

MCCALL-DONNELLY JT. SCHOOL DISTRICT NO. 421
BOARD OF TRUSTEES
Regular Meeting Minutes

LOCATION: McCall-Donnelly School District Boardroom, 299 S. 3rd Street, McCall, ID 83638

DATE: Monday, September 14, 2026

TIME: 6:00 PM

Board in Attendance: Trustee Wright, Trustee Zeydel, Trustee Blocker, Trustee Miller, and Trustee McGeorge

Other Attendees: Superintendent, Tim Thomas; Board Clerk, Sarah Porter; Director of Finance, Penny Lancaster; Donnelly Elementary School Principal, David Pickard; McCall-Donnelly High School Principal, BJ Sorensen; McCall-Donnelly High School Counselor, Megan McGree; Barbara Morgan Elementary School Principal, Val Berg; Information Technology Director, Kevin Skidmoore; Teacher, Jamie Van der Merr;

1. **Call to Order @ 6:00p.m.**
2. **Pledge of Allegiance**
3. **Announcement of Changes/ additions to the agenda**
No changes to the agenda.
4. **Audience and Communication**
None
5. **Consent Agenda (Action Item)**
 - 5.a. August 10, 2026, Regular Meeting Minutes
 - 5.b. August 13, 2026, Special Meeting Minutes
 - 5.c. August 18, 2026, Special Meeting Minutes
 - 5.d. August 24, 2026, Special Meeting Minutes
 - 5.e. September 9, 2026, Special Meeting Minutes
 - 5.f. Authorize Superintendent to Sign Employer-Provided Local Housing Rental Covenant Agreement
Trustee McGeorge asked about the history of the agreement. Superintendent Thomas gave a history of the project and part of the developments conditions of approval including a local housing deed restriction. In order to get final occupancy, the district needs to sign the agreement. Originally, with a previous superintendent an agreement with the city to waive the legal requirement to underground the overhead powerlines on the property frontage is how the deed restriction agreement came to be.
 - 5.g. Annual Contracts
Trustee Zeydel asked about the Elevate 208 counseling contract. Heartland High School principal Kim Arrasmith noted that the contract is for Heartland High School and funding does not come out of the general fund. Instead, the contract is funded from Federal Grant monies under Title IV-A. The District applies for the grant each year and the amount received is shared with Payette Lakes Middle School for their School of Spin stipend paid to the teachers who lead the work-out class. The remaining portion pays for Heartland High School therapist/counselor who works solely with Heartland High School students three afternoons a week.
 - 5.h. New Hires
 - 5.i. Resignations and Retirements
 - 5.j. Monthly Finances
 - 5.j.1. District Finances
 - 5.j.2. ASB Financials

Trustee Miller moved to approve the consent agenda. Trustee Blocker seconded the motion. In a voice vote, all voted aye, and the motion carried.

6. **Reports**

6.a. ISBA Conference Boise November 4-6, 2026

Superintendent Thomas reviewed the upcoming Idaho School Board Association conference noting that the Superintendent might not attend the conference due to an extended time out of office for personal reasons. The entire board plans to attend the conference.

7. Action Items

7.a. Strategic Plan Approval

Superintendent Thomas gave a brief review of the August 18, 2026, work session with all district stakeholders and how the strategic plan effects the board and staff decisions moving forward. Trustee McGeorge made an additional comment not brought up at the initial work session regarding safety. Employee safety is just as important as student safety and Trustee McGeorge appreciates the context of safety being for everyone not just the students. Trustee Wright noted the community support in the weakness column on the SWOT analysis but expressed that there may be concern regarding how the community views the district seeing community support as a weakness. There may be some noise in the media that public education is in distress but that is not the message that the board should send to the community. Trustee Wright suggested to move community support to opportunity instead of weakness. Trustee McGeorge noted that the communication looks very different for community stakeholders who are not parents and that is where the weakness in community support can be seen but ultimately agreed that it could be listed as an opportunity instead. Trustee Wright additionally suggested moving communication to opportunity instead of weakness as well and suggested the board consider creating a communications committee in the future. Trustee McGeorge disagreed with the move of communication to opportunity instead of weakness, again because of those stakeholders who do not have children and do not receive the same level of communication as those who are parents and have students in the district. Trustee Zeydel agreed with Trustee McGeorge. Trustee McGeorge also noted that some weaknesses are in the weakness category year after year after year and the goal is to address the weaknesses, if a topic is consistently in the weakness category it should be a priority next year. Trustee McGeorge requested a report to the board on the food services program as a priority on the weakness list instead of a committee like has been suggested for communication.

Trustee Zeydel moved to approve the 2026-2027 strategic plan and McCall-Donnelly School District SWOT with the changes captured by the board clerk in the minutes. Trustee Blocker seconded the motion. In a voice vote, all voted aye, and the motion carried.

7.b. Adopt Policy #2150 Copyright

Superintendent Thomas gave a brief overview of the update from the ISBA regarding the copyright policy. The Board had no questions.

Trustee Miller moved to approve policy 2150 copyright updates. Trustee Blocker seconded the motion. In a voice vote, all voted aye, and the motion carried.

7.c. Adopt Policy #9550 Cybersecurity

Superintendent Thomas gave a history of the Information Technology department and the required policies going forward. Additionally, Superintendent Thomas noted that new Information Technology Director, Kevin Skidmore's priority since being hired has been to review where the district is in regard to cyber security. Director Skidmore noted that the district has a lot of tech but not a lot of policy or planning around district cyber security and there is no evidence that any plan was previously in place. Director Skidmore has a goal of changing the focus from including tech in learning to ensuring the district is security for not only students and staff but also the community. Trustee McGeorge asked what NIST stands for. Director Skidmore noted that NIST is a set of nationally adopted standards for cyber security that is scalable for any size organization and how the district decided on the framework for cybersecurity. Trustee McGeorge additionally asked about the technology committee. Director Skidmore gave an overview of the committee's increased meetings and plans to continue to meet.

The board did not make a motion on the policy at this time and would like additional touches on the policy before it is adopted.

7.d. Adopt Policy #8705 Generative Artificial Intelligence

Superintendent Thomas gave a review of the policy provided by ISBA and noted that the district does not have any AI policies in place currently. The policy puts most of the work on the IT department. Implementation of the policy will require staff to research what tools are currently being used and investigate the depth of AI use in the classrooms and on district devices. Additionally, AI is all over the place in software and getting more intertwined every day as it becomes more prevalent and the district needs to be aware of the ethical impacts and how to

move forward and keep students, staff, and the community safe. Director Skidmore noted that the subject was touched on at the last technology committee meeting with the idea of creating a subcommittee with a broader membership to review AI usage. Superintendent Thomas also noted the policy addresses AI cheating if it is suspected as well as what teachers can and cannot do when it comes to work product as a teacher. Trustee Miller asked if there is a tool the district is using to detect AI. Director Skidmore noted that Turnitin is one of the tools used for copyright and AI detection. Trustee Zeydel asked if the State of Idaho has come out with any regulations or policies regarding AI use. Director Skidmore noted that it is a work in progress, but the policy came from ISBA last week to maintain alignment with the state, and it may require updates in the near future.

The board did not make a motion on the policy at this time and would like additional touches on the policy before it is adopted.

7.e. Request authorization to use \$178,000 from the SRS/Forest Funds fund account for one-time technology equipment purchases and the transfer of funds in the technology equipment account to the personnel account

Superintendent Thomas presented a request to authorize the use of \$178,000 from the Secure Rural Schools (SRS)/Forest Funds account for one-time technology equipment purchases. The proposal would allow funds currently budgeted in the technology equipment account to be transferred to the personnel account to support the addition of a third Information Technology staff position.

Superintendent Thomas explained that the additional position would assist with cybersecurity initiatives and level one technology support, allowing the Technology Director to focus on higher-level responsibilities such as policy development, audits, planning, research, and districtwide technology strategy. The district's technology infrastructure has required significant attention for many years.

Trustee Zeydel requested clarification regarding the funding source, specifically how SRS/Forest Funds, which are intended for one-time expenditures, could be used to support personnel costs.

Trustee Wright clarified that the SRS funds would be used for a one-time purchase of technology equipment. As a result, funds originally budgeted for technology equipment could then be redirected to support personnel costs. Finance Director Penny Lancaster explained that the proposed transfer would provide funding for the additional position for one fiscal year, cautioning that the funding sources is not ongoing and that a similar budget adjustment would be required in a future fiscal year if the district wished to continue funding the position in the same manner.

Trustee Wright requested an update on the status of the SRS funds following the previous weeks action to allocate a portion of the funds for insurance related expenses. Superintendent Thomas provided clarification, stating that after the proposed expenditure the SRS fund balance would remain at approximately \$400,000 or slightly less. Additionally, the district anticipates receiving an SRS distribution of approximately \$400,000 in the spring.

Trustee Wright reminded the board that future SRS distributions are not guaranteed and emphasized that the proposal represents a one-time solution. The personnel budget for the following fiscal year will need careful review if the district intends to maintain the additional position long term.

Trustee Zeydel asked whether district enrollment is expected to increase or decrease. Superintendent Thomas responded that final enrollment numbers were not yet available and would be presented at the October board meeting. Student attendance has a greater impact on the district funding and attendance data will not be finalized until February. The district is actively working to improve attendance at all levels. Trustee McGeorge acknowledged that "hope is not a strategy" but expressed optimism that recent attendance focused efforts and policy changes could positively impact funding.

Trustee McGeorge moved to approve the use of \$178,000 from the SRS/Forest Funds fund

account for one-time technology equipment purchases and the transfer of funds in the technology equipment account as needed to the personnel account. Trustee Zeydel seconded the motion. In a voice vote, all voted aye, and the motion carried.

7.f. Request authorization to add a Technology Technician position

Superintendent Thomas noted that this is not a new position it is adding a second position that is already on the salary scale. Trustee McGeorge noted that is it pay grade 5 and the steps can change based on experience. Superintendent Thomas noted that if the applicant has a bachelor's degree the grade will be increased to grade 6 based on the adopted salary scale.

Trustee Miller moved to approve authorization to add a technology technician position in grade 5 or grade 6 with a degree. Trustee Blocker seconded the motion. In a voice vote, all voted aye, and the motion carried.

7.g. Request authorization to create a Human Resources Specialist to be placed at Grade 5 on the classified salary scale

Superintendent Thomas reviewed the history of the Human Resources Specialist position, noting it was previously approved but never filled. The position is classified and could remain vacant for an extended period if qualified applicants are not available.

Trustees discussed the need for additional district office support, particularly for the Director of Finance. Trustee Wright noted that both the Director of Finance and the Technology Director have significant workloads and limited backup support. Superintendent Thomas added that district staffing has grown over the past decade while the district office structure has remained largely unchanged since 2004.

Trustee McGeorge asked about the position's salary placement and qualifications. Superintendent Thomas stated the position is not currently on the director salary schedule but that the board could revisit compensation if recruitment proves difficult. Trustee Wright noted a master's degree would not be required and that a job description would need to be developed.

The board also discussed funding for the position. Trustee Blocker asked whether previously reallocated funds would support both the Human Resources Specialist and Technology positions. Superintendent Thomas explained that the funds would not fully cover both positions and that additional funding sources would need to be identified if the Human Resources Specialist position is approved.

Trustee Zeydel moved to authorize the creation of a Human Resources Specialist to be placed at Grade 5 on the classified salary scale. Trustee Blocker seconded the motion. In a voice vote, all voted aye, and the motion carried.

Trustee Wright noted an announcement not on the agenda that cannot be discussed at this time in line with open meeting law but Superintendent Thomas provided a letter stating he will be retiring at the end of the school year and wanted to give the district as much notice as possible to find a replacement.

8. **Adjournment @ 7:17pm**