

# Board Meeting Agenda Summary

June 18, 2018

Trustees: If you have questions about any item on this summary prior to the board meeting please share them with me so that I can have the appropriate information at the board meeting.

## 2. Work Session Topic

- A. **Student Fees and School Supply Lists** – I have made a recommendation on how to handle student fees and school supply lists. We would still have some fees for off campus activities, field trips and school supplies for individual student use.
  - B. **Off Season Sports Activities and Funding** – I have tried to summarize the issues that have been raised in past discussions on this topic. I have some options for the Board to consider in the attached document.
  - C. **Fundraising Guidelines** – I have revised **Policy 356.40 Student Activity Fundraising** to address the two types of fundraising (purchases vs. donations & sponsorships) and included the two forms that have been used for budgeting and reporting this year.
3. **Budget/Fee Hearing** – This is our annual hearing concerning the establishment of student fees, this year's revised budget and next year's proposed budget. We will also have the opportunity to review the proposed ARTEC and ARTEI budgets.
7. **Good News Reports** – We will report on our Van Usage next month.
9. **Disposition Sheets** – We are beginning to replace our older iPads since they can no longer handle all the apps we use. We are recommending they be declared surplus and we can sell them to supplement the cost of replacements.

## 10. Discussion Items

### A. Board Member Training, Updates & Committee Reports

- 1. **Board and Administrator Newsletter Review** – Trustee Andersen will share her insight on the May newsletter.

### B. Administrator/Department/Committee Reports

– We have our standard written reports.

### C. Secondary Music Presentation of 5<sup>th</sup> Grade Band, Orchestra and Choir

– The music teachers from East, West and Minico have met with the elementary principals about the option of offering music in the elementary schools starting next year. This proposal has come together since school got out and I am recommending that we analyze it further to determine the actual costs in additional time and instruments. Perhaps we could approve in July once we get a better understanding of current and future costs.

### D. District Facility Needs Assessment (Rich Bauscher)

– Rich Bauscher was Superintendent of the Middleton School District for many years. He is also a bond consultant and has helped many district in preparing for and passing bonds. He has agreed to come and present to the Board some information about his services and what we need to do to have a successful bond campaign.

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- E. **Town Hall Discussion** – I have attached the voting responses from the May 7<sup>th</sup> Town Hall meeting. We have added a couple of items concerning our middle schools as well. Pat Swigert and I are working to develop a narrower list of items that we will ask LKV Architects to price for us over the summer.
- F. **Elementary School Wide Improvement Plan (Michele Widmier)** – These are copies of the SWIP documents required by the State to receive federal funding.
- G. **Attendance Incentive Reports** – We have asked each building to provide for you what they have used these funds for this year and if they made a difference. Due to our budget concerns for next year and since attendance in the lower grades is mostly a parent responsibility, I am recommending that this fund should be reduced and limited to the high schools only.
- H. **Policy Discussion**
  - 1. **Policy D356.40 Student Activities Fundraising** – In an effort to establish more definitive guidelines for fundraising in the District I have made some revisions to this policy for your consideration. We have also attached the forms that we have used in budgeting and reporting this year.
  - 2. **Policy D606.00 Administrative Selection Procedures** – The Board has indicated that they do not want administrators to serve as coaches. I have added this language for your review and discussion. It was also pointed out recently that we have not been following this policy in having trustees participate in the hiring of administrative positions. I have changed the ‘will’ to ‘may’ to address current practice but wanted the Board to have a chance to discuss and provide additional clarification as needed.
  - 3. **Policy D650.00A Administrator Evaluation and Form** – As I was doing evaluations this spring I noticed that there was not place on the evaluation form for the input from parents or staff on the Admin Evaluation Form. These have been added. Since this is a form it does not need Board action.
- I. **Superintendent’s Report** – I will share updates and my activities for the month.
  - 1. **Transportation Consultant Update** – I have attached the minutes of the meeting we had last week with Miranda Carson. She has extensive experience in developing routes and working with school transportation issues. We have received a proposal from her for the services outlined in the minutes and do plan on proceeding in getting her help.
  - 2. **Transportation RFP Update** – The Transportation Committee met again on the 11<sup>th</sup> to get some insight from Doug Scott, the Region IV Student Transportation Specialist from the State. We are trying to get an accurate estimate of what the State would pay in reimbursements if we went to contract busing. Once we have an accurate picture of the financial impact we will then consider the impact on employees and the community.

### 11. Business Items

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- A. **Stipend Proposal** – I met with Josh Aston and Ty Shippen to discuss the stipends that were presented to the Board last month. The total of the stipends would add up to about the same amount of cost to the District as a 3% increase in all stipends. I am recommending that the stipends be approved for one year only and that we review all stipends and allocations, how they are determined and how new ones are considered.
- B. **Proposal for Professional Development Trade Days 2018-19** – We have asked those building principals to present information on the Professional Development days currently on the calendar that they want to trade. Some have opted to take days before school or multiple evenings as was done last year. Ashley Johnson has compiled these requests into a single document. Since this constitutes a change to what their calendar was asking for your approval.
- C. **Student Supplies/Fees** – I am recommending that the Board approve the student fee rationale and schedule as presented.
- D. **Approval of Budgets** – I would like to recognize and thank Michele Deluna for all her hard work in creating the ARTEI budget this spring and updating and balancing the other ARTEC budget and our own budget for next year. She has put in a lot of extra time this spring.  
  
I am recommending that the Board approve the budgets as presented with a separate motion for each budget.
- E. **Payroll Dates Approval** – Our HR Department has put together the payroll calendar for this next year. I have asked that they share this with all staff to ensure that staff are aware of the pay dates. I am recommending approval.
- F. **RFP Approval - Special Education Contract for Community Based Rehabilitation Services** – Sherry Bingham will be making a recommendation on an annual contract for these services. The contract will be for one year but may be renewed twice for a total of three years.
- G. **Adoption of Idaho State Manual – [Special Education](#)** – As we have done in the past, Sherry Bingham is recommending that we adopt the State's Special Education Manual as our own. I would also recommend the Board accept her recommendation.
- H. **Adoption of Idaho State Manual – [Transportation](#)** – Ryan Edwards is also recommending that we adopt the State's Student Transportation Manual as our own. I would also recommend the Board accept her recommendation.
- I. **New/Amended/Deleted Policies**
  - 1. **Policy D302.00 Open Enrollment (1<sup>st</sup> Reading)** – *This was discussed last month and contains language concerning in-district transportation. I recommend this be held over for a second reading.*
  - 2. **Policy D310.00 School Age, Entrance, Placement and Transfer (2nd Reading)** – *If there have been no comments from the last meeting, I am recommending Board approval.*

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3. **Policy D580.00 Teacher Responsibility** - (3rd Reading) – *I did make some changes to this last month but if there have been no comments since. I am recommending Board approval.*
  4. **Policy D746.50 Advertising in Schools – Revenue Enhancement** (1<sup>st</sup> Reading) – *This was discussed last month. The policy does not give any specifics, those would be outlined in procedure, which could be developed at a later time. I recommend this be held over for a second reading.*
  5. **Policy D750.00 District Purchasing** (2<sup>nd</sup> Reading) – *If there have been no comments from the last meeting, I am recommending Board approval.*
  6. **Policy D750.20 Goods and Services** (2<sup>nd</sup> Reading) – *If there have been no comments from the last meeting, I am recommending Board approval.*
  7. **Policy D750.40 Public Works Contracting** (2<sup>nd</sup> Reading) – *If there have been no comments from the last meeting, I am recommending Board approval.*
- J. **Travel Approvals** – There are three travel requests for approval.
- K. **Upcoming Events:**

June 20 – July 5	Dr. Cox Out of the Office
July 9	Special Board Meeting (RFP Approval) – 3:00 Agenda Review – 3:00 Transportation Meeting 4:00
July 12	ISBA Summer Institute (Twin Falls)
July 16	Regular Board Meeting 7:00 (Agenda Review 4:30)