

**MILLARD SCHOOL DISTRICT  
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held December 12, 2018 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 12.

Call to Order

Members in attendance: Adam R. Britt, President  
Jeffery G. Schena, Vice-President  
Todd E. Holt, Member  
David E. Lund, 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: Gordon L. Rawlinson

Pledge of Allegiance: Gordon L. Rawlinson

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

Formal Complaint Procedures

Millard School District Policy - 4160  
Second Reading

Administrative Internships

Millard School District Policy - File Code: 4125  
First Reading

3. USBA Power-up check

4. School Safety Report and Discussion

5. UHSAA Realignment Discussion

6. Governor Gary Herbert's Proposed Budget

7. Fee Discussion

Member Schena 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 2018-2019 school year), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Lund, with the voting as follows:

Closed Executive Session

Member Schena	Aye
Member Lund	Aye
Member Holt	Aye
Member Rawlinson	Aye
Member Britt	Aye

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

Regular Session

Member Rawlinson	Aye
Member Schena	Aye
Member Holt	Aye
Member Lund	Aye
Member Britt	Aye

Time of the Closed Executive Session was from 1:10 p.m. to 1:45 p.m.

Time

I, Adam R. Britt, 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 2018-2019 school year) as provided for in Utah Code: 52-4-205(1)(a).

Certification

\_\_\_\_\_  
Adam R. Britt, President

\_\_\_\_\_  
Keith T. Griffiths, Business Administrator

Minutes

Minutes

Minutes of the Board of Education meeting held November 8, 2018 were approved by a motion from Member Holt, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Board President's Report

Board President's Report

President Britt reported on the Utah High School Activities realignment meeting that he attended with Board Member Jeff Schena. The discussion on travel with the bigger schools was a bit humorous.

Superintendent Styler's Report

Superintendent Styler's Report

None

Business Administrator Report

Business Administrator Report

1. Annual Financial Report / Audit

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 #016513 to check #016688, inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #13.

Substitute Teacher

Substitute Teacher

Robin Pedersen (Delta)

Robin is finishing her student teaching with our District and has a current background check in the Utah Teacher’s CACTUS system. She has also completed a current TB check.

Recommended for approval.

Adult High School Secondary Diplomas

Adult High School Secondary Diplomas

Deyanira Berenice Diaz  
Sandra Janitcie Rosales

James Zachary-Mackin Rhodes  
Gary Alan Rushing

Mr. Duane Rawlinson, Millard School District Vocational Counselor, has reviewed their transcripts and determined that they have completed the necessary requirements of the Millard School District Board of Education.

Recommended for approval.

In-Lieu of Transportation Request

In-Lieu of Transportation Request

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School</u>	<u>Mileage</u>
Linda Cutler	June Cutler Korbin Culter Lincoln Cutler Martin Cutler	Fillmore Middle Fillmore Elem Fillmore Elem Fillmore Elem	4 miles RT

Recommended for approval.

2019 Schools Spring Activities Schedules

2019 Spring Activities Schedules

Delta High School

- Delta High School Baseball
- Delta High School Boys’ Soccer
- Delta High School Girls’ Softball
- Delta High School Boys’ Tennis
- Delta High School Boys’ and Girls’ Track
- Delta High School Girls’ Golf

EskDale High School

2019 Spring Activities Schedules

Boys' and Girls' Track

Millard High School

Millard High School Baseball  
Millard High School Girls' Golf  
Millard High School Boys' Soccer  
Millard High School Girls' Softball  
Millard High School Boys' and Girls' Track

Personnel Items:

Personnel Items

Recommendation for Delta High School Golf Coach

Harley McNeil

Recommendation for Delta South Elementary School Custodian

Jane Rusby - 5.75 hours

Recommendation for Delta Middle School Custodian

Flora Hyde - 5.75 hours

Recommendation for Delta High School Custodian

Irvin Vasquez - 3 hours

Recommendation for Delta North Elementary School Instructional Assistant

Breanne Johnson - 5.75 hours

Recommendation for Delta South Elementary School Instructional Assistant

Amanda Jacobson - Long-term substitute

Recommendation for Fillmore Middle School Planning Center

Penny Britt

Recommendation for Fillmore Elementary School Instructional Assistants

Bailey Capel - 5.75 hours / Title I  
Shanee Matthews - 5.75 hours / Special Education

Recommendation for Fillmore Middle School Instructional Assistant

Brook Lowe - 5.75 hours / Special Education

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

Information Items

Utah School Boards Association (USBA) Annual Conference  
January 10-12, 2019  
Little America  
Salt Lake City, Utah

Information Items

USBA Conference

National School Boards Association (NSBA) Annual Conference  
March 30 - April 1, 2019  
Philadelphia, PA

NSBA Conference

Action Items

Action Items

Policy Approval

Policy Approval

Member Schena made a motion to approve the following policy:

Formal Complaint Procedures  
Millard School District Policy - File Code: 4160

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

Employee Request for Unpaid Leave-of-Absence

Employee Request  
for Unpaid Leave

Mrs. Lynne Harris, an Instructional Assistant at Delta North Elementary School, requested a leave-of-absence from January 29, 2019 through February 15, 2019. Mrs. Harris will use her personal leave days and needs seven and one-half days of unpaid leave.

Member Rawlinson made a motion to approve the unpaid leave-of-absence for Mrs. Lynne Harris, as outlined above, seconded by Member Lund and carried unanimously by the Members of the Board.

Honoring Excellence

Honoring Excel-  
lence

Student Excellence

Student Excel-  
lence

Megan Baker - Deseret News Academic All-State

Personnel Excellence

Personnel Excel-  
lence

Coach Cody Moat - Millard High School Cross-Country Coach

Mr. Bill Emmett - Maintenance for East side

Winter Rowley and Audrey Stephenson  
Directors of Delta High School Musicals

Board Member Jeffery Schena

Each were given a "Certificate of Excellence"

Communications for Board Members

Communications  
For Board Mem-  
bers

1. School Newsletters:

- a. Delta South Elementary School’s - “Bunny Bulletin”  
December 2018
- b. Delta North Elementary School’s “Bulldog Bulletin”  
December 2018
- c. Fillmore Elementary School’s “Chipmunk Chat”  
December 2018
- d. Delta Middle School’s December 2018 Newsletter
- e. Fillmore Middle School’s December 2018 Newsletter

Public Comment

Public Comment

NONE

Board Member Comments

Board Member  
Comments

1. Member Holt expressed his appreciation for the efforts of so many in the performance of Delta High School’s musical “White Christmas”. This was an outstanding performance. Thanks to Winter Rowley and Audrey Stephenson who directed the students.

2. Member Rawlinson was also greatly appreciative of the efforts made for the successful performance of the Delta High School musical “White Christmas”.

Member Rawlinson also expressed appreciation for the efforts put in by the Delta South Elementary School staff for the school’s Christmas program.

3. Member Lund reflected on this time of the year and the opportunity to look back on the many good things happening in the Millard School District. Member Lund indicated that this was a time of reflection for the area in which we live and special individuals who do so much. Member Lund is grateful for the opportunity to serve on the Board of Education. He expressed how grateful he is for Member Schena and his friendship and leadership.

4. Member Schena had Superintendent Styler show a short video on the importance that teachers have in the lives of so many and the many hats that teachers wear when performing their duties.

Member Britt and Superintendent Styler deferred their comments for later during the “Honoring of Excellence”.

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, January 3, 2019, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Next Meeting

Meeting adjourned at 3:00 p.m.

Attest:

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