



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING

Detailed Agenda

Tuesday, July 13, 2021

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

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

A. Administrative - 6:30 p.m.

1. Call to Order

President Julie Taylor

2. Reverence

Rod Cook, Business Administrator

3. Flag Salute/Pledge of Allegiance

Keith Mecham, Assistant Superintendent

4. Recognitions

Tiffani Summers, Board Member

a. Bear River High School Robotics Team - Excellence Award at the World Robotics Competition

b. Robert Gordon and IT Staff

c. Nancy Ulsh - VFW State Elementary Teacher of the Year

d. Bear River High School - Silver Star for completing the second level of sportsmanship requirements (UHSAA)

e. New Principals:

Dan Carstens - Bear River Middle School

Wendy Dunham - Century Elementary

Mary Heslop - Foothill Elementary

Mark Taylor - McKinley Elementary

Steve Carlsen, Superintendent

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

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

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

1. Jordan Mathis - Director, Bear River Health Department

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

1. Approval of TSSA Plans

a. Elementary

Keri Greener, Assistant Superintendent

b. Secondary

Gary Allen, Assistant Superintendent

2. Approval of Sex Education Committee

Gary Allen, Assistant Superintendent

3. Approval of Snowville 4-day Week

Keith Mecham, Assistant Superintendent

E. Information Items - 7:30 p.m.

1. Student Results from Summer School Program

Heidi Jo West and Megan Bushnell

2. Monthly Financial Report

Rod Cook, Business Administrator

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

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126
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1. First Reading	
a. Policy 5035 Attendance Requirements Procedures	206
b. Policy 5037 Attendance Enforcement	208
2. Second Reading	
a. Policy 1110 Public Participation in Board Meeting	210
b. Policy 4070 Early Graduation	212
c. Policy 5320 Student Travel	214
G. Board Discussion Items 7:55 p.m.	
1. School in Lynn for Surplus	
Corey Thompson, Director of Facilities	
2. "Learning By Doing" Reading (Chapter 10)	
H. Consent Items 8:05 p.m.	
1. Minutes	219
2. Claims	226
3. Personnel	
I. Suggestions for Future Board Meetings 8:10 p.m.	243
J. Board Handbook	245
K. Adjournment 8:15 p.m.	

The next meeting of the Board of Education will be held on Wednesday, August 11, 2021, with a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

BOX ELDER SCHOOL DISTRICT



TSSA Progress

2020-2021



CENTURY

2021-2022 Goal

Goal 1:

- Increase the number of kindergarten students reading at the end of the year as measured by Acadience end of year assessment, and benchmark assessments.
- BEPAST, 95% will pass all of the 15 skills by the end of the school year.
- BEPA, 75% will pass of Skills 1-3 by the end of the year On
- Acadience Assessment- , 75% of students will be on benchmark by the end of the year.

2020-2021 Goal Summary

Goal 1:

- The goal was to have 75% of students on Benchmark. Yes, they accomplished this goal. 51% at BOY and 81% at EOY.

CENTURY

2021-2022 Goal

Goal 2:

- K-5 students will demonstrate an increase in growth on the Acadience Pathways to Progress report from BOY to EOY.
 - K-3 is to have an 8% increase on Acadience Pathway to Progress Report.
 - 4th and 5th will have a 5% increase on Acadience Pathway to Progress Report

2020-2021 Goal Summary

Goal 2:

- Yes, each grade made their goal.
 - Kindergarten 15%-30% growth on NWF
 - 1st -8%-25% growth on accuracy
 - 2nd- 3% -3% progress
 - 3rd- 6%-16% growth on ORF
 - 4th- 6%-10% progress from BOY to EOY
 - 5th-10%-20% progress from BOY to EOY

DISCOVERY

2021-2022 Goal

Goal 1:

- Acadience score:
 - K- 90%
 - 1st- 80%
 - 2nd- 82%
 - 3rd 85%
 - 4th 87%
 - 5th, 87%
 - School- 85%
- BEPAST and BEPA skills
 - K-- 90% on the BEPAST skills by the EOY
 - 1st- 90% mastery on BEPA skills by EOY..
 - 2nd- 90% mastery of BEPA skills 6-10 by EOY
 - 3rd- 90% mastery of BEPA skills 11-15 by EOY

2020- 2021 Goal summary

Goal 1:

- No, we did not meet our goal of 95% proficient on Literacy using the Acadience Assessment.
 - Kindergarten- 77%
 - 1st- 62%
 - 2nd- 73%
 - 3rd- 85%
 - 4th- 73%
 - 5th- 77%

FIELDING

2021-2022 Goal

Goal 1:

- 76% of students will be proficient on the Box Elder Math Standards.

2020-2021 Goal summary

Goal 1:

- We did accomplish the goal to have 85% of our students at grade level. we did not have RISE Assessment data to compare our 2021 scores to. We will use this year's data and compare to next year's data to see the effectiveness of our plan.

FIELDING

2021-2022 Goal

Goal 2:

- 68% of the students at Fielding Elementary will score at or above benchmark on the accuracy portion of the EOY Acadience Reading Assessment.

2020-2021 Goal summary

Goal 2:

- We did not accomplish our goal of 78% of our students reading benchmark on the accuracy portion of the Acadience testing. Our school averages was 64%. Our highest grade level was 68% in our third grade. We will continue to work on this goal.

FOOTHILL

2021-2022 Goal

Goal 1:

- Increase our percentage of K-5 students who have typical or higher progress on the Acadience/DIBELS Pathways to Progress to 75% for the middle-of-the-year assessment.

2020-2021 Goal summary

Goal 1:

- We did not reach this goal of 100% of students reading at core or making a 3-star growth on the Acadience reading measurement.

Goal 2:

- We did not meet this math goal.

GARLAND

2021-2022 Goal

Goal 1:

- Acadience/DIBELS
 - K- 90%
 - 1st- 80%
 - 2nd- 82%
 - 3rd-85%
 - 4th-87%
 - 5th-87%
 - School 85%
- BEPAST
 - K-90% mastery on BEPAST skills by EOY
- BEPA
 - 1st- 90% master on skills 1-5 by EOY
 - 2nd- 90% mastery on skills 6-10
 - 3rd- mastery on skills 11-15 by EOY

2020-2021 Goal summary

Goal 1:

- Yes, we met our Acadience goal for the school year.

GARLAND

2021-2022 Goal

Goal 2:

- Create a Tier 3 committee to provide Tier 3 support to students that are identified. The committee will use data from Acadience, and a math screener to determine student placement into Tier 3. Two paras will be hired and trained on the curriculum that they will use with students. Teachers from the committee will oversee the work of the paras. They will use HMH Math Growth Measure to evaluate student achievement. Reading assessments from Sound Partners and SIPPS to evaluate student achievement.

2020-2021 Goal summary

Goal 2

- No, we did not meet our BEPA and BPAST goal this year.

LAKE VIEW

2021-2022 Goal

Goal 1:

- Increase the percent of typical progress on the Acadience Pathway to Progress Report on the MOY report
 - K- 51%
 - 1st- 76%
 - 2nd- 63%
 - 3rd- 59%
 - 4th- 63%
 - 5th- 68%

2020-2021 Goal summary

Goal 1:

- We did not meet this goal.

MCKINLEY

2021-2022 Goal

Goal 1:

- McKinley Elementary, K-5, will have an accuracy proficiency at or above 61 % by EOY of 2022 or increase accuracy proficiency by 5% in each grade level, 1st-5th, from BOY to EOY.

2020-2021 Goal summary

Goal 1:

- We did not reach the school wide goal on accuracy collectively. we were at 57%. our goal was 61%. We did have 2nd, 3rd, and 5th grade meet the goal of increasing accuracy by 5% as a grade-level. We had 70% growth across all grades.

Goal 2:

- Yes, we met this goal. we reduced office bt 23%.

Goal 3:

- No, we did not meet this goal.

MOUNTAIN VIEW

2021-2022 Goal

Goal 1:

- We will increase the percentage of K-5 students, in each grade level, that demonstrate typical or above progress on the Acadience pathways of Progress Report BOY-MOY.
 - K- 85%
 - 1st- 80%
 - 2nd- 75%
 - 3rd- 83%
 - 4th- 70%
 - 5th- 70%

2020-2021 Goal summary

Goal 1:

- Each grade level will increase the percentage of students reaching benchmark proficiency on the EOY Acadience assessment.
 - K- 92%
 - 1st- 70%
 - 2nd- 63%
 - 3rd- 77%
 - 4th- 75%
 - 5th- 75%
- No
 - K- 68%
 - 1st- 70%
 - 2nd- 62%
 - 3rd- 80%
 - 4th- 11%
 - 5th- 11%
- Every grade level had at least 11% more students on level at the end of year than at the beginning.

MOUNTAIN VIEW

2021-2022 Goal

Goal 2:

- We will increase the percentage of students, in each grade level, that demonstrate proficiency on the HMH Growth measure by 10% from BOY to MOY.

NORTH PARK

2021-2022 Goal

Goal 1:

- K- Will increase 6% on Nonsense Word Fluency from MOY to EOY as measured by Acadience Assessment.
- 1st- 5th- Will increase the percentage of students proficient on the accuracy sub skill of the Acadience Assessment by :
K-6% from BOy to EOY
1st- 6%
2nd- 6%
3rd- 7%
4th- 6%
5th- 5%

2020-2021 Goal summary

Goal 1:

- 80% of students at North Park Elementary will score at benchmark on their end of year Acadience assessment or achieve above typical or well above typical progress as measured by the pathways of progress report.
- No, we did not meet this goal. 75% of all students met the goal.

THREE MILE CREEK

2021-2022 Goal

Goal 1:

- 92% of Three Mile Creek students will be proficient, or show typical or above typical progress on the Acadience Assessment as a school.

2020-2021 Goal summary

Goal 1:

- We came really close, but did not reach our goals:
 - 2nd- 90%
 - 3rd- 92%
 - 4th- 87%
 - 5th- 89%

THREE MILE CREEK

2021-2022 Goal

Goal 2:

- 77% of students will score proficient or meet the student growth index on the HMH Math Growth measure.

2020-2021 Goal summary

Goal 2:

- We fell short of our goal in math this year.
 - 2nd- 92%
 - 3rd- 90%
 - 4th- 71%
 - 5th- 68%

WILLARD

2021-2022 Goal

Goal 1:

- 85% of Willard kindergarten students will demonstrate mastery on the BEPAST, and skills 1-2 on the BEPA
- 85% of Willard 1st grade will demonstrate mastery on the BEPAST and skills 1-5 on the BEPA.

2020-2021 Goal summary

Goal 1:

- 85% of Kindergarten students at Willard School will be proficient in the Kindergarten BEPAST. **YES**
- 85% of 1st grade students at Willard School will be proficient in the 1st grade BEPAST and skills 1-5 of the BEPA. **NO**-82% were proficient

WILLARD

2021-2022 Goal

Goal 2:

- 85% of Willard kindergarten and 1st grade students will pass off all of the grade level math BELS as measured by teacher created common formative assessments.

2020-2021 Goal summary

Goal 2:

- Willard School will average above 90% on all math School City benchmark assessments. Yes, we met this goal

PARK VALLEY

2021-2022 Goal

Goal 1:

- 85% of Park Valley students K-6, will maintain grade level benchmark on Acadience composite or demonstrate a 40 point gain on the Acadience composite score from Boy to EOY.

2020-2021 Goal summary

Goal 1:

- 85% of Park Valley students grades K-6 will maintain grade level benchmark on Acadience composite. 100% of Park Valley students will make progress towards the benchmark as measured by the acadience benchmark when taken in the spring of 2021. Yes, we met this goal

PARK VALLEY

2020-2021 Goal summary

Goal 2:

- Park Valley will hold specific PD sessions based on the needs of our staff and students- specifically reading and writing. This instruction will improve the school climate and understand the curriculum being taught to our students and staff members. Yes, we met this goal.

SNOWVILLE

2021-2022 Goal

Goal 1:

- Snowville School goal is to maintain or increase the reading level of the students at the school during the 2021-2022 school year on the Acadience composite test.
- 85% of the students at benchmark on the Acadience reading assessment in May 2022 or demonstrate a 30 point gain on the Acadience composite score from BOY to EOY.

2020-2021 Goal summary

Goal 1:

- 85% of students reading on benchmark as measured by the Acadience EOY composite score or demonstrate a gain of 30 points on the Acadience composite score from BOY to EOY.

No, we did not meet this goal. The students not making benchmark made an average of 110.75 point gain.

GROUSE CREEK

2021-2022 Goal

Goal 1:

- 30% of Grouse Creek students, K-6, will maintain grade level benchmark on Acadience composite or demonstrate a 40 point gain on the Acadience composite score from BOY to EOY.

2020-2021 Goal summary

Goal 1:

- 100% of Grouse Creek students will make progress towards the benchmark as measured by the Acadience benchmark when taken in the spring of 2021. Each student will increase their words per minute by at least 10 words per minute. Yes, we met this goal.

HARRIS INTERMEDIATE

2021-2022 Goal

Goal 1:

- All students will make one years growth in Math as measured by the HMH growth Measure, from September to May 2022

2020-2021 Goal Summary

Goal 1:

- Yes, we accomplished our previous goal by working with PLC teams to prioritize time and resource, improving Tier I instruction, and providing classroom enhancements by increasing their student engagement tools.

HARRIS INTERMEDIATE

2021-2022 Goal

Goal 2:

To reduce the anxiety that students are experiencing, we will hire a social worker, will fund a wellness center aide, will hire a substitute that will stay in our building to provide continuity when teachers are absent. We will also provide additional social emotional professional development so our faculty and staff will learn additional skills to help our students achieve their goals academically and emotionally. All students will learn a variety of coping strategies that they can use when in a situation that is hard, stressful, or challenging. Each student will pick two strategies out of several that they will use as their favorite go to strategies

2020-2021 Goal Summary

Goal 2:

- Yes we accomplished our previous goal by establishing strategies to help students' social and emotional learning, with trauma training and the use of Love and Logic, as well as restorative justice.

YOUNG INTERMEDIATE

2021-2022 Goal

Goal 1:

- ACYI will increase the number of students that receive counseling-level support and resources by 30% during the 2020-2021 school year when compared to data from the 2018-2019 school year.

2020-2021 Goal Summary

Goal 1:

- This goal was met. We hired the behavior aides as planned which greatly improved the effectiveness of our school wide behavior plan. We distributed thousands of RISE cards and were able to reward students for positive behavior at a much higher level than before.

YOUNG INTERMEDIATE

2021-2022 Goal

Goal 2:

- ACYI will reduce the number of negative office referrals by 20% through the 2021-2022 school year when compared to data from the 2019-2020 school year.

2020-2021 Goal Summary

Goal 2:

- We hired a third counselor, which increased student access to counseling services by 50% over the previous years when there were only 2 counselors. This goal was met.

YOUNG INTERMEDIATE

2021-2022 Goal

Goal 3:

- 6th grade student skills classes will be provided with the Choice magazine as supplemental curriculum.

2020-2021 Goal Summary

Goal 3:

- All classes were provided with the magazine

BEAR RIVER MIDDLE SCHOOL

2021-2022 Goal

Goal 1:

- 85% of those students tested in spring of 2021 and found to be reading below grade level will be placed in a class to support their reading where they will demonstrate at least one year's growth in their lexile as measured by Reading Inventory given in May of 2022 and set at the 40th percentile.

2020-2021 Goal Summary

Goal 1:

- Last year's goal was that 80% of students would reach 70% proficiency or higher on reading assessments. This goal was met at the 9th grade level but not met at the 8th grade level.

BEAR RIVER MIDDLE SCHOOL

2021-2022 Goals

Goal 2:

- BRMS will improve the quality of student leadership as well as increasing how many students participate in leadership opportunities at the school level as compared to previous years.

2020-2021 Goal Summary

Goal 2:

- This goal is ongoing and results are still being gathered after our final registration is complete.

BOX ELDER MIDDLE SCHOOL

2021-2022 Goals

Goal 1:

- Box Elder Middle School will use professional development to support several of student groups including IEP students, ELL students, DLI students, and homebound students. Teacher teams will continue to improve instruction and support these students.

2020-2021 Goal Summary

Goal 1:

- Box Elder Middle School's Reading Goal was met for the 20-21 school year.

BOX ELDER MIDDLE SCHOOL

2021-2022 Goals

Goal 2:

- Box Elder Middle School will support a PRIDE program to incentivize and build positive connections with students and support positive behavior while decreasing office referrals by 10% as tracked by Educators Handbook entries.

2020-2021 Goal Summary

Goal 2:

- Box Elder Middle School reports that their goal with Common Formative Assessments was not met.

BEAR RIVER HIGH SCHOOL

2021-2022 Goals

Goal 1:

- Bear River High School will purchase technology and software licenses to enhance teachers' ability to engage with students and support student learning.

2020-2021 Goal Summary

Goal 1:

- BRHS met their previous goal by purchasing efficiency and other technology tools to support teachers.

BEAR RIVER HIGH SCHOOL

2021-2022 Goals

Goal 2:

- Bear River High School will build teachers through monthly Lunch and Learn opportunities to share ways to build connections, positivity, and other skills to support students. Teachers will also be encouraged to attend additional conferences and trainings outside of school to improve their effectiveness and skills.

2020-2021 Goal Summary

Goal 1:

- BRHS met their goal by implementing an intervention team, building especially for athletes, establishing a leadership team, and developing edginuity with a new manager.

BEAR RIVER HIGH SCHOOL

2021-2022 Goals

Goal 3:

- BRHS will foster building teacher capacity by providing leadership opportunities and trainings. Multiple avenues have been designated to allow teachers to get teachers engaged in leading and directing student learning in the school.

2020-2021 Goal Summary

Goal 3:

- An additional 20 teachers were involved in participating in different leadership opportunities.

BOX ELDER HIGH SCHOOL

2021-2022 Goals

Goal 1:

- Box Elder High School will reduce the number of students who are credit deficit by 10% from August 2021 to June 2022.

2020-2021 Goal Summary

Goal 1:

- Box Elder High School reported that they met their previous goal of reducing those that are credit deficient by 10% from the previous year.

SUNRISE HIGH SCHOOL

2021-2022 Goals

Goal 1:

- Sunrise High School will continue to increase graduations rates each year.

2020-2021 Goal Summary

Goal 1:

- The goal for 2021 was to improve the school graduation rate by 5%. Last years rate was 38% according to the state. The official rate won't come out until next fall, but preliminary records indicate that the graduation rate was approximately 54%. So the goal was met!

Questions? Comments?

Recommendation for Elementary TSSA Plans for 2021-2022

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

Recommendation: It is recommended that the Box Elder School District Board of Education approve the amendment for the 2021-2022 TSSA Elementary Plans as submitted.

Recommended Motion:

I move that the BESD Board of Education approve the 2021-2022 TSSA Elementary Plans.

Background:

Annual submission

Policy Implications:

This action will have no policy implications.

Financial Implications:

There are no known negative consequences.

Staff Implications

N/A at the district level

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
Century	447	\$46,041
Discovery	410	\$42,230
Fielding	391	\$40,273
Foothill	491	\$50,573
Garland	646	\$66,538
Grouse Creek	5	\$515
Lake View	573	\$59,019
McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

The goal is to increase the number of kindergarten students reading at the end of the year as measured by Acadience end of year assessment, and benchmark assessments. The following goals have be set for kindergarten; BE-PAST, 95 % of the students will pass all 15 skills by the end of the school year. BEPA, 75% of the students will pass off Skills 1-3 by the end of the year, Acadience 75% of the students will be on benchmark by the end of the year. Century Elementary will be extending the day for all kindergarten students who are not in full day by 30 minutes. This will be accomplished with the extended reading para time, paid for with the funds allocated to this goal.

Tasks/Activities	<i>When will you start/stop and complete each action?</i>	<i>Who will complete these tasks?</i>
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Extend the day for Kindergarten Students by 30 minutes	Second week of school, which is the Kindergarten students first week, through the second to last week of school.	Wendy Dunham, Kindergarten Teachers, Instructional Para's, and Transportation.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? Acadience EOY Composite and EOY BEPAST and BEPA assessments will be used determined the effectiveness of these goals.

Goal 2- ACTION PLAN

K-5 Students at Century will demonstrate an increase in growth on the Acadience Pathways to Progress report BOY to EOY. K-3 is to have an 8% increase on Acadience Pathway to Progress Report. 4-5 is to have a 5% increase on Acadience Pathway to Progress Report.

Tasks/Activities		
What specific tasks/activities will need to be done to help reach your goal?		
<p>The school will have instructional para-educators who will support literacy instruction for all students in small groups and remediation for some students under the instruction of the literacy coach and teachers. Kindergarten, First, Second, and Third will have 60 minutes in literacy instruction and remediation supported by the Literacy Coach and Reading Para's. This 60 minutes will be divided into Three 20 minute blocks with Read Live Naturally, differentiated instruction based on specific skill need, Shell Fluency instruction. 4th and 5th will have 30 minutes with Read Live.</p>	<p>This will start the second week of school and end the second to last week of school.</p>	<p>Wendy Dunham, Teachers, and Instructional Para's.</p>

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? We will use the Pathway to progress EOY reports to determine the effectiveness of these goals.

Goal 3- ACTION PLAN

TSSA Goal 3:

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	When will you start/stop and complete each action?	Who will complete these tasks?
1		
2		
3		
4		
5		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

\$103 per student	Oct. 1	
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BEHS	1493	\$153,779
BEMS	1076	\$110,828
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Century	447	\$46,041
Discovery	410	\$42,230
Fielding	391	\$40,273
Foothill	498	\$51,294
Garland	646	\$66,538
Grouse Creek	5	\$515
Lake View	573	\$59,019
McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

Our goal is based on reading achievement. Our goal is two parts. First is our Acadience score: Our goal is the following percentages of students reading on grade level:

Kindergarten: 90%
 First Grade: 80%
 Second Grade: 82%
 Third Grade: 85%
 Fourth Grade: 87%
 Fifth Grade: 87%

Our overall goal as a school is 85%.

The second part of our reading goal addresses BEPAST and BEPA skills. The goal is for at least 90% of kindergarten students to achieve mastery on the BEPAST skills by the end of the school year. For first graders, the goal is 90% of students to achieve mastery of BEPA skills 1-5 by the end of the school year. For second graders, the goal is for 90% of all students to achieve mastery of BEPA skills 6-10 by the end of the school year. For third graders, the goal is for 90% of students to achieve mastery of BEPA skills 11-15 by the end of the school year.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	<i>When will you start/stop</i>	<i>Who will complete these tasks?</i>
Teachers will work in grade level collaborative teams led by a team	August 2021-June 2022	Team Leaders
Students will be tested regularly using the BEPA and also formative	August 2021-June 2022	Teachers and instructional paras
Paras will be used in all grades to help with small group and whole	August 2021-June 2022	Paraprofessionals
Our instructional coach and lead para will provide regular, monthly PD	August 2021-June 2022	Teachers and instructional paras

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

Acadience composite scores will be used three times a year, BOY to determine where to begin to support students, MOY to determine what additional supports are necessary, and EOY to determine if we reached our goals (Kindergarten: 90%, First Grade: 80%, Second Grade: 82%, Third Grade: 85%, Fourth Grade: 87%, Fifth Grade: 87%). Additionally, progress monitoring throughout the year to help support the goals.

Second, we will use final BEPAST and BEPA Skills assessments at the end of the year to determine if we met the goals by the end of the school year set (K- 90% achieve mastery on the BEPAST skills, 1st Grade- 90% achieve mastery of BEPA skills 1-5, 2nd Grade- 90% achieve mastery of BEPA skills 6-10, 3rd Grade- 90% achieve mastery of BEPA skills 11-15).

Goal 2- ACTION PLAN

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?		

Goal 3- AC I

TSSA Goal 3:

Tasks/Activities	
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	
1	
2	
3	
4	
5	

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review
Trimester 1:	
Trimester 2:	
Trimester 3:	

Procedures for evaluation success in reaching this goal. What summative evidence

ION PLAN

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Comments

will be used to show this activity is making a difference in student outcomes?

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
Century	447	\$46,041
Discovery	410	\$42,230
Fielding	391	\$40,273
Foothill	498	\$51,294
Garland	646	\$66,538
Grouse Creek	5	\$515
Lake View	573	\$59,019
McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

Our goal is based on reading achievement. Our goal is in two parts. First is our

Tasks/Activities	responsible person
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	
Students will be tested regularly using the BEPA and also formative	coaches and teams
Our instructional coaches will provide regular, monthly PD sessions	coaches and principal
We will retain the two new reading aides we were able to hire last year.	principal
Our team leaders will be crucial to our success. They will spend extra	principal
Teachers will be assigned to visit other classrooms and observe their	principal
Three prep aides will have their hours extended and will be assigned to	coaches

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?
 DIBELS/Acadience scores BOY to EOY on the composite score. EOY Assessment on BEPAST and BEPA.

Goal 2- ACTION PLAN

Improve the student achievement of our tier 3 students. We are

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
We will hire and train 2 tier 3 paras. They will be assigned to	principal and coaches	
Our instructional coaches will provide regular, monthly PD	coaches	
Students will be tested regularly using the BEPA and also	coaches	
The progress of our tier 3 students will be monitored by the	Intervention committee	
Three of our prep aides will have their schedule extended and	coaches	
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? Math HMH progress will be used to assess the effectiveness. For Reading we will use the assessments that come from Sound Partners and SIPPS curriculum to measure student growth.

Goal 3- AC I

TSSA Goal 3:

Tasks/Activities	
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	
1	
2	
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4	
5	

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review
Trimester 1:	
Trimester 2:	
Trimester 3:	

Procedures for evaluation success in reaching this goal. What summative evidence

ION PLAN

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Comments

will be used to show this activity is making a difference in student outcomes?

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
Century	447	\$46,041
Discovery	410	\$42,230
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North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

30% of Grouse Creek students grades k-6 will maintain grade level benchmark on Acadience composite. Students not reaching the benchmark goal will demonstrate at least a 40 point gain on the Acadience composite score from the beginning of the 2021 year to the end of the school year in 2022. No students will decline.

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Give students diagnostic assessments (BPAST/ BEPA/ PAA screener) to identify specific reading skills needed	August 2021-May 2022	School staff- ESP/ Teachers
All reading teachers will instruct using correct reading techniques and strategies.	August 2021-May 2022	School staff- ESP/ Teachers
Teachers and ESP will spend more time and focus on providing a quality tier 1 instruction with PD on instructional strategies.	August 2021-May 2022	School staff- ESP/ Teachers
Teachers will give formative assessments (daily, weekly) as students acquire and progress in their reading development.	August 2021-May 2022	Classroom teachers
Teachers and ESP will attend specific reading and writing PD and implement their new skills into daily instruction.	August 2021-May 2022	Principal will invite teachers, or guest speakers to help present.
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student		

Goal 2- ACTION PLAN

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
	Admin and staff	
	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?		

TSSA Goal 3:

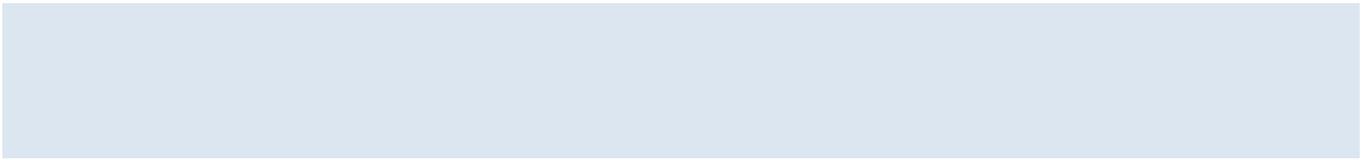
Tasks/Activities
<i>What specific tasks/activities will need to be done to help reach your goal?</i>
1
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Review your progress with your evaluator once each trimester!

Trimester Updates:
Trimester 1:
Trimester 2:
Trimester 3:

Procedures for evaluation success in reaching this goal. What

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Who will complete these tasks?

Comments

will be used to show this activity is making a difference in student outcomes

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
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Grouse Creek	5	\$515
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McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
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Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

76% of our students will be proficient on the Box Elder Learning Math Standards.

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	<i>When will you start/stop and complete each action?</i>	<i>Who will complete these tasks?</i>
Grade level PLC teams will identify BESD Math BELS	Ongoing	Classroom Teachers
Common formative assessments will be developed and administered for each of the BELS	9/7/2021-4/11/2022	Classroom Teachers
Students will be assessed and students' need will be addressed with interventions	9/7/2021-4/11/2022	Classroom Teachers/Instructional Aides
STEM activities will be provided to students as extensions	9/7/2021-5/23/2022	Classroom Teachers

Trimester Updates:	Date of Review	Comments
Trimester 1:	November 22, 2021	
Trimester 2:	March 3, 2022	
Trimester 3:	May 27, 2022	

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? District End of Trimesters 1, 2 and 3 Math BELS Assessment data will be used as evidence to support that the activities are making a positive impact on student achievement. (Using School City BELS Assessments) We will also look at Acadience Math End of Level Assessments for benchmarks and mastery.

Goal 2- ACTION PLAN

(2021- 63%) 68% of the students at Fielding Elementary will score at or above benchmark on the accuracy portion of the End of Year Acadience Reading Assessment.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Grade level PLC teams will analyze initial student Acadience Assessment reading data to determine students' needs.	Beginning of each trimester	Classroom Teachers
Students will be placed in fluid skill/needs based groups to provide interventions and extensions.	09/07/2021-05/06/2022	Classroom Teachers/ Literacy Paraprofessionals
On-going assessment data will be reviewed bi-monthly to insure continued and appropriate progress. If necessary, adjustments to skill/needs groups will be made.	09/07/2021-05/06/2022	Classroom Teachers
Literacy interventions and/or extensions will be provided to every student. Programs, such as <i>Read Naturally Live</i> may be used to provide additional support.	09/07/2021-05/06/2022	Classroom Teachers/Literacy Paraprofessionals
Students will be provided with a variety of reading content to increase their fluency, accuracy, and comprehension. Materials specifically mentioned in the budget include: Scholastic News, Storyworks, and the 95% Group Comprehension Tool Kit.	09/07/2021-05/06/2022	Classroom Teachers

Trimester Updates:	Date of Review	Comments
Trimester 1:	November 22, 2021	
Trimester 2:	March 3, 2022	
Trimester 3:	May 27, 2022	

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? End of year accuracy component of the Acadience assessment.



TSSA Goal 3:

Tasks/Activities

What specific tasks/activities will need to be done to help reach your goal?

- 1
- 2
- 3
- 4
- 5

Review your progress with your evaluator once each trimester!

Trimester Updates:

Trimester 1:

Trimester 2:

Trimester 3:

Procedures for evaluation success in reaching this goal. What

Empty space for writing procedures for evaluation success.

Goal 3- ACTIO

When will you start/stop and complete each action?

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Date of Review

it summative evidence

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Who will complete these tasks?

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Comments

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will be used to show this activity is making a difference in student outcomes

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\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
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Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

TSSA Goal 1: During the 2020-2021 school year, 69% of our K-5 students had typical or higher progress on the DIBELS/Acadience Pathways of Progress report on the middle-of-year assessment. For the 2021-2022 school year, we will increase our percentage of K-5 students who have typical or higher progress on the DIBELS/Acadience Pathways of Progress to 75% for the middle-of-year assessment.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
<p>We will pay for the additional salaries of 1 more literacy interventionists. She will spend her time delivering Tier 2 & 3 interventions in K-5. These interventions will be data driven by our BEPAST and BEPA fluid results. We will use 95% materials, BEPAST kit, Phonics for Reading, Sight word interventions, accuracy practice etc. Student groups will be determined by continual review of a variety of reading data including the most recent DIBELS/Acadience assessment, district benchmark data, and progress monitoring data. Adjustments to interventions will be made as needed through quatitative date and feedback gathered during Collaboration and weekly Intervention Team Meetings.</p>		
<p>We will pay for the salaries of 7 RTI interventionists. They will spend their time delivering Tier 2 & 3 interventions in K-5. These interventions will be data driven using a variety of tools to guide teams in identifying greatest areas of concern, such as BEPAST and BEPA fluid results, Behavior Data, and Panorama results. Student groups will be determined by continual review of a variety of reading data including the most recent DIBELS/Acadience assessment, district benchmark data, and progress monitoring data. Adjustments to interventions will be made as needed through quatitative date and feedback gathered during Collaboration and weekly Intervention Team Meetings.</p>		
<p>Review your progress with your evaluator once each trimester.</p>		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

The DIBELS/Acadience pathways of progress report will be used to determine the school's progress and success.

Goal 2- ACTION PLAN

TSSA Goal 2:

Tasks/Activities

What specific tasks/activities will need to be done to help reach your goal?

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Review your progress with your evaluator once each trimester.

Trimester Updates:

Date of Review

Comments

Trimester 1:

Trimester 2:

Trimester 3:

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

Goal 3- ACTION PLAN

TSSA Goal 3:

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1		
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3		
4		
5		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?		

Expenditure Category	Description	Estimated Cost	Spent
8 = Team Leader	\$650 stipend per t	\$5,200.00	
Instructional materials	We will purchase	\$3,130.05	
Software licenses	We will purchase	\$1,069.45	
Electronic/ Techn	Audio enhance	\$11,189.20	7/2020: \$11189.20
Literacy Int Salary	Kindergarten and	\$7,647.36	
Salary and Ben.	Social and Emotio	\$9,180.00	

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
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Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

K-5 students will show increased growth on the Acadience Pathways to Progress Report from BOY to MOY. The 2020-2021 MOY report showed the following percent of typical progress on the Acadience Pathway to Progress Report (K-46%, 1st-72%, 2nd-59%, 3rd-55%, 4th-58%, 5th-63%). The goal is to increase to the following percent of typical progress on the Acadience Pathway to Progress Report for the 2021-2022 MOY Report (K-51%, 1st-76%, 2nd-63%, 3rd-59%, 4th-63%, 5th-68%).

Tasks/Activities: *What specific tasks/activities will need to be done to help reach your goal?*

Instructional paraprofessionals will be hired to conduct tier 2 & 3 reading groups to increase reading skills.

Funds will be used to pay for substitutes to allow teachers to visit and observe other teacher's classrooms who exhibit exemplary examples of instruction with an instructional coach.

Team leaders will be given a stipend to fulfill their duties as they meet in collaboration to develop plans for the school to meet goals and instruct their collaborative teams.

Stipends will be given to the instructional coaches enabling them to provide additional coaching sessions with teachers working on their tier 1, 2, & 3 instructional strategies.

Professional development stipends will be given to teachers who work collaboratively to develop lesson plans to increase tier 1 instruction relating to our school goal.

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

*MOY Acadience Pathways of Progress reports

Final Report: 2020-2021 Goal: Due:

Goal 1- ACTION PLAN

Lake View will show an increase in positive behaviors to allow more time spent on academic progress. Lake View will focus on a school wide behavior plan. This plan will focus on tier 1 instruction with tier 2 and 3 interventions as needed. It will be developed by the teachers and implemented school wide. This will decrease the time spent by teachers dealing with behavioral incidents in the classroom thus increasing the academic time available in the classroom. We will also incorporate the Second Steps program. This social-emotional behavior program will be led by the school counselor and supported by all teachers and staff in the school. Digital Citizenship is also an important component needed to help us reach our goal.

Tasks/Activities: *What specific tasks/activities will need to be done to help reach your goal?*

An instructional paraprofessional will be hired to work with the counselor focus on SEL needs with students.

Funds will be used to purchase reading and PBIS incentives for our One School / One Book and Behavior programs.

Team leaders will be given a stipend to fulfill their duties as they meet in collaboration to develop plans for the school to meet goals and instruct their collaborative teams.

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

*Educators Handbook behavioral referral reports

*Continued implementation of Second Steps instruction

*Continued implementation of digital citizenship instruction

Final Report: 2020-2021 Goal: Due:

Goal #1 Expenditures

Expenditure Category	Description	Estimated Cost
	Instructional Paraprofessional Salaries	\$42,497
	Teacher visiting other schools & classrooms (6 days)	\$660
	Team Leader stipends (400x1.3134x10)	\$5,253
	After hours coaching and feedback sessions stipends (3x1.3134x\$175)	\$591
	Professional Development stipends (8 sessions, \$300x29x1.3134)	\$7,618
	technology, and additional literacy supplies.	
	Total:	\$56,619

Goal #2 Expenditures

Expenditure Category	Description	Estimated Cost
	Reading & PBIS incentives	\$2,000
	Digital Citizenship Program	\$400
	Total:	\$2,400

Goal #3 Expenditures

Expenditure Category	Description	Estimated Cost
	Total:	\$0

	Allocation:	\$59,019
	Total Budget Expenditure Plan	\$59,019
	Remainig:	\$0

\$103 per student	Oct. 1	
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BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
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Foothill	498	\$51,294
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North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

TSSA Goal #1 Expenditures

Expenditure Category	Description	Estimated Cost
Salary	Counselor Para	\$8,280.00
Salary	Instructional Para	\$12,860.00
Salary	PLC Team Leader Stipend - (11 team leaders @ 400 each) - PD / Training	\$4,400.00
Salary	Instructional Para	\$12,860.00
Salary	Instructional Para	\$8,362.00
2021-2022 Allocation	Total:	\$46,762.00
	Total:	
Funding may be moved within expenditure categories. Additional or changes in funds will be used for 1-Technology that provides students and teachers access to curriculum 2-Instructional programs for Tier I, II, III 3-Increase Paraprofessional time for instruction and intervention.		

Goal 1- ACTION PLAN

McKinley Elementary will have an accuracy proficiency at or above 61% at the end of the school year or increase accuracy growth proficiency by 5% in each grade level 1st-5th as measured from BOY to

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Pay for instructional paras who will work with small groups of students to build literacy skills.		
Pay for counselor para who will assist the school counselor in meeting the SEL needs of students.		
Pay stipends for PLC team leaders who will guide teacher teams in analyzing CFA data to provide targeted instruction.		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? Acadience accuracy from BOY to EOY will be used to determine the effectiveness of this goal.		

Goal 2- ACTION PLAN

Goal 2- ACTION PLAN		
Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?		

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
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Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

TSSA Goal #1 Expenditures

Expenditure Category	Description	Estimated Cost
Instructional Aides	Instructional paras to provide Tier II intervention support with behaviors and academics	\$39,500.00
Stipends	Stipend for working through PLC, curriculum development, parent engagement	\$5,000.00
Programs/Resources	Programs to balance classes, respond to inappropriate behaviors, and intervene	\$1,500.00
Professional Development	Substitutes and/or training for teachers and paras to improve instructional skills.	\$1,500.00
Incentives	Behavior Incentives and Rewards to promote and reinforce appropriate behaviors	\$1,500.00
		\$49,000.00
2021-2022 Allocation	Total:	\$36,256.00
Rollover 2020-2021	Stipends allocated in the fall	
	2019-2020 rollover-\$6,631.55 (unused covid closure)	
	Total:	\$36,256.00
<p>Funding may be moved within expenditure categories. Additional or changes in funds will be used for</p> <ul style="list-style-type: none"> 1-Technology that provides students and teachers access to curriculum 2-Instructional programs for Tier I, II, III 3-Increase Paraprofessional time for instruction and intervention. 		

Goal 1- ACTION PLAN

We will increase the percentage of K-5 students, in each grade level, that demonstrate typical or above progress on the Acadience Pathways of Progress Report from BOY to **2022 MOY Pathways of Progress Goal: Kindergarten 85% First grade 80% Second grade 75% Third grade 83% Fourth**

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Employ paraprofessionals to provide skill-based small-group interventions.		
Paraprofessionals will also work with students to develop vocabulary and comprehension reading skills in mathematics.		
Provide professional development for our Teachers and Paraprofessionals to build skills in researched-based practices.		
Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process.		
Students performing below benchmark will be monitored regularly using Acadience.		
Program assessments will be analyzed to adjust intervention groups in a timely manner.		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?</p> <p>As measured by the Acadience Pathways to Progress Report-BOY-MOY</p>		

Goal 2- ACTION PLAN

We will increase the percentage of students, in each grade level, that demonstrate proficiency on the HMH Growth measure by 10% from BOY to MOY.

2022 District Math Assessment Proficiency Goals:

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Employ paraprofessionals to provide skill-based small-group interventions.		
Paraprofessionals will also work with students to develop vocabulary and comprehension reading skills in mathematics.		
Provide professional development for our Teachers and Paraprofessionals to build skills in researched-based practices.		
Emphasis will be placed on decreasing adverse behaviors that interrupt the learning process.		
Students performing below benchmark will be monitored regularly using CFAs.		
Program assessments will be analyzed to adjust intervention groups in a timely manner.		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?</p> <p>As measured by HMH Growth Measure Assessment</p>		

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Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

		Total:	
		Total Budget Expenditure Plan	46,968

Goal 1- ACTION PLAN

North Park students will work towards the following differentiated grade-level goals: Kindergarten: We will increase the percentage of kindergarten students that score at benchmark on the Nonsense Word Fluency portion of the Acadience reading assessment by 6% from middle to end of the year benchmarking periods. First Grade: North Park First Graders will increase the percentage of students proficient on the accuracy component of the Acadience reading assessment by 6% from the beginning to the end of the year. Second Grade: North Park Second Graders will increase the percentage of students proficient on the accuracy component of the Acadience reading assessment by 6% from the beginning to the end of the year. Third Grade: North Park Third Graders will increase the percentage of students proficient on the accuracy component of the Acadience reading assessment by 7% from the beginning to the end of the year. Fourth Grade: North Park Fourth Graders will increase the percentage of students proficient on the accuracy component of the Acadience reading assessment by 6% from the beginning to the end of the year. Fifth Grade: North Park Fifth Graders will increase the percentage of students proficient on the accuracy component of the Acadience reading assessment by 5% from the beginning to the end of the year.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Instructional Support		benchmark or meeting specific measure benchmarks. During collaboration and PLC data review meetings,
Behavior Support		setting as well as in unstructured times. The focus will be on providing students with the support and academic
Leadership Support		We will analyze grade-level and school-wide data and determine missing steps in the school-wide plan. We will

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

Proficiency on the goal will be assessed using the end of year Acadience Accuracy Measure for grades 1-5. For kindergarten, we will use the nonsense word fluency measure from the end of year Acadience assessment. Growth goals are determined by the individual grade based on prior years performance as stated above.

Carryover: With carryover, we will provide additional para support, both in academic as well as in the behavior setting, social/emotional resources such as prizes or activities, staff development resources such as Global PD

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
Century	447	\$46,041
Discovery	410	\$42,230
Fielding	391	\$40,273
Foothill	498	\$51,294
Garland	646	\$66,538
Grouse Creek	5	\$515
Lake View	573	\$59,019
McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

85% of Park Valley students grades k-6 will maintain grade level benchmark on Acadience composite. Students not reaching the benchmark goal will demonstrate at least a 40 point

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	<i>When will you start/stop and complete each action?</i>	<i>Who will complete these tasks?</i>
Students will be given diagnostic assessments to identify specific reading skill needs using the BEPA, BPAST, and phonics assessments. Educators will administer the Acadience assessment three times per year and track progress using the progress monitoring materials. Educators will assess the reading fluency of students using the Read Naturally program and progress monitoring and make adjustments accordingly. Teachers will provide specific skill instruction as well as give formative assessments as students acquire and progress in their reading development. TWO ESP (Educational Support Professional) will be hired to work one-on-one with struggling students on their specific needs. Teachers and ESP will attend specific reading and writing PD and implement their new skills into daily instruction.	Aug 2021-May 2022	School staff- ESP/ Teachers
	Aug 2021-May 2022	School staff- ESP/ Teachers
	Aug 2021-May 2022	School staff- ESP/ Teachers
	Aug 2021-May 2022	Classroom teachers
	completed	Principal
	Aug 2021-May 2022	School staff- ESP/ Teachers/ Admin/ District presenters

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student		

Goal 2- ACTION PLAN

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
	Admin and staff	
	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?</p>		



TSSA Goal 3:

Tasks/Activities

What specific tasks/activities will need to be done to help reach your goal?

- 1
- 2
- 3
- 4
- 5

Review your progress with your evaluator once each trimester!

Trimester Updates:

Trimester 1:

Trimester 2:

Trimester 3:

Procedures for evaluation success in reaching this goal. What

Empty space for writing procedures for evaluation success.

Goal 3- ACTIO

When will you start/stop and complete each action?

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Date of Review

it summative evidence

N PLAN

Who will complete these tasks?

Comments

will be used to show this activity is making a difference in student outcomes

\$103 per student	Oct. 1	
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BEHS	1493	\$153,779
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McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal 1- ACTION PLAN

Snowville School goal is to maintain or increase the reading level of the students at the school during the 2021-2022 school year on the Acadience composite test. Our goal is to have

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Give students diagnostic assessments (BPAST/ BEPA/ PAA screener) to identify specific reading skills needed	Aug 2021-May 2022	School staff- ESP/ Teachers
All reading teachers will instruct using correct reading techniques and strategies.	Aug 2021-May 2022	School staff- ESP/ Teachers
Teachers and ESP will spend more time and focus on providing a quality tier 1 instruction with PD on instructional strategies.	Aug 2021-May 2022	School staff- ESP/ Teachers
Teachers will give formative assessments (daily, weekly) as students acquire and progress in their reading development.	Aug 2021-May 2022	Classroom teachers
Teachers and ESP will attend specific reading PD and implement their new skills into daily instruction.	Aug 2021-May 2022	School staff- ESP/ Teachers/ Principal
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student		

Goal 2- ACTION PLAN

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?</p> <div style="background-color: #e6f2ff; height: 100px;"></div>		



TSSA Goal 3:

Tasks/Activities

What specific tasks/activities will need to be done to help reach your goal?

- 1
- 2
- 3
- 4
- 5

Review your progress with your evaluator once each trimester!

Trimester Updates:

Trimester 1:

Trimester 2:

Trimester 3:

Procedures for evaluation success in reaching this goal. What

Empty space for writing procedures for evaluation success.

Goal 3- ACTIO

When will you start/stop and complete each action?

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Date of Review

it summative evidence

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Who will complete these tasks?

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Comments

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will be used to show this activity is making a difference in student outcomes

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\$103 per student	Oct. 1	
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DYCH	126	\$12,978

Goal 1- ACTION PLAN

At mid year Acadience composite 2021, our school had 88% of students on level or show typical growth from BOY to MOY. For the 2021-2022 school year, our goal is: 92% of our students will be proficient, or show typical or above typical progress on the Acadience Assessment as a school.

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
We will hold trainings for our paras to help improve their instructional strategies and teaching techniques.	August 2021-May 2022	Instructional Coach will train paras
Have instructional paras work with students on reading 8 hours per day for 120 school days.	August 2021-May 2022	Principal will make sure that paras are hired and instructional coach will help support them. Paras will provide instruction.
PD to Strengthen Professional Learning Communities and build and enhance a positive and safe learning environment including physical and emotional safety and security for students and teachers.	August 2021-May 2022	Principal will invite teachers, or guest speakers to help present.
Teachers will work in grade level collaborative teams led by a team leader.	August 2021-May 2022	Team leaders will work with principal to lead the teams.
Order Storyworks for our students so that teachers have more resources for reading instruction.	August 2021-May 2022	Teachers will use storyworks to provide reading practice for students.
One para will be hired to provide Tier 3 interventions to students that are well below reading level on Acadience. All students that score red, will receive an intervention	August 2021-May 2022	Principal and coach will assign a para, and the para will provide that instruction with students.
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? We will evaluate the goal based on our Acadience Composite data for the students.		

Goal 2- ACTION PLAN

At mid year Math Assessments, our school had 74% of students on level or show typical growth from BOY to MOY. For the 2021-2022 School year, our goal is 77% of students will score proficient or meet student growth index on the HMH Math Growth measure.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Have instructional paras work with students on reading 8 hours per day for 120 school days.	August 2020-May 2021	Principal will make sure that paras are hired and instructional coach will help support them. Paras will provide instruction.
One para will be hired to provide Tier 3 interventions to students that are well below on our Math intervention. All students that score red, will receive an intervention	August 2021-May 2022	Principal and coach will assign a para, and the para will provide that instruction with students.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? WE will use the HMH Growth measure to show our progress on this goal.

Goal 3- ACTION PLAN

TSSA Goal 3:

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1		
2		
3		
4		
5		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

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Three Mile	540	\$55,620
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Snowville	24	\$2,472
DYCH	126	\$12,978

	Total:	
	Total Budget Expenditure Plan	21,218

Goal 1- ACTION PLAN

By the end of the 2021-2022 school year, 85% of Willard kindergarteners will demonstrate mastery on the Kindergarten Box Elder Phonological Awareness Skills Test (BEPAST), and skills 1-2 on the Box Elder Phonics Assessment.

By the end of the 2021-2022 school year, 85% of Willard first graders will demonstrate mastery on 1st grade Box Elder Phonological Awareness Skills Test (BEPAST) and skills 1-5 on the Box Elder Phonics Assessment (BEPA).

Tasks/Activities		
What specific tasks/activities will need to be done to help reach your goal?	responsible person	
Quality tier 1 instruction in each classroom, with coaching and	Teachers, coach, principal	
Collaboration data review and adjustment in services according to need	Teachers, coach, principal	
Regular progress monitoring for all students below benchmark	Paraprofessionals, teachers	
Regular training of paras providing reading in small groups	Coach	
Tier 2 interventions given to students who are behind in grade level	Teachers, coach, paras	
Tier 3 remediation given to students who are missing prerequisite skills	Teachers, coach	
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. End of year BEPAST and BEPA data

Goal 2- ACTION PLAN

By the end of the 2021-2022 school year, 85% of Willard kindergarten and first grade students will have passed off all of the grade level math BELS as measured by team common formative assessments.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1 School-wide focus on effective tier 1 instruction.		
2 Common formative assessments will be given to determine		
3 1st grade math intervention groups will be taught by		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? **Team common formative assessments.**

Recommendation for approval of the 2021-2022 TSSA plans

Submitted by: Gary Allen Assistant Superintendent Secondary Teaching and Learning

Recommendation: It is recommended that the Box Elder School District Board of Education approve the TSSA plans for all secondary schools in Box Elder School District

Recommended Motion:

I move that the BESD Board of Education approve the TSSA plans for the Box Elder School District Secondary schools as submitted for the 2021-2022 school year.

Background:

Annual submission

Policy Implications:

This action will have no policy implications.

Financial Implications:

There are no known negative consequences.

Staff Implications

N/A at the district level

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Three Mile	540	\$55,620
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Snowville	24	\$2,472
DYCH	126	\$12,978

Goal #1 Expenditures

Expenditure Category	Description	Estimated Cost
Salary	Online Lab Teacher Salary	75,000
Online Licenses	Edgenuity Licenses	12,000
Salary	Academic Olympiad (Teacher 1)	500
Salary	Academic Olympiad (Teacher 2)	500
Salary	Graduation Chair (Shannon Cheney)	300
Salary	Sterling Scholar Coordinator (?)	900
Salary	Marquee Monitor (Jesse Roberts)	200
Salary	ACT Accomodations Coordinator (Jaron Gold)	500
Salary	Aspire Testing Coordinator	700
Salary	ACT Coordinator (Patrick Parker)	700
Salary	ACT 504 Accomodations Coordinator (Bonnie Mortensen)	500
Salary	Swarm Troopers Coordinator (McKayla Vincent)	500
Salary	Swarm Troopers Coordinator (Joy Jones)	500
Salary	Assistant Student Government Advisor (Tom Davidson)	900
Salary	AP Testing Coordinator (Travis Mumford)	900
Salary	STEM (Gregg Cefalo)	1,000
Salary	Student of the Month (Melanie Willimas)	500
Salary	Summer School Credit Recovery Teachers	10,000
Canvas Add On	Atomic Quiz - Canvas	3,070
Chromebooks	Purchase Chromebooks to replace outdated chromebooks in building	36,609
Salary	Dance Company Teachers (\$4000 each Alli Ball/Becca Ammons)	8,000
	Total:	153,779

Goal #2 Expenditures

Expenditure Category	Description	Estimated Cost



TSSA Goal 3:

Tasks/Activities

What specific tasks/activities will need to be done to help reach your goal?

- 1
- 2
- 3
- 4
- 5

Review your progress with your evaluator once each trimester!

Trimester Updates:

Trimester 1:

Trimester 2:

Trimester 3:

Procedures for evaluation success in reaching this goal. What

Goal 3- ACTIO

When will you start/stop and complete each action?

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Date of Review

it summative evidence

N PLAN

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Who will complete these tasks?

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Comments

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will be used to show this activity is making a difference in student outcomes

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\$103 per student	Oct. 1	
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Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

BRHS 2020-21 TSSA BUDGET

Goal #1 Expenditures

Support, tools, and class time for teachers to better support learning and enhance learning

Expenditure Category	Description	Estimated Cost
Edficiency		\$4,800
Support Aide	Hire an aide to support at-risk student (David Putnam)	\$11,938
Sections	2 sections of sports psch	\$8,000
Technology	7 projectors @ \$550	\$3,850
Technology	Update auditorium technology - projector, screen, connectivity, sound, microphones	\$18,737
Total:		\$47,325

Goal #2 Expenditures

Supporting professional growth with teachers and social connections with students

Expenditure Category	Description	Estimated Cost
Lunch and Learn/Brush-up Breakfasts	Professional development, training, positive improvement - with food	\$7,000
PD oportunities	Paying for coaching, additional trainings, conferences and substitutes for teachers	\$5,000
Team Coaching	Robert Proffit - 6 2-day coaching days (approx. \$2,590 each session)	\$15,540
Substitutes	Allow teachers to visit other classrooms for ideas (55 x \$110)	\$6,050
Student Support	Principal Pantry - starter supplies, storage, and equipment	\$1,000
Total:		\$34,590

Goal #3 Expenditures

Leadership oportunities outside of contract time and building leadership oportunities for students

Expenditure Category	Description	Estimated Cost
Asst. Student Council Leader Stipend	Tyler Brimhall	\$3,500
PLC Team Leadership Stipend	10 @ 656.70 (Take home \$500)	\$6,567
Edginuity Manager Stipend	Heidi Coulson	\$2,500
Intervention Team Stipend	8 @ \$394 (Take home \$300)	\$3,152
E4A	Leadership skills - program fees and supplies	\$3,100
Total:		\$18,819

Additional Funds:

Technology upgrade in auditorium
Robotics/STEM supplies

	Total Budget Expenditure Plan	\$100,734
	remaining	\$0

Goal 1- ACTION PLAN

We will purchase technology and software licenses to enhance teachers' ability to engage with students and support student learning.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Purchase software and equipment	by Aug. 27, 2021	
Complete teacher training on use	by Sep. 30, 2020	
Begin use in classroom and school	by Sep. 30, 2020	

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?
 - Edgenuity - number of graduation credits recovered by students
 - Purchase technology and install for use.

Goal 2- ACTION PLAN

TSSA Goal 1: At Bear River High School we recognize that the strength of our teachers directly impact our students and their success. **As we improve teachers and their skills and abilities, they will be better prepared to support, teach, and train the students they interact with every day.** We will build teachers through monthly Lunch and Learn opportunities to share ways to build connections, positivity, and other skills to support students. Additional way to build teachers is to encourage them to attend additional conferences and trainings outside of school to improve their effectiveness and skills.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1) Create monthly Lunch and Learn agendas and topics		
2) Solicit ideas from teachers about what they feel they need or want		
3) Encourage teachers to find conferences to strengthen or build skills		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

Goal 3- ACTION PLAN

TSSA Goal 3: We will foster building teacher capacity by providing leadership opportunities and trainings. We have designated multiple avenues to allow teachers to get teachers engaged in leading and directing student learning in our school.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1 - Determine Leadership Team and meeting times		
2 - Determine Intervention Team and meeting times		
3 - Continue to build E4A - student leadership program		
4 - Train and enhance edgenuity with new manager		
5		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?- With I

Goal 2- ACTION PLAN

TSSA Goal 1: At Bear River High School we recognize that the strength of our teachers directly impact our students and their success. **As we improve teachers and their skills and abilities, they will be better prepared to support, teach, and train the students they interact with every day.** We will build teachers through monthly Lunch and Learn opportunities to share ways to build connections, positivity, and other skills to support students. Additional way to build teachers is to encourage them to attend additional conferences and trainings outside of school to improve their effectiveness and skills.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1) Create monthly Lunch and Learn agendas and topics		
2) Solicit ideas from teachers about what they feel they need or want		
3) Encourage teachers to find conferences to strengthen or build skills		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

We will track the number of teachers that attend our monthly Lunch and Learn opportunities as well as get a survey to determine what went well and what needs to change. We will also track what teachers and what professional development they seek out. From this baseline we can track to find out the effectiveness of additional profession development.

Goal 3- AC I

TSSA Goal 3: We will foster building teacher capacity by providing leadership opportunities and training leading and directing student learning in our school.

Tasks/Activities	
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	
1 - Determine Leadership Team and meeting times	
2 - Determine Intervention Team and meeting times	
3 - Continue to build E4A - student leadership program	
4 - Train and enhance continuity with new manager	
5	

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review
Trimester 1:	
Trimester 2:	
Trimester 3:	

Procedures for evaluation success in reaching this goal. What summative evidence is needed to determine success?

ION PLAN

rainings. We have designated multiple avenues to allow teachers to get teachers engaged in

Comments

will be used to show this activity is making a difference in student outcomes?- With

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Willard	206	\$21,218
Park Valley	31	\$3,193
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DYCH	126	\$12,978

Goal 1- ACTION PLAN

Our goal is to improve graduation rates by increasing the support for our incoming junior students. We will create two fully contained junior classrooms for all of our new juniors. These rooms will be capped at 15 students. Students in these classrooms will not rotate from class to class and will be supported by a full time para to provide intervention, increased contact with home, and smooth transitions between classes and teachers. By providing more structure, consistency, and support we will increase the amount of credit being earned by our junior students. The increased credit will increase graduation rates and allow a greater number of students to take advantage of career opportunities.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Hire a full time Para to facilitate a fully contained junior classroom	\$12,978.00	The actual cost for a full time para is much more than our existing budget. Other funding will be used to make up the short fall.

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		I will work around your scheudle, just let me know a date that works for you toward the end of each trimester
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? DIBELS/Acadience scores three times per year. Additionally, progress monitoring throughout the year. We will use earned credit as the summative evidence and compare it to past credit earned without the contained classroom. Graduation rates will be the ultimate measure of success however.

Goal 2- ACTION PLAN

Goal 2- ACTION PLAN		
Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Review your progress with your evaluator once each trimester.		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?		

Goal 3- AC I

TSSA Goal 3:

Tasks/Activities	
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	
1	
2	
3	
4	
5	

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review
Trimester 1:	
Trimester 2:	
Trimester 3:	

Procedures for evaluation success in reaching this goal. What summative evidence

ION PLAN

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Comments

will be used to show this activity is making a difference in student outcomes?

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
Century	447	\$46,041
Discovery	410	\$42,230
Fielding	391	\$40,273
Foothill	491	\$50,573
Garland	646	\$66,538
Grouse Creek	5	\$515
Lake View	573	\$59,019
McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

Goal #1 Expenditures

Expenditure Category	Description	Estimated Cost
Academic Goal	Intervention Team Members meeting 1 hr/week *x \$50/hr x 40 weeks x 13 members	26,000
	Guiding Coalition Team Members 8 members x \$625 stipend	5,000
	Teacher Team Leaders 15 members X \$625 stipend	9,375
	Reading coordinator \$6000 stipend	6,000
	Training stipends for presenters and staff \$125/hr for presenters and \$50/hr for attendees	28000
	Total:	74,375

Goal #2 Expenditures

Expenditure Category	Description	Estimated Cost
Behavior Goal	PRIDE Store Supplies	10,000
	Instructional Aide (115 days @ \$51.75 per day 20 hrs./week)	9,918
	Student Government Advisors 2 head advisors x \$3650 stipend + 1 assistant advisor \$1500	8,800
	Webmaster 1 x \$1500 stipend	1,500
	Intramurals Coordinator 1 x \$4800 stipend to coordinate intramurals activities.	4,800
Excess funds or carryover	staff hours, training, and student incentives as needed.	

Goal 1- ACTION PLAN

Box Elder Middle School is focusing on supporting several of our student groups including IEP students, ELL students, DLI students, and homebound students. We are working on our teacher teams to continue to im

Tasks/Activities	When will you start/stop and complete each action?	Who will complete these tasks?
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Students	08/2021 ending 05/22	Classroom teacher
Students will be identified each trimester for reading intervention class by a reading	each trimester	Language Arts Teachers
Our Reading Coordinator will continue to help organize schedules and move studen	each trimester	Reading Coordinator
Teacher Team Leaders will meet every two weeks to ensure that teams are moving	every 2 weeks	Team Leaders
Guiding Coalition team members will meet every two weeks to help make sure scho	every 2 weeks	Guiding Coalition Team Members
Teacher teams will administer around three Common Formative Assessments (CFA	3X per trimester	Teacher Teams
Webmaster will keep website up to date on data and PRIDE initiatives	Weekly	
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? The goal is to have at least a 5% increase in proficiency in Common Formative Assessments on the BELS for our ELL students and our IEP students. We will increase completion rates of edgenuity classes tracked by our online facilitator each trimester. We will look to have an increase in pass rates by 5% on the BELS CFAs for all students.</p>		

Goal 2- ACTION PLAN

We will support improved student behavior by promoting the PRIDE behavior program at BEMS through a systematic PBIS award and recognition program supported by our teachers and staff, our students, our parents, our student government advisors, our website and social media platforms, a character strengths/leadership initiative supported with assemblies and teacher trainings, and engaging lunchtime activities for the students to build a stronger positive environment at Box Elder Middle School while decreasing office referrals by 10% as tracked by Educators Handbook entries.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
The Intervention Team will meet weekly for an hour to focus on helping students in need or crisis.		
PRIDE store coordinator will keep store stocked, run weekly and monthloy prize drawings for students and teachers, and help coordinate for end of year PRIDE card drawings.		
Train teachers in using Educators Handbook		
Student Government Advisors will work to make the school environment positive, promoting PRIDE behaviors.		

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? We will decrease office referrals by 10% as measured by office referrals entered on Educators Handbook. We will see a decrease of 10% in lunchtime fights as measured by entries on Aspire. This will be tracked each trimester by our PRIDE store coordinator.



TSSA Goal 3:

Tasks/Activities

What specific tasks/activities will need to be done to help reach your goal?

- 1
- 2
- 3
- 4
- 5

Review your progress with your evaluator once each trimester!

Trimester Updates:

Trimester 1:

Trimester 2:

Trimester 3:

Procedures for evaluation success in reaching this goal. What

Goal 3- ACTIO

When will you start/stop and complete each action?

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Date of Review

it summative evidence

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Who will complete these tasks?

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Comments

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will be used to show this activity is making a difference in student outcomes

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Goal 1 Action Plan	
<p>TSSA Goal 1: As shown by a diagnostic reading test given in the fall of 2020, many students reach middle school reading well below grade level. We will fund Language Live classes with an enrollment of no more than 20 students per section to target those students who need additional support in reading/language arts. Our goal is that 85% of those students tested in spring of 2021 and found to be reading below grade level will be placed in this class. There, they will be taught reading skills such as phonics, decoding, fluency and comprehension in addition to the regular language arts curriculum. Using this curriculum will help students increase their success not only in Language Arts but also in all other subject areas. We will measure success by having students demonstrate at least one year’s growth in their lexile as measured by Reading Inventory given in May of 2022 and set at the 40th percentile. A special education teacher will be assigned to support or co-teach language live sections as needed. Students will be grouped according to skills and levels so that teachers can address their needs in a more effective manner.</p>	
Tasks/activities	
1 Pay for a certified L.A. teacher	
2 Use aides available to help teachers	
3 Ensure there are chrome books available for students to use	
4 Provide support software for the students to use on an individualized basis	

Updates	Date of Review	Comments
Trimester 1		
Trimester 2		
Trimester 3		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? Students will be regularly benchmarked to measure their progress. If 85% of those students participating in Language Live class make least one school year’s growth, we will consider this plan to be a success. If students achieve growth equivalent to two or more years of school, they will be able to use the StudySync curriculum.</p>		

Goal #1 Expenditures		
Expenditure Category	Description	Estimated cost
Salary and benefits	Pay for a full-time teacher to provide additional English sections so that classes using the Language Live curriculum can have an enrollment of no more than 20 students.	70,000
Technology	Purchase software and chrome books to accommodate students at different stations in the Language Live classrooms so that teachers and aides are able to move from group to group to individualize instruction as needed.	7,000
	Total	77,000

Goal 2 Action Plan	
<p>TSSA Goal 2: We will improve the quality of our student leadership, we will also increase how many students participate in leadership opportunities at the school level. Advisors will be needed for student council, Hope Squad, Governor’s Youth Council (GYC), Latinos in Action (LIA), Gay Straight Alliance (GSA). Students will receive guidance to increase active participation in those areas. Students will be tasked with creating videos, planning assemblies, helping new students, providing examples of desired behaviors, etc. The products created by the student leadership groups will be used during advisory and other times to teach desired behaviors at school. Students will be able to work with their advisors, faculty, staff and administration to improve the culture of our school.</p>	
Tasks/activities	
1 Fund stipends for advisors	
2 Increase participation in different leadership groups	
3 Provide guidance to help students plan, and carry out service assignments	
4 Meet with administration and staff to decide specific areas of focus	

Updates	Date of Review	Comments
Trimester 1		
Trimester 2		
Trimester 3		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? We will look at the number of students participating in leadership activities for the 2020-2021 school year and we will increase that number by at least 10%. The students will be more visible in the school with their identified shirts or sweaters on a regular basis.</p>		

Goal #2 Expenditures		
Expenditure Category	Description	Estimated cost
Salary and benefits	Stipend for student council advisor	500
	Stipend for Gay Straight Alliance Advisor	250
	Stipend for student council advisor assistant	300
	Stipend for student council advisor assistant	300
	Stipend for Awards Assembly production advisor	250
Total		1,600

Goal #2 Expenditures		
Expenditure Category	Description	Estimated cost
Supplies	Supplies for leadership groups with an emphasis on GSA as they get started at our school	
Total		504

If we receive additional funding, we will pay for an instructional aide to help in Language Live classes.

\$103 per student	Oct. 1	
School	Enrollment	Total
BEHS	1493	\$153,779
BEMS	1076	\$110,828
BRHS	978	\$100,734
BRMS	768	\$79,104
Young	1081	\$111,343
Harris	803	\$82,709
Century	447	\$46,041
Discovery	410	\$42,230
Fielding	391	\$40,273
Foothill	491	\$50,573
Garland	646	\$66,538
Grouse Creek	5	\$515
Lake View	573	\$59,019
McKinley	454	\$46,762
Mountain View	352	\$36,256
North Park	456	\$46,968
Three Mile	540	\$55,620
Willard	206	\$21,218
Park Valley	31	\$3,193
Snowville	24	\$2,472
DYCH	126	\$12,978

	Total:	2700
	Allocation	\$111,343.00
	Total Budget Expenditure Plan	\$109,592.00
	Remaining Budget	\$1,751.00

Goal 1- ACTION PLAN

Goal 1- Additional Counseling Support for Students - ACYI will increase student access to counseling support by hiring an additional counselor to be a third member of the Counseling Team. The counselor will provide students with academic guidance and intervention, social-emotional support, crisis management, etc. The ultimate goal is to increase the number of students that receive counseling-level support and resources by 30% during the 2020-2021 school year when compared to data from the 2018-2019 school year.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>	<i>When will you start/stop and complete each action?</i>	<i>Who will complete these tasks?</i>
1 Hire an additional School Counselor	08/01/2021 to 07/31/2022	School Administration
2 Collect data on the # of students accessing the Counseling Center	08/30/2021 to 06/03/2022	School Counselors and Comprehensive Guidance Clerk

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? Data will be collected on the number of students accessing support and resources from the Counseling Department and it will be compared with data from the 2018-2019 and 2019-2020 school years. Strong data already exists showing an increase in academic achievement as well as experiential reporting when students are provided support and resources from a school counselor. The purpose of this goal is to expand on the number of students receiving those resources and support.

Goal 2- ACTION PLAN

TSSA Goal 2: ACYI will continue with the implementation of a school wide behavior program that was started in the 2019-2020 school year. With the implementation

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1 Teachers will be trained in SEL and classroom management strategies as well as the implementation of character education curriculum		
2 Teachers will be trained in the use of the behavior documentation software		Educators Handbook
3 SEL Resource Library will be available for staff member to improve teaching and learning		
4 Faculty and staff members will have RISE cards to distribute to students who are modeling positive behavior - students will redeem cards for incentives		RISE store items and activities
5 Two behavior paraprofessionals will be hired to provide support/consistency to students struggling with behavior in the general education setting.		
6 Americorps reading mentoring coordinator/student advocate. This person would work about 6 hours/day on school days to help at-risk students bring up their grades		
Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		
<p>Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?</p> <p>ACYI will evaluate the effectiveness of the program by collecting data on office referrals and comparing it against data from the 2020-2021 school year. An improvement in</p>		

Goal 3- ACTION PLAN

6th grade students in the students skills class will be using the Choice Magazine. The Choice magazine is the main resource tool (we do not have health textbooks) for

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Purchase Choice Magazine as Curriculum in the Students Skills course		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

Each month, our PLC will decide on an article and a common formative assessment for both Health and Digital Citizenship. Data will be collected (from the CFA) and discussed in PLC meetings. 80% of students will need to score a 3 or higher. Students that do not score a 3 or higher will be given intervention time to help understand the concepts that they missed. The Choice magazine provides extra resources that can be used as intervention resources (for students who do not pass the CFA).

\$103 per student	Oct. 1				
School	Enrollment	Total			
BEHS	1493	\$153,779			
BEMS	1076	\$110,828			
BRHS	978	\$100,734			
BRMS	768	\$79,104			
Young	1081	\$111,343			
Harris	803	\$82,709	Carry over 20-21	65,000	147,709
Century	447	\$46,041			
Discovery	410	\$42,230			
Fielding	391	\$40,273			
Foothill	498	\$51,294			
Garland	646	\$66,538			
Grouse Creek	5	\$515			
Lake View	573	\$59,019			
McKinley	454	\$46,762			
Mountain View	352	\$36,256			
North Park	456	\$46,968			
Three Mile	540	\$55,620			
Willard	206	\$21,218			
Park Valley	31	\$3,193			
Snowville	24	\$2,472			
DYCH	126	\$12,978			

Quick Overview- TSSA	Expenditures
TSSA- Extra Salaries	
TSSA- Salaries Aides/Paras	
State Retirement	
Social Security	
Substitute Charges	
Prior Year Carryover	
General Supplies	
TSSA Equip -\$2500	
Total Expenditures	\$0.00
Starting Amount	\$0.00
Total Remaining	\$0.00
Goal 2= Social Emotional Learning	

Goal 1 Math- ACTION PLAN

All students will make one years growth in Math as measured by the HMH growth Measure, from September to May 2022. We will hire paraprofessionals to help us with WIN time three times a week. They will help run interventions or extensions as determined by grade level teams

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Hire Paraprofessionals to run WIN Time interventions		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? HMH growth measure or another benchmark tool as determined by school leadership team. Benchmark will be carried out three times per year and analyzed by data teams.

Goal 2 SEL- ACTION PLAN

In order to minimize the anxiety our students are experiencing, as a school we are working towards providing students with stability and with opportunities to learn healthy coping strategies. To that end, we will hire a social worker, will fund a wellness center aide, will hire a substitute that will stay in our building to provide continuity when teachers are absent. We will also provide additional social emotional professional development so our faculty and staff will learn additional skills to help our students achieve their goals academically and emotionally. All students will learn a variety of coping strategies that they can use when in a situation that is hard, stressful, or challenging. Each student will pick two strategies out of several that they will use as their favorite go to strategies.

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
Hire a WIN coordinator to oversee and coordinate WIN time		
Hire an additional paraprofessional for the Wellness Center		
Fund our portion of a licensed clinical Social Work		
Team Leader stipends		
Books, Professional Development and subs		
Library Para to assist during WIN time		
Building level Sub to create continuity when teachers are gone		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes? Students will be given a pre and post survey on the coping strategies they use. They will self report favorite strategies. After students have been taught strategies, they will be able to use them and communicate effectively the level of effectiveness in specific situations. They will also be able to advocate for themselves in a clear and calm manner when talking to adults and other students.

Goal 3- ACTION PLAN

TSSA Goal 3:

Tasks/Activities		
<i>What specific tasks/activities will need to be done to help reach your goal?</i>		
1		
2		
3		
4		
5		

Review your progress with your evaluator once each trimester.

Trimester Updates:	Date of Review	Comments
Trimester 1:		
Trimester 2:		
Trimester 3:		

Procedures for evaluation success in reaching this goal. What summative evidence will be used to show this activity is making a difference in student outcomes?

Recommendation to approve the Box Elder School District Sex Education Committee for 2021-22.

Submitted by: Gary Allen, Assistant Superintendent/Curriculum

Recommendation: It is recommended that the Box Elder School District Board of Education approve Box Elder School District Sex Education Committee for 2021-2022.

Recommended

Motion:

I move that the BESD Board of Education approve Box Elder School District Sex Education Committee be approved as submitted.

Background: By August 1st of each year, local boards of education are required to review and appoint members to serve on the Curriculum Materials Review Committee. This committee will review any proposed curriculum or guest speakers related to human sexuality or reproduction and make recommendations to the Board.

Policy

Implications:

This action will have no policy implications

Financial

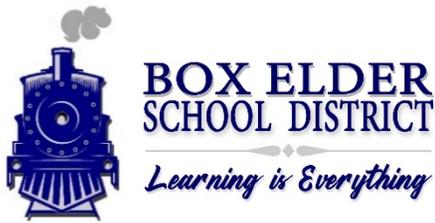
Implications:

There are no negative consequences.

Staff

Implications:

N/A at the district level



Sex Education Committee 2021-2022

Committee Member List

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

Recommendation: It is recommended that the Board approve the 4 day week application for Snowville Elementary for the school years 2021-2022 and 2022-2023.

Recommended Motion: I move that the Board of Education approve the 4 day week application for Snowville Elementary for the school years 2021-2022 and 2022-2023.

Background: Every two years, the district must reapply with USBE to hold a 4 day week school calendar. In order for this to be approved, the school board must approve the application in a board meeting. Please see the application written below.

Staff Implications: None at this time

[Snowville Elementary 4 - Day Week Application for 2021-2022 and 2022-2023](#)

UTAH STATE BOARD OF EDUCATION

4-DAY SCHOOL WEEK

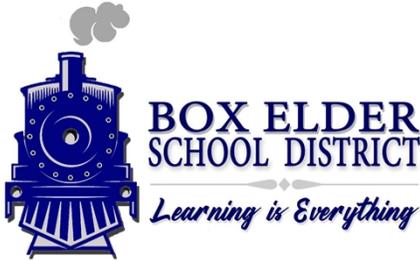
APPLICATION FOR Waiver

District: **Box Elder School District**

School:

Snowville Elementary
160 North Stone Road
Snowville, UT, 84336

Phone: 435-872-2771



Date: Box Elder School District Board of Education approved 4 day week Application for Waiver:
Attach copy of board meeting minutes or letter signed by board president/chair.

1. Brief History

Please provide a brief explanation for the original request for waiver from the 180 day school calendar.

The Snowville Elementary along with their sister schools, Grouse Creek School and Park Valley School, are located in remote, rural communities in Box Elder County. The remote nature of the community requires students and employees to travel substantial distances to and from school and extracurricular activities.

Recently, we have hired a full-time principal to oversee Snowville Elementary, Park Valley School and Grouse Creek School. Having all 3 of these western, remote schools all on the same schedule would be benefit the students, families and school staff greatly. Since all 3 schools are 40 to 90 miles away from the nearest town, having a Friday off to schedule appointments reduces absenteeism. Having the same schedule, also allows teachers to be a part of a Professional Learning Community with the help of technology at similar times and dates.

The need for a strong uninterrupted academic program is of primary importance to the District. The 4-day week has been a successful solution to preserving the academic environment while supporting participation in extracurricular activities by scheduling competitions requiring the longest travel on Fridays.

The implementation of the 4-day week has had a positive impact on the learning environment as well as accommodating community support of school activities from both Park Valley and Grouse Creek the past 4 years and we are wanting the same benefit for students and staff from Snowville. We have fewer student absences, more uninterrupted instructional time, and student achievement scores in English, Math, and Science exceed the state average. Additionally, the District experiences cost savings for reduced numbers of substitutes, reduced days of transportation, and minor reduction in overhead costs for the reduced school week.

Last presented to USBE: 2020 – Park Valley
2020 – Grouse Creek

2. Enrollment Data

Current total enrollment: Snowville: 26

3. Grade Level Breakdown

of students in each grade: Snowville

K	3	1st	4	2nd	2	3rd	8	4th	4	5th	5	6th	NA
7th	NA	8th	NA	9th	NA	10th	NA	11th	NA	12th	NA		

4. Educators Assigned Per Grade Level

of FTE per grade level: Park Valley

K-2 = 1 FTE

3-5 = 1 FTE

K-5 = .3 FTE Social Worker (Shared with Park Valley and Grouse Creek)

K-5: = .10 FTE Sped Teacher as needed

5. Commute Information

What percentage of educators live in the community in which the school is geographically located?

Snowville: 33%

What is the greatest distance (one way) that any educator commutes to school? We have one educator that commutes 35 miles each day.

What is the greatest distance (one way) that any student commutes school (not including students on boundary variance)? Snowville - 20 miles

What is the distance to the nearest community with a hospital? Tremonton Utah - 35 miles from Snowville

6. Demographics of Students

Snowville	
CHARACTERISTIC	%
Hispanic	0%
White	100%
Multi Racial	0%
Disabled/Sp. Ed.	7%
English Language Learner	0%
Economically Disadvantaged	0%

7. School or District Success Information (if available & applicable)

Include information for the past three years.

Snowville (K-5 School)

YEAR	SCHOOL OR DISTRICT GRADE
2020-2021	Not Available at this time

2019-2020	School Report
2018-2019	School Report
YEAR	GRADUATION RATE
2018-2019	NA
2017-2018	NA
2016-2017	NA

8. Student Success Information (attach charts or tables)

Include information for the past three years. (See google sheet attachment below)

[20-21 Snowville Acadience End of Year Data](#)

9. Absenteeism History and Comparison

If possible, compare the most recent 3 years of available data with the data from the last year the school operated on a 5-day week. If data from the last year the school operated on a 5 day week is not available or not relevant due to the length of time and demographic changes in the student body, simply include the last three years of data.

Park Valley

YEAR	STUDENT ATTENDANCE PERCENTAGE RATE
<i>(LAST YEAR ON 5-DAY)</i>	98.10% attended / 1.90% Absent
2019-2020	93.25% attended / 6.75% absent
2018-2019	90.82% attended / 9.18% absent
YEAR	EDUCATOR PERCENTAGE OF SCHOOL DAYS ABSENT
<i>(LAST YEAR ON 5-DAY)</i>	95.5% attended or 10 absences/employee
2019-2020	95.8% attended or 7.5 absences/employee
2018-2019	96.7% attended or 6 absences/employee

10. Survey of Parent/Student/Staff Satisfaction with 4-Day Week

Provide a sample of survey instruments and the results of the most recent survey.

[Snowville 4 day week from Parents Survey](#)

[Snowville 4 day week from Staff Survey](#)

[Snowville 4 day week from Students Survey](#)

11. Annual Transportation Savings as Compared to 5-day School Week

Total Savings for Snowville for being on a 4 day week vs a 5 day week

	LOADED	DEADHEAD	TOTAL	Savings
ROUTE MILES PER DAY	59	46	105	\$115.50 per week
ACTIVITY MILES PER YEAR	96		96	

VOCATIONAL MILES PER YEAR				
TOTAL	155	46	201	

\$ 1.10 PER MILE x 105 = \$ 115.50 per week or \$4,158.00.

Vocational: 1.35 mile save N/A

Activity: 1.10 cents per mile 96 miles \$105.60

Snowville route: \$1.10 per mile save: 105 miles: \$115.60 DH: \$50.60 Loaded: \$64.90

12. School Calendar

Snowville Elementary School Calendar

[2021-2022 School Calendar \(4 day week\)](#)

[2020-2021 School Calendar \(5 day week\)](#)

Snowville Elementary Bell Schedule:

[Bell Schedule](#)

Snowville Elementary Total Instructional Time on 4 day week

[Total Instructional Time on 4 day week](#)

BESD

LEARNING IS EVERYTHING
summer ACADEMY

June, 16 2021 - July, 8 2021

4

OF

TRAINING

**27
MAY**

MAY 28

JUNE 14

JUNE 15

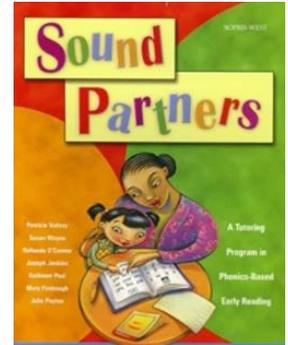
40 TEACHERS, PARAS, COACHES & PRINCIPALS

37 TEACHERS, PARAS, COACHES & PRINCIPALS

45 TEACHERS & PARAS

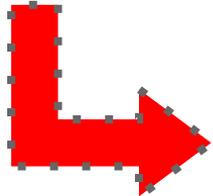
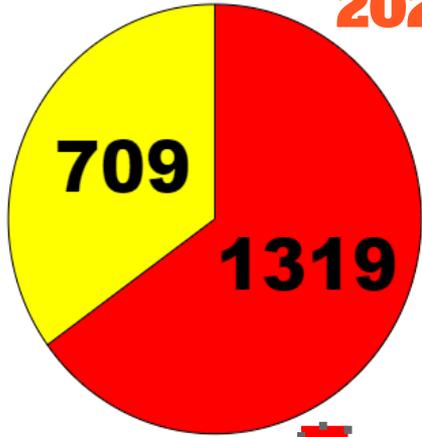
15 PARAS

SIPPS[®]
FOURTH EDITION



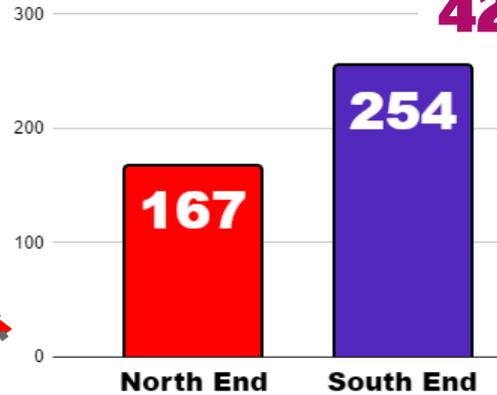
Identified

2028



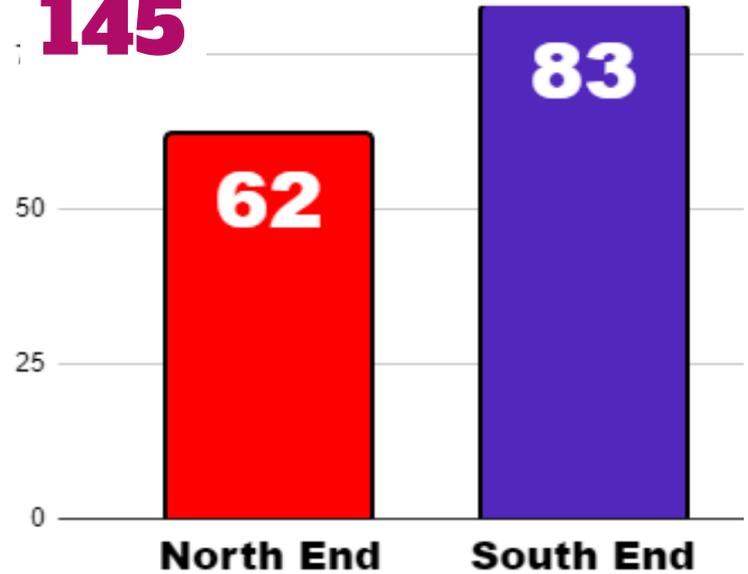
Invited

421



Attended

145



4.4 : 1

McKinley

Discovery

Kindergarten

1 teacher

1 para

First

2 teachers

2 paras

Second

2 teachers

2 paras

Third

2 teachers

1 para

Fourth

1 teacher

Students

62

Students : Teachers

62 : 14

Kindergarten

1 teacher

1 para

First

2 teachers

3 paras

Second

2 teachers

4 paras

Third

1 teacher

3 paras

Fourth

1 teacher

1 paras

Students

83

Students : Teachers

83 : 19

FOCUSED SUPPORT
STRONG RELATIONSHIPS





**13 DAYS WITH
STUDENTS**

8:30-11:30

3 HOURS OF INSTRUCTION EACH DAY

39 HOURS

**2 BLOCKS OF
LITERACY**

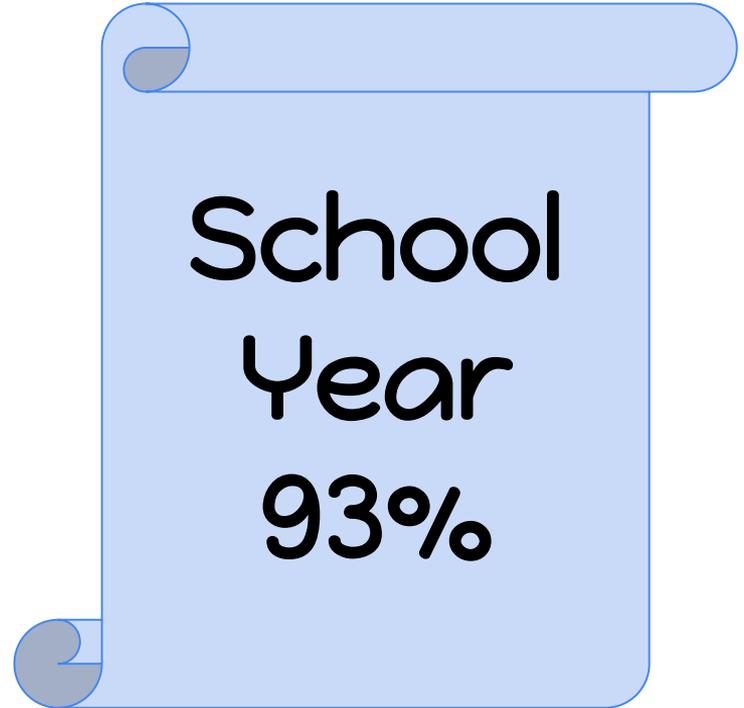
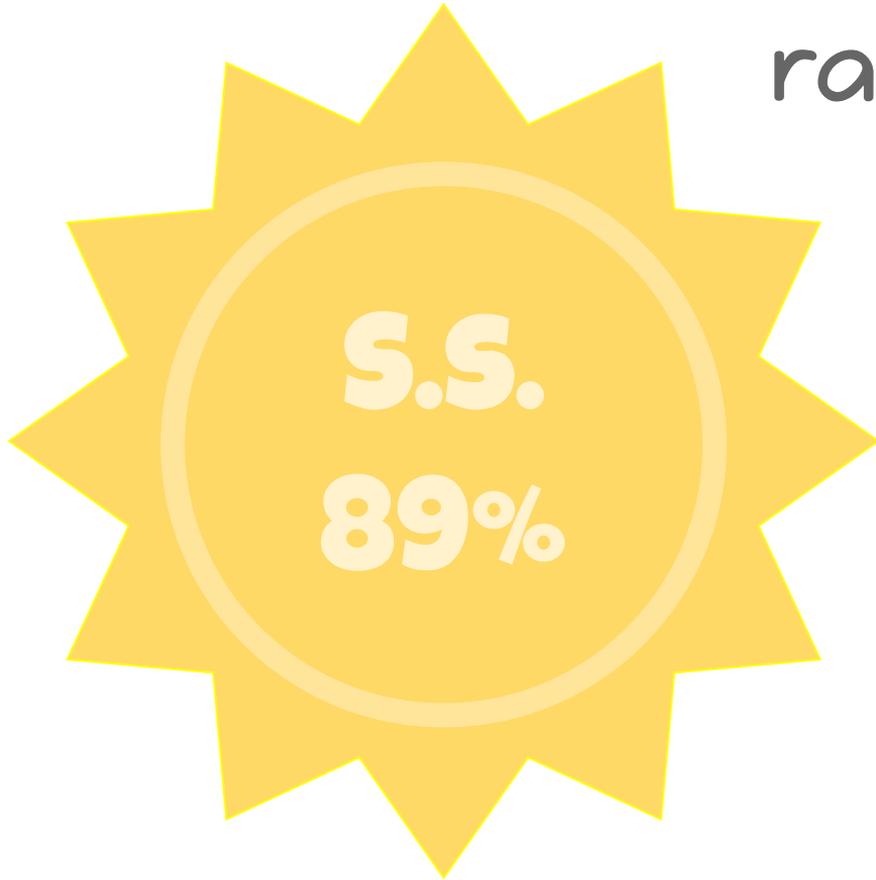
**1 BLOCK OF
MATH**

2 BREAKS

Take Home Lunch &
Breakfast

Monday	Tuesday	Wednesday	Thursday
June 14	June 15	June 16	June 17
Kit Assembly @ ILSC 8-3	Schools ³ Training @ILSC 8-3	Summer School 8-1 Placement Tests & Grouping	Summer School 8-1
June 21	June 22	June 23	June 24
Summer School 8-1	Summer School 8-1	Summer School 8-1	Summer School 8-1
June 28	June 29	June 30	July 1
Summer School 8-1	Summer School 8-1	Summer School 8-1	Summer School 8-1
July 5	July 6	July 7	July 8
Independence Day Observed	Summer School 8-1	Summer School 8-1	Summer School 8-1 Testing Sprinklers Cookies

Attendance rates:



KINDERGARTEN & FIRST GRADE

Sound Partners



K - (K.MA.2) - Count to 100 by 1's and 10's
(K.MA.6) - Understand subtraction as taking apart and taking from using 0-10

1st - (1.MA.3) - Solve addition and subtraction equations including: three whole numbers, unknown numbers, and story problems.



Heggerty

Kindergarten 16 Students

Sound Partners
Mastery Test
3 Students = 100%

PSF
3 Students



K.MA.6 -
Understand
subtraction
as taking apart and
taking from using 0-10

1 → 9

Teacher/Para Input:

Overall, how beneficial was this for your students? 3.8

Other comments:

- Great Communication
- Support with programs
- Loved the smaller group sizes!
- School can be fun, learning can be fun!
- Students could practice important foundational skills.

NWF-CLS
10 Students



K.MA.2 - Count
to 100 by 10's

3 → 13

Parent Input:

- In comparison to the school year, how helpful do you feel summer school has been in catching your student up academically (scale 1-5)? 4
- Have you noticed an improvement in your student's academic abilities? 4
- In comparison to the school year, how much has your student enjoyed attending school? 3

Feedback from Students

Summer School was ...

BenVie
• amazing
• awesome

Drawn
It was awesome!

Burk
I think it was fun.

Marilee
It was awesome.

Rosalynn
Math was fun.

Broukin
It was fun.

Maverik
• Fun
• awesome at math

Jace
Helped me more.

Harmony
• amazing
• awesome

Mybelle
I think it is pretty cool.

Cash
It helped me learn.

Aspen
I can do math words.



First-grade 40 Students

Sound Partners Mastery Tests
2 Students = 100%
14 Students > 75%

1st - (1.MA.3) - Solve addition and subtraction equations including: three whole numbers, unknown numbers, and story problems.

17 of 29

↑ >10%

Teacher/Para Input:

Overall, how beneficial was this for your students? 3.9

Other comments:

- We were better able to ensure all kids were getting the support they needed and there was no downtime.
- Having smaller group sizes was key 1:5 ratio!
- The confidence of individual students increased.
- I liked having the schedule laid out for us.
- I felt that the students made improvements in reading from the beginning to the end.
- Staff and administration were positive and flexible which led to a great atmosphere for learning.
- Perfect program with minimal training.

Parent Input:

- In comparison to the school year, how helpful do you feel summer school has been in catching your student up academically (scale 1-5)? 5
- Have you noticed an improvement in your student's academic abilities? 5
- In comparison to the school year, how much has your student enjoyed attending school? 5

NWF-CLS

9 Students ↑



NWF-WWR

7 Students ↑



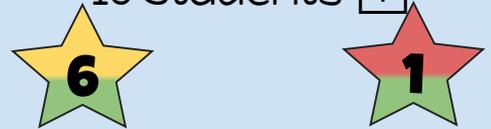
Acc

25 Students ↑



ORF

15 Students ↑



SECOND - FOURTH GRADES

SIPPS

SYSTEMATIC
INSTRUCTION IN
PHONICS
PHONEMIC AWARENESS
& SIGHT WORDS



2nd - (2.MA.3) - Add and subtract within 1000 using any strategy (2.MA.4) - Solve 1 step word problems including money within 100

3rd - (3.MA.2) - Solve division problems within 100 including 1 step word problems (2.MA.3) - Understand fractions as parts of a whole or parts of a group

4th - (4.MA.5) - Solve multi-step word problems using the 4 operations

Second-grade 47 Students

2nd - (2.MA.3) -
Add and subtract
within 1000 using
any strategy
23 of 36
students
↑ >10%

(2.MA.4) - Solve 1
step word
problems
including money
within 100
11 of 13 ↑
>10%

SIPPS Mastery Tests

23 Students = 100%
9 Students >80%

Teacher/Para Input:

Overall, how beneficial was this for your students? 4

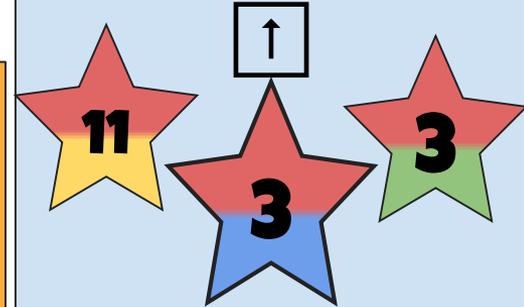
Other comments:

- The reading curriculum was a strength for struggling readers.
- The routine was reliable and daily review of previous concepts were addressed well.
- Smaller class sizes was vital for these students to feel successful.
- I loved having the para support in the classroom.
- I like that we focused on reading and math.
- The kids were willing to learn and enjoyed the new program.
- The kids were so fun and hard working!

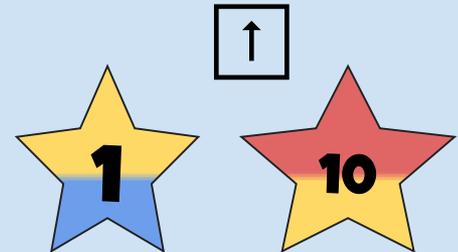
Parent Input:

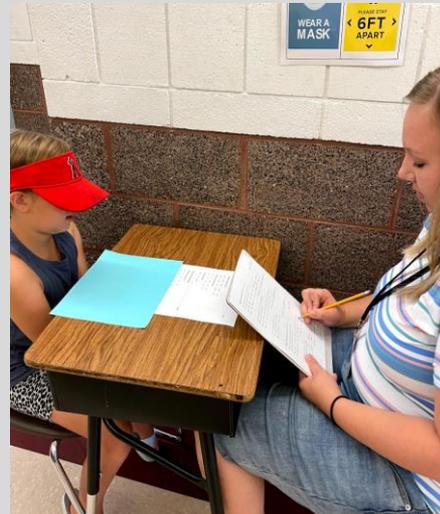
- In comparison to the school year, how helpful do you feel summer school has been in catching your student up academically (scale 1-5)? 4.2
- Have you noticed an improvement in your student's academic abilities? 4.2
- In comparison to the school year, how much has your student enjoyed attending school? 4.8

Acc
33 Students



ORF
22 Students





Third-grade 29 Students

SIPPS Mastery Tests
12 Students = 100%
11 Student >80%

3.MA.2 - Solve
division problems
within 100
including 1 step
word problems

19 ↑
>10%

Teacher/Para Input:

Overall, how beneficial was this for your students? 4

Other comments:

- Small groups and one-on-one instruction.
- I appreciate all the work that went into summer school.
- It helped me prepare for the fall.
- Great communication with families, administration, teachers, and paras..
- Students had a great attitude and showed growth in learning.
- Boosted students' confidence.
- I really liked the program and I believe it helped my students.

Parent Input:

- In comparison to the school year, how helpful do you feel summer school has been in catching your student up academically (scale 1-5)? 4.25
- Have you noticed an improvement in your student's academic abilities? 4.5
- In comparison to the school year, how much has your student enjoyed attending school? 4

3.MA.3 -
Understand
fractions as parts
of a whole or
parts of a group

23 ↑
>10%

Acc

18 of 26 Students ↑



ORF

9 of 26 Students ↑





Fourth-grade 13 Students

4.MA.5 - Solve multi-step word problems using the 4 operations

8 ↑ >10%

SIPPS Mastery Tests
11 Students = 100%
1 Student = 75%

Teacher/Para Input:

Overall, how beneficial was this for your students? 4.3

Other comments:

- We were focused on the BELS and what students needed.
- Clear expectations of parents/students/teachers.
- Clear communication to families.
- Having programs with lessons helped.
- Small groups were really nice!

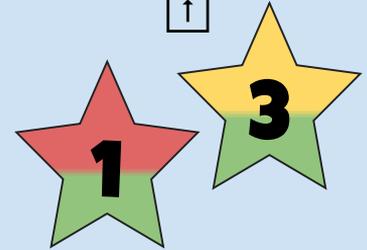
Parent Input:

- In comparison to the school year, how helpful do you feel summer school has been in catching your student up academically (scale 1-5)? 3
- Have you noticed an improvement in your student's academic abilities? 3
- In comparison to the school year, how much has your student enjoyed attending school? 5

Acc

5 of 11 Students

↑



ORF

9 of 11

Students ↑



Summer Academy

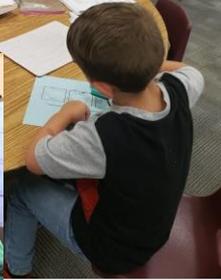
Next Steps:

K-1

- Evaluate the selection process.
- Share assessment data & fall placement recommendations with principals.
- Distribute materials to all buildings.

2-4

- Share assessment data and SIPPS placement recommendations with principals.
- Distribute materials to all buildings.
- Support teachers and paras with training.
- Implement SIPPS with fidelity.





MONTHLY FINANCIAL REPORT

June 30, 2021

				Current Bud vs Actual	Prev Bud vs Actual		
	2020-21 Revised	2020-21 YTD	%	%	2019-20 YTD	2019-20 Actual	
Description							
				100.0%	100.0%		
				91.6%	91.6%		
1	GENERAL FUND (M&O) FUND (10)						
2							
3	REVENUE:						
4	Local						
5	Property	23,420,275	21,830,779	93.2%	89.7%	20,016,104	22,305,024
6	Tuitions	250,000	435,768	174.3%	93.0%	339,300	364,677
7	Inv Earnings	180,000	118,556	65.9%	100.8%	585,998	581,592
8	Inidr. Costs-SL	680,000	627,146	92.2%	48.8%	326,813	670,342
9	Rental Fees/Building/Tra	80,000	74,597	93.2%	90.1%	96,676	107,313
10	Other	2,000,000	1,631,207	81.6%	240.0%	3,059,393	1,274,591
11	State	70,906,273	68,616,945	96.8%	99.4%	65,257,283	65,646,170
12	Federal	6,525,000	6,268,547	96.1%	71.3%	3,941,592	5,526,002
13	Misc./ Fund Bal	0					890,181
14	TOTAL M & O						
15	REVENUE	104,041,548	99,603,545	95.7%	96.2%	93,623,159	97,365,892
16	Beg Balance	1,809,180					1,892,331
17	Less:						
18	Ending Balance	2,249,988					1,809,180
19	TOTAL M & O FUNDS						
20	available	103,600,740	99,603,545	96.1%	96.1%	93,623,159	97,449,043
21	EXPENDITURES:						
22	Instruction (1000)						
23	Salaries	45,233,157	43,017,558	95.1%	92.0%	39,440,250	42,865,703
24	Benefits	17,153,955	18,095,000	105.5%	88.7%	16,480,803	18,579,465
25	Purchased Serv.	3,070,500	2,556,684	83.3%	98.1%	2,017,140	2,055,437
26	Supplies/Textbooks	5,400,000	6,128,673	113.5%	134.5%	4,003,441	2,976,899
27	Equipment	1,005,000	412,450	41.0%	180.9%	506,976	280,281
28	Other	600,942	625,327	104.1%	86.8%	327,705	377,643
29	Total	72,463,554	70,835,692	97.8%	93.5%	62,776,315	67,135,428
30							
31	Student Services (2100)						
32	Salaries	3,189,715	2,961,970	92.9%	90.3%	2,595,629	2,873,187
33	Benefits	1,208,901	1,204,661	99.6%	90.5%	1,066,691	1,178,088
34	Other	200,000	236,086	118.0%	92.4%	317,684	343,879
35	Total	4,598,616	4,402,717	95.7%	90.6%	3,980,004	4,395,154
36							
37	Instructional Staff (2200)						
38	Salaries	1,479,742	1,499,954	101.4%	98.1%	1,247,691	1,272,055
39	Benefits	589,741	594,146	100.7%	97.8%	460,659	470,801
40	Other	276,738	258,684	93.5%	100.7%	370,002	367,518
41	Total	2,346,221	2,352,784	100.3%	98.5%	2,078,352	2,110,374

MONTHLY FINANCIAL REPORT

June 30, 2021

				Current			
		2020-21	2020-21	Bud vs	Prev Bud vs	2019-20	2019-20
	Description	Revised	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			100.0%	100.0%		
	Percent of 9 month contract complete			91.6%	91.6%		
42	District Administration (2300)						
43	Salaries	358,944	339,524	94.6%	95.2%	319,829	336,104
44	Benefits	160,235	154,547	96.5%	96.8%	153,532	158,633
45	Purch Services	125,000	94,033	75.2%	91.5%	113,628	124,215
46	Liability Insurance	225,000	223,473	99.3%	100.0%	235,235	235,235
47	Supplies	35,000	30,823	88.1%	94.1%	38,038	40,407
48	Other	25,000	25,111	100.4%	97.5%	24,170	24,786
49	Total	929,179	867,511	93.4%	96.2%	884,432	919,380
50	School Administration (2400)						
51	Salaries	3,991,888	3,953,480	99.0%	15.9%	3,758,783	3,842,404
52	Benefits	1,641,487	1,616,401	98.5%	14.9%	1,614,504	1,654,266
53	Prof Serv/Travel	75,000	66,795	89.1%	133.1%	73,906	74,986
54	Other	15,000	10,170	67.8%	118.4%	11,685	11,685
55	Total	5,723,375	5,646,846	98.7%	97.8%	5,458,878	5,583,341
56							
57	Business & Support (2500)						
58	Salaries	646,895	645,918	99.8%	100.0%	610,071	610,071
59	Benefits	247,312	247,198	100.0%	100.0%	245,993	245,993
60	Purchased Services	159,665	133,615	83.7%	100.0%	99,793	99,792
61	Other	25,000	10,308	41.2%	79.2%	13,834	17,457
62	Total	1,078,872	1,037,039	96.1%	99.6%	969,691	973,313
63							
64	Operation & Maintenance (2600)						
65	Salaries	5,038,135	4,944,496	98.1%	99.3%	4,575,014	4,606,135
66	Benefits	2,068,328	1,996,532	96.5%	99.7%	1,912,794	1,918,760
67	Electricity	834,325	872,871	104.6%	96.1%	830,898	864,951
68	Purchased Service	536,497	545,767	101.7%	97.9%	696,912	711,830
69	Telephone	242,012	216,601	89.5%	98.2%	311,310	317,094
70	Natural Gas	509,011	502,642	98.7%	99.1%	473,794	478,061
71	Prop Insurance	189,052	189,052	100.0%	100.0%	240,698	240,698
72	Repair	150,000	160,511	107.0%	87.8%	144,273	164,237
73	Supplies	730,300	756,833	103.6%	104.7%	782,191	747,344
74	Other	2,500	633	25.3%	100.0%	779	779
75		0					0
76	Total	10,300,160	10,185,938	98.9%	99.2%	9,968,663	10,049,889
77							

MONTHLY FINANCIAL REPORT
June 30, 2021

				Current	Prev Bud vs		
		2020-21	2020-21	Bud vs	Actual	2019-20	2019-20
	Description	Revised	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			100.0%	100.0%		
	Percent of 9 month contract complete			91.6%	91.6%		
78	Transportation (2700)						
79	Salaries	2,544,051	2,718,242	106.8%	96.9%	2,578,675	2,661,172
80	Benefits	761,381	776,621	102.0%	99.6%	791,611	794,972
81	Purch Serv	280,000	312,356	111.6%	98.4%	202,496	205,828
82	Fuel	397,785	495,948	124.7%	99.8%	407,572	408,263
83	Supplies	307,565	299,556	97.4%	97.8%	329,175	336,424
84	Other/Property	1,010,000	2,034,480	201.4%	193.8%	2,083,572	1,074,892
85	Total	5,300,782	6,637,203	125.2%	116.6%	6,393,101	5,481,551
86	Community Services (3300)		Next year's Bus Order				
87	Salary	627,250	507,759	80.9%	88.6%	451,928	510,143
88	Benefits	169,818	154,408	90.9%	92.2%	148,635	161,292
89	Purchased Serv	58,820	13,085	22.2%	98.7%	44,534	45,140
90	Supplies/Util	68,872	69,372	100.7%	98.0%	50,504	51,553
91	Property	26,000	4,055	16%	100.0%	2,225	2,225
92	Other Objects	15,467	4,943	32.0%	98.5%	29,812	30,259
93	Desig. Fund Bal						
94	Total	966,227	753,622	78.0%	90.9%	727,638	800,612
86	Total Expenditures	103,706,986	102,719,352	9	9	93,237,074	97,449,042
95	Interfund Trans	0	1			1	1
96	Change Desig Fund Bal	0	1			1	0
97	Other/Budget Cuts	0	0			23,739	0
98	TOTAL EXPENDITURERS	0	0				0
99	M & O	103,706,986	102,719,354	99.05%	95.7%	93,260,815	97,449,043

MONTHLY FINANCIAL REPORT

June 30, 2021

				Current Bud vs Actual %	Prev Bud vs Actual %		
	2020-21 Revised	2020-21 YTD				2019-20 YTD	2019-20 Actual
Description							
Percent of Year completed to date				100.0%	100.0%		
Percent of 9 month contract complete				91.6%	91.6%		
100 School Activity Fund (21)							
101							
102 REVENUE:							
103 School Deposits	4,400,000	3,416,585		77.6%	99.9%	3,537,021	3,539,857
104							
105 Other		0				0	
106 Total Revenue	4,400,000	3,416,585		77.6%	99.9%	3,537,021	3,539,857
107 EXPENDITURES:							
108 Purchased Services	902,150	428,078		47.5%	100.0%	573,713	573,713
109 Supplies	2,882,850	2,752,011		95.5%	95.5%	2,503,331	2,621,259
110 Equipment	290,000	20,926		7.2%	100.0%	75,067	75,067
111 Desig/Other/Adm	325,000	164,916		50.7%	100.0%	218,804	218,803
112 Total Expenditures							
113 School Activity	4,400,000	3,365,931		76.5%	96.6%	3,370,915	3,488,842
114 DEBT SERVICE FUND (31)							
115							
116 REVENUE:							
117 Property Tax	2,805,364	2,484,619		88.6%	98.8%	2,508,781	2,538,246
118 Interest	105,750	33,896		32.1%	100.0%	120,584	120,634
119 Other							0
120 Total	2,911,114	2,518,515		86.5%	98.9%	2,629,365	2,658,880
121 Begining Bal	5,696,268	6,535,160				7,800,099	7,167,630
122 LESS:							
123 Ending Balance	6,034,982	7,167,630				6,886,365	6,535,160
124 Funds Available	4,630,220	5,778,925		124.8%	159.6%	10,429,464	6,535,160
125 EXPENDITURE:							
126 Bond Debt	3,927,162	3,269,750		83.3%	107.6%	3,537,599	3,286,350
127 Fees	50,000	5,000		0.0%	110.0%	5,500	5,000
128 Other Uses	0	0				0	0
129 Total	3,977,162	3,274,750		82.3%	107.6%	3,543,099	3,291,350

MONTHLY FINANCIAL REPORT

June 30, 2021

				Current	Prev Bud vs		
		2020-21	2020-21	Bud vs	Actual	2019-20	2019-20
	Description	Revised	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			100.0%	100.0%		
	Percent of 9 month contract complete			91.6%	91.6%		
130	CAPITAL OUTLAY FUND (32)						
131							
132	REVENUE:						
133	Property Tax	11,750,000	11,251,006	95.8%	98.8%	11,357,388	11,490,775
134	Interest	243,753	249,141	102.2%	89.9%	550,799	612,447
135	Other	168,000	167,359	99.6%	104.5%	77,482	74,131
136	State	150,500	82,003	54.5%	100.0%	112,629	112,629
137	Federal /MBA	60,274	60,274		100.0%	69,992	69,992
138	Ins./Prop.Recry	90,000	63,673	70.7%	101.9%	36,953	36,263
139	Total Revenue	12,462,527	11,873,456	95.3%	98.5%	12,205,243	12,396,237
140	Lease Revenue MBA	15,000,000	15,000,000			0	0
141	Other Sources(F50)	345,580	0			0	345,580
142	Desig. Fund Bal	0					1,621,006
143	TOTAL REVENUE CAPITAL						
144	OUTLAY	27,808,107	26,873,456	96.6%	85.0%	12,205,243	14,362,823
145	Beg. Balance	16,120,809					14,806,096
146	Less:		Loan proceeds Golden Spike				
147	Ending Balance	25,428,650					16,120,809
148	Capital Outlay Funds						
149	available	18,500,266	26,873,456	145.3%	93.5%	12,205,243	13,048,110

MONTHLY FINANCIAL REPORT

June 30, 2021

				Current	Prev Bud vs		
		2020-21	2020-21	Bud vs	Actual	2019-20	2019-20
	Description	Revised	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			100.0%	100.0%		
	Percent of 9 month contract complete			91.6%	91.6%		
150	EXPENDITURES:						
151	Oper/Maint	0	2,000			8,969	
152	Other Equipment		500			0	6,814
153	Purchased Services	5,500	5,767	104.9%	90.0%	4,500	5,000
154	Technology/Software	1,200,000	1,016,599	84.7%	107.1%	1,431,361	1,336,297
155	Improvement	1	0			1,272,546	1
156	Buildings Maint	2,000,000	1,570,590	78.5%	10.1%	109,058	1,078,986
157	Vehicles	320,000	315,040	98.5%	1675.5%	1,827,278	109,058
158	Furniture/Equip	1,524,000	1,490,293	97.8%	0.0%	0	1,920,105
159	Other Objects	1	0	0.0%	0.0%	0	0
160	Vehicle charges	1	0			0	1
161	Total Capital	5,049,503	4,400,789	87.2%	104.4%	4,653,712	4,456,262
162	Other	1	0	0.0%		98,609	2,455
163	Other Proj	150,000	130,229	86.8%	0.7%	1,509	229,750
164	Sunrise High School	4,500,000	4,436,888	98.6%	82.5%	4,978,855	6,038,361
165	Golden Spike	7,485,762	7,162,702	95.7%	0.0%	0	114,075
166	HS Athletic Facilities	510,000	202,361	39.7%	94.4%	1,811,160	1,918,411
167	Property Purchase	480,000	460,266			0	0
168	Total Construction	13,125,763	12,392,446	94.4%	83.0%	6,890,133	8,303,052
169	Desig. F Bal						
170	MBA/Bond Fee/Fund 50	325,000	277,885	85.5%	12.9%	37,250	288,499
171	Other	0	97			297	297
172	TOTAL EXPENDITURES CAPITAL			Costs underestimated			
173	OUTLAY	18,500,266	17,071,217	92.3%	88.8%	11,581,392	13,048,110

MONTHLY FINANCIAL REPORT

June 30, 2021

				Current	Prev Bud vs		
		2020-21	2020-21	Bud vs	Actual	2019-20	2019-20
	Description	Revised	YTD	Actual	Actual	YTD	Actual
				%	%		
	Percent of Year completed to date			100.0%	100.0%		
	Percent of 9 month contract complete			91.6%	91.6%		
174	SCHOOL FOOD SERVICE FUND (49)						
175							
176	REVENUE:						
177	Lunch Sales	250,000	196,891	78.8%	99.7%	1,052,403	1,055,208
178	Other Local	6,100	76,219	1249.5%	100.0%	4,049	4,049
179	State	1,075,000	1,057,642	98.4%	85.1%	892,904	1,049,598
180	Federal	3,500,000	5,068,728	144.8%	94.0%	2,942,791	3,130,278
181	Other/Inventory Adj	0	0		0.0%	0	1
182	TOTAL REVENUE SCHOOL						
183	FOODS	4,831,100	6,399,480	132.5%	93.4%	4,892,147	5,239,134
184	Beg. Balance	938,697					690,707
185	Less:						
186	Ending Balance	805,735					938,697
187	School Food Service Funds						
188	available	4,964,062	6,399,480	128.9%	98.0%	4,892,147	4,991,144
189	EXPENDITURES:						
190	Salaries	1,646,305	1,771,351	107.6%	93.3%	1,686,320	1,806,721
191	Benefits	648,757	540,713	83.3%	92.7%	539,472	581,672
192	Food/Supplies	2,294,000	2,294,719	100.0%	100.4%	2,172,833	2,164,840
193	Equipment	50,000	71,018	142.0%	100.0%	13,864	13,864
194	Other Costs	25,000	23,456	93.8%	100.0%	57,355	57,354
195	Dir/Indirect Costs	300,000	417	0.1%	0.1%	236	293,344
196	TOTAL EXPENDITURES SCHOOL						73,349
197	FOODS	4,964,062	4,701,674	94.7%	89.6%	4,470,080	4,991,144

MONTHLY FINANCIAL REPORT
June 30, 2021

				Current Bud vs Actual %	Prev Bud vs Actual %	2019-20 YTD	2019-20 Actual
	Description	2020-21 Revised	2020-21 YTD				
	Percent of Year completed to date			100.0%	100.0%		
	Percent of 9 month contract complete			91.6%	91.6%		
198	Foundation Fund (75)						
199							
200	REVENUE:						
201	Total Revenue	250,000	342,148	136.9%	99.1%	178,584	180,142
202	Avallable Revenue	250,000	342,148	136.9%	99.1%	178,584	180,142
203	EXPENDITURE:						
204	Expenses	180,000	96,422	53.6%	69.3%	112,714	162,544
205	Changes/Desg Fund Bal	0					0
206	TOTAL EXPENDITURE	180,000	96,422	53.6%	69.3%	112,714	162,544
207	Agency Fund (76)						
208							
209	REVENUE:						
210	Agent Services	125,000	4,092	3.3%	100.0%	19,400	19,400
211	State	5,000	4,359			0	0
212	Federal	0					0
213	Other	7,000	0	0.0%	100.4%	14,434	14,372
214	TOTAL REVENUE/BB						
215	AGENCY FUND	137,000	8,451	6.2%	100.2%	33,834	33,772
216	EXPENDITURE:						
217	Instruction	0	6,255			4,150	4,150
218	NUCC	125,000	21,563	17.3%	83.7%	26,404	31,538
219	Other	7,000	3,242	46.3%	98.6%	4,032	4,089
220	Changes/Desg Fund Bal	5,000					0
221	TOTAL EXPENDITURES						
222	AGENCY FUND	137,000	31,060	22.7%	86.9%	34,586	39,777
223							
224							
225			SUMMARY			SUMMARY	
226							
227	GRAND TOTAL FUNDS AVAILABLE						
228	ALL FUNDS	144,378,869	139,162,180	96.4%	93.1%	117,099,353	125,777,228
229	GRAND TOTAL EXPENDITURE						
230	ALL FUNDS	135,865,476	131,260,408	96.6%	95.0%	116,373,601	122,470,810

Policy 5035

Attendance Requirements / Procedures

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

- a. A personal meeting with the student when he/she has missed ten days or any one class period ten times.
 - b. Maintain a record of school absences that distinguish between absences that are considered as having a “valid excuse” and those considered to be without a valid excuse or “truancy”. Valid excuses include the following:
 - 1) Illness including mental or physical
 - 2) Family death
 - 3) School activities
 - 4) Prearranged family events with at least one day notice
 - 5) Absence permitted by the provisions of an IEP
 - 6) Absence permitted by the provisions of a 504 plan
 - c. Issue a written notice ~~of a compulsory education violation~~ to a student’s parent when the student has accumulated at least ten absences without a valid excuse during the school year. The notice of violation shall:
 - 1) direct the parent to meet with school authorities to discuss the student’s attendance problems
 - 2) instruct the parent that cooperation is ~~needed~~ ~~required by state law~~
 - 3) designate who the parent is to meet with
 - 4) notify the parents that it is a class B misdemeanor (~~not in effect during S.B. 219 Moratorium~~)
 - d. A student who is between the ages of twelve and fifteen years and has been truant at least ten times during the school year may be classified as “habitual truant” if the school’s administration has made a reasonable, documented effort to resolve the attendance problems without success. (~~not in effect during S.B. 219 Moratorium~~)
- D. Students requesting an appeal to the school attendance policy may follow the procedures outlined in Box Elder School District [Policy 5350 Resolution of Student Complaints](#).

POLICY 5037

Attendance Enforcement

- A. A parent of a child who is subject to the compulsory school attendance law may be subject to a class B misdemeanor if:
1. They intentionally or recklessly fail to enroll a school-age child in school, unless that child is exempt from enrollment.
 2. After being served with a notice of compulsory education violation they intentionally or recklessly fail to meet with the school authorities designated in the notice of compulsory education violation to discuss the student's school attendance problems.
 3. After being served with a notice of compulsory education violation they intentionally or recklessly fail to prevent the student from being absent without a valid excuse five or more times during the remainder of the school year.
- B. Designated school officials shall make earnest and persistent efforts to resolve a student's attendance problems. These efforts ~~shall~~ may include the following, as deemed appropriate or feasible in individual cases:
1. Counseling of the student by school authorities including a meeting with the student after their fifth absence without a valid reason.
 2. Issuing a written notice of a compulsory attendance violation after at least five unexcused absences (truancies).
 3. Enlisting parental support for attendance by the student.
 4. Meeting with the student and the parents.
 5. Adjusting the curriculum and schedule if determined necessary to meet special needs of the student.
 6. Monitoring of attendance by parents and the school.
 7. Classifying a student who is at least twelve years of age as a habitual truant after at least ten truancies during the school year.
 8. Enlisting the assistance of community and law enforcement agencies as appropriate.

- C. If, after earnest and persistent efforts are made by the parents and the school, the truant behavior has not been corrected, the board or designee ~~shall~~ ~~may~~ ~~either~~ refer the child to truancy mediation.
- D. The District shall annually report to the State Board of Education
 - 1. The number of absences with a valid excuse,
 - 2. The number of absences without a valid excuse.

POLICY 1110

Public Participation in Board Meeting

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

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

1. Patrons must state their name prior to making comments.
2. Individual comments shall be limited to three (3) minutes per individual with additional time allowed at the discretion of the Board President.
3. Multiple individuals with the same issue should appoint a spokesperson and make one presentation rather than several. At the discretion of the Board President, group presentations may be limited to a maximum of six (6) minutes.
4. Handouts may be used and distributed to Board Members. If handouts are distributed, all members of the Board and District staff present should receive copies of all handouts.
5. The Board will not take final action or have discussion on items presented during "Public Comments" unless the item is already on the Meeting agenda.
6. Comments on personnel issues will not be allowed during "Public Comments." The Board will not discuss issues that affect an employee's right of privacy such as specific appointments, employment, performance or questions, complaints, or

charges against particular employees. Concerns in these areas are to be referred to the Superintendent.

7. When possible, response to the questions or comments may be provided during the meeting. If additional study is needed to respond adequately to the questions or comments, the residents will receive a written response as soon as possible. The written response ~~will~~ **may** be read publicly at the next regular meeting of the Board.
- C. At the discretion of the Board President, a patron's opportunity to address the Board on the same issue may be limited to no more than once in a three-month period.
 - D. At the discretion of the Board President, public comment may be taken during other portions of the meeting where the comment is directed toward a specific agenda item.

POLICY 4070

Early Graduation

- A. All students awarded a high school diploma from Box Elder School District schools must complete all requirements listed in [Policy 4060 High School Graduation Requirements](#).
- B. Any student who has completed all required courses or demonstrated mastery of required skills and competencies may, with the approval of the student's parent and an authorized local school official, and has a current plan for college and career readiness on file at the student's high school, graduate at any time.

[Utah Code § 53F-2-501\(1\) \(2018\)](#)
[Utah Admin. Rules R277-703-4\(2\) \(October 10, 2017\)](#)

- C. The school counselor will set up a "Plan for College and Career Readiness" (PCCR) meeting involving the parent, student, counselor, and other school staff as appropriate. During this PCCR meeting the student's post high school goal will be reviewed to determine whether early graduation is appropriate. If early graduation is appropriate to the goal, the PCCR participants will plan a schedule leading to graduation at the conclusion of the 10th grade or as early as possible thereafter.
- D. Early graduation credit in Box Elder School District may be earned through the following:
1. Regular High School Courses
 2. Concurrent Enrollment Courses
 3. Advanced Placement Courses
 4. Area Applied Technology Centers
 5. Accredited Online Courses
 6. Accredited Summer School Courses
 7. Competency Demonstration from accredited institution

8. Vocational Incentive Program Courses
9. College courses offered by fully accredited institutions

*Note: Competency Demonstration requires a satisfactory GPA in all related and prerequisite classes to the class(es) being challenged. Competency demonstration credit will be offered in courses which have an approved course end test. In order to receive competency demonstration credit, the student must pass the test to the satisfaction of the institution or teacher.

~~E. Scholarships for Early Graduation~~

- ~~1. The District shall aid the early graduating student to apply for a Centennial scholarship provided under Utah Code § 53F-2-502(3)(a). In consultation with the student's parent and school advisor, a student seeking a Centennial scholarship shall indicate to the principal the student's intent to complete early graduation at the beginning of the 9th grade year or as soon thereafter as the intent is known.~~

~~Utah Code § 53F-2-501(3) (2018)~~

~~Utah Admin. Rules R277-703-4(1) (October 10, 2017)~~

POLICY 5320

Student Travel

A. All Student Travel

1. Reward trips to commercial sites, recreational sites or businesses are prohibited on school days unless the trip directly relates to the current curriculum being studied by the students involved in the trip.
2. Out of state trips will only be approved if an appropriate alternative is not available within the State.
3. Overnight trips should be avoided.
4. All student travel must be approved in advance by the principal. Requests must be made using the District approved form and address each of the following:
 - a. Educational value of the trip and program - Each request for student travel must include the educational goals and objectives of the trip. **Athletics teams should be competing at a higher level.** (High school activities under the jurisdiction of the Utah High School Activities Association and within the permitted mileage radius or as part of the state play-offs do not require completion of this section.)
 - b. Distance – Priority will be given to shorter trips. Trips involving extensive travel should be replaced with local trips where possible.
 - c. Cost - Priority will be given to less expensive trips.
 - d. Class time missed - Priority will be given to trips that do not take students away from class time.
 - e. Quality of planning, chaperoning, etc.
 - f. Plans for make-up of class work - Make-up should be done in advance whenever possible.
5. All ground transportation within the State must be in District owned buses or vehicles.

6. Students riding in District vehicles to any activity will be required to return by the same means. Exceptions may be made where the parent requests deviation from the policy. Such requests must be in writing and presented in person prior to the departure time.
 7. Each bus must have at least one responsible adult supervisor, in addition to the bus driver, traveling on the bus at all times.
- B. Secondary Grades – 10-12 (This includes 9th graders for activities in which they are officially a part of a high school team or organization). The Board of Education, Superintendent, and/or building principal may take action to place additional restrictions on travel including, but not limited to, the number of trips that can be taken during the year, placing a moratorium on certain types of travel, and placing a limit on the amount that can be spent for a trip.
1. Travel Outside of the State of Utah (Excludes SE Idaho and Western Wyoming)
 - a. Each trip must be approved in advance by the principal and the Superintendent.
 - b. The trip may not take students away from school more than 2.5 days.
 - c. Travel outside of the United States is prohibited.
 - d. Each high school is limited to a maximum of ~~two~~ **four** trips during any given fiscal year *with the following exceptions and under the stated restrictions:*
 - 1) Waiver exceptions include: Situations where the success of a specific program exceeds the level of competition readily available within the state or the opportunity provided is highly selective and considered a very unique educational experience.
 - 2) Waiver restrictions include: An organization being granted a waiver will not be eligible for a trip outside of the State of Utah (excluding SE Idaho and Western Wyoming) for at least two years, and each high school will be limited to no more than one waiver per year.
 - 3) Waivers will be issued by the administration when both the high school principal and the Superintendent are in agreement that the request meets the stated criteria.

- 4) In exchange for a school not using their waiver in any given year, a school may apply for a ~~thirteenth~~ ~~seventh~~ trip within the State of Utah that exceeds the 150-mile radius under the following conditions:
 - a) The opportunity is a learning experience, **athletic competition**, or activity that is unique to the **team**, program, department, and/or the school.
 - b) The **team**, program, activity, or department has not used a trip that exceeds the 150-mile radius within the State or one of the school's trips beyond 150 miles and outside of the State of Utah during the current or the previous school year.
 - e. Organizations are not permitted to take a trip in consecutive years.
 - f. A minimum of 80% of the parents from the organizations sponsoring the trip must agree to have their student(s) participate in the activity. The balloting process is under the jurisdiction of the building principal and must be conducted by the principal or a neutral party authorized by the principal.
 - g. Families and/or students who decide not to participate in the trip for any reason are free from discrimination including but not limited to academic grades and future participation in the organization.
 - h. All travel cost associated with the trip, both student and staff, are the responsibility of the organization and those who are participating.
 - i. Organizations making a trip outside of the State of Utah and beyond 150 miles one-way are not eligible for other trips that exceed 150 miles one-way during the same school year.
 - j. CTE trips (Career and Technical Education) are exempt from the preceding provisions of this section B, D, E, F, and I when the trips are funded by the organization itself or through the district's CTE funds.
2. Travel within the State of Utah and Beyond 150 Miles One-way
 - a. Required trips associated with UHSAA regions, regional playoffs, and state tournaments are exempt from gaining administrative approval and will be

supported financially by the respective high school and the district. (including cheerleaders)

- b. All other trips must be approved in advance by the principal and the Superintendent.
- c. Overnight travel should be avoided whenever possible.
- d. All travel will be by district owned buses and vehicles.
- e. With the exception of UHSAA activities outlined in section a, the travel cost for all trips within the State of Utah that are more than 150 miles one-way is the responsibility of the organization sponsoring the trip.
- f. With the exception of UHSAA activities outlined in section a, each school is limited to ~~six~~ twelve trips within the State of Utah that exceed 150 miles one-way. Busses carrying student spectators to state playoff/tournament contests are exempt from the six trip maximum.
- g. Each trip must be justified by at least one of the following criteria:
 - 1. The trip will save instructional time by avoiding multiple trips during the same school year.
 - 2. The trip will reduce the total mileage (money) required to travel during the same school year.
 - 3. The trip provides a unique learning experience that cannot be replicated in an area within a 150-mile radius of the respective schools.
 - 4. The trip provides an athletic team with a superior level of competition that can't be replicated in an area within a 150-mile radius of the respective schools.
 - 5. The trip provides an athletic team with an opportunity to extend their competitive season as a result weather conditions.

- h. Organizations are not permitted to take more than one trip that exceeds 150 miles one-way during any given school year (inside or outside the State of Utah). Due to the nature of the CTE program, this provision may be waived for organizations within that program with the approval of the building principal and Superintendent.

C. Intermediate/Middle Grades (6-9)

1. All student travel must be within a 150-mile radius of the school.
2. ~~Fees may not be charged for student travel in the sixth grade.~~ Caution should be used seeking student donations and/or limiting participation based on a student's ability to pay.

D. Elementary Grades (K-5)

1. In any school year, schools may not exceed the number of field trips equal to three (3) times the number of grade levels in the school.
2. Fees may not be charged for student travel, (i.e., field trips). Organizations and individuals may donate funds for field trips.
3. All student travel must be within a 150-mile radius of the school. (Park Valley and Grouse Creek may calculate the radius from Snowville.)
4. Elementary students must be accompanied on all trips by their regular classroom teacher.

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

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder School District, held Wednesday evening June 9, 2021 at 6:30 p.m. at ILSC in the School Board Room.

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

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

After the reverence, which was offered by Rod Cook, Keith Mecham led the audience in the pledge of allegiance.

Recognitions

Tiffani Summers Presented the following recognitions:

Outstanding Volunteer – Robert Brietenbeker

Box Elder High School Academic All-State Awards:

Tennis

Reed Johnson
Spencer Cronin
Trent Cannon

Girls Golf

Abigail Mason
Ashtyn Craynor

Softball

Kaitlyn Wight
Kourtney Small

Baseball

Alex Griffin
Carson Lancaster

Boys Track

Andrew Grunander
Benjamin Blaine
John Hendrickson

Girls Track

Hannah Dooley
Isabelle Saunders

Girls Lacrosse

Katie Simpson
Macie Anderson

Boys Lacrosse

Carson Johnson

Boys Soccer

Daxton Allen

Bear River High School Academic All-State Awards:

Boys Tennis

McCade Cefalo

Softball

Kortnie Burton
Ollivia Taylor

Baseball

Taden Marble

Boys Track

Jefferson Kowallis
Joseph Nelson

Girls Track

Kenya Tomlinson
Madison White

Boys Lacrosse

Braden Munns
Hayden Lewis
Rayden Coombs

Girls Lacrosse

Bailey Bjorn

Jeff Morris – Awarded the Utah Instructional Leader of the Year by the Utah Association of Elementary School Principals

Approval of Agenda

Nancy Kennedy made the motion to approve the agenda. Bryan Smith seconded the motion, which passed unanimously.

Public Comment

None

Action Items

Budget Hearing

Rod Cook, Business Administrator, presented the Revised Budget for the 2020-21 year and the Preliminary Budget for the 2021-2022 year.

Public Comment

None

Connie Archibald made the motion to approve the budget as recommended with the tax rates to be set at the Truth in Taxation hearing in August. Wade Hyde seconded the motion which passed unanimously.

Municipal Building Authority

Business Administrator, Rod Cook, recommended that the Board move into an MBA meeting where they should approve the lease of Fielding School for another year, the budget for the 2021-22 year and elect officers for the MBA.

Nancy Kennedy made the motion to move into the MBA meeting. Connie Archibald seconded the motion which passed unanimously.

Bryan Smith made the motion to appoint the same officers for the MBA as they exist for the School Board. Connie Archibald seconded the motion which passed unanimously.

Connie Archibald made the motion to accept the budget for the 2021-22 school year and extend the lease as well. Bryan Smith seconded the motion which passed unanimously.

Nancy Kennedy made the motion to move back into regular board meeting. Bryan Smith seconded the motion which passed unanimously.

Pick-up Contributions for Members of the Contributory Retirement Plan.

Rod Cook, Business Administrator, explained that the Board needed to approve payment of the employer portion of the old Contributory Retirement Plan and approve the rates for the Non-Contributory plan.

Wade Hyde made the motion to approve the non-contributory rates as presented and the pick-up rates for those employees on the contributory retirement plan. Tiffani Summers seconded the motion which passed unanimously.

Tentative Ratification of Negotiated Agreement with Box Elder Administrators Association (BEAA) for the 2021-22 school year.

Tentative Ratification of Negotiated Agreement with Box Elder Education Association (BEEA) for the 2021-22 school year.

Tentative Ratification of Negotiated Agreement with Box Elder Education Support Professionals Association (BEESPA) for the 2021-22 school year.

Assistant Superintendent of Human Resources, Keith Mecham presented the tentative agreements with BEAA, BEEA, and BEESPA to the School Board for approval.

Bryan Smith made the motion to approve the tentative agreements with BEAA, BEEA, and BEESPA. Nancy Kennedy seconded the motion which passed unanimously.

Declaration of Open Enrollment Schools

Assistant Superintendent of Human Resources, Keith Mecham presented the schools which will have closed enrollment for the 2021-22 school year.

Nancy Kennedy made the motion to approve the schools presented as closed to out of boundary students. Tiffani Summers seconded the motion which passed unanimously.

Project Raven Economic Development Area Concept Approval

Rod Cook, Business Administrator, presented information on a request for approval by Brigham City for an EDA on the Reeder Ranch approved RDA. The city is requesting approval of the concept and the draft budget resolution.

Connie Archibald made the motion to approve the presented budget resolution and the project as presented. Tiffani Summers seconded the motion which passed unanimously.

July Board Meeting Date

Superintendent Carlsen worked with the Board to determine a date for the July work session and board meeting.

Bryan Smith made the motion to set the July work session and board meeting for July 13, at 1:30 p.m. and board meeting at 6:30. Connie Archibald seconded the motion which passed unanimously.

Information/Discussion Items

Literacy Report

Jeremy Young, Director of Assessment, presented a literacy report to the Board. In spite of the time out of school students faired pretty well according to test results.

Construction Report

Director of Facilities and Maintenance, Corey Thompson, presented an update on Construction in the District.

Monthly Financial Report

Business Administrator, Rod Cook, presented the Monthly Financial Report as well as the fraud risk assessment and high points on the budget presentation.

Policy Review

First Reading

Policy 1110 Public Participation in Board Meeting
Policy 4070 Early Graduation
Policy 5320 Student Travel

Bryan Smith made the motion to approve the above policies on first reading with Policy 1110 tabled and Policy 4070 to be reviewed closer by administration for alignment with desired practices. Nancy Kennedy seconded the motion which passed unanimously.

Second Reading

Policy 2250 Homemade Food
Policy 3087 Science Laboratory Safety
Policy 4033 Early Learning Plan
Policy 4085 Student Released to Attend Applied Technology Classes
Policy 5340 Students Leaving with Adult During School Hours

Policy 6010 Visitors to Schools

Connie Archibald made the motion to approve the above policies on second reading. Wade Hyde seconded the motion which passed unanimously.

Board Discussion Items

Board Reading Discussion

The Board discussed “Learning by Doing” (Chapters 8 and 9)

Consent Calendar

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

The Consent Calendar included the following items:

Approval of the minutes of the regular and special meetings of May 12, 18, and 25, 2021.

Approval of claims numbered 34982-37318,05051021, 07052821, 08052821, 09052021, 09052821 and the District Foundation and ACH payments as well as school activity checks for the month of May.

Personnel Items

As listed in the agenda

Closed Session for Discussion of Personnel

Connie Archibald made the motion to move into closed session for the purpose of discussing personnel. Tiffani Summers seconded the motion which passed unanimously by roll call vote.

Connie Archibald made the motion to move back into regular board meeting. Bryan Smith seconded the motion which passed unanimously by roll call vote.

Adjournment

Nancy Kennedy made the motion to adjourn the meeting. Bryan Smith seconded the motion which passed by unanimous vote.

With the announcement that the next meeting will be held on Tuesday, July 13, 2021 at the ILSC, with a work session beginning at 1:30 p.m. and the regular board meeting at 6:30 p.m. President Julie Taylor adjourned the meeting at 9:55 p.m.

APPROVED: _____

ATTESTED: _____
School Business Administrator
Box Elder School District

President, Board of Education

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00037180	-3,771.84	06/07/21	861085 TV SPECIALISTS INC	CV
01	00037319	200.00	06/03/21	1 ADAM OR GABE WHEATLEY	C
01	00037319	-200.00	06/03/21	1 ADAM OR GABE WHEATLEY	CV
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01	00037321	32.70	06/03/21	14010 AED EVERYWHERE	C
01	00037322	1,524.44	06/03/21	347560 ALICE C HARRIS INTERM SCH	C
01	00037323	288.86	06/03/21	38032 AMAZON CAPITAL SERVICES INC	C
01	00037324	1,390.10	06/03/21	25909 AMERIGAS PROPANE	C
01	00037325	283.05	06/03/21	85748 BEAR RIVER MIDDLE SCHOOL	C
01	00037326	255.50	06/03/21	85768 BEAR RIVER SEWER DEPT	C
01	00037327	258.93	06/03/21	87120 BEEHIVE TELEPHONE CO	C
01	00037328	933.69	06/03/21	100913 BORDER STATES INDUSTRIES, INC	C
01	00037329	3,497.00	06/03/21	104338 BOX ELDER HIGH SCHOOL	C
01	00037330	428.91	06/03/21	104348 BOX ELDER MIDDLE SCHOOL	C
01	00037331	549.48	06/03/21	104223 CODALE ELECTRIC	C
01	00037332	82.00	06/03/21	156817 CORINNE CITY CORP	C
01	00037333	23.10	06/03/21	173340 DAR'S JJ WHITE BLACKSMITH	C
01	00037334	769.44	06/03/21	48054 DEBRA FIRTH	C
01	00037335	763.72	06/03/21	304217 GARLAND CITY	C
01	00037336	260.82	06/03/21	324430 GRAYBAR ELECTRIC COMPANY INC	C
01	00037337	260.00	06/03/21	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
01	00037338	1,326.94	06/03/21	106111 INTERMOUNTAIN HOUSE LLC	C
01	00037339	4,992.05	06/03/21	111273 NUCO2 LLC	C
01	00037340	229.00	06/03/21	700077 PERRY CITY	C
01	00037341	307.38	06/03/21	35270 QUADIANT, INC	C
01	00037342	2,078.95	06/03/21	110772 PLASTIC FABRICATING	C
01	00037343	14,651.93	06/03/21	892645 ROCKY MOUNTAIN POWER	C
01	00037344	3,662.08	06/03/21	110873 SOLUTION TREE	C
01	00037345	18.80	06/03/21	810361 STANDARD PLUMBING SUPPLY	C
01	00037346	35.95	06/03/21	110914 SUPERIOR WATER AND AIR INC	C
01	00037347	182.16	06/03/21	4448 MARK TAYLOR	C
01	00037348	140,624.94	06/03/21	34622 UTAH STATE BOARD OF EDUCATION / USBE	C
01	00037349	7,201.10	06/03/21	924155 WASTE MGMT OF UTAH INC	C
01	00037350	25.76	06/03/21	38032 AMAZON CAPITAL SERVICES INC	C
01	00037351	529.65	06/03/21	110672 ANCORA PUBLISHING	C
01	00037352	217.85	06/03/21	111967 CHINASPROUT	C
01	00037353	1,850.00	06/03/21	100293 DELL COMPUTER	C
01	00037354	12.79	06/03/21	107387 DESERET BOOK	C
01	00037355	10,420.39	06/03/21	324430 GRAYBAR ELECTRIC COMPANY INC	C
01	00037356	600.00	06/03/21	109962 MUSIC & ARTS	C
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01	00037358	9,841.00	06/03/21	901150 IMT COMPANIES LLC	C
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01	00037360	662.67	06/03/21	633340 OFFICE DEPOT	C
01	00037361	16.99	06/03/21	699420 PERMA BOUND BOOKS	C
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01	00037363	796.22	06/03/21	759360 ROTO AIRE	C
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01	00037365	200.00	06/10/21	1 ADAM WHEATLEY OR GABE ADAMS	C
01	00037366	280.55	06/10/21	1 AMBER NIELSEN	C
01	00037367	59.90	06/10/21	1 ANGELA WALKER	C
01	00037368	25.70	06/10/21	1 CHRISTOPHER MOORE	C
01	00037369	526.05	06/10/21	1 EMILY FIELDING	C
01	00037370	24.60	06/10/21	1 JODI STENBERG	C
01	00037371	51.10	06/10/21	1 JONELLE PAGE	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
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01	00037377	148.87	06/10/21	347560 ALICE C HARRIS INTERM SCH	C
01	00037378	45.23	06/10/21	14141 TRACY ALLEN	C
01	00037379	625.66	06/10/21	812477 ALSCO/AMERICAN LINEN	C
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01	00037381	258.00	06/10/21	11088 AMERICAN SCHOOL COUNSELOR ASSOC	C
01	00037382	36.63	06/10/21	110066 NANCY ANDERSON	C
01	00037383	696.64	06/10/21	111180 PEGGY ASTLE	C
01	00037384	246.50	06/10/21	56618 MARIA BANUELOS	C
01	00037385	1,773.06	06/10/21	85738 BEAR RIVER HIGH SCHOOL	C
01	00037386	4,605.12	06/10/21	104338 BOX ELDER HIGH SCHOOL	C
01	00037387	459.21	06/10/21	104348 BOX ELDER MIDDLE SCHOOL	C
01	00037388	103.40	06/10/21	40410 KAREN BRAITHWAITE	C
01	00037389	875.80	06/10/21	44342 MICHELLE BREIDER	C
01	00037390	19,556.39	06/10/21	111004 BRIDGERLAND APPLIED TECH/BATC	C
01	00037391	1,160.00	06/10/21	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
01	00037392	56,368.84	06/10/21	108217 BRIGHAM CITY CORPORATION	C
01	00037393	552.18	06/10/21	110342 KATHY BUCK	C
01	00037394	292.32	06/10/21	38997 SABRINA BURMESTER	C
01	00037395	60.90	06/10/21	1295 ELISE BURT	C
01	00037396	148,370.03	06/10/21	123130 CACHE COUNTY SCHOOL DISTRICT	C
01	00037397	101,822.63	06/10/21	470448 CASSIA JOINT SCHOOL DISTRICT 151	C
01	00037398	1,468.93	06/10/21	53473 CHARLIE'S PRODUCE	C
01	00037399	288.00	06/10/21	19178 CHEAPER THAN SHIRT	C
01	00037400	69.74	06/10/21	37516 ERIC DUTSON	C
01	00037401	284.92	06/10/21	1376 DARCIE DYER	C
01	00037402	4,601.94	06/10/21	729332 ECONO WASTE INC	C
01	00037403	83.00	06/10/21	112019 JON ELGAN	C
01	00037404	5.06	06/10/21	53783 ALLYSON ELIASON	C
01	00037405	4.62	06/10/21	281678 FIELDING SCHOOL	C
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01	00037412	442.04	06/10/21	7757 GERALD JACKMAN	C
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01	00037414	789.00	06/10/21	110259 KONE INC	C
01	00037415	40.02	06/10/21	21733 HALLIE KUNZLER	C
01	00037416	841.59	06/10/21	94170 KELLY J KUNZLER	C
01	00037417	827.09	06/10/21	107207 RACHEALE KUNZLER	C
01	00037418	64,030.52	06/10/21	530755 LOGAN SCHOOL DISTRICT	C
01	00037419	64.68	06/10/21	110636 CRAIG LONG	C
01	00037420	150.19	06/10/21	543168 MADDOX RANCH HOUSE	C
01	00037421	32.53	06/10/21	561078 MCKINLEY SCHOOL	C
01	00037422	339.60	06/10/21	43982 MIKE MOORE	C
01	00037423	73.92	06/10/21	111603 KURT MOULTON	C
01	00037424	742.98	06/10/21	54330 KALLEE MUNNS	C
01	00037425	168.21	06/10/21	100987 PEARSON EDUCATION CENTER	C
01	00037426	552.64	06/10/21	44903 HAYLEY PHELPS-CHOURNOS	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
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01	00037429	85.26	06/10/21	53805 AMY PUGSLEY	C
01	00037430	60.90	06/10/21	53813 QUIRT PUGSLEY	C
01	00037431	1,230.16	06/10/21	732367 RAFT RIVER RURAL	C
01	00037432	75.02	06/10/21	54550 JANNI RICHARDS	C
01	00037433	50.00	06/10/21	56600 HAILEY RIVERS	C
01	00037434	827.09	06/10/21	21130 AMBER ROSE	C
01	00037435	167.93	06/10/21	55336 S & D CARWASH MANAGEMENT, LLC	C
01	00037436	656.48	06/10/21	769715 SAM'S CLUB BUSINESS PAYMENTS	C
01	00037437	11,000.00	06/10/21	48470 SCHOOLS CUBED	C
01	00037438	39.95	06/10/21	110789 SECURE INSTANT PAYMENTS LLC	C
01	00037439	122.84	06/10/21	53929 SARA SHIRK	C
01	00037440	863.91	06/10/21	56014 SMITH POULTRY AND GAME BIRD SUPPLIES	C
01	00037441	783.14	06/10/21	107851 KAMBEE SMITH	C
01	00037442	50.00	06/10/21	56588 STELLA SMITH	C
01	00037443	956.71	06/10/21	802087 SNOWVILLE WATERWORKS INC	C
01	00037444	118.62	06/10/21	45756 KELLY SORENSEN	C
01	00037445	831.44	06/10/21	12793 SONYA SPACKMAN	C
01	00037446	83.00	06/10/21	101257 PRESTON D STEED	C
01	00037447	2,700.00	06/10/21	56685 PENESE STEWART	C
01	00037448	170,880.58	06/10/21	12688 SYSCO	C
01	00037449	53.36	06/10/21	53791 ELIZABETH TAYLOR	C
01	00037450	4.30	06/10/21	700008 THREE MILE CREEK ELEMENTARY	C
01	00037451	740.20	06/10/21	8613 ANNE TURNER	C
01	00037452	36,874.55	06/10/21	102558 UTAH DEPARTMENT OF HEALTH	C
01	00037453	2,980.65	06/10/21	55034 UTAH PARENT CENTER, INC	C
01	00037454	46,216.19	06/10/21	891181 LB 410027	C
01	00037455	239.62	06/10/21	42439 LAURA VALEJO	C
01	00037456	188.60	06/10/21	111182 HEATHER WATTS	C
01	00037457	120.00	06/10/21	110931 WEESE GLASS LLC	C
01	00037458	2.76	06/10/21	941226 WILLARD SCHOOL	C
01	00037459	154.20	06/10/21	1554 JENNIFER WINWARD	C
01	00037460	160.00	06/10/21	55239 ZHANG, SHIZHONG	C
01	00037461	656.65	06/10/21	38032 AMAZON CAPITAL SERVICES INC	C
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01	00037463	2,700.00	06/10/21	5568 CANNON SALES INC	C
01	00037464	12,325.00	06/10/21	44504 CROWN EQUIPMENT CORP	C
01	00037465	440.00	06/10/21	100293 DELL COMPUTER	C
01	00037466	2,602.62	06/10/21	106881 HANSEN CHEVROLET	C
01	00037467	10.36	06/10/21	386370 HYKO SUPPLY CO	C
01	00037468	1,398.70	06/10/21	100550 JOSTENS INC	C
01	00037469	524.48	06/10/21	633340 OFFICE DEPOT	C
01	00037470	384.36	06/10/21	100987 PEARSON EDUCATION CENTER	C
01	00037471	38.83	06/10/21	699420 PERMA BOUND BOOKS	C
01	00037472	8.20	06/10/21	157371 STAPLES	C
01	00037473	978.00	06/10/21	861085 TV SPECIALISTS INC	C
01	00037474	272.00	06/17/21	36784 AMERICAN RED CROSS	C
01	00037475	635.72	06/17/21	8648 JACOB BALLS	C
01	00037476	631.75	06/17/21	4260 BCI / UTAH BUREAU OF CRIMINAL IDENTIF	C
01	00037477	80.00	06/17/21	85556 BEAR RIVER HEALTH DEPARTMENT	C
01	00037478	861.57	06/17/21	85738 BEAR RIVER HIGH SCHOOL	C
01	00037479	950.00	06/17/21	52680 BEAR RIVER LIVE	C
01	00037480	333.63	06/17/21	102956 BEAR RIVER MENTAL HEALTH	C
01	00037481	184.22	06/17/21	20338 ROXANN CHRISTENSEN	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
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01	00037485	80.00	06/17/21	107389 INTERMOUNTAIN WORKMED-N OGDEN	C
01	00037486	18,053.69	06/17/21	49026 IVY LANE PEDATRICS	C
01	00037487	581.80	06/17/21	9652 MARK JOHNSON	C
01	00037488	150.00	06/17/21	56715 MEGAN COOPER JOHNSON	C
01	00037489	60.44	06/17/21	489250 KENTS MARKET PL/BRIGHAM	C
01	00037490	6,257.00	06/17/21	48879 KREMEDY LLC / KANNACT	C
01	00037491	280.00	06/17/21	102451 LAF GRAPHICS	C
01	00037492	1,000.00	06/17/21	26000 LEAR & LEAR LAW OFFICE, LLP	C
01	00037493	295.66	06/17/21	108289 DAVID LEE	C
01	00037494	50.00	06/17/21	56723 NADALI LEWIS	C
01	00037495	15.00	06/17/21	55980 MEMILY DESIGNS	C
01	00037496	4,205.89	06/17/21	892645 ROCKY MOUNTAIN POWER	C
01	00037497	2,747.15	06/17/21	852617 TREMONTON CITY CORP	C
01	00037498	50.00	06/17/21	863345 UASBO/UTAH ASSOCIATION OF SCHO	C
01	00037499	72,718.39	06/17/21	892916 STATE OF UTAH FUEL NETWORK	C
01	00037500	150.17	06/17/21	101693 BONNIE YOUNG	C
01	00037501	1,046.73	06/17/21	38032 AMAZON CAPITAL SERVICES INC	C
01	00037502	14,746.13	06/17/21	779 GOVCONNECTION INC	C
01	00037503	6,681.10	06/17/21	55514 FORMSPACE LP	C
01	00037504	1,143.10	06/17/21	106881 HANSEN CHEVROLET	C
01	00037505	5.49	06/17/21	386370 HYKO SUPPLY CO	C
01	00037506	45.90	06/17/21	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
01	00037507	12,570.00	06/17/21	102697 INTERCONNECT SERVICES INC	C
01	00037508	1,272.50	06/17/21	103604 SCHOLASTIC EDUCATION	C
01	00037509	102.00	06/17/21	103604 SCHOLASTIC STORE ONLINE	C
01	00037510	3,771.84	06/17/21	861085 TV SPECIALISTS INC	C
01	00037511	20.80	06/24/21	1 LINDA CALDWELL	C
01	00037512	60.70	06/24/21	1 STEPHANIE MARCUM	C
01	00037513	3,000.00	06/24/21	37907 VINCENT C BATES	C
01	00037514	3,283.22	06/24/21	85738 BEAR RIVER HIGH SCHOOL	C
01	00037515	65.05	06/24/21	104370 BOX ELDER NEWS JOURNAL	C
01	00037516	235.16	06/24/21	108217 BRIGHAM CITY CORPORATION	C
01	00037517	79.00	06/24/21	108217 BRIGHAM CITY CORPORATION	C
01	00037518	799.85	06/24/21	43907 BRIGHAM GLASS	C
01	00037519	632.44	06/24/21	890740 CENTURYLINK LONG DISTANCE	C
01	00037520	281.40	06/24/21	107613 TERESA CORNWALL	C
01	00037521	130.00	06/24/21	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
01	00037522	298.44	06/24/21	901150 IMT COMPANIES LLC	C
01	00037523	5,500.00	06/24/21	106111 INTERMOUNTAIN HOUSE LLC	C
01	00037524	1,480.46	06/24/21	55158 DON BURKE JOLLEY	C
01	00037525	1,108.74	06/24/21	110259 KONE INC	C
01	00037526	172.50	06/24/21	111171 LAGOON CORPORATION	C
01	00037527	3,000.00	06/24/21	52876 SUN YOUNG LEE	C
01	00037528	20,085.74	06/24/21	3050 OBSERVERTAB, LLC	C
01	00037529	40,500.00	06/24/21	55441 PANORAMA EDUCATION, INC	C
01	00037530	203.28	06/24/21	700575 ELDON PETERSEN	C
01	00037531	3,000.00	06/24/21	50814 CRAIG KENNETH PITTS	C
01	00037532	3,000.00	06/24/21	35270 CMRS-POC	C
01	00037533	33,389.65	06/24/21	892645 ROCKY MOUNTAIN POWER	C
01	00037534	4,500.00	06/24/21	44873 PEGGY JEAN SAUNDERS	C
01	00037535	4,900.00	06/24/21	48470 SCHOOLS CUBED	C
01	00037536	1,613.47	06/24/21	10731 SMITH'S CUSTOMER CHARGES	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00037537	400.91	06/24/21	5223 SWIRE COCA-COLA	C
01	00037538	118.66	06/24/21	44512 THE HERALD JOURNAL	C
01	00037539	592.14	06/24/21	38032 AMAZON CAPITAL SERVICES INC	C
01	00037540	264.00	06/24/21	110509 AUDIO ENHANCEMENT	C
01	00037541	3,000.00	06/24/21	56464 DROPLET SOLUTIONS, INC.	C
01	00037542	138.60	06/24/21	100148 HIGH NOON BOOKS	C
01	00037543	164.45	06/24/21	386370 HYKO SUPPLY CO	C
01	00037544	5,708.78	06/24/21	455120 JACKS TIRE & OIL INC	C
01	00037545	550.00	06/24/21	469 LUND FLORAL	C
01	00037546	1,823.51	06/24/21	29858 MOUNTAINLAND SUPPLY COMPANY	C
01	00037547	744.39	06/24/21	633340 OFFICE DEPOT	C
01	00037548	168.00	06/24/21	35955 PROMO PLUS	C
01	00037549	24,000.00	06/24/21	110873 SOLUTION TREE	C
01	00037550	1,013.67	06/24/21	157371 STAPLES	C
01	00037551	608.64	06/24/21	824825 SWANSON BUILDING MATERIALS INC	C
01	00037552	14,824.80	06/24/21	310 VIRCO INC	C
01	00037553	6,404.20	06/24/21	109355 VOYAGER SOPRIS LEARNING	C
01	00037554	1,392.27	06/28/21	999014 AFLAC / AMERICAN FAMILY LIFE ASSURANCE	C
01	00037555	4,725.52	06/28/21	999014 AMERICAN FAMILY LIFE COMP	C
01	00037556	70.00	06/28/21	999027 B E SCHOOL BOARD FUND	C
01	00037557	104.40	06/28/21	999030 BENEFICIAL LIFE INSURANCE CO.	C
01	00037558	71.29	06/28/21	999110 BONNEVILLE BILLING & COLLECTIONS	C
01	00037559	936.05	06/28/21	999024 BOSTON MUTUAL LIFE INS CO - W	C
01	00037560	9,346.83	06/28/21	999021 BOX ELDER CREDIT UNION	C
01	00037561	176.00	06/28/21	999055 BOX ELDER FOUNDATION	C
01	00037562	1,840.79	06/28/21	999033 BUREAU CHILD SUPPORT SERV	C
01	00037563	28,201.33	06/28/21	999077 DENTAL SELECT	C
01	00037564	543.22	06/28/21	999019 EDUCATORS MUTUAL	C
01	00037565	69.12	06/28/21	999017 GLOBE LIFE INSURANCE CO	C
01	00037566	569.78	06/28/21	55590 GURSTEL LAW FIRM, P.C.	C
01	00037567	21,603.33	06/28/21	999035 HORACE MANN INSURANCE COMPANY	C
01	00037568	451.00	06/28/21	51080 IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	C
01	00037569	3.27	06/28/21	5851 JOHNSON MARK ATTORNEYS LLC	C
01	00037570	225.06	06/28/21	999111 MEADE RECOVERY SERVICES LLC	C
01	00037571	9.09	06/28/21	34177 MOUNTAIN LAND COLLECTIONS, INC	C
01	00037572	185.21	06/28/21	54615 MOUNTAIN LOAN CENTERS, INC	C
01	00037573	435.14	06/28/21	55727 MOUNTAIN PEAK LAW GROUP PC	C
01	00037574	177,371.00	06/28/21	999084 NATIONAL BENEFITS SERVICES LLC	C
01	00037575	2,874.36	06/28/21	999081 NATIONAL BENEFITS SERVICES LLC	C
01	00037576	3,052.20	06/28/21	999008 OPTICARE	C
01	00037577	733,854.22	06/28/21	999079 PUBLIC EMPLOYEES HEALTH P	C
01	00037578	1,778.45	06/28/21	999032 PRE-PAID LEGAL SERVICES	C
01	00037579	21,168.04	06/28/21	999018 THE HARTFORD	C
01	00037580	458.63	06/28/21	48119 TITANIUM FUNDS	C
01	00037581	440.00	06/28/21	999012 UESP	C
01	00037582	15,332.68	06/28/21	999007 UTAH EDUCATION ASSOCIATION	C
01	00037583	210,316.02	06/28/21	999003 UTAH STATE TAX COMMISSION	C
01	00037584	73.98	06/30/21	25909 AMERIGAS PROPANE	C
01	00037585	7,428.56	06/30/21	100913 BORDER STATES INDUSTRIES, INC	C
01	00037586	9,293.27	06/30/21	3271 CANON SOLUTIONS AMERICA	C
01	00037587	1,782.27	06/30/21	890740 CENTURYLINK	C
01	00037588	111.00	06/30/21	107994 CERTIFIED SHRED	C
01	00037589	303.00	06/30/21	19178 CHEAPER THAN SHIRT	C
01	00037590	288.64	06/30/21	53228 MIKE CLARK	C
01	00037591	508.10	06/30/21	104223 CODALE ELECTRIC	C

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01	00037592	82.00	06/30/21	156817 CORINNE CITY CORP	C
01	00037593	8,919.32	06/30/21	107136 ERS HEATING & COOLING	C
01	00037594	282.26	06/30/21	111225 BECKY HODGE	C
01	00037595	8,730.00	06/30/21	106568 IRON GATE CATERING	C
01	00037596	759.12	06/30/21	111807 JAMIE KENT	C
01	00037597	2,520.75	06/30/21	56839 KIRK G MCRAE	C
01	00037598	2,846.17	06/30/21	111273 NUCO2 LLC	C
01	00037599	156.75	06/30/21	51241 PENA, BRANDON	C
01	00037600	5,041.06	06/30/21	892645 ROCKY MOUNTAIN POWER	C
01	00037601	2,103.75	06/30/21	110873 SOLUTION TREE	C
01	00037602	42.19	06/30/21	806685 MARLENE SPENDLOVE	C
01	00037603	.86	06/30/21	810361 STANDARD PLUMBING SUPPLY	C
01	00037604	9,178.96	06/30/21	24580 VERIZON WIRELESS	C
01	00037605	5,089.22	06/30/21	100471 WEBER STATE UNIVERSITY	C
01	00037606	76.34	06/30/21	13765 MINDY WHITE	C
01	00037607	109.65	06/30/21	14222 CARLA ZUNDEL	C
01	00037608	631.33	06/30/21	38032 AMAZON CAPITAL SERVICES INC	C
01	00037609	10,632.00	06/30/21	106497 APPLE STORE	C
01	00037610	11,544.00	06/30/21	56332 CENTER FOR THE COLLABORATIVE CLASSROOM	C
01	00037611	13,500.00	06/30/21	50628 ELLEVATION, INC	C
01	00037612	1,308.53	06/30/21	778870 GOPHER SPORT	C
01	00037613	1,763.75	06/30/21	324430 GRAYBAR ELECTRIC COMPANY INC	C
01	00037614	39.90	06/30/21	100522 INTERMOUNTAIN FARMERS ASSOC / IFA	C
01	00037615	9,841.00	06/30/21	901150 IMT COMPANIES LLC	C
01	00037616	233,040.73	06/30/21	586159 MOUNTAIN STATE TEXTBOOK DEP	C
01	00037617	100.53	06/30/21	633340 OFFICE DEPOT	C
01	00037618	89.03	06/30/21	699420 PERMA BOUND BOOKS	C
01	00037619	2,041.32	06/30/21	759360 ROTO AIRE	C
01	00037620	844.00	06/30/21	34614 TREND INTERIORS INC	C
01	00037621	3,119.10	06/30/21	310 VIRCO INC	C
01	00037622	1,691.48	06/30/21	53252 WORKSPACE ELEMENTS	C
01	00037623	300.00	06/30/21	54542 CENTURY SCHOOL PTA	C
01	05061021	106,403.61	06/09/21	888540 US BANK	M
01	07063021	131,536.58	06/28/21	999070 HEALTH EQUITY INC	M
01	08063021	2,029,004.39	06/28/21	999005 UTAH STATE RETIREMENT FUND	M
01	09061821	242,716.94	06/28/21	999140 BANK OF UTAH	M
01	09063021	951,470.05	06/28/21	999140 BANK OF UTAH	M
Total Bank No 01		6,387,032.04			
02	00100872	1,000.00	06/03/21	85738 BEAR RIVER HIGH SCHOOL	C
02	00100873	599.00	06/03/21	104321 BOX ELDER SCHOOL DISTRICT	C
02	00100874	219.85	06/03/21	111967 CHINASPROUT	C
02	00100875	1,000.00	06/03/21	30872 UTAH VALLEY UNIVERSITY	C
02	00100876	100.00	06/10/21	14575 AIRMOTIVE SERVICE	C
02	00100877	1,594.49	06/10/21	109248 J W PEPPER MUSIC	C
02	00100878	2,448.00	06/10/21	103945 SKYWAY GOLF COURSE	C
02	00100879	5,000.00	06/10/21	891181 UTAH STATE UNIVERSITY	C
02	00100880	735.00	06/17/21	10804 MUSIC THEATRE INTERNATIONAL	C
02	00100881	1,400.00	06/24/21	56456 DESERT DOG SIGNS	C
02	00100882	558.83	06/30/21	104321 BOX ELDER SCHOOL DISTRICT	C
02	00100883	120.00	06/30/21	109248 J W PEPPER MUSIC	C
02	00100884	1,000.00	06/30/21	27537 JEFFREY SCOTT PARSONS	C
Total Bank No 02		15,775.17			
07	77060321	13,157.90	06/01/21	102931 ZIONS BANK NATIONAL BANK	M
07	77061721	21,928.50	06/14/21	102931 ZIONS BANK NATIONAL BANK	M

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07	77063021	2,441,466.75	06/28/21	102931 ZIONS BANK NATIONAL BANK	M
Total Bank No 07		2,476,553.15			
11	01103126	2,388.00	06/03/21	109023 ARBITERPAY TRUST ACCOUNT	A
11	01103127	21.00	06/03/21	104132 BEAZER LOCK & KEY	A
11	01103128	626.32	06/03/21	106437 CARSON ELEVATOR CO INC	A
11	01103129	20.00	06/03/21	4090 MARY CLARK	A
11	01103130	5,081.40	06/03/21	728870 DOMINION ENERGY UTAH	A
11	01103131	22.40	06/03/21	56480 ANDRIA HANSEN	A
11	01103132	25.60	06/03/21	351070 LINDA HAWKES	A
11	01103133	30.00	06/03/21	434 MAEGAN HEINER	A
11	01103134	10.00	06/03/21	110864 JEFF HUNT	A
11	01103135	20.00	06/03/21	52493 ROBERT KENNER	A
11	01103136	30.00	06/03/21	49999 BILLY MCFARLAND	A
11	01103137	20.00	06/03/21	25640 RAMONA MORA	A
11	01103138	80.00	06/03/21	56103 KARA MORRIS	A
11	01103139	20.00	06/03/21	54356 MARISSA NELSON	A
11	01103140	20.00	06/03/21	18317 SALLY NOBLE	A
11	01103141	4,265.07	06/03/21	35718 O C TANNER RECOGNITION COMPANY	A
11	01103142	20.00	06/03/21	112077 BOB PROFZAIZER	A
11	01103143	40.00	06/03/21	21105 DUANE RICE	A
11	01103144	40.00	06/03/21	45349 LADAWN RICHINS	A
11	01103145	140.00	06/03/21	44644 BRET ROHDE	A
11	01103146	60.00	06/03/21	102033 SCOTT STAHELI	A
11	01103147	48,321.00	06/03/21	100866 VALCOM	A
11	01103148	40.00	06/03/21	105471 COLLEEN M WILLIAMS	A
11	01103149	40.00	06/03/21	50580 STEVEN WILLIAMS	A
11	01103150	761.50	06/10/21	27561 A & Z PRODUCE	A
11	01103151	20.00	06/10/21	54828 MCKENZIE ANDERSON	A
11	01103152	240.00	06/10/21	109023 ARBITERPAY TRUST ACCOUNT	A
11	01103153	50.00	06/10/21	29785 HENRY BAKER	A
11	01103154	35.20	06/10/21	3379 LINN BECK	A
11	01103155	50.00	06/10/21	48011 GAILE BINGHAM	A
11	01103156	50.00	06/10/21	49476 MICHAEL BOWEN	A
11	01103157	20.00	06/10/21	18384 CRISTINA BRADSHAW	A
11	01103158	10.00	06/10/21	45330 MEAGAN BRANCH	A
11	01103159	20.00	06/10/21	110023 EDWIN L BRIGHTENBURG	A
11	01103160	188.00	06/10/21	106437 CARSON ELEVATOR CO INC	A
11	01103161	20.00	06/10/21	31380 JOSE M CEDILLO	A
11	01103162	107.14	06/10/21	134250 CEM SALES & SERVICE	A
11	01103163	1,603.60	06/10/21	105340 PEGGY CHAMBERS	A
11	01103164	31.20	06/10/21	32247 ANGELA CHRISTIANSEN	A
11	01103165	10.00	06/10/21	103095 KISHA C COLLOM	A
11	01103166	10.00	06/10/21	110571 REBECCA COOK	A
11	01103167	31.20	06/10/21	28169 GREGORY J DUPUIS	A
11	01103168	20.00	06/10/21	12165 AMANDA FRANCIS	A
11	01103169	8.00	06/10/21	107634 JEANNIE FREEZE	A
11	01103170	19.20	06/10/21	108590 CINDY GIBBS	A
11	01103171	625.26	06/10/21	322776 GRAINGERS INC	A
11	01103172	827.09	06/10/21	109781 MICHELE GREEN	A
11	01103173	10.00	06/10/21	36706 MONICA GROVER	A
11	01103174	5,066.88	06/10/21	111426 DARLA HANSEN	A
11	01103175	157.56	06/10/21	27260 STEVEN C HANSEN	A
11	01103176	30.00	06/10/21	111750 MARCI HATCH	A
11	01103177	30.00	06/10/21	37664 ASHLEY JENSEN	A

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11	01103178	712.71	06/10/21	49174 LANEY JENSEN	A
11	01103179	17.60	06/10/21	56669 SHEA L JENSEN	A
11	01103180	143.12	06/10/21	52388 GLENN GUY JONES	A
11	01103181	45,889.80	06/10/21	27243 KELLY SERVICES INC	A
11	01103182	841.59	06/10/21	55379 JENNA KUNZLER	A
11	01103183	60.80	06/10/21	507075 KELLIE KUNZLER	A
11	01103184	25.60	06/10/21	29777 JAMES O MAY	A
11	01103185	20.00	06/10/21	40312 SHAILA MCCLURE	A
11	01103186	30.00	06/10/21	10936 JONI MITCHELL	A
11	01103187	180.96	06/10/21	20079 MEGAN MORRIS	A
11	01103188	20.00	06/10/21	21962 MARK NELSON	A
11	01103189	86.68	06/10/21	13250 AMY NORTON	A
11	01103190	90.00	06/10/21	23817 CYNTHIA A PAGE	A
11	01103191	520.26	06/10/21	27588 MCKENZIE PONTIUS	A
11	01103192	10.00	06/10/21	55930 MCKELLEN RADER	A
11	01103193	10.00	06/10/21	12300 VALENE ROBINSON	A
11	01103194	326.40	06/10/21	32255 JERRY SCHLISSER	A
11	01103195	10.00	06/10/21	777230 JAY DEE SCOTT	A
11	01103196	10.00	06/10/21	16900 LAURA STEFFENHAGEN	A
11	01103197	30.00	06/10/21	852290 SANDIE TRAPP	A
11	01103198	1,322.40	06/10/21	897640 RAFAEL VARGAS	A
11	01103199	11.20	06/10/21	922060 CALVIN K WARD	A
11	01103200	20.00	06/10/21	34509 SHARA LEE WARD	A
11	01103201	10.00	06/10/21	28150 KARIE WEAVER	A
11	01103202	40.00	06/10/21	40002 MAURY WHEATLEY	A
11	01103203	501.12	06/10/21	44075 LEANNE WRIGHT	A
11	01103204	11,587.79	06/17/21	728870 DOMINION ENERGY UTAH	A
11	01103205	186,826.10	06/17/21	107656 DWA CONSTRUCTION INC	A
11	01103206	13,103.60	06/17/21	27243 KELLY SERVICES INC	A
11	01103207	1,200.00	06/17/21	45900 MHTN ARCHITECTS INC	A
11	01103208	6.00	06/17/21	777230 JAY DEE SCOTT	A
11	01103209	2,774.96	06/17/21	803050 SHI INTERNATIONAL CORP	A
11	01103210	28.00	06/17/21	47686 TNT ENGRAVING	A
11	01103211	158.59	06/17/21	100866 VALCOM	A
11	01103212	30.00	06/24/21	434 MAEGAN HEINER	A
11	01103213	493.00	06/24/21	27243 KELLY SERVICES INC	A
11	01103214	56.00	06/24/21	47686 TNT ENGRAVING	A
11	01103215	218.72	06/24/21	100590 WAXIE SANITARY SUPPLY	A
11	01103216	29,493.95	06/30/21	108695 AIRGAS USA LLC - CENTRAL DIVISION	A
11	01103217	105.16	06/30/21	37192 STEVE CARLSEN	A
11	01103218	1,930.28	06/30/21	134250 CEM SALES & SERVICE	A
11	01103219	1,841.39	06/30/21	728870 DOMINION ENERGY UTAH	A
11	01103220	752.40	06/30/21	35092 MELISSA JONES	A
11	01103221	15.00	06/30/21	47686 TNT ENGRAVING	A
Total Bank No 11		372,993.80			
21	12500686	140.00	06/16/21	14575 AIRMOTIVE SERVICE	C
21	12500687	75.60	06/16/21	104370 BOX ELDER NEWS JOURNAL	C
21	12500688	246.40	06/16/21	104321 BOX ELDER SCHOOL DISTRICT	C
21	12500689	59.80	06/16/21	13579 INTER-STATE STUDIO & PUBLISHING	C
21	12500690	679.77	06/16/21	489250 KENTS MARKET PL/BRIGHAM	C
21	12500691	72.75	06/16/21	949 JANN STANGLER	C
21	12500692	13.00	06/16/21	47686 TNT ENGRAVING	C
Total Bank No 21		1,287.32			
22	13200622	292.80	06/17/21	38032 AMAZON CAPITAL SERVICES	C

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Bank	Check No	Amount	Date	Vendor	Type
22	13200623	794.76	06/17/21	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 22		1,087.56			
24	13600966	309.34	06/04/21	44601 LORI JACOBSON	C
24	13600967	65.76	06/04/21	633340 OFFICE DEPOT	C
24	13600968	540.66	06/21/21	104321 BOX ELDER SCHOOL DISTRICT	C
24	13600969	322.97	06/21/21	489240 KENTS MARKET PL/TREMONTON	C
24	13600970	55.60	06/21/21	633340 OFFICE DEPOT	C
Total Bank No 24		1,294.33			
25	15000680	12.00	06/01/21	1 LACY BIGGERS	C
25	15000681	20.24	06/01/21	1 SHERI DE LA CRUZ	C
25	15000682	11.05	06/04/21	1 KAMI JEPPSEN	C
25	15000683	89.17	06/04/21	27987 NICOLE JOHNSTON AYALA	C
25	15000684	14.17	06/04/21	110659 BEVERLY MORRELL	C
25	15000685	42.88	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
25	15000686	202.74	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
25	15000687	106.88	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 25		499.13			
26	16400954	40.00	06/02/21	104321 BOX ELDER SCHOOL DISTRICT	C
26	16400955	114.76	06/02/21	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
26	16400956	1,790.72	06/02/21	46965 LITTLE REDS LLC	C
26	16400957	144.00	06/02/21	43567 PENCIL WHOLESALE LLC	C
26	16400958	142.70	06/02/21	3212 CATHY WILKEY	C
26	16400959	320.00	06/21/21	104321 BOX ELDER SCHOOL DISTRICT	C
26	16400960	1,554.25	06/22/21	104321 BOX ELDER SCHOOL DISTRICT	C
26	16400961	345.00	06/22/21	47660 ANDREW DAVIS	C
26	16400962	109.29	06/22/21	489240 KENTS MARKET PL/TREMONTON	C
Total Bank No 26		4,560.72			
27	16600443	900.00	06/02/21	56472 BOUNCE N' BOOGIE BOUNCE HOUSE RENTALS	C
27	16600444	440.00	06/04/21	47660 ANDREW DAVIS	C
27	16600445	870.53	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
27	16600446	1,994.13	06/15/21	699420 PERMA BOUND BOOKS	C
Total Bank No 27		4,204.66			
28	16701059	696.90	06/02/21	12408 COSTA VIDA	C
28	16701060	57.89	06/02/21	17736 CROWN AWARDS	C
28	16701061	1,791.08	06/11/21	20869 BELL PRINTING AND DESIGN	C
28	16701062	112.10	06/11/21	14958 CULLIGAN	C
28	16701063	46.99	06/11/21	109652 DREWES FLORAL & GIFTS	C
28	16701064	2,084.50	06/11/21	111171 LAGOON CORPORATION	C
28	16701065	130.00	06/11/21	55905 MD SECURE STORAGE	C
28	16701066	359.83	06/14/21	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 28		5,279.29			
29	16800445	209.00	06/02/21	85738 BEAR RIVER HIGH SCHOOL	C
29	16800446	13.46	06/02/21	56154 KAYLEE JONES	C
29	16800447	129.67	06/02/21	489240 KENTS MARKET PL/TREMONTON	C
29	16800448	67.16	06/03/21	104321 BOX ELDER SCHOOL DISTRICT	C
29	16800449	189.24	06/03/21	756640 JANET C ROSE	C
29	16800450	525.42	06/03/21	32824 YES PRINT COPY N MORE, LLC	C
29	16800451	70.00	06/09/21	56677 AMERICAN HEART ASSOCIATION, INC.	C
29	16800452	2,341.88	06/09/21	104321 BOX ELDER SCHOOL DISTRICT	C
29	16800453	75.00	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
29	16800454	372.50	06/18/21	111171 LAGOON CORPORATION	C
29	16800455	420.00	06/28/21	698980 PEPSI-COLA OF OGDEN	C

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Total Bank No 29		4,413.33			
30	17200557	194.02	06/11/21	1 LORI MORRIS	C
30	17200558	1,250.76	06/11/21	104321 BOX ELDER SCHOOL DISTRICT	C
30	17200559	1,619.20	06/11/21	19178 CHEAPER THAN SHIRT	C
30	17200560	403.14	06/11/21	769715 SAM'S CLUB BUSINESS PAYMENTS	C
Total Bank No 30		3,467.12			
31	18800330	54.20	06/04/21	39179 CANDICE HILL	C
Total Bank No 31		54.20			
32	20000252	182.80	06/08/21	104321 BOX ELDER SCHOOL DISTRICT	C
32	20000253	89.42	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
Total Bank No 32		272.22			
33	30402545	600.00	06/02/21	104321 BOX ELDER SCHOOL DISTRICT	C
33	30402546	133.33	06/02/21	327480 GREER'S HARDWARE	C
33	30402547	225.00	06/02/21	17060 NORTHERN UTAH ROBOTICS	C
33	30402548	903.48	06/02/21	5908 WALMART COMMUNITY	C
33	30402549	13.98	06/04/21	1724 ACE HARDWARE TREMONTON	C
33	30402550	1,000.00	06/04/21	102864 WALKER CINEMAS	C
33	30402551	2,712.94	06/16/21	45500 BOX ELDER SCHOOL DISTRICT	C
33	30402552	1,495.41	06/16/21	104321 BOX ELDER SCHOOL DISTRICT	C
33	30402553	1,811.85	06/16/21	489240 KENTS MARKET PL/TREMONTON	C
33	30402554	759.00	06/16/21	111171 LAGOON CORPORATION	C
Total Bank No 33		9,654.99			
34	30802884	-22.35	06/01/21	1 JENNY LEATHAM	CV
34	30802939	254.40	06/02/21	158220 COVER UP	C
34	30802940	1,276.49	06/02/21	5908 WALMART COMMUNITY	C
34	30802941	100.00	06/03/21	1 DENISE DIEHL	C
34	30802942	100.00	06/03/21	1 MARCI NELSON	C
34	30802943	2,250.00	06/03/21	104321 BOX ELDER SCHOOL DISTRICT	C
34	30802944	257.99	06/03/21	17736 CROWN AWARDS	C
34	30802945	49.93	06/10/21	112046 ACE HARDWARE - BRIGHAM	C
34	30802946	256.74	06/10/21	50270 IMAGING CONCEPTS OF NORTHERN UTAH, LLC	C
34	30802947	290.06	06/10/21	54313 SCHOOL SPECIALTY, LLC	C
34	30802948	296.13	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
34	30802949	496.00	06/15/21	1457 U S POSTMASTER	C
34	30802950	42.81	06/15/21	106055 BLICK ART MATERIALS	C
34	30802951	113.42	06/17/21	489250 KENTS MARKET PL/BRIGHAM	C
34	30802952	17.06	06/17/21	702688 PETTY CASH	C
34	30802953	386.60	06/21/21	45500 BOX ELDER SCHOOL DISTRICT	C
34	30802954	399.50	06/21/21	32824 YES PRINT COPY N MORE, LLC	C
Total Bank No 34		6,564.78			
35	40402615	236.78	06/01/21	27308 ADVANCED HARDWARE SUPPLY INC	C
35	40402616	2.00	06/01/21	999140 BANK OF UTAH	C
35	40402617	792.00	06/01/21	107102 BEAR RIVER BOWLING CENTER / THE GRILL	C
35	40402618	202.50	06/01/21	25674 STUDIO R MEDIA	C
35	40402619	378.01	06/07/21	1724 ACE HARDWARE TREMONTON	C
35	40402620	400.00	06/07/21	52655 EDULASTIC	C
35	40402621	253.15	06/07/21	327480 GREER'S HARDWARE	C
35	40402622	311.20	06/07/21	157371 STAPLES	C
35	40402623	855.19	06/07/21	102470 THE BOOK TABLE	C
35	40402624	1,253.19	06/14/21	104321 BOX ELDER SCHOOL DISTRICT	C
35	40402625	652.08	06/14/21	489240 KENTS MARKET PL/TREMONTON	C
35	40402626	37.22	06/14/21	830460 TACO TIME/TREMONTON	C
35	40402627	128.70	06/14/21	1554 JENNIFER WINWARD	C

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Bank	Check No	Amount	Date	Vendor	Type
Total Bank No 35		5,502.02			
36	40803503	-1,702.01	06/28/21	5908 WALMART COMMUNITY	CV
36	40803536	25.20	06/02/21	38032 AMAZON CAPITAL SERVICES INC	C
36	40803537	810.00	06/02/21	16209 CAST IRON CATERING COMPANY	C
36	40803538	153.72	06/02/21	39284 CHESBRO MUSIC CO	C
36	40803539	1,794.00	06/02/21	13021 ROGUE FITNESS	C
36	40803540	52.98	06/02/21	157371 STAPLES	C
36	40803541	2,083.58	06/02/21	5908 WALMART COMMUNITY	C
36	40803542	518.00	06/02/21	32824 YES PRINT COPY N MORE, LLC	C
36	40803543	30.21	06/10/21	1 TARA JOHNSTON	C
36	40803544	18.26	06/10/21	1 TROY & MICHELLE JACKMAN	C
36	40803545	263.86	06/10/21	112046 ACE HARDWARE - BRIGHAM	C
36	40803546	1,517.67	06/10/21	104338 BOX ELDER HIGH SCHOOL	C
36	40803547	449.80	06/10/21	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803548	337.20	06/10/21	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803549	52.50	06/10/21	4812 IDLE ISLE CAFE	C
36	40803550	188.94	06/10/21	109248 J W PEPPER MUSIC	C
36	40803551	3,730.25	06/16/21	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803552	495.66	06/16/21	489250 KENTS MARKET PL/BRIGHAM	C
36	40803553	896.07	06/16/21	10731 SMITH'S CUSTOMER CHARGES	C
36	40803554	1,090.25	06/16/21	5908 WALMART COMMUNITY	C
36	40803555	84.28	06/29/21	104321 BOX ELDER SCHOOL DISTRICT	C
36	40803556	1,621.73	06/29/21	5908 WALMART COMMUNITY	C
Total Bank No 36		14,512.15			
37	70410561	-75.43	06/08/21	1 JEANNE CAVAZOS	CV
37	70410601	-66.25	06/09/21	1 KARI WIDDISON	CV
37	70410709	-150.75	06/09/21	7277 PIONEER ATHLETICS	CV
37	70410821	-30.00	06/08/21	1 KYLEE WYATT	CV
37	70411056	550.00	06/01/21	55115 RIVERSIDE CORNER LLC	C
37	70411056	-550.00	06/15/21	55115 RIVERSIDE CORNER LLC	CV
37	70411057	60.00	06/02/21	543168 MADDOX RANCH HOUSE	C
37	70411058	110.00	06/03/21	1 KYLEE SOUTHWICK	C
37	70411059	60.00	06/03/21	1 RACHEL JENSEN	C
37	70411060	120.00	06/03/21	1 UMPIRE	C
37	70411061	120.00	06/03/21	1 UMPIRE	C
37	70411062	120.00	06/03/21	1 UMPIRE	C
37	70411063	120.00	06/03/21	1 UMPIRE	C
37	70411064	120.00	06/03/21	1 UMPIRE	C
37	70411065	120.00	06/03/21	1 UMPIRE	C
37	70411066	120.00	06/03/21	1 UMPIRE	C
37	70411067	120.00	06/03/21	1 UMPIRE	C
37	70411068	120.00	06/03/21	1 UMPIRE	C
37	70411069	120.00	06/03/21	1 UMPIRE	C
37	70411070	120.00	06/03/21	1 UMPIRE	C
37	70411071	120.00	06/03/21	1 UMPIRE	C
37	70411072	210.03	06/03/21	38032 AMAZON CAPITAL SERVICES INC	C
37	70411073	350.00	06/03/21	52680 BEAR RIVER LIVE	C
37	70411074	949.48	06/03/21	106055 BLICK ART MATERIALS	C
37	70411075	7,840.68	06/03/21	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411076	6,814.26	06/03/21	31658 BSN SPORTS	C
37	70411077	2,153.68	06/03/21	56510 ECONO LODGE	C
37	70411078	864.00	06/03/21	42609 FIREHOUSE PIZZERIA	C
37	70411079	2,094.11	06/03/21	4790 HOME DEPOT CREDIT SERVICE	C
37	70411080	119.00	06/03/21	43893 ISTITCH	C

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Bank	Check No	Amount	Date	Vendor	Type
37	70411081	400.00	06/03/21	51764 JONES SHIRTS & SIGNS	C
37	70411082	4,337.45	06/03/21	46965 LITTLE REDS LLC	C
37	70411083	104.20	06/03/21	111030 LOWE'S	C
37	70411084	582.75	06/03/21	543168 MADDOX RANCH HOUSE	C
37	70411085	1,050.00	06/03/21	25569 NEXT LEVEL WRESTLING	C
37	70411086	300.00	06/03/21	18090 PRESTON HIGH SCHOOL	C
37	70411087	926.54	06/03/21	769715 SAM'S CLUB BUSINESS PAYMENTS	C
37	70411088	139.95	06/03/21	3190 NATHAN SPACKMAN	C
37	70411089	57.74	06/03/21	157371 STAPLES	C
37	70411090	657.24	06/03/21	25674 STUDIO R MEDIA	C
37	70411091	13,760.00	06/03/21	30872 UTAH VALLEY UNIVERSITY	C
37	70411091	-13,760.00	06/17/21	30872 UTAH VALLEY UNIVERSITY	CV
37	70411092	584.90	06/03/21	16535 VEX ROBOTICS	C
37	70411093	1,247.48	06/03/21	5908 WALMART COMMUNITY	C
37	70411094	4.50	06/03/21	7714 WILKINSONS TROPHY	C
37	70411095	275.00	06/08/21	1 CHELSEA BENNETT	C
37	70411096	137.09	06/08/21	1 MIKELLE SHAW	C
37	70411097	628.96	06/08/21	1724 ACE HARDWARE TREMONTON	C
37	70411098	85.00	06/08/21	41998 BEAR RIVER FLORAL & GIFTS	C
37	70411099	395.34	06/08/21	1910 BEAR RIVER VALLEY HOSPITAL	C
37	70411100	832.60	06/08/21	106055 BLICK ART MATERIALS	C
37	70411101	22.50	06/08/21	111287 BOWCUTT'S FLOWERS & GIFTS	C
37	70411102	120,495.55	06/08/21	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411103	54.40	06/08/21	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411104	186.00	06/08/21	56545 BRONSON, KYLIE	C
37	70411105	4,600.00	06/08/21	52825 LESLIE KEOLA CALLES	C
37	70411106	148.84	06/08/21	327480 GREER'S HARDWARE	C
37	70411107	1,835.96	06/08/21	56499 ROBERT MILLER	C
37	70411108	10,045.85	06/08/21	5932 VARSITY SPIRIT FASHIONS	C
37	70411109	313.29	06/10/21	19003 TORY BIRKINSHAW	C
37	70411110	6,875.00	06/10/21	6904 DIXIE STATE UNIVERSITY	C
37	70411111	586.30	06/10/21	55115 RIVERSIDE CORNER LLC	C
37	70411112	500.00	06/10/21	100471 WEBER STATE UNIVERSITY	C
37	70411113	30.00	06/15/21	1 RACHEL MELLIES	C
37	70411114	289.66	06/15/21	38032 AMAZON CAPITAL SERVICES INC	C
37	70411115	9,201.48	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411116	1,717.93	06/15/21	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411117	2,242.52	06/15/21	31658 BSN SPORTS	C
37	70411118	9,288.00	06/15/21	1228 COLLEGE BOARD	C
37	70411119	243.57	06/15/21	109248 J W PEPPER MUSIC	C
37	70411120	2,541.27	06/15/21	489240 KENTS MARKET PL/TREMONTON	C
37	70411121	140.21	06/15/21	25453 PRIDE EMBROIDERY & SCREEN PRINTING	C
37	70411122	776.29	06/15/21	40010 SOUTHEASTERN PERFORMANCE APPAREL	C
37	70411123	138.31	06/15/21	157371 STAPLES	C
37	70411124	580.50	06/15/21	56740 TRYELL STEPHENS	C
37	70411125	1,148.82	06/15/21	56502 TOWNEPLACE SUITES BY MARRIOTT	C
37	70411125	-1,148.82	06/17/21	56502 TOWNEPLACE SUITES BY MARRIOTT	CV
37	70411126	836.00	06/16/21	107102 BEAR RIVER BOWLING CENTER / THE GRILL	C
37	70411127	269.40	06/16/21	104321 BOX ELDER SCHOOL DISTRICT	C
37	70411128	270.00	06/16/21	40363 CIO MEDICAL SERVICES	C
37	70411129	714.00	06/17/21	111275 SHEFFIELD POTTERY INC	C
37	70411130	1,044.38	06/17/21	56502 TOWNEPLACE SUITES BY MARRIOTT	C
37	70411131	2,456.00	06/29/21	16330 PAPA MURPHY'S PIZZA	C

Total Bank No 37

213,932.76

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Bank	Check No	Amount	Date	Vendor	Type
38	70810849	60.00	06/01/21	1 UMPIRE:	C
38	70810850	60.00	06/01/21	1 UMPIRE:	C
38	70810851	60.00	06/01/21	1 UMPIRE:	C
38	70810852	60.00	06/01/21	1 UMPIRE:	C
38	70810853	1,117.68	06/01/21	42102 BAYMONT BY WYNDHAM	C
38	70810854	39,752.00	06/01/21	104321 BOX ELDER SCHOOL DISTRICT	C
38	70810855	4,267.33	06/01/21	104321 BOX ELDER SCHOOL DISTRICT	C
38	70810856	1,020.90	06/01/21	4839 INTSEL STEEL WEST LLC	C
38	70810857	1,396.80	06/01/21	111694 MAPLE SPRINGS	C
38	70810858	1,431.00	06/01/21	8184 KIM PETERSON	C
38	70810859	1,200.00	06/01/21	32409 SIMON BASKETBALL CAMPS	C
38	70810860	300.00	06/01/21	20494 UTAH HOSA	C
38	70810861	312.33	06/04/21	112046 ACE HARDWARE - BRIGHAM	C
38	70810862	20.00	06/04/21	10260 ADELE C YOUNG INTERM SCH	C
38	70810863	1,362.02	06/04/21	38032 AMAZON CAPITAL SERVICES INC	C
38	70810864	99.41	06/04/21	17540 AWARD EMBLEM MFG CO INC	C
38	70810865	1,600.00	06/04/21	25690 BMJ SPORTS	C
38	70810866	440.00	06/04/21	104321 BOX ELDER SCHOOL DISTRICT	C
38	70810867	455.14	06/04/21	23736 WEISSMAN	C
38	70810868	7,675.00	06/04/21	6904 DIXIE STATE UNIVERSITY	C
38	70810869	339.50	06/04/21	38644 GREEN CANYON HIGH SCHOOL	C
38	70810870	200.00	06/04/21	56448 HEATHER GUNNERSON	C
38	70810871	322.60	06/04/21	56529 MCKINLEY HAWKES	C
38	70810872	450.00	06/04/21	4871 LOGAN HIGH SCHOOL	C
38	70810873	700.00	06/04/21	4871 LOGAN HIGH SCHOOL	C
38	70810874	228.67	06/04/21	4960 OLD GRIST MILL BREAD	C
38	70810875	270.00	06/04/21	56553 QUALITY INN IDAHO FALLS	C
38	70810876	3,648.00	06/04/21	19488 T SHIRT CHOP SHOP	C
38	70810877	419.00	06/04/21	47686 TNT ENGRAVING	C
38	70810878	60.00	06/04/21	1 UMPIRE:	C
38	70810879	60.00	06/04/21	1 UMPIRE:	C
38	70810880	60.00	06/04/21	1 UMPIRE:	C
38	70810881	60.00	06/04/21	1 UMPIRE:	C
38	70810882	60.00	06/04/21	1 UMPIRE:	C
38	70810883	60.00	06/04/21	1 UMPIRE:	C
38	70810884	60.00	06/04/21	1 UMPIRE:	C
38	70810885	60.00	06/04/21	1 UMPIRE:	C
38	70810886	60.00	06/04/21	1 UMPIRE:	C
38	70810887	60.00	06/04/21	1 UMPIRE:	C
38	70810888	60.00	06/04/21	1 UMPIRE:	C
38	70810889	60.00	06/04/21	1 UMPIRE:	C
38	70810890	60.00	06/04/21	1 UMPIRE:	C
38	70810891	60.00	06/04/21	1 UMPIRE:	C
38	70810892	60.00	06/04/21	1 UMPIRE:	C
38	70810893	60.00	06/04/21	1 UMPIRE:	C
38	70810894	60.00	06/04/21	1 UMPIRE:	C
38	70810895	60.00	06/04/21	1 UMPIRE:	C
38	70810896	60.00	06/04/21	1 UMPIRE:	C
38	70810897	60.00	06/04/21	1 UMPIRE:	C
38	70810898	60.00	06/04/21	1 UMPIRE:	C
38	70810899	60.00	06/04/21	1 UMPIRE:	C
38	70810900	60.00	06/04/21	1 UMPIRE:	C
38	70810901	60.00	06/04/21	1 UMPIRE:	C
38	70810902	60.00	06/04/21	1 UMPIRE:	C
38	70810903	60.00	06/04/21	1 UMPIRE:	C

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Bank	Check No	Amount	Date	Vendor	Type
38	70810904	60.00	06/04/21	1 UMPIRE:	C
38	70810905	60.00	06/04/21	1 UMPIRE:	C
38	70810906	120.00	06/04/21	1 UMPIRE:	C
38	70810906	-120.00	06/04/21	1 UMPIRE:	CV
38	70810907	60.00	06/04/21	1 UMPIRE:	C
38	70810908	60.00	06/04/21	1 UMPIRE:	C
38	70810909	60.00	06/04/21	1 UMPIRE:	C
38	70810910	60.00	06/04/21	1 UMPIRE:	C
38	70810911	60.00	06/04/21	1 UMPIRE:	C
38	70810912	60.00	06/04/21	1 UMPIRE:	C
38	70810913	60.00	06/04/21	1 UMPIRE:	C
38	70810914	60.00	06/04/21	1 UMPIRE:	C
38	70810915	60.00	06/04/21	1 UMPIRE:	C
38	70810916	60.00	06/04/21	1 UMPIRE:	C
38	70810917	9.00	06/07/21	1 CLARA CALDWELL	C
38	70810918	107,567.40	06/07/21	104321 BOX ELDER SCHOOL DISTRICT	C
38	70810919	2,176.96	06/07/21	13293 ROBERT BREITENBEKER	C
38	70810920	1,003.01	06/07/21	31658 BSN SPORTS	C
38	70810921	600.00	06/07/21	56626 RYAN GUNN	C
38	70810922	272.53	06/07/21	543168 MADDOX RANCH HOUSE	C
38	70810923	300.00	06/07/21	13200 LACEY MINERT	C
38	70810924	8,265.00	06/07/21	56561 NEBRASKA WRESTLING CAMPS	C
38	70810925	650.00	06/07/21	108673 CINDY PAYNE	C
38	70810926	110.00	06/07/21	702688 PETTY CASH	C
38	70810927	57.80	06/07/21	21539 PREMIER FOODS	C
38	70810928	20.00	06/22/21	1 TARA ANDREWS	C
38	70810929	1,351.01	06/22/21	38032 AMAZON CAPITAL SERVICES INC	C
38	70810930	83.20	06/22/21	108543 B & H PHOTO VIDEO	C
38	70810931	1,752.80	06/22/21	45500 BOX ELDER SCHOOL DISTRICT	C
38	70810932	420.00	06/22/21	56634 RICHARD BISCHOFF	C
38	70810933	1,062.10	06/22/21	111635 BRIDGERLAND BAND INSTRUMENT REPAIR	C
38	70810934	705.89	06/22/21	19178 CHEAPER THAN SHIRT	C
38	70810935	411.00	06/22/21	40363 CIO MEDICAL SERVICES	C
38	70810936	30,513.00	06/22/21	1228 COLLEGE BOARD	C
38	70810937	181.85	06/22/21	158220 COVER UP	C
38	70810938	609.20	06/22/21	107267 DOMINO'S PIZZA / BRIGHAM	C
38	70810939	190.00	06/22/21	19593 EASTBAY INC	C
38	70810940	70.75	06/22/21	26344 FAMILY FUN CENTER	C
38	70810941	232.20	06/22/21	286060 FLINN SCIENTIFIC	C
38	70810942	400.00	06/22/21	10839 HIGHLAND HIGH SCHOOL	C
38	70810943	300.00	06/22/21	56642 WILFORD IVERSON	C
38	70810944	100.09	06/22/21	109248 J W PEPPER MUSIC	C
38	70810945	128.39	06/22/21	489250 KENTS MARKET PL/BRIGHAM	C
38	70810946	410.49	06/22/21	489250 KENTS MARKET PL/BRIGHAM	C
38	70810947	299.11	06/22/21	25119 SIZZLING CAESARS, LLC	C
38	70810948	720.00	06/22/21	11924 MOUNTAIN CREST HIGH SCHOOL	C
38	70810949	300.00	06/22/21	56650 MEGAN NELSON	C
38	70810950	280.43	06/22/21	4936 TEXTRAIL TRAILER PARTS	C
38	70810951	69.59	06/22/21	4979 O'REILLY AUTOMOTOVE	C
38	70810952	75.00	06/22/21	762360 RUPP WASTE CONTAINERS INC	C
38	70810953	516.68	06/22/21	10731 SMITH'S CUSTOMER CHARGES	C
38	70810954	4.39	06/22/21	107490 SOUTH FORK HARDWARE	C
38	70810955	2,512.11	06/22/21	5908 WALMART COMMUNITY	C
38	70810956	225.00	06/22/21	37559 WEST SIDE HIGH SCHOOL	C
38	70810957	10,093.56	06/23/21	104321 BOX ELDER SCHOOL DISTRICT	C

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Bank	Check No	Amount	Date	Vendor	Type
38	70810958	450.00	06/24/21	4871 LOGAN HIGH SCHOOL	C
38	70810959	1,000.00	06/24/21	56774 ANNIKA QUAYLE	C
38	70810960	102.67	06/30/21	38032 AMAZON CAPITAL SERVICES INC	C
38	70810961	181.59	06/30/21	104321 BOX ELDER SCHOOL DISTRICT	C
38	70810962	41.00	06/30/21	107994 CERTIFIED SHRED	C
38	70810963	2,559.03	06/30/21	19178 CHEAPER THAN SHIRT	C
38	70810964	945.75	06/30/21	158220 COVER UP	C
38	70810965	2,249.00	06/30/21	13420 HUDL	C
38	70810966	2.25	06/30/21	109248 J W PEPPER MUSIC	C
38	70810967	245.74	06/30/21	543168 MADDOX RANCH HOUSE	C
38	70810968	156.75	06/30/21	111790 SUNSTONE POTTERY	C

Total Bank No 38 254,530.70

39	77800498	-480.00	06/14/21	102864 WALKER CINEMAS	CV
39	77800507	50.00	06/03/21	1 BRIANNA HOWARD	C
39	77800508	50.00	06/03/21	1 JEANAH MILLS	C
39	77800509	300.00	06/03/21	104321 BOX ELDER SCHOOL DISTRICT	C
39	77800510	23.56	06/03/21	38920 GHISLAINE RICHARDS	C
39	77800511	6,543.23	06/10/21	104321 BOX ELDER SCHOOL DISTRICT	C
39	77800512	397.18	06/14/21	104321 BOX ELDER SCHOOL DISTRICT	C
39	77800513	480.00	06/14/21	102864 WALKER CINEMAS	C

Total Bank No 39 7,363.97

Total Manual Checks	5,937,684.72
Total Computer Checks	3,502,234.34
Total ACH Checks	372,993.80
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	-22,077.45
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 9,790,835.41
Number of Checks 759

Batch Yr	Batch No	Amount
21	001490	-75.43
21	001587	-66.25
21	001763	-150.75
21	002029	-30.00
21	002047	-22.35
21	002116	-480.00
21	002269	-1,702.01
21	002314	655.51
21	002374	-3,771.84
21	002423	16.87
21	002484	1,200.43
21	002546	159,712.37
21	002547	21,322.48
21	002548	19,687.96
21	002549	81,701.76
21	002550	13,157.90
21	002551	2,818.85
21	002552	50,725.71
21	002556	1,233.28

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>	
				Batch Yr	Batch No	Amount
				21	002558	.00
				21	002559	32.24
				21	002568	5,437.48
				21	002569	900.00
				21	002570	1,530.89
				21	002571	1,861.81
				21	002573	754.79
				21	002577	2,232.18
				21	002578	60.00
				21	002579	352.13
				21	002580	33,397.99
				21	002585	423.56
				21	002590	256.40
				21	002591	2,707.99
				21	002595	525.42
				21	002597	18,541.67
				21	002598	2,160.00
				21	002599	440.00
				21	002600	120.00
				21	002601	114.39
				21	002603	375.10
				21	002604	1,013.98
				21	002605	54.20
				21	002612	715,312.34
				21	002613	79,750.25
				21	002614	11,262.26
				21	002615	27,780.76
				21	002616	735.00
				21	002617	9,142.49
				21	002619	121,011.70
				21	002625	2,197.55
				21	002639	182.80
				21	002645	139,743.09
				21	002649	1,287.32
				21	002659	70.00
				21	002662	2,341.88
				21	002665	596.73
				21	002666	2,858.44
				21	002668	8,274.59
				21	002670	6,543.23
				21	002680	3,467.12
				21	002682	4,164.67
				21	002686	118,605.66
				21	002687	18,540.83
				21	002688	1,400.00
				21	002689	39,892.27
				21	002690	208,837.14
				21	002693	359.83
				21	002697	2,071.19
				21	002701	877.18
				21	002703	27,189.74
				21	002704	296.13
				21	002706	75.00
				21	002707	496.00
				21	002708	42.81
				21	002709	870.53
				21	002711	1,994.13
				21	002714	352.50
				21	002715	89.42
				21	002722	6,212.23
				21	002724	1,375.40
				21	002725	6,779.20
				21	002735	1,758.38

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>	
				Batch Yr	Batch No	Amount
				21	002736	130.48
				21	002740	1,087.56
				21	002744	372.50
				21	002745	96,377.79
				21	002746	34,022.09
				21	002747	2,038.59
				21	002748	59,920.85
				21	002749	1,678.83
				21	002752	320.00
				21	002762	786.10
				21	002763	919.23
				21	002772	2,008.54
				21	002776	43,944.28
				21	002780	4,592,332.26
				21	002781	10,093.56
				21	002785	1,450.00
				21	002792	106,403.61
				21	002795	19,341.48
				21	002796	17,925.68
				21	002797	31,174.01
				21	002798	321,610.93
				21	002799	2,441,466.75
				21	002809	420.00
				21	002810	2,456.00
				21	002811	1,706.01
				21	002824	300.00
				21	002825	6,483.78

Suggestions for Future Board Meetings

August 11, 2021 – (tentative)

- Approval of Early Literacy Plan – Keri Greener
- Approval of Tax Rates – Rod Cook
- Construction Report – Corey Thompson

September 8, 2021 – (tentative)

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

October 13, 2021 – (tentative)

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

November 10, 2021 – (tentative)

- Audit Report – Rod Cook
- Policy Review

December 8, 2021 – (tentative)

- New Courses – Gary Allen
- Approval of 2022-23 School District Calendar – Keith Mecham
- Policy Review

January 12, 2022 – (tentative)

- School Fees – Rod Cook
- Review of Policies 1034 Board of Education Code of Conduct and 1035 Board Member Ethics
- ACT and AP Data
- Policy Review
- Board Committee Assignments

February 9, 2022 – (tentative)

- Approval 2 Year Contract for Superintendent – Keith Mecham

- Legislative Update – Steve Carlsen
- Policy Review
- USBA Conference Report

March 9, 2022 – (tentative)

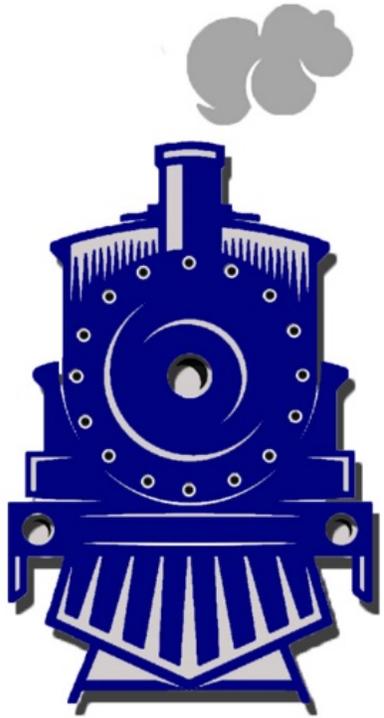
- Negotiations Team Approval – Keith Mecham
- Legislative Update – Steve Carlsen
- Policy Review

April 13, 2022 – (tentative)

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

May 11, 2022 – (tentative)

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



**BOX ELDER
SCHOOL DISTRICT**

Learning is Everything

BOX ELDER SCHOOL DISTRICT
BOARD OF EDUCATION
HANDBOOK

REVISED
OCTOBER 9, 2019
BOX ELDER SCHOOL DISTRICT

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BOARD OF EDUCATION HANDBOOK INTRODUCTION

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

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

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

Authority and Responsibilities of the Board

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

Principles of Board Leadership

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

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

[Utah Code § 53G-4](#)

Making School Board Decisions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Holding Closed Meetings

A closed meeting may be held if:

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

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

Minutes of the closed meeting shall contain:

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

Purpose of a closed meeting:

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

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

Record of closed meetings:

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

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

Collaborative Relationships: Shared Governance

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

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

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

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

Essentials of A Professional Learning Community

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

2. District/school administrators will ensure this time is reserved for activities directly related to the process of collective inquiry and action research to achieve better achievement results for our students.
3. Collaborative teacher teams will focus on the following four questions:
 - a. What is it that our students are expected to know and do?
 - b. How will we know if they know and can do what is expected?
 - c. How will we respond if they don't know and can't do what is expected?
 - d. How will we respond if they already know and can do it?

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

Authority of Individual Board Members

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

Nominations and Elections for Board Leadership

Nominations

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

Elections

- A. Elections and nominations must conform to the procedure prescribed by the Utah State Law and Board Policy.
- B. In case of a tie vote, the election is decided by lot unless the organization adopts a motion to do otherwise.
- C. Elections are decided by a roll call vote, not by secret ballot. Election to the office is determined by a simple majority.

Board Leadership Responsibilities

The board president will:

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

The board vice president will:

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

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

New Board Member Orientation

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

Board of Education Code of Conduct

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

Board members shall:

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

Board Member Commitments and Ethics

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

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

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

A. Board of Education Code of Ethics

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

violation of Utah Code, § 67-16-4.

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

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

Disciplining Board Members

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

Policies Governing the Board

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

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

Guidelines and Parliamentary Motions

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

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

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

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

Simplified Chart of Parliamentary Motions

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

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

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

Policy 1010 School Board’s Legal Status

- A. Promote education
 - 1. The Board has the legal power and duty to do all things necessary for the maintenance, prosperity and success of the schools and for the promotion of education and to exercise all powers given by statute. The Board’s legal powers and duties include the actions set forth in this policy, but are not necessarily limited to the listed powers and duties.
[Utah Code § 53G-4-402\(20\) \(2018\)](#)
- B. Govern
 - 1. The Board of Education recognizes that under Utah law “it is the province of the Board of Education to determine what things are detrimental to the successful management, good order, and discipline of the schools and the rules required to produce” successful management, good order, and discipline in the schools.
Beard v. Board of Education, 16 P.2d 900 (Utah 1932)
- C. Adopt rules
 - 1. Adopt such rules, regulations, and bylaws as the Board deems proper for the operation of the Board and for the control and management of the District’s schools.
[Utah Code § 53F-8-201 \(2018\)](#)

- D. Levy taxes
 - 1. Establish tax rates each year and submit the proposed rate to the county legislative body in which the District is located according to statutory procedures:
[Utah Code § 53F-8-201\(1\) \(2018\)](#)
[Utah Code § 53F-8-202 \(2018\)](#)
[Utah Code § 53F-8-402 \(2018\)](#)
- E. Annual budget
 - 1. Prepare, adopt, and file a budget for the next succeeding fiscal year with the county legislative body in which the District is located as required by statute.
[Utah Code § 53F-8-201 \(2018\)](#)
- F. Bequests
 - 1. Receive bequests and donations or other monies or funds which are made for educational purposes.
[Utah Code § 53G-4-402\(12\) \(2018\)](#)
- G. Acquisition and ownership of property
 - 1. Acquire and hold real and personal property in the name of the District, inclusive of all rights and titles, and lease and lease with an option to purchase property. The Board of Education has the direction and control of all school property in the district.
[Utah Code § 53G-4-401\(4\) \(2018\)](#)
- H. Eminent domain
 - 1. Exercise the right of eminent domain to acquire property.
Board of Education of South Sanpete School District v. Barton, 617 P.2d 347 (Utah 1980).
Olsen v. Board of Education of the Granite School District, 571 P.2d 1336 (Utah 1977).
- I. Employ personnel
 - 5. Employ by contract a Superintendent, Business Administrator, Principal(s), teacher(s), or other executive officer(s) and set salary schedules therefor.
[Utah Code § 53G-7-202 \(2018\)](#)
[Utah Code § 53G-4-301 \(2018\)](#)
[Utah Code § 53G-4-302 \(2018\)](#)
- J. Close schools and change school boundaries
 - 1. Close schools or suspend operation of schools or change school attendance area boundaries as determined to be appropriate by the Board of Education after appropriate public notice and hearing as required by statute.
Allen v. Board of Education Weber County School District 236 P.2d 756 (Utah 1951)
Save Our Schools v. Board of Education of Salt Lake City, 2005 UT 55
[Utah Code § 53G-4-402\(21\) \(2018\)](#)
- K. Sue and be sued
 - 1. Sue and be sued in the name of the District.
[Utah Code § 53G-4-401\(4\) \(2018\)](#)

- L. Fulfill other statutory duties and exercise other statutory powers
 - 1. The Board also has the duty to comply with such other duties as are set forth in the laws and regulations of Utah and the United States, and also may exercise the powers and authorities established by such laws and regulations.

Policy 1020 Board Power and Duties

- A. The Board of Education, on its own behalf, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by applicable law, rules and regulations to establish the framework of school policies and projects including, but without limitation because of enumeration, the right:
 - 1. To appoint, by contract, a district superintendent who serves as the Board's chief executive officer. [Utah Code § 53G-4-301\(1\)](#)
 - 2. To appoint a business administrator. [Utah Code § 53G-4-302\(1\)](#)
 - 3. To make and enforce policy necessary for the control and management of the district schools. [Utah Code § 53G-4-402\(15\)](#)
 - 4. To prepare and adopt a budget and make appropriations for the next fiscal year. [Utah Code § 53G-7-303\(2\)](#)
 - 5. To administer and implement Federal education programs in accordance with the Federal Programs Act. [Utah Code § 53G-4-402\(10\)](#)
 - 6. To establish, locate, and maintain elementary, secondary, and applied technology schools. [Utah Code § 53G-4-402\(5\)](#)
 - 7. To employ staff necessary to carry out the functions of the school district. The Board shall also determine qualifications, conditions of employment, salary schedules, dismissal, demotion, promotion and work assignments.
 - 8. To establish and supervise the program of instruction, including methods of instruction, schedules, materials, necessary staff, etc., and to make the necessary assignments for all extra-curricular programs that, in the opinion of the Board, benefit students.
 - 9. To sue and be sued in the name of the district. [Utah Code § 53G-4-401\(4\)](#)
 - 10. To take, hold, lease, sell, and convey real and personal property as the interests of the schools may require. [Utah Code § 53G-4-401\(4\)](#)
 - 11. To purchase, sell, and make improvements on school sites, buildings, and equipment and construct, erect, and furnish school buildings. [Utah Code § 53G-4-402\(3\)](#)
 - 12. To accept private grants, loans, gifts, endowments, devises, or bequests that are made for educational purposes. [Utah Code § 53G-4-402\(12\)\(a\)](#)
 - 13. To close the schools or suspend operation if necessary.
 - 14. To do all things necessary for the maintenance, prosperity, and success of the schools and the promotion of education. [Utah Code § 53G-4-402\(20\)](#)
- B. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgement and discretion in connection therewith shall be

limited only by the Constitution and Laws of the State of Utah and the Constitution and Laws of the United States.

- C. To work to understand and represent the interest of the community members.

Policy 1025 Administration Relations

A. District Governance

- 1. The Board has the power to manage and govern the public schools of the District.

[Utah Code § 53G-4-402 \(2018\)](#)

Elwell v. Board of Education of Park City, 626 P.2d 460 (Utah 1981)

B. Consultation

- 1. The Board and its administrative personnel may consult with teachers with respect to matters of educational policy and conditions of employment. The Board may adopt and make reasonable rules, regulations, and agreements to provide for such consultation, but these shall not limit or affect the power of the Board to manage and govern the schools of the District, nor shall such rules, regulations or agreements favor one educational association over another or give preferential treatment to an educational association.

[Utah Code § 53G-11-205\(4\) \(2018\)](#)

C. Exclusivity and Coercion

- 1. If the Board chooses to engage in consultation, the process shall be structured so that there is no direct or indirect coercion of employees to join or refrain from joining a labor union, labor organization or other type or association, and such consultation shall be structured so that the Board does not favor one educational association over another or give preferential treatment to an educational association.

[Utah Code § 34-34-4 \(1969\)](#)

[Utah Code § 34-34-7 \(1969\)](#)

[Utah Code § 34-34-8 \(1969\)](#)

[Utah Code § 53G-11-205\(4\) \(2018\)](#)

D. Association Negotiations

- 1. Public employees may negotiate in groups or through employee associations with the District. This is not to be construed as granting to district employees the right to strike, which action is specifically prohibited.

[Utah Code § 34-34-2 \(1969\)](#)

[Utah Code § 34-34-16 \(1969\)](#)

- 2. The term "labor organization" means any organization of any kind, or any agency or employee, representation committee, or plan, in which employees participate and which exists for the purpose, in whole or in part, of dealing with one or more employers concerning grievances, labor disputes, wages, rates of pay, hours of employment, or conditions of work.

E. Publication of Negotiated Agreement

1. If the Board engages in negotiations with labor organizations and a negotiated or collective bargaining agreement is reached, the Board shall, within ten (10) days of ratification, post the agreement or memorandum on the District's website [Utah Code § 53G-11-207 \(2018\)](#)

F. Distribution of Organization Materials

1. The District shall not allow unstamped, or stamped but not cancelled, employee organization mail to be delivered by interschool mail. Unless off-duty and acting as an agent of an employee organization, a District employee shall not distribute unstamped, or stamped but not cancelled, mail from employee organizations to other District employees.

G. Equal Access for Employee Associations

1. The schools in the District shall allow all employee associations equal access to distribution of information in or access to employee physical or electronic mailboxes (including school-provided email accounts), and to membership solicitation activities at new teacher or new employee training meetings or functions. (This policy does not require the school to afford association access to these activities, but requires that if access is granted to one employee association, equal access must be provided to other employee associations.)
[Utah Code § 53G-11-205\(2\), \(3\) \(2018\)](#)

H. No Endorsement of or Preference for Any Employee Association

1. The District does not endorse any one employee association, and District policies, structures, and procedures shall not be applied to favor one employee association over another or to otherwise give preferential treatment to one employee association. District calendars and publications shall not include or refer to the name of any employee association in relation to any day or break in the school calendar.
[Utah Code § 53G-11-205\(4\), \(5\) \(2018\)](#)

Policy 1034 Board of Education Code of Conduct

A. 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.

Policy 1035 Board Member Commitments and Ethics

A. Board of Education Commitments

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

1. Strive to make policies that promote the educational growth and development of all students;
2. Endeavor to appoint the most competent person available as superintendent of schools and hold that superintendent responsible for carrying out the vision, mission, and goals of the District in the administration of its schools;
3. Support and allow administrators, teachers, and staff to function in their authorized capacities while holding employees responsible for carrying out the District's vision, mission, and goals in their respective roles;
4. Seek to employ the best qualified personnel available without regard to race, color, sex, pregnancy, religion, national origin, age, marital status, disability, sexual orientation, or gender identity—except when justified to meet a bona fide occupational requirement (see [20 U.S.C. 1681 et seq.](#); [Utah Code § 34A-5 et seq.](#));
5. Promulgate policies and procedures dedicated to maintaining a learning and working environment in the District free of discrimination and unlawful harassment, including sexual harassment;
6. Promulgate policies and procedures that ensure operational transparency, including directing employees to maintain, manage, and where appropriate, produce records consistent with federal and state laws (see [20 U.S.C. § 1232g](#); [34 C.F.R. Part 99](#); and [Utah Code § 53E-9 et seq.](#));
7. Attend Board meetings, insofar as possible, being informed and prepared to discuss and act upon the items on the Board agenda;
8. Conduct Board business in compliance with the [Utah Open Meetings Act \(Utah Code § 52-4-1 et seq.\)](#);
9. Exercise Board authority exclusively to perform legislative and judicial

functions;

10. Encourage free expression of opinion and seek regular communication and feedback from the public;
11. Work toward consensus in Board decision making and foster respectful and civil working relationships with other Board members and with the superintendent and District staff while recognizing the value of diverse perspectives and differences of opinion; and
12. Strive to be effective educational leaders by participating in professional development, studying education issues, fulfilling assigned Board duties, building relationships with community organizations and leaders, communicating with constituents, and advocating for public education.

B. Board of Education Code of Ethics

1. Members of the Board may receive compensation for services and necessary expenses in accordance with [Utah Code § 53G-4-204](#). For purposes of Utah Retirement Systems (URS) coverage, however, duly elected members of the Board are classified as part-time employees and ineligible for URS benefits.
2. Members of the Board may not use their position, or information acquired by reason of their position, for any improper or unlawful purpose including substantially furthering personal economic interests or securing special privileges or benefits for themselves or others that would impair the members' independent judgement or interfere with the ethical performance of the members' duties in violation of [Utah Code, § 67-16-4](#).
3. The Board will officially accept gifts and donations on behalf of the District; such acceptance, however, shall not obligate the Board to act in any way contrary to the best interests of students and the public. Further, the Board or its members shall not request, demand, or accept personally or on behalf of the District, a loan, donation, gift of substantial value, or an economic benefit tantamount to a gift in violation of [Utah Code §§ 67-16-5 to 5.6](#)
4. The Board and its members shall not misappropriate or misuse public funds or resources and shall be responsible fiscal managers of public funds. Expenditure of public funds shall only be made in accordance with federal or state law and District policies.
5. Members of the Board shall disclose any compensation or any position (whether officer, director, agent, employee, or owner of a substantial interest) in any business entity that does business with or is subject to the regulations governing the District or other public agency in a sworn affidavit and file it with the state attorney general, the District, and any other agency involved in the business or transaction consistent with [Utah Code §§ 67-16-6 to 8](#). Further, members of the Board shall have no personal investments and/or conduct any business creating a substantial conflict of interest between Board members' private interests and their

public duties in violation of [Utah Code § 67-16-9](#).

6. Members of the Board shall maintain the confidentiality of information obtained in executive session or other confidential information otherwise obtained in an official capacity.
7. Members of the Board have no individual authority to act on behalf of the Board and the Board only exercises its authority as a body by taking official action through voting in a duly scheduled Board meeting. Individual Members of the Board should not speak on behalf of the Board without prior Board approval.
8. Members of the Board shall abide by state and federal laws and District policies and refrain from personal or professional conduct that would bring censure, ridicule, damage, or reproach upon the Board or the District.

Policy 1036 Conflict of Interest: Board Member and Employee

- A. Purpose: The purpose of this policy is to set forth standards of conduct for board members and employees of the Box Elder District in areas where there are actual or potential conflicts of interest between their public duties and their private interests. This policy is intended to strengthen public confidence in the district and its employees. The policy is based on state law, [Utah Code 67-16](#).
- B. No member of the Board of Education or any employee of the Box Elder School District shall:
 1. Improperly disclose confidential information acquired by reason of his or her official position or use such information for his or her or another's private gain or benefit;
 2. Use or attempt to use his or her official position to secure special privileges or exemptions for himself or herself or others;
- C. A written statement shall be filed annually with the superintendent by all board members, superintendent, business administrator, facilities administrator, coordinators of school lunch, purchasing and transportation, and any other district employee who:
 1. Accepts other employment that he or she might expect would impair his or her independence of judgment in the performance of his or her public duties; or would interfere with the ethical performance of his or her public duties.
 2. Accepts any gift, compensation, or loan that comes because of past, present, or future action directly affecting the donor. (An award publicly presented in recognition of public services or a non-pecuniary gift of less than \$50.00 value is not prohibited.)
 3. Initiates business dealings on behalf of the district with any business or individual from whom the board member or employee receives compensation or gifts in any form.
- D. Statements filed with the superintendent under "C" above, shall be signed by the board member or district employee and contain:
 1. The name and address of the board member or district employee involved;

2. The name and address of the person or business entity with whom a conflict of interest may exist;
 3. A brief description of the board member's or employee's involvement or interest with the individual or business entity named.
- E. The statement shall be filed within ten days or the earlier of:
1. The date of any agreement between the board member or district employee and the person or business entity being assisted or;
 2. The receipt of compensation from that entity.
- F. The statement is public information and shall be available for examination by the public.
- G. Penalties for violation of this policy may include removal from office, dismissal from employment, and/or criminal prosecution. Additionally, the school district may rescind or void any contract or subcontract entered into as a result of actions prohibited under this policy, and do so without returning any part of the consideration that the district may have received.

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

- A. Definition: As used in this policy, "appointee" means an employee whose salary, wages, pay, or compensation is paid from public funds; "relative" means father, mother, husband, wife, son, daughter, sister, brother, grandfather, grandmother, uncle, aunt, nephew, niece, grandson, granddaughter, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law - "household member" means a person who resides in the same residence.
[Utah Code § 52-3-1\(1\)\(d\) \(2018\)](#)
- B. No Board member or employee of the district may employ, appoint, or vote for or recommend the appointment of a relative or household member in or to any position or employment, when the appointee will be directly supervised by a relative or household member, unless:
1. The appointee is certificated or otherwise determined eligible or qualified to be employed by the District pursuant to the State Office of Education or other state department or agency; or
 2. The appointee will be compensated from funds designated for vocational training; or
 3. The appointee will be employed for a period of 12 weeks or less; or
 4. The appointee is a volunteer as defined by the District; or
 5. The Superintendent determines that appointee is the only or best person available, qualified, or eligible for the position.
[Utah Code § 52-3-1\(2\)\(a\) \(2018\)](#)
- C. No district employee may directly supervise an appointee who is a relative or household member of the employee unless:

1. The appointee was appointed or employed before the district employee assumed his or her supervisory position, if the appointee's appointment was not unlawful at the time of the appointee's appointment; or
2. The appointee will be compensated from funds designated for vocational training; or
3. The appointee will be employed for a period of 12 weeks or less; or
4. The appointee is a volunteer as defined by the district; or
5. The appointee is the only person available, qualified, or eligible for the position; or
6. The Superintendent determines that the employee is the only person available or is best qualified to perform supervisory functions for the appointee.
7. When a District employee supervises a relative or a household member, the employee shall make a complete written disclosure of the employee's relationship with the relative or household member in a sworn statement provided to the Board of Education. The District employee may not evaluate the relative's job performance or recommend salary increases for the relative.
[Utah Code § 52-3-1\(2\)\(b\), \(c\) \(2018\)](#)
[Utah Code § 67-16-7\(2\)\(b\) \(2018\)](#)

- D. No appointee may accept or retain employment in the District if the appointee is under the direct supervision of a relative or household member, unless:
1. The relative or household member was appointed or employed before the appointee assumed the appointee's position, if the appointment of the relative or household member was not unlawful at the time of the appointment;
 2. The appointee will be compensated from funds designated for vocational training;
 3. The appointee will be employed for a period of 12 weeks or less;
 4. The appointee is a volunteer as defined by the District;
 5. The appointee is the only person available, qualified or eligible for the position;
 6. The Superintendent determines that the appointee's relative or household member is the only individual available or qualified to supervise the appointee.
[Utah Code § 52-3-1\(3\) \(2018\)](#)

E. The rules against nepotism apply to employees paid with public funds regardless of the source of those funds, including employees paid with funds from a federal grant.

- F. Within a town, as defined by [Utah Code § 10-1-104](#), this policy on nepotism shall not apply to the employment of uncles, aunts, nephews, nieces or cousins.
[Utah Code § 52-3-4 \(1998\)](#)

- G. This policy on nepotism shall not apply to the employment of a relative if the following criteria are established:
1. fewer than 3,000 people live within 40 miles of the primary place of employment, measured over all-weather public roads;
 2. the job opening has had reasonable public notice; and
 3. the relative is the best qualified candidate for the position.

If an appointee is to be hired under this exception, the District shall make a written record of the proceedings in which it was established that the appointee met the criteria of this exception, which record shall include a written statement by the hiring officer

certifying that the appointee satisfies the exception, all of which shall be retained in the personnel file of the appointee.

[Utah Code § 52-3-4 \(1998\)](#)

H. Under no condition shall a husband/wife or parent/son or daughter be employed in a supervisor/employee relationship (such as principal/teacher; department head/teacher in department; head custodian/custodian; etc.). If such condition occurs as a result of transfer or promotion, it shall be resolved within one year by transfer of either husband/wife, or parent/son or daughter, to another location. Exceptions may be made, with Board approval, for necessarily existent small schools only.

Board Policies Relevant to School Board Meetings

Policy 1070 Board Meeting Procedures

A. "Meeting" means the convening of the Board with a quorum present, whether in person or by means of electronic equipment, for the purpose of discussing, receiving public comment about, or acting upon a matter over which the Board has jurisdiction, including a workshop or executive session. However, a "meeting" does not include a chance or social gathering; or meetings where no funds are appropriated for expenditure and board members are convened solely to discuss administrative or operational matters which do not require formal action or would not come before the Board for discussion or action.

[Utah Code § 52-4-103\(6\) \(2018\)](#)

B. Rules and Order of Procedure

1. The Board of Education shall adopt Rules of Order and Procedure to govern a public meeting of the Board of Education. The Rules of Order and Procedure shall include a set of policies that govern and prescribe in a public meeting:

- a. Parliamentary order and procedure;
- b. Ethical behavior; and
- c. Civil discourse.

2. After adopting the Rules of Order and Procedure, the Board of Education shall:

- a. Conduct its public meeting in accordance with the Rules of Order and Procedure adopted by the Board of Education; and
- b. Make the Rules of Order and Procedure available to the public at each meeting of the Board of Education, and on the District's public website.

[Utah Code § 53G-4-202{1}\(c\), \(2\) \(2018\)](#)

1. Upon a two-thirds vote, the Board of Education may expel a member of the Board from an open public meeting of the Board for:

- a. Disorderly conduct at the meeting;

- b. The member's direct or indirect financial conflict of interest regarding an issue discussed at or action proposed to be taken at the meeting; or
- c. Commission of crime during the meeting; or
- d. Other reasons that have been adopted by the Board.

[Utah Code § 53G-4-202\(5\) \(2018\)](#)

C. Open to the Public

- 1. Every meeting of the Board shall be open to the public unless closed pursuant to [Utah Code §§ 52-4-204 \(2018\)](#), [52-4-205 \(2014\)](#), and [52-4-206 \(2018\)](#). With the exception of those topics identified for a closed session, the Board shall deliberate and take action openly.

[Utah Code § 52-4-201\(1\) \(2006\)](#)

D. Public Hearing

- 1. A public hearing is an open meeting at which members of the public are given a reasonable opportunity to comment on a subject of the meeting. Generally, the Board will determine whether a Board meeting will include a public hearing. However, the Board shall hold a public hearing when considering whether to close a school or change the boundaries of a school, when submitting a ballot issue regarding bond authorization or a tax increase, when considering the adoption of the District budget, before authorizing issuance of bonds, and when considering changes to the Board member compensation schedules, as required by statute.

[Utah Code § 11-14-318 \(2009\)](#)

[Utah Code § 53G-4-402\(21\) \(2018\)](#)

[Utah Code § 53G-7-303\(2\) \(1/24/2018\)](#)

[Utah Code § 53G-4-204\(2\) \(2018\)](#)

[Utah Code § 59-1-1605 \(2016\)](#)

E. Interference with Conduct of Board Meetings

- 1. Those in attendance at Board meetings are prohibited from interfering with the conduct of the meeting by demonstrations, whether audible or visual or by conduct. Those who do not abide by Board procedures for orderly presentation of comments when permitted may be asked to leave or the Board may request law enforcement to remove those disrupting the meeting.
- 2. Distribution of handbills, flyers, or other printed materials by members of the public is prohibited during Board meetings. Similarly, members of the public may not circulate petitions or similar requests for participation during a Board meeting.

F. Public recording

- 1. All or any part of the proceedings in any open board meeting may be recorded by any person in attendance provided that the recording does not interfere with the conduct of the meeting.

[Utah Code § 52-4-203\(5\) \(2018\)](#)

G. Attendance by Local Government Representatives

- 1. An interested mayor or interested county executive (or their designees) may attend and participate in the board's discussions in the open portions of the Board's meetings. An "interested mayor" is the mayor of the municipality

which is partly or entirely within the boundaries of the school district. An "interested executive" is the county executive or county manager of a county with unincorporated area within the boundary of the school district. These local government officials may not vote on any issue before the Board and their participation is subject to the Board President's authority to regulate the conduct of the meeting.

2. An interested mayor or interested county official may attend a closed meeting of the Board if invited by the Board. Where the closed meeting is held to discuss disposition or acquisition of real property, an interested mayor or interested county official may attend if invited by the Board and if the mayor or county executive does not have a conflict of interest with respect to the disposition or acquisition.

[Utah Code § 53G-7-208\(3\)\(a\) \(2018\)](#)

H. Quorum

1. A majority of the members of the Board shall constitute a quorum for meetings of the Board.

[Utah Code § 52-4-103\(11\)\(a\) \(2018\)](#)

[Utah Code § 53G-4-203\(5\) \(2018\)](#)

I. USBA Training session for the Board members

1. In the event the Board or any of its members meet with representatives of the Utah School Boards Association (USBA) for the purpose of receiving or participating in instruction regarding Board functions or activities, and not for the purpose of discussing or acting upon a subject over which the Board has jurisdiction, the Board is not required to comply with the Utah Open and Public Meetings Act, [Utah Code § 52-4-101 et seq.](#)
2. If more than two Board members are present in such meetings, the Board members shall not discuss or act upon any specific matter over which it has jurisdiction. Board members will discuss only matters relative to the instruction they receive from USBA representatives.
3. If Board members determine in an instructional meeting with representatives of USBA that there is a need to discuss or act upon a subject over which the Board has jurisdiction, then the Board and its members must comply with the Open and Public Meetings Act, [Utah Code § 52-4-101 et seq.](#), prior to discussing or acting upon such matters.

Policy 1072 Board Meetings: Notice Requirements

- A. At least once each year, the Board shall give public notice of its annual meeting schedule. The notice shall specify date, time, and place of such meetings.

[Utah Code § 52-4-202\(2\) \(2016\)](#)

- B. The Board shall provide public notice of each meeting at least 24 hours in advance of each meeting; such notice shall include the agenda, date, time, and place of the meeting.

[Utah Code § 52-4-202\(1\)\(2016\)](#)

- C. Where a meeting agenda must be included in the required public notice of a Board meeting, that agenda shall be sufficiently specific to notify the public of the topics to be considered at the Board meeting. To be sufficiently specific, the agenda shall at least list each anticipated topic under an agenda item in a manner which identifies the subject of discussion and if known the nature of the Board action being considered on the subject. The Board may not consider the topic in an open meeting which was not listed under an agenda item and included with the advance public notice of the meeting, except that if an unlisted topic is raised by the public during an open meeting the Board may, at the discretion of the presiding Board member, discuss the topic but may not take any final action on the topic during the meeting. This limitation may not apply to an emergency meeting where the requirements for holding and giving the best practicable notice of such a meeting have been met.
[Utah Code § 52-4-202\(6\)\(2016\)](#)
- D. When the Board is meeting to conduct a public hearing with respect to adopting the budget or levying a tax rate which exceeds the certified tax rate, the Board's agenda must be limited to the hearing(s) and discussion and the action on those items. (If the Board holds another meeting on the same date to address general business items, the other meeting must conclude before the meeting on the budget and/or tax rate levy.)
[Utah Code § 59-2-919\(8\)\(b\)\(i\)\(B\), \(e\), \(2019\)](#)
- E. Public notice of each Board meeting and of the Board's annual meeting schedule shall be given by:
1. Posting written notice at the local Board of Education office;
 2. Posting notice on the Utah Public Notice Website; and,
 3. Providing notice to two newspapers of general circulation within the geographic jurisdiction of the public body or to a local media correspondent.
 4. The District shall also endeavor to post notice of Board meetings on the District's web site at least 24 hours in advance of the Meeting.
 5. Notice of each Board meeting shall also be given to each mayor or interested county executive (or their designee). An "interested mayor" is the mayor of a municipality that is partly or entirely within the boundaries of the school district. An "interested county executive" is the county executive or county manager of a county with unincorporated area within the boundaries of the school district. This notice shall be provided by mail, email, or other effective means agreed to by the person to receive notice.
[Utah Code § 52-4-202\(3\), \(4\)\(2016\)](#)
[Utah Code § 63F-1-701\(4\)\(d\)\(2016\)](#)
[Utah Code § 53G-7-208\(3\)\(e\) \(2018\)](#)
- F. In case of emergency or urgent public necessity which renders it impractical to give the notice identified in the paragraphs above, the best notice practicable shall be given of the time and place of the meeting and of the topics to be considered at the meeting. No such emergency meeting of the Board shall be held unless an attempt has been made to notify all of its members and a majority of the members vote in the affirmative to hold the meeting.

[Utah Code § 52-4-202\(5\)\(2016\)](#)

- G. In addition to complying with the aforementioned public notice requirements, in regards to the budget hearing, the Board shall do the following:
1. Publish the required newspaper advertisement and/or electronic newspaper advertisement (see [Utah Code § 45-1-101 \(2011\)](#) and the required Utah Public Notice Website advertisement at least ten days before the day on which the hearing is held
 - a. The public hearing notice will include information on how the public may access the proposed budget.
 2. File a copy of the proposed budget with the Board's business administrator for public inspection; and
 3. Post a copy of the proposed budget on the District's internet website.
 4. In addition, if the proposed budget includes a tax rate in excess of the certified tax rate, or if the Board meeting is required to consider whether to adopt a tax rate in excess of the certified tax rate, the Board shall provide the notices and schedule the meeting as required by [Utah Code § 59-2-919](#).
[Utah Code § 53G-7-303\(2\) \(2018\)](#)
[Utah Code § 53F-8-201\(3\) \(2018\)](#)
[Utah Code § 59-2-919 \(2016\)](#)
- H. In addition to complying with the aforementioned public notice requirements, if the Board is meeting under the [Transparency of Ballot Propositions Act](#) to hear arguments for or against a ballot proposition to authorize issuance of bonds or to increase taxes, the Board must post notice of the time, date, and place of the meeting (along with the arguments for and against the proposition):
1. On the Statewide Electronic Voter Information Website for 30 consecutive days before the election on the proposition;
 2. On the [District's website](#) in a prominent place for 30 consecutive days before the election on the proposition;
 3. If the District publishes a newsletter or other periodical, in the next scheduled edition before the election on the proposition.
[Utah Code § 59-1-1604\(5\)\(2016\)](#)
[Utah Code § 59-1-1605\(2016\)](#)
 4. The meeting must begin at or after 6:00 p.m.
[Utah Code § 59-1-1605\(3\)\(b\)\(2016\)](#)
- I. In addition to complying with the aforementioned public notice requirements, if the Board is meeting to consider authorizing issuance of bonds under the Local Government Bonding Act, it shall publish notice of the intent to issue bonds in the newspaper and on the Utah Public Notice Website at least 14 days in advance of the public hearing on the bond issuance as required by [Utah Code Ann. § 11-14-318](#). The notice shall give notice that the hearing will be held to receive input from the public respecting the issuance of the bonds and the potential economic impact that the proposed improvement, facility, or property that the bonds will fund will have on the private sector.
[Utah Code § 11-14-318 \(2009\)](#)

- J. In addition to complying with the aforementioned public notice requirements, if the Board is meeting to consider a request to increase a budget appropriation, it shall publish the required newspaper notice and notice under [Utah Code § 45-1-101](#) of such meeting at least one week prior to the hearing.
[Utah Code § 53G-7-305\(6\)\(b\) \(2018\)](#)
- K. In addition to complying with the aforementioned public notice requirements, if the Board meeting is either to hold a public hearing regarding closing one or more schools or changing the attendance area boundaries for one or more schools, or to take such action, the additional notice requirements set out in Policy 1210 much also be met.
[Utah Code § 53G-4-402\(21\) \(2018\)](#)
- L. Beginning July 1, 2007, in addition to meeting the aforementioned public notice requirements, if the Board is meeting to consider adopting a new Board member compensation schedule or schedules, or to consider amending an existing compensation schedule or schedules, the notice of the meeting with public hearing shall be given at least seven days prior to the meeting by:
1. Publishing the notice at least once in a newspaper published in the county where the District is situated and which is also generally circulated within the District, and publishing notice on the Utah Public Notice Website;
 2. Posting the notice:
 - a. At each school in the District
 - b. In at least three other public places within the District; and
 - c. On the Internet in a manner that is easily accessible to citizens who use the internet.
- [Utah Code § 53G-4-204\(3\) \(2018\)](#)

Policy 1074 Board Meetings: Closed Meetings

- A. A closed meeting may be held upon a two-thirds affirmative vote of the Board members present at a meeting for which public notice was given pursuant to [Utah Code § 52-4-202](#), providing a quorum is present. No resolution, rule, regulation, contract or appointment shall be approved at a closed meeting, nor may the Board interview an applicant to fill an elected position at such a meeting. The recording and minutes of an open meeting at which the vote is taken to hold a closed meeting shall contain the reason or reasons for holding a closed meeting and the votes, by name, of the members present, either for or against the proposition to hold such a meeting.
[Utah Code § 52-4-204 \(2018\)](#)
- B. Closed meetings may only be held for the following purposes:
1. Discussion of the character, professional competence, or physical or mental health of an individual;
 - a. However, the Board may not interview a person applying to fill an elected position, midterm vacancy or temporary absence in a closed meeting

- regardless of whether the interview may include a discussion of the character, professional competence, or physical or mental health of the applicant.
2. Strategy sessions with respect to collective bargaining or pending or imminent litigation; or
 3. Strategy sessions with respect to the purchase, exchange, or lease of real property (including any form of water right or water shares) if public discussion may disclose the appraised or estimated value of the property or tend to prevent the Board from obtaining the best possible terms; or
 4. Strategy sessions with respect to the sale of real property (including any form of water right or water shares) if public discussion may disclose the appraised or estimated value of the property or tend to prevent the Board from obtaining the best possible terms, but only if the Board previously gave public notice that the property would be offered for sale, and the terms of the sale are publicly disclosed before the Board approves the sale; or
 5. Discussion regarding deployment of security personnel, devices, or systems;
 6. Investigative proceedings regarding allegations of criminal misconduct; or
 7. The Board is fulfilling one of the following procurement functions:
 - a. Deliberations as an evaluation committee regarding a solicitation or as protest officer regarding a protest; or
 - b. Consideration of information designated as a trade secret if the consideration is necessary to properly conduct a procurement; or
 - c. Discussion of information provided to the Board during a procurement if (at the time the Board meets) the information may not be disclosed to the public or procurement participants and the Board needs to review or discuss the information to properly fulfill its role and responsibilities in the procurement process.

- C. If the meeting is closed for any reason stated in paragraph 1 or 5 of this Section, then the person presiding must sign a sworn statement affirming that the sole purpose of closing the meeting was to discuss those specific topics, and neither a recording nor minutes shall be kept of that portion of the closed meeting.

[Utah Code § 20A-1-511\(3\)\(c\) \(2017\)](#)

[Utah Code § 52-4-205 \(2014\)](#)

[Utah Code § 52-4-206\(6\) \(2018\)](#)

Policy 1080 Board Committees

- A. School Board members are elected to represent the public in management of the public schools. Decisions are the right and responsibility of the Board of Education.. All committees formed and charged by the Board are advisory in nature; the Board maintains the right and responsibility to do with committee recommendations as deemed appropriate by the Board on majority vote.
- B. Special committees of Board members may be created by the Board for special assignments. When so created, each committee shall be appointed by the president and shall terminate upon completion of the assignment or by majority vote of the Board prior to completion of the assignment.

- C. The Board of Education may utilize citizen committees, as appropriate, to assist in: planning; developing education policies and programs; seeking solutions to specific problems confronting the schools; and providing interchange of ideas and points of view between school officials and members of the community.
1. Each committee shall be established by majority vote of the Board and shall be given an assignment or charge including specification of the scope of the assignment, length of time to complete the assignment, date by which the committee is to report its findings to the Board, and other specifics as deemed appropriate by the Board.
 2. Committees shall terminate upon completion of the assignments or charges given, the lapse of time specified by the Board, or by majority vote of the Board.
 3. Members of committees shall be recommended by the Superintendent and appointed by a majority vote of the membership of the Board meeting in official session.
- D. Reports, findings, and conclusions of each committee operating under a charge from the Board shall be submitted in writing to the Board at least seven (7) days prior to any consideration of the same in a meeting of the Board where the committee's work will be an issue for discussion or action.
1. All reports, findings, and conclusions developed by committees shall be the property of the Board and any dissemination of the same shall be at the sole discretion of the Board within the parameters of the [Government Records Access Management Act](#). (See [Policy 6000 Public Records Access and Management](#))
 2. Committees are expressly prohibited from releasing their reports, findings, or conclusions to any individual or group other than the Board or the Superintendent.

Policy 1090 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.

Policy 1100 Minutes

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- A. The Clerk shall keep, or cause to be kept, written minutes and a recording of all open school board meetings with the exception of site visits or traveling tours of the board where no vote or action is taken. Only written minutes are required during site visits or travelling tours.
- B. The written minutes of open meetings must include:
1. The date, time, and place of the meeting;
 2. The names of all members present and absent;

3. The substance of all matters proposed, discussed, or decided, which may include a summary of comments by board members;
 4. A record, by individual members, of all votes taken;
 5. The name of each person who is not a Board member who was recognized by the presiding Board member and upon recognition presented testimony or comments to the Board and a brief summary of the public testimony or comments; and
 6. Any other information that is a record of the meeting proceedings that any member requests be entered in the minutes.
 7. The requirement that the written minutes include the substance of Board discussion and of public comments may be satisfied by maintaining a publicly available online version of the minutes, which includes a link to that portion of the meeting recording, which relates to the discussion or comments.
- C. The recording of the meeting must be a complete and unedited recording of all open portions of the meeting from the commencement of the meeting through the adjournment. Those in attendance may also record the meeting as long as their recording does not interfere with the meeting.
- D. The written minutes and the recording of an open board meeting are public records and must be available upon request within three business days after the end of the meeting (recording) or within a reasonable time but no more than thirty days (written). Written minutes made available to the public should be marked in a way signifying that they have yet to be approved until the Board takes formal action to approve them.
- E. Copies of the minutes of a meeting shall be sent to the members of the Board before the meeting at which they are to be approved. Corrections in the minutes may be made at the meeting at which they are to be approved. Permanent minutes shall be signed by the president upon approval of the Board.
- F. With the exception of a closed meeting to discuss the character, professional competence, or physical or mental health of an individual or to discuss the deployment of security personnel, devices, or systems, a recording must be kept of a closed meeting. Written minutes may also be kept.
- G. A recording of a closed session must include:
1. The date, time, and place of the meeting;
 2. The names of all Board members present and absent;
 3. The names of all others present except where such disclosure would infringe on the confidence necessary to fulfill the original purpose of closing the meeting.
- H. The recording of a closed session must be a complete and unedited recording of all portions of the closed meeting.

Reference:

[Utah Code § 52-4-203\(2018\)](#) and [Utah Code § 52-4-206\(2018\)](#)

Policy 1110 Public Participation in Board Meeting

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

During this agenda item, patrons will be able to address the Board, even if they have not followed the formal protocol outlined in "A" above. The following guidelines will be adhered to for the "Public Comments" agenda item:

1. Patrons must state their name prior to making comments.
 2. At the discretion of the Board President, individual comments may be limited to three (3) minutes per individual.
 3. Multiple individuals with the same issue should appoint a spokesperson and make one presentation rather than several. At the discretion of the Board President, group presentations may be limited to a maximum of six (6) minutes.
 4. Handouts may be used and distributed to Board Members. If handouts are distributed, all members of the Board and District staff present should receive copies of all handouts.
 5. The Board will not take final action on items presented during "Public Comments" unless the item is already on the Meeting agenda.
 6. Comments on personnel issues will not be allowed during "Public Comments." The Board will not discuss issues that affect an employee's right of privacy such as specific appointments, employment, performance or questions, complaints, or charges against particular employees. Concerns in these areas are to be referred to the Superintendent.
 7. When possible, response to the questions or comments will be provided during the meeting. If additional study is needed to respond adequately to the questions or comments, the residents will receive a written response as soon as possible. The written response will be read publicly at the next regular meeting of the Board.
 8. At the discretion of the Board President, a patron's opportunity to address the Board on the same issue may be limited to no more than once in a three-month period.
- C. At the discretion of the Board President, public comment may be taken during other portions of the meeting where the comment is directed toward a specific agenda item.