

**MILLARD SCHOOL DISTRICT  
DELTA, UTAH**

Following are the **DRAFT** minutes of the Board of Education meeting held April 11, 2019 at the District Office, Delta, Utah.

**Minutes are unofficial until approved by the Board of Education in the next Board meeting and are subject to change.**

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 17.

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  
   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 E. Lund

Pledge of Allegiance:            David E. Lund

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

Student Search and Seizure

Millard School District Policy - File Code: 6110  
Third Reading

Substance Abuse and Drug Free Workplace

Millard School District Policy - File Code: 4040  
Third Reading

Student Dress

Millard School District Policy - File Code: 6080  
Second Reading

Student Conduct Relating to Extra- Curricular Activities

Millard School District Policy - File Code: 6101  
Second Reading

Criminal Background Check and Employee Reporting of Arrests  
Millard School District Policy - File Code: 4020  
Second Reading

Review of Policies  
Continued

High School Program of Studies

Includes : Updated Health and PE Credit Requirement  
Proposed Flexible Graduation Program  
Millard School District Policy - File Code: 5070  
First Reading

3. USBA Regional Meeting Materials
4. School Safety Report and Discussion  
Philip Wentworth Architect with Naylor Wentworth Lund
5. Teacher and Student Success Act (TSSA) Review
6. Report on National School Boards Association (NSBA) Conference

Member Rawlinson 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 and 2019-2020 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 Rawlinson	Aye
Member Lund	Aye
Member Barney	Aye
Member Britt	Aye
Member Holt	Aye

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

Regular Session

Member Barney	Aye
Member Rawlinson	Aye
Member Britt	Aye
Member Lund	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 and the 2019-2020 school year) as provided for in Utah Code: 52-4-205(1)(a).

Certification

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Todd E. Holt, President

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Keith T. Griffiths, Business Administrator

Minutes

Minutes

Minutes of the Board of Education meeting held March 14, 2019 were approved by a motion from Member Britt, 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 sessions he attended at the NSBA Conference.

Business Administrator Report

NONE

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 Financial Reports

Payment of bills from check #017194 to check #017337, inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #18.

Substitute Teachers

Substitute Teachers

Sherakee Thomas (Delta) Martha Andrade (Delta)

Sherakee and Martha have completed the SubInstructor On-Line program and have passed a current background check and TB Test

Recommended for approval.

2018-2019 Compulsory Attendance Compliance

2018-2019 Compulsory Attendance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Janeal Young	Owen Young	DHS / 10th grade

Cristina Ruiz has notified Millard School District of her intention to home school herself. Christina is a 12th grade student at Delta High School who is 18 years old.

Brennan Hunsaker has notified Millard School District of his intention to home school himself. Brennan is a 12th grade student at Delta High School who is 18 years old.

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

Letter of Resignations

Kim Garrison - Instructional Assistant at Delta North Elementary

Veronica Rankin - Lunch Worker at Delta South Elementary

Jane Kemner - Instructional Assistant at Delta High School

Recommendation for Delta North Elementary School Counselor

Candace Fowles

Recommendation for Delta South Elementary Part-Time Lunch Worker

Jennifer Snow

Recommendation for Fillmore Elementary School Counselor

Bryant Cummings

Ratification of Delta High School School to Careers & Adult Ed Counselor

Colton Griffiths

Recommendation for Delta High School English Teacher

Kelli Anderson

Ratification for Millard High School Math Teacher

Sherilyn Rasmussen

Ratification of Millard High School Cheerleader Advisor

Kim Sorenson

Ratification for Millard High School Head Boys' Basketball Coach

Wayne Wasden

Member Lund 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

- 1. Millard School District Procedures for Drone Operation
- 2. Proposed Substitute Increase

Increase Payment for Substitutes

The Millard School District Principal’s Council met on Monday, March 18, 2019 with a discussion regarding the frustration with the lack of being able to find substitute teachers, lunch workers, custodians, and instructional assistants.

The following is a recommendation for your consideration:

Substitute Teachers	\$65.00/day – No Degree
	\$70.00/day – BS Degree, No Current License
	\$80.00/day – Certified with Current License
 Substitute Instructional Assistants	 \$10.00/hour
 Substitute Custodians	 \$10.00/hour
 Substitute Lunch Workers	 \$10.00/hour

Information Items

Drone Procedures

Proposed Substitute Increases

Action Items

Policy Approval

Member Britt made a motion to approve the following policy:

Student Search and Seizure  
Millard School District Policy - 6110

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

Member Rawlinson made a motion to approve the following policy:

Substance Abuse and Drug Free Workplace  
Millard School District Policy - File Code: 4040

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

Action Items

Policy Approval

**MILLARD SCHOOL DISTRICT  
SCHOOL CALENDAR  
2020-2021 School Year**

Tentative MSD  
School Calendar  
for 2020-2021  
School Year

August 17-18, 2020	Teacher Work Days	Monday/Tuesday
August 19, 2020	Students Begin School	Wednesday
September 7, 2020	Labor Day Holiday	Monday
September 8, 2020	PLC #1 (No School for Students)	Tuesday
October 1, 2020	PCCR (Middle /High Schools)	Thursday
October 15, 2020	PLC #2 (No School for Students)	Thursday
October 16-20, 2020	Fall Break	Friday/Monday/Tuesday
November 5, 2020	PCCR (Elementary Schools)	Thursday
November 25-27, 2020	Thanksgiving Vacation	Weds/Thursday/Fri
December 22, 2020	Last Day Prior to Christmas Vacation	Tuesday
January 4, 2021	PLC #3 (No School for Students)	Monday
January 5, 2021	School Reconvenes	Tuesday
January 18, 2021	Martin Luther King Day	Monday
February 15, 2021	Washington / Lincoln Day (President's Day)	Monday
February 25, 2021	PCCR ( All Schools)	Thursday
March 31 - April 2, 2021	Spring Break	Wed/Thurs/Friday
April 5, 2021	Snow Day	Monday
April 6, 2021	PLC #4 (No School for Students)	Tuesday
May 25, 2021	Graduation Day - MHS	Tuesday
May 26, 2021	Graduation Day - DHS	Wednesday
May 27, 2021	Graduation Day - EHS (Last Day For Students)	Thursday
May 28, 2021	Final Work Day For Teachers	Friday
May 31, 2021	Memorial Day	Monday

Total Days: Teachers - 184      Students - 177

TERMS	1st Term	Friday	October 23, 2020	44 Days
ENDS:	2nd Term	Wednesday	January 13, 2021	46 Days
	3rd Term	Friday	March 19, 2021	45 Days
	4th Term	Thursday	May 27, 2021	45 Days

PCCR Dates - Subject to Change

Member Britt made a motion to approve and accept the tentative Millard School District School Calendar for the 2020-2021 School Year, seconded by Member Barney and carried unanimously by the Members of the Board

A review was made of the proposed Millard School District's Annual Capital Projects Budget for the 2019-2020 school year.

Capital Outlay Requests

**Millard School District  
Annual Capital Projects Budget**

The Millard School District has a Capital Budget of approximately \$4.0 million for its yearly projects. The annual budget items are as follows:

Maintenance	\$100,000.*	Technology	\$200,000**
School Buses	\$254,630	Roof Repair	\$ 50,000
Carpet	\$ 40,000.	Office Equip.	\$ 61,000
Concrete	\$ 20,000.*	Vehicles Repl	\$ 80,000
Painting	\$ 25,000.	Parking Lots	\$ 80,000
Custodial Equip	\$ 51,082	Playgrounds	
Extra Curricular	\$ (61,500.)	Sch Lunch Equip	\$ 10,000
Contingency	\$ 50,000.	Band Equipment	\$ 10,000
Yamas Contract	\$ 41,274.	Fixed Assets Inv	\$ 14,100
C/O Support of M&O	\$ 350,000	Technology (Schools)	\$110,000
	\$	Controls Update	\$100,000
Control Update	\$ 100,000	CO2 Detectors	\$ 75,000
		<b>TOTAL</b>	<b>\$1,310,586</b>

School Requests: \$ -0-

TOTAL with Schools \$1,310,586

Lease Revenue Bond Payments:

Lease Revenue Bonds - Series 2011 / QSCB	\$ 594,557
Lease Revenue Bonds - Series 2012 / MHS (2-1-2019)	\$ 685,102
Lease Revenue Bonds - Series 2013 / DHS (2-15-2019)	\$ 591,468
Lease Revenue Bond Fees to Zions Bank	<u>\$ 8,000</u>
TOTAL for Lease Revenue Payments	\$1,879,126

GRAND TOTAL for All Expenditures \$

**2019-2020 School Year**

<b><u>Facility</u></b>	<b><u>Project</u></b>	<b><u>Cost</u></b>
District	Couch and Chair (Break room)	\$ 2,000
Bus Garage	Purchase of Two (2) School Buses	\$ 254,630*
	Two (2) Route Bus	
	Tools and Equipment	\$ 3,000
	Camera Update (2)	\$ 2,200
	Fuel Pump Tank Monitors	\$ 17,248
School Food Service	DSES - Air Intake / Exhaust in Kitchen	\$
	Warehouse - Replace Freezer Units	\$ 10,000
	DNES - Replace under counter fridge (\$1,500)	\$ Hold
	FMS - Lunch Tables - 4 @ \$1,500 each	\$ 6,000
	FES - New Bun Slicer	\$ 2,500
	MHS - New Proofer	\$ Hold
	MHS - New Meat Slicer	\$ 6,000
	MHS - Roll Down Doors	\$ 5,111

DNES	Secretarial Desks	\$ 1,000*	Capital Outlay Request Contin- ued
DNES	North Sidewalk to Outdoor Classroom	\$ Hold	
DNES	More Pea Gravel	\$ W/O	
DNES	Replace Sinks in 3th/4th restrooms	\$ W/O	
DNES	Replace Windows North Side of Building (4)	\$ 5,000	
DNES	Windsor Versamatic Vacuum	\$ 677	
DNES	20" ViperVenom Floor Machine	\$ 635	
DNES	27" Propane Burnisher	\$ 4,157	
DNES	Seal Exterior of Building	\$ Hold	
DNES	Gator with Snow Plow	\$ Denied	
DNES	Windows in Front of Building	\$ Hold	
DNES	Two Pallets of Sod	\$ W/O	
DNES	Opening in Ceiling / changing Filters	\$ Hold	
DSES	Office Safety - Take out Wall	\$ Architect	
DSES	Replace Concrete - Preschool (Safety)	\$ Architect	
DSES	Replace Concrete - West Entrance (Safety)	\$ Architect	
DSES	Replace Concrete - Front of Building (Safety)	\$ Architect	
DSES	Replace Sky Lights over Media	\$	
<b>Wish List for Future Consideration</b>			
DSES	Basketball area on East Playground	\$	
DSES	Suction/Draft with South Gym Doors	\$	
DSES	Storage Shed	\$	
FES	Entrance to School (Safety)	\$ Architect	
FES	Sound Panels for Lunch Room (Cafeteria)	\$ Hold	
FES	Additional Cameras (Safety)	\$ Architect	
FES	Intervention Room for Special Needs	\$ Architect	
FES	School Furniture Classroom Desks	\$ 7,700	
FES	Upgrade Sp Ed Room (Sensory Equip)	\$	
FES	Smart TV's (14)	\$	
FES	Interactive Smart Boards (4)	\$	
FES	New Storage Shed	\$	
FES	Custodial Equipment	\$ 2,245	
FES	New Playground Equip	\$ 20,000	
FES	Benches for Playground	\$	
Garrison	Renovate Storage Room		
	Replace Playground Equipment (\$25,000)	\$ Hold	
DMS	Front Entrance / Digital Key System (Safety)	\$ Architect	
DMS	Upgrade Security Cameras (Safety)	\$ Architect	
DMS	New Copy Machine	\$ 10,000	
DMS	Orchestra Room Storage Equipment	\$ 18,000	
DMS	Secure Mail Box	\$	
DMS	Remove Choir Room Sound Barriers	\$ Hold	
DMS	Outside Garbage Cans - 5 @450	\$ 2,500	
DMS	Sprinkler Maintenance East Lawn	\$ Hold	
DMS	Concrete on North Side of Building (Berms)	\$ Concrete	
DMS	14' Windsor Versamatic Vacuums (2)	\$ 1,354	
DMS	2 Classrooms Set of Decks and Chairs	\$ 8,000	
<b>Wish List - Future Consideration</b>			
DMS	Replace Gym Lockers	\$	
DMS	Replace Shower in Girls Locker Room	\$	
DMS	Additional Sewing Machines	\$	



FMS	Digital System for Doors (Entrance)	\$ Architect	Capital Outlay Re- quests Continued
FMS	Replace Swamp Cooler	\$ W/O	
FMS	Additional Parking Northwest	\$ Architect	
FMS	Replace or Repair girls locker room floor	\$	
FMS	New Lawn Tractor	\$ 8,500	
FMS	Swings in old Volleyball (Outdoor)	\$	
DHS	Upgrade Sprinkling System (Pump)	\$	
DHS	Replace One Boiler in Palladium	\$ 65,000	
DHS	Track Needs Repair	\$ Hold	
DHS	Tennis Courts Needs Repair	\$ Hold	
DHS	John Deere Riding Lawn Mower (From FMS)	\$ No Cost	
DHS	Replace John Deere Gator	\$ 15,000	
DHS	Update Sound System (Sp Ed Classroom)	\$ W/O	
MHS	Upgrade Security for Building (Safety)	\$ Architect	
MHS	Eight (8) Cameras	\$ Architect	
MHS	Upgrade Sound System in Auditorium	\$ Architect	
MHS	Upgrade Sound System in Main Gym	\$ Architect	
MHS	Tables and Chairs for Library	\$ 11,269	
MHS	Resurface and Paint Track	\$ Hold	
MHS	Resinous Floor for Locker Rooms	\$	
MHS	Boys Locker Room / Main Gym Grout	\$	
MHS	Classroom Desks - Moat	\$ 3,000	
MHS	Track/Outdoor Vacuum	\$ 18,000	
MHS	Hanging Mats for Baseball Room (Wrestling Mat)	\$ 10,000	
MHS	Tables in Anderson Classroom	\$	
MHS	Level Out Football Field	\$	
MHS	Replace North Bleacher seat with Chair Seats	\$ Hold	
MHS	Performance Plus Multi-Functional Trainer	\$ 4,800	
MHS	Long Jump Cover	\$	
EskDale HS	2 - Promethean TV's / Smart Board	\$ 10,000	
DTC	Upgrade Phone System to Shortel	\$ 2,000	
DTC	Cooler for Floriculture Room	\$ 7,200	
DTC	2 Precision Fixture Tables (Willoughby)	\$ 20,000	
DTC	1 Equotip 540 Hardness Tester	\$ 6,500	
DTC	2 - 12" Panel Clamp Station	\$ 5,290	
DTC	Upgrade Lights in Hallway	\$ Architect	
DTC	New Greenhouse	\$ Hold	

#### PAINT REQUESTS

<b>Equally Among Schools</b>	<b>\$ 25,000</b>
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## CARPET REQUESTS

			Capital Outlay Requests Contin- ued
DNES	Replace Doorway Entrance Carpets (3)	Carpet Budget	
DSES	Kiva in Rooms 102 and 103	Carpet Budget	
FES	Matt Pace's Room	Carpet Budget	
	Ruth Weight's Room	Carpet Budget	
	Jenene Monroe's Room	Carpet Budget	
	Entry Way Carpet (4)	Carpet Budget	
DMS	Crane's STEM Lab	Remove Carpet	
DMS	Atkinson's Art Room #36	Remove Carpet	
DMS	Atkinson Language Arts Room #15	Carpet Budget	
FMS	Robison Class #113	Carpet Budget	
FMS	Larsen's Classroom	Carpet Budget	
FMS	East Computer Lab	Carpet Budget	
MHS	Carpet in Blue Hallway (Hold)	Carpet Budget	
MHS	Carpet Main Office	Carpet Budget	
MHS	SpEd Classroom	Carpet Budget	
DTC	Classroom #9 (Hold)	Carpet Budget	
DTC	Classroom #10 (Hold)	Carpet Budget	

## WINDOW BLIND REQUESTS

DNES	Outside Windows by Front Office Hallway	Carpet Budget	
DSES	Willoughby Room 128 (two blinds)	Carpet Budget	
	Anderson Room 111 (two blinds)	Carpet Budget	
FES	Allen / Durrant Exit Carpet	Carpet Budget	
	West Entrance	Carpet Budget	
	Krause South Windows	Carpet Budget	
	Durrant South Window	Carpet Budget	
DMS	Mrs. Draper's Counseling Room	Carpet Budget	
FMS	Counseling Room	Carpet Budget	
	Band Room (Door)	Carpet Budget	
MHS	Main Gym Stairwells	Carpet Budget	

**It was recommended that the emphasis for Capital requests be towards the upgrading of safety and security first, and remaining Capital Outlay items be as needed with discretion by District administration.**

Member Rawlinson made a motion to tentatively approve the Millard School District Capital Outlay request, with the emphasis and first priority being towards safety and security of the buildings and for students, with remaining Capital Outlay requests managed with the discretion of District administration, seconded by Member Britt and carried unanimously by the Members of the Board.

Employee Out-of-State Travel Requests

Employee Out-of-State Travel Requests

Mr. Chad Warnick  
National FFA Teacher Ambassador Program  
Indianapolis, Indiana  
June 9-12, 2019

Mr. Chad Warnick  
National Agriscience Teacher Ambassador Program  
Chestertown, Maryland  
July 15-19, 2019

Mr. Warnick has been selected to attend these two programs. Both are great opportunities for him as a teacher and it will also bring added benefits to his students and program. All major costs will be covered by both programs. The only cost to the District will be mileage to and from Salt Lake Airport, parking, and per diem.

Member Barney made a motion to support Mr. Chad Warnick participating in the National FFA Teacher Ambassador Program and the National Agriscience Teacher Ambassador Program, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Extended Student and Advisor Out-of-State Travel Request

Extended Student Travel Requests

National FFA Convention  
Mr. Chad Warnick - Advisor  
Students - Francisco Carcamo, Kailey Stanworth, Jack Willoughby,  
and Ruth Draper /Agronomy Utah Career Development  
event winners.  
Sydney Fowles - Employment Skills Career Development Event  
Indianapolis, Indiana  
October 28-November 2, 2019

Estimated cost for advisor and one other determined school designee is \$1,500 per person.

Member Barney made a motion to support and approve the above individuals attending and participating at the National FFA Convention, seconded by Member Britt and carried unanimously by the Members of the Board.

Honoring Excellence

NONE

Communications for Board Members:

Communications  
for Board Mem-  
bers

1. School Newsletters:

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

School Newslet-  
ters

Public Comment

Public Comment

NONE

Board Member Comments

Board Member  
Comments

1. Member Britt expressed his appreciation for the opportunity of attending the National School Boards Association Conference. He last attended in 2013, with it being exciting to see the advances in technology and the good things available for students and teachers. The educational breakout sessions were good, with good information being received. There has sure been a lot of change in six years.

2. Member Rawlinson was appreciative of his time spent at the National School Boards Association Conference. He attended several educational session regarding the upgrading of security for the safety of staff and students. There are many neat items available. He appreciated that the Millard School District had a discussion this day with the architect regarding upgrading security and safety issues for the Millard School District.

Member Rawlinson felt like the 2018-2019 school year had gone well and with the school year fast coming to an end, he was hoping that things would finish strong.

3. Member Barney seconded those things indicated by Members Britt and Rawlinson regarding the National School Boards Association Conference. She received some good ideas and good information of educational issues and opportunities to move things forward. Member Barney appreciated how educators seem to do the best for the students with the resources that are available. With this being Member Barney's first attendance at the National School Boards Association Conference, she was sure excited with the technology and opportunities that are available for students to learn. The technology is sure advancing rapidly.

4. Member Holt expressed his appreciation for the information that was received from the architect, Mr. Philip Wentworth, regarding the possibilities for upgrading the security and safety issues for the Millard School District. He believes that the Millard School District is moving in the right direction.

5. Superintendent Styler expressed his appreciation also for the presentation today regarding upgrading the security and safety for the staff and students. Superintendent Styler expressed his appreciation for those parents, students, staff, administrators, nurses, and law enforcement individuals that have been involved in developing the Millard School District security and safety priorities.

Board Member  
Comments con-  
tinued

Superintendent Styler expressed his excitement for the funding received from the Utah Legislature to help with issues within the Millard School District for the coming school year. He is excited about having school counselors in each school and the opportunity to bring others on board to help with the learning process.

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, May 9, 2019, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Next Meeting

Member Barney made a motion to adjourn.

Meeting adjourned at 3:30 p.m.

Attest:

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
President Business Administrator