

**Minidoka County School District #331
School Board of Trustees
Monthly Session Meeting Minutes
May 19, 2008**

Brian Duncan, Chairman of the Board, called the school board meeting to order at 5:39 p.m. The poll of the board was as follows: Duncan – Yes; Copeland – Yes; Price – Yes; McDonald – Yes; and Stevenson – Yes.

Revised Budget Hearing Approved

At 5:40 p.m. Michelle DeLuna presented the revised budget hearing which took place in open session in the Minico High School conference room. Mrs. DeLuna reported that 40 units have been dropped over the last ten years with each unit being worth \$96,000. This year the state revenue shows a decrease due to overestimation of 3.5 units, resulting in a total decrease of \$337,261 from what was originally budgeted. Mrs. DeLuna projects the 08-09 fund balance carry forward to be \$900,000 with \$500,000 needed to balance the proposed 08-09 budget, leaving \$400,000 for next year's contingency. A motion was made by Trustee George MacDonald, seconded by Vice Chairman Copeland, and unanimously approved to accept the 2007-2008 General Fund Revised Budget. A copy of the Revised Budget is hereby incorporated into these minutes by reference to exhibit #1. Chairman Duncan declared the Budget Hearing closed at 6:04 p.m.

First Executive Session

A motion was made by Vice Chairman Copeland and seconded by Trustee Tammy Stevenson to go into Executive Session. Executive session began at 6:06 p.m. for the purposes of consideration of school personnel Idaho Code 67-2345 (a) (b); labor negotiations or interest in real property (c), and legal questions (f). The poll of the trustees follows: Duncan- Yes; Copeland - Yes; Price-Yes; MacDonald-Yes; Stevenson – Yes.

Vice Chairman Greer Copeland moved to close the Executive Session and return into Open Session. Trustee Doyle Price seconded the motion which was approved unanimously. Brian Duncan, Chairman of the Board, declared the Executive Session adjourned at 7:02 p.m.

Return into Open Session

At 7:10 p.m., Chairman Duncan called to order the Regular Board Meeting which was which was held at the Minico High School Library, 292 West 100 South, Rupert, Idaho.

Poll of the Board

The poll of the trustees follows: Duncan – Yes; Copeland – Yes; MacDonald – Yes; Price – Yes; Stevenson – Yes. The Clerk of the Board reported a quorum was present.

Others Present

The following were also present: Dr. Scott Rogers, Superintendent; John Fennell, Assistant Superintendent; Michael Tribe, School Legal Counsel; and Betty Miller, Board Clerk. Others attending were: MCEA representatives, Helen Wyant and Teresa Lowder; Building Principals: Colleen Johnson, Suzette Miller, John Kontos, and Assistant Principal, Mike Hale. Also in attendance were: Theo Schut, Maintenance Supervisor; Alicia Bywater, Transportation Supervisor; and Kent Jackson, Technology Supervisor. Rich Greene was present from South Idaho Press.

Pledge of Allegiance and Welcome to Meeting

The Pledge of Allegiance was led by Adrian Toolson. Following the pledge, Chairman Duncan welcomed staff and patrons.

Agenda Approved

Trustee MacDonald moved to approve the agenda with the withdrawal of Business Item #6, "Special Request for Diploma". The motion was seconded by Vice Chairman Copeland and unanimously approved.

Good News Report

Mr. John Fennell, Assistant Superintendent, reported that we have moved on to the second round for the Early Reading First Discretionary Grant. Minidoka County is the first school district in Idaho to be considered for the grant. Last year, 600 districts applied with 125 participating in the final round. Plans are to have the full application ready for submittal by June 9th. Mr. Fennell believes the district has a good chance to receive the grant this year.

Student Representative Report

Student Representative, Melanie Fennell, introduced Shanna Lindsay, Advisor, and the new council members for the 2008-2009 school year. Melanie reported that the track team is going to state; graduation ceremony is Wednesday, May 21st and the last day of school is Thursday, May 22nd. Chairman Duncan explained that the National School Board Council encourages the use of student government with the school board members and would like to share the information he has received with the Student Council. Trustee Stevenson reported that \$1.2 million was presented at the Student Awards Assembly.

Patron Comments

Jesus M. Torres expressed concern as to why the "Letter to Concerned Parents & Patrons" regarding a possible threat of school violence at Minico High School was not sent out in Spanish. Mr. Torres stated that he received approximately ten phone calls asking why the letter was not sent in Spanish and asked that out of respect for the Hispanic community that the letter could still be translated and sent out.

Dr. Rogers explained that the letter was a combined press release, not only from the school district, but also from the Prosecuting Attorney and Minidoka County Sheriff's office to explain why extra law enforcement was at Minico High School. He stated that the goal was not to exclude anyone, but to get the information out as quickly as possible. Dr. Rogers stated that more press releases will be forthcoming as the investigation continues. Dr. Rogers also commented that the District Office and all schools in the district make every effort to publish parent letters in both languages. A copy of the "Request to Address the Board of Trustees" form is hereby incorporated into these minutes by reference to exhibit #1.

Consent Agenda

The board moved to adopt the Consent Agenda with a unanimous consent.

Minutes of Previous Board Minutes Approved

Minutes of previous board minutes were unanimously approved for:

April 21, 2008, Regular Board Meeting

April 29, 2008, Special Board Meeting & Lighthouse Training

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 and payroll for payment:

Accounts Payable: \$ 1,009,723.84

Payroll: \$

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

Correspondence and Information:

Update & Summary on Energy Conservation Program

Mike Hale, District Energy Specialist, gave a summary of the district's energy use. Mr. Hale reviewed total utility costs for the year with breakdowns for each by school, by therms, KWH, by building costs per square foot, etc.

"All Children Can Learn" DVD

Held until the June board meeting.

Business:

Declaration of Results for Trustee Zone 5 Approved

Per Idaho Code §33-502-B, in any trustee election if only one qualified candidate has filed a Declaration of Intent and there has been no Declaration of Intent for Write-in Candidates filed within fourteen days of the election, the clerk may issue the candidate a certificate of election. A motion to approve the results of the Trustee Zone 5 election, without the necessity of formal balloting, and issue Kurt Harman a certificate of election as the sole candidate for said zone was made by Trustee George MacDonald, seconded by Trustee Doyle Price and unanimously approved. A copy of the "Certificate of Election" is hereby incorporated into these minutes by reference to exhibit #2.

2008-2009 Staff Allocations Approved

Vice Chairman Greer Copeland made a motion to approve the 2008-2009 Administrative, Certificated, and Classified allocations for the 2008-2009 school year. The motion was seconded by Trustee MacDonald and unanimously approved. A copy of the projected 2008-2009 allocations is hereby incorporated into these minutes by reference to exhibit #3.

Donation/Lease of Pershing Building to the Rupert Police Department to be Brought Back in the Future

Dr. Rogers explained that the District is exploring options for the use of the old Pershing, Acequia, and Heyburn Elementary Schools after the new schools are built. The buildings will have to be appraised and a value declared even if they are donated. The Pershing building presently costs the district approximately \$20,000 for utilities and maintenance. One option may be to donate the building to the Rupert Police Department. Chief Randy White explained that the Police Department is lacking in parking and work space, and has a limited budget. There is still a possibility that the school district will need to use the building if we receive the Early Reading First Preschool Grant as six preschool classes will be housed in the Pershing building.

The Board directed Dr. Rogers and Michael Tribe, Legal Council, to pursue an arrangement with the City of Rupert for use of the Pershing building contingent upon the awarding of the preschool grant. If the grant is received, the building will not be available until the end of July. No motions were made.

Error Correction to Steel Bids Approved

An entry error at bid openings for SFW Welding for Acequia Elementary was recorded at \$107,093.50 but should have been \$170,093.50, moving the apparent low bid to Gary Jones at \$159,667.00. The net increase being \$52,573.50 with a credit of \$8000.00 for Gary Jones getting both schools equals a total increase of \$44,573.50 for the project. A motion to approve the correction to the steel bids and change SFW Welding and award to Gary Jones was made by Trustee Stevenson, seconded by Vice Chairman Copeland and unanimously approved. Copies of the Bid Package Description & Bid Forms are hereby incorporated into these minutes by reference to exhibit #4.

School Handbooks Approved

Vice Chairman Copeland motioned to approve the 2008-2009 school handbooks to include the reference to 90% attendance requirements. The motion was seconded by Trustee Price and approved with one “no” vote from Trustee George MacDonald. Copies of the handbooks are hereby incorporated into these minutes by reference to exhibit #5-12.

Special Request for Diploma for Former MCOOC Student Withdrawn

This Business item was pulled from the agenda.

Amended/Revised/Deleted/New Policies:

New Policy #503.65 “Voluntary Drug Testing for Students” Held for Third Reading

The new “non-athletic” policy “Voluntary Drug Testing for Students” #503.65 was held for a third reading to allow for further revisions and input. A copy of the policy is hereby incorporated into these minutes by reference to exhibit #13.

Revision of Policy #404.94 “Leave of Absence Approved”

Trustee Tammy Stevenson motioned to approve the revision of Policy #404.94 “Leave of Absence”. The motion was seconded by Trustee MacDonald and unanimously approved. A copy of the policy is hereby incorporated into these minutes by reference to exhibit #14.

Revision of Policy #403.10 “Retirement Recognition” Held as First Reading

The current policy states an employee who works twenty hours or more per week for five or more consecutive months will be eligible for retirement recognition. The revision will be more consistent with PERSI guidelines. The revision of Policy #403.10 “Retirement Recognition” was treated as a first reading to allow for input and revision. A copy of the policy is hereby incorporated into these minutes by reference to exhibit #15.

Revision of Policy #807.13 “Workers Compensation” Held as First Reading

Policy #807.13 “Workers Compensation” was held as a first reading to allow for public comment and revision. A copy of the policy is hereby incorporated into these minutes by reference to exhibit #16.

Revision of Policy #102.00 “Classified & Administrative Personnel Code of Ethics” Held as First Reading

Policy #102.00 “Classified & Administrative Personnel Code of Ethics” was held as a first reading to allow for revision and input. Presently, the district policy addresses only classified and administrative personnel. Revision of the policy will also include certificated personnel. Other suggestions for revisions included: Specify what type of disciplinary action may be taken; Legal Council suggested doing two separate policies which would be almost identical, but allow for disciplinary measures to be identified which will be in line with the negotiated

contract; Trustee Stevenson suggested that “Employees shall not make personal attacks” should be added; and Vice Chairman Copeland recommended that who sits on the Ethical Standards Committee should identified and addressed. A copy of the policy is hereby incorporated into these minutes by reference to exhibit #17.

Revision of Policy #410.52 “Emergency Closure Days”

Marvin Gurney, Shop Foreman with Transportation, reviewed results of a survey which he conducted with districts in close proximity or with similar weather conditions to our own as to whether bus drivers are paid for snow days. Sixteen districts which were interviewed pay their drivers; 4 districts do not pay; with one district paying drivers with over 20 hours per week and one paying aides and 75% of a snow day to their contractor. Mr. Gurney reported that one district reported that it is better to pay drivers for the snow day than to recruit new drivers. It was decided to treat the policy as a first reading, take recommendations into consideration and bring back revision next month. A copy of the policy is hereby incorporated into these minutes by reference to exhibit #18.

Disposition of Fixed Assets Approved

No Disposition of Fixed Assets forms were presented.

Second Executive Session

At 9:05 p.m. a motion was made by Vice Chairman Copeland, seconded by Trustee Stevenson and unanimously approved to adjourn into a Second Executive Session for the purposes of consideration of school personnel Idaho Code 67-2345 (a) (b); labor negotiations or interest in real property (c), and legal questions (f). The poll of the trustees follows: Duncan – Yes; Copeland – Yes; MacDonald - Yes; Price – Yes; Stevenson – Yes.

Return to Open Session

At 10:15 p.m. Trustee MacDonald moved to return into open session. Vice Chairman Copeland seconded the motion which was approved unanimously. Chairman Duncan declared the executive session adjourned and returned into open session.

Travels Requests

Trustee MacDonald moved to approve all travel requests as presented. The motion was seconded by Vice Chairman Copeland and unanimously approved. Copies of the travel requests are hereby incorporated into these minutes by reference to exhibit #19.

Personnel

A motion was made by Trustee Stevenson, seconded by Trustee MacDonald, and unanimously approved for the supervisor of employee 05190801 to write a written reprimand or take disciplinary action to the said employee who took leave even though the leave had been previous denied by the supervisor.

Trustee MacDonald motioned to approve an additional day of personal leave for members of the Teacher Evaluation Team for the 2008-2009 school year. The motion was seconded by Vice Chairman Copeland and unanimously approved.

A motion to approve the balance of all personnel recommendations and requests with noted changes including the addendum was made by Trustee Stevenson, seconded by Trustee Price and unanimously approved. The personnel recommendations are hereby incorporated into these minutes by reference to exhibit "May 19, 2008, Personnel Recommendations /Requests for Board consideration".

An informal hearing was set for employee #05190802 for June 3, 2008 at 6:00 p.m. at the District Office.

Meeting Adjourned

A motion to adjourn the board meeting was made by Trustee MacDonald, seconded by Trustee Price and approved unanimously. Brian Duncan, Chairman, declared the meeting adjourned at 10:22 p.m.

Brian Duncan, Chairman of School Board

Attest:
May 19, 2008, bkm

Betty Miller, Board Clerk