**MILLARD SCHOOL DISTRICT**
**DELTA, UTAH**

Following are the **DRAFT** minutes of the Board of Education meeting held Thursday, June 13, 2024, 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 3:00 pm

Call to Order

The President of the Board called the meeting to order at 3:00 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 BoardDocs, with a copy being evidenced by a true and correct copy thereof being attached thereto.
Exhibit #28.

Members in Attendance

Members in attendance:

David E. Lund, President
Jennifer L. Finlinson, Vice President
Adam R. Britt, Member
Sarah A. Richins, Member
Tiffany T. Nelson, Member
David V. Styler, Superintendent
Corey S. Holyoak, Business Administrator

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

Opening Reverence: Jenni Finlinson

Pledge of Allegiance: Jenni Finlinson

Board of Education Work Session

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:

1. Review and Discuss Action Items

2. Policy Considerations

   <u>Policy Ratification</u>
   Policy 6000 – Eligibility and Admissions Requirements

   <u>1st Reading</u>
   Policy 2020 – Use of Buildings and Grounds
   Policy 5030 – Religious Neutrality
   Policy 5150 – Computer, Email, and Internet Acceptable Use Policy
   Policy 6410 – Student Dress
   Policy 7050 – Title I Parental Engagement Plan

   <u>2nd Reading</u>
   Policy 3040 – School Access and Transportation of Students
   Policy 3050 – Pupil Transportation and Payments in Lieu Thereof
   Policy 3085 – District Emergency Response Plan
   Policy 4010 – Hiring Procedures
   Policy 4050 – Salary Schedule Policy
   Policy 4330 – Staff Conduct - Substance Abuse and Drug Free Workplace
   Policy 7170 – Fan Code of Conduct

3rd Reading
Policy 1040 – Board Meetings

3. Review of Budget in Preparation for Meeting

4. Update on Building Projects

5. Review of Cedar City Legislative Meeting and Agendas

6. Monday Night Activities

Closed Executive Session

Closed Executive Session

Member Finlinson 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 2023-2024 and 2024-2025 school years), as provided for in Utah Code: 52-4-205(1)(a), seconded by Member Britt, with the voting as follows:

| | |
|---|---|
| Member Finlinson | Aye |
| Member Britt | Aye |
| Member Lund | Aye |
| Member Richins | Aye |
| Member Nelson | Aye |

Regular Session

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

| | |
|---|---|
| Member Nelson | Aye |
| Member Finlinson | Aye |
| Member Lund | Aye |
| Member Richins | Aye |
| Member Britt | Aye |

Time

Time of the Closed Executive Session was from 4:55 pm to 5:25 pm.

Certification

I, David E. Lund, 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 2023-2024 and 2024-2025 school years) as provided for in Utah Code: 52-4-205(1)(a).

_____
David E. Lund, President

_____
Corey S. Holyoak, Business Administrator

Minutes

Minutes

Minutes of the Board of Education meeting held May 9, 2024, were approved by a motion from Member Finlinson, subject to a correction, seconded by Member Nelson, 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

Focus of this summer:
1. School Safety

2. Title IX Training
3. Teacher Evaluation
4. Book Reviews
5. Utah Fits All
6. Student Mental Health
7. USU and facilities
8. MHS and FES building projects
9. Planning for DTC building project
10. Working with architect on Teen Center Projects

Normal Annual Items:
1. Wrap up of negotiations
2. Special Education review
3. Staffing
4. Principal close-outs
5. School Fees Audit
6. State Assurances
7. Summer registration information

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 #26228 to check #26392, inclusive, and ACH #1830 through #1903, inclusive, Zions First National Bank, along with the financial reports from General Accounts.
Exhibit #29.

2023-2024 School Year Compulsory Attendance Compliance

2023-2024 Compulsory Attendance Compliance

| Parent(s) | Child(ren) | School/Grade |
|---|---|---|
| Christopher Bringard | Measa Bringard | DHS / 9th |
| Tim Maclee | Linkin Maclee | DHS / 9th |
| Brianda Tejeda | Erika Iglesias | DHS / 9th |
| | Alek Iglesias | DMS / 5th |
| | Patrik Iglesias | DNES / 2nd |
| Hanna Callahan | Samuel Callahan | FES / K |
| | Oliver Callahan | FES / K |

Recommended for approval.

Early Graduation Requests

Early Graduation Requests

Delta High School

Zoey Haynes – Junior Breely Keffer – Junior

Recommended for approval.

Personnel Items

Personnel Items

Letters of Resignation

Letters of Resignation

Mike Louder – MHS Head Girls Golf Coach
Magan Layton – DSES Instructional Assistant
Jane Saldana – FES Instructional Assistant
Shannon Bennett – FES Instructional Assistant

Janice Shumway – FES Instructional Assistant
Hailey Chevalier – MHS Family Consumer Science Teacher

Recommendation for Various Positions

Recommendation for Various Positions

Delainee Bliss – Delta Social Worker
Austin Monroe – Bus Garage Mechanic

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

Information Items

Information Items

CTE Program Presentation

Presentation of CTE Program – Brett Callister

Action Items

Action Items

Approval of Policies

Approval of Policies

Policy 1040, with addition of QR code discussed

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

Approval of Millard School District Work-Based Learning and Counseling Program

Work-Based Learning & Counseling Program

Member Nelson made a motion to approve the Millard School District Counseling Program, as presented by Mr. Brett Callister, seconded by Member Richins, and carried unanimously by the Members of the Board.

Approval of Early Learning Plan – Delna Bliss

Early Learning Plan

Mrs. Delna Bliss, Millard School District Director of Elementary Education, met with the Members of the Board to review and discuss the Millard School District's Early Learning Plan for the 2024-2025 school year. The Early Learning Plan includes mathematics and reading.

Member Finlinson made a motion to approve and accept the Millard School District's Early Learning Plan for the 2024-2025 school year, as presented, seconded by Member Richins, and carried unanimously by the Members of the Board.

Proposed Calendar for the 2025-2026 School Year

Approval of 2025-26 Calendar

# Millard School District

285 East 450 North ❖ Delta, Utah 84624 Phone: (435) 864-1000 Fax: (435) 864-5684

2025-2026

| | | |
|---|---|---|
| August 11, 2025 | Teacher Work Day | Monday |
| August 12, 2025 | Teacher Work Day | Tuesday |
| August 13, 2025 | School Starts | Wednesday |
| September 1, 2025 | Labor Day | Monday |
| October 20-22, 2025 | Fall Break | Mon/Tues |
| November 6, 2025 | PCCR (K-6)*** | Thursday |
| November 26-28, 2025 | Thanksgiving Break | Wed/Thurs/Friday |
| December 19, 2025 | Last Day Before Christmas Break | Friday |
| January 5, 2026 | School Reconvenes | Friday |
| January 19, 2026 | Martin Luther King Day | Monday |
| February 16, 2026 | Washington and Lincoln Day | Monday |
| February 19, 2026 | PCCR - Elementary Schools *** | Thursday |
| Mar. 30 - Apr. 3, 2026 | Spring Break | Monday-Friday |
| May 19, 2026 | Graduation Day for DHS | Tuesday |
| May 20, 2026 | Graduation Day for MHS | Wednesday |
| May 21, 2026 | Graduation Day for EHS | Thursday |
| May 21, 2026 | Last Day for Students | Thursday |
| May 22, 2026 | Teacher Work Day | Friday |
| May 25, 2026 | Memorial Day | Monday |

*** *Subject to change*

| | Teachers | Students | | Teachers | Students |
|---|---|---|---|---|---|
| August | 15 | 13 | January | 19 | 19 |
| September | 21 | 21 | February | 19 | 19 |
| October | 20 | 20 | March | 22 | 22 |
| November | 17 | 17 | April | 19 | 19 |
| December | 15 | 15 | May | 16 | 15 |

| Total Days | |
|---|---|
| Teachers * | 183 |
| Students | 180 |

| | | | |
|---|---|---|---|
| October 15, 2025 | 1st Term Ends | Wednesday | 45 Days |
| December 19, 2025 | 2nd Term Ends | Thursday | 43 Days |
| March 10, 2026 | 3rd Term Ends | Tuesday | 45 Days |
| May 22, 2025 | 4th Term Ends | Thursday | 47 Days |

*Teachers are contracted for 186 days. This leaves three as yet unscheduled days to be completed over the summer in coordination with district and school administrators. These days will be devoted to professional development, data review, and/or professional collaboration.

Member Richins made a motion to approve the proposed calendar, seconded by Member Nelson, and carried unanimously by the Members of the Board.

School Positive Behavior Plans

FMS Positive Behavior Plan

Fillmore Middle School's Positive Behavior Plan was reviewed.

Member Richins made a motion to approve Fillmore Middle School's individual Positive Behavior Plan, seconded by Member Finlinson, and carried unanimously by the Members of the Board.

Out-of-State Extended Student Trip Request for National FFA Convention for DHS FFA

Out-of-State Travel – FFA

Member Nelson made a motion to approve the out-of-state travel request with the District to cover only the costs of the advisors, as done in the past, seconded by Member Richins, and carried unanimously by the Members of the Board.

Out-of-State Travel Request for EskDale High School Choir Trip

Out-of-State Travel - EHS

Oahu, Hawaii
May 15-20, 2025

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

Professional Negotiated Agreement

Approval of the Professional Negotiated Agreement for 2024-2025

**Millard County School District**
**Professional Employees Negotiated Agreement**
**2024-2025 School Year**

1. **Increments and Lane Change Costs** – For the 2024-2025 school year the Millard School District will implement a professional educators salary schedule that will have a percentage increase of 2.5%.

2. **Insurance** – The Millard School District will continue to fund the cost of insurance. The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The District will fund the cost of the PHD4000 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. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD3200 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 contributing $2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.

3. **Wellness Bonus** – The wellness bonus of $150 (Policy 4240, G(1)(i)) will be increased to $1,000 on a trial basis for one year. 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.

| | |
|---|---|
| *Ryan Hansen*<br>*MEA President* | *David E. Lund*<br>*President, Board of Education* |

*David V. Styler*
*Superintendent*

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

Classified Negotiated Agreement

Approval of the Classified Negotiated Agreement for 2024-2025

Administration plans on offering the Classified employee group the same 2.5% raise negotiated with the Professional employee group.

Member Britt made a motion to approve the proposal, seconded by Member Nelson, and carried unanimously by the Members of the Board.

Administrative Negotiated Agreement

Approval of the Administrative Negotiated Agreement for 2024-2024

**Millard County School District**
**Salary Agreement – Administrative Employees**
**2024-2025 School Year**

1. **Increments and Lane Change Costs** – For the 2024-2025 school year, Administrative employees will receive a base salary increase of 2.5%.

2. **Insurance –** The Millard School District will continue to fund the cost of insurance. The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The District will fund the cost of the PHD4000 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. Employees will have the opportunity to buy-up through pre-tax payroll deductions to the PHD3200 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 contributing $2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.

3. Instructional Supervision supplement for Elementary Principals and Middle School Vice Principals will be increased to $2 per student.

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

| | |
|---|---|
| *Matt Bassett, Representative* | *David E. Lund, Board President* |
| *Rob Fowles, Representative* | *David V. Styler, Superintendent* |

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

Renewal of Master Lease Agreement

Renewal of the Master Lease Agreement with the Millard School District Building Authority

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, 2024, and ending June 30, 2025.

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

Approval of the 2024-2025 Board Meeting Schedule

Approval of 2024-25 Board Meeting Schedule

*DRAFT 6/13/2024*

***Board Meeting Schedule***
***2024 – 2025***

The Millard County School District Board of Education will hold its regular School Board Meetings for the fiscal year 2024-2025 on the 2nd Thursday of each month, except as noted, at 2:00 p.m. at the Millard School District Office or at the schools during the school year, unless otherwise advertised.

Thursday, July 11, 2024 – Budget Hearing

Thursday, August 8, 2024

Thursday, September 12, 2024

Thursday, October 10, 2024

Thursday, November 14, 2024

Thursday, December 12, 2024

Wednesday, January 8, 2025

Thursday, February 13, 2025

Thursday, March 13, 2025

Thursday, April 10, 2025

Thursday, May 8, 2025

Thursday, June 12, 2025 – 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.

David V. Styler
Superintendent

Member Richins made a motion to approve the 2024-2025 Board Meeting Schedule, Seconded by Member Finlinson, and carried unanimously by the Members of the Board.

Lane Change Approval

Lane Change Application Approval

Brendan Willoughby submitted his lane change application after the 6/3/24 deadline. He was not aware that transcripts do not have to be submitted until September 1, so he waited to get access and print his transcripts before submitting his application.

Recommended for approval.

Member Nelson made a motion to accept the late lane change application from Brendan Willoughby, seconded by Member Richins, and carried unanimously by the Members of the Board.

Public Comment

Public Comment

None

Board Member Comments

Board Member Comments

Member Britt expressed his hope that everyone is having a good summer. He thanked Corey for the work of putting the budget together, and he thanked Member Finlinson for representing the Board at the Delegate Assembly.

Member Nelson seconded Member Britt's comments. She has enjoyed seeing the completion of many of the approved capital outlay projects. She expressed appreciation for how well the school custodians take care of the schools.

Member Richins expressed appreciation for Corey and the work he puts into preparing the budget. She is excited for everything going on with the CTE programs and the opportunities they provide to our students. She is also excited for the Early Learning Plan presented by Delna Bliss.

Member Finlinson also thanked Corey for his work on the budget. She mentioned that it is nice to be in the summer months and to have the budget hearing over. She expressed appreciation for the work Brett Callister and Delna Bliss put into their presentations.

Member Lund agreed with all prior comments and expressed his appreciation for District staff and their efforts.

Superintendent Styler also agreed with the prior comments. He expressed appreciation for Corey and his work on the budget. He also expressed appreciation for Brett and Delna and all the work they put into their presentations. He mentioned that the summer has been very busy and that we are working through it all.

Corey Holyoak mentioned that he is excited to have budget hearing over. He also is grateful for the summertime and for the staff being able to take time off and rejuvenate.

Budget Hearing

Budget Revisions for 2023-2024 School Year

**MILLARD SCHOOL DISTRICT**
DELTA, UTAH
JUNE 13, 2024

The Budget for the 2023-2024 school year was revised to accept additional revenue and adjustments to the opening fund balances. The amounts were distributed as follows:

| FUND 10 | | ORIGINAL | FINAL | CHANGE |
|---|---|---|---|---|
| 1000 | Instruction | $ 27,685,778 | $ 29,401,500 | $ 1,715,722 |
| 2100 | Support Services - Students | $ 1,302,783 | $ 1,395,400 | $ 92,617 |
| 2200 | Support Services - Teachers | $ 1,201,171 | $ 1,097,400 | $ (103,771) |
| 2300 | Support Services - District General Administration | $ 719,724 | $ 673,158 | $ (46,567) |
| 2400 | Support Services - School Administration | $ 2,776,209 | $ 2,813,700 | $ 37,491 |
| 2500 | Support Services - Business | $ 987,519 | $ 1,054,700 | $ 67,181 |
| 2600 | Operation and Maintenance of Plant | $ 5,105,739 | $ 4,987,900 | $ (117,839) |
| 2700 | Student Transportation | $ 2,073,766 | $ 2,133,900 | $ 60,134 |
| 2800 | Support Services | $ - | $ - | $ - |
| 2900 | Other Support Services | $ - | $ - | $ - |
| 3000 | Operation of Non-Educational Services | $ 12,541 | $ 8,100 | $ (4,441) |
| 5000 | Other Outlay | $ - | $ - | $ - |
| 6000 | Undistributed Reserves | $ - | $ - | $ - |
| | TOTAL FUND 10 | $ 41,865,230 | $ 43,565,758 | $ 1,700,528 |
| FUND 21 | | | | |
| | Student Activity Fund | $ 1,740,024 | $ 3,425,400 | $ 1,685,376 |
| FUND 26 | | | | |
| | Charter School Replacement Levy | $ 31,200 | $ 103,000 | $ 71,800 |
| FUND 31 | | | | |
| | Debt Service | $ - | $ 5,000 | $ 5,000 |
| FUND 32 | | | | |
| | Capital Outlay | $ 4,643,383 | $ 22,221,700 | $ 17,578,317 |
| FUND 51 | | | | |
| | Food Service | $ 2,340,869 | $ 3,320,300 | $ 979,431 |
| OTHER FUNDS | | | | |
| | FFA Science Lab/Foundation | $ 9,880 | $ 17,800 | $ 7,920 |
| | MSD Foundation - Fund 76 | $ 312,000 | $ 312,000 | $ - |

With a Balance on Hand of $ 47,698,903

Member Britt made a motion to approve the revisions and adjustments to the 2023-2024 school year Budget for the Millard School District, seconded by Member Finlinson, and carried unanimously by the Members of the Board.
Exhibit #30

The Tentative Budget for the 2024-2025 School Year for the Millard School District was presented with CERTIFIED TAX RATES as follows:

Tentative Budget for the 2024-2025 School Year

| | |
|---|---|
| 0.001406 | State Basic Program |
| 0.000706 | Voted Leeway |
| 0.002187 | Board Voted Leeway |
| 0.000009 | Charter School Levy |
| 0.000000 | Judgment Levy |
| **0.004308** | **Total for Maintenance and Operation** |
| **0.000000** | **Debt Service** |
| 0.001674 | Capital Outlay |
| 0.000000 | C/O Judgment Levy |
| **0.001674** | **Total for Capital Outlay** |

**0.005982 TOTAL PROPOSED CERTIFIED TAX RATE FOR THE 2024-2025 SCHOOL YEAR.**

The Budget was prepared on a Weighted Pupil Unit of 4,959.252 and an estimated assessed valuation of $2,905,710,316 for the Maintenance Operation Fund, Debt Service Fund, and Capital Outlay Fund.

Member Finlinson made a motion to approve the Tentative Budget for the Millard School District and to set the Budget Hearing for Thursday, July 11, 2024, at 6:00 pm, at the District Office, 285 East 450 North, Delta, Utah, seconded by Member Richins and carried unanimously by the Members of the Board.
Exhibit #31

The next regularly scheduled meeting of the Millard School District Board of Education will be held on Thursday, July 11, 2024, at 5:00 pm, at the District Office, 285 East 450 North, Delta, Utah.

Next Regular Meeting

The Millard School District Board of Education will hold a Budget Hearing on Thursday, July 11, 2024, at 6:00 pm, at the District Office, 285 East 450 North, Delta, Utah, for the purpose of adopting the Budget and setting the Certified Tax Rates for the 2024-2025 school year.

Budget Hearing

Meeting adjourned at 6:40 pm.

Attest:

Signed:_____ Signed:_____
President Business Administrator