

# **MCSD #331 Board of Trustees**

## **Monthly Session Meeting Minutes**

### **September 17, 2018**

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 5:34 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 Bonnie Heins; Vice Chair Stimpson; Trustees Tammy Stevenson and Mary Andersen (Trustee Jeff Gibson was not present).

#### **Poll of the Board**

A poll of the trustees was taken by the Board Clerk: Chair Heins – Yes; Vice Chair Stimpson – Yes; Stevenson – Yes; Andersen - Yes. The Board Clerk reported a quorum was present.

Chair Heins welcomed everyone to the Work Session.

#### **Work Session (5:35)**

##### Activity Fundraisers

Each fundraiser submitted was review by the Board. Dr. Cox informed the administrators money can be raised to help purchase technology in their building, but individual schools but are not to purchase any technology. This must go through the District Technology Department.

##### Review of Continuous Improvement Plan (CIP) and Data Review

Michele Widmier reviewed with the Board changes made to the plan. Three plans are now combined, the last year's CIP plan, the Literacy plan and the College Readiness and Career plan.

The Northwest Co-op will again be helping teachers at the elementary level with the new Wonders literacy program as part of our District Literacy Plan.

The Board noted the gaps between fifth and sixth grade. Dustin Heath, West Minico Principal, noted that there has been no collaboration between fifth and sixth grade teachers. He plans to have his teachers meet with fifth grade teachers to help lessen the gap. Ellen Austin, Paul Elementary Principal, also stated that in elementary they test four to six hours and in the middle school testing is not as long.

#### **Break (6:45-7:00)**

#### **Others Attending**

The following were also present: Superintendent, Dr. Kenneth Cox; Board Clerk, Kerri Tibbitts; Principals, Ellen Austin, Angela Davidson, Dustin Heath, Terry Merrill, Kelly Arritt, Dyann Blood; Assistant Principals, Laurie Copmann, Kim Kidd; Elementary Director of Student Achievement, Ashley Johnson; Secondary Director of Student Achievement, Suzette Miller; Federal Programs Director, Michele Widmier; Maintenance Supervisor, Pat Swigert; Business Manager, Michelle DeLuna; Technology Assistant, Jeremiah Draves; Patrons, and Staff.

#### **Silent Poll of the Board**

A poll of the trustees was taken by the Board Clerk: Chair Heins - Yes; Vice Chair Stimpson – Yes; Stevenson – Yes; Andersen – Yes. The Board Clerk reported a quorum was present.

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

Chair Heins welcomed everyone. Trustee Andersen lead the group in prayer and Tomas Salgado lead the Pledge of Allegiance.

## **Agenda Approved (Action Item)**

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

## **Student Representatives**

Grace Jensen shared events taking place at Minico. The lighted “M” on the football field is up and looks great. They had a Back to School Night, and asked the Board for ideas on how to get more parents to attend the event. This week is homecoming week, and she shared a list of events taking place.

Tomas Salgado and Natalie Cruz shared with the Board the great success of Mt. Harrison’s Back to School Night. Student Council members attended a leadership training at CSI. Next month they plan to hold a Halloween Trunk or Treat at the Square.

## **Good News**

### **ICTE Ambassador Award**

Mr. Aston, Minico High School Principal, recognized Cheryl Fagan for her nomination for the Idaho Career Technical Education Ambassador Award. She was nominated by the SDE staff from hundreds of administrators and educators in the State.

### **Paul Elementary**

Ellen Austin, Paul Elementary Principal, shared the newsletter their school sent out to parents. She informed the Board their Panther Run would be this weekend. She expressed thanks to Paul’s PTO, Maintenance and Minico’s football team for helping lay sod at their school.

### **Safety**

Michele Widmier showed the Board the emergency response backpacks that all classrooms and offices now have. She also informed the Board of the two way radios purchased for schools.

## **Patron Comments**

There were no patron comments.

## **Effective Instruction**

Krista Haugeberg, Rupert Elementary, shared with the Board strategies for building strong literacy skills. She uses Daily 5 which gives students independence in reading and writing.

Tim Behunin, Minico High School, shared the strong desire he has to teach his students government in his honors class. He shared a narrative of the Constitution of the United States and how important it is for students to understand the document and to develop critical thinking strategies.

## **Consent Agenda (Action Item)**

Chair Heins 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 minutes were unanimously approved for:

August 20, 2018. 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: \$425,826.14

Payroll: \$2,116,759.52

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

### **Discussion Items**

#### Facility Plan Update

Rich Bausher reviewed the ten-year facility plan he prepared for the District. Upon approval it will be submitted to the State.

#### Administrator/Department/Committee Reports

Class Size Report Summary: There were no questions or concerns regarding this summary.

Mentor Plan: The Board stated it was good to have a second year with the mentoring program.

#### Board Member Training and Update Reports

Trustee Andersen shared highlights from the August Board and Administrator newsletter. Trustee Gibson will present next month.

#### Superintendent Report

Dr. Cox reported they had a second meeting with coaches regarding stipends. There will be a plan presented to the Board in December.

#### Policy Discussion

Policy D510.80 Supervision of Relatives: Dr. Cox informed the Board there was added language from ISBA. This will be presented to the Policy Review Committee and brought back to the Board next month.

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

#### Fundraising-Activity Budgets Approval

A motion to approve fundraising activity budgets as presented was made by Vice Chair Stimpson, seconded by Trustee Andersen. Motion carried.

#### Staff Evaluation Student Achievement Goals

A motion to approve the Staff Evaluation Student Achievement Goals as presented was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.

#### Continuous Improvement Plan Approval

A motion to approve the Continuous Improvement Plan as presented was made by Trustee Stevenson, seconded by Trustee Stimpson. Motion carried.

#### Reimbursement Resolution

Dr. Cox explained this resolution is necessary to be reimbursed from any bond proceedings we may receive with the purchase of the land for the Ag expansion. A motion to accept the reimbursement resolution as presented was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.

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

#### Policy D120.00 Board of Trustees (1<sup>st</sup> Reading)

This will be held for a second reading.

#### Policy D280.00 Graduation Requirements (1st Reading)

This will be held for a second reading.

Policy D302.00 Open Enrollment (1st Reading)

This will be held for a second reading.

Policy D326.00 Homeless Education (1<sup>st</sup> Reading)

This will be held for a second reading.

Policy D362.00 Student Use of Personal Electronic Devices (2nd Reading)

This will be held for a third reading.

Policy D500.10 Personnel Conduct (1st Reading)

This will be held for a second reading.

Policy D544.50 Military Reserve National Guard Duty (1st Reading)

This will be held for a second reading.

Policy D606.00 Administrative Selection Procedures (2nd Reading)

A motion to approve policy 606.00 Administrative Selection Procedures was made by Vice Chair Stimpson, seconded by Trustee Andersen. Motion carried.

Policy D620.00 Administrative Meetings (1st Reading)

A motion to approve policy 620.00 Administrative Meetings was made by Trustee Stevenson, seconded by Vice Chair Stimpson. Motion carried.

Policy D750.00 District Purchasing (1st Reading)

A motion was made by Trustee Stevenson to approve policy 750.00 District Purchasing, seconded by Trustee Andersen. Motion carried.

Policy D816.40 Transportation Pay Rates (1<sup>st</sup> Reading)

A motion to approve policy 816.40 Transportation Pay Rates was made by Vice Chair Stimpson, seconded by Trustee Andersen. Motion carried.

**Bus Routes**

A motion to accept the bus routes as presented was made by Trustee Andersen, seconded by Vice Chair Stimpson. Motion carried.

**Travel Approvals**

A motion to approve travel requests as presented was made by Vice Chair Stimpson, seconded by Trustee Stevenson. Motion carried.

**Personnel Recommendations**

A motion was made to accept personnel recommendations as amended was made by Trustee Stevenson, seconded by Trustee Andersen. Motion carried.

**Adjournment**

A motion for adjournment was made by Vice Chair Stimpson, seconded by Trustee Andersen. Motion carried. Meeting adjourned at 9:24 p.m.

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Bonnie Heins, Chair of School Board

Attest: October 15, 2018 kt

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Kerri Tibbitts, Board Clerk