

**MILLARD SCHOOL DISTRICT  
DELTA, UTAH**

Following are the **DRAFT** minutes of the Board of Education meeting held August 8, 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 4.

Call to Order

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

Pledge of Allegiance:            Joyce Barney

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

Religious Neutrality

Millard School District Policy - File Code: 5030  
New Policy - Second Reading

Millard School District Emergency Response Plan

Millard School District Policy - File Code: 3085  
New Policy - Second Reading

Professional Staff Time Schedules

Millard School District Policy - File Code: 4120  
Second Reading

Student Concussion and Head Injury Policy

Millard School District Policy - File Code: 6210  
Second Reading

Board Operational Goals

Millard School District Policy - File Code: 1030  
Second Reading

Review of Policies  
Continued

Compulsory Education and District Relations with Charter  
Online, Home, and Private Schools

Millard School District Policy - File Code: 5100  
Second Reading

Student Attendance

Millard School District Policy - File Code: 6010  
First Reading

Educator Evaluation

Millard School District Policy - File Code: 4150  
First Reading

3. January Board of Education Meeting Discussion
4. Millard School District District Google Calendars
5. Board Approved School Fees Update
6. School Safety Report and Discussion
7. School Community Council Training
8. Safe UT App - Reports
9. Discussion regarding the Millard School District's use of Professional Learning Communities (PLC)
5. Review of Handbook

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 2019-2020 school year), as provided for in Utah Code: 52-4-205(1) (a), seconded by Member Barney, with the voting as follows:

Closed Executive  
Session

Member Lund	Aye
Member Barney	Aye
Member Holt	Aye

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

Regular Session

Member Barney	Aye
Member Lund	Aye
Member Holt	Aye

Time of the Closed Executive Session was from 1:05 p.m. to 1:45 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 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 July 11, 2019 were approved by a motion from Member Lund, seconded by Member Barney 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

None

Business Administrator Report

BA Report

1. Request from auditor - Fraud Questionnaire

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 #017845 to check #018162, inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #5.

Substitute Teacher

Substitute Teachers

Abbie Hughes (Delta)

Abbie 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

Daniel Gallardo

Mr. Colton Griffiths, Millard School District Vocational Counselor, has reviewed his transcripts and determined that he has completed the necessary requirements of the Millard School District Board of Education.

Recommended for approval.

2019-2020 Compulsory Attendance Compliance

2019-2020 Com-  
pulsory Atten-  
dance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Lori Brown	Olivia Brown	DMS / 8th grade
Janae Stuart	Rylin Stuart Brielle Stuart	DMS / 8th grade DNES / 5th grade
Robyn Kendall	Braydan Ostler	DHS / 10th grade
Karlyn Tolley	Kimberly Tolley Gracelynn Tolley Madalene Tolley	

Recommended that the above students be exempted from compulsory attendance for the 2019-2020 school year based on signed affidavits.

In-State Residency Request

In-State Residen-  
cy Request

Student Name: Hope Mae Castor  
 Parents' Name: Jeffry Dalton Castor  
 Guardian Name: Stephanie Lynn Gray  
 School / Grade: Delta High School / 11th Grade

Recommended for approval.

Out-of-State Residency Request

Out-of-State Resi-  
dency Request

Student Name: Brayán Avalos  
 Parents' Name:  
 Guardian Name: Carlos Monge  
 School / Grade: Delta High School / 11th Grade

Recommended for consideration to Delta High School and place him in course-work aligned with his immediate needs, such as language acquisition, integration, and work readiness skill development. Brayán could be admitted on a probationary status since we have real lack of educational records which could enlighten us about his behavior or skill level.

In-Lieu of Transportation Request

In-lieu of Trans-  
portation Request

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School</u>	<u>Mileage</u>
Keli Dahl	Stetson Dahl	FMS	3.2 RT mile
	Porter Dahl	FMS	
	Conrad Dahl	FES	
	Braddox Dahl	FES	

Recommended for approval.

Personnel Items:

Personnel Items

Letters of Resignation

Letters of Resignation

Jamie Lister - School Lunch Worker / DHS  
Shanee Mathews - Instructional Assistant / FES  
Janae Christensen - Instructional Assistant / DSES  
Nicole Ingram - School Lunch Worker / DSES  
Jennifer Ball - Instructional Assistant / DSES  
Mike Louder - Vice-Principal / MHS

Recommended for Acceptance.

Recommendations for Americorp Volunteer

Americorp Volunteers

Tawnya Syal - DSES  
Amanda Pierce - FES  
Mia Rowley - DMS  
Misty Penney - FMS  
Alex Tuttle - MHS

Recommendation for Delta Area Bus Driver

Delta Area Bus Driver

Jamie Howlett

Recommendation for School Lunch Workers

Lunch Workers

Wendy Burnham - DSES / 4.50 hours per day  
Heidi Western - DHS / 5.75 hours per day  
Stephanie Larsen - DHS / 5.75 hours per day  
Lynette Woods - MHS / 5.75 hours per day

Recommendation for Instructional Assistants

Instructional Assistants

Kayla Ellett - DNES / 5.75 hours per day - Title 1  
Abby Finlinson Church - DNES / 5.75 hours per day - Title 1  
Amanda Jacobson - DSES / 5.75 hours per day - LAND Trust  
Morgan Howlett - DSES / up to 28.75 hours per week for Preschool  
Mandi Nielson - DSES / 3.5 hours per day - LAND Trust  
Melyssa Stewart - FES / 5.75 hours per day - Title 1  
Deyanira Berenice Diaz - FES / 5.75 hours per day - Sp Ed  
Chelsea Farfan - FES / 3 hours per day - Sp Ed  
Anna Rubio - FES / 5.75 hours per day - Title 1  
Danelle Wardle - FES / 3 hours per day (Preschool)  
Bonnie Stewart - FES / 5.75 hours per day - 3 Title 1 / 2.75 Sp Ed  
Janice Shumway - FES / 3 hours per day - Sp Ed  
Emily North Lyman - DMS / 5.75 hours per day - Sp Ed  
Kim Driggs - DMS / 5.75 hours per day - Sp Ed  
Marcus Gonzales - DHS / 5.75 hours per day - Sp Ed  
Brendan Spencer - DHS / 5.75 hours per day - Sp Ed  
Katrina Rhinehart - MHS / 5.75 hours per day - Sp Ed  
Tiffany Crook - MHS / 5.75 hours per day - Sp Ed

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. Utah School Boards Association (USBA)  
Pre-Delegate Assembly  
Friday: August 9, 2019  
  
Delegate Assembly  
Saturday: August 10, 2019

Information Items

USBA Delegate Assembly

Board President, Todd Holt and Superintendent Styler will represent the Millard School District Board of Education.

- 2. Utah School Boards Association “Leadership Academy”  
The Zermitt Resort  
September 12-14, 2019  
Cost: \$450.00 Registration plus Hotel expenses

USBA Leadership Academy

An invitation was extended to any Board Member to attend.

- 2. McDonald’s and the Parrish Family provided a coupon for each employee of the Millard School District to enjoy a Free Meal.  
Also, provided coupons to award students for doing well in school.

McDonald’s Gift Certificates

Action Items

Action Items

Policy Approval

Policy Approval

Member Lund made a motion to approve the following policies:

Religious Neutrality

Millard School District Policy - File Code: 5030

Millard School District Emergency Response Plan

Millard School District Policy - File Code: 3085

Professional Staff Time Schedules

Millard School District Policy - File Code: 4120

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Millard School District Policy - File Code: 5100

Educator Evaluation

Millard School District Policy - File Code: 4150

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

New Educator Request to be Placed on Step 10 of Salary Schedule

New Educator  
Request for Place-  
ment on MSD  
Salary schedule

Kelli Anderson, newly hired to teach at Delta High School, requested placement on the Millard School District Salary Schedule of Step 10. Per Millard School District Policy - File Code: 4080:

Teachers who enter or are reentering Millard School District shall be placed on the salary schedule according to experience up to Step 8 or with School Board approval, up to Step 10.

Kelli previously taught for the San Diego Unified School District for fourteen (14) years.

Recommended for approval.

Member Lund made a motion to place Kelli Anderson on Step 10 of the Millard School District Professional Educators Salary Schedule, seconded by Member Barney and carried unanimously by the Members of the Board.

Requests for Building Fee Wavier

Fee Waiver Ap-  
proved for Blue  
Notes

1. The Blue Notes - Community Singing Group

The Blue Notes are a group of women from the Delta area who practice each Monday afternoon from 5:00 p.m. - 6:30 p.m. in the Fall and Spring. The Blue Notes then provide a community concert at Christmas time and in the Spring. The money received from ticket sales for their concerts is donated to worthy causes for the West Millard area.

Member Barney made motion to waive the building rental fee for the Blue Notes to use Millard School District facilities for their practices and concerts, seconded by Member Lund and carried unanimously by the Members of the Board.

Tuition Agreement Between Millard School District and White Pine County School District

Tuition Agree-  
ment with White  
Pine County  
School District

A review was made of a Tuition Agreement between the Millard County School District and the White Pine County School District for the 2019-2020 school year.

The agreement calls for the following:

1. Millard shall count students residing in Utah for apportionment purposes in accordance with Utah law and White Pine shall count students residing in Nevada for apportionment purposes in accordance with Nevada law.
2. For each Nevada student who attends school in Millard County, White Pine shall pay Millard a per pupil amount equal to the amount Millard expended per pupil during the previous school year.
3. For each Utah student who attends school in White Pine Count, Millard shall pay White Pine a per pupil amount equal to the per pupil basic support for the current school year.

Member Barney made a motion to approve the Tuition Agreement between the Millard County School District and the White Pine County School District, seconded by Member Lund and carried unanimously by the Members of the Board.

Approval of Millard School District Literacy Plan

Millard School  
District Literacy  
:Plan Approval

Millard School District Early Literacy Plan for 2019-2020 School Year

A review was made of the Millard School District Early Literacy Plan for the 2019-2020 school year, which outlined the following items:

1. Core instruction for grades K-3.
2. How core assessments are used for core instruction and intervention to make instructional decisions and ensure interventions are aligned to students' diagnostic needs.
3. Evidence-based intervention system that is available to students struggling to read proficiently.
4. Professional learning opportunities that will provide for K-3 teachers, literacy coaches, and interventionists.

The Early Literacy Plan gave the goals for the Millard School District to reach by June 1, 2020.

Member Lund made a motion to approve the Millard School District's Early Literacy Plan for the 2019-2020 school year, seconded by Member Barney and carried unanimously by the Members of the Board.

Communications for Board Members:

Communications  
for Board Mem-  
bers

1. Thank you letter from Mr. Jared Christensen for the half of hog he and his family was given.

Public Comment

Public Comment

None

Board Member Comments

Board Member  
Comments

1. Member Barney, Member Lund, Member Holt, and Superintendent Styler expressed their excitement for the new school year to begin..

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday. September 12, 2019, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Next Meeting

Meeting adjourned at 2:35 p.m.

Attest:

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