

MCSD #331 Board of Trustees

Regular Board Meeting Minutes

July 21, 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 Claridge. 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. A motion was not made due to a mutual agreement between parties involved for an extension.

Executive Session was declared finished.

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 Vice Chair Andersen.

Agenda Approval (Action Item)

A motion to approve the agenda as presented was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

Consent Agenda

With no objections, the consent agenda was unanimously approved.

Patron Comments – No comments

Discussion

Jacob Catmull: Mr. Catmull shared information he has received from different businesses in the area that will volunteer services/supplies to update the lighting on the football field. He asked the board if the district could come up with some funding to help with the project. Mr. Larsen and Daryl Kent will review the budget to see if funding is available.

Financial Discussion: Daryl Kent shared with the board there is a possible 2-6% holdback of funding from the State. It is the hope the State will use the “rainy day” fund and not pass it down to districts. Six percent of our budget is approximately 2.1 million dollars.

Federal Funding: Funds from the government were not released July 1st. As of now title 1 and Special Education funding is fine, we received those funds but with no increase. Those in jeopardy of not receiving funding are Title 2, ELL, student support and Century 21 programs. Everything is still up in the air.

Board Meetings: It was agreed the Board wanted more training. An ISBA representative, Jason Lloyd, was in the audience and it was set up for September 22nd at 5:00 p.m.

Levy: Ballot language is due August 29th. Mr. Larsen and Daryl will work with Zion's bank regarding what taxes would be. Mr. Larsen will meet with the facilities committee and administrators to get ideas of what they see as projects needing to be added to the levy.

Ag Building: There has been some confusion with the billing to the State with projects. A meeting was held and hopefully everything will be taken care of.

Club/Activity Funds: Bookkeepers will be trained the 29th on new software that will help with credit cards and distributing funds to the correct location/account. There are some changes in accounts, our codes will now match those of the State. All accounts/actions will be done in one location, and reports should be easier to access. The Board thanked the business office for their hard work.

Administrator/Department/Committee Reports: There were no comments/questions on these reports.

Superintendent Report: Mr. Larsen reported administrators will be back in their buildings July 28th. Our all staff meeting will be August 11th at 8:00. The ag building computer room may need to have a false ceiling and air conditioner added which was not part of the original plan. When Sean Boyer checked the temperature of the closet for the server it was 82 degrees. The server needs to stay at around 68% in order to function correctly.

Business

Engagement Letter for Poulsen VanLeuven & Catmull: A motion was made to approve the engagement letter for Poulsen VanLeuven and Catmull as our auditors was made by Vice Chair Andersen, seconded by Trustee Kent. Motion carried.

Student Handbooks: A motion to approve the student handbooks was made by Vice chair Andersen, seconded by Trustee Claridge. Motion carried.

New/Amended/Deleted Policies:

1. Policy 302.00/302.00P Open Enrollment Policy and Procedure (First Reading)
2. Policy 310.00 School Age Entrance, Placement and Transfer (First Reading)
3. Policy 362.00P Student Use of Personal Electronic Devices Procedure (First Reading)
4. Policy 386.20 Student Immunizations (First Reading)
5. Policy 510.50 Criminal History Checks for Employees, Substitutes, Volunteers and Contractors (First Reading)
6. Policy 800.00 Student Transportation (First Reading)
7. Policy 802.00 Bus Loading Discipline Student Conduct (First Reading)
8. Policy 804.00 Vehicle Idling (First Reading)
9. Policy 805.00 Bus Driver Training (First Reading)
10. Policy 807.00 Evacuation Instruction and Drills (First Reading)
11. Policy 809.00 Bus Routes, Stops and Non-transportation Zones (First Reading)
12. Policy 810.00 District Owned Vehicles (Second Reading)

A motion to approved policies 1-11 as presented was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

Policy 810.00 District Owned Vehicles will be held for a third reading.

Adjournment

A motion for adjournment was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.
Adjournment was 8:41p.m.

Russ Suchan, Chair of School Board

Attest: August 18, 2025

Kerri Tibbitts, Board Clerk