

MILLARD SCHOOL DISTRICT
DELTA, UTAH

Following are the **DRAFT** minutes of the Board of Education meeting held Thursday, October 9, 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 Diligent Community. 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 #5.

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: Jim Stephenson

Pledge of Allegiance: Jim Stephenson

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 2025-2026 Theme and Goals
- 2. Review and Discuss Action Items
- 3. Master Board Certification
- 4. Policy Considerations
- 5. Update on Building Projects

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 George, with the voting as follows:

- | | |
|-------------------|-----|
| Member Adams | Aye |
| Member George | Aye |
| Member Nelson | Aye |
| Member Richins | 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 George	Aye
Member Stephenson	Aye

Time of the Closed Executive Session was from 5:05 pm to 5:40 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 September 11, 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

None

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:

Payment of Bills / Approval of Financial Reports

Payment of Bills / Approval of Financial Reports

Payment of bills from check #28468 to check #28576, inclusive, and ACH #2812 through #2841, inclusive, Zions First National Bank, along with the financial reports from General Accounts.
Exhibit #6.

Substitute Teacher Requests

Substitute Teacher Requests

Lucy Waters – Fillmore
Jennifer Holyoak – Delta

Karilyn Shields - Fillmore

Adult High School Diplomas

Adult HS Diplomas

Destynnee DyAnn O’Hara

<u>2025-2026 School Year Compulsory Attendance Compliance</u>				Compulsory Attendance
<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School/Grade</u>		
Ashley Snow	Tug Snow	DMS/8th Grade		
	Ridge Snow	DMS/6th Grade		
	Case Snow	DNES/3rd Grade		
Hyrum Barlow	Riley Barlow	MHS/9th Grade		
	Katalena Barlow	FMS/8th Grade		
Kimberly McCann	Joshua McCann	FMS/8th Grade		
Korina & Christian Huber	Violetta Huber	GES/2nd Grade		
	Harley Huber	GES/1st Grade		
<u>Early Graduation Requests</u>				Early Graduation
Victor Gutierrez – Senior – MHS				
<u>In-Lieu of Transportation Requests</u>				In-Lieu of Transportation
<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School</u>	<u>Mileage</u>	
James O’Hara	Aspen O’Hara	Fillmore Elementary	6.9 Miles	
Melissa Rodriguez	Jose Rodriguez	Garrison Elementary	20.3 Miles	
<u>Personnel Items</u>				Personnel Items
<u>Letters of Resignation</u>				Resignations
Katherine Larsen – MHS Instructional Assistant				
MaKaydee Enman – MHS Instructional Assistant				
Grace Anderson – DHS Instructional Assistant				
Brek Kirkland – DMS Instructional Assistant				
<u>Recommendation for Various Positions</u>				Recommendation for Various Positions
Lindsey Styler – DMS Secretary				
Jeana Carcamo – DNES Instructional Assistant				
Shiane Works – DNES Instructional Assistant				
Carolyn Jenks – DHS Instructional Assistant				
Lillian Robertson – DNES Instructional Assistant				
Recommended for approval.				
Member Stephenson 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.				
<u>Information Items</u>				Information Items
<u>October 1st Student Enrollment Count</u>				Student Enrollment
Total K-12 enrollment dropped from 3,064 last year to 2,997.				
<u>USBA Annual State Conference</u>				USBA Conference
January 8-10, 2026				
Little America Hotel				
Salt Lake City, Utah				

<u>Honoring Excellence</u>	Honoring Excellence
<u>Honoring Retiring Employee</u>	
Mrs. Mary Wright retired on September 30, 2025, after 33 years of serving the students and families of the Millard School District. Her accomplishments and contributions were shared with the Members of the Board and those present. Mrs. Wright was thanked for her many years of service given to the students, staff, and patrons of the District. A small token of appreciation was given to Mrs. Wright.	
<u>Honoring Personnel</u>	
Mr. Jason Thomas was honored for receiving the Extra Yard for Teachers Award, which is a recognition given through a national organization that celebrates educators who go above and beyond in service to their students and schools. He was congratulated by Members of the Board who presented him with the award.	
<u>Action Items</u>	Action Items
<u>Approval of Policies</u>	Policy Approval
None	
<u>School Community Council Exemption for Garrison Elementary</u>	GES School Community Council Exemption
Member Richins made a motion to approve the exemption, seconded by Member Adams, and carried unanimously by the Members of the Board.	
<u>Out-of-State Travel Request</u>	Out-of-State Travel
Cameron Whitaker MHS FFA Teacher National FFA Competitions Nashville, Tennessee October 27 – November 1, 2025	
Member Adams made a motion to approve the request, seconded by Member George, and carried unanimously by the Members of the Board.	
<u>Building Rental Fee Waiver – 4-H Sewing Club</u>	4-H Building Rental Fee Waiver
4-H Monthly Sewing Club Delta High School FACS Classroom November 2025 through April 2026	
Member George made a motion to approve the rental fee waiver, seconded by Member Stephenson, and carried unanimously by the Members of the Board.	
<u>Communications for Board Members</u>	Board Member Communications
School Newsletters:	
Delta North Elementary School’s “Bulldog Bulletin” – October 2025 Delta North Elementary School’s Spanish Bulletin – October 2025 Delta South Elementary School’s “Bunny Bulletin” – October 2025 Fillmore Elementary School’s “Chipmunk Chat” – October 2025 Delta Middle School’s October 2025 Newsletter Fillmore Middle School’s October 2025 Newsletter	
<u>Public Comment</u>	Public Comment
Jody Lawhorn thanked the Board Members for their work and leadership. Aside from being the teacher’s union representative, she is also the Student Council Advisor at Fillmore Middle School. She shared a program she implemented with	

them where they honor one teacher per term each year. She said she modeled it after the Millard School District Honoring Excellence Program.

Board Member Comments

Board Member
Comments

Member Stephenson mentioned that it has been a stressful beginning to the school year, especially at Millard High School. He mentioned that they are grateful that the students are now attending school in person. He shared his appreciation for the faculty and staff of Millard High for working through such difficult circumstances. He thanked the District leadership team for the goals they have set and for the direction they have given. He also mentioned his appreciation for the Delta area Board Members and for their support of the Millard High School building project.

Member Adams shared a positive comment from a Fillmore Middle School parent that showed great appreciation for all those who work at the school. He expressed his appreciation for all the employees of the District and the incredible job they do.

Member George also shared her appreciation for all the Millard School District employees. She mentioned that our schools would not be near as fun or successful without the extra effort put in by so many district teachers and staff. She expressed a desire to focus on all the good that is happening in the District.

Member Richins agreed with the previous comments. She shared her appreciation for all the teachers and staff throughout our schools. She also thanked the District Office employees for all they do. She wished all the fall sports and extracurricular participants well as they prepare for and compete in end of season playoffs and events.

Member Nelson mentioned how excited she is for the Fillmore community as the building projects progress. She reiterated the support that all the Board Members have for the project, and she looks forward to the completion of those projects. She expressed appreciation for the community and for their support of our students.

Superintendent Hunter shared an experience he had during a construction meeting at Millard High School as they walked through one of the classrooms. He is grateful to have students now at the school and for the positive effect that it has on their learning.

Corey Holyoak agreed with the previous comments. He expressed his gratitude for the great teachers and staff we have in this county. He also shared his appreciation for the District Office staff and for the incredible work they do behind the scenes.

The next regularly scheduled meeting of the Millard School District Board of Education will be held on Thursday, November 13, 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