

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held June 8, 2017 at the District Office, Delta, Utah.

Meeting convened at 3:15 p.m.

The President of the Board called the meeting to order at 3:15 p.m. The Business Administrator was directed to call the roll which indicated the Board Members shown below were present. The President stated that the meeting was a regularly called meeting and that notice of the time, place, and agenda of the meeting had been posted to Utah Public Notice website, the Millard School District Webpage, found under BoardDocs. The local news media, each member of the governing body, the Millard County Commission Chair and the mayor of each incorporated city within Millard County, have been notified of where the electronic notice and agenda can be found within BoardDocs with a copy being evidenced by a true and correct copy thereof being attached thereto. Exhibit 27.

Call to Order

Members in attendance: Adam R. Britt, President
Jeffery G. Schena, Vice-President
Todd E. Holt, Member
David E. Lund, Member
Gordon L. Rawlinson, Member - Absent
David V. Styler, Superintendent
Keith T. Griffiths, Business Administrator

Members in Attendance

Opportunity was given to any public present to offer an opening reverence.

Opening Reverence: David V. Styler

Pledge of Allegiance: David V. Styler

Prior to the Board of Education meeting, the Members of the Board met in a Board Work Session, in which the following items were reviewed and discussed:

Board of Education Work Session

1. Review and Discuss Action Items
2. Review of graduations and 2016-2017 School Year
3. Review of Policies

Review of Policies

Wellness

Millard School District Policy - File Code: 3140
Second Reading

4. Delta High School - Discussion of Possible Drug Testing Policy

Member Holt made a motion to go into Closed Executive Session to review and discuss the character and professional competence of individuals, or physical or mental health of an individual (personnel assignments, concerns, and staffing for 2017-2018 school year), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Lund, with the voting as follows:

Closed Executive Session

Member Holt	Aye
Member Lund	Aye
Member Schena	Aye
Member Britt	Aye

Member Schena made a motion to return the meeting to a Regular Session, seconded by Member Lund, with the voting as follows:

Regular Session

Member Schena	Aye
Member Lund	Aye
Member Holt	Aye
Member Britt	Aye

Time of the Closed Executive Session was from 3:25 p.m. to 4:00 p.m.

Time

I, Adam R. Britt, President of the Millard School Board of Education, certify and swear that the purpose of the above Closed Executive Session was to review and discuss the character and professional competence of individuals, or physical or mental health of an individual (personnel assignments, concerns, and staffing for the 2017-2018 school year) as provided for in Utah Code: 52-4-205(1)(a).

Certification

Adam R. Britt, President

Keith T. Griffiths, Business Administrator

Minutes From Previous Meeting

Minutes

Minutes of the Board of Education meeting held May 11, 2017 were approved by a motion from Member Holt, seconded by Member Lund and carried unanimously by the Members of the Board.

Board President's Report

Board President's Report

NONE

Superintendent Styler's Report

Superintendent Styler's Report

Superintendent Styler reported on the SEDC Legislative meeting held the previous evening which went very well. This was a great way to meet and visit with local legislators. He expressed appreciation to Member Holt for attending this meeting.

Business Administrator's Report

Business Administrator's Report

NONE

4467

Consent Items

Consent Items

The following Consent Items were presented to the Members of the Board for review and consideration:

Payment of Bills / Approval of Financial Reports

Payment of bills from check #012994 to check #013156 inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #27.

Payment of Bills /
Approval Finan-
cial Reports

Adult High School Secondary Diplomas

Charity Dawn Flake
Yesica Chavez Guerrero

Edgar W. Gomez

Adult High
School Secondary
Diplomas

Mr. Duane Rawlinson, Millard School District Vocational Counselor, has reviewed their transcripts and determined that they have completed the necessary requirements of the Millard School District Board of Education.

Recommended for approval.

Personnel Items:

Personnel Items

Letters of Resignation

Letters of Resigna-
tion

Mrs. Debbie Houghton - Instructional Assistant at Delta South
Elementary School

Ms. Stephanie Bayles - C.N.A. Instructor

Recommendation for AmeriCorps Positions

AmeriCorp Posi-
tions

Mrs. Kristen Springer - Delta South Elementary School

Mrs. Kathryn Sumanis - Delta Middle School

Mr. Dakota Bullock - Millard High School

Recommendation for Millard School District Computer Technician

District Computer
Technician

Mr. Ryan Kemner

Member Schena made a motion to approve and accept the Consent Items, as listed above, seconded by Member Lund and carried unanimously by the Members of the Board.

Information Items

Information Items

Review of Substitute Teacher Pay

Review of Substitute Teacher Pay

Member Rawlinson has previously suggested that the Board of Education review its pay for substitute teachers. Information was provided on the comparison of substitute teacher pay by school districts from the annual survey by the Utah Education Association. This information has been reviewed as well as the Employee Leave of Absence Report through the May payroll for the 2016-2017 school year.

Member Schena indicated that from his review of the above information, that it appears the Millard School District Substitute Teacher pay is comparable with other school districts. It was suggested that some sort of plan be developed that keeps the classroom teacher in the classroom and reduces out-of-class time. It appears that the District creates too many opportunities for teachers to be away from their classroom. Bottom line is that teachers need to be in the classroom.

Action Items

Action Items

Policy ApprovalPolicy Approval:
Wellness

Member Schena made a motion to approve the following policy:

Wellness

Millard School District Policy - File Code: 3140

Motion was seconded by Member Lund and carried unanimously by the Members of the Board.

Request for Building Fee Waiver - DHS Auditorium / MHS AuditoriumRequest for Building Fee Wavier
"Friends of Liberty"

Millard County "Friends of Liberty" - Julie Nelson

Julie Nelson, on behalf of the Millard County "Friends of Liberty" requested use of the Delta High School auditorium and Millard High School auditorium for four (4) seminars over a period of four months, rotating between Delta and Fillmore. The presenter will be Dr. Glenn Kimber, who is an author and educator.

Member Schena made a motion to approve waiving the building rental fee for the use of the Delta High School auditorium and the Millard High School auditorium for Millard County "Friends of Liberty", seconded by Member Lund and carried unanimously by the Members of the Board.

Request to Increase Extra-Duty Pay for School Musical

Approval to Increase Extra-Duty Pay for School Musicals

Mrs. Audrey Stephenson and Mrs. Winter Rowley, Directors of Delta High School's school musical, request that the pay for the director be increased to the same as a head coach (currently \$3,142) and that an assistant director be added to the Extra-Duty Salary Schedule at the same amount as an assistant coach (currently \$1,886).

The reasons given were: Increased program enrollment and retention; Increased time commitment; and Increased school revenue and visibility.

Member Lund made a motion to increase the extra-duty pay for the high school musical to the same amount as a major sport (currently \$3,142) and to add an assistant director for the high school musical at the same amount as an assistant coach for major spots (currently \$1,886), seconded by Member Holt and carried unanimously by the Members of the Board.

Appointment of Individuals to Millard School District Audit CommitteeMillard School
District Audit
Committee

The Millard School District Audit Committee currently consists of two members of the Board of Education, the Superintendent, the Business Administrator, and another District administrator, as outlined in Millard School District Policy #2060.

Utah State Code: 53A-30-102 requires a local school district board that consists of six or fewer members, that the district audit committee consist of two members of that board; and composed of people who are not administrators or employees of the local education agency.

It was suggested that the following individuals be asked to serve on the Millard School District Audit Committee:

Mrs. Jean Crafts
Mr. Scott Bassett
Mr. Steve Larsen
Mrs. Kim Christensen

Member Holt made a motion to appoint the above individuals to serve on the Millard School District Audit Committee, seconded by Member Lund and carried unanimously by the Members of the Board.

Consideration of Increasing School Lunch PricesIncrease of School
Lunch Prices

Mrs. Kris Albrecht, Millard School District Child Nutrition Director, met with the Members of the Board to review the need to recommend that the prices for school lunch meals be raised. This is a result of an audit by the State Child Nutrition program.

The current prices for school lunch are:

Elementary students:	\$2.00
Middle School Students:	\$2.25
High School students:	\$2.50

These school lunch prices have not been increased since June 2011 for the 2011-2012 school year.

It was recommended that the school lunch prices be increased by \$0.25 for all student meals for the following:

Elementary students:	\$2.25
Middle School students:	\$2.50
High School students:	\$2.75

Member Lund made a motion to increase the school lunch meal prices, as outlined above, beginning with the 2017-2018 school year, seconded by Member Schena and carried unanimously by the Members of the Board.

Review of "NO" Monday Activities After 6:00 p.m.Review of "NO"
Monday Activities

Discussion was held regarding the Millard School District procedure of having "NO" Monday activities after 6:00 p.m. This procedure was implemented several years ago through a survey process given to students and staff that at least one evening of being at home.

However, over the years there have been situations occur that required an activity to be held on a Monday evening. It was suggested that the Superintendent of Schools be given the authorization for exceptions to this procedure on the rare occasions that Monday evening activities may need to happen.

Member Schena made a motion to continue and support the Millard School District procedure of "NO" Monday evening activities after 6:00 p.m.; however, giving the Superintendent of Schools the authority to make exceptions to this procedure on rare occasions when an exception is needed, seconded by Member Lund and carried unanimously by the Members of the Board.

Employee Out-of State Travel RequestOut-of-State
Travel Request:
Duane Rawlinson

2017 National Career Pathways Network Conference
Mr. Duane Rawlinson
St. Louis, MO
October 26-27, 2017

Cost: For him to attend would be approximately \$2,086 (Conference Registration \$560; Flight \$320; Motel and parking \$796, Car Rental \$200 and Per Diem \$210)

Member Schena made a motion to approve and support Mr. Duane Rawlinson attending the National Career Pathways Network Conference, as outline above, seconded by Member Holt and carried unanimously by the Members of the Board.

Employee Out-of State Travel RequestOut-of-State
Travel Request:
Jimie N. Baker

2017 A Cappella Camp
Mrs. Jimie N. Baker
Dayton, Ohio
June 25-30, 2017

Cost: For her to attend would be approximately \$1,600 (Conference Registration, Classes, Lodging and Food \$795; Airfare \$800)

Member Holt made a motion to approve and support Mrs. Jimie Baker attending the A Cappella Camp, as outline above, seconded by Member Lund and carried unanimously by the Members of the Board.

Master Lease Agreement with Local Building Authority of Millard School DistrictRenewal of Master
Lease Agreement
with Local Build-
ing Authority of
Millard School

Under terms of the Master Lease Agreement between the Local Building Authority of Millard School District and Millard School District, an annual renewal of the Lease Agreement is required, extending the lease from July 1, 2017 and ending June 30, 2018.

Member Holt made a motion to renew the Lease Agreement between the Local Building Authority of Millard School District and the Millard School District for the period July 1, 2017 and ending June 30, 2018, seconded by Member Lund and carried unanimously by the Members of the Board.

*Board Meeting Schedule
2017-2018 School Year*

Board Meeting
Schedule for the
2017-2018 School
Year

The Millard County School District Board of Education will hold its regular School Board Meetings for the fiscal year 2017-2018 on the 2nd Thursday of each month, except as noted, at 1:00 p.m. at the Millard School District Office or at the schools during the school year, unless otherwise advertised.

Thursday, July 13, 2017

Thursday, August 10, 2017 - Budget Hearing / Truth-in-Taxation Hearing

Thursday, September 14, 2017

Thursday, October 12, 2017

Thursday, November 9, 2017

Thursday, December 14, 2017

Thursday, January 11, 2018

Thursday, February 8, 2018

Thursday, March 8, 2018

Thursday, April 12, 2018

Thursday, May 10, 2018

Thursday, June 14, 2018 – Budget Hearing

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, INDIVIDUALS NEEDING SPECIAL ACCOMMODATIONS (INCLUDING AUXILIARY COMMUNICATIVE AIDS AND SERVICES) DURING THESE MEETINGS SHOULD NOTIFY KEITH T. GRIFFITHS, BUSINESS ADMINISTRATOR AT 285 EAST 450 NORTH, DELTA, UTAH 84624 (435) 864-1000, AT LEAST THREE WORKING DAYS PRIOR TO THE MEETING.

All patrons are invited to attend.
David V. Styler
Superintendent

Member Lund made a motion to approve and accept the Millard School District Board of Education Board meeting schedule for the 2017-2018 school year, seconded by Member Holt and carried unanimously by the Members of the Board.

Millard County School District
Professional Employees Negotiated Agreement
2017-2018 School Year

Millard School
District Profes-
sional Employ-
ees Negotiated
Agreement for the
2017-18 School

1. For the 2017-2018 school year, a new salary schedule will be implemented for Professional Employees. Please see attached.

2. Increments and Lane Change Costs – Professional employees will receive added costs of increments and lane changes. A 4.50% increase will be added to the base salary schedule. A new salary schedule will include the addition of Professional Step 16, which is a 3.0% longevity step that will be for eligible employees that have completed 27+ years in education. This step must be requested by the eligible employee. After completion of 3 years on Professional Step 16, they will revert back to Step 15 until retirement.

3. Insurance – The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The Millard School District will fund the cost of the PHD3500 and, in addition, the district will put \$1,575 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD2600 plan with possible funding into a Health Savings Account or Health Reimbursement Account depending on which option the employee chooses. Employees will have the opportunity to select the PHD5000 plan, with the district paying the premium and putting \$2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.

4. Waiving Insurance – For eligible employees who choose to waive their insurance (Medical & Dental), the amount paid to prime trust, 401K, Health Savings Account, if eligible, will be capped at \$5,000 for professional educators and \$3,000 for provisional educators. New professional educators to the Millard School District are considered provisional educators for the first three (3) years. These amounts are tied to the employee out-of-pocket maximum for PlanHD 3500. In future years, if employee out-of-pocket maximum amount increases, capped amounts may be adjusted to match.

5. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Chad Warnick
MEA President

Adam R. Britt
President, Board of Education

David V. Styler
Superintendent

Member Holt made a motion to accept, approve, and ratify the Negotiated Agreement for the Professional employees, for the 2017-2018 school year, seconded by Member Lund and carried unanimously by the Members of the Board.

**Millard County School District
Classified Employees Negotiated Agreement
2017-2018 School Year**

Millard School
District Classified
Employees Nego-
tiated Agreement
for the 2017-18
School Year

1. **Increments and Lane Change Costs** – Classified employees will receive added costs of increments and lane changes. A 4.50% increase will be added to the base salary schedule. A 3.0% longevity step will be added for eligible employees that have completed 27+ years in education. This step must be requested by the eligible employee. After completion of 3 years on Step 8, they will revert back to Step 7 until retirement.
2. **Insurance** – The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The Millard School District will fund the cost of the PHD3500 and, in addition, the district will put \$1,575 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD2600 plan with possible funding into a Health Savings Account or Health Reimbursement Account depending on which option the employee chooses. Employees will have the opportunity to select the PHD5000 plan, with the district paying the premium and putting \$2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.
3. **Waiving Insurance** – For eligible employees who choose to waive their insurance (Medical & Dental), the amount paid to prime trust, 401K, Health Savings Account, if eligible, will be capped at \$5,000 for career classified employees and \$3,000 for provisional classified employees. New classified employees are considered provisional employees for the first three (3) years. These amounts are tied to the employee out-of-pocket maximum for PlanHD 3500. In future years, if employee out-of-pocket maximum amount increases, capped amounts may be adjusted to match.
4. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

**Arlane Johnson
Millard Classified President**

**Adam R. Britt
President, Board of Education**

**David V. Styler
Superintendent**

Member Lund made motion to accept, approve, and ratify the Negotiated Agreement for the Millard School District Classified Employees, for the 2017-2018 school year, seconded by Member Schena and carried unanimously by the Members of the Board.

Millard County School District
Salary Agreement – Administrative Employees
2017-2018 School Year

Millard School
District Admin-
istrative Employ-
ees Negotiated
Agreement for the
2017-18 School
Year

1. **Increments and Lane Change Costs** – Administrative employees will receive added costs of increments and lane changes. A 4.50% increase will be added to the base salary schedule. A 3.0% longevity step will be added for eligible employees that have completed 27+ years in education. This step must be requested by the eligible employee. After completion of 3 years on Education Step 3, they will revert back to Education 4% / 26 Years in Education until retirement.

2. **Insurance** – The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The Millard School District will fund the cost of the PHD3500 and, in addition, the district will put \$1,575 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD2600 plan with possible funding into a Health Savings Account or Health Reimbursement Account depending on which option the employee chooses. Employees will have the opportunity to select the PHD5000 plan, with the district paying the premium and putting \$2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.

3. **Waiving Insurance** – For eligible employees who choose to waive their insurance (Medical & Dental), the amount paid to prime trust, 401K, Health Savings Account, if eligible, will be capped at \$5,000 for professional administrative employees and \$3,000 for provisional administrative employees. New administrative professionals are provisional for their first three (3) years. These amounts are tied to the employee out-of-pocket maximum for PlanHD 3500. In future years, if employee out-of-pocket maximum amount increases, capped amounts may be adjusted to match.

4. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Rhonda Harrison, Representative

Adam R. Britt, Board President

David V. Styler, Superintendent

Member Schena made a motion to accept, approve, and ratify the Negotiated Agreement for the Millard School District Administrative Employees, for the 2017-2018 school year, seconded by Member Lund and carried unanimously by the Members of the Board.

Honoring Retiring Employees

Honoring Retiring
Employees for the
2016-17 School
Year

The following individuals have retired or will retire from the Millard School District at the end of the 2016-2017 school year:

Mrs. Deb Anderson - Teacher at Delta North Elementary School
 Mrs. Claudia Bassett - Secretary at Delta South Elementary School
 Mr. Scott Bassett* - District Director
 Mrs. DeAnn Burton- Literacy Specialist
 Mrs. Geri Child *- Teacher at Fillmore Middle School
 Mrs. Caralyne Comeau* - Teacher at Delta South Elementary School
 Mrs. Gwen Evans* - Speech Language Pathologist - Fillmore
 Mr. Mike Evans* - Teacher at Delta Middle School
 Mrs. Pam Gasser - Media Specialist at Delta North Elementary School
 Mrs. Connie Gillins* - Literacy Specialist
 Mrs. Teresa Hostetler* - IA at Delta North Elementary School
 Mrs. Carolyn Memmott* - Bus Driver / Scipio area
 Mrs. Mary Monroe* - Teacher at Fillmore Elementary School
 Mr. Ralph Myers* - Teacher at Fillmore Middle School
 Mr. Hal Terry - Bus Driver / Abraham area
 Mrs. Juanita Utley - Teacher at Delta South Elementary School

*Those present for the meeting.

These individuals were supported by family members for this presentation.

The accomplishments and contributions of the above individuals were shared with the Members of the Board and those present. The above individuals have given a combined 472.5 years of service in working for the Millard School District. Each individual was thanked for their many years of service given to the students, staff, and patrons of the Millard School District. A small token of appreciation was given to each of the retiring employees.

Public Comment

Public Comment

NONE

Communications for Board Members:

Communications
for Board Mem-

1. School Newsletters:
 - a. Delta High School's Model Newsletter - End of Year Issue

Board Member Comments

NONE

Board Member
Comments

MILLARD COUNTY SCHOOL DISTRICT

DELTA, UTAH

JUNE 08, 2017

Budget Revisions
for the 2016-2017
School Year Original
Budget

The Budget for the school year 2016-2017 school year was revised to accept additional revenue and adjustments to the opening fund balances. The amounts were distributed as follows:

FUND 10:

1000	Instruction was increased from	\$18,455,392	\$18,774,230
2100	Supporting Services – Students decreased	\$ 443,325	\$ 243,325
2200	Supporting Services – Teachers decreased	\$ 618,200	\$ 636,954
2300	Supporting Services – District General Administration increased	\$ 403,912.	\$ 426,372
2400	Supporting Services – School Administration decreased	\$ 1,917,056	\$ 1,920,676
2500	Support Services – Business increased	\$ 406,645	\$ 463,595
2600	Operation and Maintenance of Plant Services increased	\$ 3,094,499	\$ 3,105,499
2700	Student Transportation increased	\$ 1,466,093	\$ 1,504,593
2800	Support Services increased	\$ -0-	\$ -0-
2900	Other Support Services	\$ -0-	\$ -0-
3000	Operation of Non-Educational Services	\$ -0-	\$ -0-
5000	Other Outlay	\$ -0-	\$ -0-
6000	Undistributed Reserves	\$ -0-	\$ -0-
	TOTAL FUND 10	\$26,859,122	\$26,926,312

FUND 21:

Student Activity Fund increased	\$ 1,625,840	\$ 1,627,260
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FUND 23:

Non K-12 Programs decreased	\$ 385,581	\$ -0-
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FUND 31:

Debt Service increased	\$ -0-	\$ -0-
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FUND 32:

Capital Outlay increased	\$ 4,285,850	\$ 4,507,848
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FUND 51:

Food Service increased	\$ 1,727,390	\$ 1,729,370
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OTHER FUNDS:

FFA Science Lab/Foundation - increased	\$ 9,150	\$ 10,650
QSCB Fund 54 unchanged	\$ 2,351,401	\$ 2,351,401

With a Balance on Hand \$ 5,869,033

Member Lund made a motion to approve the revisions and adjustments to the 2016-2017 school year Budget for the Millard School District, seconded by Member Holt and carried unanimously by the Members of the Board.

Exhibit #29

The Tentative Budget, for the 2017-2018 School Year, for the Millard School District was presented with CERTIFIED TAX RATES as follows:

Adoption of
Tentative Budget
for the 2017-18
School Year and
Certified Tax
Rates

0.001695	State Basic Program
0.000800	Voted Leeway
0.001920	Board Voted Leeway
0.000065	Judgement Levy
0.005040	Total for Maintenance and Operation
0.000000	Debt Service
0.001889	Capital Outlay
0.000028	C/O Judgement Levy
0.001917	Total for Capital Outlay

**0.006957 TOTAL PROPOSED CERTIFIED TAX RATE
FOR THE 2017-2018 SCHOOL YEAR.**

The Budget was prepared on a Weighted Pupil Units of 4,456.020 and an estimated assessed valuation of \$2,490,032,719., for Maintenance and Operation Fund, Debt Service Fund, and Capital Outlay Fund.

Member Schena made a motion to approve the Tentative Budget for the Millard School District and to set the Budget Hearing (Truth-in-Taxation Hearing) for Thursday, August 10, 2017, at 6:00 p.m., at the District Office, 285 East 450 North, Delta, Utah, seconded by Member Lund and carried unanimously by the Members of the Board.

Exhibit #29:

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, July 13, 2017, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

The Millard School District Board of Education will hold a Budget Hearing (Truth-in-Taxation Hearing) on Thursday, August 10, 2017, at 6:00 p.m., at the District Office, 285 East 450 North, Delta Utah for the purpose of adopting the original Budget for the 2017-2018 school year and setting the Certified Tax Rates.

Meeting adjourned at 6:20 p.m.

Attest:

Signed: _____ Signed: _____
President Business Administrator