

# **MCSD #331 Board of Trustees**

## **Monthly Session Meeting Minutes**

### **December 11, 2017**

The regular monthly Board meeting held at the District Service Center, 310 10<sup>th</sup> St., Rupert, Idaho was called to order by Vice Chair, Stimpson at 6:03 p.m. A roll call was taken and the Board Clerk reported a quorum was present.

#### **Board Members Present**

The following trustees were present: Vice Chair, Rick Stimpson; Trustees Tammy Stevenson, Mary Andersen and Jeff Gibson.

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

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

Vice Chair Stimpson welcomed everyone to the Work Session.

#### **Work Session (6:03 – 6:59)**

##### **Technology Update**

Ashley Johnson and Brittini Darrington shared the progress made in the district with technology. Data was shared on technology use. Based on the Bright Bytes survey taken each of the past four years, the access for teachers and student has greatly increased. The classroom access is still low, but compared to 2013 there is significant progress. We currently have approximately 5,145 devices in the district, which is an increase of over 1,000 from last year.

##### **Middle School Athletics**

Terry Merrill presented information on 7<sup>th</sup> grade football. He shared what equipment was purchased and what was donated by Mini Cassia Youth Contact Football League. Many helmets were too large to use. Due to the increase number in players, extra helmets and jerseys were needed. The Board asked why there was such a discrepancy between West and East in funding. Tim Perrigot stated at West they have teachers who are willing to drive buses, which saves on transportation costs, and they have a building-wide fundraiser. Mr. Merrill explained that over \$4,000 was used out of discretionary funds to provide adequate equipment for 7<sup>th</sup> grade football, and asked the District if the school could be reimbursed. This would be a one-time reimbursement. No decision was made.

##### **Break 6:59-7:03**

#### **Others Attending**

The following were also present: Superintendent, Dr. Kenneth Cox; Board Clerk, Kerri Tibbitts; Principals, Heather Hepworth; Ellen Austin; Dyann Blood; Terry Merrill; Tim Perrigot; Bryan McKinney; Kelly Arritt; Josh Aston; Federal Programs Director, Michele Widmier; IT Director, Kent

Jackson; Business Manager, Michelle DeLuna; Special Ed Director, Sherry Bingham; Student Achievement Director, Ashley Johnson; Patrons, and Staff.

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

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

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

Vice Chair Stimpson welcomed everyone. Kent Jackson lead the group in prayer and Taycee Harper lead the Pledge of Allegiance.

### **Agenda Approved**

A motion to accept the agenda as presented was made by Trustee Gibson, seconded by Trustee Andersen. Motion carried.

### **Good News**

#### **TLC/Mt. Harrison Jr. High**

Principal, Dyann Blood, shared the success they are having with the counseling program at TLC.

#### **Minico Swim Team**

Coach, Jessica Thomson, shared the accomplishments of the swim team this year. They had 15 out of 17 swimmers make it to State.

### **Effective Instruction**

#### **Minico Ag Department**

Troy Bird presented to the Board how the Ag and other CTE programs use what is taught in core classes in conjunction with their program. He showed the audience a trailer and boat motor built by students in his program.

#### **TLC/Mt. Harrison**

Richard Jarvis presented ways he gets his students involved and focused in science, health and social studies. If students are up and moving in his class, they absorb more information.

#### **Minico English Department**

Stacy Hobbs, Kresta George and Elise Anderson shared information they received at the National Conference for English Teachers in St. Louis and how they are implementing that in their classroom.

#### **Effective Instruction Raffle**

Those selected were: Brandi Milliron and Mikayla Simcoe.

### **Student Representative Reports**

#### **Minico**

The representative from Minico was not able to attend.

#### **Mt. Harrison**

Ryden Juno shared Mt. Harrison events with the Board. They are currently having a pet drive to provide blankets and other items needed for animals. They are also looking for children who are in need of Christmas gifts.

## **Patron Comments**

There were no patron comments.

## **Consent Agenda**

Vice Chair Stimpson 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: November 11, November 13 and December 4, 2017. 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:\$527,530.16

Payroll: \$2,047,107.63

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

## **Discussion Items**

### **1. Board Member Training, Updates & Committee Reports**

Trustee Andersen shared items from the November Board and Superintendent Newsletter. The topic was high quality board decision making. She stated the Board needs to have the following: Be completely informed; Discuss pros and cons; Don't rule out compromise; Don't be afraid to table an item; and Follow the effective mission statement and core values.

### **2. ISBA Conference Report**

Chair Heins was not able to be in attendance, so she will present on this topic next month.

## **Administrator/Department/Committee Reports**

### **1. Special Education Report**

Sherry Bingham reported to the Board special education had 483 students in 2016, and we currently have 464. She presented staffing numbers in special services and training that was offered to general education teachers this year.

### **2. Immunization Report**

The nurses submitted a written report showing completed immunizations. Dr. Cox expressed appreciation for all they do.

## **ARTEC Performance Framework**

Andy Wiseman presented to the Board the performance framework and portfolio review. By expanding the ARTEC program with adding another ARTEC Charter School, ARTEC Industrial, we can accept 200 more students. CSI would like to see it incorporate the food industry due to demands for work with Chobani and Glanbia Foods. The Board expressed appreciation to Mr. Wiseman for the work he is doing and programs ARTEC offers.

## **Policy Discussion**

### **1. Policy D507.98 Standard of Dress: Students**

Dr. Cox shared the changes to this policy per the Policy Review Committee. This policy will go before the Board next month.

### **Superintendent's Report**

Dr. Cox presented to the Board that the District look to see if it is financially viable to contract out transportation. Trustee Stevenson stated that contracting out would address the concerns expressed by the transportation employees in Board visits. Dr. Cox stated the Board needs to set the criteria to be addressed. The criteria must to be stated in the RFP. There will be more information on this issue next month.

### **Business**

#### **A. ARTEC Industrial Charter Approval**

A motion was made to accept the industrial charter application to begin the 2018-2019 school year by Trustee Stevenson, seconded by Trustee Gibson. Motion carried.

#### **B. Retirement Early Incentive**

The Board has offered this incentive the last few years. Dr. Cox asked for approval from the Board to do so again this year. A motion was made to double the retirement recognition bonus as outlined in policy 403.10 for those staff who notify the district office in writing prior to March 1, 2018 of their intent to retire by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.

#### **C. Highly Qualified New Teacher Bonus**

Dr. Cox asked the Board to offer this bonus again and to consider extending it to years two and three to be paid toward student loans. Trustee Stevenson asked if teachers would have to have loans to get this incentive. Trustee Gibson asked if we could change it to read \$500 for the first three years. This would be for fully qualified teachers only. Dr. Cox stated the Board could table this until more information is available regarding cost. It was also asked if a veteran teacher came to the district and are new to the District, would they get the bonus. The Board decided to table this item until next month. Dr. Cox will present more information regarding this bonus next month.

#### **D. Teacher Renewal Reimbursements**

It was asked that the Board approve the reimbursement to staff of their recertification fee if verification of being submitted is received before March 1, 2018. A motion was made to reimburse certified staff for the certification renewal fee if verification that their renewal is submitted before March 1<sup>st</sup> is provided to the District Office by Trustee Gibson, seconded by Trustee Andersen. Motion carried.

#### **E. Credit Card Limit Increase**

Dr. Cox asked the Board to approve the District credit card limit to \$5,000. A motion to increase the District D L Evan's credit card limit to \$5,000 was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.

#### **F. Right of Way Authorization**

Dr. Cox explained to the Board a walking path along Villa Drive next to Heyburn Elementary is being requested by the City of Heyburn. A grant will be submitted by the city, and the cost to apply, approximately \$2,000, will be split three (3) ways. A motion was made to authorize Dr. Cox to sign the right of way papers for the Villa Drive pathway by Heyburn Elementary by Trustee Gibson, seconded by Trustee Andersen. Motion carried.

#### **G. West Modular Classroom Bids**

Dr. Cox stated the District budgeted \$250,000 for modular classrooms. The lowest bid received was \$499,021. Dr. Cox recommended the Board reject all bids. Other options will be looked at. A motion to reject all bids was made by Trustee Stevenson, seconded by Trustee Gibson. Motion carried.

## **H. Staff Handbook**

A motion to accept the Employee Handbook as presented was made by Trustee Stevenson, seconded by Trustee Gibson. Motion carried.

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

Dr. Cox recommended all first reading polices be held over for a second reading.

- 1. Policy D102.50 Personnel Conduct (1<sup>st</sup> Reading)**  
Held for a second reading.
- 2. Policy D301.20 Superintendent (1<sup>st</sup> Reading)**  
Held for a second reading.
- 3. Policy D302.00 Evaluation of Administrators (1<sup>st</sup> Reading)**  
Held for a second reading.
- 4. Policy D402.00 Evaluation of Certified Employees (1<sup>st</sup> Reading)**  
Held for a second reading.
- 5. Policy D405.21 Staff Travel (2<sup>nd</sup> Reading)**  
A motion was made to approve policy D405.21 Staff Travel as presented by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.
- 6. Policy D408.73 Evaluation of Certified Employees (1<sup>st</sup> Reading)**  
Held for a second reading.
- 7. Policy D502.20 Use of Restraint, Seclusion and Aversion Techniques for Students (2<sup>nd</sup> Reading)**  
A motion was made to approve policy D502.20 Use of Restraint, Seclusion and Aversion Techniques for Students as presented by Trustee Gibson, seconded by Trustee Stevenson. Motion carried.
- 8. Policy D600.00 District Calendar Committee (1<sup>st</sup> Reading)**  
Held for a second reading.
- 9. Policy D603.31 Field Trips (1<sup>st</sup> Reading)**  
Held for a second reading.
- 10. Policy D604.10 English Learners Program (3<sup>rd</sup> Reading)**  
A motion was made to approve policy D604.10 English Learners Program as presented by Trustee Andersen, seconded by Trustee Gibson. Motion carried.
- 11. Policy D604.20 Education of Migratory Children (3<sup>rd</sup> Reading)**  
A motion to approve policy D605.20 Education of Migratory Children was made by Trustee Stevenson, seconded by Trustee Gibson. Motion carried.
- 12. Policy D640.00 District Evaluation Program (1<sup>st</sup> Reading)**  
Held for second reading.
- 13. Policy D1002.00 Parent and Family Engagement Guidelines (2<sup>nd</sup> Reading)**  
A motion to accept policy D1002.00 Parent Involvement as presented was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.
- 14. Policy D1002.00P Parent and Family Engagement Guidelines Procedure (2<sup>nd</sup> Reading)**  
This is a procedure and does not need Board approval.
- 15. Policy D1002.50 Parent's Right to Know Notices (2<sup>nd</sup> Reading)**  
A motion to pass policy D1002.50 Parent's Right to Know Notices was made by Trustee Stevenson, seconded by Trustee Andersen. Motion carried.

Dr. Cox informed the Board next month the new policy numbering system will be presented for approval.

**Travel Approvals**

A motion was made to approve travel as presented by Trustee Stevenson, seconded by Trustee Gibson. Motion carried.

**Personnel Recommendations**

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

**Meeting Adjourned**

A motion for adjournment was made by Trustee Stevenson, seconded by Trustee Gibson. Motion carried. Adjournment was at 9:07 p.m.

Attest: January 15, 2018 kt

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Bonnie Heins, Chair of School Board

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Kerri Tibbitts, Board Clerk