

# Board Meeting Agenda Summary

August 14, 2017

Trustees: If you have questions about any item on this summary prior to the board meeting please share them with me so that I can have the appropriate information at the board meeting.

2. **Work Session Topic** – We have invited our administrators to dinner so you can get a chance to catch up with them.
  - A. **Administrator Discussion** – We have asked the administrators to share any concerns they have with the Board and to share their ideas for implementing the District’s theme ‘You Matter.’ I will also be sharing with the Board more details on our District Focus of Effective Instruction and what the administrators have chosen to focus on this year.
  - B. **Teacher Morale** – It would be good to hear from the Board any concerns they have heard concerning teacher morale, so the administrators can be aware and work to improve this in their buildings.

## 11. Discussion Items

### B. Administrator/Department/Committee Reports

- B.1. **Summer School Report** - John Kontos will give an update on the attendance and accomplishments during summer school this year.
- B.2. **Migrant Ed Summer School Report** – Heather Hepworth will give an update on the attendance and activities during Migrant summer school.
- B.3. **Coaches Handbook** – Ty Shippen has shared a draft of the Coaches Handbook that he will be reviewing with coaches at their meeting on the 15th. This Handbook would be a work in progress as the coaches become more familiar with it. I asked Ty to review the **Student Athlete Handbook** this year and present it to the Board next spring along with the other student handbooks.

### C. Policy Discussion

- C.1. **D404.94 Unpaid Leave of Absence:** There is no change to this policy just some language clarifying that **Extended Unpaid Leave** is for an entire school year, adding a definition for **Long-Term Unpaid Leave**, which is for more than five days but less than a year and maintaining **Short-Term Unpaid Leave** as being five days or less.
- C.2. **D404.95 Involuntary Leave of Absence:** This is a new policy from ISBA clarifying when an employee is to be placed on unpaid leave of absence. This was discussed last month and I have edited it for your review before going to the PRC.
- C.3. **D809.97 Cellular Phones:** This policy previously only applied to District owned phones. I have added reference to personal cell phone use.

- D. **Superintendent’s Report** – Reference to the following attachments are NOT included in my report.

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- D.1. ARTEC MOU 17-18** – I have signed this agreement with ARTEC for financial services for this year. The ARTEC Board agreed to increase the amount they are providing us from \$35,000 to \$37,000.
- D.2. Attendance Incentive Request Form** – This was shared with administrators for their requests to the Board in September.
- D.3. Auditor Renewal Contract** - I have signed this agreement with Condie, Stoker & Associates, CPAs for their auditing services for this year. Their pricing has remained the same.
- D.4. ‘Board and Administrator’ Subscription** – We receive this solicitation for the newsletter each year. I would be happy to sign up for this as a regular learning opportunity for myself and the Board if you so wish. It was suggested that this be added as an item under the Board Member Training section of the monthly agenda and that Trustees take turns in presenting the information provided to the rest of the Board.
- D.5. Board Presentation Guidelines** – I have revised these guidelines to incorporate the Effective Instruction Presentations by staff and am sharing it for your review.

## 12. Business Items

- A. Approval of Bus Routes** – We are working on making adjustments to the old bus routes but would ask that the Board approve these to start the year.
- B. Red Dye Fuel Bid Concerns and Information** – I have reviewed the fuel filter data and discussed this at length with Michelle DeLuna, Alicia Bywater and Ryan Edwards, our head mechanic. Please see the attachment for my conclusions and recommendation.
- C. Teacher Evaluation/Student Achievement Goals**
  - C.1. Growth in Student Achievement Rubric**– The Board must approve how our teachers will be evaluated based on student achievement scores. The legislature this year removed the 33% requirement. We will be moving toward requiring that 10% of a teacher’s evaluation be based on student achievement as we review this policy this year. It must be submitted to the State by December 1. The attached rubric has been developed by our administrators. I am recommending the Board approve this as presented.
- D. ARTEC/ARTE Board Member**
  - D.1. ARTE/ARTEC Representation** – I am recommending that the Board continue to appoint me as their representative on the ARTEC and ARTE Boards for the coming school year. I have done this since arriving in the District and would be happy to continue to do so.

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**E. Excess Carry Over Funds Budget** – I have been informed by Michelle DeLuna, our business manager, that as she finalized the budget for last year it was determined that there will be an additional \$260,000 in carry-over from last year to this year. I have made some recommendations on how to allocate these funds in the attachment.

**F. New/Amended/Deleted Policies:**

- E.1. D204.01 Board Meetings:** The only change to this policy was a clarification that Emergency Meetings can be held with less than 24 hour notice.
- E.2. D403.97 Bus Driver Pay:** This policy was changed to reflect the amount a bus driver receives when washing a bus. It was determined, after meeting with both the HR and Transportation departments, that they would simply receive their hourly wage.
- E.3. D406.21 Substitute Pay:** This policy wording was changed to reflect current practice and the salary categories already approved by the Board.
- E.4. D408.80 Evaluation of School Bus Drivers:** This is a new policy from ISBA. It outlines what we are currently doing.
- E.5. D410.50 Emergency Closure Days:** This policy was changed to reflect the new Master Agreement language as well as address classified employees. Classified employees will be paid double time (up to 4 hours) if they come in and will be paid for up to three days if they don't come in on an emergency closure day.
- E.6. D505.35 Soliciting and Accepting Grants or Donations:** This policy was reviewed by the PRC in December but never presented to the Board.
- E.7. D717.00 Transportation Pay Rates:** This is a companion policy to Policy 403.97 and has been changed to reflect current pay rates.

**F. Travel Approvals** – There are two requests: The band is looking to go to a competition in Caldwell which would be overnight, and the Minico FFA would like to take up to twelve students to the National Convention in Indianapolis in October (see attached letter).

**Upcoming Events & Board Meeting Agenda Items:**

- August 16 Parent Patron Advisory Team Meeting, 12:00
- August 17 Back-to-School Meeting for ALL Staff@ Minico 8:00 – 11:30
- September 6 Policy Review Committee, 3:45 – 5:00
- September 11 Agenda Review, 2:00 – 3:00
- September 14 Town Hall Meeting @ DSC, 6:30 – 8:00
- September 18 Regular Board Meeting, 4:30