

**MILLARD SCHOOL DISTRICT  
DELTA, UTAH**

Following are the minutes of the Board of Education meeting held January 14, 2016, at the District Office, Delta, Utah.

Meeting convened at 1:00 p.m.

The President of the Board called the meeting to order at 1:00 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 posted to Utah Public Notice website, 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 of 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 15.

Call to Order

Mr. David E. Lund, appointed Member of the Millard School District Board of Education, was present to take the Oath of Office, as administrated by the Business Administrator.

Oath of Office  
David E. Lund

Exhibit #16.

Members in attendance: Daniel Anderson, President  
Adam R. Britt, Vice-President  
Todd E. Holt, Member  
David E. Lund, 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: Jeffery G. Schena

Pledge of Allegiance: Jeffery G. Schena

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. Review of Policies

Review of Policies

Use of District Owned Vehicles

Millard School Policy - File Code: 3070

Second Reading

Capitalization

Millard School District Policy - File Code: 2110

Second Reading

Inventory

Millard School District Policy - File Code: 2120

Second Reading

3. Policy Review

Section 4 of Policy Manual -- File Codes: 4070-4155

4. LAND Trust Training for Board of Education

5. State Board of Education Report and Discussion  
Mr. Mark Huntsman

6. Stakeholder Feedback Survey

Member Britt 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 Holt, with the voting as follows:

Closed Executive Session

Member Britt	Aye
Member Holt	Aye
Member Lund	Aye
Member Schena	Aye
Member Anderson	Aye

Member Schena a motion to return the meeting to a Regular Session, seconded by Member Lund, with the voting as follows:

Regular Session

Member Schena	Aye
Member Lund	Aye
Member Britt	Aye
Member Holt	Aye
Member Anderson	Aye

Time of the Closed Executive Session was from 1:20 p.m. to 2:00 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 meetings held December 10, 2015 and December 21, 2015, were approved by a motion from Member Britt, seconded by Member Schena and carried unanimously by the Members of the Board.

Superintendent Styler's Report

Superintendent Styler's Report

1. Superintendent Styler presented to the Members of the Board the Utah School Boards Association (USBA) "Masters Board Award", which was earned during 2015. Certificates for those Board Members, who completed the requirements, were presented.

2. The Utah School Boards Association "Day on the Hill" will be held on Friday, February 19, 2016. He encouraged any that could attend to arrange their schedules to be there.

Board President's Report

1. President Anderson reviewed the Millard School District Capital Outlay procedures and suggested a visit to each of the schools is most beneficial. Suggested dates for visiting the schools was reviewed.

2. President Anderson suggested that in the February Board of Education Work Session that some time be taken to set goals for the District.

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 #009766 to check #009935 inclusive, Zions First National Bank, along with the financial reports from General Accounts, Exhibit #17.

Substitute Teachers

Substitute Teachers

John Paul Hayward (EskDale)

John has completed the SubInstructor On-Line program and has passed a current background check and TB Test

Recommended for approval.

Adult High School Secondary Diplomas

Adult High School Secondary Diplomas

Paul VanLeer

Briley Wright

Mr. Duane Rawlinson, Millard School District Vocational Counselor, has reviewed their transcripts and determined that they have completed the necessary requirements of the Millard School District Board of Education.

Recommended for approval.

In-Lieu of Transportation Requests

In-Lieu of Transportation Requests

<u>Parent(s)</u>	<u>Child(ren)</u>	<u>School</u>	<u>Mileage</u>
Liberty Palfreyman	Lauren Palfreyman	EskDale	28.6 RT
	Vincent Palfreyman	EskDale	
	Sydney Palfreyman	Baker Elementary	
Royce Iverson	Adolfo Iverson	Baker Elementary	56 RT
	Blake Iverson	Garrison Elementary	

Recommended for approval.

High School Spring Sport Schedules

High School  
Spring Sport  
Schedules

Delta High School

Delta High School Baseball Schedule for 2016  
Delta High School Girls' Golf Schedule for 2016  
Delta High School Boys' Soccer Schedule for 2016  
Delta High School Girls' Softball Schedule for 2016  
Delta High School Boys' Tennis Schedule for 2016  
Delta High School Track and Field Schedule for 2016

Millard High School

Millard High School Baseball Schedule for 2016  
Millard High School Girls' Golf Schedule for 2016  
Millard High School Boys' Soccer Schedule for 2016  
Millard High School Girls' Softball Schedule for 2016  
Millard High School Track and Field Schedule for 2016

EskDale High School

EskDale High School Track and Field Schedule for 2016

Personnel Items:

Personnel Items

Letter of Resignations

Letters of Resig-  
nation

Julianne Johnson- Instructional Assistant at Fillmore Elementary School  
Shaylee Whitaker - Instructional Assistant at Fillmore Middle School  
Darla Bliss - Lunch Worker at Delta South Elementary School

Recommendation for Fillmore Elementary School Instructional Assistant

Instructional As-  
sistants at FES

Mrs. Caralee Wood  
3 hrs as Technology Specialist  
2.75 hrs as Special Education Instructional Assistant

Mr. Wade Moore - 5.75 hr Instructional Assistant - Sp Ed

Recommendation for Delta High School Golf Coach

DHS Golf Coach

Mr. Casey Fowles

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

Information Items

Request for Easement - Delta Properties

Delta Properties, formally Resort Properties, owns five (5) acres of property that borders the property that Fillmore Elementary School and Millard High School baseball field sits on in Fillmore. An easement was requested so that access could be obtained to this acreage.

A follow-up request was for the Board of Education to consider purchasing this property, as it is listed for sale at this time.

This easement would run on the North side, of the property going West by the Millard High School baseball field and then run South on the West end of the property owned by Millard School District.

Board Member Britt and the Business Administrator looked this over, with Member Britt having a plot map of the area.

It was suggested that this item be tabled for further discussion by the Board of Education. Member Britt will work to get some additional information needed to consider this request.

Delta City Mayor - Gayle Bunker

Delta City Mayor, Gayle Bunker met with the Members of the Board to express the gratitude and appreciation of Delta City and the Delta City's Councilmen for the use of the Delta High School Palladium and Auxiliary Gym for its New Year's Eve community activity. Mayor Bunker indicated that this turned out to be a great event with lots of good comments received regarding use of the facilities.

Policy Approval

Member Holt made a motion to approve the following policies:

Use of District Owned Vehicles

Millard School District Policy - File Code: 3070

Capitalization

Millard School District Policy - File Code: 2110

Inventory

Millard School District Policy - File Code: 2120

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

Employee Request for Advance of Accrued Sick Leave

Mr. Kyle Barnson, Head Custodian at the Delta Technical Center, requested that the Board of Education advance him five (5) days of sick leave from his sick leave for 2016-2017 school year.

Discussion was concerning advancing sick leave rather than vacation, as vacation time is accrued and will be awarded July 1, 2016.

Member Holt made a motion not to approve the advance of sick leave, however, to approve advancing Mr. Kyle Barnson up to five (5) days of his accrued vacation earned for the 2016-2017 school year, seconded by Member Schena and carried unanimously by the Members of the Board.

Information Items

Request for Easement From Delta Properties

Delta City Mayor - Gayle Bunker

Policy Approval

Employee Request for Advance of Sick Leave

Support for Millard County Jr Livestock Show

Discussion was held regarding the Millard School District Board of Education and its support of the Millard County Jr. Livestock Show. Financial support has been given for the last several years, with it being the desire of the Members of the Board to continue this support as was done for the 2015 show.

Support for  
Millard County  
Junior Livestock  
Show

Member Holt made a motion to support the Millard County Junior Livestock Show with a donation of \$1,500.00 with support of the purchase of two (2) hogs up to a cost of \$1,000, with the hogs to be cut and wrapped and given to Millard School District employees on a drawing basis, as determined by Millard School District administration, with the total cost not to exceed \$1,500.00, seconded by Member Schena and carried unanimously by the Members of the Board.

Mr. Dean Fowles, Principal of the Delta Technical Center and Millard School District Vocational Director, met with the Members of the Board to present and the discuss the following:

Presentation from  
DTC

1. Delta Technical Center’s School Program Improvement Plan / CTE Plan and District CTE Plan for District
2. Delta Technical Center’s School Routing / Transportation Plan\*  
\*Unchanged from previous year

The Delta Technical Center’s School Program Improvement Plan / CTE Plan (District Plan for CTE) and School Routing / Transportation Plan for the 2016-2017 school year, are on file at the school, as well as being supported and recommended by the Delta Technical Center’s School Community Council.

Member Britt made a motion to approve and accept the Delta Technical Center’s School Improvement Plan (District CTE Plan) and School Routing / Transportation Plan for the 2016-2017 school year, seconded by Member Lund and carried unanimously by the Members of the Board.

Honoring Personnel Excellence

Honoring Excel-  
lence - Parent  
Support Group  
Presidents

Parent Support Group Presidents

- \*Mrs. Liz Palmer - Delta North Elementary School
- \*Mrs. Tonya Quackenbush - Delta South Elementary School
- Mrs. Sally Sagers - Fillmore Elementary School
- \*Mrs. Marinda Willoughby - Delta Middle School
- Mrs. Jennifer Nielson - Delta Middle School
- Mrs. Jessica Komarek - Fillmore Middle School
- Mrs. Jenny Hamilton - Garrison Elementary and EskDale High School

\*Those present for the meeting.

Each were presented with a certificate of Excellence

Communications for Board Members:

Communications  
for Board Mem-  
bers

1. Thank you note from Mr. Scott Bassett, District Administrator, and Mrs. Claudia Bassett, Secretary at the Delta South Elementary School, for the ham and turkey that they received for the Christmas holiday.

2. School Newsletters:

- a. Delta South Elementary School's - "Bunny Bulletin"  
January 2016
- b. Delta North Elementary School's "Bulldog Bulletin"  
January 2016
- c. Fillmore Elementary School's "Chipmunk Chat"  
January 2016
- d. Delta Middle School's January 2016 Newsletter

Board Member Comments

Board Member  
Comments

1. Member Holt expressed his appreciation for the opportunity of attending the Utah School Boards Association Conference. This Conference was enjoyable and a good learning experience. This Conference was very enlightening, with good instruction given for Board leadership and responsibilities.

2. Member Schena welcomed Member Lund to the Millard School District Board of Education. He is looking forward to working and associating with Member Lund.

3. Member Lund expressed his appreciation for the welcome given to him and is looking forward to serving on the Board of Education. Member Lund expressed appreciation for the opportunity of attending the Utah School Boards Association Conference, as he received some good counsel and direction for his role in serving on the Board of Education.

4. Member Britt welcomed Member Lund, expressing his appreciation for Member Lund's willingness to serve. Member Britt was grateful for the opportunity to attend the Utah School Boards Association Conference. It was good to have all Members of the Board of Education attend.

5. President Anderson also welcomed Member Lund, as he will bring much to the Board. President Anderson appreciated the opportunity of attending the Utah School Boards Association Conference, with the workshops being good training. He especially appreciated the workshop on Board Member responsibilities given by the Box Elder School District.

6. Superintendent Styler also welcomed Member Lund and is looking forward to serving the Members of the Board. Member Lund brings some good skills and direction for the Board.

Superintendent congratulated Member Schena on his election to the Board of Trustees of the Utah High School Activities Association (UHSAA). It has been many years since the Millard School District was represented on the UHSAA Board and look forward to the contributions he makes in representing Delta High School and Millard High School. Jeff's service on the UHSAA Board will be begin on July 1, 2016 and is a three year term.

