

School Board of Trustees

Monthly Session Meeting Minutes

June 20, 2016

The regular monthly board meeting held at the District Service Center, 310 10th St., Rupert, Idaho was called to order by Chair, Tammy Stevenson at 5:05 p.m. A roll call was taken The Board Clerk reported a quorum was present.

Board Meeting Agenda Summary

Board Members Present

The following trustees were present: Chair, Tammy Stevenson; Trustee Bonnie Heins, Rick Stimpson; Not present: Jeff Gibson

Work Session

A. 2015-16 Amended Budget Hearing:

Michelle DeLuna presented the amended budget to the Board. The District's overall budget improved when compared to the 2014-15 school year. This is due to increased enrollment and more money received from the State

A motion was made by Trustee Heins to approve the 2015-16 amended budget. Motion carried.

B. 2016-17 Budget Hearing:

The Board was presented the budget for the upcoming school year. With staffing increases and increased enrollment the contingency fund will have a beginning balance of \$1,000,000.

A motion was made by Trustee Gibbons to accept the 2016 – 17 budget. Motion carried.

C. Student Fee Hearing:

- Food Service will increase prices (10¢) for all students next year.
- The locker fee for middle schools will be removed.
- Cheerleading at the middle schools will increase to (\$720). This is the maximum a parent will need to pay which includes fundraising. Fund raisers will apply to this amount to help reduce the cost. If a parent pays the (\$720) up front, they do not have to participate in any fund raisers.
- Total dance and cheer costs, in all levels, will **not** exceed the maximum amount allowed. (See schedule for fee maximums.)
- In the high school, core classes will not have fees.
- The National Honor Society will have medals, not tassels, so the optional fee will increase to (\$18).
- Vocational (\$5) fees will be removed
- A new parking fee at Minico will be (\$10). This applies to all students who will park their vehicle at Minico.

- CPR certification fee: Dr. Cox asked Michelle DeLuna to research this through ARTEC funds. This fee may be reduced or deleted.
- PSAT fee applies only to 11th grade
- Orchestra: The tux fee increased to (\$117). Young men will use the tux all four years. They may use previous tuxes from previous students if available.
- Digital Art: This optional fee is in alignment with other art fees
- TLC's requested activity fee of (\$13) will be included with elementary activity fess on the fee schedule.
- A policy will be drafted in the next few months that will establish guidelines for fundraisers with clubs and sports. Input is needed regarding fundraisers that pertain to the individual need of the sport or program.

A motion made by Trustee Stimpson to accept the proposed fees was made. Motion carried.

- D. Increase Gate and Activity Card Fees:** The 4th District Athletic Directors met, and with the approval of the Board has increased the gate fee (\$1.00) (adults \$6; senior citizens \$4; punch passes \$114). The Activity Card fee at Minico will be increased to \$40.

A motion by Trustee Stimpson to accept the increase in gate fees and activity cards for Minico was made. Motion carried.

Chair Stevenson called for a motion to move into Executive Session. A motion was made by Trustee Gibbons to go into Executive Session.

E. Executive Session

Chair Stevenson called the Executive Session to order at 6:20 p.m. for the purpose of Idaho Code 74-206 (1) (a) personnel.

The poll of the trustees follows: Stevenson – Yes; Gibson – Absent; Heins – Yes; and Stimpson – Yes.

Trustee Stimpson moved to close the Executive Session and move to the Open Session. The motion was approved. Chair Stevenson declared the Executive Session closed at 6:45 p.m.

Others Attending

The following were also present: Superintendent, Dr. Kenneth Cox; Legal Counsel, Michael Tribe; Board Clerk, Kerri Tibbitts; Business Manager, Michelle DeLuna; Principals; Colleen Johnson, Bryan McKinney, Dr. Tim Perrigot, Suzette Miller; Assistant Principals, Kelly Arritt Josh Aston; Technology, Kent Jackson; Parents, Patrons, Students and Staff.

Open Session

Chair Stevenson called the Regular Board Meeting to order at 7:05 p.m.

Poll of the Board

A poll of the trustees was taken by the Board Clerk: Stevenson – Yes; Gibbons – Yes; Heins – Yes; Stimpson – Yes; Gibson – absent. The Board Clerk reported a quorum was present.

Prayer, Pledge of Allegiance and Welcome to Meeting

Chair Stevenson welcomed everyone and led the group in prayer. The Pledge of Allegiance was led by Megan Van Every.

Agenda Approved

A motion to approve the Agenda was made by Trustee Heins. The motion carried.

Good News Reports

A. Minico Sports:

Kelly Arritt recognized golf players placing in State. Tennis coach, Karen Ferguson, recognized two of her players who made it to State.

Data Report

A. Parent Teacher Conference Report:

Data was shared with the Board on parent contact by teachers for the third trimester. Percentages were slightly down. This goal will be removed from with the Continuous Improvement Plan but continue to be monitored by buildings.

Patron Comments

- A. Tara McCall, on behalf of the MCEA, thanked the Board for their cooperation during negotiations and their trust and commitment to improve salaries throughout the District.

Consent Agenda

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

Minutes of Previous Board Meetings Approved

Minutes of previous board meeting were unanimously approved for:

- May 16, 2016, Regular Board Meeting
- May 24, 2016, Special Board Meeting

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: \$856,390.57

Payroll: \$1,838,863.04

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

Discussion Items

A. Administrator/Department/Committee Reports:

West Minico asked for approval of piloting an evidence based sex education program. Adria Masoner, Central Public Health Education Specialist, will teach this class. There will be a letter sent out to parents asking for student volunteers to participate in the class. It will be taught mostly during advisory, but students will be taken out of his/her previous class 15 minutes early. There will only be six classes taught. The Board asked to review a copy of the curriculum being taught. Board members approved moving forward with this pilot program.

B. Changes in Board:

Tammy Stevenson announced she will be stepping down as Board Chair beginning in July. She will still serve as a Board Trustee.

C. Superintendent’s Report:

- Dr. Cox reviewed changes made to the MCEA agreement for 2016-17.
- Wrestling mats could not be repaired. There was an additional cost for new mats. Dr. Cox is working with the wrestling coach to help cover the extra money needed to buy new mats. Kelly Arritt received permission to go ahead with purchasing the new mats.

D. Policy Discussion – None

Business

A. ARTEC Charter School MoU:

Dr. Cox asked the Board to approve the MoU for the 2016-17 school year. A motion was made by Trustee Stimpson. Motion carried

B. Adoption of Idaho State Manual – Special Ed and Gifted/Talented:

A motion was made by Trustee Gibbons to approve. Motion carried.

C. Adoption of Idaho State Manual - Transportation:

Motion was made by Trustee Gibbons for approval. Motion carried.

D. Approval of Student Handbooks:

With the exception of spelling errors, changes were approved for student handbooks for the 2016-17 school year.

Motion was made by Trustee Stimpson for approval. Motion carried.

E. Schedule of Payroll Dates:

Motion was made by Trustee Gibbons for approval of dates. Motion carried.

F. Bus Routing Software: Dr. Cox proposed an approval for the bus software BusBoss. This software allows more efficient routing. The initial cost will be about \$14,000. Maintenance

on software after purchase will be approximately \$3,000 per year. Transportation has carryover money in their account. It would be purchased from the transportation fund. Motion was made by Trustee Stimpson, motion carried.

G. MCEA Master Agreement Ratification:

A motion was made by Trustee Heins for approval of agreement. Motion carried.

H. New/Amended/Deleted Policies

1. Policy #504.18 “Epinephrine Administration”

This policy will be held until July 18, 2016 for 2nd Reading.

2. Policy #404.14 “Sick Leave”

A motion was made by Trustee Gibbons for approval of the new policy. Motion carried

3. Policy #1008.00 “Volunteers”

The Board asked if administration was in agreement with this policy. Those who were on the policy review committee did not express any concerns. Administrators will continue to screen volunteers as before; however, if they are regular volunteers, assistant coaches, chaperones, a further background check is needed. A motion was made by Trustee Heins. Motion carried.

4. Policy #807.30 “Insurance Committee

Motion was made by Trustee Gibbons for approval. Motion carried.

5. Policy #504.75 and 504.75P “Incident Management System Reporting:

A motion by Trustee Gibbons was made for approval. Motion carried.

6. Policy 1001.00 :Public Access to District Records”

Legal counsel, Mike Tribe, asked that requests made via email be on the District form and the wording on page (4) would state this requirement.

Motion was made by Trustee Gibbons with the amended changes, this policy be approved. Motion carried.

7. Policy #501.12 and 501.12A “Attendance”

There were many concerns with this policy in regards to makeup time. After further discussion, it was decided to wait until the August admin meeting to discuss options and incentives. Administration was directed to develop alternatives to mandatory make – up time, including incentives.

8. Policy 400.01 “Personnel Files”

Trustee Heins made a motion for approval. Motion carried.

I. Disposition of District Property/Fixed Assets

There were no disposition sheets.

J. Travel Approval

A motion was made by Trustee Gibbons for approval, motion carried.

K. Personnel Recommendations

- Personnel recommendations were approved. A motion was made by Trustee Stimpson for approval. Motion carried.

Meeting Adjourned

A motion to adjourn the regular board meeting was made by Trustee Heins at 8:30 p.m. Chair Stevenson declared the meeting adjourned.

Attest: July 18, 2016, kt

Bonnie Heins, Chair of School Board

Kerri Tibbitts, Board Clerk