

**NOTICE OF NEGOTIATIONS MEETING OF THE BOARD OF TRUSTEES
MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331
RUPERT, MINIDOKA COUNTY, IDAHO**

NOTICE IS HEREBY GIVEN that an **Regular Meeting** of the Board of Trustees of the Minidoka County Joint School District is posted for **Friday, April 23, 2021 at 2:30 PM** at the **District Service Center 310 10th Street Rupert, ID 83350** at which meeting the following business will be conducted:

CALL TO ORDER & ROLL CALL:

Bonnie Heins, Chair	Dr. Kenneth Cox, Superintendent
Rick Stimpson, Vice Chair	Kerri Tibbitts, Board Clerk
Russ Suchan, Trustee	Reed Cotten, School Counsel
Jeff Gibson, Trustee	
Mary Andersen, Trustee	

1. Approval of Minutes	2
2. Approval of Sick Leave Language in Master Agreement	5
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4. Teacher Prep Day and Professional Development	9
5. Four-Day Calendar	10
6. Adjournment	

#boldsubject#

** Robert's Rules of Order will govern all meetings

*** Any person needing special accommodations to participate in the above-noticed meeting should contact the Minidoka County School District one (1) day prior to the meeting at 310 10th St., Rupert, Id. (208) 436-4727

NEGOTIATION MINUTES

April 16, 2021

2:30 p.m.

Those present: Maren Oppelt, Karl Sandman, Cory Kniep, Wes DePew, Tara McCall, Mr. Ramsey, Danelle Stutzman, Brandi Milliron, Maggi Fortner, Ashley Johnson, Kathy Yamamoto (facilitator)

Minutes were approved for the April 9th meeting.

Wes DePew made a motion to amend the agenda to be able to discuss Leaves and Language, seconded by Brandi Milliron. All team members approved to the amended agenda.

MCEA reviewed the Sick Leave Policy and had concerns regarding clarification of the policy.

Interests:

- Not addressed in Master Agreement
- Limitation of language defining usage of sick leave days
- Language needs to reflect current practice and policy
- Concern of teacher having to work while on sick leave (what happens when grades are due)
- Teachers called in during sick leave to do grades
- Not losing sick leave days unnecessarily
- Being able to use sick leave days with fidelity
- Equity
- Ensure on sick leave days worked reflected in agreement
- Ensure all employees know the process – clarity
- Educators are professionals and do what they need to for their job
- Fiscally responsible
- On-going communication with administrator about sick leave
- Duty to ensure students get best education
- Flexibility both ways

MCEA gave examples of when on sick leave, administrators have called to ask the teacher to do work.

Mr. Ramsey asked if this happens often, the MCEA stated very seldom. Tara McCall asked why is there a deadline on grades when you are sick. Ashley Johnson informed the team that Powerschool roll over the grades. Once the grades are stored, it can be done, but can be an issue. Changing grades should come through the principal. Karl Sandmann stated counselors can change grades at the secondary level. Cory Kniep felt that we need to keep the integrity of the education system and not have it be compromised anyway by changing grades. Danelle Stutzman felt if we start changing a lot of grades, students will know, and it gives them the option to beg the teacher to change their grade. Brandi Milliron clarified it isn't grades with sick leave, it's why teachers are asked to work on sick leave. Maggi Fortner expressed concern if something unexpected comes up, and they are not allowed to contact the teacher, this could be an issue.

Caucus called: 3:11

Returned: 3:20

Wes DePew felt that if work is done while a teacher is on sick leave, some of that leave should be reimbursed. Danelle Stutzman stated it should be a case by case issue. Karl Sandmann shared that teachers need to know if they put in time working from home, they can be reimbursed for that time. Maggi Fortner asked if administrators are saying teachers can't have that time? Ashley Johnson stated if admin call and asked where something is, the teacher can respond that is not allowed? Tara McCall stated only if the administrator is asking the teacher to do work at home. Danelle Stutzman shared staff needs to communicate with the administrator, so they can help out with the education process.

Options:

Phone calls do not negate usage of sick leave time

When working while on sick leave, restoration of the sick leave time (only if the admin asked you to do so)

Danelle Stutsman and Maggi Fortner questioned if this was fiscally sound when reimbursing a teacher leave and paying a substitute. The employee would get another day off and would have to pay for a substitute again. Wes DePew stated this is just to cover the few situations, so it wouldn't be a tremendous cost.

You would work with your administrator if something needed to be done. If it's half a day, etc. you, you work it out with her/him.

If you feel like your administrator is not being flexible or requiring too much, you have the option to go to the Superintendent.

Scenarios should be taken case by case and addressed.

All but restoration of sick leave time met all the standards.

Caucus called: 3:59

Returned: 4:09

Combinations:

All five options (Wes DePew). It's up to the District as to whether or not they want to spend the money and lets the administrators decide as to whether or not this can be done. NO Admin team – if a teacher didn't leave lessons plans, they need to be written. This should be done case by case.

Phone calls do not negate usage of sick leave time and Administrative decisions (Ashley Johnson) NO MCEA – didn't include if the admin request to do something have any restoration of sick leave.

Caucus called: 4:23

Returned: 4:30

Ms. Yamamoto reminded the team about cell phone etiquette to be observed at all times by the team and audience.

Karl Sandmann, if the working on sick leave is an expected practice and already being followed, with teachers understanding if you're called in you put in half day instead of a full day, it doesn't need to be in the Master Agreement language. Given the current information, the team was find about putting this issue aside.

Ms. Yamamoto asked if there were additional or changes in agendas the information be sent to Kerri Tibbitts before the day of the meeting.

Evaluations

Interests:

Student Achievement requirement

Clarification of criteria required to get Distinguished in Domains 2 or 3

Ensure that employees are prepared for teacher observations

Danielson training K-12 is consistent to get the same training

Increase teacher morale

Ability to appeal evaluation if not in agreement

Timeline of evaluation limitations

Administrator time to conduct evaluations

Karl Sandmann asked if the AP endorsement can begin in after the 7th year, into the 8th year? Linda Jones stated not until you are done with the 8th year.

Mr. Ramsey asked if staff has gone through Danielson training. Maren Oppelt stated most teachers have printed off the books. Danelle Stutzman shared there is a needs assessment done each year and teachers are asked if they would like to receive the Danielson training. Most teachers have stated they do not want training. Ashley Johnson

informed the team that different admin has done training for their staff in small chunks. Maggi Fortner stated it would be easier for admin if teachers received training. Maggi Fortner asked if the IEA offers training. Linda Jones shared there will be the Advanced Endorsement and Danielson training offered at the Summer Institute. It is virtual this year, and free for union members. MCEA asked about leadership roles. Ashley Johnson stated our District has more Leadership roles identified than the State.

Maggi Fortner asked that the team look at law and policies, so we do not reinvent the wheel.

Caucus called: 4:51

Returned: 5:01

Agenda for April 23

Approval of Minutes

Advanced Professional

Teacher Prep Day and Professional Development

Four-day Calendar

Adjournment

A motion for adjournment was made by Wes DePew, seconded by Mr. Ramsey. Motion carried. Adjournment at 5:23 p.m.

Superintendent Signature

Date

MCEA Representative Signature

Date

LANGUAGE FOR SICK LEAVE POLICY

At the beginning of each school year, each employee shall be credited with one (1) sick leave day as projected for the employment year for each month of service in which they work a majority portion of that month (see IC §33-1216 and District Policy 544.10 Sick Leave).

There shall be no limit on the number of days of sick leave which an employee may accumulate (see IC §33-1217). All accumulated sick leave permitted as reportable under Idaho Code 33-1228, shall be reported to the Public Employees Retirement System of Idaho (PERSI) for employees retiring after July, 1988.

Sick leave may be taken to assist in the recovery of the husband, wife, significant other, or the mother, father, son, daughter, brother, sister, grandfather, grandmother or grandchildren of either the employee or his/her spouse or significant other. **Sick leave may also be used to assist in the care and/or recovery of a mother who has just given birth, the baby, or the adopted child of the employee.** OPTION1

Sick leave may be taken for medical appointments or to assist in the recovery of the husband, wife, significant other, or the mother, father, son, daughter, brother, sister, grandfather, grandmother or grandchildren of either the employee or his/her spouse or significant other. Sick leave may also be used for the employee's birth or placement of a child, to bond with a newborn or newly placed child or to care for a child with a serious health condition. OPTION 2

Idaho Code 33-1201A

3) To be eligible for an Idaho advanced professional endorsement, the instructional staff or pupil service staff employee must:

- (a) Have held a renewable certificate for at least eight (8) years or more, or have completed a state board of education-approved interim certificate of three (3) years or longer (this can be an emergency provisional, alternative authorization or interim certificates) and held a renewable certificate for five (5) years or more;
- (b) Show they met the professional compensation rung performance criteria for four (4) of the five (5) previous years or the third, fourth, and fifth year;
- (c) During three (3) of the previous five (5) years, have served in an additional building or district leadership role in an Idaho public school, including but not limited to:
 - (i) Instructional specialist or instructional coach;
 - (ii) Mentor;
 - (iii) Curriculum or assessment committee member;
 - (iv) Team or committee leadership position;
 - (v) Data coach; or
 - (vi) Other leadership positions identified by the school district;
- (d) Have a written recommendation from the employing school district;
- (e) Have an annual individualized professional learning plan developed in conjunction with the employee's supervisor and a self-evaluation; and
- (f)(i) Effective July 1, 2020, through June 30, 2021, show they have met the advanced professional compensation rung performance criteria for three (3) of the five (5) previous years or the fifth year;
- (ii) Effective July 1, 2021, through June 30, 2022, show they have met the advanced professional compensation rung performance criteria for three (3) of the five (5) previous years or the fourth and fifth year; or
- (iii) Effective July 1, 2022, show they have met the advanced professional compensation rung performance criteria for three (3) of the five (5) previous years.

Idaho Code 33-1001

20)(a) "Professional compensation rung performance criteria" means:

- (i) An overall rating of proficient or higher, and no components rated as unsatisfactory, on the state framework for teaching evaluation; and
- (ii) Demonstrating the majority of students have met measurable student achievement targets or student success indicator targets.

(b) "Advanced professional compensation rung performance criteria" means:

- (i) An overall rating of proficient or higher, no components rated as unsatisfactory or basic, and rated as distinguished overall in domain two — classroom environment, or domain three — instruction and use of assessment, on the state framework for teaching evaluation or equivalent for pupil service staff; and
- (ii) Demonstrating seventy-five percent (75%) or more of their students have met their measurable student achievement targets or student success indicator targets.

Leadership Stipends

ACADEMIC RTI COORDINATOR
ACADEMY LEADER - BUSINESS & FINANCE
ADVISORY COORDINATOR
AFTER SCHOOL COORDINATOR
AR RECOGNITION COORDINATOR
ARTEC ADMINISTRATOR
ARTEC COORDINATOR
BEHAVIOR RTI COORDINATOR
CNA CLINICAL COORDINATOR
COMMUNICATONS COORDINATOR
COMMUNITY COMMITTEE COORDINATOR
CRISIS PREVENTION INTERVENTION TRAINER
CRISIS TEAM COORDINATOR
CURRICULUM IMPROVEMENT
DISTRICT RTI COORDINATOR
DISTRICT SPED INSTRUCTIONAL COACH
DISTRICT TECHNOLOGY INTEGRATION SPECIALIST
ELA CURRICULUM COMMITTEE
ELEMENTARY CURRICULUM COMMITTEE
ELL/MIGRANT COORDINATOR
ESL COORDINATOR
FFA ASSISTANT ADVISOR
FUEL UP TO PLAY COORDINATOR
GRADE LEVEL TEAM COORDINATOR
GT COORDINATOR
IDLA COORDINATOR
INSTRUCTIONAL COACH
INSTRUCTIONAL TEAM LEADER
LEADER IN ME COORDINATOR
LITERACY COMMITTEE
MENTOR
PBIS/504 COORDINATOR
PREP PROVIDER COORDINATOR
PRESCHOOL COMMUNICATIONS
PTE COORDINATOR
PUBLIC RELATIONS SPECIALIST
RECOGNITION COORDINATOR
RENAISSANCE COORINATOR
REPORT CARD & RUBRIC COMMITTEE
RTI COORDINATOR
SAFETY COORDINATOR
SCHOOL CLIMATE COORDINATOR
SCHOOL IMPROVEMENT COORDINATOR
SCHOOL NURSE COORDINATOR

SCHOOL PSYCHOLOGIST COORDINATOR
SCIENCE CURRICULUM COMMITTEE
SENIOR PROJECT COORDINATOR
SIG GRANT ADVISOR
SOUND TECHNICIAN - MAIN GYM
SOURCES OF STRENGTH, BUILDING LEADER
SOURCES OF STRENGTH, TEAM LEADER
SPED TRAINING SPECIALIST
STAFF COMMITTEE COORDINATOR
STAFF COMMUNICATIONS COORDINATOR
STEM GT COORDINATOR
STUDENT ACHIEVEMENT COORDINATOR
STUDENT ACTIVITY COORDINATOR
STUDENT COMMITTEE COORDINATOR
STUDENT COUNCIL
STUDENT RECOGNITION COORDINATOR
TECHNOLOGY INTEGRATION SPECIALIST
WORKFORCE DEVELOPMENT TRAINING FUND COORDINATOR

IV.C. Teacher Preparation Day

Teacher preparation days are a component of the work calendar that enables a teacher to finish up work and prepare for instruction. These days are defined as those set aside in the school calendar for teacher directed activities with the exception of very brief (less than 40 minutes) meetings that may be necessary for conducting school related business and may not be used for extended staff meetings.

IV.F. Professional Development Day

Teacher professional development days are scheduled in the work calendar to provide opportunities for administrators to address the professional development needs of their staff. These days may be used for teachers to attend District and building scheduled workshops and activities. Other activities that could be scheduled are: collaboration meetings to discuss student data, school visitations, and longer staff meetings (occasionally),

MINIDOKA COUNTY SCHOOL DISTRICT #331 2021-2022 STAFF CALENDAR

July

4 Independence Day

JULY							Student Days	Contract Days
S	M	T	W	T	F	S		
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	31		
							0	0

August

9 Registration at East Minico (Acequia, Rupert, East, MHJH)
 9 Registration: Minico/MHHS New Students
 10 Registration at West Minico (Heyburn, Paul, West)
 10-11 Registration Minico/MHHS
 16-20 Teachers on Contract
 16 Back to School Meeting
 17 1/2 PD; 1/2 Work Day
 19 Orientation 6th & 9th
 23 First Day of School

AUGUST							Student Days	Contract Days
S	M	T	W	T	F	S		
1	2	3	4	5	6	7	0	0
8	9	10	11	12	13	14	0	0
15	16	17	18	19	20	21	0	5
22	23	24	25	26	27	28	4	4
29	30	31					2	2
							6	11

September

6 Labor Day, No School
 10 Teacher In-Service
 16 Mt. Harrison PTC 4:30-6:30 p.m.
 24 Teacher In-Service

SEPTEMBER							Student Days	Contract Days
S	M	T	W	T	F	S		
			1	2	3	4	2	2
5	6	7	8	9	10	11	3	4
12	13	14	15	16	17	18	4	4
19	20	21	22	23	24	25	4	5
26	27	28	29	30			4	4
							17	19

October

7 PTC 4:30 - 8:30 p.m.
 8 PTC 8 a.m.-12:00 p.m. (half Day)
 18 Mt. Harrison 2nd Quarter Starts
 22 Teacher In-Service

OCTOBER							Student Days	Contract Days
S	M	T	W	T	F	S		
					1	2	0	0
3	4	5	6	7	8	9	4	5
10	11	12	13	14	15	16	4	4
17	18	19	20	21	22	23	4	5
24	25	26	27	28	29	30	4	4
31							0	0
							16	18

November

12 Teacher In-Service
 18 Mt. Harrison PTC 4:30-6:30 p.m.
 24-26 Thanksgiving Break, No School

NOVEMBER							Student Days	Contract Days
S	M	T	W	T	F	S		
	1	2	3	4	5	6	4	4
7	8	9	10	11	12	13	4	5
14	15	16	17	18	19	20	4	4
21	22	23	24	25	26	27	2	3
28	29	30					2	2
							16	18

December

10 Teacher In-Service
 17 Teacher Work Day, No School
 21 Early Dismissal
 22-31 Christmas Break, No School

DECEMBER							Student Days	Contract Days
S	M	T	W	T	F	S		
			1	2	3	4	2	2
5	6	7	8	9	10	11	4	5
12	13	14	15	16	17	18	4	5
19	20	21	22	23	24	25	2	3
26	27	28	29	30	31		0	1
							12	16

January

1 New Year's Day
 3 2nd Sem/3rd Qtr Begins
 14 Teacher In-Service

JANUARY							Student Days	Contract Days
S	M	T	W	T	F	S		
						1	0	0
2	3	4	5	6	7	8	4	4
9	10	11	12	13	14	15	4	5
16	17	18	19	20	21	22	4	4
23	24	25	26	27	28	29	4	4
30	31						1	1
							17	18

February

10 Mt. Harrison PTC 4:30-6:30 p.m.
 11 Teacher In-Service
 21 Presidents Day, No School
 25 Teacher In-Service

FEBRUARY							Student Days	Contract Days
S	M	T	W	T	F	S		
		1	2	3	4	5	3	3
6	7	8	9	10	11	12	4	5
13	14	15	16	17	18	19	4	4
20	21	22	23	24	25	26	3	4
27	28						1	1
							15	17

March

4 Teacher In-Service
 10 PTC 4:30 - 8:30 p.m.
 11 PTC 8 a.m.-12:00 p.m. (half Day)
 14 Mt. Harrison 4th Quarter Starts
 21-25 Spring Break, No School

MARCH							Student Days	Contract Days
S	M	T	W	T	F	S		
		1	2	3	4	5	3	4
6	7	8	9	10	11	12	4	5
13	14	15	16	17	18	19	4	4
20	21	22	23	24	25	26	0	0
27	28	29	30	31			4	4
							15	17

April

8 Teacher In-Service
 22 Teacher In-Service
 28 Mt. Harrison PTC 4:30-6:30 p.m.

APRIL							Student Days	Contract Days
S	M	T	W	T	F	S		
					1	2	0	0
3	4	5	6	7	8	9	4	5
10	11	12	13	14	15	16	4	4
17	18	19	20	21	22	23	4	5
24	25	26	27	28	29	30	4	4
							16	18

May

13 Teacher In-Service
 19 Last Day for Preschool
 24 Mt. Harrison Graduation
 25 Minico Graduation
 25 Last Day for Kindergarten
 26 Last Day of School, Early Dismissal
 27 Teacher Work Day
 30 Memorial Day

MAY							Student Days	Contract Days
S	M	T	W	T	F	S		
1	2	3	4	5	6	7	4	4
8	9	10	11	12	13	14	4	5
15	16	17	18	19	20	21	4	4
22	23	24	25	26	27	28	4	5
29	30	31					0	1
							16	19

June

JUNE							Student Days	Contract Days
S	M	T	W	T	F	S		
			1	2	3	4	0	0
5	6	7	8	9	10	11	0	0
12	13	14	15	16	17	18	0	0
19	20	21	22	23	24	25	0	0
26	27	28	29	30			0	0
							0	0

Total Student Days/Contract Days

146	171
S1	67
S2	79
Q1	31
Q2	36
Q3	39
Q4	40
Total	146

LEGEND:	
	Holiday
	No School, Non Contract Day
	No School, Staff Development
	PTC 4:30 p.m. - 8:30 p.m.
	PTC 8:00 a.m. - 12:00 p.m.
	Mt. Harrison PTC
	Mt. Harrison Quarter Begins
	Teacher Work Day, No School
	Semester Begins
	Early Release - School Dismiss 1:00 p.m.
NO Kindergarten and Preschool on early dismissal days	
NO School on Fridays	