

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the **DRAFT** minutes of the Board of Education meeting held September 10, 2020 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 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 #7.

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: 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:

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
Fourth Reading

Staff Conduct and Professional Boundaries
Millard School District Policy - File Code: 4325
Third Reading

Admission and Assignment
Millard School District Policy - File Code: 6020
Third Reading

Immunizations
Millard School District Policy - File Code: 6195
Third Reading

Medical Recommendations by School Personnel to Parents
Millard School District Policy - File Code: 6205
Third Reading

Review of Policies
Continued

Residency and Guardianship
Millard School District Policy - File Code: 6220
Third Reading

Employee Leaves
Millard School District Policy - File Code: 4300
Second Reading

LEA Specific Licensing
Millard School District Policy - File Code: 4012
First Reading

Discussion - Admissions and Attendance / Compulsory Attendance
USBA Sample Policy

3. Community Council Training for Board of Education
4. Millard School District "Reopening Plan / Coronavirus Discussion
5. Review and Discussion of School Schedule
6. Use of Facilities During COVID-19

Member Britt 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 Rawlinson, with the voting as follows:

Closed Executive
Session

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

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

Regular Session

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

Time of the Closed Executive Session was from 1:05 p.m. to 1:30 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 August 13, 2020 were approved by a motion from Member Barney, seconded by Member Britt 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

1. Superintendent Styler expressed his appreciation for the support given from the Board of Education with the Millard School District’s Reopening of School plan. He greatly appreciated the support of the Millard School District’s employees, students, and parents.

Business Administrator Report

BA’s Report

- 1. Annual Financial Report (AFR) / Annual Program Report (APR)
- 2. IPSC’s - Changing Lights at Millard High School football stadium.
- 2. UASBO Regional Finance Meeting - October 8-9, 2020

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 #020070 to check #020302 inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #8.

Substitute Teachers

Substitute Teachers

- | | |
|-------------------------|----------------------------|
| Shelly Coray (Fillmore) | Jessica Memmott (Fillmore) |
| Liz Palmer (Delta) | Jenny Fleming (Delta) |

All have completed the SubInstructor On-Line program and have passed a current background check and TB Test

Recommended for approval.

Adult High School Secondary Diploma

Adult High School Secondary Diplomas

- | | |
|------------------|-------------------|
| Karragin Johnson | Alexandrea Kelley |
|------------------|-------------------|

Mr. Colton Griffiths, Millard School District Adult Education 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.

2020-2021 Compulsory Attendance Compliance

2020-2021 Com-
pulsory Atten-
dance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Rebecca / Kolby Bond	Josi Bond Angus Bond Gibson Bond	MHS / 9th grade FMS / 6th grade FES / 3rd grade
Shelly Dutson	Wyatt Gonzalez Maklynn Gonzalez	DNES / 1st grade DNES / Kdgn
Mark Howard	Emmanuel Howard Mary Howard Joshua Howard	DHS / 9th grade DMS / 7th grade DNES / 5th grade
Jack & Kim Bennett	Parker Bennett Brook Bennett	FES / 4th grade FES / 2nd grade
Sunni Kent	Clancy Kent Bobbie Kent	FMS / 5th grade FES / 2nd grade
Stephanie England	Sarah England	FES / 4th grade
Heidi Allen	Jessica Allen	DHS / 12th grade
Ruth Tibbetts	Elijah Tibbetts	FES / 1st grade
Tony & Melissa Lovell	Isabella Lovell	DNES / 3rd grade
Rebecca Scott	Dayne Scott	DNES / 3rd grade
Lyle Bunker	Caleb Bunker	MHS / 9th grade
Sara Robison	John Derk Springer, Jr	MHS / 12th grade
Abigail Lee	Eden Elizabeth Lee	DNES / 3rd grade

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

Out-of-State Residency Requests

Out-of-State Resi-
dency Requests

Student Name: Mackenzie Key
Parents' Name: Elizabeth Bishop
Guardian Name: Megan Bringard
School / Grade: Delta Middle School / 8th Grade

Recommended for approval

Student Name: Carlos Angeles
Parents' Name: Veronica Diaz
Guardian Name: Gaudencia Angeles
School / Grade: Delta High School / 10th Grade

Recommended for approval

In-Lieu of Transportation Requests

In-Lieu of Transportation Requests

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School</u>	<u>Mileage</u>
Pam Jensen	Aden Jensen Devin Jensen	Millard High School Fillmore Middle	6.4 miles
Adriana Quezada	Geraldine Rodriguez Miguel Rodriguez	Garrison Garrison	28 miles
Maria Huerta	Diego Huerta Aran Huerta	Garrison	28 miles
Caitlin Farnsworth	Bowdee Farnsworth	Garrison	30 miles
Jessica Haddenham	Payton Haddenham	Delta South	8.2 miles
Jessica Anderson	Carson Anderson Taylor Anderson Coby Anderson	Fillmore Elementary Fillmore Elementary Fillmore Elementary	4 miles
Stephani Bliss	Phoebe Bliss	Delta High School	12.8 miles
Brandon and Courtnei Loe	Savannah Loe	Delta North	17.6 miles
Ashlee Bussari	Ashur Bussari	Delta North	15 miles

Recommended for approval.

Personnel Items:

Personnel Items

Letters of Resignation

Letters of Resignation

- Alex Tuttle - AmeriCorps at Millard High School
- Janice Shumway - Instructional Assistant at Fillmore Elementary
- Blake Turner - Head Wrestling Coach at Millard High School
- Brian Wade - Head Softball Coach at Millard High School

Student Sweepers

Student Sweepers

Delta North Elementary School

Delta High School

MaRynn Moody*

Sydney Stephenson*

Delta Technical Center

McKrae Pehrson*

*Previously Worked

Recommended for approval.

Recommendation for Instructional Assistants

Recommendation for Instructional Assistants

Fillmore Elementary School

- Mindy Wright - Part-time / 5.75 hrs
- Kayla Freeman - Part-time / 5.75 hrs
- Dawn Cummings - Part-time / 5.75 hrs

Fillmore Elementary School

Millard High School

Sarah Anderson - Part-time / 5.75 hrs
Kimberly Sweeting - Part-time / 5/75 hrs
Ashley Eldredge - Part-time / 5.75 hrs

Millard High School

EskDale High School

Jessica Weight - Part-time / 5.75 hrs

EskDale High School

Recommendation for Millard High School AmeriCorp Volunteer

TJ Stevens

MHS AmeriCorp

Member Britt 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

1. Utah School Boards Association 2020 Fall Regional Meeting
Tuesday - September 22, 2020
Nephi, Utah
Virtual via Zoom

USBA Regional Meeting

All Members of the Board of Education were encouraged to participate virtually via Zoom.

2. Mr. George Richardson, Millard School District Director of Pupil Services and Secondary Education, met with the Members of the Board to review teacher licensure and teacher certifications. This review included information on teachers lacking certain credentials and the programs enrolled in to complete certification. Some of the assignments have been requested by Millard School District administration to fill current needs.

Licensing Review

Action Items

Action Items

Policy Approval

Policy Approval

Member Rawlinson made a motion to approve the following policy:

Orderly School Termination for Employees
Millard School District Policy - File Code: 4170

Staff Conduct - Professional Boundaries
Millard School District Policy - File Code: 4325

Admission and Assignments
Millard School District Policy - File Code: 6020

Immunizations
Millard School District Policy - File Code: 6195

Medical Recommendations by School Personnel to Parents
Millard School District Policy - File Code: 6205

Residency and Guardianship

Millard School District Policy - File Code: 6220

Policy Approval
Continued

Employee Leaves

Millard School District Policy - File Code: 4300

LEA Specific Licensing

Millard School District Policy - File Code: 4012

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

Tuition Agreement Between Millard School District and White Pine County School District

Tuition Agreement
Between Millard
School District and
White Pine School
District

A review was made of a Tuition Agreement between the Millard County School District and the White Pine County School District for the 2020-2021 school year.

The agreement calls for the following:

1. Millard shall count students residing in Utah for apportionment purposes in accordance with Utah law and White Pine shall count students residing in Nevada for apportionment purposes in accordance with Nevada law.
2. For each Nevada student who attends school in Millard County, White Pine shall pay Millard a per pupil amount equal to the amount Millard expended per pupil during the previous school year.
3. For each Utah student who attends school in White Pine County, Millard shall pay White Pine a per pupil amount equal to the per pupil basic support for the previous school year.

Member Barney made a motion to approve the Tuition Agreement between the Millard County School District and the White Pine County School District, seconded by Member Lund and carried unanimously by the Members of the Board.

Review and Approval of Millard School District Literacy Plan

Approval of
Millard School
District's "Early
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.

This "Early Literacy Plan" was reviewed in the August Board of Education, however, the Utah State Board of Education requested some clarification.

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 Britt and carried unanimously by the Members of the Board.

**Millard School District
Classified Employees Negotiated Agreement
2020-2021 School Year**

Classified Em-
ployees Negotiat-
ed Agreement for
2020-2021 School
Year

1. Increments and Lane Change Costs – Classified employees will receive added costs of increments and lane changes. A 1.00% increase will be added to 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. The amount paid per hour for layover time (up to a maximum of 10 layover hours per day on special trips) will be increased to \$10.00 per hour.

4. Eligible classified employees will be able to accumulate 10 days of personal leave.

5. During the 2020-2021 school year, the Millard School District will gather information and study the hourly rate for the school food service employees.

6. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

**Rendon Hughes
Millard Classified President**

**Todd E. Holt
President, Board of Education**

**David V. Styler
Superintendent**

Member Britt made motion to accept, approve and ratify the Negotiated Agreement for the Millard School District Classified Employees, for the 2020-2021 school year, seconded by Member Rawlinson and carried unanimously by the Members of the Board.

Millard County School District
Salary Agreement – Administrative Employees
2020-2021 School Year

Administrative
Employees Nego-
tiated Agreement
for 2020-2021
School Year

1. Increments and Lane Change Costs – Administrative employees will receive added costs of increments and lane changes. A 1.00% increase will be added to 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. The annual adjustment for Activity Supervision for school principals and vice-principals will be adjusted by the same percentage increase given to the base administrative salary schedule.

4. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Rhonda Harrison, Representative

Todd E. Holt, Board President

David V. Styler, Superintendent

Member Britt made a motion to accept, approve and ratify the Negotiated Agreement for the Millard School District Administrative Employees, for the 2020-2021 school year, seconded by Member Barney and carried unanimously by the Members of the Board.

Review of 2020-2021 School Day Schedule - Start and End Times

Adjustment to
Millard School
District School
Day Schedule

A discussion and review was held regarding the Millard School District 2020-2021 school year schedule for the start and end of school. In order to better accommodate the bus arrival for the Delta North Elementary School, Delta South Elementary School, and Fillmore Elementary School, it was suggested that Delta High School and Millard High School be dismissed five (5) minutes earlier than the current schedule.

Member Barney made a motion to approve Delta High School and Millard High School dismissing at 2:40 p.m. each school day, seconded by Member Britt, with the voting as follows:

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

Communications for Board Members:

Communications
For Board Mem-
bers

1. School Newsletters:
 - a. Delta South Elementary School’s - “Bunny Bulletin”
September 2020
 - b. Delta North Elementary School’s “Bulldog Bulletin”
September 2020
 - c. Delta Middle School’s September 2020 Newsletter
 - d. Fillmore Middle School’s September 2020 Newsletter

School Newslet-
ters

Public Comment

Public Comment

None

Board Member Comments

Board Member
Comments

1. Member Britt indicated that the first month of the Reopening of the Schools has gone good. He is very appreciative of the efforts of the employees in dealing with the additional burdens that have been created to deal with the issues of the coronavirus. He expressed a big Thank You for the efforts of all employees, students, and parents.

2. Member Rawlinson seconded everything that Member Britt had said in regards to the Reopening of the Schools.

3. Member Barney appreciated district administration listening to and understanding the additional burdens placed on the District’s employees, with the suggestion that this continues to happen. She greatly appreciates the work that has been and will continue to be done in dealing with the Reopening of the Schools with the coronavirus issues.

4. Member Lund seconded the things that have been done, as the Re-opening of the Schools seems to be going good.

Member Lund also asked why the Members of the Board did not have a school newsletter from the Fillmore Elementary School.

5. Member Holt expressed his thanks and appreciation by all (employees, students, and parents) for their efforts in the Reopening of the Schools for the 2020-2021 school year. These are very challenging times in dealing with uncertainty of many issues. Member Holt was grateful for the good start for the 2020-2021 school year and the willingness of individuals to adapt to these changing and challenging times.

Board Member
Comments con-
tinues

6. Superintendent Styler seconded all the Board Member comments for expressing appreciation for the efforts of the employees, students, and parents in getting the 2020-2021 school year off to a good start.

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, October 15, 2020, 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