

MILLARD SCHOOL DISTRICT
DELTA, UTAH

Following are the **DRAFT** minutes of the Board of Education meeting held Thursday, June 12, 2025, 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 3:30 pm

The President of the Board called the meeting to order at 3:30 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 #35.

Call to Order

Members in attendance:

Members in
Attendance

- Tiffany T. Nelson, President
- Sarah A. Richins, Vice President
- Ian E. Adams, Member
- James W. Stephenson, Member
- Diane F. George, Member
- Randal L. Hunter, Superintendent
- Corey S. Holyoak, Business Administrator

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

Opening Reverence: Sarah Richins

Pledge of Allegiance: Sarah Richins

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 6100 – Student Discipline
 - 3rd Reading
4310 – Staff Conduct – Professional Boundaries
 - Phone Free Schools Policy Discussion
- 3. Out of State Travel Discussion
- 4. Out of State Travel Request – MHS FFA to Idaho, August 4-8, 2025
- 5. Monday Evening Activities
- 6. Update on Building Projects
- 7. Consideration of Middle School Extra Duty Pay
- 8. District Goals

9. In-House Job Postings

Closed Executive Session

Closed Executive Session

Member Stephenson 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 2024-2025 and 2025-2026 school years), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Adams, with the voting as follows:

Member Stephenson	Aye
Member Adams	Aye
Member Nelson	Aye
Member Richins	Aye
Member George	Aye

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

Regular Session

Member George	Aye
Member Adams	Aye
Member Nelson	Aye
Member Richins	Aye
Member Stephenson	Aye

Time of the Closed Executive Session was from 3:55 pm to 4:55 pm.

Time

I, Tiffany T. Nelson, 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 2024-2025 and 2025-2026 school years) as provided for in Utah Code: 52-4-205(1)(a).

Certification

Tiffany T. Nelson, President

Corey S. Holyoak, Business Administrator

Minutes

Minutes

Minutes of the Board of Education meetings held May 1, 2025, and May 8, 2025, were approved, by a motion from Member Adams, seconded by Member Richins, and carried unanimously by the Members of the Board.

Board President’s Report

Board President’s Report

President Nelson gave a brief update on the Millard High construction project. She also mentioned that Tintic School Board President, Ryan Despain, gave an update on Joint Legislative Committee. There are 11 new policies and 63 revisions to sift through in the District.

Superintendent’s Report

Superintendent’s Report

Superintendent Hunter mentioned that he has been working on streamlining some of the District processes related to employee information and Board Meetings.

Business Administrator Report

BA Report

None

<u>Consent Items</u>	Consent Items
The following Consent Items were presented to the Members of the Board for review and consideration:	
<u>Payment of Bills / Approval of Financial Reports</u>	Payment of Bills / Approval of Financial Reports
Payment of bills from check #27882 to check #28048, inclusive, and ACH #2558 through #2634, inclusive, Zions First National Bank, along with the financial reports from General Accounts. Exhibit #36.	
<u>Substitute Teacher Requests</u>	Substitute Teacher Requests
Nicole Ferris – Oak City	
<u>Adult High School Diplomas</u>	Adult High School
Andres Cienfuegos-Ruiz	
<u>Personnel Items</u>	Personnel Items
<u>Letters of Resignation</u>	Letters of Resignation
Cory Carroll – DHS Head Boys Soccer Coach Cory Webb – DHS Head Baseball Coach Deb Mitchell – DMS Lunch Worker Doreen Kelsey – DMS Lunch Worker Jennifer George – FMS Lunch Worker Kezia Burrows – DNES Instructional Assistant Lehi Moran – DSES Instructional Assistant Nate Robison – MHS SPED Teacher Pam Hathaway – DNES Instructional Assistant Skyler Singleton Brough – DNES Instructional Assistant	
<u>Recommendation for Various Positions</u>	Recommendation for Various Positions
Mikaila Hansen – DSES Instructional Assistant John Carlson – DSES Instructional Assistant Shaye Rogers – DNES Instructional Assistant Lindsey Dutson – DMS Instructional Assistant Chantel Callister – DNES Instructional Assistant Brenda Richardson – DHS Instructional Assistant Cameron Whitaker – MHS Agriculture Science Kelly Masner – DMS Visual Arts Mike Rhinehart – MHS SPED Teacher Delis Gomez – FMS Part-Time Custodian	
Member Richins made a motion to approve and accept the Consent Items, as listed above, seconded by Member George, and carried unanimously by the Members of the Board.	
<u>Information Items</u>	Information Items
<u>Title IX Reports from Delta and Millard High Schools</u>	Title IX Reports
Delta High School Principal Rob Fowles and Millard High School Principal Derrick Dearden each presented their school’s Title IX report to the Members of the Board.	

<u>Honoring Excellence</u>	Honoring Excellence
<u>DHS Softball Renovations Crew</u>	
Darin, Janey, and Wes Bloomfield were honored for their tremendous work on renovating the softball field dugouts.	
The Board Members shared their appreciation for their good work and presented them each with a Certificate of Excellence.	
<u>DHS Musical Theatre Crew</u>	
Michael Stephenson and Landon Rowley were honored for their dedicated efforts in contributing to the yearly Delta High School musical. They spend countless hours helping their spouses (Audrey Stephenson and Winter Rowley, respectively) with the musical production.	
The Board Members shared their appreciation for their good work and presented them each with a Certificate of Excellence.	
<u>DSES Kindergarten Teachers</u>	
The Delta South Elementary School Kindergarten teachers were honored for the great work they have done recently in improving the kindergarten Dibels test results.	
The Board Members shared their appreciation for these teachers. Kaitlynn Anderson, Megan Anderson, Karlee Bliss, Jena Hare, Paige Markworth, Mandi Oldroyd, Kristin Thomas, and Gentry Wankier were each presented with a Certificate of Excellence.	
<u>Action Items</u>	Action Items
<u>Out-of-State Travel Request – Delta High School Wrestling Team</u>	DHS Wrestling Travel
Jerome Wrestling Camp Jerome, Idaho June 11-14, 2025	
Member Richins made a motion to ratify the travel request, seconded by Member Adams, and carried unanimously by the Members of the Board.	
<u>Approval of Millard School District Work-Based Learning and Counseling Program</u>	Work-Based Learning & Counseling Program
Brett Callister was unable to present on this date. No action was taken.	
<u>DHS and MHS Title IX Reports</u>	Title IX Reports
Member Adams made a motion to approve the Title IX reports of Delta High School and Millard High School, seconded by Member George, and carried unanimously by the Members of the Board.	
<u>Agreement with the Topaz Museum Board</u>	Topaz Museum Board Agreement
The Topaz Museum Board of Directors has requested to keep the agreement held with the District that allows Museum personnel to produce museum materials, free of charge, on District copy machines.	
Member Richins made a motion to approve the request, seconded by Member George, and carried unanimously by the Members of the Board.	
<u>Out-of-State Travel Request – MHS Athletic Director</u>	MHS AD Travel
Blaine Burraston, MHS Athletic Director	

NIAAA Conference
December 12-16, 2025
Tampa Bay, Florida

Member George made a motion to approve the requested travel, but at the cost of the school with no District funding, seconded by Member Richins, and carried unanimously by the Members of the Board.

Extended Student Travel Request – Audrey Stephenson – DHS Choir

DHS Choir
Extended Travel

DHS Choir Southern California Tour
February 25 – March 1

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

2025-2026 Board Meeting Schedule

2025-2026 Board
Meeting Schedule

Board Meeting Schedule
2025 – 2026

The Millard County School District Board of Education will hold its regular School Board Meetings for the fiscal year 2025-2026 on the 2nd Thursday of each month, except as noted, at 5:00 p.m. at the Millard School District Office or at the schools during the school year, unless otherwise advertised.

Thursday, July 10, 2025 – No Board Meeting

Thursday, August 14, 2025

Thursday, September 11, 2025

Thursday, October 9, 2025

Thursday, November 13, 2025

Thursday, December 11, 2025

Wednesday, January 7, 2026

Thursday, February 12, 2026

Thursday, March 12, 2026

Thursday, April 9, 2026

Thursday, May 14, 2026

Thursday, June 11, 2026 – 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.

Randal L. Hunter
Superintendent

Member Stephenson made a motion to approve the schedule with Board Meeting beginning at 5:00 pm, unless otherwise advertised, seconded by Member Adams, and carried unanimously by the Members of the Board.

School Positive Behavior Plans

Positive Behavior
Plans

The Positive Behavior Plans for the following schools were reviewed:

Delta Middle School
Delta High School

Fillmore Middle School
Millard High School

Member Richins made a motion to approve the Student Positive Behavior Plans listed above, seconded by Member Adams, and carried unanimously by the Members of the Board.

Approval of the Professional Negotiated Agreement for 2025-2026

Professional
Negotiated
Agreement

**Millard County School District
Professional Employees Negotiated Agreement
2025-2026 School Year**

1. **Increments and Lane Change Costs** – For the 2025-2026 school year the Millard School District will implement a professional educators salary schedule that will have a percentage increase of 3.0%.
2. **Insurance** – The Millard School District will continue to fund the cost of insurance with the exception of a small employee contribution for the PHD3300 buy-up plan. The Millard School District will offer three Select Health Medical High Deductible Health Plans.

Health Insurance Plan	District HSA Contribution Amount	Insurance Premium Employee Contribution
PHD3300 – Buy-up plan	\$1,050	Single - \$57/month; Employee+1 - \$112/month; Family - \$168/month
PHD4000	\$1,575	100% District Paid
PHD5000	\$2,600	100% District Paid

3. **Wellness Bonus** – The wellness bonus of \$1,000 (Policy 4240, G(1)(i)) will continue through the 2025- It is understood that this bonus will be paid out to all Professional Employees who do not use any sick leave during the fiscal year. Taking an unpaid work day will disqualify the employee from the bonus.
4. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Jody Lawhorn
MEA President

Tiffany Nelson
President, Board of Education

Randy Hunter
Superintendent

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

**Millard County School District
Classified Employees Negotiated Agreement
2025-2026 School Year**

- 1. **Increments and Lane Change Costs** – Classified employees will receive added costs of steps and lane changes. Additionally, a 3.0% increase will be added to the base salary schedule.
- 2. **Insurance** – The Millard School District will continue to fund the cost of insurance except for a small employee contribution for the PHD3300 buy-up plan. The Millard School District will offer three Select Health Medical High Deductible Health Plans.

Health Insurance Plan	District HSA Contribution Amount	Insurance Premium Employee Contribution
PHD3300 – Buy-up plan	\$1,050	Single - \$57/month; Employee+1 - \$112/month; Family - \$168/month
PHD4000	\$1,575	100% District Paid
PHD5000	\$2,600	100% District Paid

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

Rendon Hughes
Millard Classified President

Tiffany Nelson
President, Board of Education

Randy Hunter
Superintendent

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

Millard County School District
Salary Agreement – Administrative Employees
2025-2026 School Year

- 1. **Increments and Lane Change Costs** – For the 2025-2026 school year, Administrative employees will receive a base salary increase of 3.0%.
- 2. **Insurance** – The Millard School District will continue to fund the cost of insurance with the exception of a small employee contribution for the PHD3300 buy-up plan. The Millard School District will offer three Select Health Medical High Deductible Health Plans.

Health Insurance Plan	District HSA Contribution Amount	Insurance Premium Employee Contribution
PHD3300 – Buy-up plan	\$1,050	Single - \$57/month; Employee+1 - \$112/month; Family - \$168/month
PHD4000	\$1,575	100% District Paid
PHD5000	\$2,600	100% District Paid

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

Matt Bassett, Representative

Tiffany Nelson, Board President

Rob Fowles, Representative

Randy Hunter, Superintendent

Member Richins made a motion to approve the agreement, seconded by Member George, 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, 2025, and ending June 30, 2026.
Exhibit 37.

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

Consideration of Contract Extension for Business Administrator – Period of January 1, 2026 to December 31, 2027

BA Contract

Member George made a motion to extend Corey Holyoak’s contract as Business Administrator of the Millard School District for a two-year period from January 1, 2025, through December 31, 2025, seconded by Member Richins, and carried unanimously by the Members of the Board.

Consideration of Contract for Superintendent – Period of July 1, 2025 to June 30, 2027

Superintendent
Contract

Member Stephenson made a motion to approve Randal Hunter’s contract as Superintendent of the Millard School District for a two-year period from July 1, 2025, through June 30, 2027, seconded by Member Adams, and carried unanimously by the Members of the Board.

<u>District Communication Platform Selection</u>	District Communication Platform
No motion was made on this issue.	
<u>Maternity Leave Request</u>	Maternity Leave Request
Member Stephenson made a motion to approve the maternity leave request, which was discussed in closed executive session, seconded by Member Adams, and carried unanimously by the Members of the Board.	
<u>Approval of Annual Fraud Risk Assessment</u>	Annual Fraud Risk Assessment
Exhibit 38.	
Member Stephenson made a motion to approve the Annual Fraud Risk Assessment, seconded by Member Richins, and carried unanimously by the Members of the Board.	
<u>Communications for Board Members</u>	Board Member Communications
Thank Yous:	
Karen Wardle – Fillmore Bus Driver Janette Fitzgerald – DHS Counseling Aide	
<u>Public Comment</u>	Public Comment
Maggie Stephens, Maren Davies, and Emily Stephenson, student-athletes from Millard High School addressed the Board. They would like a permanent home for their club teams and high school teams and requested that the Board earmark funds for the design and development of a softball field for Millard High School.	
Scott Bassett, from the Topaz Museum Board, addressed the Board regarding the longstanding agreement with the School District to help with production of their materials.	
Jody Lawhorn, the Millard Education Association president, thanked Corey Holyoak and Superintendent Hunter for their work on the negotiated agreement and the input the Board had in approving the agreement. She also expressed happiness in seeing her former students approach the Board.	
<u>Board Member Comments</u>	Board Member Comments
Member Stephenson had no comments.	
Member Adams commented that during the busy week of high school graduations he was impressed with the schools and the graduations that he attended. He mentioned it is exciting to see where these students are going and the support they have from their family and community. He expressed admiration for the Millard High softball girls that came and addressed the Board.	
Member George mentioned that she wants us all to appreciate and recognize all the fantastic things that go on in the District. She said that we need to focus on those things. She also mentioned her admiration and thanks for the softball girls that offered public comment and wished them the best in their high school softball careers.	
Member Richins mentioned that she enjoyed graduation week and expressed how fun it was. She thanked the Delta South kindergarten teachers for their awesome scores. She expressed appreciation for the other honorees as well. She also was impressed with the Millard High softball athletes for their courage to come and address the Board.	
Member Nelson mentioned that it has been fun to wrap up the year with all the graduations. She commented that there is a lot of planning going on currently	

regarding those things the Board would like to implement to help move our District forward. She's excited about those things and expressed how much thought goes into every decision and expressed excitement for the new school year.

Superintendent Hunter mentioned his appreciation for the Millard High girls that came to Board Meeting. He echoed the comments regarding graduation week. He encouraged the girls to enjoy their senior year and mentioned that they have an incredible school and an incredible community.

Corey Holyoak mentioned his appreciation for the honorees. He commented on how impressed he was with the Millard High student athletes and their courage to address the Board. He thanked the Board for approving his contract extension.

Regular Board Meeting adjourned at 6:05 pm.

Revisions to Current Budget 2024-2025 School Year

Budget Revisions
for 2024-2025
School Year

MILLARD SCHOOL DISTRICT
DELTA, UTAH
JUNE 12, 2025

The Budget for the 2024-2025 school year was revised to accept adjustments to the total revenues and expenditures. Below is a summary of the adjustments to budgeted expenditures.

FUND 10		ORIGINAL	FINAL	CHANGE
1000	Instruction	\$ 30,386,800	\$ 30,559,200	\$ 172,400
2100	Support Services - Students	\$ 1,515,300	\$ 1,451,100	\$ (64,200)
2200	Support Services - Teachers	\$ 1,146,200	\$ 1,180,700	\$ 34,500
2300	Support Services - District General Administration	\$ 690,458	\$ 851,700	\$ 161,242
2400	Support Services - School Administration	\$ 2,958,500	\$ 2,983,000	\$ 24,500
2500	Support Services - Business	\$ 1,088,300	\$ 1,058,900	\$ (29,400)
2600	Operation and Maintenance of Plant	\$ 5,171,500	\$ 5,942,800	\$ 771,300
2700	Student Transportation	\$ 2,211,200	\$ 2,178,600	\$ (32,600)
2800	Support Services	\$ -	\$ -	\$ -
2900	Other Support Services	\$ -	\$ -	\$ -
3000	Operation of Non-Educational Services	\$ -	\$ -	\$ -
5000	Other Outlay	\$ -	\$ -	\$ -
6000	Undistributed Reserves	\$ -	\$ -	\$ -
TOTAL FUND 10		\$ 45,168,258	\$ 46,206,000	\$ 1,037,742
FUND 21				
	Student Activity Fund	\$ 2,233,700	\$ 3,812,200	\$ 1,578,500
FUND 26				
	Charter School Replacement Levy	\$ 106,700	\$ 103,000	\$ (3,700)
FUND 31				
	Debt Service	\$ 5,000	\$ 5,000	\$ -
FUND 32				
	Capital Outlay	\$ 43,704,600	\$ 46,278,400	\$ 2,573,800
FUND 51				
	Food Service	\$ 2,520,900	\$ 3,511,900	\$ 991,000
OTHER FUNDS				
	FFA Science Lab/Foundation	\$ 18,700	\$ 19,000	\$ 300
	MSD Foundation - Fund 76	\$ 312,000	\$ 300,000	\$ (12,000)

With a Balance on Hand of \$ 25,667,101

Tentative Budget for 2025-2026 School Year

The Tentative Budget for the 2025-2026 School Year for the Millard School District was presented.

Exhibit 39.

June 12, 2025

RESOLUTION FOR FINAL ADOPTION OF 2025
TAX RATES AND PROPERTY TAX
REVENUE BUDGET AMOUNTS

The Millard County School District herein adopts the 2025 tax rates and related budgeted property tax revenues identified below. The tax rates and budget amounts were duly adopted at a public hearing held on Thursday, June 12, 2025, after having given notice and providing for public comment.

<u>PURPOSE OF LEVY</u>	<u>CERTIFIED TAX RATE</u>	<u>ADOPTED TAX RATE</u>	<u>PROPERTY TAX REVENUE</u>
STATE SUPPORTED VOTED LEEWAY LEVY:	0.000546	0.000546	\$ 2,524,808
BOARD APPROVED LEVY:	0.001687	0.001687	\$ 7,801,010
CHARTER SCHOOL LEVY:	0.000011	0.000011	\$ 50,866
CAPITAL OUTLAY LEVY:	0.001294	0.001294	\$ 5,983,703
DEBT SERVICE LEVY:	<u>0.000000</u>	<u>0.000000</u>	<u>\$ -0-</u>
TOTAL:	0.003538	0.003538	\$16,360,387

TIFFANY T. NELSON
PRESIDENT OF THE BOARD
MILLARD SCHOOL DISTRICT

COREY S. HOLYOAK
BUSINESS ADMINISTRATOR
MILLARD SCHOOL DISTRICT

Exhibit 40.

Public Comment

Public Comment

Ms. Esther Duncan commented that she was unable to find the updated budget report, but mentioned she had no questions about what was presented.

Member Richins made a motion to approve the Final FY25 Budget, the Tentative FY26 Budget, and the proposed Certified Tax Rates, amended to allocate \$25,000 to engineering work towards a MHS softball field, seconded by Member Adams, and carried unanimously by the Members of the Board.

Motion

The next regularly scheduled meeting of the Millard School District Board of Education will be held on Thursday, August 14, 2025, at 5:00 pm, at the District Office, 285 East 450 North, Delta, Utah.

Next Meeting

Meeting adjourned at 6:35 pm.

Meeting
Adjourned

Attest:

Signed: _____ Signed: _____
President Business Administrator