

Minidoka County School District  
**Superintendent's Report**  
**March 16, 2020**

**Correspondence**

- We received a notice from the **City of Burley** about a hearing to address a Townhouse Subdivision Ordinance. I have a more information if anyone is interested.

**Information/Updates**

- **Automated Timecard System** – Our department heads have been reviewing a number of different automated timecard systems and they hope to have a cost estimate and recommendation for the March 30 Board meeting. Moving to an automated system would tie time sheets, leave and substitute requests to a seamless system to help alleviate the double entry our employees currently experience, while giving administration real time information for time management. Staff would be able to use their current badge along with their phone or computer to check in and out of buildings.
- **Fleet Management Discussion** – Michelle Deluna and I met with a representative from Enterprise Fleet Management to discuss the possibility of them assisting us in managing our fleet of gas vehicles. The idea would be to move our maintenance, technology and other District vehicles onto a more consistent replacement cycle, which is what we have done with our buses. Please see the attached summary.

**Meetings/Activities**

- **Staff/Building Visits:**  
I continue to attend Mt. Harrison staff meetings to work with the staff in outlining how student discipline is to be handled.  
I have had meetings with individual staff and held a **District Office** staff meeting February 27 and a **Department Head** meeting March 4.
- **Committee/Community Meetings:**  
I attended the Region IV Development Association Board meeting March 5 in Twin Falls representing all K-12 districts in the Region.
- **2019 Legislative Session - Budget:**  
The Idaho Joint Finance Affairs Committee (JFAC) has forwarded a budget to the legislation that would result in our District only getting an estimated \$97,000 discretionary increase while a 5% increase in our health insurance will cost \$138,000. We have begun to take a closer look at all levels of our budget and staffing.

**District Happenings**

- **COVID-19 Response** – Our District has increased our level of sanitation in classrooms and on our buses. We are providing additional anti-bacterial wipes and tissues in classrooms and have obtained more effective sanitation spray devices. We have posted information on the website for parents and are preparing a resource page of links to additional information provided by the South Central Public Health District (SCPHD) and the Center for Disease Control (CDC). We will be sending links to these pages and information to parents via Remind once we get this page set up.

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**Upcoming Events:**

- **March 17**      **Negotiations, 4:00 – 7:00 @ DSC**
- **March 19**      **PPAT, 12:00**
- **March 23-27**   **Spring Break**
- **March 30**      **Board Training**
- **April 1**        **Policy Review Committee, 3:45**
- **April 8**        **Employee of the Year Reception, 4:00 – 5:30**
- **April 13**      **Agenda Review, 3:30**
- **April 14**      **Health and Wellness Committee, 3:45**
- **April 16**      **PPAT, 12:00**
- **April 20**      **School Board Meeting**