

**Snake River School Board of Trustees
Held at the Snake River Middle School
1060 West 110 South, Blackfoot, Idaho 83221
Wednesday, January 15, 2014**

I. WELCOME/ROLL CALL

Chairman Wally Aldous called the meeting to order at 7:05 p.m. Board members Annis Williams, Kent Miller, Kim Kunz and Wally Aldous were present. Bill Martin was absent. Also attending were Superintendent Mark Gabrylczyk, Board Clerk Gayla Osborn, Steven Schellenberg, James Whittier (Troop #214), Laura Whittier, Sherrilynn Bair, Laurie Grayson, Glenna Hale, Alden Hale, Emily Cade, Elaine Asmus, Barbara Bedwell, Jill Munson, Carol Adams, Bryce Salmon, Kami Salmon, Jane Reynolds, Sydnee Hale, Suzanne Hieb, Lisa Martin, Mindy Davison, Roger Davison, Cheralee England-Johns, Richard England, Kathryn England, Taylor Monroe, Rose Larson, Romie Van Orden, Celia Simmons, Dave Kerns, Karen Sasser, Galen Sasser, and Lesley Mielke (press).

II. PRAYER OR PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Kent Miller.

III. APPROVAL OF AGENDA

Annis Williams moved to approve the agenda as written and Kent Miller seconded. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

IV. MIDDLE SCHOOL PRESENTATION

Principal Dave Kerns praised the entire Middle School staff for the work they do to make the school successful. He introduced his fifth grade teachers and each gave a brief report on what they teach. Cydnie Capson, the grade-level leader, was unable to attend so Mr. Kerns told the board that she taught Social Studies/American History from the pilgrims to the formation of a new government after the revolutionary war. Her classes especially enjoy presenting Colonial Days at the Middle School for parents and patrons. Mindy Davison is a first year teacher and teaches 5th grade language arts. Her students also keep a daily journal which helps them become more fluent in their writing skills and she encourages them in a daily oral language exercise which reviews what they've learned previously and focuses on what they are about to learn. The fifth grade language art teachers are working together to follow the Common Core standards and when they find any gaps, they work together as a team to make corrections so the students' needs are met to advance to the 6th grade. Celia Simmons said the 5th grade team has made remarkable progress in working together and each teacher brings their own strength. They are looking forward. Celia is a 5th grade science teacher. Her students have three science classes a week, the fourth day they have PE, keyboarding and DARE. She said the use of the chrome books has been an amazing boost to the implementation of technology in the classrooms and students would benefit from having more of them. There are about 30 chrome books that are shared by five classrooms. Mrs. Simmons said science teachers have formed a collaborative team that is growing, learning and adapting as the Common Core science curriculum is being aligned and they are working together to improve student achievement in all areas. Romie VanOrden returned to teaching this year after a 15 year hiatus to be a stay-at-home mom. She is a 5th grade math teacher and her students have fun because math is the highlight of her day. She puts the Common Core math goals at the front of her classroom so they will know exactly what they will be learning that day. Mrs. Van Orden is piloting a new way of teaching math this year. She is teaching the same Common Core standards but in a different order. Her math lessons are spiraled which means her students are constantly getting a review of all the things they have been taught through the year. They also are given weekly formative assessments so she knows if they are getting the concepts being taught or if she needs to repeat certain ones before moving on. She too takes advantage of the chrome books and her students use the i-Excell program which is helping to reinforce everything she is teaching. Romie said she too enjoys working with her 5th grade teaching team. Kent Miller asked her if there was a strategy to her method or if it was just her style? She said the standards are presented in a certain order and it makes sense for her to teach in that order so she has to skip around in her book to do so. Emily Cade said previous to 5th grade the students were learning the mechanics of reading such as phonics and sight words. In the 5th grade they learn more on comprehension. With the Idaho Core Standards there are more comparison like characters, genres, same topics for non-fiction and fiction. She said the students should be able to identify themes and use the different formats to understand reading. The reading block is intertwined with the student's English/Language Arts period in the mornings and then at the end of the day the students participate in the accelerated reading program. Mr. Kerns said all the employees of the Middle School need to be successful is for the board to support them. The Middle School is now a four-star school and is working toward the goal of becoming a 5-star school. They are following the district's Strategic Plan. They have selected three goals to work on: 1) to align their curriculum both horizontally and vertically; 2) focus on getting 90% student engagement; and, 3) to become a professional learning community. Mr. Kerns said he is trying to give his teachers the tools they need to succeed. He provided his staff with a book entitled "Classroom Instruction" which identifies several research-driven strategies that will help them raise student achievement. He said the teachers will be focusing on student learning instead of teaching content only. The teachers' professional learning communities will be driven by four questions: "What do we want students to learn?" (focus); "How will we know if each student has learned it?" (assessment); "How will we respond when a student is experiencing difficulty in learning it?" (Response to Intervention); and "How will we respond when a student already knows it?" Mr. Kerns said the things that make the Middle School unique have become their new school motto: "We care! We share! We dare!" The board thanked Mr. Kerns and the 5th grade teachers for their presentation. He assured them that the board would back them up. Superintendent Gabrylczyk also thanked the teachers for their hard work.

V. SNAKE RIVER HIGHLIGHTS

See attached highlights.

VI. PATRON FORUM

No one came forward.

VII. CONSENT AGENDA

Minutes of December 18, 2013

Resignations: Denise Hansen, Jr. High Special Ed Aide

New Hires: Anna Anderson, Jr. High Custodian

Budget Report & Claims Payable for December, 2013

It was moved by Kent Miller and seconded by Annis Williams to approve the Consent Agenda as presented. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

VIII. DISTRICT AUDITOR CONTRACT

Quest CPAs, P.C., the district's current auditing firm, sent their proposed contract offering to do the district's independent audits for the 2013/2014, 2014/15, and 2015/16 school years. Superintendent Gabrylczyk and Chris Nelson, business manager, reviewed it and found it to have the same contract language as last year. The fee would be the same this year (\$6,400) but would increase \$100 each year thereafter: 2014/15 (\$6,500) and 2015/16 (\$6,600). The superintendent recommended approval.

A motion to approve the contract with the district's auditor, Quest CPAs, P.C., for the 2013-2014 (\$6,400); 2014-2015 (\$6,500); and 2015-2016 (\$6,600) school years, as presented, was made by Kim Kunz and seconded by Annis Williams. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

IX. BUS PURCHASE BID

On Monday, January 13, 2014, a bid opening for the purchase of one 72-passenger bus was held at 1:00 p.m. at the district office. Bids were received from Bryson Sales and Service for \$82,253; from Rush Truck Center for \$77,860; and from Western Mountain Bus Sales for \$78,650. The bus would not be delivered until July and would be paid for in the 2014-2015 school year. Mr. Aldous also attended this opening. Kim Kunz asked if the IC bus had emissions control. Mr. Kunz said he questioned this because of the affect it would have on fuel economy. Galen Sasser, district bus mechanic, said that International didn't meet emission control standards so they are using a Cummins engine like others in the industry. He said the district has Cummins engines, Allison transmissions, and International chassis. He said Blue Bird has been high bidder by \$3,000-\$5,000 every year. The Thomas and International companies are comparable each year and he said he didn't see a big difference in either vehicle.

Mr. Sasser talked to the board about future bus replacements. He said with the district's four-day work week, the bus mileage had been cut enough to allow the district to forgo purchasing a bus in 2011, but before that it bought two buses a year. The district bought one bus in 2012, one bus in 2013 and one bus in 2014. Mr. Sasser said the money to purchase the bus this year is coming from the depreciation of the other buses the district has had over the past 12 years, so this bus doesn't cost the district anything. He said for the past three years the buses have not cost the district anything because of the rate of depreciation. The district's 2008 buses have 95,000-100,000 miles on them. The mileage on the older busses will gradually cut back as they are moved to shorter routes and used for sub-busses. The district has dropped two routes in the last five years and has eliminated the kindergarten p.m. routes. Mr. Miller asked if the district retires a bus by age or by mileage. Galen said the district used to retire them every 15 years, but is still using 1997 buses. He said at 12 years service the bus is retired to be used as a sub bus or as a back-up bus. But since the district has not been purchasing as many buses, the district keeps them longer for economy. There are 27 buses in the fleet and 7 are sub or backup buses. These buses receive regular service and upkeep. Mr. Sasser told the board that eventually the district will have to purchase two buses a year every three years.

Annis Williams moved and Kent Miller seconded to approve the bid of Rush Truck Centers IC for \$77,860 for the purchase of one 72-passenger bus to be paid for in the 2014-2015 school year. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

X. HIGH SCHOOL DEBATE PROGRAM

A patron, Cheralee England-Johns, asked about the possibility of starting a high school Speech and Debate team again. She said she had a background in debate at the college level and had also assisted the Blackfoot School District debate club. She said Snake River has a rich history of excellent debate teams and is sorry they had to drop the program because of poor funding a few years ago. Mrs. England-Johns said she would be willing to coach the new program. She introduced three students who told why they believed that a debate program in the high school would be a good idea. Richard England, a student at the high school, said he believes a debate program would help students get higher GPAs, improve their speech skills, help them learn researching skills, help them earn scholarships, and become good candidates for college. Kathryn England, high school student, said when she took debate she learned to take better notes and keep organized; to write in depth, detailed research papers; to prepare for and get scholarships even as a freshman; to pay closer attention and stay focused (which helped in all classes); to be better informed; and she developed socially and had fun. Taylor Monroe said she surveyed about 60 students about having a debate club and 51 said they would like it. She said she thought it would improve memory, leadership skills, etiquette, speech skills, team work skills. She said debate students have to think, be creative, and present themselves positively. This would help them prepare for job interviews, get scholarships for college and become engaged citizens. Also, she found that a lot of Hispanic students were interested in debate. Mrs. England-Johns said debate teaches students how to teach themselves. She said there aren't many opportunities for non-athletic students to participate in team atmosphere, except debate, except musical theatre. Superintendent Gabrylczyk said there is a lot of work still to do if there is going to be a debate program at Snake River. He said it is a great opportunity for the students. Kent Miller asked questions about the logistics of debate teams. Mrs. England-Johns said the district would not have to go to every tournament. There are some awesome local tournaments. They could also be part of the National Forensic League and go national. It is the only academic club that is sanctioned under the Idaho High School Activities Association. She said they would like to have permission to hold meetings and making plans for next year. She said about 40 students are interested.

X. HIGH SCHOOL DEBATE PROGRAM (cont.)

Mr. Gabrylczyk said there are still aspects that the district had to look into: such as cost of transportation, the IHSAA requirements, and why the program was discontinued before, etc. He recommended the program be given provisional status while the administrators do more research.

A motion was made by Kent Miller and seconded by Kim Kunz to give provisional status to start a Snake River High School Speech and Debate Club as an extra-curricular activity until the district administration can research what it would cost and learn the requirements of the IHSAA policy and procedures. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

XI. POLICY READINGS

Policy 8660, Procedure 8660p, and Form 8660f "Student Vehicles," were updated to include the Additional Parking Permit information approved by the board a couple of months ago.

A motion to approve the second reading of the revision to Policy 8660, Procedure 8660p, and Form 8660f "Student Vehicles," was made by Annis Williams and seconded by Kent Miller. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

The updates to policy 4040, "Facility Rentals", added a reference to Policy 8204, "School Activities on Sundays." The procedure 4040p made changes to the first two paragraphs and added #6 below "restrictions and requirements" to say that school facilities would not be available on Sundays. Mr. Aldous explained that when some patrons called and asked to use the high school cafeteria on Sunday; the district didn't know what to tell them because it wasn't specifically mentioned in this policy, so they allowed it this time as long as they signed a hold harmless agreement. Now the reference to Policy 8204, "School Activities on Sundays" which prohibits activities on Sunday without the superintendent's approval will be added. Use of the facilities on Sunday often means that extra custodial or kitchen help are needed and that affects their day off and the building may or may not be ready for school on Monday. Alden Hale, maintenance supervisor, asked about the district fields being used on Sunday. The board had allowed a soccer club to use Rockford this last summer. Chairman Aldous said this was done with board approval at the time. He said the fields are not locked and it is good when people ask permission to use them. Alden said there was no damage done by this soccer team, but occasionally people come in and just throw the irrigation pipes around to use the fields. The chairman said the buildings cost a lot of money and the district wants people to use them; but, there has to be some guidelines. Annis Williams said some buildings have allowed missionary families to use the gyms for gatherings on Sunday and asked if perhaps one building could be used for that. Mr. Gabrylczyk said he checked and even the churches don't allow their buildings to be used for this on Sunday. Jane Reynolds said Moreland has allowed its building to be used on Sundays. They have charged a fee and people have been very respectful and cleaned up after themselves. Mrs. Reynolds said there had been some damage done to the building by Jazz Basketball on regular nights. She said it had been her understanding that the facilities could be rented at the discretion of the building administrator. Mr. Aldous said they just wanted to prevent damage to and overuse of the buildings. Jill Munson, Middle School teacher, said their custodian stops the students who are coming after school to practice and has them wait outside until their coach or another adult is with them. This has helped cut down on any damage being done. Alden Hale said sometimes it isn't the youth on the teams who are in the gym practicing that cause the problem, but the families that come with them bringing their children and letting them run around. Annis Williams said the leaders of the groups using the facility should talk to their students about being respectful of the facilities. Kent Miller asked what kind of feed-back is getting to the principals so they can regulate who uses the building.

The clerk said most of these activities (Jazz Ball, Boy Scouts, and church groups) are listed in the "beneficial" (for the teachers and students) category of the procedure and they are not charged any fee. She said that Donna Packer, the custodial supervisor, says that often the clean up after these activities goes beyond the custodian's scope of work, besides the cost of bathroom supplies, etc. Mrs. Osborn said the principal can charge a \$20 cleaning fee at their discretion but it is not an automatic requirement and asked if this cleaning fee should be charged for each usage. She said if any fee is raised to include the \$20 cleaning fee, it would have to be published in the newspaper and a public hearing held. Alden Hale said he would like to see everyone charged a \$20 cleaning fee to help off-set the costs. Mrs. England-Johns said every district she has had to rent from charges at least \$50 for cleaning fees. Mr. Aldous thought the Boy Scouts would be willing to pay that. Jane Reynolds said she had the Jazz Ball Club using Moreland's facilities two nights a week and wondered would she charge \$20 per usage. She said her custodians have the bathrooms cleaned before the club comes in and any mess they make has to be cleaned up the next day, which upsets them. She said the district wants the community to use its buildings and expects them to treat the facilities with respect. Kent Miller said if the district charges the Jazz program (for instance) for every usage, pretty soon they would go elsewhere. Public relations have to be considered. He said if the district principals enforce the policies it has, and give the groups warnings that if they don't treat the facilities with respect they will lose the right to use them... then that organization will change the way they behave in the facilities. He said this is where it should start before charging fees. People think one of the cool things about living in Snake River is the ability to use the facilities. The buildings are community buildings to be used by our patrons. Mr. Miller said that administrators should have some autonomy to enforce this policy at their building level. Jane said that would be fine, as long as they have the support of the board to oversee their buildings as needed.

Elaine Asmus, Science Team Leader, told the board that the science building should not be rented at all. She said the science teachers cannot lock everything up and there would be a danger because of the chemicals and scalpels, etc. This would be against OSHA policy and carried a liability. This should be added to the policy.

The procedure will also change to include clarification of the definition of "For Profit Groups" and to say that all groups must sign the appropriate liability documents. Form 4040f1 (which had been the application filled out to get permission to rent) has been eliminated because this can be handled by completing the lease agreement only. (The form

XI. POLICY READINGS (cont.)

numbers will now change too.) There are two lease agreements: one for the auditoriums (because they require special technicians) and one for all the other facilities. There are two liability documents: 4040f3, "Hold Harmless Agreement" and 4040f4, the "Waiver of Liability and Indemnity Agreement." The secretaries should assist the lessee until all documents are completed and signed. The clerk told the board this document had been tabled before and this was a second first reading. The board could accept this as a first reading with the understanding that these revisions and updates would be incorporated into the document they would consider for approval upon second reading next month or it could be tabled again if not ready.

Kim Kunz moved and Kent Miller seconded to approve the first reading of the revision to Policy 4040, "Facility Usage", Procedure 4040p1 and 4040p2, "Facility Usage Procedure (and Guidelines)"; Form 4040f1, "Facility Use and Rental Agreement," Form 4040f2, "Facility Usage Auditorium User Agreement," and Form 4040f3, "Hold Harmless Agreement," and Form 4040f4, "Waiver of Liability and Indemnity Agreement." All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

XII. FOLLOW UP ITEMS

Superintendent Gabrylczyk, Wally Aldous, Kent Miller and Annis Williams will be going to the ISBA Day-on-the Hill, February 24-25. Mr. Aldous encouraged board members to plan to attend the Law Conference in April.

XIII. CURRICULUM ALIGNMENT COMMITTEE REPORT

Elaine Asmus, Science Dept. Leader, said that when the K-12 science teachers started to work on this curriculum it was a daunting task because there was no established curriculum, some teachers were getting their curriculum from the state and some from the text books, etc. Because the other teachers were so busy and because there was no prior criterion for a team to work with, Mrs. Asmus took the task of curriculum alignment upon herself. She has completed a 139 page science curriculum document that is aligned both vertically and horizontally. She said it is adopted from the state standards, but the state standards for science are tenuous. They aren't going to be there in a couple of years. She said the state has not yet adopted the national standards. She said the international standards (called The Next Generation Science Standards) are fabulous and are being adopted by all the major cities in the country. Mrs. Asmus said she created a curriculum that included both these formats so that when the current state standards are dropped in favor of the other, it will not affect the district's curriculum because it has already been aligned nationally as well. The vertical alignment is created for each scientific subject area to show (for example) where and how to begin teaching biology, or earth science, etc. and how that subject's curriculum will progress each grade to the college level. She made a syllabus for each teacher so they will know what they should be teaching in their grade to cover each science subject so their students will be prepared for the next grade. Mrs. Asmus said the Common Core standards do not specify what the teacher is to teach. They just give a broad overview of what the student should understand and this may apply to a variety of things. She said the superintendent asked that a trifold brochure be made for every science class so parents will know what is being taught. The Science Curriculum team have these done for K-6. The trifolds for 8th through 10th grade are done but not yet on the website. She told Mr. Gabrylczyk that the Science Dept. likes the trifolds for the regular science classes but not for the elective college classes. These are higher level documents. Mrs. Asmus said the science curriculum committee would consider changes once a year. They will now work on the assessments. Sydnee Hale and Carol Adams, Middle School teachers, thanked Mrs. Asmus for her work and told the board that in the past the science teachers did not collaborate with each other and there was no alignment. They taught science that was interesting to them not always to what would be necessary for the student to know as they progressed to higher grades. This alignment and the scheduled science teacher meetings that enhance their teaching collaboration is so crucial. Sydnee said this challenges the teachers and she appreciates that Elaine was able to make the document understandable and easy to work with. Elaine said she was impressed by the K-6 science teachers' enthusiastic support of the document.

Mrs. Asmus said she is an adjunct at Idaho State University and they have her to get her doctorate. She asked the board if they would allow her to use this document as her PhD project. The superintendent and the board said they would be happy to give their support.

XIV. TECHNOLOGY ADVISORY COMMITTEE REPORT

Steve Schellenberg said they had a delightful time delivering some iPads to Moreland teachers. The next Technology Committee meeting will be held Tuesday, January 21, 2013. They will hold a half-day work session.

XV. SNAKE RIVER SCHOOL/COMMUNITY LIBRARY REPORT

Wally Aldous said the next library board meeting will be January 22, 2014 at 7:00 p.m. at the School/Community Library.

XVI. SNAKE RIVER EDUCATION FOUNDATION REPORT

Kim Kunz reported that the Snake River Education Foundations met and did some leadership reorganization. He said they are interested in getting some new members to join the Foundation. They will be finalizing the approval of the SREF grants.

XVII. SNAKE RIVER ACTIVITY FOUNDATION REPORT

Mr. Miller said their next meeting will be Wednesday, January 22, 2014 at 7:00 p.m. at the Esplin law office. He said they have already received some donations to be used for the various activities through the 750 accounts at the high school. He said Troy Goodwin sold some bleacher seats for the booster club while at an activity.

XVIII. BOOK REVIEW

The superintendent led a discussion of Chapter 11 of "Taking People With You." It was about marketing goals (marketing the district). The superintendent said he has talked to the editor of the Morning News about doing several articles highlighting the district. Wally Aldous (Zone 1) and Annis Williams (Zone 2) will be holding a Cottage Meeting at the Middle School on January 28th at 7:30 p.m. so their patrons can meet the superintendent and learn what's going on in the district.

XIX. EXECUTIVE SESSION

Under Idaho Code 67-2345 (b) and (d), Kim Kunz moved and Annis Williams seconded to go into Executive Session to discuss personnel issues and exempt records. A roll call vote was taken: Annis Williams, aye; Kent Miller, aye; Kim Kunz, aye; and Wally Aldous, aye. Bill Martin was absent. Motion passed 4-0. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

The board went into Executive Session at 9:40 p.m. Also attending were Superintendent Mark Gabrylczyk and Board Clerk Gayla Osborn. The board evaluated the superintendent and discussed other personnel issues.

XX. RETURN TO REGULAR SESSION

Annis Williams moved to return to regular session and Kim Kunz seconded. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0. The board returned to Regular Session at 10:35 p.m.

XXI. TEACHER A

It was moved by Kim Kunz and seconded by Kent Miller to return Teacher A to regular status and to remove the disciplinary letter from the file. All the board members present (Bill Martin, absent) voted aye. Motion passed 4-0.

XXII. SUPERINTENDENT CONTRACT

The board expressed their appreciation for Mr. Gabrylczyk's hard work and the progress he has made for positive change in the district. The board gave the superintendent a vote of confidence, saying they were pleased with the job he has done and want to move forward. Further discussions regarding his contract may be held when Mr. Martin will be available.

Kent Miller moved and Annis Williams seconded to extend Superintendent Mark Gabrylczyk's contract for one year through fiscal year 2017, making it a three-year contract.

XXIII. ADJOURNMENT

Annis Williams moved to adjourn.

The meeting was adjourned at 10:40 p.m.

ATTEST

Clerk

Chairman

Date