

MCSD #331 Board of Trustees Regular Board Meeting Minutes January 27, 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. Trustee Perez was not present.

A declaration was made that Executive Session was completed.

Work Session – Calendars

Tamara Carter shared the two year calendars approved by the calendar committee. There was not much room to do a lot of changes. There was a correction needed on the 2026-2027 staff calendar on the Friday before President’s Day. There have been several complaints from parents regarding the weeks before Christmas. Time is being spent playing movies, etc. The Board feels all days should count. Mr. Larsen will address this with administrators.

Board Members Present

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

Call to Order & Roll Call

Pledge of Allegiance and Welcome to Meeting

The pledge was given by Vice Chair Claridge.

Agenda Approval (Action Item)

An amendment to the agenda was needed adding a new 7E to read “Declaration of an emergency hire for a preschool teacher” and move item 7E to 7F. A motion for the amendment and approval was made by Trustee Claridge, seconded by Vice Chair Andersen. Motion carried.

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

Election of Board Chair, Vice Chair, Appointment of Treasurer and Board Clerk

Trustee Claridge nominated Russ Suchan as Board Chair. The nomination was accepted by Trustee Suchan. A motion to approve Russ Suchan as Board Chair was made by Trustee Claridge, seconded by Trustee Andersen. Motion carried.

Trustee Claridge nominated Mary Andersen as Vice Chair. The nomination was accepted by Trustee Andersen. A motion to approve Mary Andersen as Vice Chair was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

A motion to appoint Daryl Kent as Board Treasurer was made by Vice Chair Andersen, seconded by Trustee Kent. Motion carried.

A motion to appoint Kerri Tibbitts as Board Clerk was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

Consent Agenda (action item) Consent agenda approved by unanimous consent.

Minutes of previous board minutes

The minutes noted above are herein incorporated into the board minutes by reference to the date of the board meeting.

Bills and Payroll was Approved

The School Board approved bills, with addendum, and payroll for payment.

Accounts Payable

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

Travel Requests

Declaration of emergency hire for the preschool teaching position

New Personnel – Approval of Josh Andersen as emergency hire for the preschool position.

Introduction of New IT Director Due to illness Sean Boyer was not able to attend.

Student Representative Reports Minico updated the Board on their events at Minico High School. Basketball and wrestling are going strong. Senior nights will be in February. They will have a sweetheart’s dance on the 8th.

Mt. Harrison – On February 7th there will be a Bingo and Potato Bar for a fundraiser. The money will go towards clubs at Mt. Harrison.

Good News Josh Greenwalt shared a video on what students/staff thought about how great Paul Elementary is.

Patron Comments No comments were received.

Discussion

John Smith and Lance Stevenson: John Smith, attorney, presented to the Board ways they are willing to work with our district with Reed Cotton leaving for his new position as District Judge.

Federal Program Audit: Ellen Austin, Federal Programs Director, shared findings in the audit. She will work with schools on how to improve the programs in schools. The State wants to see more parent involvement meetings in each school.

Policy Discussion: Annual Review of Policies/Procedures – The Board signed the Code of Conduct of Board Members which is required annually.

Annual Policies Reviewed by Board with No Changes Needed: 302.00 Open Enrollment; 340.50 Use of Restraint, Seclusion and Aversive Techniques; 342.20 Student Drug, Alcohol, Tobacco Use; 352.30 Student Health Physical Screenings Examinations; 355.00 Fees and Fines; 372.00 Hazing, Harassment, Intimidation, Bullying, Cyber Bullying; 372.50 Suicide Preventions, Intervention and Response; 372.50P1 Suicide Prevention Procedure; 372.50P2 Suicide Intervention Procedure; 372.50P3 Suicide Response Procedure; 374.00P Relationship Abuse and Sexual Assault Prevention; 390.00 Student Discipline; 390.00P Student Discipline Procedure; 767.10 New Bond Continuing Disclosure and Certification; 850.00 Emergencies; 860.00 Inspection Procedures.

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

MCEA: Region IV IEA was given two tickets to the Steelhead hockey game in Boise. When tickets are available (raffle) information will be sent to Kerri Tibbitts to send to all staff. Proceeds of the raffle help students in our schools.

Superintendent Report:

Mr. Larsen updated the board on the hail damage to HVAC systems. We have received most of the money from the insurance claim. It will not replace all units, but with the facilities bill money will help replace more units.

The Ag building is 67% complete. The main budgetary items should be done this week. There is a change we may come under budget. If the Board is interested in a tour of the building, they are to contact Mr. Larsen.

A meeting for summer school was held to discuss some changes. There are still a few items to be worked out. We received 11 million dollars from House Bill 521. We should receive an additional 6 million by the end of February. There will be a meeting held the 28th at District to discuss transportation for parents.

Business

Possible Motion to Approve School Calendars: A motion to approve the 2025-2026 and 2026-2027 calendars with the error corrected on the 2026-27 calendar (Friday before President's Day) was made by Trustee Kent, seconded by Trustee Claridge. Motion carried.

Approval of Board Meeting Dates: A motion was made to approve the Board meeting dates with the correction showing January 27, 2025 was made by Vice chair Andersen, seconded by Trustee Kent. Motion carried.

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

Adoption of Special Education Manual: A motion to adopt the State Special Education Manual was made by Trustee Kent, seconded by Vice Chair Andersen. Motion carried.

New/Amended/Deleted Policies:

1. Policy 176.00 Public Participation in Board Meetings (First Reading)
2. Policy 268.00P Self Directed Learners Procedure (First Reading)
3. Policy 274.00 Transfer of Student Credits from Non-Accredited Institutions (First Reading)
4. 510.00 Personnel Hiring Process and Criteria (First Reading)
5. Policy 540.00 Employee Benefits Eligibility (First Reading)
6. Policy 542.90 Vacation Full Time Personnel (First Reading)
In the past vacation time was given on the anniversary date of the employee. The changes in this policy would make those receiving vacation time begin being accrued at the same time (July 1st). Mr. Larsen stated for those who have events scheduled for this summer, they will be able to use their time in July and August. Employees will be accumulating vacation leave in July.

A motion to approve all the above policies was made by Trustee Claridge, seconded by Trustee Kent. Motion carried.

Adjournment

A motion for adjournment was made by Vice Chair Andersen, seconded by Trustee Claridge. Motion carried. Adjournment was 8:00 p.m.

Russ Suchan, Chair of School Board

Attest: February 24, 2025

Kerri Tibbitts, Board Clerk