99.3%</b>	<b>87.1%</b>	<b>82,547,945</b>	<b>94,724,699</b>
<b>12</b>	<b>Federal</b>	<b>5,525,000</b>	<b>7,882,991</b>	<b>142.7%</b>	<b>51.9%</b>	<b>4,700,633</b>	<b>9,063,864</b>
<b>13</b>	<b>Misc./ Fund Bal</b>	<b>5,000</b>	<b>-35,719</b>	<b>-714.4%</b>	<b>0.0%</b>		
<b>14</b>	<b>TOTAL M &amp; O</b>						
<b>15</b>	<b>REVENUE</b>	<b>136,123,000</b>	<b>140,232,705</b>	<b>103.0%</b>	<b>84.2%</b>	<b>118,168,604</b>	<b>140,423,730</b>
<b>16</b>	<b>Beg Balance</b>	<b>6,223,284</b>	<b>20,713,864</b>	<b>332.8%</b>			<b>1,642,130</b>
<b>17</b>	<b>Less:</b>						
<b>18</b>	<b>Ending Balance</b>	<b>1,722,500</b>	<b>160,946,569</b>				
<b>19</b>	<b>TOTAL M &amp; O FUNDS</b>						
<b>20</b>	<b>available</b>	<b>140,623,784</b>	<b>140,232,705</b>	<b>99.7%</b>	<b>83.2%</b>	<b>118,168,604</b>	<b>142,065,860</b>
<b>21</b>							
<b>22</b>	<b>EXPENDITURES:</b>						
<b>23</b>	<b>Instruction (1000)</b>						
<b>24</b>	<b>Salaries</b>	<b>62,490,300</b>	<b>56,705,046</b>	<b>90.7%</b>	<b>74.6%</b>	<b>44,066,111</b>	<b>59,043,206</b>
<b>25</b>	<b>Benefits</b>	<b>21,205,970</b>	<b>20,701,831</b>	<b>97.6%</b>	<b>71.0%</b>	<b>15,278,686</b>	<b>21,515,194</b>
<b>26</b>	<b>Purchased Serv.</b>	<b>3,824,110</b>	<b>3,108,354</b>	<b>81.3%</b>	<b>74.2%</b>	<b>1,924,392</b>	<b>2,592,404</b>
<b>27</b>	<b>Supplies/Texbooks</b>	<b>5,385,400</b>	<b>3,457,978</b>	<b>64.2%</b>	<b>71.1%</b>	<b>2,333,856</b>	<b>3,280,254</b>
<b>28</b>	<b>Equipment</b>	<b>1,050,000</b>	<b>368,330</b>	<b>35.1%</b>	<b>80.8%</b>	<b>214,280</b>	<b>265,298</b>
<b>29</b>	<b>Other</b>	<b>850,000</b>	<b>420,834</b>	<b>49.5%</b>	<b>93.4%</b>	<b>794,956</b>	<b>851,426</b>
<b>30</b>	<b>Total</b>	<b>94,805,780</b>	<b>84,762,373</b>	<b>89.4%</b>	<b>73.8%</b>	<b>64,612,280</b>	<b>87,547,781</b>
<b>31</b>							
<b>32</b>	<b>Student Services (2100)</b>						
<b>33</b>	<b>Salaries</b>	<b>4,268,550</b>	<b>4,442,785</b>	<b>104.1%</b>	<b>74.7%</b>	<b>3,422,461</b>	<b>4,583,585</b>
<b>34</b>	<b>Benefits</b>	<b>1,526,620</b>	<b>1,657,905</b>	<b>108.6%</b>	<b>74.7%</b>	<b>1,306,350</b>	<b>1,749,225</b>
<b>35</b>	<b>Other</b>	<b>610,000</b>	<b>479,784</b>	<b>78.7%</b>	<b>75.8%</b>	<b>242,702</b>	<b>320,071</b>
<b>36</b>	<b>Total</b>	<b>6,405,170</b>	<b>6,580,474</b>	<b>102.7%</b>	<b>74.7%</b>	<b>4,971,513</b>	<b>6,652,881</b>
<b>37</b>							
<b>38</b>	<b>Instructional Staff (2200)</b>						
<b>39</b>	<b>Salaries</b>	<b>1,925,280</b>	<b>1,794,307</b>	<b>93.2%</b>	<b>73.3%</b>	<b>1,416,489</b>	<b>1,931,792</b>
<b>40</b>	<b>Benefits</b>	<b>710,680</b>	<b>679,169</b>	<b>95.6%</b>	<b>75.1%</b>	<b>552,217</b>	<b>735,090</b>
<b>41</b>	<b>Other</b>	<b>662,870</b>	<b>959,469</b>	<b>144.7%</b>	<b>485.3%</b>	<b>560,464</b>	<b>115,492</b>
<b>42</b>	<b>Total</b>	<b>3,298,830</b>	<b>3,432,945</b>	<b>104.1%</b>	<b>90.9%</b>	<b>2,529,170</b>	<b>2,782,374</b>
<b>43</b>							
<b>44</b>	<b>District Administration (2300)</b>						
<b>45</b>	<b>Salaries</b>	<b>462,770</b>	<b>608,601</b>	<b>131.5%</b>	<b>84.0%</b>	<b>367,519</b>	<b>437,687</b>

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	<b>Description</b>	<b>Proposed</b>	<b>YTD</b>	<b>%</b>	<b>%</b>	<b>YTD</b>	<b>Actual</b>
	<b>Percent of Fiscal Year completed</b>			<b>83%</b>	<b>83%</b>		
	<b>Percent of 9 month contract completed</b>			<b>89%</b>	<b>89%</b>		
46	<b>Benefits</b>	<b>215,820</b>	<b>223,395</b>	<b>103.5%</b>	<b>83.8%</b>	<b>148,980</b>	<b>177,767</b>
47	<b>Purch Services</b>	<b>270,000</b>	<b>519,217</b>	<b>192.3%</b>	<b>61.5%</b>	<b>182,035</b>	<b>296,128</b>
48	<b>Liability Insurance</b>	<b>218,920</b>	<b>229,120</b>	<b>104.7%</b>	<b>100.0%</b>	<b>182,427</b>	<b>182,427</b>
49	<b>Supplies</b>	<b>65,400</b>	<b>53,031</b>	<b>81.1%</b>	<b>76.9%</b>	<b>38,435</b>	<b>49,953</b>
50	<b>Other</b>	<b>45,500</b>	<b>29,939</b>	<b>65.8%</b>	<b>98.8%</b>	<b>31,519</b>	<b>31,913</b>
51	<b>Total</b>	<b>1,278,410</b>	<b>1,663,303</b>	<b>130.1%</b>	<b>80.9%</b>	<b>950,914</b>	<b>1,175,875</b>
52							
53	<b>School Administration (2400)</b>						
54	<b>Salaries</b>	<b>5,778,870</b>	<b>5,158,344</b>	<b>89.3%</b>	<b>81.5%</b>	<b>4,208,956</b>	<b>5,163,721</b>
55	<b>Benefits</b>	<b>2,187,420</b>	<b>1,957,534</b>	<b>89.5%</b>	<b>81.5%</b>	<b>1,623,530</b>	<b>1,992,425</b>
56	<b>Prof Serv/Travel</b>	<b>121,000</b>	<b>135,835</b>	<b>112.3%</b>	<b>61.3%</b>	<b>60,728</b>	<b>99,082</b>
57	<b>Other</b>	<b>16,500</b>	<b>180,984</b>	<b>1096.9%</b>	<b>100.0%</b>	<b>14,169</b>	<b>14,169</b>
58	<b>Total</b>	<b>8,103,790</b>	<b>7,432,697</b>	<b>91.7%</b>	<b>81.3%</b>	<b>5,907,383</b>	<b>7,269,397</b>
59							
60	<b>Business &amp; Support (2500)</b>						
61	<b>Salaries</b>	<b>795,050</b>	<b>679,648</b>	<b>85.5%</b>	<b>82.0%</b>	<b>586,247</b>	<b>714,792</b>
62	<b>Benefits</b>	<b>367,140</b>	<b>243,291</b>	<b>66.3%</b>	<b>81.6%</b>	<b>218,977</b>	<b>268,290</b>
63	<b>Purchased Services</b>	<b>210,060</b>	<b>396,650</b>	<b>188.8%</b>	<b>41.4%</b>	<b>74,684</b>	<b>180,412</b>
64	<b>Other</b>	<b>69,000</b>	<b>45,915</b>	<b>66.5%</b>	<b>14.9%</b>	<b>1,372</b>	<b>9,237</b>
65	<b>Total</b>	<b>1,441,250</b>	<b>1,365,504</b>	<b>94.7%</b>	<b>75.1%</b>	<b>881,279</b>	<b>1,172,731</b>
66							
67	<b>Operation &amp; Maintenance (2600)</b>						
68	<b>Salaries</b>	<b>6,464,160</b>	<b>6,335,971</b>	<b>98.0%</b>	<b>82.4%</b>	<b>5,131,895</b>	<b>6,228,590</b>
69	<b>Benefits</b>	<b>2,310,960</b>	<b>2,293,643</b>	<b>99.3%</b>	<b>83.3%</b>	<b>1,914,252</b>	<b>2,297,186</b>
70	<b>Electricity</b>	<b>1,129,450</b>	<b>1,186,148</b>	<b>105.0%</b>	<b>77.1%</b>	<b>871,400</b>	<b>1,130,920</b>
71	<b>Purchased Service</b>	<b>802,000</b>	<b>829,958</b>	<b>103.5%</b>	<b>72.8%</b>	<b>488,273</b>	<b>670,249</b>
72	<b>Telephone</b>	<b>222,130</b>	<b>115,719</b>	<b>52.1%</b>	<b>81.7%</b>	<b>147,611</b>	<b>180,721</b>
73	<b>Natural Gas</b>	<b>895,300</b>	<b>511,966</b>	<b>57.2%</b>	<b>86.1%</b>	<b>702,843</b>	<b>816,578</b>
74	<b>Prop Insurance</b>	<b>345,000</b>	<b>206,810</b>	<b>59.9%</b>	<b>100.0%</b>	<b>313,870</b>	<b>313,870</b>
75	<b>Repair</b>	<b>650,250</b>	<b>271,410</b>	<b>41.7%</b>	<b>99.2%</b>	<b>578,340</b>	<b>582,800</b>
76	<b>Supplies</b>	<b>1,020,000</b>	<b>329,411</b>	<b>32.3%</b>	<b>82.2%</b>	<b>845,790</b>	<b>1,028,927</b>
77	<b>Other</b>	<b>1,000</b>	<b>361</b>	<b>36.1%</b>	<b>100.0%</b>	<b>350</b>	<b>350</b>
78	<b>ESSER III</b>					<b>2,195,943</b>	
79	<b>Total</b>	<b>13,840,250</b>	<b>12,081,397</b>	<b>87.3%</b>	<b>99.6%</b>	<b>13,190,567</b>	<b>13,250,192</b>
80							
81	<b>Transportation (2700)</b>						
82	<b>Salaries</b>	<b>4,200,440</b>	<b>3,933,171</b>	<b>93.6%</b>	<b>76.2%</b>	<b>2,990,166</b>	<b>3,925,597</b>
83	<b>Benefits</b>	<b>1,258,260</b>	<b>1,265,056</b>	<b>100.5%</b>	<b>77.5%</b>	<b>963,621</b>	<b>1,243,996</b>
84	<b>Purch Serv</b>	<b>352,770</b>	<b>567,867</b>	<b>161.0%</b>	<b>60.8%</b>	<b>299,514</b>	<b>492,284</b>
85	<b>Fuel</b>	<b>913,020</b>	<b>814,922</b>	<b>89.3%</b>	<b>79.2%</b>	<b>673,102</b>	<b>849,960</b>
86	<b>Supplies</b>	<b>805,490</b>	<b>597,704</b>	<b>74.2%</b>	<b>80.0%</b>	<b>447,820</b>	<b>559,681</b>
87	<b>Other/Property</b>	<b>5,000</b>	<b>3,516</b>	<b>70.3%</b>	<b>3.2%</b>	<b>2,689</b>	<b>84,524</b>
88	<b>Total</b>	<b>7,534,980</b>	<b>7,182,235</b>	<b>95.3%</b>	<b>75.1%</b>	<b>5,376,911</b>	<b>7,156,042</b>
89							
90	<b>Community Services (3300)</b>						

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91	Salary	721,480	746,221	103.4%	75.5%	589,647	781,246
92	Benefits	211,680	219,166	103.5%	78.2%	163,272	208,674
93	Purchased Serv	16,450	15,025	91.3%	50.1%	11,744	23,437
94	Supplies/Util	114,050	85,198	74.7%	74.4%	68,416	91,958
95	Property	13,200	9,677	73.3%	99.3%	11,754	11,841
96	Other Objects	9,800	9,124	93.1%	69.9%	6,732	9,630
97	Desig. Fund Bal						
98	<b>Total</b>	<b>1,086,660</b>	<b>1,084,412</b>	<b>99.8%</b>	<b>75.6%</b>	<b>851,565</b>	<b>1,126,786</b>
99	<b>Total Expenditures</b>	<b>137,795,120</b>	<b>125,585,339</b>	<b>91.1%</b>	<b>77.5%</b>	<b>99,271,584</b>	<b>128,134,059</b>
100	Interfund Trans					2,127	2,127
101	Change Desig Fund Bal						
102	Other/Budget Cuts						
103	<b>TOTAL EXPENDITURERS</b>						
104	<b>M &amp; O</b>	<b>137,795,120</b>	<b>125,585,339</b>	<b>91.14%</b>	<b>77.5%</b>	<b>99,273,711</b>	<b>128,136,186</b>
105							
106	School Activity Fund (21)						
107							
108	<b>REVENUE:</b>						
109	School Deposits	4,600,000	5,116,742	111.2%	64.1%	3,211,883	5,012,442
110							
111	Other						
112	<b>Total Revenue</b>	<b>4,600,000</b>	<b>5,116,742</b>	<b>111.2%</b>	<b>64.1%</b>	<b>3,211,883</b>	<b>5,012,442</b>
113	<b>EXPENDITURES:</b>						
114	Purchased Services	750,000	433,895	57.9%	73.0%	488,180	668,906
115	Supplies	3,580,000	4,127,283	115.3%	67.8%	2,919,537	4,302,974
116	Equipment/Property	250,000	12,370	4.9%	75.8%	450	594
117	Desig/Other/Adm	20,000	-1,133	-5.7%	79.9%	160,000	200,133
118	<b>Total Expenditures</b>						
119	School Activity	4,600,000	4,572,415	99.4%	69.0%	3,568,167	5,172,607
120	<b>DEBT SERVICE FUND (31)</b>						
121							
122	<b>REVENUE:</b>						
123	Property Tax	3,222,550	3,752,524	116.4%	85.4%	3,275,043	3,835,694
124	Interest	102,220	506,821	495.8%	66.8%	286,249	428,549
125	Other						
126	<b>Total</b>	<b>3,324,770</b>	<b>4,259,345</b>	<b>128.1%</b>	<b>83.5%</b>	<b>3,561,292</b>	<b>4,264,243</b>
127	Beginning Bal	5,896,500	8,546,847	144.9%	0.0%		4,412,508
128	<b>LESS:</b>						
129	Ending Balance	9,221,270	12,806,192	0.0%			
130	<b>Funds Available</b>	<b>5,696,520</b>		<b>0.0%</b>	<b>0.0%</b>	<b>0</b>	<b>5,423,353</b>
131	<b>EXPENDITURE:</b>						
132	Bond Debt	3,521,250	3,252,250	92.4%	100.0%	3,250,398	3,250,398
133	Fees	3,500	3,000	85.7%	100.0%	3,000	3,000
134	Other Uses						0
135	<b>Total</b>	<b>3,524,750</b>	<b>3,255,250</b>	<b>92.4%</b>	<b>100.0%</b>	<b>3,253,398</b>	<b>3,253,398</b>

**MONTHLY FINANCIAL REPORT  
JULY 31, 2025**

	<b>ENDING July 2025</b>	<b>2024-25</b>	<b>2024-25</b>	<b>Curr Bud vs Actual</b>	<b>Prev Bud vs Actual</b>	<b>2023-24</b>	<b>2023-24</b>
	<b>Description</b>	<b>Proposed</b>	<b>YTD</b>	<b>%</b>	<b>%</b>	<b>YTD</b>	<b>Actual</b>
	<b>Percent of Fiscal Year completed</b>			<b>83%</b>	<b>83%</b>		
	<b>Percent of 9 month contract completed</b>			<b>89%</b>	<b>89%</b>		
<b>136</b>	<b>CAPITAL OUTLAY FUND (32)</b>						
<b>137</b>							
<b>138</b>	<b>REVENUE:</b>						
<b>139</b>	<b>Property Tax</b>	<b>9,140,440</b>	<b>10,858,549</b>	<b>118.8%</b>	<b>85.4%</b>	<b>11,120,592</b>	<b>13,024,313</b>
<b>140</b>	<b>Interest</b>	<b>750,000</b>	<b>937,302</b>	<b>125.0%</b>	<b>65.7%</b>	<b>732,514</b>	<b>1,114,094</b>
<b>141</b>	<b>Other</b>	<b>1,050,766</b>	<b>264,901</b>	<b>25.2%</b>	<b>45.5%</b>	<b>45,277</b>	<b>99,423</b>
<b>142</b>	<b>State</b>	<b>45,000</b>	<b>1,273,392</b>	<b>2829.8%</b>	<b>2.7%</b>	<b>42,127</b>	<b>1,553,498</b>
<b>143</b>	<b>Federal /MBA</b>		<b>20,112</b>	<b>0.0%</b>	<b>0.0%</b>	<b>15,084</b>	<b>16,684</b>
<b>144</b>	<b>Ins./Prop.Recry</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>	<b>97.9%</b>	<b>921,176</b>	<b>941,006</b>
<b>145</b>	<b>Total Revenue</b>	<b>11,006,206</b>	<b>13,354,256</b>	<b>121.3%</b>	<b>76.9%</b>	<b>12,876,770</b>	<b>16,749,018</b>
<b>146</b>	<b>Lease Revenue MBA</b>						
<b>147</b>	<b>Other Sources(F50)</b>	<b>345,580</b>					<b>2,610</b>
<b>148</b>	<b>Desig. Fund Bal</b>						
<b>149</b>	<b>TOTAL REVENUE CAPITAL</b>						
<b>150</b>	<b>OUTLAY</b>	<b>11,351,786</b>	<b>13,354,256</b>	<b>117.6%</b>	<b>76.9%</b>	<b>12,876,770</b>	<b>16,751,628</b>
<b>151</b>	<b>Beg. Balance</b>	<b>15,195,160</b>	<b>22,309,148</b>	<b>146.8%</b>			<b>2,638,711</b>
<b>152</b>	<b>Less:</b>						
<b>153</b>	<b>Ending Balance</b>	<b>26,546,946</b>	<b>35,663,404</b>	<b>134.3%</b>			
<b>154</b>	<b>Capital Outlay Funds</b>						
<b>155</b>	<b>available</b>						
<b>156</b>	<b>EXPENDITURES:</b>						
<b>157</b>	<b>Oper/Maint</b>			<b>0.0%</b>	<b>0.0%</b>	<b>3,168</b>	<b>3,078</b>
<b>158</b>	<b>Other Equipment</b>			<b>0.0%</b>	<b>0.0%</b>		<b>121,593</b>
<b>159</b>	<b>Purchased Services</b>	<b>458,200</b>	<b>384,332</b>	<b>83.9%</b>	<b>0.0%</b>	<b>2,500</b>	<b>2,500</b>
<b>160</b>	<b>Technology/Software</b>	<b>2,750,000</b>	<b>1,256,222</b>	<b>45.7%</b>	<b>72.5%</b>	<b>1,015,814</b>	<b>1,479,525</b>
<b>161</b>	<b>Improvement</b>			<b>0.0%</b>			
<b>162</b>	<b>Buildings Maint</b>	<b>4,200,000</b>	<b>2,226,630</b>	<b>53.0%</b>	<b>120.0%</b>	<b>1,072,230</b>	<b>1,239,136</b>
<b>163</b>	<b>Vehicles/Buses</b>	<b>200,000</b>	<b>1,691,400</b>	<b>845.7%</b>	<b>0.0%</b>	<b>240,261</b>	<b>1,624,060</b>
<b>164</b>	<b>Furniture/Equip</b>	<b>2,008,206</b>	<b>3,233,735</b>	<b>161.0%</b>	<b>0.0%</b>	<b>1,486,354</b>	<b>3,339,265</b>
<b>165</b>	<b>Other Objects/Supplies</b>	<b>1,661,142</b>		<b>0.0%</b>	<b>0.0%</b>		<b>340</b>
<b>166</b>	<b>Vehicle charges</b>	<b>560,000</b>	<b>5,926</b>	<b>1.1%</b>			
<b>167</b>	<b>Total Capital</b>	<b>11,837,548</b>	<b>8,798,245</b>	<b>74.3%</b>	<b>48.9%</b>	<b>3,820,328</b>	<b>7,809,497</b>
<b>168</b>	<b>Other/Portables</b>	<b>0</b>	<b>866,521</b>	<b>0.0%</b>	<b>0.0%</b>	<b>296,532</b>	<b>296,532</b>
<b>169</b>	<b>Grouse Creek</b>	<b>225,000</b>		<b>0.0%</b>	<b>100.0%</b>	<b>68,080</b>	<b>68,080</b>
<b>170</b>	<b>Golden Spike</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>90.8%</b>	<b>514,263</b>	<b>566,168</b>
<b>171</b>	<b>School Small Capital</b>	<b>336,618</b>	<b>114,991</b>	<b>34.2%</b>			
<b>172</b>	<b>HS Athletic Facilities</b>	<b>125,000</b>		<b>0.0%</b>	<b>0.0%</b>	<b>1,067,292</b>	<b>1,067,292</b>
<b>173</b>	<b>Property/Other</b>	<b>0</b>		<b>0.0%</b>	<b>0.0%</b>	<b>27,911</b>	<b>27,911</b>
<b>174</b>	<b>Total Construction</b>	<b>686,618</b>	<b>499,781</b>	<b>72.8%</b>	<b>97.4%</b>	<b>1,974,077</b>	<b>2,025,982</b>
<b>175</b>	<b>Desig. F Bal</b>					<b>0</b>	
<b>176</b>	<b>MBA/Bond Fee/Fund 50</b>	<b>2,210,500</b>	<b>1,895,644</b>	<b>85.8%</b>	<b>0.0%</b>	<b>1,906,771</b>	<b>1,906,771</b>
<b>177</b>	<b>Other</b>					<b>426</b>	<b>789</b>
<b>178</b>	<b>TOTAL EXPENDITURES</b>	<b>*</b>					
<b>179</b>	<b>CAPITAL OUTLAY</b>	<b>14,734,666</b>	<b>11,193,670</b>	<b>76.0%</b>	<b>65.6%</b>	<b>7,701,601</b>	<b>11,743,039</b>
<b>180</b>							

**MONTHLY FINANCIAL REPORT  
JULY 31, 2025**

	<b>ENDING July 2025</b>	<b>2024-25</b>	<b>2024-25</b>	<b>Curr Bud vs Actual</b>	<b>Prev Bud vs Actual</b>	<b>2023-24</b>	<b>2023-24</b>
	<b>Description</b>	<b>Proposed</b>	<b>YTD</b>	<b>%</b>	<b>%</b>	<b>YTD</b>	<b>Actual</b>
	<b>Percent of Fiscal Year completed</b>			<b>83%</b>	<b>83%</b>		
	<b>Percent of 9 month contract completed</b>			<b>89%</b>	<b>89%</b>		
<b>181</b>	<b>SCHOOL FOOD SERVICE FUND (49)</b>						
<b>182</b>							
<b>183</b>	<b>REVENUE:</b>						
<b>184</b>	<b>Lunch Sales</b>	<b>1,200,000</b>	<b>1,516,339</b>	<b>126.4%</b>	<b>75.7%</b>	<b>1,151,974</b>	<b>1,521,093</b>
<b>185</b>	<b>State</b>	<b>1,200,500</b>	<b>1,028,605</b>	<b>85.7%</b>	<b>70.0%</b>	<b>991,362</b>	<b>1,417,063</b>
<b>186</b>	<b>Federal</b>	<b>2,575,000</b>	<b>2,440,581</b>	<b>94.8%</b>	<b>79.4%</b>	<b>2,090,070</b>	<b>2,632,718</b>
<b>187</b>	<b>Other/Inventory Adj</b>			<b>0.0%</b>	<b>0.0%</b>	<b>0</b>	<b>-55,095</b>
<b>188</b>	<b>TOTAL REVENUE SCHOOL</b>						
<b>189</b>	<b>FOODS</b>	<b>4,975,500</b>	<b>4,985,525</b>	<b>100.2%</b>	<b>76.8%</b>	<b>4,233,406</b>	<b>5,515,780</b>
<b>190</b>	<b>Beg. Balance</b>	<b>5,133,182</b>	<b>5,133,182</b>				<b>5,371,320</b>
<b>191</b>	<b>Less:</b>						
<b>192</b>	<b>Ending Balance</b>	<b>10,108,682</b>	<b>10,118,707</b>				<b>5,133,182</b>
<b>193</b>	<b>School Food Service Funds</b>						
<b>194</b>	<b>available</b>	<b>10,108,682</b>	<b>10,118,707</b>	<b>100.1%</b>	<b>73.6%</b>	<b>4,233,406</b>	<b>5,753,917</b>
<b>195</b>	<b>EXPENDITURES:</b>						
<b>196</b>	<b>Salaries</b>	<b>1,950,000</b>	<b>1,940,216</b>	<b>99.5%</b>	<b>76.8%</b>	<b>1,549,918</b>	<b>2,018,213</b>
<b>197</b>	<b>Benefits</b>	<b>550,000</b>	<b>481,749</b>	<b>87.6%</b>	<b>77.7%</b>	<b>433,441</b>	<b>557,845</b>
<b>198</b>	<b>Food/Supplies</b>	<b>2,950,000</b>	<b>2,730,462</b>	<b>92.6%</b>	<b>82.2%</b>	<b>2,146,229</b>	<b>2,610,555</b>
<b>199</b>	<b>Equipment</b>	<b>129,000</b>	<b>210,475</b>	<b>163.2%</b>	<b>68.4%</b>	<b>67,330</b>	<b>98,507</b>
<b>200</b>	<b>Other Costs</b>	<b>111,500</b>	<b>517</b>	<b>0.5%</b>	<b>72.8%</b>	<b>71,753</b>	<b>98,564</b>
<b>201</b>	<b>Dir/Indirect Costs</b>	<b>325,000</b>	<b>0</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-85,512</b>	<b>-85,512</b>
<b>202</b>	<b>TOTAL EXPENDITURES SCHOOL</b>						
<b>203</b>	<b>FOODS</b>	<b>6,015,500</b>	<b>5,363,419</b>	<b>89.2%</b>	<b>79.0%</b>	<b>4,183,159</b>	<b>5,298,173</b>
<b>204</b>							
<b>205</b>	<b>Foundation Fund (75)</b>						
<b>206</b>							
<b>207</b>	<b>REVENUE:</b>						
<b>208</b>	<b>Total Revenue</b>	<b>350,000</b>	<b>497,352</b>	<b>142.1%</b>	<b>86.3%</b>	<b>480,845</b>	<b>557,267</b>
<b>209</b>	<b>Available Revenue</b>	<b>350,000</b>	<b>497,352</b>	<b>142.1%</b>	<b>86.3%</b>	<b>480,845</b>	<b>557,267</b>
<b>210</b>	<b>EXPENDITURE:</b>						
<b>211</b>	<b>Expenses</b>	<b>465,517</b>	<b>431,084</b>	<b>92.6%</b>	<b>81.6%</b>	<b>258,538</b>	<b>316,704</b>
<b>212</b>	<b>Changes/Desg Fund Bal</b>						<b>0</b>
<b>213</b>	<b>TOTAL EXPENDITURE</b>	<b>465,517</b>	<b>431,084</b>	<b>92.6%</b>	<b>81.6%</b>	<b>258,538</b>	<b>316,704</b>
<b>214</b>							
<b>215</b>	<b>Agency Fund (76)</b>						
<b>216</b>							
<b>217</b>	<b>REVENUE:</b>						
<b>218</b>	<b>Agent Services</b>	<b>32,500</b>	<b>69,013</b>	<b>212.3%</b>	<b>94.6%</b>	<b>22,000</b>	<b>23,250</b>
<b>219</b>	<b>State</b>	<b>6,000</b>		<b>0.0%</b>	<b>0.0%</b>	<b>4,241</b>	<b>4,517</b>
<b>220</b>	<b>Federal</b>	<b>0</b>		<b>0.0%</b>	<b>0.0%</b>		<b>0</b>
<b>221</b>	<b>Other</b>	<b>0</b>		<b>0.0%</b>	<b>0.0%</b>		<b>0</b>
<b>222</b>	<b>TOTAL REVENUE/BB</b>						
<b>223</b>	<b>AGENCY FUND</b>	<b>38,500</b>	<b>69,013</b>	<b>179.3%</b>	<b>94.5%</b>	<b>26,241</b>	<b>27,767</b>
<b>224</b>	<b>EXPENDITURE:</b>						
<b>225</b>	<b>Instruction</b>	<b>1,000</b>	<b>1,269</b>	<b>126.9%</b>	<b>100.0%</b>	<b>105</b>	<b>105</b>

**MONTHLY FINANCIAL REPORT  
JULY 31, 2025**

	<b>ENDING July 2025</b>	<b>2024-25</b>	<b>2024-25</b>	<b>Curr Bud vs Actual</b>	<b>Prev Bud vs Actual</b>	<b>2023-24</b>	<b>2023-24</b>
	<b>Description</b>	<b>Proposed</b>	<b>YTD</b>	<b>%</b>	<b>%</b>	<b>YTD</b>	<b>Actual</b>
	<b>Percent of Fiscal Year completed</b>			<b>83%</b>	<b>83%</b>		
	<b>Percent of 9 month contract completed</b>			<b>89%</b>	<b>89%</b>		
<b>226</b>	<b>NUCC</b>	<b>35,000</b>	<b>23,070</b>	<b>65.9%</b>	<b>98.2%</b>	<b>33,371</b>	<b>33,971</b>
<b>227</b>	<b>Other</b>	<b>2,500</b>	<b>3,101</b>	<b>124.0%</b>	<b>72.1%</b>	<b>2,498</b>	<b>3,465</b>
<b>228</b>	<b>Changes/Desg Fund Bal</b>			<b>0.0%</b>	<b>0.0%</b>		
<b>229</b>	<b>TOTAL EXPENDITURES</b>						
<b>230</b>	<b>AGENCY FUND</b>	<b>38,500</b>	<b>27,440</b>	<b>71.3%</b>	<b>95.8%</b>	<b>35,974</b>	<b>37,541</b>
<b>231</b>							
<b>232</b>							

## POLICY 1090

### Board Meeting Rules of Order

- A. The Board shall be guided by [Robert's Rules of Order, Revised](#), except where policy specifies otherwise.
- B. The Board President may discuss and have a vote on all matters before the Board.
- C. All debate and comments will be allowed in the discussion of an action item. Once the question (vote) is called for the only thing allowed in the vote is a yes or no vote.

## POLICY 3038

### Highly Needed Educator Salary Supplement

#### A. General Policy Statement

1. The Salary Supplement for Highly Needed Educators (SHiNE) Program is designed to enhance the recruitment and retention of teachers in subject areas identified as high-need. Under this program, Box Elder School District is required to annually designate two to five teaching assignments that are challenging to staff or retain educators in. Eligible teachers—those assigned to high-need areas, possessing the appropriate qualifications, and meeting performance criteria—will receive salary supplements as determined by the Box Elder School District and as outlined in this policy. These supplements are subject to annual verification of eligibility.

#### B. Definitions

1. In this policy:
  - a. “High-needs area” means a teaching assignment that has been designated by the Board of Education as challenging for the District to fill or to retain educators in. The District’s high-needs areas for the current school year and the amount of supplement for each area are as listed in Exhibit A of this Policy.
  - b. “Qualifying assignment” means an assignment to a high-needs area or which is substantially equivalent to such an assignment.
  - c. “Eligible teacher” means a teacher who has a qualifying assignment, has satisfied the requirements of this Policy to demonstrate assignment to a high-needs area and a qualifying teaching background, and is either a new employee of the District or has not received any unsatisfactory ratings on the teacher’s three most recent evaluations.

[Utah Code § 53F-2-504\(1\) \(2025\)](#)

#### C. Determining Eligibility for Salary Supplement

1. To demonstrate eligibility for the salary supplement, the teacher shall submit documentation showing that the teacher:
  - a. Is assigned to one or more of the high-needs areas designated by the Box Elder Board of Education for the school year 2025/2026, or the teacher’s assignment is substantially equivalent to a designated high-needs area:

- b. Has a qualifying teaching background for the high-needs area, as shown by education transcripts or other documentation; and
  - c. Is either a new employee of the District or has not had any unsatisfactory ratings on the teacher's three most recent evaluations.
2. The documentation must be submitted by October 1. The Superintendent or designee shall review the documentation provided by the teacher seeking the salary supplement and determine if the requirements have been satisfied, including verifying the teacher's teaching background. The Superintendent or designee shall promptly inform the teacher of the determination. Once all timely requests have been evaluated, the Superintendent or designee shall certify a list of the teachers who are eligible for the salary supplement.

[Utah Code § 53F-2-504\(2\)\(a\)\(iv\), \(v\) \(2025\)](#)

#### D. Appeal of Application Denial

1. A teacher whose application for the salary supplement has been denied may appeal that determination to the Box Elder School Board. The appeal shall be in writing and submitted within 30 days of the notice that the application has been denied. The appeal shall explain why the teacher asserts the denial was incorrect (including as applicable why the teacher's assignment is substantially equivalent to a high-needs area) and shall include any appropriate supporting documentation. The Box Elder School Board shall evaluate the appeal in a closed meeting of the Board and determine if the denial was erroneous and notify the teacher and administration of the determination and the grounds for the determination.

[Utah Code § 53F-2-504\(2\)\(a\)\(iii\) \(2025\)](#)

#### E. Nature of the Salary Supplement

1. The salary supplement is considered part of the teacher's base pay, subject to the teacher's continuing qualification as an eligible teacher each trimester. The amount of the supplement the teacher receives shall be an equal portion of the fiscal year's amount allocated to Box Elder School District for the SHiNE program, plus the amount of any employer-paid benefits that the teacher would be entitled to for a corresponding salary increase.

[Utah Code § 53F-2-504\(4\), \(5\) \(2025\)](#)

#### F. Increase in Amount of the Salary Supplement

1. The Board of Education may increase the amount of funds that are provided through the salary supplement if it first ensures the proper distribution to the District's

teachers of funds the District receives under the program and also experiences a carry forward or leftover balance.

[Utah Code § 53F-2-504\(7\) \(2025\)](#)

G. 2025-2026 Qualifying Teaching Assignments

1. Special Education
2. Secondary Mathematics
3. 7<sup>th</sup> & 8<sup>th</sup> Grade Integrated Science
4. Chemistry
5. Physics

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## Suggestions for Future Board Meetings

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### **September 10, 2025 – (tentative)**

- Walmart Grants Presentation
- Nucor Grants Presentation
- Swearing in of Student Board Member – Neil Stevens
- Early Learning Plan – Jamie Kent and AshLee Nelson
- AP and Acadience Results – Jeff Morris
- Policy Review

### **October 15, 2025 – (tentative)**

- October 1 Enrollment Report – Coerina Fife
- Exemption from Compulsory Attendance (Home School) – Steve Carlsen
- Approval of PBS Plans – Megan Bushnell
- RISE and Utah Aspire Plus Data – Jeff Morris
- Policy Review

### **November 12, 2025 – (tentative)**

- 2023-24 TSSA Plan Results – Keith Mecham and Heidi Jo West
- Policy Review
- Complete MBA

### **December 10, 2025 – (tentative)**

- Meeting with Legislators
- Approval of New Courses – Keith Mecham
- Audit Report – Neil Stevens
- Policy Review

### **January 14, 2026 – (tentative)**

- First Public Comment on School Fees
- Approval of 2-year contract for Business Administrator
- Review of Policies 1034 Board of Education Code of Conduct and 1035 Board Member Ethics
- Policy 1036 Conflict of Interest – complete form
- Foundation Report – Matt Nelson
- AAPPL Data – Jeff Morris
- Policy Review
- Elect New Board President and Vice President
- Policy 1080 Board Committees - Committee Assignments
- Building and Ground Rental and Supervision Policies – Neil Stevens

### **February 11, 2026 – (tentative)**

- Second Public Comment on School Fees
- Approval of School Fees – Keith Mecham
- Approval of Human Sexuality Curriculum – Keith Mecham
- FY 2026 Capital Improvement Plan – Corey Thompson
- Legislative Update – Steve Carlsen
- Policy Review
- USBA Conference Report

**March 11, 2026 – (tentative)**

- Negotiations Team Approval – Coerina Fife
- Legislative Update – Steve Carlsen
- Policy Review
- Board Graduation Assignments

**April 8, 2026 – (tentative)**

- ESP Recognitions – Coerina Fife
- Public Hearing on Indian Education Formula Grant – Megan Bushnell
- College and Career Readiness Counseling Program (CCRCP) Approval – Ben Wiley
- Approval of School Land Trust Plans – Keith Mecham and Heidi Jo West
- Child Nutrition Report – Neil Stevens
- Energy Report – Mike Clark
- Policy Review

**May 13, 2026 – (tentative)**

- Retirement Recognitions – Coerina Fife
- Certificate Employee and Volunteer Recognitions - BEAA
- Approval of PBS (HB 58) Plans – Megan Bushnell
- Approval of 2023-2024 Board Meeting Calendar – Steve Carlsen
- ACT Data – Jeff Morris
- Assign School Board Member to School Trust Land Committee
- Policy Review

**June 10, 2026 – (tentative)**

- Budget Hearing – Neil Stevens
- Approval of Budget – Neil Stevens
- Approval of 2023-24 Tax Rates – Neil Stevens
- Approval of Internal and Independent Auditors – Neil Stevens
- MBA Meeting – Neil Stevens
- Pick-up Contributions for Members of Contributory Retirement System – Neil Stevens
- Tentative Ratification of Negotiated Agreement with BEAA – Coerina Fife
- Tentative Ratification of Negotiated Agreement with BEEA – Coerina Fife
- Tentative Ratification of Negotiated Agreement with BEESPA – Coerina Fife
- Declaration of Open Enrollment Schools – Megan Bushnell

- Approval of TSSA Plans – Keith Mecham and Heidi Jo West
- Policy Review

**July 8, 2026 – (tentative)**

- Approval of Sex Education Committee – Keith Mecham
- Bullying Report
- Acadience Data – Jeff Morris

**August 12, 2026 – (tentative)**

- Approval of Early Literacy Plan – AshLee Nelson
- AP Results – Jeff Morris
- Policy Review

TENTATIVE MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION  
BOX ELDER SCHOOL DISTRICT  
June 11, 2025

A work session was held at 5:30. The School Board reviewed the information received from community members from the June 2, 2025 work session.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder School District, held Wednesday evening June 11, 2025 at 6:30 p.m. at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

Those in attendance at the meeting included Board President Tiffani Summers, Board Vice President Danielle Wright, Members Bryan Smith, Julie Taylor, Karen Cronin, Wade Hyde, and Stephanie DeFilippis. Also present were Superintendent Steven Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, Business Administrator Neil Stevens, IT Director Robert Gordon, District employees, representatives of the press and interested citizens.

President Summers welcomed those in attendance and conducted the business of the meeting. After the reverence, which was offered by Heidi Jo West, Keith Mecham led the audience in the pledge of allegiance.

**Recognitions**

Stephanie DeFilippis, Board Member

The Bear River Girls Softball team. The team won the 4A state championship in 2025.

The Bear River Boys Lacrosse team was also recognized. The team won the 4A state championship in 2025.

Kristy Edgington, Teacher at Three Mile Creek Elementary - Nominated for USBE Outstanding Teacher of the Year

**Approval of Agenda**

Julie Taylor made the motion to approve the agenda. Danielle Wright seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes

Wade Hyde - Yes

**Public Comment**

Thomas Hendry provided public comment on the proposed tax increase. He is opposed to the tax increase.

Laura Wheatly presented Elizabeth Fertig as the new PTA council president.

Joshua Webster provided public comment on the proposed tax increase. He is opposed to the tax increase.

Nicole Webster provided public comment in opposition to the proposed tax increase.

Jessica Nielsen provided public comment questioning why middle schools are not the first priority in the school construction plan.

Kathy Nebeker provided public comment on the tax increase. She recommended more transparency in the school construction process.

**Second Public Comment on School Fees**

Vita Moss provided public comment supporting the school fees schedule.

Jess Principe provided public comment supporting a reduction of school fees.

Andrew Smith provided public comment supporting a reduction of school fees.

**Action Items**

Julie Taylor made the motion to move Approval of School Fees, Tiffani Summers seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Bryan Smith – Yes

Wade Hyde - Yes

**Approval of School Fees**

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning, presented the proposed school fee schedule.

Danielle Wright made the motion to approve the 2025-2026 School Fee Schedule which will eliminate class fees and general fees. Wade Hyde seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Budget Hearing

Julie Taylor made the motion to enter into the Budget Hearing. Karen Cronin seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Neil Stevens, Business Administrator, presented the final 2024-2025 budget and the proposed 2025-2026 budget.

Kris Udy, a Tremonton resident, provided public comment on the proposed budget. She questioned if property taxes will ever decrease in the future.

Debbie Brantner, a Tremonton resident, provided public comment on the proposed budget. She questioned when the tax increases will end.

Kristi Bowcutt, a Tremonton resident, provided public comment on the proposed budget. She is opposed to the tax increases.

Jamie Poppleton, a Tremonton resident, provided public comment on the proposed budget. She is opposed to tax increases.

Pat Kirby, a Tremonton resident, provided public comment on the proposed budget. She is opposed to tax increases.

Anamarie Hall, a Brigham City resident, provided public comment on the proposed budget. She supports the proposed budget.

Karen Cronin made the motion to close the Budget Hearing. Bryan Smith seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes

Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Approval of Budget

Bryan Smith made the motion to approve the 2024-2025 final budget and the 2025-2026 proposed budget. Wade Hyde seconded the motion. Stephanie DeFilippis, Julie Taylor, Bryan Smith, Tiffani Summers, Wade Hyde and Danielle Wright voted in favor of the motion. Karen Cronin voted in opposition of the motion.

Karen Cronin read the following statement during the vote on the motion:

Last November, the people of this community were asked a direct question from the school district—do you support a \$20/month property tax increase for facility upgrades and projects? Nearly 70% said No. That was not a close call, that was a clear, resounding message of rejection by the voice of the vast majority of the people.

Now, just a few months later, I'm disappointed to see a proposed school district budget that forces a tax increase of up to \$33/month on the average homeowner—even higher than what the people rejected. That's not only disrespectful to the citizens and taxpayers, I believe it is unethical, and very disingenuous.

I believe this violates both the trust of our constituents and the principles of our US Constitution, particularly the right to taxation only through representation. If we ignore the will of the people now, how can we ever expect them to trust us with future bonds or proposals? When we ask the people to decide—and they do—we should be bound, morally if not legally, to honor that voice.

Some argue, but the needs remain and the people just need to be educated about what is best for their children. However, I've seen no data proving that moving 9th graders to the high school will improve academics, mental health, or student safety. Most schools in Utah still follow a 10–12 grade model. There's no evidence this costly change will yield better outcomes.

There seems to be a need for a new elementary school in Tremonton—but that can be done for far less than what's being proposed. If the district has another plan, we should take it back to the people and let them vote on the new plan. That's how a representative government works.

This nation was built on the principle that power resides with the people. Abraham Lincoln reminded us we are a government of the people, by the people,

and for the people. If elected bodies override the people's voice, we're not leading—we're betraying their trust.

I've heard from farmers, young families, business owners, seniors on fixed incomes—they can't afford \$400 more a year in property taxes. An elderly woman told me she had to choose this winter between turning on the heat or buying groceries. A young couple told me they're giving up on the dream of home ownership because of rising property taxes and costs of owning a home.

Parents have told me: "We actually voted for the bond to fix earthquake risks in the schools because we were told the district's priority was student safety, now it seems the priority has changed to move 9th graders into high school and build a 10-million-dollar fieldhouse. We feel deceived."

One person said, "Here's what this feels like: Last fall, the school district came to our front doors and politely asked for \$20/month. The people said no. Now, it feels like the school district is sneaking in the back door, going through our wallets, and forcefully taking even more. That's not taxation by representation—that's legalized plunder while hiding behind the skirt of big government."

We've talked a lot tonight about the hardship school fees will place on families and how unfair that is, this proposed tax increase will be significantly harder on families.

Therefore, I will be voting NO on the proposed 2024–2025 Box Elder School District budget in its current form. I was not elected to ignore the will of the people and pridefully think I know more than they do and how they should spend their hard-earned money and what is better for their children and grandchildren. I was elected to represent them, and I will continue to do just that. The people have spoken. I will stand with them. I cast my vote to reflect the clear voice and choice of the people. And I am so grateful for the opportunity to continue to serve and represent them.

Stephanie DeFilippis – Yes

Karen Cronin – No

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Bryan Smith – Yes

Wade Hyde - Yes

#### Approval of 2024-25 Tax Rates

Neil Stevens, Business Administrator, presented the proposed tax rates for 2025-2026.

Julie Taylor made the motion to approve the proposed tax rates for 2025-2026. Bryan Smith seconded the motion. Stephanie DeFilippis, Julie Taylor, Bryan Smith, Tiffani

Summers, Wade Hyde and Danielle Wright voted in favor of the motion. Karen Cronin voted in opposition of the motion.

Stephanie DeFilippis – Yes  
Karen Cronin – No  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Approval of Internal and Independent Auditors

Neil Stevens, Business Administrator, presented the recommendation to approve the Internal and External Auditors for the 2025-2026 school year.

Wade Hyde made the motion to approve the internal and external auditors for the 2025-2026 school year. Bryan Smith seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

MBA Meeting

Karen Cronin made the motion to move into the MBA meeting hearing. Julie Taylor seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Neil Stevens, Business Administrator, presented the MBA budget.

Danielle Wright made the motion to approve the MBA budget. Bryan Smith seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes

Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Karen Cronin made the motion to close the MBA meeting hearing. Julie Taylor seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Pick-up Contributions for Members of Contributory Retirement System

Neil Stevens, Business Administrator, presented the pick-up contributions rate for the 2025-2026 school year.

Karen Cronin made the motion to approve the pick-up contributions rate for 2025-2026 school year. Wade Hyde seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Closed Session to Discuss Collective Bargaining and Sale or Lease of Real Property

Bryan Smith made the motion to move into closed session. Danielle Wright seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Karen Cronin made the motion to out of closed session. Bryan Smith seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Tentative Ratification of Negotiated Agreement with BEAA, BEEA, BEESPA

Danielle Wright made the motion to approve the negotiated agreements with BEAA, BEEA and BEESPA. Wade Hyde seconded the motion. Stephanie DeFilippis, Julie Taylor, Bryan Smith, Tiffani Summers, Wade Hyde and Danielle Wright voted in favor of the motion. Karen Cronin voted in opposition to the motion.

Stephanie DeFilippis – Yes  
Karen Cronin – No  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Approval of LEA Mental Health Screening Grant Participation Determination

Megan Bushnell, Student Services Director, presented the Mental Health Screening Grant Participation.

Bryan Smith made the motion to approve participation in the mental health screening grant. Julie Taylor seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Declaration of Open Enrollment Schools

Megan Bushnell presented the recommendation of which schools should have open enrollment for the next school year.

Karen Cronin made the motion to approve the open enrollment schools. Danielle Wright seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes

Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

Approval of 2025-26 TSSA Plans

Keith Mecham & Heidi Jo West, Assistant Superintendents of Curriculum, presented the proposed TSSA plans.

Wade Hyde made the motion to approve the 2025-26 TSSA plans. Bryan Smith seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

**Information Items**

Data Review for Instruction in Health

Rachel Lott presented the data for health education review.

Monthly Financial Report

Neil Stevens, Business Administrator presented the May Financial Report to the Board.

Board Committee Reports

Boys and Girls Club Dinner will be held on

**Policy Review**

The following Policies were presented for deletion:

Policy 4015 Adoption of Textbooks/Digital Curriculum and Instructional Materials  
(included in Policy 4016)  
Policy 4100 Homework (included in Policy 4103)

The following Policies were presented with no changes:

Policy 1025 Administration Relations  
Policy 1080 Board Committees  
Policy 1090 Rules of Order  
Policy 1120 Policy Development/Adoption/Dissemination  
Policy 2060 Deducted Absences  
Policy 2180 School Facility Emergency and Safety

Policy 3022 Employment: Box Elder School District - Local Education Agency Specific  
Teacher License/Endorsement  
Policy 4180 Copyright  
Policy 5012 Re-Entry Into Public Schools  
Policy 5069 Student Self-Treatment for Diabetes  
Policy 6005 Educational Authority of Separated Parents  
Policy 6012 Parent Classroom Observation  
Policy 6040 Public Complaints

Bryan Smith made the motion to approve the policy deletions and policies with no changes. Julie Taylor seconded the motion, which passed unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

The following Policies were presented for first reading:

Policy 2170 Buildings & Grounds & Equipment - Use by Students & Employees  
Policy 2210 Transportation Eligibility  
Policy 3000 Employment: Nondiscrimination  
Policy 3015 Title IX Sexual Harassment  
Policy 3102 Certificated: Recognition of Teachers Association  
Policy 3300 Administrative: Personnel Selection  
Policy 4060 High School Graduation Requirements  
Policy 4065 Alternative High School Graduation Requirements  
Policy 4103 Academic Grading and Citizenship Marks for Grades 8-12  
Policy 4105 Sex Education  
Policy 4185 Use of Video/Digital Media Materials  
Policy 4188 Animals on School Premises  
Policy 5036 Admissions and Attendance: Determining Daily Attendance  
Policy 5055 Vision Screening  
Policy 5066 Students with Potentially Life-Threatening Allergies  
Policy 5350 Student Complaints - Resolution

Julie Taylor made the motion to approve the above policies for first reading. Bryan Smith seconded the motion, which was approved unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes

Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

The following Policies were presented for second reading:

Policy 1190 District Annual Reports  
Policy 2015 Cash Investment and Management of School District Funds  
Policy 2030 Procurement/Purchasing  
Policy 3008 Employee Communication/Addressing Concerns  
Policy 3035 Employee Criminal Background Checks and Arrest Disclosure Requirements  
Policy 3086 Employee Use of Personal and District Electronic Devices  
Policy 4050 Grades 6-8 Middle Level General Core Requirements  
Policy 4067 Curriculum: Ethnic Studies  
Policy 5110 Technology Security  
Policy 5035 Attendance Requirements/Procedures  
Policy 5270 Student Rights and Responsibilities: Bullying, Cyberbullying, Hazing, and Abusive Conduct

Bryan Smith made the motion to approve the above policies for second reading.  
Danielle Wright seconded the motion, which was approved unanimously.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

### **Consent Calendar**

The Consent Calendar included the following items:

Approval of the minutes of the working and regular meetings of held May 14,2025

Approval of claims numbered 513-53-54070, 2051425,5051225, 07053125, 08053125, 09050225, 09052025, 9052225, 09053025, OW051325, 00101452-00101505, 01106437-01106589, 0000291-0000324, 16800610 - 16800614, 30403184 -30403199, 30803788 - 30803807, 40403436 - 40403457, 40804747 - 40804781, 70414929 - 70415368, 70415369 - 70415474, 70814961 - 708155506, 77800619 - 77800620 and the ACH and school activity checks for the month of May.

### **Personnel Items**

As detailed in the agenda.

Bryan Smith moved to accept the consent items. The motion was seconded by Julie Taylor and passed on a unanimous vote.

Stephanie DeFilippis – Yes  
Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Bryan Smith – Yes  
Wade Hyde - Yes

**Suggestions for Future Board Meetings**

The Board discussed future Board Meetings and topics that will be on the agenda.

**Upcoming Events:**

Sunrise Graduation – Thursday, June 12, 2025 at 6:00 p.m.  
Tour of District Office - Wednesday, July 9, 2025 at 1:30 p.m.  
Board Work Session - July 9, 2025 at 2:00 p.m.

**Adjournment**

With the announcement that the next meeting will be held on Wednesday, July 9, 2025 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 10:31p.m.

APPROVED: \_\_\_\_\_

ATTESTED: \_\_\_\_\_  
School Business Administrator  
Box Elder School District

\_\_\_\_\_  
President, Board of Education

TENTATIVE MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION  
BOX ELDER SCHOOL DISTRICT  
July 9, 2025

A work session was held at 2:00 pm. The School Board discussed how to best utilize the new public information officer position, reviewed the staffing levels of the District office, discussed the proposal to add on to and construct additional school facilities, reviewed the outcomes of the meeting with city leaders that took place on June 25, and reviewed Roberts Rules of order with respect to how board meetings are conducted.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening July 9, 2025 at 6:30 p.m. at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

Those in attendance at the meeting included Board President Tiffani Summers, Board Vice President Danielle Wright, Members Julie Taylor, Karen Cronin, Wade Hyde, and Stephanie DeFilippis. Board Member Bryan Smith was excused from attendance. Also present were Superintendent Steven Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, Business Administrator Neil Stevens, and IT Director Robert Gordon, officers of the Box Elder Education Association, district employees, representatives of the press and interested citizens.

President Summers welcomed those in attendance and conducted the business of the meeting. After the reverence, which was offered by Board Member Julie Taylor, Heidi Jo West led the audience in the pledge of allegiance.

**Recognitions**

Jaime Kent, Director of Public Information

The Bear River Robotics team was recognized for their achievements in the 2024-25 school year. The team competed in the Vex Robotics World Championship.

Superintendent Carlsen, Superintendent

Tawnie Bowcut was recognized as the new principal at Willard Elementary School for the 2025-26 school year.

**Approval of Agenda**

Karen Cronin made the motion to approve the agenda. Julie Taylor seconded the motion, which passed unanimously.

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Wade Hyde – Yes

Stephanie DeFilippis – Yes

### **Public Comment**

Kazia Miller provided public comment requesting that the HVAC systems in all schools be upgraded to include air conditioning.

Andrea Page provided public comment in support of school facility improvements. She advocated for raising tax revenues to fund these improvements.

### **Action Items**

#### **Approval of Contract with ESS**

Coerina Fife, Executive Director of Personnel and Title IX

The Box Elder School District conducted an RFP to select a new substitute teacher service provider. The RFP committee recommends that ESS be selected as the new service provider.

Wade Hyde made the motion to approve the contract with ESS for substitute teacher service provider. Danielle Wright seconded the motion, which passed unanimously.

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Wade Hyde – Yes

Stephanie DeFilippis – Yes

#### **Approval of Sex Education Committee**

Keith Mecham, Assistant Superintendent of Secondary Teaching and Learning

The Box Elder School District must form a committee to review sex education curriculum.

Karen Cronin made a motion to approve the sex education committee members as presented to the Board. Julie Taylor seconded the motion, which passed unanimously.

Karen Cronin – Yes

Julie Taylor – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Wade Hyde – Yes

Stephanie DeFilippis – Yes

#### **Closed Session to Discuss the Sale or Lease of Real Property**

Danielle Wright made a motion to enter closed session to discuss the sale or lease of real property. Stephanie DeFilippis seconded the motion, which passed unanimously.

Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Wade Hyde – Yes  
Stephanie DeFilippis – Yes

Wade Hyde made a motion to adjourn closed session and return to the regular board meeting. Julie Taylor seconded the motion, which passed unanimously.

Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Wade Hyde – Yes  
Stephanie DeFilippis – Yes

Approval of Sale or Lease of Real Property

Neil Stevens, Business Administrator

The Box Elder School District must declare any property as surplus prior to disposing of any real property.

Danielle Wright made a motion to declare as surplus property the land parcel located at approximately 8300 S 950 W, Willard, UT. Wade Hyde seconded the motion, which passed unanimously.

Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Wade Hyde – Yes  
Stephanie DeFilippis – Yes

**Information Items**

Bullying Report

Megan Bushnell, Student Services Director, presented updates to the Bullying Report.

Monthly Financial Report

Neil Stevens, Business Administrator, presented the June Financial Report to the Board.

**Board Committee Reports**

No Board Committee reports were presented for June.

## **Policy Review**

The following Policies were presented for second reading:

Policy 2170 Buildings & Grounds & Equipment - Use by Students & Employees  
Policy 2210 Transportation Eligibility  
Policy 3000 Employment: Nondiscrimination  
Policy 3015 Title IX Sexual Harassment  
Policy 3102 Certificated: Recognition of Teachers Association  
Policy 3300 Administrative: Personnel Selection  
Policy 4060 High School Graduation Requirements  
Policy 4065 Alternative High School Graduation Requirements  
Policy 4103 Academic Grading and Citizenship Marks for Grades 8-12  
Policy 4105 Sex Education  
Policy 4185 Use of Video/Digital Media Materials  
Policy 4188 Service and Emotional Support Animals on School Premises  
Policy 5036 Admissions and Attendance: Determining Daily Attendance  
Policy 5055 Vision Screening  
Policy 5066 Students with Potentially Life-Threatening Allergies  
Policy 5350 Student Complaints - Resolution

Karen Cronin recommended a spelling correction on policy 3300. Karen Cronin asked clarifying questions on policy 4105.

Karen Cronin made the motion to approve the above policies for second reading. Julie Taylor seconded the motion, which was approved unanimously.

Karen Cronin – Yes  
Julie Taylor – Yes  
Tiffani Summers – Yes  
Danielle Wright – Yes  
Wade Hyde – Yes  
Stephanie DeFilippis – Yes

## **Consent Calendar**

Karen Cronin moved to accept the consent agenda items, with the exception of the June 11<sup>th</sup> board meeting minutes. The approval of minutes should be postponed till the next board meeting, pending updates to the minutes. The motion was seconded by Danielle Wright and passed on a unanimous vote. The Consent Calendar included the following items:

Minutes of the work and regular meetings held on May 19, 2025, June 2, 2025, and June 25, 2025.

Approval of claims numbered 52149 - 54307, 5061025, 7063025, 8063025, 9060225 - 9063025, 101506 -101515, 1106590 -101515, 1106590 -1106784, 325-346, 16800615 - 16800616, 30403200 -30402202, 30803746 - 30803826, 404047882 - 40804795, 70415305 -

70415533, 70815505 -70815618, 77800621 - 77800626, and the ACH and school activity checks for the month of May.

Personnel Items

As detailed in the agenda.

Out of State Travel Requests

As detailed in the agenda.

- Karen Cronin – Yes
- Julie Taylor – Yes
- Tiffani Summers – Yes
- Danielle Wright – Yes
- Wade Hyde – Yes
- Stephanie DeFilippis – Yes

**Suggestions for Future Board Meetings**

The Board discussed future board meetings and topics as outlined in the agenda item.

**Adjournment**

With the announcement that the next meeting will be held on Wednesday, August 13, 2025 at 6:30 p.m. at the Independent Life Skills Center, President Tiffani Summers adjourned the meeting at 7:47p.m.

APPROVED: \_\_\_\_\_

ATTESTED: \_\_\_\_\_  
School Business Administrator  
Box Elder School District

\_\_\_\_\_  
President, Board of Education

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00054308	C	07/02/2025	812477	ALSCO/AMERICAN LINEN	917.63
01	00054309	C	07/02/2025	104348	BOX ELDER MIDDLE SCHOOL	300.80
01	00054310	C	07/02/2025	113116	BRYSON SALES & SERVICE	5,243.84
01	00054311	C	07/02/2025	890740	CENTURYLINK	390.64
01	00054312	C	07/02/2025	70980	CLEANER HOODS, INC	15,527.25
01	00054313	C	07/02/2025	111223	COUNTRY CARPET CLEANING LLC	775.00
01	00054314	C	07/02/2025	48968	DR. DAVE SPEAKS, LLC	500.00
01	00054315	C	07/02/2025	110561	MAXIM HEALTHCARE SERVICES INC	891.62
01	00054316	C	07/02/2025	104436	POWER ENGINEERING INC	164.04
01	00054317	C	07/02/2025	104992	PRINT SHOP	56.15
01	00054318	C	07/02/2025	50369	S & P BRAKE SUPPLY, INC	161.16
01	00054319	C	07/02/2025	110914	SUPERIOR WATER AND AIR INC	35.95
01	00054320	C	07/02/2025	863345	UASBO/UTAH ASSOCIATION OF SCHO	100.00
01	00054321	C	07/02/2025	101369	UTAH SCHOOL BOARDS ASSOCIATION	24,632.00
01	00054322	C	07/02/2025	113116	BRYSON SALES & SERVICE	456,942.00
01	00054323	C	07/02/2025	44504	CROWN EQUIPMENT CORP	1,536.60
01	00054324	C	07/02/2025	102697	INTERCONNECT SERVICES INC	2,249.95
01	00054325	C	07/02/2025	586159	MOUNTAIN STATE TEXTBOOK DEP	14,370.12
01	00054326	C	07/02/2025	110840	RUSH TRUCK CENTER OF UTAH	441,686.00
01	00054327	C	07/02/2025	73881	THOMAS R SIMKINS	20,114.54
01	00054328	C	07/02/2025	21210	SPIRALEDGE INC	189.00
01	00054329	C	07/02/2025	106921	WHIRLAWAY SEPTIC TANK & DRAIN	500.00
01	00054330	C	07/02/2025	29947	WILSON LANE SERVICE	11,635.00
01	00054331	C	07/02/2025	113116	BRYSON SALES & SERVICE	206,632.00
01	00054332	C	07/10/2025	1	KEATON OR TEGAN GODFREY	200.00
01	00054333	C	07/10/2025	14575	AIRMOTIVE SERVICE	370.24
01	00054334	C	07/10/2025	36784	AMERICAN RED CROSS	672.00
01	00054335	C	07/10/2025	25909	AMERIGAS PROPANE	451.31
01	00054336	C	07/10/2025	85556	BEAR RIVER HEALTH DEPARTMENT	65.00
01	00054337	C	07/10/2025	85768	BEAR RIVER SEWER DEPT	255.50
01	00054338	C	07/10/2025	100913	BORDER STATES INDUSTRIES, INC	3,901.95
01	00054339	C	07/10/2025	104348	BOX ELDER MIDDLE SCHOOL	117.20
01	00054340	C	07/10/2025	104370	BOX ELDER NEWS JOURNAL	50.65
01	00054341	C	07/10/2025	111004	BRIDGERLAND APPLIED TECH/BATC	265.96
01	00054342	C	07/10/2025	108217	BRIGHAM CITY CORPORATION	73,206.23
01	00054343	C	07/10/2025	123130	CACHE COUNTY SCHOOL DISTRICT	19,893.78
01	00054344	C	07/10/2025	73016	CANON U.S.A., INC	8,520.79
01	00054345	C	07/10/2025	53228	MIKE CLARK	150.00
01	00054346	C	07/10/2025	70440	JOSE CONTRERAS	362.88
01	00054347	C	07/10/2025	162470	CRUS OIL INC	1,896.62
01	00054348	C	07/10/2025	56197	DENTONS DURHAM JONES PINEGAR PC	618.00
01	00054349	C	07/10/2025	203737	EAST GROUSE CREEK WATER	675.00
01	00054350	C	07/10/2025	729332	ECONO WASTE INC	7,436.66
01	00054351	C	07/10/2025	50156	EDUCATORS HANDBOOK.COM	13,566.00
01	00054352	C	07/10/2025	104881	FERGUSON ENTERPRISES INC	272.63
01	00054353	C	07/10/2025	304217	GARLAND CITY	13,143.55
01	00054354	C	07/10/2025	324430	GRAYBAR ELECTRIC COMPANY INC	2,524.56
01	00054355	C	07/10/2025	110559	HARMONY HOME HEALTH LLC	1,061.60
01	00054356	C	07/10/2025	111125	IML SECURITY SUPPLY	4,898.30
01	00054357	C	07/10/2025	107389	INTERMOUNTAIN WORKMED-N OGDEN	150.00
01	00054358	C	07/10/2025	107940	IPACO	1,086.38
01	00054359	C	07/10/2025	49026	IVY LANE PEDATRICS	2,460.00
01	00054360	C	07/10/2025	62006	JENSON REFRIGERATION INC	790.88
01	00054361	C	07/10/2025	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	844.84
01	00054362	C	07/10/2025	58246	LINDE GAS & EQUIPMENT INC	2,366.09
01	00054363	C	07/10/2025	530755	LOGAN SCHOOL DISTRICT	473.46
01	00054364	C	07/10/2025	543168	MADDOX RANCH HOUSE	668.89
01	00054365	C	07/10/2025	111273	NUCO2 LLC	2,355.21
01	00054366	C	07/10/2025	49859	JACKSON GROUP PETERBILT, INC.	1,972.83
01	00054367	C	07/10/2025	700077	PERRY CITY	247.31
01	00054368	C	07/10/2025	35955	PROMO PLUS	39.52
01	00054369	C	07/10/2025	109484	PUBLIC CONSULTING GROUPS INC	5,070.14

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00054370	C	07/10/2025	892645	ROCKY MOUNTAIN POWER	31,921.81
01	00054371	C	07/10/2025	70831	S & D CARWASH MANAGEMENT LLC	215.91
01	00054372	C	07/10/2025	74128	SALT LAKE WHOLESALE SPORTS INC	8,544.49
01	00054373	C	07/10/2025	110789	CORE BUSINESS TECHNOLOGIES (SIP)	39.95
01	00054374	C	07/10/2025	802087	SNOWVILLE WATERWORKS INC	1,021.00
01	00054375	C	07/10/2025	810361	STANDARD PLUMBING SUPPLY	19.77
01	00054376	C	07/10/2025	11240	MASTER TEACHER	3,500.00
01	00054377	C	07/10/2025	111109	TOM RANDALL DIST	1,231.45
01	00054378	C	07/10/2025	109356	TRANSPORT DIESEL INC	487.96
01	00054379	C	07/10/2025	875087	UKON WATER CO	1,000.00
01	00054380	C	07/10/2025	55034	UTAH PARENT CENTER, INC	7,589.93
01	00054381	C	07/10/2025	999009	UTAH RETIREMENT SYSTEMS	770.23
01	00054382	C	07/10/2025	892916	DGO FUEL NETWORK TEAM	9,265.44
01	00054383	C	07/10/2025	924155	WASTE MGMT OF UTAH INC	5,181.83
01	00054384	C	07/10/2025	941217	WILLARD CITY CORP	198.40
01	00054385	C	07/10/2025	24961	806 TECHNOLOGIES	2,400.00
01	00054386	C	07/10/2025	38032	AMAZON CAPITAL SERVICES INC	304.05
01	00054387	C	07/10/2025	70343	BLUUM USA, INC	25,380.00
01	00054388	C	07/10/2025	108473	CENGAGE LEARNING	3,217.50
01	00054389	C	07/10/2025	49956	EDUCATION LOGISTICS, INC	131,426.00
01	00054390	C	07/10/2025	212299	EDUTEK CORPORATION	3,332.33
01	00054391	C	07/10/2025	66095	EREFLECT INC	7,023.10
01	00054392	C	07/10/2025	107669	GARRETT AND COMPANY INC	12,267.00
01	00054393	C	07/10/2025	102697	INTERCONNECT SERVICES INC	2,205.00
01	00054394	C	07/10/2025	45560	LAKESHORE LEARNING MATERIALS	6,422.00
01	00054395	C	07/10/2025	2917	LATINOS IN ACTION	5,040.00
01	00054396	C	07/10/2025	108828	MORETON & COMPANY INC	11,919.70
01	00054397	C	07/10/2025	19259	NORCON INDUSTRIES INC	6,443.60
01	00054398	C	07/10/2025	110417	RESCO	23,111.00
01	00054399	C	07/10/2025	2887	SECURE BY DESIGN	6,360.00
01	00054400	C	07/10/2025	74420	SLIPSTREAM SPORT INTERNATIONAL	12,870.00
01	00054401	C	07/10/2025	866716	UCI ACCOUNTS RECEIVABLE	620.00
01	00054402	C	07/10/2025	110040	WALL 2 WALL	18,942.92
01	00054423	C	07/16/2025	108217	BRIGHAM CITY CORPORATION	19,248.15
01	00054424	C	07/17/2025	1	HEATHER CUMMINGS	58.70
01	00054425	C	07/17/2025	1	TAYLOR JACKSON	107.50
01	00054426	C	07/17/2025	6617	ACME WATER CO	794.10
01	00054427	C	07/17/2025	4260	BCI / UTAH BUREAU OF CRIMINAL IDENTIF	416.00
01	00054428	C	07/17/2025	85738	BEAR RIVER HIGH SCHOOL	2,705.00
01	00054429	C	07/17/2025	104335	BOX ELDER SCH DIST FOUNDATION	102.01
01	00054430	C	07/17/2025	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	530.00
01	00054431	C	07/17/2025	108217	BRIGHAM CITY CORPORATION	3,093.75
01	00054432	C	07/17/2025	62774	CEDAR RIDGE AUTO WASH INC	180.00
01	00054433	C	07/17/2025	107994	CERTIFIED SHRED	141.00
01	00054434	C	07/17/2025	40363	CIO MEDICAL SERVICES	498.00
01	00054435	C	07/17/2025	73350	DAR'S WELDING	79.80
01	00054436	C	07/17/2025	25380	EDUTECH SERVICES INC	828.00
01	00054437	C	07/17/2025	73105	IDENTIFIX	1,068.00
01	00054438	C	07/17/2025	901150	IMT COMPANIES LLC	1,997.27
01	00054439	C	07/17/2025	1791	INTERSTATE ALL BATTERIES CENTER	833.81
01	00054440	C	07/17/2025	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	1,035.64
01	00054441	C	07/17/2025	75132	LECTICON, INC	4,345.65
01	00054442	C	07/17/2025	75205	NJRA Architects, Inc.	533,942.00
01	00054443	C	07/17/2025	35955	PROMO PLUS	1,040.00
01	00054444	C	07/17/2025	17230	QBS INC	5,593.00
01	00054445	C	07/17/2025	35270	CMRS-POC	3,000.00
01	00054446	C	07/17/2025	35270	QUADIENT, INC	111.00
01	00054447	C	07/17/2025	732367	RAFT RIVER RURAL	771.24
01	00054448	C	07/17/2025	892645	ROCKY MOUNTAIN POWER	5,768.93
01	00054449	C	07/17/2025	60020	RON KELLER TIRE INC	787.18
01	00054450	C	07/17/2025	25976	SHERWIN-WILLIAMS	4,157.69
01	00054451	C	07/17/2025	109177	STATE OF UTAH DIVISION OF FINANCE	6,082.86

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00054452	C	07/17/2025	75213	THE PARTRIDGE GROUP	8,250.00
01	00054453	C	07/17/2025	852617	TREMONTON CITY CORP	14,250.25
01	00054454	C	07/17/2025	891181	LB 410027	36,328.67
01	00054455	C	07/17/2025	102878	VAL KOTTER & SONS	800.00
01	00054456	C	07/17/2025	38032	AMAZON CAPITAL SERVICES INC	4,646.07
01	00054457	C	07/17/2025	47937	BOYLE APPLIANCE LLC	639.00
01	00054458	C	07/17/2025	73016	CANON U.S.A., INC	230.00
01	00054459	C	07/17/2025	102697	INTERCONNECT SERVICES INC	53,233.20
01	00054460	C	07/17/2025	53082	LEXIA LEARNING SYSTEMS LLC	162,637.00
01	00054461	C	07/17/2025	106181	UEN/UTAH EDUCATION NETWORK	5,591.70
01	00054462	C	07/17/2025	110040	WALL 2 WALL	77,055.00
01	00054463	C	07/21/2025	66435	OBSERVERTAB, LLC	421.20
01	00054464	C	07/21/2025	892964	UTAH STATE TAX COMMISSION	2,897.88
01	00054465	C	07/21/2025	110040	WALL 2 WALL	4,554.00
01	00054466	C	07/23/2025	1	AIRIE HARDY	51.90
01	00054467	C	07/23/2025	1	ANNETTE CRAGUN	30.45
01	00054468	C	07/23/2025	1	CHRISTINA CRAGUN	97.50
01	00054469	C	07/23/2025	1	LINDA MOORE	16.75
01	00054470	C	07/23/2025	1	MAEGAN HEINER	15.70
01	00054471	C	07/23/2025	1	SHANNA MUELLER	185.65
01	00054472	C	07/23/2025	1	SIMONA KABAI	145.00
01	00054473	C	07/23/2025	104338	BOX ELDER HIGH SCHOOL	37.00
01	00054474	C	07/23/2025	890740	CENTURYLINK	396.31
01	00054475	C	07/23/2025	14958	CULLIGAN	30.00
01	00054476	C	07/23/2025	71048	GEORGE'S POINT S TIRE	843.95
01	00054477	C	07/23/2025	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	651.73
01	00054478	C	07/23/2025	58246	LINDE GAS & EQUIPMENT INC	108.56
01	00054479	C	07/23/2025	892645	ROCKY MOUNTAIN POWER	34,225.95
01	00054480	C	07/23/2025	50369	S & P BRAKE SUPPLY, INC	761.44
01	00054481	C	07/23/2025	59625	SCRUB SHOPPE	9,925.29
01	00054482	C	07/23/2025	102558	UTAH DEPARTMENT OF HEALTH	62,111.72
01	00054483	C	07/23/2025	511570	UTAH LABOR COMMISSION DIVISION OF	144.00
01	00054484	C	07/23/2025	110040	WALL 2 WALL	3,852.36
01	00054485	C	07/23/2025	65811	WESTECH FUEL EQUIPMENT COMPANY INC	362.98
01	00054486	C	07/23/2025	66125	1PASSWORD	1,615.74
01	00054487	C	07/23/2025	31364	95 PERCENT GROUP LLC	5,775.00
01	00054488	C	07/23/2025	38032	AMAZON CAPITAL SERVICES INC	3,587.37
01	00054489	C	07/23/2025	100913	BORDER STATES INDUSTRIES, INC	4,911.19
01	00054490	C	07/23/2025	778870	GOPHER SPORT	13,311.32
01	00054491	C	07/23/2025	386370	HYKO SUPPLY CO	11,252.67
01	00054492	C	07/23/2025	60291	RENEGADE RENTALS LLC	16,349.41
01	00054493	C	07/23/2025	110417	RESCO	44,824.00
01	00054494	C	07/23/2025	110873	SOLUTION TREE	9,997.00
01	00054495	C	07/23/2025	157371	STAPLES	514.83
01	00054496	C	07/29/2025	72737	AMERITAS LIFE INSURANCE CORP	626.23
01	00054497	C	07/29/2025	999027	B E SCHOOL BOARD FUND	70.00
01	00054498	C	07/29/2025	999024	BOSTON MUTUAL LIFE INS CO - W	45.41
01	00054499	C	07/29/2025	999055	BOX ELDER FOUNDATION	80.00
01	00054500	C	07/29/2025	999033	BUREAU CHILD SUPPORT SERV	1,022.00
01	00054501	C	07/29/2025	65781	DELTA DENTAL INSURANCE COMPANY	5,555.49
01	00054502	C	07/29/2025	999021	ELEVATE CREDIT UNION	1,400.00
01	00054503	C	07/29/2025	999019	EMI HEALTH	51.25
01	00054504	C	07/29/2025	999017	GLOBE LIFE INSURANCE CO	45.36
01	00054505	C	07/29/2025	999035	HORACE MANN INSURANCE COMPANY	6,577.94
01	00054506	C	07/29/2025	51080	IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	451.00
01	00054507	C	07/29/2025	999084	NATIONAL BENEFITS SERVICES LLC	1,935.47
01	00054508	C	07/29/2025	999079	PEHP	134,820.39
01	00054509	C	07/29/2025	999032	PRE-PAID LEGAL SERVICES	231.30
01	00054510	C	07/29/2025	999018	THE HARTFORD	4,631.57
01	00054511	C	07/29/2025	999003	UTAH STATE TAX COMMISSION	46,791.97
01	00054512	C	07/29/2025	71110	VOYA FINANCIAL	1,332.21
01	00054513	C	07/31/2025	1	AMBER AVERETT	135.40

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00054514	C	07/31/2025	1	RUSSELL SKEEM	47.90
01	00054515	C	07/31/2025	100913	BORDER STATES INDUSTRIES, INC	1,802.80
01	00054516	C	07/31/2025	104223	CODALE ELECTRIC	709.80
01	00054517	C	07/31/2025	56197	DENTONS DURHAM JONES PINEGAR PC	4,171.00
01	00054518	C	07/31/2025	73121	DYLAN SMITH	139.49
01	00054519	C	07/31/2025	64084	ALDER EDUCATION LAW	1,750.00
01	00054520	C	07/31/2025	36455	HEARTLAND SCHOOL SOLUTIONS	1,049.00
01	00054521	C	07/31/2025	100774	JEPPESEN DISTRIBUTING/JEFF JEPPESEN	627.59
01	00054522	C	07/31/2025	111273	NUCO2 LLC	2,972.49
01	00054523	C	07/31/2025	35270	QUADIENT, INC	175.75
01	00054524	C	07/31/2025	762360	RUPP WASTE CONTAINERS INC	1,131.23
01	00054525	C	07/31/2025	100686	UHSAA / UTAH HIGH SCHOOL ACT ASSOC	350.00
01	00054526	C	07/31/2025	891162	USSA / UTAH SCHOOL SUPT ASSN	220.00
01	00054527	C	07/31/2025	24580	VERIZON WIRELESS	4,040.99
01	00054528	C	07/31/2025	38032	AMAZON CAPITAL SERVICES INC	19,467.32
01	00054529	C	07/31/2025	75230	COMMON LIT, INC	3,850.00
01	00054530	C	07/31/2025	73849	HOWARD TECHNOLOGY SOLUTIONS	4,179.00
01	00054531	C	07/31/2025	386370	HYKO SUPPLY CO	23.22
01	00054532	C	07/31/2025	102697	INTERCONNECT SERVICES INC	4,821.59
01	00054533	C	07/31/2025	1791	INTERSTATE ALL BATTERIES CENTER	582.00
01	00054534	C	07/31/2025	53082	LEXIA LEARNING SYSTEMS LLC	3,450.00
01	00054535	C	07/31/2025	633340	OFFICE DEPOT	6,542.46
01	00054536	C	07/31/2025	35955	PROMO PLUS	459.00
01	00054537	C	07/31/2025	110417	RESCO	51,398.00
01	00054538	C	07/31/2025	157371	STAPLES	1,485.38
01	00054539	C	07/31/2025	70874	TEACH THE WORLD TO READ LLC	3,000.00
01	00054540	C	07/31/2025	43753	VISTA HIGHER LEARNING, INC.	7,732.12
01	00054541	C	07/31/2025	110040	WALL 2 WALL	2,872.44
01	00054542	C	07/31/2025	106921	WHIRLAWAY SEPTIC TANK & DRAIN	2,000.00
01	00054543	C	07/31/2025	41068	MANAGEENGINE	8,339.00
01	08073125	M	07/29/2025	999005	UTAH STATE RETIREMENT FUND	1,793,471.40
01	7073125A	M	07/29/2025	999070	HEALTH EQUITY INC	27,385.67
01	9073125A	M	07/29/2025	999140	BANK OF UTAH	271,822.45
<b>Total Bank: 01</b>						<b>\$5,363,780.72</b>
02	00101516	C	07/02/2025	104338	BOX ELDER HIGH SCHOOL	504.00
02	00101517	C	07/02/2025	104321	BOX ELDER SCHOOL DISTRICT	10,270.77
02	00101518	C	07/02/2025	56782	GOLDEN SPIKE ELEMENTARY	240.00
02	00101519	C	07/02/2025	891181	LB 410033	1,500.00
02	00101520	C	07/10/2025	109542	UNIVERISTY OF UTAH	2,000.00
02	00101521	C	07/10/2025	109542	UNIVERISTY OF UTAH	1,500.00
02	00101522	C	07/23/2025	38032	AMAZON CAPITAL SERVICES INC	1,114.08
02	00101523	C	07/23/2025	104321	BOX ELDER SCHOOL DISTRICT	39,850.00
<b>Total Bank: 02</b>						<b>\$56,978.85</b>
11	01106785	A	07/02/2025	29785	HENRY BAKER	24.00
11	01106786	A	07/02/2025	111279	TERESA CHAIREZ	322.50
11	01106787	A	07/02/2025	103816	JOHN COX	141.00
11	01106788	A	07/02/2025	110876	CAROL DITTLI	236.00
11	01106789	A	07/02/2025	66265	CURTIS EGBERT	36.00
11	01106790	A	07/02/2025	10049	KELLY ESPLIN	322.50
11	01106791	A	07/02/2025	74764	MARIA GONZALEZ	322.50
11	01106792	A	07/02/2025	70505	RYAN GREENE	551.00
11	01106793	A	07/02/2025	36706	MONICA GROVER	155.00
11	01106794	A	07/02/2025	167	RANDY HALTINER	150.08
11	01106795	A	07/02/2025	56480	ANDRIA HANSEN	47.00
11	01106796	A	07/02/2025	40320	JACINDA HEYDER	24.00
11	01106797	A	07/02/2025	111225	BECKY HODGE	53.20
11	01106798	A	07/02/2025	110864	JEFF HUNT	24.00
11	01106799	A	07/02/2025	74748	TONYA HUNTSMAN	322.50
11	01106800	A	07/02/2025	69850	ARDELL JENKS	24.00
11	01106801	A	07/02/2025	74705	JACOB JOHNSON	1,051.63
11	01106802	A	07/02/2025	75051	TALEASE JONES	226.02
11	01106803	A	07/02/2025	62030	MARCUS LEONARD	534.80

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01106804	A	07/02/2025	67075	RACHEL MCCULLOUGH	13.00
11	01106805	A	07/02/2025	49999	BILLY MCFARLAND	47.00
11	01106806	A	07/02/2025	74756	ADRIANA METARREF	322.50
11	01106807	A	07/02/2025	25640	RAMONA MORA	36.00
11	01106808	A	07/02/2025	21300	JEFF MORRIS	322.50
11	01106809	A	07/02/2025	54356	MARISSA NELSON	36.00
11	01106810	A	07/02/2025	21962	MARK NELSON	23.00
11	01106811	A	07/02/2025	62081	NICOLE HESS VINYL	30.00
11	01106812	A	07/02/2025	55930	MCKELLEN RADER	13.00
11	01106813	A	07/02/2025	56006	BRITNI ROBERTS	134.07
11	01106814	A	07/02/2025	52221	SAMSARA	6,336.00
11	01106815	A	07/02/2025	102033	SCOTT STAHELI	23.00
11	01106816	A	07/02/2025	70513	AUSTIN STOREY	551.00
11	01106817	A	07/02/2025	109917	LYNETTE TERVORT	322.50
11	01106818	A	07/02/2025	3212	CATHY WILKEY	322.50
11	01106819	A	07/02/2025	63940	LESLIE YOUNG	23.00
11	01106820	A	07/10/2025	74519	7 MINDSETS ACADEMY, LLC	137,655.00
11	01106821	A	07/10/2025	56073	APPTEGY	43,890.00
11	01106822	A	07/10/2025	56766	ATOMIC JOLT INC	11,474.00
11	01106823	A	07/10/2025	73369	MACLANE BALLARD	159.04
11	01106824	A	07/10/2025	104132	BEAZER LOCK & KEY	42.00
11	01106825	A	07/10/2025	95835	JASON V BINGHAM	59.00
11	01106826	A	07/10/2025	70343	BLUUM USA, INC	908,595.19
11	01106827	A	07/10/2025	75116	KORTNEY BRUNER	344.90
11	01106828	A	07/10/2025	103056	WESTLEY BURRELL	278.30
11	01106829	A	07/10/2025	6319	MEGAN BUSHNELL	228.50
11	01106830	A	07/10/2025	105981	KRISTI N CAPENER	228.50
11	01106831	A	07/10/2025	66680	NICOLE CAPENER	104.16
11	01106832	A	07/10/2025	106437	CARSON ELEVATOR CO INC	352.47
11	01106833	A	07/10/2025	53473	CHARLIE'S PRODUCE	39.96
11	01106834	A	07/10/2025	50644	LONDON CLARKE	228.50
11	01106835	A	07/10/2025	61310	LINUS COLYER	665.38
11	01106836	A	07/10/2025	111191	AARON CRAWFORD	68.00
11	01106837	A	07/10/2025	74373	EVIN DAINES	228.50
11	01106838	A	07/10/2025	60500	DOABLE WELLNESS	7,750.00
11	01106839	A	07/10/2025	61212	CARRISA DOMINY	34.00
11	01106840	A	07/10/2025	107656	DWA CONSTRUCTION INC	7,554.20
11	01106841	A	07/10/2025	110514	SHAYLYNN EKINS	228.50
11	01106842	A	07/10/2025	728870	ENBRIDGE GAS UTAH	11,213.58
11	01106843	A	07/10/2025	49557	MAYRA GARZA	303.00
11	01106844	A	07/10/2025	61468	CHRISTIAN DALLIN GITTINS	228.50
11	01106845	A	07/10/2025	61476	HEATHER GODFREY	228.50
11	01106846	A	07/10/2025	38610	CINDY GULBRANSON	119.12
11	01106847	A	07/10/2025	61530	INTELEPEER CLOUD COMMUNICATIONS, LLC	5,582.97
11	01106848	A	07/10/2025	35653	KELBIE JACKSON	68.00
11	01106849	A	07/10/2025	102123	VALERIE JOSEPHSON	68.00
11	01106850	A	07/10/2025	14940	CHRISTYN KENDRICK	68.00
11	01106851	A	07/10/2025	94170	KELLY J KUNZLER	156.80
11	01106852	A	07/10/2025	68667	LOGAN LARSEN	247.12
11	01106853	A	07/10/2025	44636	TAMRA LARSEN	370.20
11	01106854	A	07/10/2025	61204	KASSIDY MICKELSON	388.04
11	01106855	A	07/10/2025	71404	AMANDA MORRIS	228.50
11	01106856	A	07/10/2025	39896	TYRELL NEAL	228.50
11	01106857	A	07/10/2025	110444	ASHLEE NELSON	68.00
11	01106858	A	07/10/2025	39403	SHAUNIE OWEN	68.00
11	01106859	A	07/10/2025	73725	MITCH PALI	203.88
11	01106860	A	07/10/2025	71412	TIA PAXTON	228.50
11	01106861	A	07/10/2025	12858	BROOKE PERRY	228.50
11	01106862	A	07/10/2025	52710	HOLLY REEVES	303.00
11	01106863	A	07/10/2025	48976	DIANNA SERFUSTINI	228.50
11	01106864	A	07/10/2025	6009	IRLANDA STEVENS	62.72
11	01106865	A	07/10/2025	110408	AMY JO SUMMERS	68.00

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01106866	A	07/10/2025	12688	SYSCO	11,744.44
11	01106867	A	07/10/2025	9113	EVA TYGER	68.00
11	01106868	A	07/10/2025	107454	MARIETTA VEEDER	1,087.52
11	01106869	A	07/10/2025	43729	BENJAMIN WILEY	402.08
11	01106870	A	07/10/2025	68578	RACHEL WILLIAMS	57.12
11	01106871	A	07/10/2025	105928	HEATHER YOUNG	68.00
11	01106872	A	07/10/2025	72389	ANGEL ZAMBRANO	340.48
11	01106873	A	07/17/2025	75175	SHELBE ABPLANALP	256.50
11	01106874	A	07/17/2025	75183	PLLESSENT ASAY	187.50
11	01106875	A	07/17/2025	102177	BRADY INDUSTRIES LLC	386.18
11	01106876	A	07/17/2025	6319	MEGAN BUSHNELL	152.04
11	01106877	A	07/17/2025	53473	CHARLIE'S PRODUCE	824.79
11	01106878	A	07/17/2025	110574	JOETTE CRAIG	166.91
11	01106879	A	07/17/2025	107656	DWA CONSTRUCTION INC	50,796.76
11	01106880	A	07/17/2025	728870	ENBRIDGE GAS UTAH	149.13
11	01106881	A	07/17/2025	304190	RYAN K GARDNER	124.32
11	01106882	A	07/17/2025	46116	ROBERT GORDON	34.00
11	01106883	A	07/17/2025	19305	BEN KUNZLER	402.38
11	01106884	A	07/17/2025	47686	TNT ENGRAVING	70.00
11	01106885	A	07/17/2025	100590	WAXIE SANITARY SUPPLY	2,561.23
11	01106886	A	07/17/2025	70246	DIANA WHITAKER	1,636.04
11	01106887	A	07/17/2025	43729	BENJAMIN WILEY	94.00
11	01106888	A	07/23/2025	104132	BEAZER LOCK & KEY	4,242.98
11	01106889	A	07/23/2025	101520	BELL JANITORIAL	223.48
11	01106890	A	07/23/2025	74870	TYREE BLAISDELL	64.50
11	01106891	A	07/23/2025	53473	CHARLIE'S PRODUCE	867.73
11	01106892	A	07/23/2025	322776	GRAINGERS INC	173.81
11	01106893	A	07/23/2025	110016	BARBARA HARAMOTO	397.47
11	01106894	A	07/23/2025	29777	JAMES O MAY	34.00
11	01106895	A	07/23/2025	62081	NICOLE HESS VINYL	25.50
11	01106896	A	07/23/2025	100590	WAXIE SANITARY SUPPLY	2,238.61
11	01106897	A	07/31/2025	134250	CEM SALES & SERVICE	856.68
11	01106898	A	07/31/2025	53473	CHARLIE'S PRODUCE	1,557.74
11	01106899	A	07/31/2025	61190	MADISEN CLARK	526.90
11	01106900	A	07/31/2025	9539	BOBBI FESSLER	187.50
11	01106901	A	07/31/2025	8699	CLARK FUNK	46.00
11	01106902	A	07/31/2025	322776	GRAINGERS INC	343.12
11	01106903	A	07/31/2025	6360	JEREMY JOHNSON	630.69
11	01106904	A	07/31/2025	74861	MATTIE TROYER	187.50
11	01106905	A	07/31/2025	100590	WAXIE SANITARY SUPPLY	4,297.36
11	01106906	A	07/31/2025	24708	CELESTE WEAVER	64.23
<b>Total Bank: 11</b>						<b>\$1,242,864.05</b>
15	00000347	C	07/01/2025	45500	BOX ELDER SCHOOL DISTRICT	615.00
15	00000348	C	07/01/2025	489240	KENTS MARKET PL/TREMONTON	266.33
15	00000349	C	07/01/2025	73342	SHUTTERFLY LIFETOUCH, LLC ACCTS RECV	345.16
15	00000350	C	07/08/2025	104321	BOX ELDER SCHOOL DISTRICT	121.69
15	00000351	C	07/15/2025	45500	BOX ELDER SCHOOL DISTRICT	1,791.40
15	00000352	C	07/22/2025	20869	BELL PRINTING AND DESIGN	293.00
15	00000353	C	07/22/2025	14958	CULLIGAN	139.95
15	00000354	C	07/22/2025	73342	SHUTTERFLY LIFETOUCH, LLC ACCTS RECV	28.56
15	00000355	C	07/22/2025	20869	BELL PRINTING AND DESIGN	146.50
<b>Total Bank: 15</b>						<b>\$3,747.59</b>
29	16800617	C	07/09/2025	38032	AMAZON CAPITAL SERVICES INC	21.99
<b>Total Bank: 29</b>						<b>\$21.99</b>
34	30803827	C	07/21/2025	106895	BADGER SCREEN PRINTING CO	265.40
<b>Total Bank: 34</b>						<b>\$265.40</b>
35	40403473	C	07/11/2025	104321	BOX ELDER SCHOOL DISTRICT	211.65
35	40403474	C	07/11/2025	327480	GREER'S HARDWARE	154.89
35	40403475	C	07/11/2025	74934	THE RITTMANN GROUP, LLC	149.97
<b>Total Bank: 35</b>						<b>\$516.51</b>

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
36	40804796	C	07/14/2025	104321	BOX ELDER SCHOOL DISTRICT	2,025.60
36	40804797	C	07/14/2025	35955	PROMO PLUS	562.50
36	40804798	C	07/31/2025	38032	AMAZON CAPITAL SERVICES INC	6.58
36	40804799	C	07/31/2025	45500	BOX ELDER SCHOOL DISTRICT	2,382.00
36	40804800	C	07/31/2025	4960	OLD GRIST MILL BREAD	35.52
36	40804801	C	07/31/2025	51063	SHRED IT STERICYCLE, INC	110.68
36	40804802	C	07/31/2025	5908	WALMART COMMUNITY	35.44
<b>Total Bank: 36</b>						<b>\$5,158.32</b>

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
37	70415534	C	07/01/2025	17620	LE BUS	4,918.35
37	70415535	C	07/01/2025	769715	SAM'S CLUB BUSINESS PAYMENTS	965.09
37	70415536	C	07/01/2025	5908	WALMART COMMUNITY	148.45
37	70415537	C	07/03/2025	38032	AMAZON CAPITAL SERVICES INC	103.42
37	70415538	C	07/03/2025	36784	AMERICAN RED CROSS	960.00
37	70415539	C	07/03/2025	20869	BELL PRINTING AND DESIGN	1,817.81
37	70415540	C	07/03/2025	37672	EWELL EDUCATIONAL SERVICES INC	317.00
37	70415541	C	07/03/2025	65315	ANDI GARDNER	2,500.00
37	70415542	C	07/03/2025	4790	HOME DEPOT CREDIT SERVICE	136.51
37	70415543	C	07/03/2025	3263	IMAGE MATTERS	293.76
37	70415544	C	07/03/2025	43893	ISTITCH	227.00
37	70415545	C	07/03/2025	489240	KENTS MARKET PL/TREMONTON	1,068.40
37	70415546	C	07/03/2025	60143	LILJENQUIST, ALLISON	185.86
37	70415547	C	07/03/2025	67326	PIZZA PLUS OF TREMONTON	850.94
37	70415548	C	07/03/2025	75078	ALEXIS IDOKA	6,938.00
37	70415549	C	07/03/2025	75086	TRU BY HILTON	3,220.65
37	70415550	C	07/10/2025	1	DARREN KNUDSEN	300.00
37	70415551	C	07/10/2025	1724	ACE HARDWARE TREMONTON	84.72
37	70415552	C	07/10/2025	38032	AMAZON CAPITAL SERVICES INC	1,189.12
37	70415553	C	07/10/2025	104321	BOX ELDER SCHOOL DISTRICT	14,633.00
37	70415554	C	07/10/2025	31658	BSN SPORTS	5,047.13
37	70415555	C	07/10/2025	107994	CERTIFIED SHRED	112.00
37	70415556	C	07/10/2025	59986	EASTERN OREGON UNIVERSITY	12,795.00
37	70415557	C	07/10/2025	327480	GREER'S HARDWARE	63.55
37	70415558	C	07/10/2025	75159	CORBIN HILL	1,000.00
37	70415559	C	07/10/2025	66834	MOUNTAIN VALLEY PRINTING	166.07
37	70415560	C	07/10/2025	5924	PITNEY BOWES BANK INC RESERVE ACCOUNT	1,000.00
37	70415561	C	07/10/2025	28967	ROBOTICS ED & COMPETITION FOUNDATION	200.00
37	70415562	C	07/10/2025	70742	SADIE ROSE	3,500.00
37	70415563	C	07/10/2025	157371	STAPLES	806.75
37	70415564	C	07/10/2025	100652	TARBETS CONCRETE CUTTING INC	225.00
37	70415565	C	07/10/2025	7528	UMEA	600.00
37	70415566	C	07/10/2025	7536	GAME ONE	431.38
37	70415567	C	07/10/2025	11843	UTAH SHAKESPEARE FESTIVAL	100.00
37	70415568	C	07/15/2025	38032	AMAZON CAPITAL SERVICES INC	397.35
37	70415569	C	07/15/2025	52680	BEAR RIVER LIVE	1,500.00
37	70415570	C	07/15/2025	104321	BOX ELDER SCHOOL DISTRICT	6,623.49
37	70415571	C	07/15/2025	6742	CLARION SUITES	4,669.98
37	70415572	C	07/15/2025	44130	CONDOR TURF LLC	700.00
37	70415573	C	07/15/2025	67326	PIZZA PLUS OF TREMONTON	599.95
37	70415574	C	07/15/2025	15180	CHRIS REES	3,552.75
37	70415575	C	07/15/2025	48194	SARANONI	2,080.00
37	70415576	C	07/23/2025	38032	AMAZON CAPITAL SERVICES INC	2,943.69
37	70415577	C	07/23/2025	53457	BLACK STITCH LLC	408.00
37	70415578	C	07/23/2025	75221	BLAIS MICROSCOPE COMPANY	2,320.00
37	70415579	C	07/23/2025	75256	GEDDES FARMS, INC	500.00
37	70415580	C	07/23/2025	4960	OLD GRIST MILL BREAD	602.38
37	70415581	C	07/23/2025	7536	GAME ONE	966.06
37	70415582	C	07/29/2025	38032	AMAZON CAPITAL SERVICES INC	137.03
37	70415583	C	07/29/2025	45500	BOX ELDER SCHOOL DISTRICT	2,808.84
37	70415584	C	07/29/2025	31658	BSN SPORTS	7,696.09
37	70415585	C	07/29/2025	158220	COVER UP	1,724.75
37	70415586	C	07/29/2025	4790	HOME DEPOT CREDIT SERVICE	930.00
37	70415587	C	07/29/2025	361	INTERMOUNTAIN HEALTHCARE	450.00
37	70415588	C	07/29/2025	4910	NATIONAL FFA ORGANIZATION	3,520.00
37	70415589	C	07/29/2025	56979	PROACTIVE COACHING LLC	1,242.10
37	70415590	C	07/29/2025	769715	SAM'S CLUB BUSINESS PAYMENTS	602.48
37	70415591	C	07/29/2025	32875	SPORTS IMPORTS	1,920.00
37	70415592	C	07/29/2025	892964	UTAH STATE TAX COMMISSION	298.25
<b>Total Bank: 37</b>						<b>\$116,098.15</b>

Check Register Summary

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
38	70815619	C	07/14/2025	1	SAMANTHA WARNKE	20.00
38	70815620	C	07/14/2025	38032	AMAZON CAPITAL SERVICES INC	1,914.43
38	70815621	C	07/14/2025	53457	BLACK STITCH LLC	793.17
38	70815622	C	07/14/2025	104348	BOX ELDER MIDDLE SCHOOL	80.00
38	70815623	C	07/14/2025	104321	BOX ELDER SCHOOL DISTRICT	25,740.00
38	70815624	C	07/14/2025	104321	BOX ELDER SCHOOL DISTRICT	7,373.22
38	70815625	C	07/14/2025	65820	MEAGAN BROCKETT	550.00
38	70815626	C	07/14/2025	31658	BSN SPORTS	6,614.88
38	70815627	C	07/14/2025	158220	COVER UP	665.18
38	70815628	C	07/14/2025	72478	DESERT PEAKS PROMO	18,882.00
38	70815629	C	07/14/2025	65587	ELITE SPORTSWEAR, L.P.	311.76
38	70815630	C	07/14/2025	37672	EWELL EDUCATIONAL SERVICES INC	415.00
38	70815631	C	07/14/2025	103987	EWING IRRIGATION	102.96
38	70815632	C	07/14/2025	51977	HONEYBUCKET	290.00
38	70815633	C	07/14/2025	4839	INTSEL STEEL WEST LLC	633.96
38	70815634	C	07/14/2025	4910	NATIONAL FFA ORGANIZATION	446.00
38	70815635	C	07/14/2025	59935	POINT EMBLEMS LLC	1,549.20
38	70815636	C	07/14/2025	53538	PRIVATE POOL PALACE, LLC	3,251.00
38	70815637	C	07/14/2025	822122	SUMMERHAYS MUSIC CENTER	48.00
38	70815638	C	07/14/2025	6149	THE LOGO SHOP	483.00
38	70815639	C	07/14/2025	75167	JUSTIN WATKINS	1,200.00
38	70815640	C	07/14/2025	927359	WEST FIELD HIGH SCHOOL	4,500.00
38	70815641	C	07/14/2025	34568	X-GRAIN SPORTS	577.00
38	70815642	C	07/15/2025	104321	BOX ELDER SCHOOL DISTRICT	22,174.83
38	70815643	C	07/22/2025	1	SCOT STACEY	123.32
38	70815644	C	07/22/2025	112046	ACE HARDWARE - BRIGHAM	24.57
38	70815645	C	07/22/2025	38032	AMAZON CAPITAL SERVICES INC	5,808.21
38	70815646	C	07/22/2025	53457	BLACK STITCH LLC	243.00
38	70815647	C	07/22/2025	106055	BLICK ART MATERIALS	189.99
38	70815648	C	07/22/2025	31658	BSN SPORTS	509.06
38	70815649	C	07/22/2025	4618	COLEMAN KNITTING MILL	3,010.00
38	70815650	C	07/22/2025	158220	COVER UP	483.93
38	70815651	C	07/22/2025	103987	EWING IRRIGATION	1,055.74
38	70815652	C	07/22/2025	4790	HOME DEPOT CREDIT SERVICE	382.62
38	70815653	C	07/22/2025	16314	HOSA-FUTURE HEALTH PROFESSIONALS	105.00
38	70815654	C	07/22/2025	4839	INTSEL STEEL WEST LLC	784.00
38	70815655	C	07/22/2025	100550	JOSTENS INC	365.00
38	70815656	C	07/22/2025	55255	KW STRIPING	895.00
38	70815657	C	07/22/2025	11320	PORTA PHONE	2,399.00
38	70815658	C	07/22/2025	110975	RIDDELL ALL AMERICAN SPORTS	8,129.40
38	70815659	C	07/22/2025	110378	JESSE THOMAS ROBERTS	829.28
38	70815660	C	07/22/2025	10731	SMITH'S CUSTOMER CHARGES	100.99
38	70815661	C	07/22/2025	5908	WALMART COMMUNITY	1,172.06
38	70815662	C	07/28/2025	1	LAUREN BROCKBANK	100.00
38	70815663	C	07/28/2025	112046	ACE HARDWARE - BRIGHAM	25.96
38	70815664	C	07/28/2025	38032	AMAZON CAPITAL SERVICES INC	183.94
38	70815665	C	07/28/2025	104348	BOX ELDER MIDDLE SCHOOL	5,493.96
38	70815666	C	07/28/2025	104321	BOX ELDER SCHOOL DISTRICT	39.68
38	70815667	C	07/28/2025	31658	BSN SPORTS	222.95
38	70815668	C	07/28/2025	52140	TRACER GOLF ACCESSORIES	320.25
38	70815669	C	07/28/2025	38644	GREEN CANYON HIGH SCHOOL	350.00
38	70815670	C	07/28/2025	75094	IC GROUP	700.12
38	70815671	C	07/28/2025	52515	JODIE'S CUSTOM DANCEWEAR	180.00
38	70815672	C	07/28/2025	110975	RIDDELL ALL AMERICAN SPORTS	325.54
38	70815673	C	07/28/2025	75248	SHIRT SPACE	395.50
38	70815674	C	07/28/2025	34657	THE RUSH FUNPLEX	2,000.00
<b>Total Bank: 38</b>						<b>\$135,563.66</b>

**Check Register Summary**

Batch Year: 26 Bank: All Date Range: 07/01/2025 - 07/31/2025

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
<b>Total Computer Checks:</b>						<b>\$3,589,451.67</b>
<b>Total Manual Checks:</b>						<b>\$2,092,679.52</b>
<b>Total ACH Checks:</b>						<b>\$1,242,864.05</b>
<b>Total Other Checks:</b>						<b>\$0.00</b>
<b>Total Electronic Checks:</b>						<b>\$0.00</b>
<b>Total Computer Voids:</b>						<b>\$0.00</b>
<b>Total Manual Voids:</b>						<b>\$0.00</b>
<b>Total ACH Voids:</b>						<b>\$0.00</b>
<b>Total Other Voids:</b>						<b>\$0.00</b>
<b>Total Electronic Voids:</b>						<b>\$0.00</b>
<b>Grand Total:</b>						<b>\$6,924,995.24</b>
<b>Number of Checks:</b>						<b>485</b>

Batch Year	Batch	Amount
26	000003	20,980.82
26	000006	390.64
26	000007	6,161.47
26	000008	1,162,191.21
26	000010	11,014.77
26	000011	1,226.49
26	000013	28,949.95
26	000017	1,500.00
26	000020	6,031.89
26	000025	18,619.35
26	000027	80,597.64
26	000028	142,951.82
26	000029	43,912.43
26	000030	1,273,173.94
26	000031	13,997.80
26	000032	121.69
26	000034	66,283.52
26	000037	57,390.85
26	000039	3,500.00
26	000047	21.99
26	000048	516.51
26	000050	42,253.72
26	000052	76,440.76
26	000061	2,588.10
26	000063	65,488.63
26	000064	21,733.65
26	000065	4,944.87
26	000066	53,463.20
26	000067	50,796.76
26	000068	1,791.40
26	000069	551,627.51
26	000070	255,178.83
26	000074	20,123.52
26	000076	22,174.83
26	000086	19,248.15
26	000089	70,835.89
26	000090	34,622.26
26	000091	9,925.29
26	000092	119,270.03
26	000094	40,964.08
26	000096	3,319.08
26	000097	4,554.00
26	000098	265.40
26	000106	26,610.17
26	000108	7,740.13
26	000109	461.51
26	000114	146.50

# Check Register Summary

Batch Year: 26    Bank: All    Date Range: 07/01/2025 - 07/31/2025

Batch Year	Batch	Amount
26	000134	12,997.92
26	000135	4,040.99
26	000136	5,485.09
26	000137	123,783.42
26	000144	2,298,347.11
26	000147	10,337.90
26	000149	21,329.54
26	000158	2,570.22

For August 13, 2025 Board Meeting

**Leaving the District**

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
Snowville	Kylee Jorgensen	Ged Ed/ELL Para	Resigned
District Office	Christopher White	Roaming Custodian	Leave of Absence
Transportation	Mary Walker	Bus Driver	Retirement
Discovery	Marlo Mazeroski	Counselor	Retirement
BEMS	Kristen Larson	Functional Skills Para	Resigned
District Office	Ella Hone	Substitute	Resigned
District Office	Diana Whitaker	Nurse	Resigned
District Office	Connie Shy	Motor Para	Resigned
District Office	Rachael Perrenoud	Substitute	Resigned
North Park	Melanie Goodliffe	ELL Para	Resigned
Willard	Kristina Harris	DLI Para	Resigned
BRMS	Nathan Wainwright	Language Arts	Resigned
BRHS	Michael Major	Math Para	Resigned
District Office	Shelby Warner	ESY Para	Resigned
BRHS	Brianna Jimenez	Functional Skills Para	Resigned
North Park	Jodie Oyler	Resource Para	Resigned
McKinley	Annisia Porter	Kindergarten Para	Resigned
Golden Spike	Sadie Whitaker	Custodian	Resigned
District Office	Kenley Kellerstrass	Nurse	Resigned
ACYI	Carrisa Dominy	CCA Business Teacher	Resigned
Fielding	Mailee Hershfeldt	Kindergarten	Resigned
McKinley	Merideth Nielsen	Media Specialist	Resigned
Golden Spike	Tiffany Whiting	Instructional Para	Resigned
ILSC	E. Mark Davis	Functional Skills Para	Resigned
District Office	Noelle Holden	Substitute	Resigned

**New Hires - None**

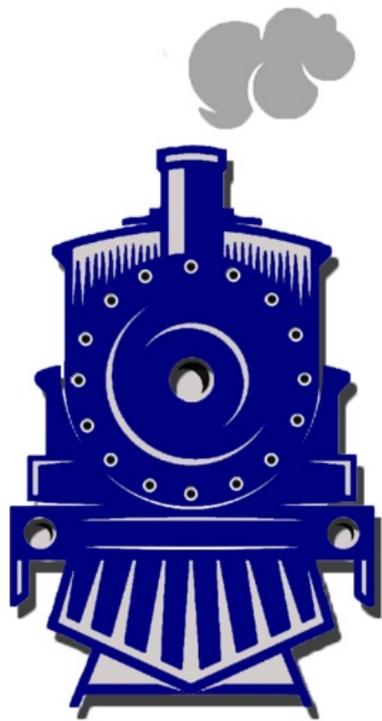
<i>Site</i>	<i>Employee</i>	<i>Position</i>
BRHS	Nick Bruce	Football Coach
Golden Spike	Mindy Adams	Instructional Para
BRHS	Joel Ramsdell	Head Boys Golf Coach
Golden Spike	Vanessa Sills	Instructional Para
BRMS	Aimee Rampton	Functional Skills Para
TMC	TaNesha Andrew	Office Aide
McKinley	Shelby Archibald	2nd Grade Teacher
Golden Spike	Stacy Butts	Instructional Para
Willard	Kate Cordon	DLI/Overcrowding Para
Snowville	Alexis Tibbitts	Instructional Para
TMC	Amber Peterson	Instructional Para
Snowville	Kaitlyn Tanner	Instructional, Gen ED, Speech Para
Golden Spike	Kiery Hawes	Preschool Para
Lake View	Alvin Ulsh	STEM Para
McKinley	Sierra Kirkwood	Instructional Para
McKinley	JanDee Hawkes	Instructional Para
Golden Spike	Kara Call	Instructional Para
Golden Spike	Kaycie Stokes	Functional Skills Para
McKinley	Cynthia Moore	Instructional Para

Golden Spike	Tami Smith	Trustlands Para
ACYI	Rachel Brittin	Library Para
Golden Spike	Jeannine Miller	Overcrowding/ Trustlands Para
BRHS Nat	Garrett Cluff	Lifeguard
BRHS Nat	Terrah Cluff	Lifeguard
Golden Spike	Kasey Blanquie	EARS Para
Golden Spike	Alysha Frazier	Early Intervention Teacher
Golden Spike	Erica Finneran	2nd Grade
Garland	Rachel Sparks	5th Grade
Fielding	Jenna Parks	4th Grade
Lake View	Katherine Nielsen	Kindergarten
Garland	Tenaya Madsen	2nd Grade DLI
Willard	Annalese Kunz	1st Grade
Snowville	Alexey Jones	K-2
Golden Spike	Tara Hoggan	SLP
BEHS	Victoria Harker	High School Band
BEMS	Johnathan Edwards	Construction Tech Teacher
North Park	Bobbi Fessler	4th Grade
BRMS	Angela Walker	PE Teacher
Golden Spike	Isabelle Saunders	Kindergarten
Garland	Abigail Hickman	3rd Grade
Discovery	Denai Garn	Instructional Para
District Office	Braxdon Gardner	Substitute Bus Driver
BRHS	Beckam Taylor	Student Custodian
BRHS	Kaelby Weise	Asst. Girls Volleyball Coach
BRHS	Doug Payne	Asst. Boys Golf Coach
McKinley	Reagan Abel	Instructional Para
District Office	DeWayne Anderson	Substitute
BRHS	Rylee Cook	Asst. Girls Volleyball Coach
North Park	Justice Servoss	4th Grade
Harris	Treyson Kearl	Student Custodian
District Office	Devi (Mariah) Wilkins	Substitute
District Office	Erika Hughes	Nurse
Garland	Gillian Mitchell	Instructional Para
BRHS	Van Park	Asst. Girls Basketball Coach
Garland	Kearsten Armitstead	Overcrowding/ Instruction Para
BEMS	Laurel Canada	Functional Skills Para
BEMS	Melanie Davidson	Accompanist
Lake View	Santiago Garcia Paniagua	2nd Grade DLI Spanish
North Park	Selene Moreno Luque	5th Grade DLI
BEHS	Colt Mund	Asst. Football Coach
BEHS	Matthew Walker	Asst. Football Coach
TMC	Sadie Payne	Art/music Prep Para
TMC	Melanie Wheeler	Computer Prep Para
Garland	Abbagale Call	Instructional/ Overcrowding Para
Golden Spike	Savannah Thornton	Instructional Para
BRMS	Adam Mallory	8th Grade ELA
Discovery	Ayden Andrews	Instructional Para
ACYI	Jacob Lott	CTE Buisness Teacher
Harris	Maygen Pugsley	ISS Para
Golden Spike	Alisa Rivera	Counsler

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# BOX ELDER SCHOOL DISTRICT BOARD OF EDUCATION HANDBOOK

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**BOX ELDER  
SCHOOL DISTRICT**

*Learning is Everything*

REVISED  
OCTOBER 9, 2019  
BOX ELDER SCHOOL DISTRICT

# Box Elder School District Board of Education Handbook Table of Contents

## Contents

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

# BOARD OF EDUCATION HANDBOOK INTRODUCTION

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

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

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

## Authority and Responsibilities of the Board

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

## Principles of Board Leadership

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

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

[Utah Code § 53G-4](#)

# Making School Board Decisions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **Holding Closed Meetings**

**A closed meeting may be held if:**

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

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

**Minutes of the closed meeting shall contain:**

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

**Purpose of a closed meeting:**

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

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

**Record of closed meetings:**

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

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

## **Collaborative Relationships: Shared Governance**

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

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

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

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

## **Essentials of A Professional Learning Community**

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

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

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

## **Authority of Individual Board Members**

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

## **Nominations and Elections for Board Leadership**

### **Nominations**

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

### **Elections**

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

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

## **Board Leadership Responsibilities**

The board president will:

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

The board vice president will:

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

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

## **New Board Member Orientation**

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

# **Board of Education Code of Conduct**

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

Board members shall:

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

## **Board Member Commitments and Ethics**

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

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

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

A. Board of Education Code of Ethics

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

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

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

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

## **Disciplining Board Members**

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

## Policies Governing the Board

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

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

## Guidelines and Parliamentary Motions

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

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

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

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

## Simplified Chart of Parliamentary Motions

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

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

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

### Policy 1010 School Board’s Legal Status

[https://core-docs.s3.amazonaws.com/documents/asset/uploaded\\_file/1371387/1010-School\\_Board\\_Legal\\_Status.pdf](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](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](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](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](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](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](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](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](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](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](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](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](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](https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371405/1110_Public_Participation_in_Board_Meeting.pdf)