

School Board of Trustees

Monthly Session Meeting Minutes

August 22, 2016

The regular monthly board meeting held at the District Service Center, 310 10th St., Rupert, Idaho was called to order by Chair, Bonnie Heins at 5:10 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, Tammy Stevenson; Trustees, Jeff Gibson, Jason Gibbons, and Rick Stimpson.

Chair Heins welcomed everyone to the Work Session.

Work Session

A. Continuous Improvement Plan:

The District has set Benchmark goals for next year. Additional goal areas have been set by the State for schools. There is a new math curriculum for elementary schools, and there will be a meeting with administrators to set a plan in place for secondary math curriculum.

- B. Attendance Incentives:** Minico presented options for attendance. It is a tiered plan. Tier 1: Five or less absences (with three or less tardies) each month would equal an hour long lunch; Tier 2: Three or less absences (with three tardies or less) each month equals a gift card drawing per grade level; Two or less absences (trimester class) three or less absences (semester class), three tardies or less and at least 80% in the class equals no end of course assessment. They still have to take the test, but cannot get lower than the grade they have – unless it is required for dual credit. They requested \$2,500 to help with the cost of incentives. The Board thanked the administration for their creative ideas. Dr. Cox will meet with secondary administrators to create proposals and have an exact amount for the next Board meeting to be approved.

- C. Board Visits:** The Board would like to visit schools at least twice this school year. They asked that administrators contact Kerri with days/times that would be available for visits. She will send the dates/times to Board members and when the schedule is complete, she will notify the administrators as to which Board members will be visiting.

The Board asked administrators if their enrollment was higher than projected. Heyburn has larger fourth grade classes and higher enrollment in kindergarten. Acequia, West and East are up in numbers. Rupert is down in enrollment.

Executive Session

A motion was made by Trustee Stimpson to go into Executive Session. Chair Heins called the Executive Session to order at 6:35 p.m. for the purpose of Idaho Code 74-206 (1) (a) personnel.

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

Vice-Chair Stevenson moved to close the Executive Session and move to the Open Session. The motion was approved. Chair Heins declared the Executive Session closed at 6:54 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, Sanie Baker, Michele Widmier, Colleen Johnson, Bryan McKinney, Suzette Miller, Kelly Arritt, Dyann Blood; Assistant Principals, Shanna Lindsey, Kimberley Kidd, Angela Davidson, Ellen Austin, Don Garner, Terry Merrill; Director of Special Programs, Sherry Bingham; Director of Federal Programs, Heather Hepworth; Student Achievement Director, Ashley Johnson; IT Director, Kent Jackson; Parents, Patrons, Students and Staff.

Open Session

Chair Heins called the Regular Board Meeting to order at 7:10 p.m.

Poll of the Board

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

Prayer, Pledge of Allegiance and Welcome to Meeting

Chair Heins welcomed everyone and Mike Tribe led the group in prayer. The Pledge of Allegiance was led by Nicole Gibbons.

Agenda Approved

Due to polices from July's Board meeting being overlooked and receiving the Student Representation request late Friday, August 19, 2016 a motion was needed for approval of an amended agenda. Motion was made by Vice-Chair Stevenson. Motion to approve the agenda as amended was carried.

Good News Reports

A. Minico Video Program

Bobby Ryan, teacher at Minico, and student, Karson Schenk, shared with the Board their experience while attending the BPA convention in Boston

B. Senior Project

Natalie Gibbons presented her accomplishments while working on her senior project. She participated in the Spud Man Triathlon.

Student Representative Report

Taylor Still, Minco's student representative, gave an account of happenings over the summer and upcoming events that will take place at Minico.

Data Report

A. Summer School

John Kontos shared results from this year's summer school program. They had 243 students and 20 of those students were those wanting to progress at a faster rate in school. They had a 92% success rate.

Patron Comments

There were no patron comments.

Consent Agenda

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:

July 18, 2016, Regular Board Meeting

July 25, 2016, Special Board Meeting

August 10, 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: \$713,722.96

Payroll: \$1,813,328.80

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

Discussion Items

A. Board Member Training, Updates & Committee Reports

1. Chair Bonnie Heins shared with the Board members and audience thoughts and ideas that were presented at the Idaho State Board Convention in Boise this summer.

B. Administrator/Department/Committee Reports

1. Dr. Cox explained the State requirements that are needed when the District is putting out bids for Food Service. The procurement plan created follows these guidelines.

C. Policy Discussion

1. Policy #D502.47F Field Trip Form:

Dr. Cox reviewed some minor changes to this form. A medical condition section was added. This needs to accompany teachers/advisors when going on an event.

This does not apply to coaches. In addition, all chaperones are to have an **approved** Volunteer Application before the event takes place. The only time a District background check is needed is if they are one-on-one with a student.

D. Superintendent's Report

The person the District was working with at Chartwells has left the company and has become a consultant. We will be working directly with this individual to get reports on population growth.

Dr. Cox shared with the Board the first draft of the population growth; however it was not taken into account empty classrooms. An updated version will be sent out when corrections are made.

Dr. Cox informed the Board he has met with several city councils keeping them updated on our growth and inviting them to our Town Hall meeting on September 8th.

The Board asked for clarification in regards to two programs on probation with the ARTEC program. The CNA program's teacher is fairly new and did not realize a student club was needed. This will be taken care of this year. The Diesel Tech program will also be changed to meet the requirements.

Business

A. Audit Proposal

A motion to accept the audit proposal from Condie Stoker & Associates was made by Trustee Gibbons, motion passed.

B. Mt. Harrison Request for Quarter Date Adjustment

A motion was made to approve Mt. Harrison's request for quarter date adjustments by Trustee Stimpson. Motion carried

C. Award Milk Bid for 2016-17

A motion was made by Trustee Gibson to accept the milk bid from Meadow Gold milk (only bid submitted). Motion carried.

D. Award Pizza Bid for 2016-17

Russ Taylor recommended the Board accept the bid for Puder's Pizza. A motion was made by Jason Gibbons to accept the recommendation. Motion carried.

E. Award Fuel Bid for 2016-17

A motion was made by Trustee Stimpson to accept the bid from Baileys for Cardlock and Lynch Oil for the remainder of fuel. Motion carried.

F. New/Amended/Deleted Policies

1. Policy #D402.95 Employee Use of Social Media (1st Reading)

There have been some changes made to the draft of this policy. Employees may use Facebook to email groups of students. Staff members are advised to not respond or post to individual student's account. Employees are also reminded that the District purchased the program "Remind" to text groups of students. The District is trying to protect staff members. Personal email accounts should never be used to communicate with students. This policy will go before the Policy Review Committee for input. This will be held for a second reading.

2. Policy #102.00 Personal Code of Ethics (1st Reading)

This policy applies to all employees. This policy will be held for a second reading.

3. Policy #803.40 (804.30P) Procurement Card Usage (2nd Reading)

The section regarding tax collection by card holder will be changed. This policy will be held for a third reading.

4. Policy #D505.30 Student Activities Fundraising (2nd Reading)

This policy will be held for a 3rd reading.

5. Policy #D504.18 Epinephrine

There were no changes to this policy. The nurses have found a company that provides the epipens to schools at no charge. Sherry Bingham will collect more information on this for next month. A motion as made by Vice-Chair Stevenson to approve this policy. Motion carried.

6. Policy #D415 and D515 Service Animals in Schools Students/Staff

The word "Students" will be taken off. This can then apply to students or adults who enter a school with a service animal. Both of the policies will be held for third reading.

There were questions regarding the attendance policy. Changes are still being made. Dr. Cox will have this available at the next Board meeting.

G. Approval of Bus Routes for the 2016-17 School Year

A motion was made by Trustee Gibson to approve the routes for the upcoming year. Motion carried.

H. Disposition of District Property/Fixed Assets

A motion was made by Trustee Stimpson to approve the disposition of property and fixed assets. Motion carried.

I. Personnel Recommendations

A motion by Trustee Gibbons was made to accept the recommendations of employees from the supervisors. Motion carried.

Meeting Adjourned

A motion to adjourn the regular board meeting was made by Trustee Gibbons at 8:50 p.m. Chair Heins declared the meeting adjourned.



Bonnie Heins, Chair of School Board

Attest: September 19, 2016, kt



Kerri Tibbitts, Board Clerk