# MILLARD SCHOOL DISTRICT **DELTA, UTAH**

Following are the minutes of the Board of Education meeting held February 13, 2020 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 14.

Members in attendance:	Todd E. Holt, President	Members in A
	David E. Lund, Vice-President	tendance
	Joyce C. Barney, Member	
	Adam R. Britt, Member	
	Gordon L. Rawlinson, Member	
	David V. Styler, Superintendent	
	Keith T. Griffiths, Business Administrator	

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:

- 1. Review and Discuss Action Items
- 2. Review of Policies

District Audit Committee Millard School District Policy - File Code: 2030 First Reading

- 3. 2020-2021 School Year Scheduling / PLC Study
- 4. Staffing Plan for 2020-2021 School Year
- 5. Capital Outlay Project Request for 2020-2021
- 6. School Fees Update

Call to Order

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Board of Education Work Session

Review of Policies

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 and 2020-2021 school year), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Britt, with the voting as follows:

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

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

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

Time of the Closed Executive Session was from 1:05 p.m. to 1:50 p.m.

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 and 2020-2021 school year) as provided for in Utah Code: 52-4-205(1)(a).

Todd E. Holt, President

Keith T. Griffiths, Business Administrator

#### <u>Minutes</u>

Minutes of the Board of Education meeting held December 12, 2019 were approved by a motion from Member Britt, 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
 Superintendent Styler's Report

 None
 Superintendent Styler's Report

 Business Administrator Report
 BA Report

It was reported to the Member of the Board that Mrs. Jean Crafts, who has served on the Millard School District Audit Committee for three years, has indicated her desire to move on. The Members of the Board will need to submit a name for her replacement.

Time

Minutes

Certification

Closed Executive Session

Consent Items			Consent Items
The following Consent Items were presented to the Members of the Board for review and consideration:			
Payment of Bills / Approval	Payment of Bills / Approval of Financial Reports		Payment of Bills / Approval Finan-
5	#018866 to check #019152 ir ne financial reports from Gene	·	cial Reports
Substitute Teachers			Substitute Teach-
Mindy Wilson (Suthe Katrina Stevens (Fill	<i>,</i>	nore)	ers
They have completed the Su current background check ar	bInstructor On-Line program nd TB Test	and have passed a	
Recommended for approval.			
Adult High School Secondary Diplomas			Adult High
Bryon Keener Addison Sheffield		School Secondary Diplomas	
Mr. Colton Griffiths, Millard School District Adult Education Counselor, has re- viewed their transcripts and determined that they have 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-
Parent(s)	Child(ren)	School / Grade	dance Compliance
Kim Dearden	Carley Braman	FMS / 7th grade	
Alan Saltzman	Carsen Saltzman	FMS / 5th grade	
Marisol Gallardo	Edna Noemi Gallardo-Oseg	uera DHS / 12th grade	
Steffanie England	Sarah England Leah England	FES / 4th grade FMS / 7th grade	
	Lean England	1 mb / / m grude	

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

In-State Residen-
cy Requests

Student Name:	Leecie R. Petersen
Parents' Name:	Mandy Stewart
Guardian Name:	Donell Miller (Grandmother)
School / Grade:	Delta North Elementary School / 5th grade

Recommended for approval

Student Name:	Kaitlyn Riley Carl
Parents' Name:	Bree Anne Crafts
Guardian Name:	Cindy Chambliss (Grandmother)
School / Grade:	Delta High School / 10th grade

Recommended for approval

Student Name:	Jemma Rebecca Robison
Parents' Name:	Amy Robison
Guardian Name:	Susan Robison (Grandmother)
School / Grade:	Fillmore Middle School / 8th grade

Recommended for approval

# Out-of-State Residency Requests

Nevaeh Jones
Michael Stonebraker
Judy Overson (Grandmother)
Delta Middle School / 6th Grade

Recommended for approval.

Student Name:	Mariah LeBaron
Parents' Name:	Andrea LeBaron Stowell
Guardian Name:	Olivia LeBaron
School / Grade:	Delta High School / 11th grade

Recommended for approval

Student Name:	Wendy Morales-Mendoza
Parents' Name:	Martha Mendoza
Guardian Name:	Virginia Pierro
School / Grade:	Delta High School / 11th grade

Recommended for approval

Out-of-State Residency Requests

#### Early Graduation Requests

### EskDale High School

Adam Sitterson

Out-of-State Transfer Student

# Millard High School

Olivia Roberts Junior / End of 2019-2020 School Year Erica Roberts Junior / End of 2019-2020 School Year Weston Wilcox Junior / End of 2019-2020 School Year Jaycee Findlay Junior / End of 2019-2020 School Year Trenton Penny Senior / End of Third Term Callista Whatcott Senior / End of Third Term Conner Wardle Senior / End of Third Term

## Spring Activity Schedules

### Delta High School

Delta High School Baseball Schedule 2019-2020 Delta High School Boys' Tennis Delta High School Girls' Golf Schedule Delta High School Boys' Soccer Schedule Delta High School Girls' Softball Schedule Delta High School Track and Field Schedule

### Millard High School

Millard High School Baseball Schedule Millard High School Region 18 Girls' Golf Schedule Millard High School Boys' Soccer Schedule Millard High School 2020 Girls' Softball Schedule Millard High School Track and Field 2020

#### Utah High School Activities Association (UHSAA) 150 Mile Contest Approval

# Delta High School

Delta High School Track and Field St. George 3/20/2020 Delta High School Track and Field St. George 4/10/2020 St. George Delta High School Boys' Tennis 3/13/2020 Delta High School Boys' Tennis Price 4/24/2020 Delta High School Boys' Baseball Kanab 3/13/2020 Millard High School Millard High School Boys' Baseball Duchesne

Millard High School Boys' Baseball

4/22/2020 Kanab 3/13/2020 Spring Activity Schedules

UHSAA 150 Mile Contest Approval

Personnel Items:	Personnel Items
Letters of Resignation Mrs. Stella (Timm) Albers - Teacher / Fillmore Elementary School Mr. Jeffery Christensen - Teacher / Fillmore Middle School Chelsea Farfan - Instructional Assistant / Fillmore Elementary School Carolyn Stevens - Instructional Assistant / Millard High School Sheri Zeeman - Delta North Elementary School Food Service	Letters of Resig- nation
Recommendation for Delta North Elementary School Instructional Assistants Karen Banks - Title III - 5.75 hours Kayla Ellett - Title III - 5.75 hours	DNES Instruc- tional Assistants
Recommendation for Fillmore ELementary School Instructional Assist Rebecca Frost - 5.75 hours	DNES Lunch Worker
Recommendation for Delta North Elementary School Lunch Worker Chantel Callister - 4.5 hours	DHS Principal

Recommendation for Delta High School Principal

Robert (Rob) Fowles

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

# Information Items

## Citizen Request to be on School Board's Agenda

Mrs. Jody Anderson requested to be on the Board of Education agenda to discuss allowing incoming freshman girls the opportunity to participate on the cheerleading squad. Mrs. Anderson explained that this will affect generations of students for years to come.

Mrs. Anderson reported to the Members of the Board that after having checked with other schools, Delta High School is the only cheer squad that she could find that does not allow all grades to participate in cheerleading, including Millard High School in our own District. This is the only activity that the Delta High School provides that freshman cannot participate in. Mrs. Anderson indicated that the last thing anyone would want to do is discourage students being involved.

Mrs. Anderson indicated that it just isn't fair that ninth grade girls are not being able to be on the Delta High School cheerleading team. Mrs. Anderson had called the Utah High School Activities Association (UHSAA) who indicated that cheerleading will be on the agenda for the March Board of Trustees meeting to be considered as a sanctioned sport with State competition. If this is approved for cheerleading, it may make this a moot point depending on how the requirements are set by the UHSAA.

Superintendent Styler will visit Mrs. Teresa Thompson, Principal of Delta High School, regarding the proposal before the UHSAA.

Information Items

Citizens Request to be on Board Agenda - Jody Anderson Ninth Graders on Cheerleading Squad. National School Boards Association Conference

NSBA Conference April 4-6, 2020 Chicago, Illinois

Board Members were encourage to check schedules and participate, if possible

Dates for Declaration of Candidacy	Dates for Declara-
Friday: March 13, 2020 - Thursday: March 19, 2020.	tion of Candidacy
Action Items	Action Items
Policy Approval None	Policy Approval
<u>Applications of Intent to Retire</u>	Acceptance of
The following individuals have submitted their application of intent to retire at	Applications of
the end of the 2019-2020 school year, under Millard School District's New Em-	Employees Intent
ployee Incentive and Retirement Benefit Policy - File Code: 4016:	to Retire

		<b>T 1</b>
Deb Allen	Delta North Elementary	Instructional Assistant
Pete Anderson	Millard High School	Teacher
Kyle D. Barnson	Delta Technical Center	Custodian / Bus Driver
Richard Bishop	Delta High School	Teacher
Sondra Black	Delta North Elementary	Lunch Manager
Kevin Chapman	District Office	Director
Edward Crowe	Fillmore Middle School	Teacher
Diane George	Delta South Elementary	Teacher
Carol Meinhardt	Delta Technical Center	Teacher
Kirtt Myers	Delta Middle School	Teacher
Holly Nissen	Delta South Elementary	Teacher
Armando Ramos	Delta High School	Head Custodian
Camille Rowley	Delta South Elementary	Teacher
Nathan Sanders	Delta High School	Teacher
Emily Smith	Delta North Elementary	Head Custodian
Kaye L. Stewart	Fillmore Elementary	Lunch Manager
Teresa Thompson	Delta High School	Principal
Roger L. Zeeman	District	Maintenance

Member Barney made a motion to accept the Retirement applications received from the above employees to retire at the end of the 2019-2020 school year, seconded by Member Rawlinson and carried unanimously by the Members of the Board. Discussion was held regarding the School Schedule for the 2020-2021 school year for each of the schools. The following schedule for the schools was recommended to the Members of the Board.

School Schedule for 2020-2021 School Year

# MILLARD SCHOOL DISTRICT School Schedule for 2020-2021 School Year

Delta South Elementary School	8:25 AM - 3:00 PM	6 Hrs. 35 Min.
Delta North Elementary School	8:15 AM - 2:50 PM	6 Hrs. 35 Min.
Delta Middle School	8:10 AM - 2:45 PM	6 Hrs. 35 Min.
Delta High School	8:10 AM - 2:45 PM	6 Hrs. 35 Min
Fillmore Elementary School	8:10 AM - 2:45 PM	6 Hrs. 35 Min.
Fillmore Middle School	8:10 AM - 2:45 PM	6 Hrs 35 Min.
Millard High School	8:10 AM - 2:40 PM	6 Hrs. 30 Min

Wednesday of each week will be a late start. On those days the starting time will be delayed by 30 minutes at Middle and High Schools to allow for teacher collaboration.

Delta South Elementary School	8:25 AM - 3:00 PM
Delta North Elementary School	8:15 AM - 2:50 PM
Delta Middle School	8:40 AM - 2:45 PM
Delta High School	8:40 AM - 2:45 PM
Fillmore Elementary School	8:40 AM - 2:45 PM
Fillmore Middle School	8:40 AM - 2:45 PM
Millard High School	8:40 AM - 2:40 PM

Member Lund made a motion to support the School Schedule, as outlined above, seconded by Member Britt and carried unanimously by the Members of the Board.

# 2020-2021 School Year

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19	20	21	22	23	24	25	16	17	18	19 School Begins	20	21	22	20	21	22	23 Late Start	24	25	26
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4	5	6	7 Late Start	8	9	10	8	9	10	11 Late Start	12	13	14	6	7	8	9 Late Start	10	11	12
11	12	13	14 Late Start	15	16 Early Release	17	15	16	17	18 Late Start	19	20	21	13	14	15	16 Late Start	17	18	19
18	19 Fall Break	20 Fall Break	21 Fall Break	22	23	24	22	23	24	25 Thanks- giving Holiday	26 Thanks- giving Holiday	27 Thanks- giving Holiday	28	20	21	22 Early Release	23 Christ mas Break	24 Christ mas Break	25 Christ mas Break	26
25	26	27	28 Late Start	29	30	31	29	30						27	28 Christ mas Break	29 Christ mas Break	30 Christ mas Break	31 Christ mas Break		
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Member Rawlinson made a motion to approve the revised Millard School District School Claendar for the 2020-2021 school year, which includes a late start on each Wednesday, seconded by Member Barney and carried unaimously by the Members of the Board.

# Request for Building Fee Rental for Community First

Mr. Greg Chappell, who represents the Millard School District on the Board of the Community First organization, requested that the Board of Education give consideration to waiving the building rental fee for Community First's use of the three portable classrooms located by the Delta Technical Center. Community First sponsors the Delta Youth Activity Center (DYAC) which is an after school program that has approximately twenty students attend from grades 6th through 12th. The Center is open Monday - Thursday from 2:30 p.m. - 5:30 p.m.. This after school program is free of charge and provides an excellent after school program for students to receive assistance with homework and instruction in a variety of subjects. The annual rental fee is \$600 per month for an annual fee of \$7,200.

Member Barney made a motion to approve waiving the building rental fee for the Community First after school program, seconded by Member Lund and carried unanimously by the Members of the Board.

### Request to Waive Building Rental for Miss Millard Pageant

Aubrey Woodard, Miss Millard Scholarship Pageant Director, requested that the building rental fee be waived for the Miss Millard Scholarship Pageant being held on Saturday, July 11, 2020. The request was to be able to use the auditorium all day on Friday, July 10, 2020 and Saturday, July 11, 2020. The Millard School District Board of Education has supported this in previous years.

Member Britt made a motion to waive the building rental fee for the Miss Millard School Scholarship Pageant for Friday, July 10th and Saturday, July 11th, 2020, seconded by Member Lund and carried unanimously by the Members of the Board.

#### Employee Request for Unpaid Leave

Pat Roundy requested permission to have May 14th and May 15th, 2020 off without pay.

Member Barney made a motion to approve Pat Roundy having May 14th and May 15th off without pay, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

## Employees Requests for Additional Sick Leave, if Needed

#### Chris and Jamie Brunson

Mrs. Sheila Sheriff, Principal of Fillmore Elementary School, requested that additional paid sick leave be available for Chris and Jamie Brunson. Chris and Jamie are valued employees and are dealing with an unforeseen family issue. Jamie has currently used her available sick leave and would appreciate consideration for additional sick leave days.

Member Lund made a motion to approve additional unpaid sick leave days, as needed, for Chris and Jamie Brunson, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Request to Waive Building Rental Fee for Community First Program

Request for Building Rental Fee Wavier for Miss Millard Pageant

Employee Request for Unpaid Leave

Request for Additional Sick Leave for Employees

## Miakay Bond

Mrs. Sheila Sheriff, Principal of Fillmore Elementary School, requested additional sick leave days for Miakay Bond. Mrs. Bond is currently working in the lunchroom at the Fillmore Elementary School. Mrs. Bond is dealing with a serious medical issue and will need more sick leave days than are currently available.

Member Lund made a motion to approve additional unpaid sick leave days, as needed, for Miakay Bond, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

#### Employee Out-of-State Travel Request

Colton Griffiths National Adult Education Conference April 5-8, 2020 Baltimore, MD

The Utah State Board of Education has approved a scholarship of \$2,400 for Colton Griffiths to attend the National Coalition on Adult Education Conference. This funding will cover all expenses to attend the conference with the exception of mileage to and from the Salt Lake International Airport.

Member Barney made a motion to approve Colton Griffiths attending the National Coalition on Adult Education Conference in Baltimore, MD on April 5-8, 2020, seconded by Member Lund and carried unanimously by the Members of the Board.

#### Approval Requested for Students to Purchase Used ChromeBooks

Mr. Kevin Chapman, Millard School District Director of Technology, requested that the Members of the Board give consideration to allowing eligible students of the Millard School District to purchase the used ChromeBooks for \$1.00. This would allow the students to have use of the ChromeBooks without the over site from the Millard School District.

Member Rawlinson made a motion to approve the Millard School District selling used ChromeBooks to eligible students for \$1.00, seconded by Member Lund and carried unanimously by the Members of the Board. Request for Additional Sick Leave Days for Employee

Employee Outof-State Travel Request - Colton Griffiths

Request to Sell Surplus Chrome-Books

# Presentation From Millard High School

Mr. Derrick Dearden, Principal of Millard High School, met with the Members of the Board to present and discuss the following:

- 1. Millard High School's Teacher Student Success Plan
- 2. Review of the 2019-2020 school year Use of LAND Trust Funds
- 3. LAND Trust proposal for 2020-2021 school year
- 4. Millard High School's Student Conduct / Discipline Plan
- 5. Digital Citizenship / Internet Safety Action Plan

The Millard High School's Teacher Student Success Plan, review of the 2019-2020 school year use of LAND Trust funds, LAND Trust proposal for the 2020-2021 school year and Student Conduct / Discipline Plan, Digital Citizenship / Internet Safety Action Plan are on file at the school, as well as being supported and recommended by the Millard High School's School Community Council.

Member Lund made a motion to approve and accept the Millard High School's Teacher Student Success Plan, review of the 2019-2020 school year use of LAND Trust funds, LAND Trust proposal for 2020-2021 school year and Student Conduct / Discipline Plan, Digital Citizenship / Internet Safety Action Plan for the 2020-2021 school year, seconded by Member Britt and carried unanimously by the Members of the Board.

# 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 Teacher Student Success Plan
- 2. Review of the 2019-2020 school year Use of LAND Trust Funds
- 3. LAND Trust proposal for 2020-2021 school year
- 4. EskDale High School School Routing / Transportation Plan
- 5. EskDale High School Student Conduct / Discipline Plan
- 6. Digital Citizenship / Internet Safety Action Plan

The EskDale High School's Teacher Student Success Plan, review of the 2019-2020 school year use of LAND Trust funds, LAND Trust proposal for the 2020-2021 school year, Student Conduct / Discipline Plan, Digital Citizenship / 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 Lund made a motion to approve and accept the EskDale High School's Teacher Student Success Plan, review of the 2019-2020 school year use of LAND Trust funds, LAND Trust proposal for 2020-2021 school year, School Conduct / Discipline Plan, Digital Citizenship / Internet Safety Action Plan and School Routing / Transportation Plan for the 2020-2021 school year, seconded by Member Britt and carried unanimously by the Members of the Board. Presentation from Millard High School

Presentation from EskDale High School Honoring Student Excellence

Carlee Stephenson Millard High School Art Student

Carlee received an honorable mention at Southern Utah University's Art Show and is how casing at the Springville Museum of Art.

Carlee was congratulated and presented a Certificate of Excellence.

### Communications for Board Members

1. Thank you note from Mrs. Afton Nielson and family for the beautiful floral arrangement at the passing of her husband, Ag Nielson.

- 2. School Newsletters January 2020
  - a. Delta South Elementary School's "Bunny Bulletin" January 2020
  - b. Delta North Elementary School's "Bulldog Bulletin" January 2020
  - c. Fillmore Elementary School's "Chipmunk Chat" January 2020
  - d. Delta Middle School's January 2020 Newsletter
  - e. Fillmore Middle School's January 2020 Newsletter
  - f. Delta High School's January 2020 Newsletter (MoDel)

School Newsletters - February 2020

- a. Delta South Elementary School's "Bunny Bulletin" February 2020
- b. Delta North Elementary School's "Bulldog Bulletin" February 2020
- c. Fillmore Elementary School's "Chipmunk Chat" February 2020
- d. Delta Middle School's February 2020 Newsletter
- e. Fillmore Middle School's February 2020 Newsletter

## Public Comment

None

#### **Board Member Comments**

1. Member Britt reported on the Utah School Boards Associatioon conference and what a good conference it was. Member Britt expressed his appreciate for all that is going on with the students. He also expressed appreciation for all the work that the principals do in the schools.

2. Member Rawlinson reported on his visit to Delta North Elementary School and Delta South Elementary School prior to coming to Board meeting today. There was a good, positive feeling when entering these schools. He was impressed with the use of technology. Board Member Comment

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3. Member Barney seconded everything that has previously been said by Members Britt and Rawlinson. She is very excited with the technology available in the schools and seeing the students so involved.

4. Member Lund expressed his appreciation for the opportunity of participating with the Utah School Boards Association conference. It was enlightening the good information that was presented with the presentations. Member Lund expressed his appreciation for the administrators throughout the District and how effective things are going.

5. President Holt also expressed his appreciation for attending the Utah School Boards Association conference and the valuable information received. Member Holt expressed appreciation for the parents and students who came to Board meeting for the cheerleading discussion. He greatly appreciated them desiring to be involved and supporting the presentation. He is thrilled with parents being involved. Member Holt expressed his appreciation for the individuals who are retiring at the end of the school year. Many of these individuals have been a positive influence for his children.

6. Superintendent Styler reported on his visits the last couple of weeks to many of the schools and the many good things that are going on. The students are on task and the teachers and staff are doing an excellent job. Superintendent Styler expressed appreciation for the support given to him.

The next regular scheduled meeting of the Millard School District Board of Next Meeting Education will be held on Thursday, March 12, 2020, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Meeting adjourned at 3:20 p.m.

Attest:

Signed: \_\_\_\_\_\_Signed: \_\_\_\_\_Signed: \_\_\_\_\_

**Business Administrator**