

# MCSO #331 Board of Trustees

## Monthly Session Meeting Minutes

### November 19, 2018

The regular monthly Board meeting held at the District Service Center, 310 10<sup>th</sup> St., Rupert, Idaho was called to order by Chair Heins at 4:50 p.m. A roll call was taken and the Board Clerk stated a quorum was not present.

#### **Board Members Present**

The following trustees were present: Chair Bonnie Heins; Vice Chair Stimpson; Trustees Tammy Stevenson.

#### **Agenda Review (4:52)**

The Board reviewed the agendas for the meeting on November 19, Special Board meeting on November 26 and Town Hall Meeting on December 3.

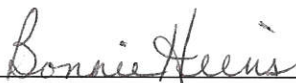
Trustees Gibson and Andersen arrived at the meeting at 5:15 p.m. A quorum was present.

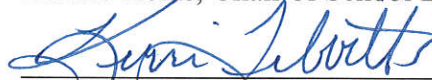
#### **Break: 5:10 -5:20 p.m.**

#### **Executive Session**

A motion was made by Trustee Stevenson to go into Executive Session, seconded by Vice Chair Stimpson. Chair Heins called the Executive Session to order at 5:20 p.m. for the purpose of Idaho Code 74-206 (1) (a) personnel; (f) legal counsel. The poll of the trustees follows: Chair Heins – Yes; Vice Chair Stimpson – Yes; Trustee Stevenson - Yes; Trustee Andersen – Yes; Trustee Gibson – Yes.

Trustee Stevenson moved to close the Executive Session and move to the Open Session, seconded by Vice Chair Stimpson. The motion was approved. Chair Heins declared the Executive Session closed at 5:35p.m. The meeting was adjourned.

  
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Bonnie Heins, Chair of School Board

  
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Kerri Tibbitts, Board Clerk

Attest: December 14, 2018 kt



# **MCSD #331 Board of Trustees**

## **Monthly Session Meeting Minutes**

### **November 19, 2018**

The regular monthly Board meeting held at the District Service Center, 310 10<sup>th</sup> St., Rupert, Idaho was called to order by Chair Heins, at 5:30 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 Vice Chair Stimpson; Trustees Stevenson, Andersen and Gibson.

#### **Poll of the Board**

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

Chair Heins welcomed everyone to the Work Session.

#### **Work Session (5:38)**

A motion was made to adjust the order of the Work Session to the following: Item C, B, D and A by Vice Trustee Stevenson, seconded by Vice Chair Stimpson. Motion carried.

#### **Rupert Elementary**

Angela Davidson, Principal of Rupert Elementary, presented information to the Board from ISAT tests. They showed grades are slowing moving up. Vocabulary is the area in which students struggle the most. On the ISIP test, the majority of students' score have improved.

#### **Acequia Elementary**

Heather Hepworth, Principal of Acequia Elementary, was not able to attend, but phoned in to give her presentation. She stated to the Board students taking the ISAT test struggled with analysis within cross text in most grades. On the IRI data kindergarten students came in at a 22% efficient rate and left kindergarten at 90%. Mrs. Hepworth informed the Board her first grades have only approximately 15 students, and this has made a difference in dealing with behavior problems. These classes are not only doing core curriculum but teachers are also teaching social skills classes.

#### **Elementary Counseling**

Marlane Gardner from Eduquest spoke to the Board regarding a program she and Tyson Christensen are working on to provide mental health counseling to students at no cost to the District. They visited a company in Maryland and learned how they provide mental health services to various district. Dr. Cox informed the Board that Eduquest will take care of Medicaid billing for these services in our District.

The Board expressed their appreciation for Tyson and Marlane moving so quickly on this need in the District.

### Non-Negotiable Facility Projects

Dr. Cox reviewed the top priorities in the District, HVAC which are systems and security. Due to time constraints, further projects will be reviewed at the Special Board meeting on November 26.

### **Break (6:45 – 7:00)**

### **Others Attending**

The following were also present: Superintendent, Dr. Kenneth Cox; Board Clerk, Kerri Tibbitts; Principals, Sanie Baker, Angela Davidson, Ellen Austin, Laurie Copmann, Kelly Arritt; Business Manager, Michelle DeLuna; Special Programs Director, Sherry Bingham; Secondary Achievement Director, Suzette Miller; Elementary Achievement Specialist, Ashley Johnson; Technology Assistant, Jeremiah Draves; Patrons, and Staff.

### **Silent Poll of the Board**

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

### **Prayer, Pledge of Allegiance and Welcome to Meeting**

Trustee Stevenson lead the group in prayer and McKenzie Walton lead the audience in the Pledge of Allegiance.

### **Agenda Approval (Action Item)**

A motion to accept the agenda was made by Trustee Andersen, seconded by Trustee Gibson. Motion carried.

### **Student Representative Reports**

#### Minico High School

Grace Jensen shared the many events happening at Minico. When College Application Week took place, 93% of seniors signed up for colleges.

#### Mt. Harrison High School

Mt. Harrison's representative was not able to attend.

### **Good News**

#### FFA Nation Convention

McKenzie Walton and Sarah Woodward shared experiences they had while attending the National FFA Convention in Indiana. Sarah Woodward, although graduated last year, attended the convention to receive her American Degree in which only 20 students in the State receive this honor.

#### TLC/Mt. Harrison Jr. High

Dyann Blood and her staff decided for this month their theme would be things the school is grateful for. She shared a PowerPoint presentation showing the school's gratefulness for a Pogo Stick Assembly, a successful Parent's Back to School Night, and a basketball court with donations from Kloepfer, Jeff, Jason and Melanie Cooper, and Becky and Dale Grimm.

#### Mt. Harrison High School

Kelly Arritt shared with the Board that Sarah Pelayo is president elect for Idaho Business Education Association. Next year she will be the president. Sarah stated they were starting the first chapter ever at Mt. Harrison for BPA (Business Professionals Association).

## **Patron Comments**

There were no patron comments.

## **Effective Instruction**

### **Elementary – Bethany Gouchnour (Heyburn)**

Ms. Gouchnour shared information about the Passion Project used at Heyburn Elementary for the gifted and talented students. There are currently 19 students in this class ranging from grades 3 – 5.

### **Secondary – Joe Fairchild (Mt. Harrison)**

Mr. Fairchild shared the program Quiz Let that teaches students to take notes differently and more efficiently. This program has different activities to learn and remember information.

## **Consent Agenda (action item)**

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: October 15, October 19, and October 29, 2018. 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: \$452,470.65

Payroll \$2,136, 069.40

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

## **Disposition of Fixed Assets**

## **Discussion Items**

### **Facility Telephone Survey Report – Rich Bauscher**

Dr. Rich Bauscher shared the results of the telephone survey given to patrons. They surveyed 450 patrons of which 100% were registered voters. These results will also be shared at the December 3 Town Hall meeting.

Dr. Cox also informed the audience there is a survey on our website and Facebook for input on our facility projects.

### **Administrator/Department/Committee Reports**

There were no questions or comments on reports.

**Parent Teacher Conference Report:** This is a written report showing the percentage of parents that attended parent teacher conferences this year. The numbers were similar to last year’s participation.

**Migrant Ed Program – Jamie Arteaga:** This was a written report showing the numbers in our migrant education program. Numbers have dropped due to students exiting the program, but Ms. Arteaga stated the numbers also increase to around 400 by the end of the year.

### **Board Member Training and Update Reports**

Chair Heins shared highlights from the Board and Administrator Newsletter. She stated that all administrators and staff need to be on the same page at every school for student achievement

Board members also shared information from sessions they attended at the ISBA (Idaho State Board Association) conference.

### Policy Discussion

Policy D480.00P Use of School Facilities Procedure: Dr. Cox stated that there has been some confusion on use of the facilities at schools. This policy will be reviewed with the administrators at the Cabinet meeting in December. He brought it to the Board's attention that changes have been made to ask for a 10% fee which will be refundable if the building is left clean and in order.

Policy D546.00 Staff Travel Procedure: There was some language added in regarding to using Uber or Lyft for transportation instead of a rental car.

### Superintendent's Report

Dr. Cox shared with the Board that the three administrators who were randomly chosen by the State to have their staff evaluations reviewed (Laurie Copmann, Kim Kidd and Terry Merrill) had their evaluations approved by the State.

## **Business (Action Items)**

### Fundraiser Approval

Acequia Elementary submitted their form for fees. A motion to approve this fundraiser was made by Vice Chair Stimpson, seconded by Trustee Stevenson. Motion carried.

### Staff Handbook

There were some changes in staff travel. Dr. Cox informed the audience that ALL staff travel will now go through the District. A motion to approve the staff handbook with changes was made by Trustee Gibson, seconded by Trustee Andersen. Motion carried.

### EduQuest Counseling Memorandum of Understanding

A motion to accept the EduQuest Counseling Memorandum of Understanding was made by Trustee Stevenson, seconded by Trustee Andersen. Motion carried.

## **New/Amended/Deleted Policies**

### Policy D378.20 Transportation: Supervision of Students (1st Reading)

This was held for a second reading.

### Policy D460.00 Private School Equitable Services (2nd Reading)

A motion to approve policy D460.00 as presented was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

### Policy D500.40 Identification Cards (2nd Reading)

A motion to approve policy D500.40 as presented was made by Trustee Andersen, seconded by Vice Chair Stimpson. Motion carried.

### Policy D500.80 Paraprofessionals (2nd Reading)

A motion to approve policy D500.50 Paraprofessionals as presented was made by Trustee Stevenson, seconded by Trustee Gibson, Motion carried.

### Policy D510.80 Supervision of Relatives (2nd Reading)

A motion to approve policy D510.80 Supervision of Relatives as presented was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

### Policy D532.00 Cellular Phones (1st Reading)

This was held for a second reading.

Policy D760.00 Credit Cards (2nd Reading)

A motion was made to approve policy D760.00 Credit Cards by Trustee Andersen, seconded by Vice Chair Stimpson. Motion carried.

Policy D800.00 Student Transportation (1st Reading)

This was held for a second reading

Policy D802.00 Bus Loading Discipline (1st Reading)

This was held for a second reading.

Policy D812.00 Transportation Accident Reports (1st Reading)

This was held for a second reading.

Policy D832.00 Student Wellness (2nd Reading)

This policy was held for a second reading.

Policy D834.00 Nutrition (2nd Reading)

A motion to approve policy D834.00 Nutrition as presented was made by Vice Chair Stimpson, seconded by Trustee Gibson. Motion carried.

**Personnel Recommendations**

A motion to approve personnel as presented was made by Trustee Stimpson, seconded by Trustee Stevenson. Motion carried.

**Travel Approvals**

A motion to approve travel was made by Trustee Stevenson, seconded by Vice Chair Stimpson. Motion carried.

**Meeting Adjourned**

A motion for adjournment was made by Trustee Andersen, seconded by Trustee Gibson. Motion carried. Adjournment was at 9:07 p.m.



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Bonnie Heins, Chair of School Board

Attest: December 14, 2018 kt



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Kerri Tibbitts, Board Clerk





# MCS D #331 Board of Trustees

## Special Board Meeting Minutes

### November 26, 2018

The Special Board meeting held at the District Service Center, 310 10<sup>th</sup> St., Rupert, Idaho was called to order by Chair Heins, at 12:15 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 Vice Chair Stimpson; Trustees Stevenson, and Andersen. Trustee Gibson was not present

#### **Poll of the Board**

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

#### **Others Attending**

Dr. Ken Cox, Superintendent, Kerri Tibbitts, Board Clerk, Patrick Swigert, Maintenance Supervisor, Wayne Schenk, patron

#### **Facility Project Review**

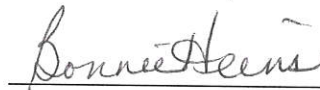
The Board reviewed enrollment information and the list of facility projects for the District and prioritized them to reach a total of \$21 million in estimated project costs..

#### **Business (Action Needed)**

A motion to approve travel as presented was made by Trustee Stevenson, seconded by Trustee Andersen. Motion carried.

#### **Adjournment**

A motion for adjournment was made by Trustee Andersen, seconded by Trustee Stevenson. Motion carried.



Bonnie Heins, Chair of School Board

Attest: December 14, 2018 kt



Kerri Tibbitts, Board Clerk

