

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held April 16, 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 17.

Call to Order

Because of the concerns of the coronavirus pandemic and the order of not holding public meetings (gathering of ten (10) or more individuals), this Board of Education meeting was conducted electronically. A link to log into the meeting was given to all above and advertised in the local paper.

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
Attendance was Electronically via "Zoom"

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

Opening Reverence: Adam R. Britt

Pledge of Allegiance: Adam R. Britt

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. Log Into Meeting (Electronic Meeting)
2. Review and Discuss Action Items
3. Review of Policies

School District Legal Status

Millard School District Policy - File Code: 1000
First Reading

Use of Buildings and Grounds

Millard School District Policy - File Code: 2020
First Reading

Immunizations of Employees

Millard School District Policy - File Code: 4025
First Reading

Review of Policies

Electronic Communication Devices

Millard School District Policy - File Code: 6060
First Reading

Review of Policies
Continued

Election and Duties of Board President and Vice-President

Millard School District Policy - File Code: 1005
First Reading

School Community Councils

Millard School District Policy - File Code: 7005
First Reading

Human Sexuality Policy

Millard School District Policy - File Code: 5170
First Reading

Parents Right to Academic Accommodations

Millard School District Policy - File Code: 7030
First Reading

Procedures

Title I Fiscal Procedure
First Reading

4. Coronavirus Pandemic Discussion
Review of Information given Staff/Students/Parents
5. Staffing Update and Discussion

Minutes

Minutes of the Board of Education meeting held March 12, 2020 were approved by a motion from Member Britt, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Minutes

Board President's Report

President Holt indicated this has been a trying month since the Board of Education last met. He has been greatly impressed with the efforts of District Staff - Administrators - Teachers - Classified - for their efforts in jumping in and providing an education electronically. There is great appreciation for all that has been done. This has been an effort of staff, students, parents and community.

Board President's
Report

Superintendent Styler's Report

Superintendent Styler echoed what has been said by President Holt. It has been very rewarding to see the efforts of so many in moving forward good instruction for all students. What an effort to see the District employees pulling together to make things work. He also indicated that the District is moving forward with plans for the next school year such as hiring and school safety. We have learned much from this situation and will be better students, better parents, and better teachers from this learning experience.

Superintendent
Styler's Report

Business Administrator Report

None

BA Report

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 #019314 to check #019459, inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #18.

2019-2020 Compulsory Attendance Compliance

2019-2020 Compulsory Attendance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Cammie Rodriguez	Ruben Cruz	DHS / 9th grade
	Kendra Marquez	DSES / 2nd grade
Amanda Carr	Elcee Carr	DSES / 2nd grade
	Grace Carr	DSES / Kdgn
Heidi Pruitt	Lincoln Pruitt	DSES / 2nd grade

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

Personnel Items:

Personnel Items

Letters of Resignation

Marcus Gonzales- Instructional Assistant at Delta High School

Bailey Capel - Instructional Assistant at Fillmore Elementary School

Recommendation for Delta South Elementary School Part-Time Custodian

Julianna Rawlinson - 5.75 Hours

Recommendation for Fillmore Elementary School Special Education Teacher

Randi Higgs Butler

Recommendation for Fillmore Middle School ELA Teacher

Tiffany Wall Crook

Recommendation for Delta Technical Center Business/Marketing Teacher

Brittney Holman

Recommendation for Delta Technical Center Industrial Arts Teacher

William Alder

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

Information Items

Millard School District Audit Committee Vacancy

MSD Audit Committee Vacancy

Mrs. Jean Crafts, who has served on the Millard School District Audit Committee for three years, is ready for a change. Board Members were asked to recommend names to fill this vacancy.

The names of two individuals were suggested to be contacted about serving on the Millard School District Audit Committee.

Millard County Ending Contract for BookMobile Service

Millard County BookMobile Request

Evelyn Warnick, Millard County Commission Chair, indicated Millard County's contract for having the BookMobile provide services to the outlying areas in Millard County will be terminated as of June 1, 2020. This is because of Budget (funding) concerns for Millard County. The contract for the renewal year is \$94,599.

With Millard County's decision not to renew their contract for BookMobile services an on-line petition is requesting that Millard County continue this service. Because of the concerns with the coronavirus, the Utah State Library Association would provide a one-time COVID-19 grant for fifty percent (50%) of the yearly contract (\$47,000).

Commissioner Warnick will be contacting mayors of the communities affected to see if they would be willing to kick-in a portion of the yearly contract.

Utah's Student Health Reports

Mr. George Richardson, Millard School District Director of Secondary Education, joined the Board of Education meeting to review and discuss the following policy:

Human Sexuality Policy

Millard School District Policy - File Code: 5170

The following supporting documentation was reviewed as part of the discussion of the above policy:

1. Utah Adolescent Birth Data
2. Utah Student Survey
3. Substantiated Child Abuse Count - KIDS Count

Action Items

Action Items

Policy Approval

Member Barney made a motion to approve the following policy:

Policy Approval

Title I Fiscal Procedures

Millard School District Procedures

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

Extended Student / Employee Out-of-State Travel Requests

Extended Student / Employee Out-of-State Travel Requests

With concerns with the coronavirus pandemic and the Executive Order from the Governor of the State Utah that all out-of-state travel be suspended, the following out-of-state travel requests, carried forward from the March Board of Education, will not be considered until the out-of-state travel ban is released.

Extended Student Out-of-State Travel Request / Advisor and Students

DHS Girls Basketball Team

1. Delta High School Girls Basketball Team
 Advisors: Jordan and Kathryn Johnson
 Brady and Marci Nielsen
 Kaity and Joey Swalberg
 Basketball Team Camp and Cultural Experience
 Thibodaux, Louisiana
 June 17, 2020 through June 22, 2020
 Estimate Cost: \$500 per participant (No Cost to District)

Procedures from Millard School District Policy - Extended Student Travel, have been and will be followed.

Out-of-State Students / Employee Travel Request

2. National FCCLA Conference
 Students: Unknown at this time
 Advisor: Mrs. Denise Dewsnpup
 Washington, DC
 July 4-10, 2020

DHS National FCCLA Conference

The Delta High School FCCLA organization will be participating in the FCCLA State Convention on March 24-25, 2020 in Layton. If students were to qualify for the national competition, the April Board of Education meeting is too late to meet the commitment deadline of April 1, 2020. Thus, this request is an anticipation of having students qualify for the national competition. The cost will be approximately \$2,791 for Mrs. Denise Dewsnpup to attend.

Employees Out-of-State Travel Requests

Professional Learning Communities (PLC's) Institute
Hosted by Solution Tree
Las Vegas, Nevada
June 9-11, 2020

PLC Conference in Las Vegas, NV
June

Teachers from the following schools will attend this conference, at a cost of approximately \$2,300 per individual:

PLC Conference
in Las Vegas

- Delta North Elementary School - Seven (7)
- Delta South Elementary School - Two (2)
- Fillmore Elementary School - Six (6)
- Fillmore Middle School - Thirteen (13)
- Delta High School - Five (5)
- Millard High School - Four (4)
- Delta Technical Center - Two (2)

Funding will come from the LAND Trust professional development funds for each of the schools, with the Millard School District receiving a grant to send some preschool and special education teachers.

Millard School District administrators attended this conference the summer of 2019 and found it to be very valuable and worth while.

Request for Curricular Club for Millard High School

Request for Hip-Hop Dance Club

Millard High School is seeking Board approval to startup the Elevate Hip-Hop Dance Club for the 2020-2021 school year. This will be an all-inclusive club that will include every and any student that wants to be a part of the program. Braigon Penney, a Sophomore at Millard High School, is heading up this idea. Brittney Monroe, an Instructional Assistant at Millard High School, is willing to be the advisor for the club. The members of the Club would practice each day after school.

The cost would be \$70 from each individual for costumes. They would hope to do fund-raisers to help with the costs. The Club would also seek to perform occasionally at halftime, for school games, after the drill team has performed.

Member Lund made a motion to approve the Millard High School Elevate Hip-Hop Dance Club, on a trial basis, beginning with the 2020-2021 school year, seconded by Member Britt and carried unanimously by the Members of the Board.

Garrison Elementary School Community Council Exemption

Garrison Elementary School
Community Council
Exception

During the audit of the Millard School District LAND Trust program, it was explained that the Utah State Board of Education has a rule for exempting small schools from the requirements of having a school community council.

For Garrison Elementary School the following was proposed: The Millard School District thereby grants Garrison Elementary School an exemption from the requirement to maintain a Community Council. Due to the small student population and the unique demographics of the Garrison area, as well as the persistent efforts by school personnel to recruit members and conduct meetings, we grant the exemption with the following stipulations:

1. We encourage the school to continue to seek parental input into the use of funds.
2. All parents should be notified of the plan goals in at least one parent meeting each school year.

Member Britt made a motion to approve exempting Garrison Elementary School from the requirement of having a school community council, as proposed above, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

MILLARD SCHOOL DISTRICT CAPITAL OUTLAY PROJECTS

Millard School
District Capital
Outlay Plan
2020-2021

SCHOOL	PROJECT	COST	
MSD Obligations			
	Lease Revenue Bonds - Series 2011 / QSCB	\$591,732	
	Lease Revenue Bonds - Series 2012	\$685,003	
	Lease Revenue Bonds - Series 2013	\$591,705	
	LRB Fees to Zions Bank	\$8,000	
			\$1,876,440
District Transportation			
	T3FE BlueBird All-American School Bus - Route	\$133,500	
	T3RE BlueBird All-American School Bus - Act with Bins	\$152,300	
	Training Program - Software / Federal Requirements	\$7,500	
			\$293,300
Technology Department			
	Annual Upkeep of Systems	\$200,000	\$200,000
Maintenance Department			
	Annual Upkeep of Equipment / Systems	\$100,000	
	Contingency Technology and Maintenance	\$50,000	
MSD Annual UpKeep			
	Painting throughout District	\$25,000	\$150,000
	Replacement of Carpet	\$-	
	Vehicle Replacement	\$85,000	
	C/O Annual Update of Fixed Assets	\$15,000	
	Utah Yamas Controls Contract	\$41,274	
			\$166,274
MSD Control Upgrade			
	District Office - Yamas	\$12,225	
	DHS Palladium - Yamas	\$61,871	
	DHS Fire Alarm and Panel Upgrade	\$14,015	
	DTC - Yamas	\$16,708	
	DHS Palladium Back Up Generator	\$18,936	
			\$123,755
MSD Roof Replacement			
	DMS Northwest Band room area	\$62,300	
	MHS Main Building - Wood & Metal Shops - Cafeteria		\$803,975
	DSES - Repairs to Library Roof Top Windows	\$1,000	
			\$867,275
Delta High School			
	Palladium - (2) New Gas Heating Boilers and Water Heater		\$270,890
MSD Food Service Department			
	Warehouse - Replace Freezer Unit	\$10,000	
	MHS Proofer	\$2,500	
	FMS Cafeteria Tables	\$6,500	
	DHS Steamer	\$-	
	DNES - Slicer	\$300	
	DMS - Slicer for Fruit	\$300	
	FES/DMS - Food Cart / Stainless Steel (\$300 each)		
			\$20,500
Custodial Equipment			
	DNES - Viper Venom Floor Machine	\$635	
	DNES - Pacer 30" Wide-area Vacuum	\$3,180	
	DNES - Wet-Dry Vacuum with Tools	\$624	
	FES - (2) Vacuums	\$1,500	
	MHS - Dyson V11 Animal Cordless Vacuum for Weight Room	\$570	
			\$6,509
			\$4,014,943

MSD Maintenance	
Air Compressor for Blowing out Sprinklers	\$15,000
Genie Lift for Delta area schools	\$10,500
Delta North Elementary	
Change Out (6) Bad Windows on Northside classrooms	\$800
New Intercom System/Bell System	\$-
New Phone System installed / Phone to Counselors Office	\$-
New Sound System for Multi-Purpose Room - Bluetooth	\$5,557
Build Handicapped Accessible in Front of School	\$-
Replace Windows by Office	\$-
Propane Burnisher w/Kawasaki Engine	\$4,346
Delta South Elementary	
Safety - Concrete in Preschool Playground	\$-
Safety - Concrete at West Entrance - Tripping Hazard	\$-
Safety - Concrete for Front Door Entrance	\$-
Cordless Microphone System for Multi-Purpose Room	\$8,077
New Intercom System/Bell System tied to Lock-Down	\$-
Big Vacuum for Sweeping Carpets	\$-
Fillmore Elementary	
Cupboard, Drawers, and/or Shelving for Classrooms	\$-
Replace Multi-Purpose Room Divider	\$-
New Stage Curtain	\$15,000
Room Dividers (3) for Intervention Groups	\$1,500
Custodial Storage Shed	\$8,000
Desks and Chairs for First Grade Classroom (Stott & Monroe)	\$4,680
Office Counter - Middle Out	
Bike Rack	\$1,000
Delta Middle School	
Replace Sound System in Big Gym	\$6,257
Replace Sprinkler Line for (5) Stations on East Lawn	\$
Cement on North Side of Building / Concrete Footing/Wall	
Classroom sets of Tables and Chairs (2) / Art Room / Clark	\$7,000
Outside Garbage Cans for Community Events	
Replacement of Formica in Home Ec Room (Cutting Tables)	
Replacement of Island Cook Top & Oven / Home Ec Room	
Fillmore Middle School	
Build Wall for Library - Set of Doors to Close Off Work Room	
Update of Library - Circulation Desk and Cabinets	\$17,356
New Copy Machine for Work Room	\$10,145
Create Parking Space where Willow Tree Was - 2,788 sq ft	
Replace or Repair Girls' Locker Room Floor	
Delta High School	
Replace Clock on Football Field	Hold
Replace Clocks for the Palladium	Hold
Resurface Tennis Courts	
Wind Breaks for Tennis Courts	
Complete Duck Work in Palladium	
New Wrestling Mats (3)	\$30,000
Replace Bleachers in the Palladium - North/Lower Deck	
Doors for Kabota	
Upgrade Sound System in Palladium	\$13,957

Millard High School

New Bleachers - North section of Bleachers in Main Gym	
Replace Roof Top Chiller for Main Gym - Auditorium	
New Sound System for Auditorium	
Digital Marquee - MHS \$4,000 / District \$16,000	\$20,000
Football Field - Level and New Grass	
New Hurdles for Track	
Baseball Back Stop Needs to be Extended - Safety	
Track needs to be Resurfaced	
New Sound System for Main Gym	\$33,897
Resinous Floor for Locker Room in Main Gym	
Outdoor Vacuum for Track/ Tennis Courts	\$19,000
Long Jump Pit Cover	
Student Chairs with Wheels for Kristine Myers (30 needed)	
Mounted Projector for the Auditorium - Controls in Booth	

EskDale High School

PE Shed	\$ 2,295
Lockers	

Delta Technical Center

FFA - Wall Removal for Cooler	\$8,000
FFA - Germination Chamber	\$1,800
FFA - Propagation Bench	\$1,500
FFA - Greenhouse at Warehouse Site - (Grants = \$80,000)	
Welding - 4'x 8' CNC Plasma Table	\$23,000
Welding - HAAS CNC Lathe	\$38,000
Wood Shop - Compound Miter Saws (2)	\$1,500
Wood Shop - Palm Sanders (6)	\$2,000
Wood Shop Mortise Machine	\$2,000
Drill Press	\$2,000

Carpet Needs

Delta North Elementary School

Entrance Carpet for Main and East Entrances - in between doors
Replace carpet in main office area
Room #204 - Mrs. Holman Room
Room #122 - Mrs. Dutson Room

Delta South Elementary School

Main Hallway in the Kindergarten / First Grade

Fillmore Elementary School

Replace carpet where computer tables were removed
Media Center
Faculty Room
Art Room - Mrs. Wall's room
Mrs. Adam's Room
Mr. Shield's Speech Room

Delta Middle School

Stem Lab classroom - Different flooring not carpet

Fillmore Middle School

Room #130 - Mr. Larsen's Room
Room #121B - Old Dark Room

Millard High School

Carpet in Blue Hallway
Carpet needed in Tech Office area

Delta Technical Center
Carol Meinhardt Classroom
Betty Jo Western Classroom
Chad Warnick (Corner of Lab)

The Millard School District's annual Budget for Capital Outlay expenditures is approximately \$4,000,000.

The Millard School District is facing some major projects with the roof replacements and the upgrade of the equipment at the Delta High School Palladium. With uncertainty regarding the one-time funds from the Utah Legislature to be used for upgrading security, there will need to be some pulling back for the majority of the school requests.

It was recommended that the Board of Education give approval to the items on page one that are estimated to cost \$4,014,943 and let District administration consider other items, as needs arise.

Member Rawlinson made a motion to give approval for proceeding with the Millard School District Capital Outlay Plan, with District administration to look at school requests "as needed", with safety items being given first priority, seconded by Member Britt and carried unanimously by the Members of the Board.

Certificate of Completion

It was recommended to the Members of the Board that Brenan Gail Hare and Cassidy Hope Shumway be awarded a "Certificate of Completion" from Millard High School. Brenan and Cassidy have satisfactorily met the requirements of the Millard School District. Brenan and Cassidy have not aged out of the special education program, but would like to walk with their class.

Certificates of Completions

Member Lund made a motion to award Brenan Gail Hare and Cassidy Hope Shumway a "Certificate of Completion" from Millard High School, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Communications for Board Members:

1. School Newsletters:
 - a. Delta South Elementary School's - "Bunny Bulletin" April 2020
 - b. Delta North Elementary School's "Bulldog Bulletin" April 2020
 - d. Delta Middle School's April 2020 Newsletter
 - e. Fillmore Middle School's April 2020 Newsletter

Communications for Board Members

Public Comment

None

Public Comment

Board Member Comment

Board Member
Comments

1. Member Rawlinson expressed that he was so amazed with the efforts of all to bring the on-line education to the students. A big Thank You is owed to the employees of the Millard School District

2. Member Britt expressed his appreciation for all that has happened and all that is still happening to bring on-line education forward and available to the students of the Millard School District. He thought that in the long run this would sure be a blessing for the students, staff, and parents of the Millard School District as we all learned to use technology for providing an education.

3. Member Barney expressed her great appreciation for the efforts of all. She has had the opportunity to assist with the passing out of lunches and is amazed by the efforts of the employees to work together and pull off such an undertaking. The parents are so grateful for having the lunches provided. A big thank you for everybody.

4. Member Lund echoed the previous comments and applauded the efforts of the District staff, the students, the parents, and the great communities that we live in, as all have pulled together in challenging times to make things work in the best possible way.

5. President Holt appreciated the comments made by the other Members of the Board and seconded all that has been said.

6. Superintendent Styler expressed his appreciation for this “little corner of the world” and the great students, staff, and parents that we have. There are fantastic things going on to face the challenging times that we are in.

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, May 14, 2020, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.
This meeting may be held electronically due to the restrictions imposed because of the concerns with the coronavirus (COVID-19).

Next Meeting

Meeting adjourned at 3:20 p.m.

Attest:

Signed: _____ Signed: _____
President Business Administrator