

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held August 13, 2020 at the District Office, Delta, Utah.

Meeting convened at 2:00 p.m.

The President of the Board called the meeting to order at 2:00 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 5.

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: Todd E. Holt

Pledge of Allegiance: Todd E. Holt

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

Orderly School Termination for Employees

Millard School District Policy - File Code: 4170
Third Reading

Staff Conduct and Professional Boundaries

Millard School District Policy - File Code: 4325
Second Reading

Admission and Assignment

Millard School District Policy - File Code: 6020
Second Reading

Safe Schools

Millard School District Policy - File Code: 6090
Second Reading

Employee Conflict of Interest

Millard School District Policy - File Code 4350
First Reading

Immunizations

Millard School District Policy - File Code: 6195
Second Reading

Medical Recommendations by School Personnel to Parents

Millard School District Policy - File Code: 6205
Second Reading

Residency and Guardianship

Millard School District Policy - File Code: 6220
Second Reading

Employee Leaves

Millard School District Policy - File Code: 4300
First Reading

Admission and Attendance: Determining Daily Attendance

Millard School District Policy - File Code: 6015
First Reading

3. Millard School District “Reopening Plan / Coronavirus Discussion”

4. Staffing Update

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 2020-2021 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 Rawlinson	Aye
Member Britt	Aye
Member Barney	Aye
Member Lund	Aye
Member Holt	Aye

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

Regular Session

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

Time of the Closed Executive Session was from 2:05 p.m. to 2:50 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 2020-2021 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

Minutes of the Board of Education meeting held July 9, 2020 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 reported on the Reopening of the schools.

Business Administrator Report

BA Report

1. The Business Administrator reported on a Fraud Risk Assessment from the Office of the State Auditor in which all employees and elected officials are required to annually commit in writing to abide by a statement of ethical behavior, as well as board members are to complete the State Auditor online training at least once in the last four years.

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 #019842 to check #020069 inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #6.

2020-2021 Compulsory Attendance Compliance

2020-2021 Compulsory Attendance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Jeana Carcamo	Abigal Carcamo	DNES / 3rd grade
	James Carcamo	DNES / 5th grade
Linda Cutler	June Cutler	MHS / 9th grade
	Korbin Cutler	FMS / 6th grade
	Lincoln Cutler	FES / 4th grade
	Martin Cutler	FES / 2nd grade
William Alder	Keeton Alder	DSES / 2nd grade
	Kendrick Alder	DSES / 2nd grade
	Lynnlee Alder	DNES / 3rd grade
Caitlyn Oswald	Tori Oswald	DSES / 1st grade
	Chloe Oswald	DSES / Kdgn
Tyle & Callie Peterson	Koda Peterson	DMS / 5th grade

Kearsten Gardner	Range Gardner	DNES / 5th grade
	Cedar Gardner	DSES / 1st grade
	Tage Gardner	DSES / 2nd grade

Recommended that the above students be exempted from compulsory attendance for the 2020-2021 school year based on signed affidavits.

In-State Residency Request

In-State Residency Request

Student Name: Kaylee Mae Friends
 Parents' Name: Steven Friends
 Guardian Name: Scott and Nancy Robison
 School / Grade: Millard High School / 12th Grade

Recommended for approval

Personnel Items:

Personnel Items

Letters of Resignation

Vicki Ivie - Instructional Assistant at Delta North Elementary School
 Melody Mincer - Instructional Assistant at Delta South Elementary
 Dayla Wilcox - Instructional Assistant at Fillmore Elementary School
 Jamie L. Brunson - Instructional Assistant at Fillmore Elementary
 Aliah Huffer - Instructional Assistant at Millard High School
 Savannah Rogers - Lunch Worker at Delta North Elementary School

Letters of Resignation

Ratification for Millard School District Maintenance Worker

MSD Maintenance Worker

Tyler Alldredge

Ratification for Custodians

Custodians

Goretty Avalos - 5.75 hr / Part-time at Delta North Elementary
 Flora Hyde - 8 hr / Full-time at Delta Middle School
 John Best - 5.75 hr / part-time at Delta Middle School
 Laura Fowles - 5.75 hr / Part-time at Delta Middle School
 Betsy Lee - 8 hr / Full-time at Delta High School

Ratification for Millard School District Office Assistant

DO Office Assistant

Breanne Johnson - 5.75 hr / Part-time at District Office

Recommendation for Instructional and Specialists Assistants

Instructional Assistants

Miranda Rowlette - Media / Delta North Elementary School
 Lindsey Styler - P.E. / Delta North Elementary School
 Salem Arenas-Perez - Delta North Elementary School
 Andrea Marquis - Delta North Elementary School
 Mallorie Beckstrom - Delta North Elementary School
 Cydney Forsyth - Delta North Elementary School
 Shelby Barnes - Delta South Elementary School
 Aimee Taylor - Speech for DNES and DSES
 Kaela Aburto - Fillmore Elementary School
 Vida Frost - Fillmore Elementary School
 Karen Quarnberg - Fillmore Elementary School
 Mandi Stefanoff - Migrant (15 hrs per week) / Delta Middle School
 Malori Nielson - ESL / Delta Middle School
 Brooke Rhodes - Millard High School
 Mistee Thatcher - Millard High School

Recommendations for AmeriCorps Volunteer

AmeriCorp Volunteer

Emily Lyman - Delta Middle School / 1/2 Time

Recommendations for Food Service Lunch Workers

Lunch Workers

Betty Kelley - Delta North Elementary School
Virginia Ruiz - Delta North Elementary School
Liliana Alferes - Fillmore Elementary School

Member Barney 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

Information Items

1. Utah School Boards Association
USBA Pre-Delegate and Delegate Assembly
Canyons School District Office
9165 South 300 East
Sandy, Utah 84070

USBA Delegate Assembly

Pre-Delegate Assembly - Friday: August 21st from 6-8:30 p.m.

Delegate Assembly - Saturday: August 22nd
9:00 a.m. - 11:00 a.m.

Action Items

Policy Approval

Policy Approval

Member Rawlinson made a motion to approve the following policy:

Employee Conflict of Interest

Millard School District Policy - File Code: 4350

Admission and Attendance: Determining Daily Attendance

Millard School District Policy - File Code: 6015

Safe Schools

Millard School District Policy - File Code: 6090

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

**MILLARD SCHOOL DISTRICT
SCHOOL CALENDAR
2021-2022 School Year**

Millard School
District School
Calendar for
2021-2022 School
Year

August 12, 2021	Optional Teacher “Tech Day”	Thursday
August 13, 2021	District PLC - “No Students”	Friday
August 16-17, 2021	Teacher Work Days	Monday/Tuesday
August 18, 2021	Students Begin School	Wednesday
September 6, 2021	Labor Day Holiday	Monday
October 18-20, 2021	Fall Break	Monday/Tuesday/Wed
November 4, 2021	PCCR Conferences (K-6)	Thursday
November 24-26, 2021	Thanksgiving Vacation	Weds/Thursday/Fri
December 22, 2021	Last Day Prior to Christmas Vacation	Wed
January 4, 2022	School Reconvenes	Tuesday
January 17, 2022	Martin Luther King Day	Monday
February 21, 2022	Washington / Lincoln Day (President’s Day)	Monday
February 24, 2022	PCCR - Elementary Schools	Thursday
April 11, 2021	District PLC - No Students	Monday
April 12, 2022	Snow Day	Tuesday
April 13-15, 2022	Spring Break	Wed/Thurs/Friday
May 24, 2022	Graduation Day - MHS	Tuesday
May 25, 2022	Graduation Day - DHS	Wednesday
May 26, 2022	Graduation Day - EHS (Last Day For Students)	Thursday
May 27, 2022	Final Work Day For Teachers	Friday
May 30, 2022	Memorial Day	Monday

Total Days: Teachers - 184 Students - 180

TERMS	1st Term	Friday	October 22, 2021	44 Days
ENDS:	2nd Term	Wednesday	January 12, 2022	46 Days
	3rd Term	Friday	March 18, 2022	45 Days
	4th Term	Thursday	May 26, 2022	45 Days

Member Lund made a motion to approve the Millard School District Calendar for the 2021-2022 School Year, seconded by Member Britt and carried unanimously by the Members of the Board.

Millard County School District
Professional Employees Negotiated Agreement
2020-2021 School Year

Millard School
District Profes-
sional Employees
Negotiated Agree-
ment

1. Increments and Lane Change Costs – Professional employees will receive added costs of increments and lane changes. A 1.00% increase will be added beginning with Step 4 of the base salary schedule.

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. Plan PHD 2700 will become Plan PHD2800 with the deductible increasing because of IRS regulations. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD2800 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. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Chad Warnick
MEA President

Todd E. Holt
President, Board of Education

David V. Styler
Superintendent

Member Britt made a motion to accept, approve and ratify the Negotiated Agreement for the Professional employees, for the 2020-2021 school year, seconded by Member Lund and carried unanimously by the Members of the Board.

Consideration of Salary Increase for Superintendent and Business Administrator

Consideration of
Salary Adjustment
for Supt and BA

The Superintendent (David V. Styler) and Business Administrator (Keith T. Griffiths) are beginning the first (1st) year of their two (2) year appointment. The Members of the Board of Education review their salaries each year upon completion of the negotiations with the District's employee groups. For the 2020-2021 school year, the District's professional employees have accepted, a percent (1.0%) COLA adjustment to the based salary schedule, with the same offer given to the classified employees and administrative employees. In contracts with the Superintendent and Business Administrator, the Board of Education retains the right to adjust the annual salary any time during the term of the contracts.

Member Britt made a motion to approve salary adjustments for Superintendent David V. Styler and Business Administrator, Keith T. Griffiths of a one percent (1.0%) COLA for the 2020-2021 school year, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Review and Approval of Millard School District Literacy Plan

Mr. Greg Chappell, Millard School District Director of Elementary Education, met with the Members of the Board to review and discuss the Millard School District’s “Early Literacy Plan” for the 2020-2021 school year.

The main goals of this plan are: 1. By June 1, 2021, Millard School District will increase the percentage of 1st grade students at or above benchmark on the Acadience Reading composite from BOY to EOY by 9%. 2. By June 1, 2021, Millard School District will increase the percentage of 3rd grade students moving from below benchmark to benchmark or above benchmark from BOY to EOY by 61%.

The Millard School District “Early Literacy Plan” for the 2020-2021 school year includes some state funds and District funds.

Member Lund made a motion to approve and accept the Millard School District’s “Early Literacy Plan” for the 2020-2021 school year, as presented, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Communications for Board Members:

1. Thank you letter from the Fillmore City Celebrations Committee for the Board of Education approving the use of facilities for the Fourth of July celebration.

2. Thank you note from the U.S. Census Bureau, Mr. Robert M. Williams, for the use of a classroom for training of census workers.

Public Comment

None

Board Member Comments

1. Member Britt suggested that we keep our fingers crossed with the reopening of schools.

2. Member Barney expressed her appreciation for the positive attitudes of the District’s employees with the reopening of schools.

3. Member Lund indicated how important it is to get the schools reopened and get back to educating students in the classroom.

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, September 10, 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: _____
President Business Administrator

Millard School District’s “Early Literacy Plan” for 2020-2021 School Year

Communications for Board Members

Public Comment

Board Member Comments

Next meeting