

MILLARD SCHOOL DISTRICT
DELTA, UTAH

Following are the **DRAFT** minutes of the Board of Education meeting held Thursday, September 11, 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 5:00 pm

The President of the Board called the meeting to order at 5:00 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 Diligent Community, with a copy being evidenced by a true and correct copy thereof being attached thereto. Exhibit #3.

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 - Absent
- Randal L. Hunter, Superintendent
- Corey S. Holyoak, Business Administrator

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

Opening Reverence: Corey Holyoak

Pledge of Allegiance: Corey Holyoak

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. Presentation on TeachFX
2. School Communication Platform Update
3. Underqualified – LEA Specific Authorizations for Licenses & Endorsements – Becky Callister
4. SHiNE Update – Becky Callister
5. Policy Considerations
 - 1st Reading
 - Policy 4235 – Salary Supplement for Highly Needed Educators (SHiNE) Program
6. Review and Discuss Action Items
7. Update on Building Projects
8. School Community Council and Land Trust Training for Board

Closed Executive Session

Closed Executive Session

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

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

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

Regular Session

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

Time of the Closed Executive Session was from 5:10 pm to 5:55 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 2025-2026 school year) 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 meeting held August 20, 2025, were approved, by a motion from Member Stephenson, seconded by Member Adams, and carried unanimously by the Members of the Board.

Board President’s Report

Board President’s Report

President Nelson reminded the Board Members of the regional meeting in Nephi to be held on Thursday, September 18, 2025.

Superintendent’s Report

Superintendent’s Report

None

Business Administrator Report

BA Report

None

Consent Items

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 #28366 to check #28467, inclusive, and ACH #2769 through #2811, inclusive, Zions First National Bank, along with the financial reports from General Accounts. Exhibit #4.			
<u>Substitute Teacher Requests</u>			Substitute Teacher Requests
Karilyn Shields - Fillmore			
<u>2025-2026 School Year Compulsory Attendance Compliance</u>			Compulsory Attendance
<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School/Grade</u>	
Tabitha Lumley	Grace Lumley	DSES/1st Grade	
Gabriela Angelica Elescano	Angelica Lucero Oré	DHS/12th Grade	
<u>Early Graduation Requests</u>			Early Graduation
Brody Newitt – DHS – Junior			
<u>Personnel Items</u>			Personnel Items
<u>Recommendation for Various Positions</u>			Recommendation for Various Positions
Chantel Callister – DTC Work-Based Learning Coordinator Donald Crouch – EHS Instructional Assistant Brennon Hutchings – District Mental Health Therapist Rachel Shipley – DNES Speech Instructional Specialist Madison Grose – FES Instructional Assistant Amanda Bond – FES Instructional Assistant Kamiah Payne – DHS Instructional Assistant Linda Christensen – FES AmeriCorps			
<u>Winter Activity Schedules 25-26</u>			Winter Activity Schedules
<u>Delta High School</u>			
Boys Basketball Girls Basketball Boys Wrestling Girls Wrestling Cheerleading Swimming			
<u>Millard High School</u>			
Boys Basketball Girls Basketball Boys Wrestling Girls Wrestling Swimming Dance Team Cheerleading			
<u>Utah High School Activity Association 150 Mile Contest Approval</u>			UHSAA Travel Requests
<u>Delta High School</u>			
Boys Basketball to Morgan – December 30, 2025 Girls Basketball to St. George – December 2, 2025 Girls Basketball to Morgan – December 19, 2025 Cheer to St. George – January 17, 2026			

Millard High School

- Boys Basketball to Hildale – December 5, 2025
- Boys Basketball to Green River – December 18, 2025
- Boys Wrestling to Hurricane/St. George – December 18-20, 2025
- Girls Wrestling to West Wendover – December 19-20, 2025
- Girls Wrestling to St. George – January 9, 2026
- Swimming to Moab – November 14-15, 2025
- Swimming to Coalville – December 3, 2025

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

Information Items

Information Items

USBA Fall Regional Meeting

USBA Fall
Regional Meeting

September 18 @ 6:00 pm
Cinder Creek Event Center
22 Sheep Lane Dr., Nephi, Utah

Honoring Excellence

Honoring
Excellence

Mr. Matt Bassett
Principal of Delta Middle School

Mr. Bassett was honored for his work in fostering an environment of positivity at the Delta Middle School. The Board viewed a video that he and others had created which highlights this effort. Mr. Bassett was presented with a plaque and congratulated by the Members of the Board for his accomplishments.

Action Items

Action Items

Approval of Policies

Policy Approval

Policy 4235 – Salary Supplement for Highly Needed Educators (SHiNE)
Program

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

LEA Endorsements / Underqualified Educators

LEA
Endorsements

Underqualified educators recommended for an LEA-S Authorization.

<u>Educator</u>	<u>Course</u>
Stacia Leugers	Dance (7-8), Language Arts (7-8)
Dan Crane	Advanced Woodworking CE
Shanae Johnson Eyre	Emergency Medical Response
Corbin Markward	Spanish – First Year
Jon Winters	Health Education II
Jackson Thomas	General Financial Literacy
Cameron Whitaker	Agricultural Systems & Technology 1 & 2
	Agricultural Science II
	Animal Science I
	Equine Science 1 & 2
	Natural Resource Science I
	Industrial & Agricultural Technology
Kathleen Hayward	World Geography
	Information Technology Intro
Jimie Baker	Digital Literacy
Dana Bunker	Exploring Technology
Kelly Masner	Art Foundations I
Aliese Withers	Art (K-6)

Member Richins made a motion to approve issuing LEA Specific Licenses and Endorsements for the educators listed above, seconded by Member Stephenson, and carried unanimously by the Members of the Board.

Employee Request for Deadline Exception for Full Retirement Incentive

Retirement
Incentive Request

Mary Wright wrote a letter to the Board, explaining the reasons for her decision to retire, which is taking place after the deadline for Full Benefit under the Millard School District retirement incentive program. She is requesting that due to extenuating circumstances, she be granted an exception to the requirement and receive the full benefit.

Member Stephenson made a motion to approve the exception and grant a full retirement incentive benefit, seconded by Member Adams, and carried unanimously by the Members of the Board.

Out-of-State Travel Request

Out-of-State
Travel

Becky Callister – Secondary Programs Director
Brett Callister – CTE Director
ACTE’s CareerTech Vision 2025
Nashville, Tennessee

Member Richins made a motion to approve the request and for the District to cover the necessary expenses, seconded by Member Stephenson, and carried unanimously by the Members of the Board.

White Pine County School District Tuition Agreement 25-26

White Pine
Tuition
Agreement

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

Communications for Board Members

Board Member
Communications

School Newsletters:

Delta North Elementary School’s “Bulldog Bulletin” – September 2025
Delta South Elementary School’s “Bunny Bulletin” – September 2025
Delta Middle School’s September 2025 Newsletter
Fillmore Middle School’s September 2025 Newsletter

Handbooks:

Delta South Elementary Parent Handbook (English & Spanish)

Public Comment

Public Comment

Jody Lawhorn thanked the Board Members for their work. She raised concern regarding sports eligibility for students at MHS who have started the year off doing online school. She expressed a desire to help in any way possible. She also expressed some excitement for Teach FX, a software training program the District is looking in to possibly implementing.

Lori Zubeck expressed a desire for the District to keep working with Washington National, a secondary insurance provider.

Board Member Comments

Board Member
Comments

Member Stephenson had no comments.

Member Adams commented on how hard our teachers at Millard High have been working to help the students stay up to date with their assignments and learning.

He expressed how impressed he is with the grounds in Fillmore and how hard our custodial people there work to maintain their facilities.

Member Richins expressed her appreciation for all that our teachers do. She mentioned her excitement for the new high school and expressed appreciation for how accommodating everyone involved has been. She wished the fall sports programs well and congratulated Matt Bassett on his Honoring Excellence award.

Member Nelson agreed with prior comments. She congratulated the Delta High girls volleyball program for being ranked third in the state. She expressed excitement to move forward with this year and for the Millard High students to be able to occupy their school. She also congratulated Matt Bassett.

Superintendent Hunter thanked Member Stephenson and Member Adams for the time they have put into the situation with Millard High being delayed. He expressed a desire for the Board to attend specific school assemblies together. He also expressed appreciation for Matt Bassett.

Corey Holyoak echoed the previous comments. He congratulated Matt Bassett and thanked him for all that he does. He also mentioned that he is excited for Millard High to be completed.

The next regularly scheduled meeting of the Millard School District Board of Education will be held on Thursday, October 9, 2025, at 5:00 pm, at the District Office, 285 East 450 North, Delta, Utah.

Meeting adjourned at 6:45 pm.

Next Meeting

Meeting
Adjourned

Attest:

Signed: _____ Signed: _____
President Business Administrator