

# MCSD #331 Board of Trustees

## Monthly Regular Session Meeting Minutes

### May 20, 2019

The regular board meeting held at the District Service Center, 310 10<sup>th</sup> St., Rupert, Idaho was called to order by Chair Heins at 4:50 p.m. A roll call was taken and the Board Clerk reported a quorum was present.

#### **Board Members Present**

The following trustees were present: Chair Heins; Vice Chair Stimpson; Trustee Stevenson.

#### **Minico Update**

Josh Aston, Principal, stated with the move to semesters, Minico is losing some Ag electives (3). Ag teachers, along with the Mini-Cassia Ag Advisory Board, want to continue to have eight graders take Intro to Ag, but there are not enough teachers. They presented two options; 1) Ag teachers would be paid out their prep time; 2) Candace Gardner would move to full time science and ask for another full time Ag teacher. Dr. Cox stated the budget needed to remain balanced and another teacher would probably not be an option. To buy out prep time would cost approximately \$10,000 for each teacher. The Board and Mr. Aston expressed concerns over teachers giving up prep time. Mr. Aston will continue to meet with the Ag teachers and try to come up with other options.

#### **Agenda Review (4:50)**

The regular board meeting was called to order by Chair Heins at 4:50. Those present: Chair Heins; Vice Chair Stimpson; Trustees Stevenson and Gibson.

The Board reviewed the agenda for the board meeting on March 20, 2019.

#### **Break: 5:15 – 5:25 p.m.**

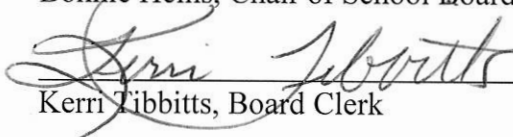
#### **Executive Session**

A motion was made by Trustee Gibson to go into Executive Session, seconded by Vice Chair Stimpson. Chair Heins called the Executive Session to order at 5:25 p.m. for the purpose of Idaho Code 74-206 (1) (a) personnel; (f) legal counsel. The poll of the trustees follows: Chair Heins – Yes; Vice Chair Stimpson – Yes; Trustee Gibson – Yes; Trustee Stevenson – Yes.

Vice Chair Stimpson moved to close the Executive Session and move to the Open Session, seconded by Trustee Stevenson. The motion was approved. Chair Heins declared the Executive Session closed at 6:15 p.m. The meeting was adjourned.



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Bonnie Heins, Chair of School Board



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Kerri Tibbitts, Board Clerk

Attest: June 17, 2019 kt

# **MCSD #331 Board of Trustees**

## **Monthly Session Meeting Minutes**

### **May 20, 2019**

The regular monthly Board meeting held at the District Service Center, 310 10<sup>th</sup> St., Rupert, Idaho was called to order by Chair Heins, at 6:20 p.m. A silent roll call was taken and the Board Clerk reported a quorum was present.

#### **Board Members Present**

The following trustees were present: Chair Bonnie Heins; Vice Chair Stimpson; Trustees Stevenson and Gibson.

#### **Work Session (6:20)**

Chair Heins welcomed everyone to the Work Session.

##### Student Fees

###### *Elementary:*

Dr. Cox recommended we keep fees at current levels due to concerns with an Idaho lawsuit. Heather Hepworth, Acequia Principal, stated having less fees hurts the budget and makes purchasing items more difficult due to low funds. Heather Hepworth stated that those students who are not able to bring supplies are still given supplies because of donations given to the school or District. The item most schools have run out of is facial tissue. It was suggested a large order be placed with maintenance to get a discount. Schools can then order them from the maintenance department as they do copy paper. The kindergarten fee goes towards field trips and supplies.

Elementary administrators asked that the \$8 kindergarten fee remain and a \$10 activity fee be added to Mt. Harrison Jr. High for next year.

###### *Middle Schools:*

When asked what the activity card fee covers, Dustin Heath, West Minico Principal, stated students who purchase the activity card get into dances and sporting events for free. This also helps to pay for assemblies. When asked by Trustee Gibson why West had so many more fees and standard fundraisers than East, Michelle DeLuna stated she had not received a response from East Minico. Dr. Cox asked Greg Durrant to check on the fees at East Minico.

###### *Minico High School:*

Dr. Cox asked Kris Christensen, Minico bookkeeper for a report showing what was actually spent and what was brought in for fundraisers. Kris will work with coaches to create their new budget for next year. It will be presented in the August board meeting.

Kim Kidd, Assistant Principal at Minico, expressed a concern on how much money came from the discretionary fund to cover the cost of science materials. They used to charge a \$5 fee, but this is a core subject. The current cost for materials is approximately \$8,000. however, this amount will be more next year since they have used all the materials/supplies from the past years. There were concerns from Trustee Gibson on charging a fee for a core class. Michelle DeLuna stated she would rather take money from district funds to cover the cost. Dr. Cox will meet with Minico to create a budget. He will

review the difference of funds when fees were being paid. Dr. Cox stated the Board will be asking for fundraiser information and activity budget expenditure reports in August and September.

#### Budget Update

Dr. Cox stated there was a balanced budget. Michelle DeLuna reminded the Board this is just a plan for next year. She stated the activities stipends and athletic trainer are figured into this budget.

#### **Break (6:55– 7:05)**

#### **Others Attending**

The following were also present: Superintendent, Dr. Kenneth Cox; Board Clerk, Kerri Tibbitts; Principals; Sanie Baker, Heather Hepworth, Josh Aston, Kelly Arritt, Greg Durrant, Dustin Heath, Terry Merrill, Dyann Blood, Angela Davidson, Kim Kidd, Laurie Copmann; Special Programs Director, Sherry Bingham; Secondary Achievement Director, Suzette Miller; Elementary Achievement Director, Ashley Johnson; Business Manager, Michelle DeLuna; Technology Assistant, Jeremiah Draves; Patrons, and Staff.

#### **Prayer, Pledge of Allegiance and Welcome to Meeting**

Trustee Stevenson lead the group in prayer and Gage Skaggs lead the audience in the Pledge of Allegiance.

#### **Agenda Approval (Action Item)**

A motion to accept the agenda as presented was made by Vice Chair Stimpson, seconded by Trustee Stevenson. Motion carried.

#### **Consent Agenda (action item)**

There was a clerical error in the April 15, 2019 minutes. Chair Heins called for a motion to approve the Consent Agenda with the amended minutes from April 15, 2019. Trustee Gibson made the motion, seconded by Vice Chair Stimpson. Motion carried.

Chair Heins called for any objections to the Consent Agenda. Hearing none, the Consent Agenda was adopted by unanimous consent.

Minutes of previous board minutes were unanimously approved for: April 15, and April 29, 2019.

The minutes noted above are herein incorporated into the board minutes by reference to the date of the board meeting.

Bills and Payroll Were Approved

The School Board approved bills, with addendum, and payroll for payment.

Accounts Payable: \$485,502.82

Payroll \$2,157,044.18

The monthly reports are herein incorporated into these minutes by reference to Exhibits: “Board Revenue Report”, and “Accounts Payable Runs”.

Disposition of Fixed Assets

#### **Student Representative Reports**

##### Mt. Harrison

There was not a representative present.

##### Minico

Grace Jensen introduced next year’s board representative, Sadie Tribe. They shared events and achievements of students at Minico High School. They informed the Board Goode Motors had

awarded Kresta George Teacher of the Year. Minico's new 2019-2020 Student Council members to the Board.

## **Good News**

### West Minico

Dustin Heath, Principal, shared a video the video production class had created to share with patrons showing the needs at their school.

### Heyburn Elementary

Sanie Baker introduced Randi Nelson who received a \$5,000 grant from the Idaho Commission for Libraries. Tammy Barendregt informed the Board she had hoped to raise \$450 for a new electronic piano, but that students and parents donated \$1,700 and she was able to purchase a very nice electric Yamaha piano.

### Migrant Education Conference

Jaime Garza, Veronica Granillo, Sarah Pelayo, Maria Renz and Jacoby Sneddon shared ideas and information that received while attending the National Migrant Conference.

### Advanced Opportunities

Jacoby Sneddon and Brooke Claridge shared the huge successes they have had this year with scholarships and students receiving their Associates Degree. They informed the Board that 17 students received Associate Degrees and 88 seniors received scholarships totaling \$1,101,328.00.

### Minico Golf Team

Ty Shippen introduced the golf team who are the Golf 4A State Champions. This is the first year in Minico's history to receive this award. Coach Brenner Antone was also named the 4A State Coach of the Year. Member of the team were Gage Skaggs, Joey Gibson, Peyton Orr, Morgan Mickelsen and Jack Nielsen.

## **Patron Comments**

There were no patron comments.

## **Effective Instruction**

### Elementary – Heyburn Elementary (Bethany Gouchnour, Josh Greenwalt)

Josh Greenwalt and Bethany Gouchnour shared information they received while attending the Math Lesson Study, a group of different teachers whose focus was on students, not teachers and how to be a better math teacher.

### Effective Instruction Drawing

Congratulations to Troy Bird and Meagen Andrew for receiving a new iPad and pen from the drawing for participating in Effective Instruction.

## **Discussion Items**

### Administrator/Department/Committee Reports

#### Prep Providers

Terrill Catmull, Randi Nelson and Diana LeCheminant presented to the Board their success of implementing the curriculum they created last year. Terrill Catmull stated these teachers are isolated, and do not have a team to help them with curriculum, so by having these meetings it has helped everyone become better at what they teach.

Randi Nelson shared what she has learned from attending the many professional development classes offered in the area.

Diana LeCheminant shared the para's request to be given eight hours a day in order to help compensate the extra time they spend teaching students.

Colleen Madrigal was not able to attend, but a video was shared showing the annual field day PE teachers put on each year at the different elementary schools.

#### Board and Administrator Newsletter (Trustee Stevenson)

Trustee Stevenson shared highlights from the newsletter It is not the Board's job to investigate what is going on in the District. She mentioned if information comes to a board member, people need to understand the information will go to the whole Board.

### **Policy Discussion**

#### Policy D280.00 Graduation Requirements

Dr. Cox informed the Board that with Minico's recommendation to eliminate the C core practice and with the Board's approval, changes were needed in this policy. Minico plans to reduce the credits needed to graduate from 50 to 48.

#### Policy D450.00 Volunteers

Clarification was made regarding background checks being done on and unpaid assistant coaches that qualify as volunteers. If someone is a regular visitor, they still need a visitor's badge. The District will pay for the background check (\$28) and the individual will need to pay for the fingerprints (\$5).

#### Policy D524.00 Employee Drugs, Alcohol & Tobacco

Dr. Cox stated after meeting with the Policy Review Committee it was determined that those employees that regularly drive a district vehicle would be included in a pool that would be drug tested annually.

### **Superintendent Report**

There were no comments or questions on Dr. Cox's report.

### **Superintendent Evaluation**

Chair Heins informed the audience that Dr. Cox received a 3.7 out of 4.0 on his evaluation. A written statement will be published by the Board at a later time.

### **Business (Action Items)**

#### Elementary Music Proposal

A motion to accept the elementary music proposal as presented was made by Vice Chair Stimpson, seconded by Trustee Stevenson. Motion carried.

#### Athletic Trainer

Intermountain Sports Medicine has made a proposal to provide an athletic trainer for Minico High School. He/she will be available every day at the school and during home games. The District will continue to work with Minidoka Memorial Hospital in regards to providing emergency services at games. A motion to accept Dr. Cox's recommendation as proposed was made by Trustee Stevenson, seconded by Trustee Gibson. Motion carried.

#### Lunch Price Increase Proposal

Food Services is proposing a 25 cent increase for all lunch prices. This is still lower than anyone else in the region. A motion to accept the proposal to increase lunch prices by 25 cents was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

### Approval of Agreement with MCEA 2019-2020

A motion to accept the negotiated MCEA Agreement for the 2019-2020 year was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

### Minico Football Equipment Approval

A motion to approve the use of the Minico football equipment for summer camps was made by Trustee Gibson, seconded by Vice Chair Stimpson. Motion carried.

### Minico Travel Club Request

Dr. Cox made the recommendation not to approve the travel club due to the fact if they chose to go on a trip, it is implied that the District is approving it and the District would be liable for any injuries or accidents. Mr. Aston informed the Board that the company that promotes the trips provides liability coverage. A local trip would be the liability of the District. The Board asked for more information in regards to the liability coverage this outside company offers. A motion to table this request was made by Vice Chair Stimpson, seconded by Trustee Stevenson. Motion carried.

### **New/Amended/Deleted Policies**

1. Policy D270.00 Promotion & Retention (First Reading)  
This policy refers to the C core practice which has been deleted. A motion to accept Policy D270.00 as presented was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.
2. Policy D288.00 Alternative Graduation Plan for Minico High School and Mt. Harrison High School (Delete)  
This policy is no longer needed. A motion to delete Policy D288.00 was made by Trustee Gibson, seconded by Trustee Stevenson. Motion carried.
3. Policy D352.20 Student Activities – Safety (First Reading)  
This was held for a second reading.
4. Policy D510.50 Criminal History Checks (First Reading)  
A motion to accept Policy D510.50 Criminal History Checks as presented since this is current practice was made by Trustee Gibson, seconded by Vice Chair Stimpson. Motion carried.
5. Policy D540.00 Employee Benefits Eligibility (First Reading)  
This was held for a second reading.
6. Policy D550.00 Substitute Salary (First Reading)  
This has changes with library and behavior techs receiving substitutes. Exceptions can be made if they are out for a long period of time. This will be held for a second reading.
7. Policy D594.00 Classified Staff Payroll (Second Reading)  
There were no comments on this policy. A motion to accept policy D594.00 Classified Staff Payroll as presented was made by Trustee Stevenson, seconded by Vice Chair Stimpson. Motion carried.
8. Policy D854.00 Emergency Closures (Second Reading)  
There were no comments on this policy. A motion to accept Policy D854.00 Emergency Closures as presented was made by Trustee Gibson, seconded by Vice Chair Stimpson. Motion carried.
9. Policy D980.00 Drones (Unmanned Aircraft System) Regulations (First Reading)  
This was held for a second reading. It will be shared with teachers who work with students flying drones.

**Travel Approvals**

A motion to accept the travel request as presented was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

**Personnel Recommendations**

A motion to approve personnel as presented was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

Dr. Cox introduced Greg Durrant as the new principal at East Minico.

**Board Vacancy**

Trustee Stevenson announced her resignation from the Board effective July 14, 2019. She thanked the Board and administrators for what they have done for the District and for her personally. The Board will take action to accept her resignation at a special board meeting on May 23, 2019. The Board will declare a vacancy. Anyone interested in being appointed may pick up the form from Kerri Tibbitts, Board Clerk. It must be submitted no later than June 24<sup>th</sup>. At the July board meeting, applicants will be reviewed and interviewed in open session and a trustee will be appointed at that time. This appointment will be until January 2020.

**Meeting Adjourned**

A motion for adjournment was made by Trustee Stevenson, seconded by Vice Chair Stimpson. Motion carried. Adjournment was at 9:00 p.m.



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Bonnie Heins, Chair of School Board



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Kerri Tibbitts, Board Clerk

Attest: June 17 2019 kt

# MCSD #331 Board of Trustees

## Special Board Meeting Minutes

### May 23, 2019

The Special Board meeting held at Minico High School, 292 W 100 S., Rupert, Idaho was called to order by Chair Heins, at 5:09 p.m. A silent roll call was taken and the Board Clerk reported a quorum was present.

#### **Board Members Present**

The following trustees were present: Chair Bonnie Heins; Vice Chair Stimpson; Trustees Stevenson, Gibson and Andersen.

#### **Business (Action Needed)**

##### Board Acceptance of Zone 2 Vacancy

A motion was made to accept Trustee Stevenson's resignation effective July 14, 2019 by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

A motion to declare a vacancy in Zone 2 was made by Trustee Andersen, seconded by Vice Chair Stimpson. Motion carried.

##### Project Bid Approvals

A motion to accept the low bid for parking lot repairs by J & R Asphalt Maintenance, Incorporated was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

A motion to accept the low bid for asbestos abatement by AAI Demolition was made by Trustee Gibson, seconded by trustee Andersen. Motion carried.

A motion to accept the low bid for football stadium bleachers and understructure by Great Western Recreation was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.

A motion to accept the low bid for the football visitor's media booth by Miles Construction was made by Trustee Stevenson, seconded by Vice Chair Stimpson. Motion carried.

#### **Meeting Adjourned**

A motion for adjournment was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried. Adjournment was at 5:14 p.m.



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Bonnie Heins, Chair of School Board



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Kerri Tibbitts, Board Clerk

Attest: June 17 2019 kt