

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held December 9, 2021 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 #14.

Call to Order

Members in attendance: Todd E. Holt, President
 David E. Lund, Vice-President
 Joyce C. Barney, Member
 Adam R. Britt, Member
 Jennifer Finlinson, Member
 David V. Styler, Superintendent
 Keith T. Griffiths, Business Administrator
 Corey Holyoak, Business Administrator - 1/1/22

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

Equal Employment Opportunity

Millard School District Policy - File Code: 4000
Fourth Reading

Non-Discrimination

Millard School District Policy - File Code: 1010
Third Reading

3. Review of Governor's Cox Proposed Education Budget

4. Delta area schools Reconfiguration Update

a. Fifth Grade to Delta Middle School

b. Second Grade to Delta North Elementary School

5. Position Plus Program Summary

6. Representative Merrill F. Nelson In-Person Meeting - 10:30 A.M.

7. Senator Derrin R. Owens In-Person meeting - 11:30 A.M.

Member Lund 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 2021-2022 school years), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Barney, with the voting as follows:

Closed Executive Session

Member Lund	Aye
Member Barney	Aye
Member Britt	Aye
Member Finlinson	Aye
Member Holt	Aye

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

Regular Session

Member Barney	Aye
Member Finlinson	Aye
Member Britt	Aye
Member Lund	Aye
Member Holt	Aye

Time of the Closed Executive Session was from 1:05 p.m. to 1:35 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 2021-2022 school years) as provided for in Utah Code: 52-4-205(1)(a).

Certification

Todd E. Holt, President

Corey S. Holyoak, Business Administrator

Minutes

Minutes

Minutes of the Board of Education meeting held November 11, 2021 were approved by a motion from Member Lund, 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

None

Business Administrator Report

BA Report

1. Millard School District Audited Financial Statements for the period ending June 30, 2021 - 2020-2021 School Year
2. Millard School District Single Audit and Other Compliance and Internal Control Reports - June 30, 2021

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 #022221 to check #022336, inclusive, and ACH #321 through #346 inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #15.

Substitute Teachers

Substitute Teachers

Kristin Thomas (Delta)

Ryan Thomas (Hinckley)

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

Recommended for approval.

2021-2022 School Year Compulsory Attendance Compliance

2021-2022 Compulsory Attendance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Stephen & Ember Boyack	Emma Boyack	DSES / 2nd grade
Tara Batt	Talon Batt	MHS / 12th grade
Hanna Callahan	Maddison Callahan	MHS / 12th grade
Jace & Kendra Taylor	Canon Taylor	FES / 4th grade
	Beckett Taylor	FES / 2nd grade

Recommended for approval

Early Graduation Requests

Early Graduation Requests

The following Senior students are on track for fulfilling all graduation requirements at the end of the first semester of the 2021-2022 school year (ending January 12, 2022). They are requesting early graduation.

Delta High School

DHS Early Graduation Requests

Brynlee Meinhardt
MaRynn Moody
Brynn Petersen
Jaqueline Ruiz
Adriana Stinson

Millard High School

MHS Early Graduation Requests

Faith Alcala
Kristi Caldwell
Ryana Haveron
Aubrey Perkins
Hayden Rodriguez
Ariel Vang
Trinity Rushton

These students have the support of their parents and Delta High School administration and Millard High School administration.

Recommended for approval, subject to review and certification by Delta High School and Millard High School administrations that all graduation requirements have been met satisfactorily.

Personnel Items

Personnel Items

Letter of Resignation

Letter of Resignation

Karl Engstrom - Instructional Assistant at Fillmore Elementary School

Recommendation for Delta North Elementary School Instructional Assistants

DNES Instructional Assistants

Korie Catmull Christian / 5.75 Hours - Title 1
Shayla Roper / 15 hours Specialist - 13.75 Title 1

Recommendation for Delta Middle School Instructional Assistant

DMS Instructional Assistant

Kristen Christensen

Recommendation for Delta High School Part-Time Lunch Worker

DHS Part-Time Lunch Worker

Melissa (Missy) Lee - 5.75 hours

Recommendation for Delta High School Boys' Track Coach

DHS Boys' Track Coach

Dan Kapelos

Member Britt abstained.

Recommendation for Delta High School Girls' Track Coach

DHS Girls' Track
Coach

Mayra Jeffery

Recommendation for Millard High School Instructional Assistant

MHS Instructional
Assistant

Shaylyn Hickman

Millard High School Counseling Office Assistant

MHS Counseling
Office Assistant

Bonnie Stewart

Millard High School Substitute Specialist

MHS Substitute
Specialist

Shelly Coray

Member Barney 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, with the exception of Member Britt abstaining from supporting the recommendations for Delta High School boys' track coach.

Information Items

Information Items

1. EskDale High School Annual Christmas Banquet
December 16 & 17, 2021
EskDale Center
5:30 p.m. NV / 6:30 p.m. Utah
EHS Christmas
Banquet
2. Utah School Boards Association Annual Conference
Little America Center
January 6-8, 2022
Salt Lake City, Utah
USBA Conference
3. National School Boards Association Conference
San Diego, California
April 2-4, 2022
NSBA Conference
4. Utah High School Activities Association (UHSAA)
UHSAA Board of Trustee Election
For 2-A District Representative
UHSAA Board of
Trustee Election

Action Items

Approval of Policies

None

Request From Whitney Durrant for Paid Sick Leave

Mrs. Whitney Durrant, was previously approved for the following with the birth of her child:

Maternity leave from August 16, 2021 - September 3, 2021
Fifteen (15) days

Personal leave from September 7, 2021 - September 17, 2021
Eight and one-half (8.5) days - Actually used seven (7) days

Unpaid leave from September 20, 2021 - October 22, 2021
Twenty-five (25) days / Actually used twenty-three (23) days

These days were approved in the May 13, 2021 Board of Education meeting.

Whitney is now requesting twelve (12) weeks of sick leave from the birth of her daughter on July 11, 2021, per recommendation from her doctor.

During this time off, Whitney needed emergency surgery on September 27, 2021, with her doctor recommending two (2) weeks off. This would be until Tuesday, October 6, 2021.

Member Britt made a motion to approve retroactive paying Whitney Durrant for nine (9) sick leave days because of a medical procedure that she had on September 27, 2021, seconded by Member Finlinson and carried unanimously by the Members of the Board.

Reappointment of Superintendent David V. Styler for July, 1, 2022 through June 30, 2024

Discussion was held regarding the re-appointment of David V. Styler as Superintendent of the Millard School District for the period July 1, 2022 through June 30, 2024.

Member Britt made a motion to renew the employment contract for Superintendent David V. Styler, for the period July 1, 2022 through June 30, 2024, seconded by Member Lund and carried unanimously by the Members of the Board.

Honoring Excellence

Mr. Keith T. Griffiths, Business Administrator, will be retiring as of January 1, 2022, with his last day of work being December 31, 2021. Keith was honored for his thirty-four plus years as serving as the Business Administrator.

Member Britt shared his appreciation for Mr. Griffiths through the years. He stated that he had often been told at various events that Millard School District had the best Business Administrator. He mentioned that, "In my nine years, I've never seen Keith make a decision that wasn't for the benefit of the kids." Member Britt then shared a poem he wrote:

Oh Keith, Oh Keith, Oh Keith, Oh Keith
You've come to work every day,
And now you're leaving
Oh Keith, Oh Keith, Oh Keith

Action Items

Approval of Policies

Request for Retroactive Sick Leave

Reappointment of David V. Styler as Superintendent

Honoring Excellence

Keith T. Griffiths Retiring BA

Member Finlinson stated that even though she has only known Mr. Griffiths for just over a year, she was grateful for his kindness from the beginning of her term. She expressed gratitude for his help in getting her up to speed on everything she needed to know and mentioned that everyone would feel the loss of him as the Business Administrator.

Member Barney mentioned, "I just can't think of a better person that our district could have had for these past 35 years to lead us in such a good direction." She mentioned that he has been an amazing financial leader for the district. She appreciated the support his wife, and their family, have been to Mr. Griffiths during his time in the district. She also noted the support their family has shown the district and the schools. She said, "He has always gone way above and beyond," and also expressed gratitude for his friendship.

Member Lund offered his congratulations to Mr. Griffiths and expressed appreciation for his support and example. He said, "The legend of Keith has been going on for a long time." He then reiterated that Mr. Griffiths has always acted in the best interest of the kids. He mentioned that, "there are not a lot of times in life where you can work with friends that are also family."

Member Holt mentioned that he has worked with Mr. Griffiths over the last eight years, and that with both of them being accountants he felt they were kindred spirits in a way. He expressed appreciation for the attention and care Keith has shown to the board at all the events they have attended together. He has been impressed by the dedication Mr. Griffiths has shown. He mentioned that Mr. Griffiths has always responded promptly to questions. He said, "When asked, [Mr. Griffiths] gives his opinion, and his opinion has always held a lot of weight for me." He also stated that Keith will remain one of his good friends.

Superintendent Styler stated he felt the need to represent all of those in the office in expressing the love, respect, and appreciation they all have for Mr. Griffiths. He mentioned that "you cannot talk about Keith without talking about Laurie." He expressed appreciation for her and for her support of Mr. Griffiths throughout the years. Superintendent Styler noted that Mr. Griffiths is in charge of keeping the minutes for board meetings and that these minutes are compiled and bound into books, each containing around two years of information. He then provided a visual demonstration of the impact that Mr. Griffiths has had on the district.

Superintendent Styler presented the 17 books full of minutes that Keith has compiled. He mentioned that "everything that has ever taken place in every board meeting is in those books, but it's also in Keith's brain." He mentioned that if ever needing past information they had the choice of going back and looking it up, or they could ask Mr. Griffiths, and like an "encyclopedia" Mr. Griffiths could provide the answer. He also mentioned that, "at this point, all of the district employees but five... have been welcomed into the district by Keith, and he has taken care of them all, plus hundreds and hundreds who have come and gone in those 35 years." He stated that there have been 35 to 40 school board members during Mr. Griffiths' time, 14 board presidents, 5 superintendents, "and the constant through it all has been Keith, and Laurie, and that's just irreplaceable." He mentioned that "we cannot replace the love we feel for Keith and Laurie." Superintendent Styler also noted and expressed appreciation on behalf of the thousands of students who have benefited from Mr. Griffiths' service. Superintendent Styler then expressed his sincere appreciation for his years of service and his friendship.

Mr. Holyoak noted that during his interview for the Business Administrator position he had asked the school board two questions: 1. What is the biggest strength of the district?, and 2. What is the biggest weakness? The answer to the first was "Keith," and the answer to the second was, "Keith leaving." Mr. Holyoak mentioned that you can tell from that how much Mr. Griffiths is loved.

Mr. Griffiths expressed sincere appreciation for the time he has had with the district and for all of the wonderful people he has worked with in the district and throughout the state of Utah. He noted that the decision to retire was a difficult one because of these associations. He also expressed his deep appreciation and love for his wife.

Mrs. Griffiths reminisced of the time she met Mr. Griffiths and of their courtship. She mentioned that aside from all of the qualities she admired in him, she was drawn to how ambitious he is. She expressed her love and appreciation for him, and for the wonderful father and grandfather he is and has been. She also noted the humble way that Mr. Griffiths carried out his duties and responsibilities.

It was noted that of the 35 years Mr. Griffiths has worked for the district, he has only missed one board meeting.

Keith was presented with an engraved school bell with his years of service and a "Certificate of Excellence" by Board President Holt.

Communications for Board Members:

1. Thank you e-mails from Deborah Lichfield and Marylynn Bundy for the Sweetheart Turkey roasts that were given to employees prior to the Thanksgiving holiday break.

2. Thank you note from Sierra Tasker for the Board of Education's support of the Millard County Junior Livestock Show.

3. School Newsletters:

- a. Delta South Elementary School's - "Bunny Bulletin" December 2021
- b. Delta North Elementary School's "Bulldog Bulletin" December 2021
- c.. Delta Middle School's December 2021 Newsletter
- d. Fillmore Middle School's December 2021 Newsletter

Public Comment

None

Board Member Comments

Comments were shared during Honoring Excellence

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, January 13, 2022, at 1:00 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Meeting adjourned at 2:50 p.m.

Attest:

Signed: _____ Signed: _____
President Business Administrator

Communications for Board Mem-

Thank You Notes

School Newsletters

Public Comment

Board Member Comments

Next Meeting