

# Board Meeting Agenda Summary

## November 21, 2016

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. **Professional Development and Staff Travel** – Dr. Cox will review the proposed changes to the staff travel policy, procedures and form to ensure they meet the Board’s expectations.
- B. **ISBA Convention Review** – This will be an opportunity for those who attended to share information from the ISBA Convention in Boise.

### 6. Good News Reports

- A. **Science Curriculum** - Tina Williams will share information about a science curriculum that is available at no cost.
- B. **Social Studies Convention** - Brittini Darrington from Minico will present ideas they received from attending the state social studies convention in October.

- 8. **Accountability & Student Achievement Report** – Paul Elementary Principal, Colleen Johnson, and Assistant Principal, Ellen Austin, will present information about how their school is doing.

### 9. Data Report

- A. **Attendance** – Attendance for week 11 is attached as well as a copy of the attendance summary graphs comparing attendance for the past few years. We have a couple of schools whose attendance is improving. I do not believe the attendance incentives have had a chance to impact attendance yet.

### 11. Consent Agenda

- A. **Disposition Sheets** – We found out, at the ISBA Convention, that dispositions can be included in the consent agenda as long as their current value is less than \$500.

### 12. Discussion Items

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

- 1. **ISBA Convention** – Chair Heins and other trustees who attended the ISBA Convention will share what they learned.

#### B. Administrator/Department/Committee Reports

- 1. **Health and Wellness** – This report from Michele Widmier outlines the ideas the committee has come up for the remainder of the year.
- 2. **Advanced Opportunities** – Brooke Claridge will share information on how this program is impacting students and the opportunities that are available to them this year.
- 3. **ARTEC Performance Framework** – Dr. Cox will review information from Andy Wiseman in regards to performance from our district as well as others. This information will be forwarded in a report to the state.

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4. **District Three Year Professional Development Plan** – Heather Hepworth will present the District’s Three Year Professional Development Plan that has been developed with input from the Admin Team.
5. **Migrant Program Report** – Heather Hepworth will present an overview of the migrant program.

### C. Policy Discussion

- C.1. **D204.05 Open Meeting Law Compliance and Cure** – This is a new policy from ISBA that covers how we will follow state open meeting laws.
- C.2. **D210.00 Electronic Signatures** – This is also a new policy to us from ISBA. It has been reviewed by the business office to ensure it complies with our current practices. It also adds language about how electronic signatures and signature stamps are used, including online signatures by parents on school and athletic registration forms.

## 12. Business

### A. New/Amended/Deleted Policies

- A.1. **D102.00P Personal Code of Ethics Procedures** – This is informational, it is our old policy 102.00 that has been converted to our procedure for dealing with violations of the new policy 102 that was recently adopted by the Board.
- A.2. **D104.00 Parental Rights** – This will be a first reading containing ISBA updates that have been reviewed by the federal programs office. I would recommend approval by the board.
- A.3. **D305.31 Administrative Travel** - It is being recommended to eliminate this policy since everything is covered in Policy 405.21 Staff Travel. I would recommend approval of removal by the board.
- A.4. **D402.95 Employee Use of Social Media** – This is a fourth reading. There have been no further comments. I would recommend approval by the board.
- A.5. **D404.14 Sick Leave** – This is a second reading. We had changed it to include after three days a doctor’s note may be required. I would recommend approval by the board.
- A.6. **D103.53 Employee Injury – Accident Treatment** – This will be a first reading. The policy has been updated to include additions from the ISBA.
- A.7. **D501.40 Student Records Student Records** – This is a first reading of new language from ISBA.
- A.8. **D501.50 Student and Family Privacy Rights** – This is a second reading dealing with administering student surveys. I would recommend approval by the board.
- A.9. **D504.17 Administering Medication** – This is a second reading with additions to include reference to diabetes. I would recommend approval by the board.

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- A.10 D505.15 Disclosure of Directory Information** – This is a first reading with changes proposed by ISBA.
  - A.11 D605.50 Advanced Opportunities** – This is a first reading and includes information updates from ISBA. It has been reviewed by the Minico counseling staff.
  - A.12 D803.30 District Purchasing** – This is a first reading. It has been reviewed by the business office and includes forms and procedures with some changes proposed by ISBA.
  - A.13 D803.50 Federal Cash Management** – This is a new policy from ISBA to deal with federal funding. I would recommend approval by the board.
  - A.14 D803.51 Allowable Use of Grants** – This is a new policy from ISBA to deal with federal funding. I would recommend approval by the board.
  - A.15 D806.53 Capital Outlay – Fixed Assets** – This will be a first reading with new language from ISBA and has been reviewed by the business office to ensure it matches current practices.
  - A.16 D1004.12/1004.12F/1004.12P Use of Facilities** – This will be a first reading for minor changes referring to the use of kitchens. The form has been updated and a procedure created. I would recommend approval by the board.
- I. Travel Approvals** – There are four travel requests for approval.

### **Upcoming Events & Board Meeting Agenda Items:**

- November 30**      **Calendar Committee Meeting, 3:00 @ DSC**
- December 5**      **Agenda Review, 2:00**
- December 7**      **Dr. Cox @ Region IV Superintendent’s Meeting with Legislators,  
8 am @ CSI – Trustees are welcome to attend!**
- December 8**      **Facilities Committee Meeting, 12:00**
- December 14**     **Dr. Cox @ Idaho Superintendent’s Network in Boise**
- December 15**     **Policy Review Committee Meeting, 3:30 @ DSC**