The Board met at 5:30 p.m. in a closed session to conduct the Superintendent’s annual performance review and to discuss a possible land transaction. Thank you to those who completed a survey on the Superintendent’s performance, thus helping the Board during this process.

The Board recognized the Civic Improvement Club of Brigham City for their support of public education and Box Elder School District. During the recognition, Board President Archibald mentioned a number of projects that the Civic Improvement club has been involved in over the years. The list included such things as refurbishing a piano for BEHS, sponsoring the Hugh O Brian program, providing a scholarship at BEHS, and supporting the libraries at BEMS and ACYI. Sarah Yates and Marilyn Bennion were in attendance representing the club.

President Archibald also recognized the work of district employees Lynne Baty and Jim Christensen for their constant efforts. Heston Warr, a student at Grouse Creek School, was mentioned. She thanked the students and staff at Lake View Elementary School for the art work that is currently on display in the board room. Nancy Kennedy was congratulated for her election to the Board of Directors for the Utah School Boards Association. The Board also congratulated Foothill Elementary School for the success they had during their recent Chinese New Year’s celebration.

Policy Review

- After a great deal of discussion, the proposed change to Policy 4075, Earning Credit, was approved on first reading. The proposed amendment eliminates wording that allows school officials to withhold a student’s diploma because of citizenship when all other graduation requirements have been met. The amendment retains the school’s authority to keep a student from participating in the commencement exercise as a result of poor citizenship.

The discussion centered on the need to support teachers and administrators efforts to maintain a school environment where learning is enhanced and student behavior is acceptable. The discussion included whether or not there should be a district attendance policy or to continue the current practice of allowing schools to develop their own policies. Member Cronin shared comments she had received from secondary teachers in the district. Member Fuller shared information regarding the policy in Weber School District.
Darin Nielsen, IT Director, reviewed the provisions of a proposal for new Policy 5306, Children’s Internet Protection Act. The policy was approved on first reading. This policy meets new federal standards and assures continued eligibility for E-rate funds. The policy will require each school to provide internet safety training to students. Mr. Nielsen indicated that most, if not all, of the schools currently do this through help provided by the Utah Education Network.

2012-2013 School Board Schedule

The Board approved the meeting scheduled for the 2012-2013 school year and the 2012 calendar year as required by law. The Board maintained their practice of meeting on the second and fourth Wednesday of the month at 6:30 p.m. The exception being the months of June, July, August, November, and December when the Board only meets once during the month. Board members decided to meet at 5:45 p.m. when board meeting is located at a school in order to tour the school’s facility.

The superintendent was asked to amend the approved schedule by showing the school locations for meetings through June 2013 in order to provide principals and the public with ample notification.

Early Learning Center Report

Kim Lynch, Special Education Director, gave a report on the Early Learning Center. She discussed requirements students must meet for admission, as well as the cost and funding stream associated with the program. A similar presentation was given to the Board last school year, at that time there was concern about the per student cost and that it was being partially funded by a transfer of funds from K-12 special education which required a transfer of funds from K-12 regular education. Ms. Lynch noted that the transfer from K-12 special education to the ELC program has been reduced by approximately $25,000 this year. The financial picture for the K-12 special education program is also much better now than it was in the fall of 2010 when she became the director.

Several members of the ELC staff were present. The Board expressed their appreciation for the staff’s efforts to help young children in the program. Member Kennedy had visited the ELC during the week, and was very positive in her comments. The ELC staff mentioned the great support of the transportation department, both drivers and para professionals, in their efforts to educate the children at the ELC.

Willard School’s Evacuation Plan/Grade Configuration

Member Fuller had expressed his concerns about the safety of the children at Willard Elementary School during a natural disaster such as a flood or earth quake. The Willard School houses students in kindergarten and first grade living in the area most
southern portion of the district through Perry. The fact that many families would have elementary age students in Willard and Three Mile Creek was a concern if a major disaster should occur. Member Fuller also indicated strong support for the community school concept which would be best served by having students in grades K-5 at Willard Elementary School.

The Board was given a written response to some of the concerns discussed. The response included input from principals Jerry Jones and Janet Coombs as well as Superintendent Wolff. Principal Coombs shared her feelings in the meeting. Members Kennedy and Cronin shared insights that they received after talking with parents in the Willard community.

Principals Jones and Coombs were encouraged to address the safety issues brought up by Member Fuller in their school emergency plans and to share that information with parents in the area.

2012 School Board Goals

The Board has been working on potential goals for the 2012 year. The discussion during Wednesday’s meeting centered upon community involvement. Most of the conversation focused on the role of the community and the best process for increasing community involvement.

Member Cronin volunteered to work with the school staff to create a 10-15 minute presentation that highlights the good things that are happening in Box Elder School District. The idea for this project came from a 30 minute presentation developed by the Utah School Boards Association which highlighted the “story” of each of the state’s 41 school districts.

Vice President Smith volunteered to contact the USBA regarding the possibility of getting board training followed by a facilitator to implement the USBA’s “What Counts” program sometime this spring. The “What Counts” program is designed to help school boards gain public input. As the Board’s vice-president, member Smith has taken the lead in the effort to develop board goals for the 2012 calendar year.

Revision/Development of Multi-Year Capital Plan

The district has a 40 year capital plan that was developed by Superintendent Martell Menlove and adopted by the Board in July 2009. With the passage of time and the significant building program the district has experienced since 2009, there is a need to update the plan. The discussion centered on the creation of a process to revise the district’s capital plan. Board members Karen Cronin, Nancy Kennedy, and Lynn Capener will join Jim Christensen and Superintendent Wolff on a committee to look at
revising the capital plan. Other members of the district staff and the community will be asked to participate in the effort.

**Legislative Update**

Superintendent Wolff reviewed information in the Board packet as well as information sent to the board recently regarding the legislature. Karen Cronin, Nancy Kennedy, Connie Archibald, Rod Cook (District Finance Director), and Superintendent Wolff were scheduled to participate in the Utah School Boards Association’s “Day on the Hill” today (Thursday) in Salt Lake City.

**USBA Conference**

Board members reported on highlights of the conference they recently attended sponsored by the Utah School Boards Association that was held in Salt Lake City. Members attended at least one session on the implementation of PLCs, other sessions mentioned were: Roberts Rules of Order, Latinos in Action, and the “What Counts” program.

**Approval of Consent Items**

The minutes of the regular board meeting held on Wednesday, January 11, 2012, was approved along with the payment claims.

**Personnel Action**

**Leaving the District**

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<td>Jason Findlay</td>
<td>Orchestra</td>
<td>ACYI, BEMS, BEHS</td>
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**Suggestions for Future Board Meetings**

A request to review the Board’s Code of Ethics as well as the advance of electronic text books was added to future meetings.

The next regularly scheduled meeting of the Board of Education will be held on Wednesday, February 8, 2012, at 6:30 p.m., at Foothill Elementary School, 820 North 100 East, Brigham City Utah. Major agenda items at this time include:

- “Show & Tell” Foothill Elementary School
- Master planning report of district land in Brigham City by Ron Frandsen.
- A discussion with representatives from the Promontory School of Expeditionary Learning
- Maintenance and Custodial Report by Jim Christensen
- Second reading policies.
- Legislative update