

MCSD #331 Board of Trustees

Regular Board Meeting Minutes

August 18, 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 Kent. Motion carried. Chair Suchan – yes; Vice Chair Andersen – yes; Trustees Claridge and Kent – yes.

There was a possible motion on the adoption of a resolution regarding level 3 grievance hearing panel decision
Due to time constraints the Board closed executive session until after the regular meeting.

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 amend the agenda to go into Executive session after the regular meeting was finished was made by Trustee Kent, seconded by Trustee Claridge.

Consent Agenda

Patron Comments – Dustin Heath asked the Board to reconsider the reduction of the ski club stipend.

A motion was made to pull the ski stipend and the emergency hire for PE/Health for East from the consent agenda was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

Discussion

Ski Stipend: Mr. Larsen stated the pay for this stipend had not been run through payroll, and that cannot happen. It must go through the business department. When he looked at other stipends, other employees working more days/hours were receiving close to the same amount. He felt this stipend with less days should be less. Mr. Heath stated ski advisors do a lot behind the scenes. They arrange the ski dates, contact parents, check grades, etc. Some advisors don't ski, they spend time helping students. Trustee Claridge asked if the fee the kids pay for ski club helps to cover the advisor's stipend, Yes. There are very few stipends run off student raised funding. The Board discussed placement for middle school and high school ski advisors.

Emergency Hire: Mr. Larsen stated to the Board this is usually for a hard-to-fill position where not many people applied. Typically, the person does not have a four-year degree and when hired would be a Category 1 contract. The position was opened for approximately one month. The person hired would need to be on track to finish his/her degree in a year. Sometimes the State will agree to go an extra year.

Administrator/Department/Committee Reports

Trustee Claridge asked a question regarding the maintenance report on quotes received for HVAC units. Was the quote for those that had hail damaged or something else. Mr. Larsen explained there were older units that need to be replaced.

The Ag building experienced some internet issues with printers and phones, but problems should be cleaned up this week. They will have to block off the gravel roads to the main building per the Idaho Department of Transportation.

Trustee Claridge asked if any quotes had been received for future projects such as the gym floor. Mr. Larsen will check with Jason Van Every.

Lights for the football field will need to on the levy going out in November 2025.

MCEA: Nicole Toner shared they were working with members to get dues changed to auto pay and not from payroll.

Superintendent Report: The freezers that were out in School Nutrition are fixed. The application was submitted to the State so we can have a food program. The summer program took in approximately \$180,000 and cleared around \$30,000.

The Ag building open house was a huge success. Mr. Larsen thanked all of those who did an outstanding job in arranging the open house.

Time clocks have been installed in all locations. All classified staff are required to clock in and out.

Board Training: Mr. Larsen suggested training with ISBA in governing policies.

Levy: A meeting with the Facilities Committee will be Wednesday, August 20, 2025. Mr. Larsen spoke with admin and got a list of projects they feel are needed at their schools. Mr. Larsen is waiting to meet with Zion's Bank regarding the amount we might ask for without increasing taxes. The community needs to understand we do not have control of what their home is assessed at.

Business

Approval of Bus/Emergency Routes and Safety Areas: A motion to approve the Bus, Emergency and Safety areas was made by Vice Chair Andersen, seconded by Trustee Kent. Motion carried.

Adoption of the State Special Education and Transportation Manuals: A motion to adopt the State Special Education and Transportation Manuals was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

Approval of Sex Education Classes at Mt. Harrison, East, West and Minidoka Jr. High: A motion to approve the classes was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried.

Approval of Activity Stipend Schedule: A motion to put the middle school Ski Advisor Stipend on Tier 3A and the high school at Tier 4B was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

A motion to approve the activity stipend schedule was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried.

Emergency Hire for PE/Health East Minico: A motion to approve the emergency hire for PE/Health at East Minico (Chris Davis) was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

New/Amended/Deleted Policies

1. Policy 361.00 Student Cell Phone Use (First Reading)
2. Policy 546.00 /546.00P Staff Travel (First Reading)
3. Policy 670.00 Evaluation of Classified Employees (First Reading)
4. Policy 810.00 District Owned Vehicles (Third Reading)
5. ISBA 2000 Policy Series

A motion to approve policies 361.00 Student Cell Phone, 670.00 Evaluation of Classified Employees and ISBA 2000 series policies was made by Trustee Kent, seconded by Vice Chair Andersen. Motion carried. Policies 546.00/546.00P and 810.00 District Owned Vehicles will be held for additional readings.

EXECUTIVE SESSION

Executive Session was declared finished.

There was a possible motion on the adoption of a resolution regarding level 3 grievance hearing panel decision (action item).

Chair Suchan stated: The next item is consideration of the employee grievance under policy 590.50, regarding employee #08-18-25-1. The level 3 grievance panel has issued its decision on May 27, 2025. Under our policy, the Board may, at its regularly scheduled meeting, by resolution, set aside the panel's decision. I will also note for the record that per the grievance policy, "the timelines of the grievance procedure established in this section may be waived or modified by mutual agreement," and the parties, by mutual agreement, have agreed to address this tonight, at the regularly scheduled August meeting. Is there a motion regarding adoption of a resolution to set aside the panel's decision?

Trustee Claridge made a motion to move that the Board of Trustees adopt resolution No. R 08-18-25 hereby setting aside the level 3 grievance review panel's decision dated May 27, 2025, pursuant to District Policy 590.50. For the purpose of the resolution, the Board adopts the "Record" on which it bases its decision as "the binder of materials the employee provided to the Level 3 Review panel and considered by the panel at its May 27, 2025 hearing." I propose that the contents of the binder of materials will be fully set forth in the Board's formal written resolution. I also propose that, due to the confidential nature of the employee grievance and employee file, the Board file the written resolution setting forth its decision to overturn the penal decision in the employee's file with copies sent to employee and employee's union representative.

Trustee Claridge stated the reason for adopting the resolution is he feels in regards to the February 6, 2025 "Recommendations For Termination," the employee should be terminated for the items that are referenced in that document.

Vice Chair Andersen agreed, she stated that what was in the binder did not match up with the dates. Chair Suchan stated the items in the February 6, 2025 Recommendations for Termination were undisputed by the employee in the Grievance. Trustee Kent agreed duties were neglected and the employee should be terminated.

Chair Suchan asked for a second on the motion made. Trustee Kent seconded the motion. Roll call vote: Chair Suchan – Yes; Vice Chair Andersen – Yes; Trustee Kent – Yes; Trustee Claridge – Yes motion carried.

Adjournment

A motion for adjournment was made by Vice Chair Andersen seconded by Trustee Claridge Motion carried. Adjournment was 9:45 p.m.

Russ Suchan, Chair of School Board

Attest: September 15, 2025

Kerri Tibbitts, Board Clerk