

MCSD #331 Board of Trustees

Regular Board Meeting Minutes

October 20, 2025 DRAFT

Executive Session

EXECUTIVE SESSION: Idaho Code 74-206 (1) (b) Superintendent Evaluation; 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; (1) (c) purchase of property (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 Kent and Claridge – yes. (Trustee Moss was delayed due to a conflict)

Board Members Present

The following trustees were present: Chair Suchan, Vice Chair Andersen, Trustees Kent, Moss, and Claridge.

Call to Order & Roll Call

Visitor Welcome and Pledge of Allegiance The pledge was led by Chair Suchan.

Swearing in of Zone 1 Board Trustee, Lendon Moss

Agenda Approval (Action Item) A motion to amend the agenda to go into Executive Session after the conclusion of the regular meeting was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried.

Consent Agenda The consent agenda was approved by unanimous consent.

Student Representatives Minico representative, Andrew Lopez, shared with the Board the upcoming events.

They had great homecoming activities, dance and game. Seniors have ordered caps and gowns for graduation and the souper bowl for canned goods is beginning.

Good News Kim Kidd, principal at Minico, shared school information with the board and some changes that have happened this year. They have School Spirit Red Zone, Spirit of the Spartan, harvest on the ag farm, seniors visiting with kindergarteners and Best Day of School program.

Ashley Johnson, Heather Hepworth, Danelle Stutzman and Josh Greenwalt, reported on the United Conference they attended. They attended classes on cultures, investing in leaders, and strong schools.

Discussion

Administrator/Department/Committee Reports - Trustee Claridge asked for more information on the school nutrition report regarding funding and where we are.

Superintendent Report – Mr. Larsen reported he had met with Richard Jarvis and Lori Furguson on the SWIP plan for this year.

He met with administrators and directors for the cabinet meeting where Brady Dickinson, and Ryan Bowman, Twin Falls School District, reviewed a new evaluation program with admin.

Mr. Larsen attended the Mt. Harrison Bingo Night and student showcases.

The district is close to sending out an RFQ for the Minico gym project.

Update on Maintenance/Custodial/Grounds Mr. Larsen stated as far as the update goes, they have met with ABM, SSC and HES companies. He has only heard back from one company, ABM. They are waiting for numbers from the other companies. Chair Suchan stated there's a lot of talking about outsourcing these

services and stressed the board wouldn't be doing their job if they didn't make the best use of taxpayer's money.

Patron Comments Miriam Bird and Leisa Miller expressed their appreciation for all the custodians to do help teachers, students and administrators.

Business

Possible Motion to Approve/Deny Enrollment of Student 10-20-15-1: A motion to approve the denial for enrollment of student 10-20-25 in our District was made by Trustee Kent, seconded by Vice Chair Andersen. Motion carried.

Approval of CIP (Continuous Improvement Plan): A motion to approve the CIP plan was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

Approval of Gifted/Talented Plan: When the Board asked if the district is doing more for this plan, Mrs. Austin stated no, we do not have the resources. A motion to approve the Gifted/Talented Plan as presented was made by Trustee Kent, seconded by Trustee Moss. Motion carried.

Approval of Change in School Calendar: There was a slight change in parent/teacher conference times. A motion to approve the change in the school calendar was made by Trustee Claridge, seconded by Trustee Moss. Motion carried.

West Minico Hope Fundraisers: A motion to approve the West Minico Hope Squad Fundraiser was made by Trustee Claridge, seconded by Trustee Kent. Motion carried. (Fizz Farm)

Approval of Fuel Bid: A motion to approve the only fuel bid submitted by Bailey's Oil for buses and all district vehicles was made by Vice Chair Andersen. Seconded by Trustee Claridge. Motion carried.

Approval of Proposal to Designate Russell Sigler, Inc as Sole Source Vendor for HVAC Systems – A motion to approve Russell Sigler as sole source vendor for HVAC systems with some slight language changes (an annual renewal clause in contract after first year subject to renegotiation for new rates) was made by Trustee Moss, seconded by Trustee Claridge. Motion carried.

Approval of Proposal to Designate Everything Air as Sole Source Vendor for HVAC Services – A motion to approve Everything Air as sole source vendor for HVAC services was made by Trustee Moss, seconded by Trustee Claridge. Motion carried

Approval of Changes in IT Director Job Description: A motion to approve changes made in IT Director Job Description was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried.

New/Amended/Deleted Policies

1. Policy 546.00 Staff Travel (Fourth Reading)
2. Policy 546.00P Staff Travel Procedure (Fourth Reading)
3. Policy 4600P Volunteer Assistance Procedure (Replace 450.00)
4. Policy 5325P Employee Use of Social Media Procedure (Replace 520.00)
5. Policy 5800 Classified Employment Assignment and Grievance (Replace 590.50)

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

A motion to return to Executive Session was made by Trustee Kent, seconded by Trustee Claridge. Motion carried. Chair Suchan – Yes; Vice Chair Andersen – Yes; Trustees Kent, Claridge and Moss – Yes.

Executive Session was declared finished.

Adjournment A motion was made for adjournment by Vice Chair Andersen, seconded by Trustee Moss. Motion carried. Adjournment was at 8:40 p.m.

Russ Suchan, Chair of School Board

Attest: November 17, 2025

Kerri Tibbitts, Board Clerk