

**MILLARD SCHOOL DISTRICT
DELTA, UTAH**

Following are the **DRAFT** minutes of the Board of Education meeting held June 11, 2015, 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 3:15 p.m.

The President of the Board called the meeting to order at 3:15 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 provided to the local news media, to each member of the governing body, the Millard County Commission Chair and the mayor of each incorporated city within Millard County, by mailing copies of the notice and agenda, being evidenced by a true and correct copy thereof being attached thereto.

Call to Order

Exhibit 29.

Members in attendance: Daniel Anderson, President
Adam R. Britt, Vice-President
Todd E. Holt, Member
Carol D. Kimball, Member
Jeffery G. Schena, Member
David V. Styler, Superintendent
Keith T. Griffiths, Business Administrator

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. Build Prioritized Framework for Schedule Evaluation
3. Review of Policies

Review of Policies

New Employee Incentive and Retirement Benefit
Millard School Policy - File Code: 4016
Second Reading

Foreign Exchange & Privately Placed Foreign Students
Millard School Policy - File Code: 5090
First Reading

4. Presentation from "Board Docs"

Member Kimball 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 2015-2016 school year), as provided for in Utah Code: 52-4-205(1) (a), seconded by Member Schena, with the voting as follows:

Closed Executive Session

Member Kimball	Aye
Member Schena	Aye
Member Britt	Aye
Member Holt	Aye
Member Anderson	Aye

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

Regular Session

Member Britt	Aye
Member Kimball	Aye
Member Holt	Aye
Member Schena	Aye
Member Anderson	Aye

Time of the Closed Executive Session was from 3:25 p.m. to 3:50 p.m.

Time

I, Daniel Anderson, 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 2015-2016 school year) as provided for in Utah Code: 52-4-205(1)(a).

Certification

Daniel Anderson

Minutes

Minutes

Minutes of the Board of Education meeting held May 14, 2015 were approved by a motion from Member Schena, seconded by Member Holt and carried unanimously by the Members of the Board.

Superintendent Styler's Report

Superintendent Styler's Report

1. Superintendent Styler reported to the Members of the Board on Southwestern Education Development Center (SEDC), meeting with Southern Utah Legislators at a retreat held Wednesday, June 10th. This was an informal meeting with Legislators to present and discuss the issues and concerns that may be coming for the 2016 Legislative Session.

2. Superintendent Styler indicated that the District is moving forward with the reconfiguration of the Delta area schools and things will be ready for school to start in August. He complimented the technology department for their efforts in preparing for the reopening of the Delta South Elementary School.

3. Superintendent Styler reported on a training meeting that he and Greg Chappell attended on the evaluation instrument.

4. Superintendent Styler reported to the Member of the Board that he had been elected to the leadership of the Utah School Superintendents Association, which is a four year commitment. The Members of the Board congratulated Superintendent Styler on this selection and gave him their support.

Board President's Report

Board President's Report

1. Board President Anderson reviewed the issue of consideration of bidding out the leasing of the 34 acres that is owned by the Millard School District. It was suggested that a letter be written to the current lessors indicating that this will be bid out after the 2016 crop year.

2. Board President Anderson suggested that during the Board Work Session in July that a forum be held, with employees being invited to express their concerns and issues.

Business Administrator 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 Financial Reports

Payment of bills from check #008137 to check #008313, inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #30.

2015-2016 Compulsory Attendance Compliance

2015-2016 Compulsory Attendance Compliance

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School / Grade</u>
Verena Flake	Daniel Flake	DMS / 6th grade
	Emily Flake	DES / 4th grade
	James Flake	DES / 2nd grade

Recommended that the above students be exempted from compulsory attendance for the 2015-2016 school year based on signed affidavits.

Personnel Items:

Recommendation for Millard High School Part-Time Lunch Worker

Personnel Item - MHS Part-time Lunch Worker

Mrs. Linette Woods

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

Action Items

Extended Student Out-of-State Travel Requests

1. Delta High School Music Department (Forty-eight students)
Mr. Kelly Ball - DHS Music Director
Anaheim National Music Festival
Anaheim, California
March 31, 2016 - April 3, 2016

DHS Music Department - Extended Student Travel Request

Cost for the students would be approximately \$570.00. There would be no cost to Millard School District. Mr. Ball and other adults would accompany this trip, with charter coach bus being used.

Member Britt made a motion to approve Mr. Kelly Ball and students from Delta High School's Music Department to attend the Anaheim National Music Festival in Anaheim, California on March 31, 2016 through April 3 2016, seconded by Member Schena and carried unanimously by the Members of the Board.

Master Lease Agreement with Local Building Authority of Millard School District

Renewal of Master Lease Agreement with Local 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, 2015 and ending June 30, 2016.

Member Kimball made a motion to renew the Lease Agreement between the Local Building Authority of Millard School District and the Millard School District for the period July 1, 2015 and ending June 30, 2016, seconded by Member Holt and carried unanimously by the Members of the Board.

Employee Request for Reduced Contract

Employee Request for Reduced Contract

Mr. Greg Faber, Teacher at EskDale High School, requested that his position be reduced from teaching full-time to a half-time teaching load. Mr. Faber expressed appreciation for the time that he has enjoyed carrying out his responsibilities that he has had at EskDale High School.

Member Schena made a motion to approve Mr. Greg Faber's request to reduce his teaching full time contract to a half time teaching assignment beginning with the 2015-2016 school year, seconded by Member Holt and carried unanimously by the Members of the Board.

Board Meeting Schedule
2015-2016 School Year

The Millard County School District Board of Education will hold its regular School Board Meetings for the fiscal year 2015-2016 on the 2nd Thursday of each month, except as noted, at 1:00 p.m. at the Millard School District Office or at the schools during the school year, unless otherwise advertised.

Thursday, July 9, 2015 - Budget Hearing

Thursday, August 13, 2015

Thursday, September 10, 2015

Thursday, October 8, 2015

Thursday, November 12, 2015

Thursday, December 10, 2015

Thursday, January 14, 2016

Thursday, February 11, 2016

Thursday, March 10, 2016

Thursday, April 14, 2016

Thursday, May 12, 2016

Thursday, June 9, 2016 – 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 KEITH T. GRIFFITHS, 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 Holt made a motion to approve the Millard School District Board of Education meeting schedule, as listed above, seconded by Member Kimball and carried unanimously by the Members of the Board.

Millard County School District
Professional Employees Negotiated Agreement
2015-2016 School Year

Negotiated Agree-
ment for Profes-
sional Employees
for the 2015-2016
School Year

1. **Increments and Lane Change Costs** – Professional employees will receive added costs of increments and lane changes. A 3.25% increase will be added to the base salary schedule.
2. **Insurance** – The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The Millard School District will fund the cost of the PHD1 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 PHD0 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 PHD2 plan, with the district paying the premium and putting \$2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.
3. **Professional Wellness Program** – Professional employees are **strongly** encouraged to participate in the EMI Health / Millard School District Wellness Program's Biometric Screening
4. **Payment for Unused Personal Leave Days** – Professional employees that have accumulated the maximum number of personal leave days, which is 10 personal leave days at end of the 2015-2016 school year, will be paid \$75.00 each for the 4 personal days that would have been awarded for the 2016-2017 school year in the October 1st paycheck. This is a continuation of the item negotiated for the 2013-2014 school year.
5. Professional employees who use no sick leave will be paid \$150.00 in June 2016 payroll, with this being a continuation of the item negotiated for the 2010-2011 school year.
6. If other employee groups negotiate a higher percentage increase, discussions will be reopened. This is for the 2015-2016 school year only.
7. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Derrick Dearden
MEA President

Daniel Anderson
President, Board of Education

David V. Styler
Superintendent

Member Kimball made a motion to accept, approve and ratify the Negotiated Agreement for the Professional employees, for the 2015-2016 school year, seconded by Member Schena and carried unanimously by the Members of the Board.

Millard County School District
Classified Employees Negotiated Agreement
2015-2016 School Year

Negotiated Agree-
ment for Classi-
fied Employees
for the 2015-2016
School Year

1. **Funding Step Changes** – Classified employees will receive added costs of step changes. A 3.25% increase will be added to the base salary schedule.

If audited revenues exceed audited expenditures for the 2014-2015 school year, discussions will be opened up regarding a one-time bonus or an adjustment to the 2015-2016 salary schedule.

2. **Insurance** – The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The Millard School District will fund the cost of the PHD1 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 PHD0 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 PHD2 plan, with the district paying the premium and putting \$2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.

3. **Classified Wellness Program** – Classified employees are strongly encouraged to participate in the EMI Health / Millard School District Wellness Program's Biometric Screening.

4. **Uniforms** – Millard School District will continue to provide uniforms to Maintenance and Classified personnel who work 4 hours or more. Personnel may choose from the following selected from the Millard School District:

- 5 shirts or
- 3 shirts and a jacket or
- 2 shirts and bib coveralls or
- 1 heavy duty coat

Bus drivers will continue to receive a jacket every other year. For the 2015-2016 school year, bus drivers will have the option of purchasing a jacket or coat with this option being available every fourth year.

Millard School District employees who receive these uniforms are required to wear them.

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

Arlane Johnson
Millard Classified Employees President
District

Daniel Anderson
President, Millard School

David V. Styler
Superintendent

Member Schena made motion to accept, approve and ratify the Negotiated Agreement for the Millard School District Classified Employees, for the 2015-2016 school year, seconded by Member Britt and carried unanimously by the Members of the Board.

Millard County School District
Salary Agreement – Administrative Employees
2015-2016 School Year

Negotiated
Agreement for
Administrative
Employees for the
2015-2016 School
Year

1. **Increments and Lane Change Costs** – Administrative employees will receive added costs of increments and lane changes. A 3.25% increase will be added to the base salary schedule.

If audited revenues exceed audited expenditures for the 2014-2015 school year, discussions will be opened up regarding a one-time bonus or an adjustment to the 2015-16 salary schedule.

2. **Insurance** – The Millard School District will offer three EMI Health Medical High Deductible Health Plans. The Millard School District will fund the cost of the PHD1 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 PHD0 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 PHD2 plan, with the district paying the premium and putting \$2,600 into a Health Savings Account or Health Reimbursement Account depending on the situation of the employee.
3. **Professional Wellness Program** – Administrative employees are **strongly** encouraged to participate in the EMI Health / Millard School District Wellness Program's Biometric Screening.
4. **Payment for Unused Personal Leave Days** – Administrative employees that have accumulated the maximum number of personal leave days, which is 10 personal leave days at end of the 2015-2016 school year, will be paid \$75.00 each for the 4 personal days that would have been awarded for the 2016-2017 school year in the October 1st paycheck. This is a continuation of the item negotiated for the 2013-2014 school year.
5. A survey will be conducted during the 2015-2016 school year of surrounding / similar sized school districts regarding their administrative pay / salary schedule.
6. Items on previous negotiated agreements, which are not superseded by this agreement or district policy, remain in force.

Rhonda Harrison, Representative Daniel Anderson, Board President

David V. Styler, Superintendent

Member Britt made a motion to accept, approve and ratify the Negotiated Agreement for the Millard School District Administrative Employees, for the 2015-2016 school year, seconded by Member Schena and carried unanimously by the Members of the Board.

Consideration of Salary Adjustment for Superintendent and Business Administrator

Salary Adjustment for Superintendent and Business Administrator

Discussion was held regarding a salary adjustment for Superintendent David V. Styler and Business Administrator, Keith T. Griffiths. The Millard School District Professional and Administrative employees have agreed to a 3.25% adjustment to the base salary, with the Classified Employees tentatively agreeing to the same 3.25% adjustment on the base salary.

Member Britt made a motion to approve the same salary adjustment for Superintendent David V. Styler and Business Administrator, Keith T. Griffiths, as other employee groups, for the 2015-2016 school year, seconded by Member Schena and carried unanimously by the Members of the Board.

Board Appointments of Evaluation Committee Members

Board Appointments of MSD Evaluation Committee

The Millard School District's Educators Evaluation policy states, "The Board shall appoint committee members from the nomination lists". There are currently several vacancies on this committee.

The following individuals have been nominated:

Elementary Teacher Vacancy

Karen Christensen	Misty Day	Diane George
Cathy Monroe	Mary Singleton	Josalyn Stevens

Middle School Teacher Vacancy:

Dallan Anderson	Geri Child
Derrick Dearden	Kurtis Topham

Middle School Administrator

Dennis Alldredge	Becky Callister
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High School Administrator Vacancy

George Richardson	Dean Fowles	Teresa Thompson
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Member Kimball made a motion to appoint the following individuals to fill vacancies on the Millard School District Educator Evaluation Committee:

Diane George- Elementary Teacher
 Derrick Dearden - Middle School Teacher
 Becky Callister - Middle School Administrator
 George Richardson - High School Administrator

Motion was seconded by Member Schena and carried unanimously by the Members of the Board.

Honoring Excellence

Honoring Retiring Employees

Honoring Retiring Employees

The following individuals have retired or will retire from the Millard School, at the end of the 2014-2015 school year.

- Mrs. Tonia Adams - Food Service Worker at Fillmore Elementary School
- *Mrs. Karen Chandler - Teacher at Delta High School
- *Mr. Randy Coats - Bus Driver for Holden area
- *Mrs. Loretta Cropper - Lunch Manager at Delta Middle School
- *Mrs. Deb Fowles - Teacher at Delta Elementary School
- *Mrs. June Kelly - Instructional Assistant at Fillmore Middle School
- *Mrs. Margie Lisonbee - Teacher at Delta Elementary School
- *Mrs. Jo Rae Lovell - Teacher at Delta Elementary School
- *Mrs. Susan Mendoza
Instructional Assistant at Delta Early Childhood Center
- Diane Mundy - Instructional Assistant at Millard High School
- *Mr. David Noah - Principal at Delta Elementary School
- Mrs. Susan Poulsen - Instructional Assistant at Delta Middle School
- *Mrs. Susan Staheli - Instructional Assistant at Delta Elementary School
- *Mr. Steve Stuart - Head Custodian at Delta Technical Center
- Mrs. Diane Talbot - Lunch Manager at Millard High School
- Mr. Bruce Taylor - Maintenance Specialist for Millard School District
- *Mrs. Connie Teeples
Instructional Assistant at Fillmore Elementary School
- *Mrs. Suzanne White - Teacher at Fillmore Elementary School

*Those present for the meeting.

These individuals were supported by family members for this presentation.

The accomplishments and contributions of the above individuals were shared with the Members of the Board and those present. The above individuals have given a combined 470 years of service in working for the Millard School District. Each individual was thanked for the many years of service given to the students, staff, and patrons of the Millard School District. A small token of appreciation was given to each of the retiring employees.

Public Comment

NONE

Public Comment

Communications for Board Members:

Communications
for Board Mem-
bers

1. Thank you letter from Mr. Dean Fowles for the support and considerations given to Delta High School and to him personally over the years he has served as Principal of Delta High School. He expressed appreciation for the many fond and cherished memories that he has experienced at Delta High School. Mr. Fowles is looking forward to moving forward with his duties as administrator at the Delta Technical Center and District Vocational Director.

Board Member Comment

Board Member
Comments

1. Member Holt expressed how enjoyable it was for him to attend and participate in the three graduation exercises. He was so appreciative of the successes and is excited as the Millard School District moves forward in the new school year. Member Holt appreciates the opportunity of serving on the Board of Education and the association with others.

2. Member Schena indicated that with the Delta High School graduation, it completes twenty-five years of him and his wife having children in the Millard School District. Member Schena appreciated the many opportunities that his children had over the years to get a good foundation for life. Member Schena is also excited to move into the next adventure with his wife, Pat, and their involvement with the Board of Education and Pat's teaching at the Delta South Elementary School.

3. Member Kimball was pleased with the graduation exercises, as they were very good, with the graduating students sure being a showcase of the good things happening in the Millard School District.

Member Kimball expressed concern with the sound system in the Millard High School auditorium and asked what the plan was to correct the problems, as the sound system is over twenty-two years old. The District is planning on having a sound engineer look at the sound system this fall.

4. Member Britt echoed the comments of the other Members of the Board regarding the end of school activities and being able to participate in the graduation exercises at Millard High School and Delta High School.

Member Britt expressed his appreciation for the eighteen retirees and the many contributions that each have made to the success of the Millard School District.

5. President Anderson seconded all the comments that had been made, expressing appreciation for all the employees and the efforts made for the success of the students and employees.

6. Superintendent Styler expressed his excitement as the District moves forward with the 2015-16 school and the many changes that the Board of Education have supported.

7. Business Administrator, Keith Griffiths, expressed his appreciation for the opportunity of participating in the graduation exercises. It was a neat opportunity to see the successes and excitement as these students move to their next adventure.

Appreciation was also expressed for the salary compensation adjustment by the Members of the Board.

MILLARD COUNTY SCHOOL DISTRICT
DELTA, UTAH
JUNE 11, 2015

Budget Revisions
for the 2014-
2015 School Year
Budget

The Budget for the school year 2014-2015 school year was revised to accept additional revenue and adjustments to the opening fund balances. The amounts were distributed as follows:

FUND 10:

1000	Instruction was increased from	\$16,433,465.	\$16,651,320.
2100	Supporting Services – Students decreased	\$ 409,506	\$ 361,175
2200	Supporting Services – Teachers decreased	\$ 657,598.	\$ 539,189
2300	Supporting Services – District General Administration decreased	\$ 455,778.	\$ 399,126
2400	Supporting Services – School Administration increased	\$ 1,493,118.	\$ 1,622,213
2500	Support Services – Business increased	\$ 423,026.	\$ 426,978
2600	Operation and Maintenance of Plant Services increased	\$ 2,934,553.	\$ 3,016,697
2700	Student Transportation increased	\$ 1,498,095.	\$ 1,529,782
2800	Support Services increased	\$ -0-	\$ -0-
2900	Other Support Services	\$ -0-	\$ -0-
3000	Operation of Non-Educational Services	\$ -0-	\$ -0-
5000	Other Outlay	\$ -0-	\$ -0-
6000	Undistributed Reserves	\$ -0-	\$ -0-
	TOTAL FUND 10	\$24,305,139.	\$24,646,480

FUND 21:

Student Activity Fund increased	\$ 1,750,000.	\$ 1,759,785.
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FUND 23:

Non K-12 Programs increased	\$ 404,033.	\$ 408,990.
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FUND 31:

Debt Service increased	\$ -0-	\$ 609,596
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FUND 32:

Capital Outlay increased	\$ 2,711,500.	\$ 3,807,601
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FUND 51:

Food Service increased	\$ 1,672,931.	\$ 1,742,358.
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OTHER FUNDS:

FFA Science Lab/Foundation - N/C	\$ 1,650.	\$ 1,650.
QSCB Fund 54 increased	\$ 1,665,000	\$ 2,186,435

With a Balance on Hand \$ 4,024,521

Member Britt made a motion to approve the revisions and adjustments to the 2014-2015 school year Budget for the Millard School District, seconded by Member Kimball and carried unanimously by the Members of the Board.

Exhibit #31

The Tentative Budget, for the 2015-2016 School Year, for the Millard School District was presented with CERTIFIED TAX RATES as follows:

Tentative Budget
for the 2015-2016
School Year

0.001764	State Basic Program
0.000800	Voted Leeway
0.001907	Board Voted Leeway
0.004471	Total for Maintenance and Operation
0.000000	Debt Service
0.0011875	Total for Capital Outlay
0.006346	TOTAL PROPOSED CERTIFIED TAX RATE FOR THE 2015-2016 SCHOOL YEAR.

The Budget was prepared on a Weighted Pupil Unit of 4,481.277 and an estimated assessed valuation of \$2,446,169,462., for Maintenance and Operation Fund, Debt Service Fund, and Capital Outlay Fund.

Member Kimball made a motion approve the Tentative Budget for the Millard School District and to set the Budget Hearing for Thursday, July 9, 2015, at 6:00 p.m., at the District Office, 285 East 450 North, Delta, Utah, seconded by Member Britt and carried unanimously by the Members of the Board.

Exhibit #31

The next regular scheduled meeting of the Millard School District Board of Education will be held on Thursday, July 9, 2015, at 1:15 p.m., at the District Office, 285 East 450 North, Delta, Utah.

Next Meeting

A Budget Hearing will be held at 6:00 p.m. on July 9, 2015 to adopt a Budget and set the Certified Tax Rates for the 2015-2016 school year.

Budget Hearing

Meeting adjourned at 6:20 p.m.

Attest:

Signed: _____ Signed: _____
President Business Administrator