

**MILLARD SCHOOL DISTRICT  
DELTA, UTAH**

Following are the **DRAFT** minutes of the Board of Education meeting held Thursday, June 8, 2023, 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 3:00 pm

The President of the Board called the meeting to order at 3:00 pm. 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 the Utah Public Notice website and 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 as to 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 #26.

Call to Order

Members in attendance:

Members in Attendance

David E. Lund, President  
Jennifer L. Finlinson, Vice President – Absent for Budget Hearing  
Adam R. Britt, Member  
Sarah A. Richins, Member  
Tiffany T. Nelson, Member  
David V. Styler, Superintendent  
Corey S. Holyoak, Business Administrator

Opportunity was given to any public present to offer an opening reverence.

Opening Reverence: David Styler

Pledge of Allegiance: David 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:

Board of Education Work Session

1. Review and Discuss Action Items
2. Policy Considerations

1st Reading

Policy 4240 – Employee Leaves of Absence & Release Time

2nd Reading

Policy 6185 – Technology Security

3rd Reading

Policy 2070 – Commercialism, Fundraising, and Donations  
Policy 2100 - School Fees, Fee Waivers, and Provision in Lieu of Fee Waivers  
Policy 3110 – Bloodborne Pathogens and Tuberculosis Screening  
Policy 4200 - Administration Relations  
Policy 5185 - Audio and Visual Media  
Policy 5190 - Copyrighted Materials  
Policy 6025 - Services for Homeless Students  
Policy 6055 - Student Clubs  
Policy 7020 - Volunteer Services

3. Progress Report on Building Projects
4. Millard High School Track and Field Status
5. Positive Behavior Plans
6. Review of Cedar City Legislative Meeting and Agendas

Closed Executive Session

Closed Executive Session

Member Finlinson 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 2022-2023 and 2023-2024 school years), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Britt, with the voting as follows:

Member Finlinson	Aye
Member Britt	Aye
Member Lund	Aye
Member Richins	Aye
Member Nelson	Aye

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

Regular Session

Member Richins	Aye
Member Finlinson	Aye
Member Lund	Aye
Member Nelson	Aye
Member Britt	Aye

Time of the Closed Executive Session was from 4:35 pm to 5:05 pm.

I, David E. Lund, 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 2022-2023 and 2023-2024 school years) as provided for in Utah Code: 52-4-205(1)(a).

Time Certification

\_\_\_\_\_  
David E. Lund, President

\_\_\_\_\_  
Corey S. Holyoak, Business Administrator

Minutes

Minutes of the Board of Education meeting held May 11, 2023, were approved by a motion from Member Richins, subject to a correction, seconded by Member Finlinson, and carried unanimously by the Members of the Board.

Minutes

Board President's Report

None

Board President's Report

Superintendent Styler's Report

None

Superintendent Styler's Report

Business Administrator Report

BA 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 of  
Financial Reports

Payment of bills from check #24586 to check #24719, inclusive, and ACH #1101 through #1143, inclusive, Zions First National Bank, along with the financial reports from General Accounts.  
Exhibit #27.

Substitute Teacher Requests

Substitute  
Teacher Requests

David Forthoffer – Delta

Substitute Bus Driver Requests

Substitute Bus  
Driver Requests

Jen Snow  
Karen Douglas  
Daniel Peterson

Martena Corbett  
Zane Draper

2022-2023 School Year Compulsory Attendance Compliance

2022-2023  
Compulsory  
Attendance  
Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School/Grade</u>
Krishna Thurgood	Kaydyn Thurgood	FMS / 7th
Crystal Yates	Cruiz Steed	DSES / 2nd
	Blaiz Steed	DSES / K

Recommended for approval.

Personnel Items

Personnel Items

Letters of Resignation

Letters of  
Resignation

Kammi Willoughby – DNES Coding Specialist  
Melvin Bennett – Fillmore FT Bus Driver  
Makena Aleman – DNES Instructional Assistant  
Erica Tasker – DSES Instructional Assistant

Recommendation for Various Positions

Recommendation  
for Various  
Positions

Mike Lovell – DNES Coding Specialist  
Jessica Whitaker – Fillmore Full-Time Bus Driver  
Karen Jackson – FES Media Specialist  
Martha Rodriguez – MHS Full-Time Custodian  
Jill LeBaron – FES Instructional Assistant  
Kristina Bassett – DSES Instructional Assistant

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

Information Items

Information Items

Presentation of CTE Program – Brett Callister

CTE Program  
Presentation

Action Items

Action Items

Approval of Policies

Approval of Policies

- Policy 2070 - Commercialism, Fundraising, and Donations
- Policy 2100 - School Fees, Fee Waivers, and Provision in Lieu of Fee Waivers
- Policy 3110 - Bloodborne Pathogens and Tuberculosis Screening
- Policy 4200 - Administration Relations
- Policy 5185 - Audio and Visual Media
- Policy 5190 - Copyrighted Materials
- Policy 6025 - Services for Homeless Students
- Policy 6055 - Student Clubs
- Policy 7020 - Volunteer Services

Member Britt made a motion to approve the policies listed above, seconded by Member Richins, and carried unanimously by the Members of the Board.

Approval of Millard School District School Counseling Program

Approval of Counseling Program

Member Nelson made a motion to approve the Millard School District Counseling Program, as presented by Mr. Brett Callister, seconded by Member Richins, and carried unanimously by the Members of the Board.

Out-of-State Extended Student Trip Request for National FFA Convention for DHS FFA

Out-of-State Travel – FFA

Member Britt made a motion to approve the out-of-state travel request with the District to cover only the costs of the advisors, as done in the past, seconded by Member Nelson, and carried unanimously by the Members of the Board.

Approval of Millard School District Special Education Policies and Procedures Manual

Approval of MSD SPED Policies and Procedures

Member Richins made a motion to approve the Millard School District Special Education Policies and Procedures Manual, as presented by Mrs. Delna Bliss, seconded by Member Britt, and carried unanimously by the Members of the Board.

Approval of Revisions to the 2023-2024 School Fees Schedule

Revisions to 2023-2024 School Fees Schedule

Member Britt made a motion to approve the revisions to the 2023-2024 School Fees Schedule, seconded by Member Richins, and carried unanimously by the Members of the Board.

Out-of-State Travel Request – Jenny Smith to Attend PowerSchool Training July 18-21, 2023 in Wyoming

Out-of-State Travel – Jenny Smith

Member Richins made a motion to approve the out-of-state travel request, seconded by Member Nelson, and carried unanimously by the Members of the Board.

Approval of Certificate of Completion from Millard High School

MHS Certificate of Completion

Kambree Lin Koyle (MHS)

Member Britt made a motion to approve the Certificate of Completion, seconded by Member Richins, and carried unanimously by the Members of the Board.

Request for Building Fee Waiver and Use of DHS Auditorium for Miss Millard – June 26 – July 1, 2023

Building Fee Waiver Request – DHS Auditorium

Member Nelson made a motion to approve the request, seconded by Member Britt, and carried unanimously by the Members of the Board.

Request for Building Fee Waiver for Use of Delta High Auxiliary Gym – July 19 – July 20, 2023

Building Fee  
Waiver Request –  
DHS Aux Gym

Member Richins made a motion to approve subject to the following items:

- Allowed waiver on the condition Ms. Gonder does not profit personally and that the money goes back to the class; or
- If profiting personally, Ms. Gonder may use the gym but will be required to pay the fee;

The motion was seconded by Member Nelson and carried unanimously by the Members of the Board.

Approval of the 2023-2024 Board Meeting Schedule

Board Meeting  
Schedule – 2023 -  
2024

***Board Meeting Schedule  
2023 – 2024***

The Millard County School District Board of Education will hold its regular School Board Meetings for the fiscal year 2023-2024 on the 2<sup>nd</sup> Thursday of each month, except as noted, at 2:30 p.m. at the Millard School District Office or at the schools during the school year, unless otherwise advertised.

Thursday, July 13, 2023 – Budget Hearing

Thursday, August 10, 2023

Thursday, September 14, 2023

Thursday, October 12, 2023

Thursday, November 9, 2023

Thursday, December 14, 2023

Thursday, January 11, 2024

Thursday, February 8, 2024

Thursday, March 14, 2024

Thursday, April 11, 2024

Thursday, May 9, 2024

Thursday, June 13, 2024 – Budget Hearing

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, INDIVIDUALS NEEDING SPECIAL ACCOMMODATIONS (INCLUDING AUXILIARY COMMUNICATIVE AIDS AND SERVICES) DURING THESE MEETINGS SHOULD NOTIFY COREY S. HOLYOAK, BUSINESS ADMINISTRATOR AT 285 EAST 450 NORTH, DELTA, UTAH 84624 (435) 864-1000, AT LEAST THREE WORKING DAYS PRIOR TO THE MEETING.

All patrons are invited to attend.

David V. Styler  
Superintendent

Member Nelson made a motion to approve the 2023-2024 Board Meeting Schedule, Seconded by Member Britt, and carried unanimously by the Members of the Board.

**Millard County School District  
Professional Employees Negotiated Agreement  
2023-2024 School Year**

1. **Increments and Lane Change Costs** – For the 2023-2024 school year the Millard School District will implement a professional educators salary schedule that will have a percentage increase of 8.79%, which includes the 2023-2024 Educator Salary Adjustment (ESA) of \$4,200 per teacher. The average percentage increase not including the ESA is estimated at 2.68%
2. **Insurance** – The Millard School District will continue to fund the cost of insurance. The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The 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. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD3000 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 contributing \$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.

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*Ryan Hansen*  
*MEA President*

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*David E. Lund*  
*President, Board of Education*

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*David V. Styler*  
*Superintendent*

Member Britt made a motion to approve the agreement, seconded by Member Richins, and carried unanimously by the Members of the Board.

**Millard County School District  
Classified Employees Negotiated Agreement  
2023-2024 School Year**

1. **Increments and Lane Change Costs** – Classified employees will receive added costs of increments and lane changes. Additionally, an 8.79% increase will be added to the base salary schedule.
2. **Insurance** – The Millard School District will continue to fund the cost of insurance. The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The 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. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD3000 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 contributing \$2,600 to a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.
3. Between execution of this agreement and the start of the 2023-2024 school year, District Administration will look into the following:
  - a. Bus Driver trip rates of other school districts, including meal reimbursements/stipends
  - b. Usage of flex spending cards in-lieu of health insurance coverage
4. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

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*Rendon Hughes*  
*Millard Classified President*

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*David E. Lund*  
*President, Board of Education*

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*David V. Styer*  
*Superintendent*

Member Richins made a motion to approve the agreement, seconded by Member Nelson, and carried unanimously by the Members of the Board.

**Millard County School District  
Salary Agreement – Administrative Employees  
2023-2024 School Year**

1. **Increments and Lane Change Costs** – For the 2023-2024 school year, Administrative employees will receive a base salary increase of 8.79%.
2. **Insurance** – The Millard School District will continue to fund the cost of insurance. The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The 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. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD3000 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 contributing \$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.

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*Matt Bassett, Representative*

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*David E. Lund, Board President*

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*Rob Fowles, Representative*

\_\_\_\_\_  
*David V. Styler, Superintendent*

Member Britt made a motion to approve the agreement, seconded by Member Nelson, and carried unanimously by the Members of the Board.

Renewal of the Master Lease Agreement with the Millard School District Building Authority

Renewal of  
Master Lease  
Agreement

Under terms of the Master Lease Agreement between the Local Building Authority of Millard School District and Millard School District, an annual renewal of the Lease agreement is required, extending the lease from July 1, 2023 and ending June 30, 2024.

Member Nelson made a motion to renew the lease agreement, seconded by Member Britt, and carried unanimously by the Members of the Board.

Honoring Excellence

Honoring  
Excellence

Will Anderson – Student at Delta North Elementary School

Noticing a fellow student choking on some food, Will acted quickly to help remove the blockage.

The Board expressed their appreciation for Will and his quickness to administer aid to a schoolmate in need. He was presented with a Certificate of Excellence.

Communications for Board Members

Communications  
for Board  
Members

Thank You:

Thank You

Mylene Memmott

Public Comment

Public Comment

None

Board Member Comments

Board Member  
Comments

Member Nelson expressed appreciation to be able to attend all the District graduations, and she offered her congratulations to all the graduates. She also offered her congratulations to Will.

Member Richins also expressed appreciation at being able to attend the graduations. She liked how personal for the students the Millard High Graduation was. She also offered congratulations to Will. Additionally, she mentioned her excitement for the FFA program and stressed how great of a program we have.

Member Britt mentioned that the graduations went well. He stated that we are entering a good time of year and that the teachers should be proud of what they have accomplished this year. He mentioned that we are doing a lot of good things in the District and thanked his fellow Board Members.

Member Lund echoed the previous sentiments. He mentioned that graduations are always fun. He reflected that he is now seeing kids graduate high school that he saw graduate from elementary and middle school when he first became a Board Member. He expressed appreciation for the teachers and advisors and the efforts that went into the graduation ceremonies. He also commented that there are a lot of good things going on in the District and expressed thanks to all for another successful year.

Superintendent Styler expressed thanks to the Board Members for their willingness to attend all the graduations. He said that it is great to be entering the summertime. He noted that the principals have all checked out through him and will continue to work through the summer getting ready for the next school year. Finally, he expressed appreciation for the Board's support.

Corey Holyoak agreed with the previous comments. He mentioned it was good to see Mr. Callister's presentation on all that is happening within CTE. He also expressed thanks to Will for his quick actions in helping a fellow student.

**MILLARD SCHOOL DISTRICT**  
DELTA, UTAH  
JUNE 8, 2023

Budget Hearing

Budget Revisions  
for 2022-2023  
School Year

The Budget for the 2022-2023 school year was revised to accept additional revenue and adjustments to the opening fund balances. The amounts were distributed as follows:

FUND 10		ORIGINAL	FINAL	CHANGE
1000	Instruction	\$ 26,160,507	\$ 25,467,510	\$ (692,997)
2100	Support Services - Students	\$ 1,088,063	\$ 1,199,250	\$ 111,187
2200	Support Services - Teachers	\$ 1,178,682	\$ 1,113,894	\$ (64,788)
2300	Support Services - District General Administration	\$ 578,564	\$ 674,100	\$ 95,536
2400	Support Services - School Administration	\$ 2,429,438	\$ 2,548,600	\$ 119,162
2500	Support Services - Business	\$ 805,398	\$ 911,775	\$ 106,377
2600	Operation and Maintenance of Plant	\$ 4,241,600	\$ 4,807,600	\$ 566,000
2700	Student Transportation	\$ 1,735,084	\$ 1,923,500	\$ 188,416
2800	Support Services	\$ -	\$ -	\$ -
2900	Other Support Services	\$ -	\$ -	\$ -
3000	Operation of Non-Educational Services	\$ -	\$ 11,500	\$ 11,500
5000	Other Outlay	\$ -	\$ -	\$ -
6000	Undistributed Reserves	\$ -	\$ -	\$ -
TOTAL FUND 10		\$ 38,217,336	\$ 38,657,729	\$ 440,393
FUND 21				
	Student Activity Fund	\$ 1,542,800	\$ 1,673,100	\$ 130,300
FUND 26				
	Charter School Replacement Levy	\$ 27,310	\$ 30,000	\$ 2,690
FUND 31				
	Debt Service	\$ -	\$ -	\$ -
FUND 32				
	Capital Outlay	\$ 4,342,214	\$ 4,469,491	\$ 127,277
FUND 51				
	Food Service	\$ 2,004,752	\$ 2,191,100	\$ 186,348
OTHER FUNDS				
	FFA Science Lab/Foundation	\$ 11,100	\$ 16,500	\$ 5,400
	MSD Foundation - Fund 76	\$ 40,000	\$ 300,000	\$ 260,000

With a Balance on Hand of \$ 11,634,537

Member Britt made a motion to approve the revisions and adjustments to the 2022-2023 school year Budget for the Millard School District, seconded by Member Richins, and carried unanimously by the Members of the Board.

Exhibit #28

The Tentative Budget for the 2023-2024 School Year for the Millard School District was presented with CERTIFIED TAX RATES as follows:

Tentative Budget for the 2023-2024 School Year

0.001652	State Basic Program
0.000767	Voted Leeway
0.002365	Board Voted Leeway
0.000012	Charter School Levy
0.000000	Judgment Levy
<b>0.004796</b>	<b>Total for Maintenance and Operation</b>
<b>0.000000</b>	<b>Debt Service</b>
0.001820	Capital Outlay
0.000000	C/O Judgment Levy
<b>0.001820</b>	<b>Total for Capital Outlay</b>

**0.006616 TOTAL PROPOSED CERTIFIED TAX RATE FOR THE 2023-2024 SCHOOL YEAR.**

The Budget was prepared on a Weighted Pupil Unit of 4,773.765 and an estimated assessed valuation of \$2,619,997,572 for the Maintenance Operation Fund, Debt Service Fund, and Capital Outlay Fund.

Member Britt made a motion to approve the Tentative Budget for the Millard School District and to set the Budget Hearing for Thursday, July 13, 2023 at 6:00 pm, at the District Office, 285 East 450 North, Delta, Utah, seconded by Member Nelson and carried unanimously by the Members of the Board.  
Exhibit #29

The next regularly scheduled meeting of the Millard School District Board of Education will be held on Thursday, July 13, 2023, at 5:00 pm, at the District Office, 285 East 450 North, Delta, Utah.

Next Regular Meeting

The Millard School District Board of Education will hold a Budget Hearing on Thursday, July 13, 2023, at 6:00 pm, at the District Office, 285 East 450 North, Delta, Utah, for the purpose of adopting the Budget and setting the Certified Tax Rates for the 2023-2024 school year.

Budget Hearing

Meeting adjourned at 6:20 pm.

Attest:

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