

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held February 14, 2019 at the District Office, Delta, Utah.

Meeting convened at 1:00 p.m.

The President of the Board called the meeting to order at 1:00 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 15.

Call to Order

Members in attendance: Todd E. Holt, President
 David E. Lund, Vice-President
 Joyce C. Barney, Member
 Adam R. Britt, 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: Adam R. Britt

Pledge of Allegiance: Adam R. Britt

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 Policies

Review of Policies

Administrative Internships

Millard School District Policy - File Code: 4125
Second Reading

Student Search and Seizure

Millard School District Policy - File Code: 6110
First Reading

Substance Abuse and Drug Free Workplace

Millard School District Policy - File Code: 4040
First Reading

3. Capital Outlay Project Requests for 2019-2020
Schedule visit to School
4. School Safety Report and Discussion
5. 2019-2020 School Fee Discussion
See 2019-2020 School Fee Schedule - Information Item

6. Legislative Report for Weeks 1-2-3

Member Lund 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 2018-2019 school year), as provided for in Utah Code: 52-4-205(1) (a), seconded by Member Britt, with the voting as follows:

Closed Executive Session

Member Lund	Aye
Member Britt	Aye
Member Barney	Aye
Member Holt	Aye

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

Regular Session

Member Britt	Aye
Member Lund	Aye
Member Barney	Aye
Member Holt	Aye

Time of the Closed Executive Session was from 1:10 p.m. to 1:30 p.m.

Time

I, Todd E. Holt, 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 2018-2019 school year) as provided for in Utah Code: 52-4-205(1)(a).

Certification

Todd E. Holt, President

Keith T. Griffiths, Business Administrator

Minutes

Minutes of the Board of Education meeting held January 3, 2019 were approved by a motion from Member Lund, seconded by Member Barney and carried unanimously by the Members of the Board.

Minutes

Board President's Report

President Holt reported on the Utah School Boards Association Board President's and Board Vice-President training that was held in February. This was a good experience.

Board President's Reports

Superintendent Styler's Report

None - Items covered in Board Work Session

Superintendent Styler's Report

Business Administrator Report

1. Information of percent (%) of School Lunch Free and Reduced

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 /
Approval Finan-
cial Reports

Payment of bills from check #016689 to check #017017, inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #16.

Substitute Teachers

Substitute Teach-
ers

Kayla Sanders (Delta)

Kayla has completed the SubInstructor On-Line program and has passed a current background check and TB Test

Recommended for approval.

Adult High School Secondary Diplomas

Adult High
School Secondary
Diplomas

Joshua Hoopes Jesse Shaw

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.

2018-2019 Compulsory Attendance Compliance

2018-2019 Com-
pulsory Atten-
dance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Mary Jo Stegeby	Alice Stegeby	DSES / Kdgn
Julie Paulman	Winston Travis Hope Travis	DHS / 12th grade DHS / 11th grade
Todd Jeffery	Andrew Jeffrey	DHS / 12th grade
Rebecca Cox	Tabbitha Cox	DHS / 11th grade
Mindy Helper	Shaylee Shepard	DHS / 12th grade
Tiffany Stewart	Tegan Stewart	DHS / 12th grade

Recommended that the above students be exempted from compulsory attendance for the 2018-2019 school year based on signed affidavits.

Early Graduation Requests

Early Graduation Requests

Maryn Robison - At the end of the Second Semester

Samantha Kerby - At end of her Junior Year

Recommended for approval, subject to review and certification by Millard High School Administration that all graduation requirements have been met.

Out-of-State Residency Requests

Out-of-State Residency Requests

Student Name: Wendy Morales-Mendoza
Parents' Name: Martha Mendoza
Guardian Name: Virginia Pierro
School / Grade: Delta High School / 10th Grade

Recommended for approval.

Out-of-State Residency Requests

Student Name: Cesar Morales Mendoza
Parents' Name: Martha Mendoza
Guardian Name: Virginia Pierro
School / Grade: Delta High School / 9th Grade

Recommended for approval.

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

Information Items

Information Items

1. Utah School Boards Association (USBA)
2019 Legislative Day on the Hill
Friday: February 15, 2019
2. National School Boards Association (NSBA)
Annual Conference
Philadelphia, PA
March 30, 2019 - April 1, 2019
3. Millard School District Approved School Fee Schedule
2019-2020 School Year

USBA "Day on the Hill"

NSBA Conference

MSD Approved School Fee Schedule

Mr. George Richardson, Millard School Secondary Education Director, met with the Members of the Board to discuss the following:

4. Differentiated Diploma

Differential Diploma

Discussion was held regarding the Millard School District offering a "Differential Diploma" for those students who may only want to earn the required twenty-four credits and move on with their lives. This would allow more flexibility in helping students to graduate from high school. This would involve better tracking of students and even directing some students to the GED program. Delta High School, Millard High School, and EskDale High School require a total of twenty-eight (28) credits to graduate, with only twenty-four (24) required by the State of Utah for a Basic State diploma. The purpose of a Differential Diploma would be to keep more students in school.

5. Flexible Schedule Discussion

Flexible Schedule

Discussion was held regarding the Millard School District offering a flexible schedule to accommodate students who may need to come into school later in the evening. This may include scaling back on some classes and moving more towards a Differentiated Diploma. The Americorp volunteers would play a vital role in this process by flexing their hours, being in the classroom later in the evenings. This would probably be on Tuesday and Thursday.

The high schools are considering moving to an A-B / A-B schedule that would match with the college and universities for concurrent enrollment classes.

6. Reporting of Advanced Classes

Reporting on Advanced Classes

Discussion was held regarding how the Millard School District is reporting those students who are enrolled in Advanced classes. This involves reporting all students in concurrent enrollment classes being reported as earning college credit. This reporting has been corrected, with those not requesting college credit through the concurrent enrollment classes, not being reported.

Action Items

Action Items

Policy Approval

Policy Approval

Member Lund made a motion to approve the following policy:

Administrative Internships

Millard School District Policy - File Code: 4125

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

Old Capitol Storytelling Festival Request for Funding

Old Capitol Storytelling Festival - Request for Funding

Mr. Abe Johnson, Co-Chair of the 2019 Old Capitol Storytelling Festival, and Mr. Scott Bassett, expressed appreciation for the support given to the 2018 Old Capitol Storytelling Festival.

For the 2019 Old Capitol Storytelling Festival, the request was made for financial assistance to bring the One Voice Children's Choir from Salt Lake City to Fillmore and return. It is estimated that the cost for providing the transportation would be \$2,500.

Member Britt made a motion to support the 2019 Old Capitol Storytelling Festival with financial assistance of \$2,500, seconded by Member Barney and carried unanimously by the Members of the Board.

Employee Out-of-State Travel Requests

Employee Out
of State Travel
Requests

Mr. Stuart Bailey - Adult Education Instructor
Coalition on Adult Basic Education (COABE) National Conference
March 31, 2019 - April 3, 2019
New Orleans, LA

Mr. Bailey applied and received a scholarship to this COABE Conference, with the scholarship covering all expenses except the travel (mileage) to the Salt Lake Airport and return.

Member Britt made a motion to approve Mr. Stuart Bailey attending the Coalition on Adult Basic Education (COABE) National Conference and paying the mileage costs from Fillmore to Salt Lake City and return for Mr. Stuart Bailey to attend the Coalition on Adult Basic Education National Conference, seconded by Member Barney and carried unanimously by the Members of the Board.

Mr. Kevin Chapman
CoSN (Consortium for School Networking) Conference
April 1-4, 2019
Portland, Oregon
Estimated Cost: \$2,133

Mr. Chapman has been invited to present on Millard School District's experience with Kajeet and the District's Broadband Strategies as part of the Utah Coalition.

Member Lund made a motion to approve Mr. Kevin Chapman attending the CoSN Conference, at an estimated cost of \$2,133, seconded by Member Barney and carried unanimously by the Members of the Board.

Applications of Intent to Retire

Employee Appli-
cations for Intent
to Retire

The following individuals have submitted their application of intent to retire at the end of the 2018-2019 school year, under Millard School District's New Employee Incentive and Retirement Benefit Policy - File Code: 4016:

Vicki Allen	Fillmore Middle School	Teacher
Cindy Finlinson	Delta Middle School	Custodian
Robert Finlinson	Delta High School / District	Custodian / Bus Driver
Brenda Huntsman	Fillmore Elementary	Instructional Assistant
Marj Lovell	Delta Bus Garage	Secretary
Ken Nielsen	Delta High School	Counselor
Clint Peterson	Delta High School	Teacher
Kristin Spence	Delta Middle School	School Lunch Worker

Member Lund made a motion to accept the Retirement applications received from the above employees to retire at the end of the 2018-2019 school year, seconded by Member Barney and carried unanimously by the Members of the Board.

Provisional Educator Requests for Re-employment

Provisional Edu-
cator Requests for
Re-Employment

February 2019

Members of the School Board and Superintendent Styler,

The following provisional educators and administrators have been recommended for re-employment for the 2019-2020 school year by their respective principals and supervisors; Also, they have filled out forms requesting re-employment for next school year. Therefore, we recommend them for your consideration and final approval for re-employment.

Delta High School

Rebecca Prestwich
Jeffrey Brough

Delta Middle School

Kami Bryan
Brynlee George
Melissa Tolbert
Katy Clark

Delta North Elementary School

Ashley Abbott
Braden Johnson
Samantha Stevens

Delta Technical Center

Justin Lebbon
Brett Callister - Adm

Delta South Elementary School

Kristen Anderson
Megan Anderson
Nicole Fowles
Joshua Ipson
Mylisa Jacobson
Kaitlyn Jackson
Tyler Jensen
Jennifer Nielson
Mandi Oldroyd
Brielle Albers

Millard High School

Misty Bliss
Derrick Dearden - Adm
Susan Mork
Joseph Tarbet
David Barrus

Fillmore Middle School

Jeffery Christensen
Daniel DeGraffenried
Kenneth Jade Edwards
Jessica Freeman
Elise Neville
Matt Bassett - Adm

Fillmore Elementary School

Amber Anderson
Aironn Bishop
Sandi Davies
Whitney Durrant
Emily King
Matt Pace
Malorie Stott
Sylvia Wall

District Office

Drake Chappell

EskDale High School

Kath Hayward

Member Britt made a motion to approve the re-employment of the provisional educators, as listed above, seconded by Member Lund and carried unanimously by the Members of the Board.

The following proposal was presented to the Members of the Board for the Summer School Salary schedule and Fee/Tuition schedule:

2019 Summer
School Schedule

Summer School will begin on Wednesday, May 29, 2019 and conclude on Thursday, June 27, 2019 for a total of 18 days instruction. Summer School will be held Monday through Thursday during the above time. Preschool through 6th grades students in the Delta area will attend Delta South Elementary School. Preschool through 6th grades students in the Fillmore area will attend Fillmore Elementary School. Students 7th -12th grades from Delta area will attend at Delta High School. All students in the Fillmore area will attend Fillmore Elementary School. A special 9th-12th grade credit recovery program will be offered at both Delta and Fillmore if 10 or more students sign up at each location.

Youth Custodians:

Two youth workers (1 for Delta, 1 for Fillmore) at (\$8.00)

Elementary Instructional Assistants: 19 days of work at 5 hours per day (Lane 1, up to Step 3)

Step 1: \$10.65 Step 2: \$11.99 Step 3: \$13.48

High School Instructional Assistants: 19 days of work at 5 hours per day (Lane 1, up to Step 3)

Step 1: \$10.65 Step 2: \$11.99 Step 3: \$13.48

Food Service Workers: 18 days of work at varying hours per day (Lane 1, up to Step 3)

Step 1: \$10.65 Step 2: \$11.99 Step 3: \$13.48

Food Service Managers: 21 days of work at varying hours per day (Lane 4, up to Step 3)

Step 1: \$15.54 Step 2: \$17.49 Step 3: \$19.67

Migrant Recruiters/Directors: 40 days at 6 hours per day (Lane 4, up to Step 3)

Step 1: \$15.54 Step 2: \$17.49 Step 3: \$19.67

Bus Drivers: 18 days of work at varying hours per day (Lane 6, up to Step 2)

Step 1: \$17.54 Step 2: \$19.75

Elementary School Teachers: 20 days of work at 5 hours per day (Lane 1, up to Step 6)

Step 1: \$27.17 Step 2: \$27.17 Step 3: \$27.17
Step 4: \$27.86 Step 5: \$28.69 Step 6: \$29.63

High School Teachers: 20 Days of work at 5 hours per day (Lane 1, up to Step 6)

Step 1: \$27.17 Step 2: \$27.17 Step 3: \$27.17
Step 4: \$27.86 Step 5: \$28.69 Step 6: \$29.63

Administrators: Total number of days varies.

Regular hourly rate of 5.5 hours daily after their regular contract period has expired

Tuition for Credit Recovery: \$5.00/day = \$120.00

Member Barney made a motion to approve the Millard School District Summer School program, as outlined above, seconded by Member Britt and carried unanimously by the Members of the Board.

Millard School District Audit for Year Ended June 30, 2018

Acceptance of
MSD Audited
Financial State-
ments

The Millard School District Financial Statements and Single Audit and State of Utah Legal Compliance Reports, for the Fiscal Year ending June 30, 2018, were presented to the Members of Board for review.

The Millard School District Financial Reports and Single Audit and State of Utah Legal Compliance Reports are on file at the Millard School District Office for review, as well as the Financial Statements and Single Audit and State of Utah Legal Compliance Report being on the District's Webpage at: www.millard.k12.org

A review was made of the Independent Auditor's Report, for the fiscal year ending June 30, 2018 which was furnished by Gilbert and Stewart, Certified Public Accountants. Gilbert and Stewart have audited the Millard School District financial statements of the governmental activities, each major fund, and the aggregate remaining fund balances of Millard School District (District) as of and for the year ended June 30, 2018, which collectively comprise the District's basic financial statements. These financial statements are the responsibility of District management.

In the opinion of Gilbert and Stewart, the financial statements referred to above fairly, in all material respects, represent the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Millard School District as of June 30, 2018, and the respective budgetary comparison for the general fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The District is reporting under the financial model of GASB Statement No. 34. In the opinion of Gilbert and Stewart, Millard School District complied, in all material respects, with the general compliance requirements identified above and the requirements governing types of services allowed or unallowed; eligibility; matching; level of effort; or earmarking; reporting; and special tests and provisions that are applicable to each of its major state assistance programs for the year ended June 30, 2018.

The June 30, 2018 financial statements have been reviewed by the State of Utah, Office of the State Auditor, to verify substantial compliance with generally accepted accounting principals (GAAP); Government Auditing Standards; and, where possible, to verify compliance with finance-related legal and contractual provisions as set forth by State law.

Member Lund made a motion to accept the Independent Auditor's Report, provided by Gilbert and Stewart, for the Millard School District's Financial Statements and Single Audit and State of Utah Compliance Report for the year ended June 30, 2018, with the financial statements being in material compliance, seconded by Member Barney and carried unanimously by the Members of the Board.

Request for Waiver of Building Rental Fee from Delta Area Chamber of Commerce (DACC)

DACC Request
for Building Fee
Waiver

DACC Snow Goose Festival
Delta High School Gym for Concert / Dance
February 22, 2019

Member Barney made a motion to approve waiving the building rental fee for the Delta Area Chamber of Commerce concert / dance, seconded by Member Britt and carried unanimously by the Members of the Board.

Review and Approval of Millard School District Comprehensive Guidance Prog

Approval of MSD
CTE Comp Guid-
ance Program

Mr. Brett Callister, Millard School District CTE Director, Mr. Ken Nielson, Delta High School Counselor, and Mrs. Shiela Sheriff, Counselor at Fillmore Middle School and Fillmore Elementary School, met with the Members of the Board to review the Millard School District’s CTE program for Comprehensive Guidance, Pathway Completer, College and Career Awareness, and the Work-Based learning program. The progress and student participation in the CTE programs was also reviewed.

Member Lund made a motion to give approval to the Millard School District’s CTE programs and Comprehensive Guidance program, seconded by Member Britt and carried unanimously by the Members of the Board.

Presentation From Delta North Elementary School

Presentation from
DNES

Mrs. Delna Bliss, Principal of the Delta North Elementary School, met with the Members of the Board to present and discuss the following:

1. Delta North Elementary School’s School Improvement Plan
2. Delta North Elementary School’s Reading Achievement Plan / Title 1
3. Delta North Elementary School’s Professional Development Plan
4. Review of the 2018-2019 school year Use of LAND Trust Funds
5. LAND Trust proposal for 2019-2020 school year
6. Delta North Elementary School’s Discipline Plan
7. Delta North Elementary School’s Digital Citizenship Review
8. Delta North Elementary School’s School Routing / Transportation Plan*

*Unchanged from previous year

The Delta North Elementary School’s School Improvement Plan, Reading Achievement Plan, Professional Development Plan, review of the 2018-2019 school year use of LAND Trust funds, LAND Trust proposal for the 2019-2020 school year, Discipline Plan, Digital Citizenship Review, and School Routing / Transportation Plan (unchanged) are on file at the school, as well as being supported and recommended by the Delta Elementary School’s School Community Council.

Member Lund made a motion to approve and accept the Delta Elementary School’s School Improvement Plan, Reading Achievement Plan/Title 1, Professional Development Plan, review of the 2018-2019 school year use of LAND Trust funds, LAND Trust proposal for 2019-2020 school year, School Discipline Plan, Digital Citizenship Review, and School Routing / Transportation Plan for the 2019-2020 school year, seconded by Member Barney and carried unanimously by the Members of the Board.

Presentation From Fillmore Elementary School

Presentation from
FES

Mr. Harold Robison, Principal of the Fillmore Elementary School, met with the Members of the Board to present and discuss the following:

1. Fillmore Elementary School's School Improvement Plan
2. Fillmore Elementary School's Reading Achievement Plan / Title 1
3. Fillmore Elementary School's Professional Development Plan
4. Review of the 2018-2019 school year Use of LAND Trust Funds
5. LAND Trust proposal for 2019-2020 school year
6. Fillmore Elementary School's Discipline Plan
7. Fillmore Elementary School's Digital Citizenship Review
8. Fillmore Elementary School's School Routing / Transportation Plan*
*Unchanged from previous year

The Fillmore Elementary School's School Improvement Plan, Reading Achievement Plan, Professional Development Plan, review of the 2018-2019 school year use of LAND Trust funds, LAND Trust proposal for the 2019-2020 school year, Discipline Plan, Digital Citizenship Review, and School Routing / Transportation Plan (unchanged) are on file at the school, as well as being supported and recommended by the Fillmore Elementary School's School Community Council.

Member Britt made a motion to approve and accept the Fillmore Elementary School's School Improvement Plan, Reading Achievement Plan/Title 1, Professional Development Plan, review of the 2018-2019 school year use of LAND Trust funds, LAND Trust proposal for 2019-2020 school year, School Discipline Plan, Digital Citizenship Review, and School Routing / Transportation Plan for the 2019-2020 school year, seconded by Member Lund and carried unanimously by the Members of the Board.

Presentation From EskDale High School

Presentation from
EskDale High
School

Mrs. Nomi Shepherd, Administrator of EskDale High School, met with the Members of the Board to present and discuss the following:

1. EskDale High School's School Improvement Plan
2. Review of the 2018-2019 school year Use of LAND Trust Funds
3. LAND Trust proposal for 2019-2020 school year
4. EskDale High School's School Routing / Transportation Plan
5. EskDale High School Student Conduct / Internet Safety Action Plan

The EskDale High School's School Improvement Plan, review of the 2018-2019 school year use of LAND Trust funds, LAND Trust proposal for the 2019-2020 school year, Student Conduct / Internet Safety Action Plan and School Routing / Transportation Plan are on file at the school, as well as being supported and recommended by the EskDale High School School's School Community Council.

Member Britt made a motion to approve and accept the EskDale High School's School Improvement Plan, review of the 2018-2019 school year use of LAND Trust funds, LAND Trust proposal for 2019-2020 school year, School Conduct / Internet Safety Action Plan and School Routing / Transportation Plan for the 2019-2020 school year, seconded by Member Barney and carried unanimously by the Members of the Board.

Honoring Student Excellence

Honoring Student
Excellence

Allie Finlinson - Art Exhibit at Hogle Zoo - Delta High School

Rachel McLaws - Orchestra All-State - Delta High School

Allie and Rachel were each given a "Certificate of Excellence.

Communications for Board Members:

Communication
for Board Mem-
bers

1. Thank you letter from Dan and Josalyn Stevens for the ham and bonus in the December paycheck.

2. School Newsletters:

School Newslet-
ters

- a. Delta South Elementary School's - "Bunny Bulletin"
January 2019 and February 2019
- b. Delta North Elementary School's "Bulldog Bulletin"
January 2019 and February 2019
- c. Fillmore Elementary School's "Chipmunk Chat"
January 2019 and February 2019
- d. Delta Middle School's January 2019 Newsletter
and February 2019 Newsletter
- e. Fillmore Middle School's January 2019 Newsletter
and February 2019 Newsletter

Public Comment

Public Comment

None

Board Member Comments

Board Member
Comments

1. Member Britt commented that the Millard School District has outstanding students.

2. Member Barney commented on the article in the local paper regarding the efforts of Michelle Nielson in providing her services as crossing guard at Delta's Main Street.

3. Member Lund had requested some information on a school bus route being worked on by the District.

4. Member Holt was impressed with the two young ladies who were honored today and the great job that they had done.

5. Superintendent Styler seconded the comments made concerning the great students that are in the Millard School District and the support of parents.

Superintendent Styler welcomed Member Barney to the Millard School Board of Education.

Member Britt made a motion to adjourn the meeting, seconded by Member Lund and carried unanimously by the Members of the Board.

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, March 14, 2019, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Next Meeting

Meeting adjourned at 4:30 p.m.

Attest:

Signed: _____ Signed: _____
President Business Administrator