OFFICIAL MINUTES OF A WORK MEETING

OF THE BOARD OF EDUCATION

BOX ELDER SCHOOL DISTRICT

JANUARY 10, 2024

Closed Session of the Board of Education, Box Elder School District, to discuss personnel held Wednesday evening January 10, 2024 at 5:30 p.m. at Independent Life Skills Center.

Karen Cronin made the motion to go to closed session for personnel, second by Tiffani Summers.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

Connie Archibald made the motion to approve to go out of closed session for personnel, second by Bryan Smith.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

OFFICIAL MINUTES OF A REGULAR MEETING

OF THE BOARD OF EDUCATION

BOX ELDER SCHOOL DISTRICT

January 10, 2024

Official minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening January 10, 2024 at 6:30 p.m. at Independent Life Skills Center.

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

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

After the reverence which was offered by David Roberts, the pledge of allegiance was led by Alyssa Lyman.

**Approval of Agenda:**

Nancy Kennedy made the motion to approve the agenda, second by Bryan Smith. The motion passed unanimously with the amendment to remove AAPPL Data from the information part of the agenda.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

**Public Comment:**

Jessica Nielson, parent and speech pathologist – asking that the District send out an impartial survey with regards to half day kindergarten to other parents. Parents feel pressured to do all day kindergarten and feels we should have a reasonable option for half-day kindergarten.

Laura Wheatley, Region PTA Director – on behalf of the PTA are watching new legislation, mentioned specifically H.B. 62. Looking for more parents to volunteer to serve on PTA boards.

**Action Items:**

Approval of 2-year Contract for Superintendent

Bryan Smith made the motion to approve the contract for Superintendent Steve Carlsen for the 2024-2025 and 2025-2026 school year, second by Connie Archibald. The motion passed unanimously.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

**Information Items:**

BESD Foundation Presentation

Colleen Shaffer, BESD Foundation Board President

Reported on the workings of the Foundation Board and the activities and classrooms programs supported with Foundation funds. She mentioned the four goals supported by the Foundation. Future activities include supporting teen centers in schools.

Maturation Curriculum Information

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

Maturation Curriculum Information Presentation – Keith oversees the committee on sex education and maturation. Introduction to maturation for 5th grade boys and girls shadows other districts and has been vetted by parents and teachers following district policies and guidelines. Board members have watched and felt it was appropriate. Parents will continue to have the option to opt-out and a requirement for an announcement for notice to the public with regards to this policy.

Review of Policies 1034 Board of Education Code of Conduct and

1035 Board Member Ethics

Monthly Financial Report

David Roberts, Business Administrator

Everything looks good and in line with the budget. Conversation about investment returns, delivery time of buses and the dramatic increases in insurance premiums and some work being done right now to keep mitigating premiums. Proposing a one-time contribution from the economic stabilization to mitigate the huge increase in premiums. Conversations about maintaining best practices to minimize risk.

Board Committee Reports

Karen Cronin – mentioned the Boys and Girls club and a fundraiser to be held on February 2nd.

Student Board Member Report

Alyssa Lyman, reported on Bear River High School talent show and how successful it was. Dancing with the Stars fundraiser. MORP dance next week. Box Elder High School Christmas assistance went well and an upcoming school dance Saturday.

**Policy Review****:**

First Reading

Policy 2181 District Emergency Response Plan

Policy 2226 Transportation: Space Available Busing

Policy 4016 Evaluation and Selection of Instructional Material

Policy 4017 Evaluation and Selection of Library Material

Policy 4018 Evaluation and Selection of Supplemental Material

Policy 4019 Evaluation of Other Learning Materials

Policy 4028 Special Programs: Education of Youth in Custody

Policy 4060 High School Graduation Requirements

Policy 4088 Student Internships

Policy 4175 Student Data Protection

Policy 4200 Term of Instruction: School Year & School Day

Policy 5005 Safe Schools - Student Discipline/Behavior

Policy 5006 Safe Schools - Discipline of Students with Disabilities

Policy 5090 Child Abuse/Sexual Abuse and Human Trafficking Prevention Training and Reporting

Policy 5100 Student Records

Policy 5203 Graduation Attire

Policy 5227 Concussions and Head Injury

Policy 5230 School Fees

Policy 5265 Student Discrimination and Harassment

Policy 5380 Notification Received from Juvenile Courts

Policy 6000 Public Records Access and Management

Policy 6025 Parent Access to District Instructional Material

Karen commented about the proactive approach about learning materials versus retroactive after the materials have already been incorporated. Nancy Kennedy made the motion to approve, second by Connie Archibald. The motion passed unanimously.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

**Board Discussion Items:**

USBA Conference Review

Lots of positive comments from others regarding the breakout regarding Mental Health presented by our school district.

Board of Education Handbook Review Schedule

Karen Cronin

Disciplining Board Members-page 11

Policies Governing the Board-page 12

Reviewed the Code of Conduct and referring back to that. Responsible of the Board President and Vice President to address the concerns. Second section covered the review of policies governing the Board.

Bryan Smith

Guidelines and Parliamentary Motions-page 12

Simplified Chart of Parliamentary Motions-page 13

Actions require a motion, discussion and then a vote. New motions can be in play when a motion is in place. Template of wording for motions might be helpful.

Steve Carlsen

Board Policies Relevant to Board of Education Legal Status, Responsibilities, and Ethics-page 14

Board Policies Relevant to School Board Meetings-page 15

Handed out a handout with a breakdown of all the different topic areas.

Heidi Jo and Superintendent Carlsen have the assignment to come up with some options on books.

**Consent Items:**

Karen Cronin made the motion to approve consent items, seconded by Nancy Kennedy. The motion passed unanimously.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

The Consent items included the following items:

Approval of the minutes of working and regular meeting December 13, 2023.

Approval of claims 00045384- 00046283, 02111023, 05111023, 08113032, 09112023, 09113023.

Personnel Actions

See attachment to agenda.

**Suggestions for Future Board Meetings:**

* Presenters from our District that presented at the USBA conference come do a presentation to the Board.
* Conversations about AI in the future.
* Next Board Meeting is on Valentine’s Day, along with Board supported activities on the night before and the night after. Decision to keep the regular board meeting on the 14th of February.

**Upcoming Events:**

* Work Session Wednesday, January 24, 2024 6:00-7:30pm

**Adjournment:**

Nancy Kennedy made the motion to adjourn, second by Karen Cronin. The motion passed.

Karen Cronin – yes

Tiffani Summers – yes

Wade Hyde – yes

Connie Archibald – yes

Danielle Wright – yes

Nancy Kennedy – yes

Bryan Smith – yes

President Wade Hyde adjourned the meeting at 7:56 p.m. with the announcement that the next meeting will be a work session on Wednesday, January 24th at 6 pm. The next regular board meeting will be held on Wednesday, February 14, 2024 at the Independent Life Skills Center a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

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

ATTESTED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 School Business Administrator President, Board of Education