

MCSD #331 Board of Trustees

Regular Board Meeting Minutes

September 15, 2025 DRAFT

Executive Session

EXECUTIVE SESSION: Idaho Code 74-206 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent or public school student; (f) legal counsel

A motion was made to move to Executive Session by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried. Chair Suchan – yes; Vice Chair Andersen – yes; Trustees Kent and Claridge– yes.

Work Session – Student Activity Accounts: Daryl Kent presented student balances from the prior year that rolled over. Those who have negative balances may have a joint account that can cover the amount. There is no set amount you can carry over, however, if it is for a project, the funds need to be earmarked for that project. Chair Suchan asked if those accounts in the negative are waiting for transfers such as wrestling. Kris Christensen stated that Red Halverson money hasn't been transferred over to the wrestling fund in two years. The athletic program usually ran the tournament, but the wrestling program does it now. She stated it needed to be cleaned up from the old codes to new codes. Daryl Kent has downsized the number of accounts to be more in line with what the state wants. People felt it was getting better. Chair Suchan stated it made sense to carry over funds to help the program start the new year. He felt administrators should be allowed to set the amount to carry over, but if it is a large amount it needs to be stated what it's for. Some administrators would like to have more control at the school level. Vice Chair Andersen stated this was implemented for a check and balance system and also to make sure there was money in the account before purchase orders were approved. Mr. Larsen asked Daryl Kent what the average turn over time for purchase orders was. He stated it was 2.5 days. Rick Stimpson expressed a concern with the increase of fees. He felt charging extra to cover a cost the bank charges was not right. Daryl Kent stated we cannot control what the bank charges, also, the cost of things has gone up. It was suggested the increase in fees should have been communicated better.

Board Members Present

The following trustees were present: Chair Suchan, Vice Chair Andersen, Trustees Kent, and Claridge.

Call to Order & Roll Call

Visitor Welcome and Pledge of Allegiance The pledge was led by Chair Suchan.

Agenda Approval (Action Item) A motion to approve the agenda as presented was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

Patron Comments No comments

Consent Agenda A motion to declare an emergency hire for the Minico ESL teacher was made by Trustee Kent, seconded by Vice Chair Andersen. Motion carried.

A motion to approve the emergency hire (Sylvia Hendricks) as the ESL teacher at Minico High School was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

With those separate items, the consent agenda was approved by unanimous consent.

Student Representatives Minico representative, Andrew Lopez, shared with the Board the upcoming events.

They had a first responder and military recognition night at the football game. Fall sports are in full swing, and next week will be the big Minico/Burley game. Homecoming will be October 11th.

Mt. Harrison: They will have a Bingo night the same night as the big game; however, you can have a baked potato then go to the game! It was suggested Mt. Harrison stream the game, so those who didn't want to fight the crowd could watch it while they ate and played Bingo.

Good News Ashley Johnson showed a slide presentation on the great things at West Minico. They are working hard on the Warrior culture. They received a mini grant of approximately \$20,000 to go into ESL classrooms.

Micah Ellis, East Minico, shared the exciting news of receiving the grant to implement the Ron Clark Academy program (HOUSE). It was announced both West and East are off school improvement.

Discussion

Administrator/Department/Committee Reports

MCEA - All members will now be on autopay. They are trying to get teachers to attend the delegate assembly.

There were no comments on other reports.

Superintendent Report – Mr. Larsen continues to meet with principals to discuss their IPLP goals. Melanie Lucas presented to admin in their meeting the “Save the Family” night. This would be a cost to the district; however, she felt funds could be raised. This program, presented by professionals from the Boise area address the concern technology has over our students and adults.

Mr. Hollingworth, Kiwanis, shared they have some funds available to help schools.

After the Board met to set the amount for the upcoming levy, the state came out with amounts and how it would affect taxes. With the amount the District is requesting taxes would still go down from previous years.

Mr. Larsen stated with the maintenance position being open, would the Board like him to look into the possibility of contracting out maintenance as Cassia and Jerome district do. The Board felt they wouldn't be doing their job as a board if they didn't consider all options. They also added this may not be the best for the district but still needs to be looked at. The Board directed Mr. Larsen to look into the cost of contracting out maintenance/custodial/grounds services.

ISBA Convention – all board members want to attend the convention in November.

Business

Approval to go Out for Fuel Bid Busing and Fleet Vehicles – Chair Suchan asked why we didn't have a big fuel tank at transportation to refuel buses and other vehicles. We do not own the property where transportation is. It belongs to the city. Coleen Johnson will contact the city for information. A motion to approve to go out for fuel bids for busing and fleet vehicles was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried.

Approval of Transportation Safety Routes – A motion to approve the transportation safety routes was made by Trustee Kent, seconded by Vice Chair Andersen. Motion carried.

Approval to go out for RFQs for Minico Gym – A motion to go out for RFQs for the Minico gym was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried.

Approval to go out for RFQs for Mt. Harrison (windows, walls, flooring) – A motion to go out for RFQs for Mt. Harrison windows, walls, and flooring was made by Trustee Kent, seconded by Vice Chair Andersen. Motion carried.

Approval to Increase Credit Card Amount by \$100,000 and Daryl Kent, Business Manager, to Sign the District's Application – A motion to approve an increase in the credit card amount by \$100,000 and Daryl Kent, Business Manager, to sign the district's application was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

Approval of Acequia Elementary Fee Requestion – A motion to approve the fee request for yearbooks was made by Vice Chair Andersen, seconded by Trustee Kent. Motion carried.

New/Amended/Deleted Policies

1. Policy 546.00 /546.00P Staff Travel (First Reading)
2. Policy 810.00 District Owned Vehicles (Third Reading)

A motion to approve policy 810.00 District Owned Vehicles was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried. Policy 546.00/546.00P Staff Travel will be held second reading.

Adjournment

A motion for adjournment was made by Vice Chair Andersen, seconded by Trustee Kent. Motion carried. Adjournment was at 8:12 p.m.

Russ Suchan, Chair of School Board

Attest: October 20, 2025

Kerri Tibbitts, Board Clerk