

Snake River School Board of Trustees
Held at the Snake River District Office
103 South 900 West, Blackfoot, Idaho 83221
Wednesday, August 19, 2015

1. **CALL TO ORDER/WELCOME**

Chairman Kent Miller called the meeting to order at 7:00 p.m. Board members present were Chairman Kent Miller, Bill Martin, Kim Kunz, and Carol Hepworth. Annis Williams was absent. Also attending were Superintendent Kerns and Board Clerk Terisa Coombs.

2. **PRAYER OR PLEDGE OF ALLEGIANCE**

Carol Hepworth opened the meeting with a prayer.

3. **APPROVAL OF AGENDA**

Bill Martin moved and Carol Hepworth seconded to approve the agenda. All the board members present voted aye. Motion passed 4-0.

4. **PATRON FORUM**

There were no comments at this time.

5. **ISBA SUMMER INSTITUTE TRAINING REPORT**

Carol Hepworth discussed the training she received at the ISBA Summer Institute held in July of 2015. She focused her comments on the Six Standards of the ISBA and suggested that the board review the core values, one every other month. She discussed the board responsibilities including acting as a board, governance, representing the community, leaders in the district, stewards of students and dollars, and being an advocate for the district. She discussed the importance of the patron concern policy and making sure that the district follows that policy. Discussion was held further. Mrs. Hepworth also discussed open meeting law and the importance of agendas. She said that it was very important that once the agenda is set that it shouldn't be changed and that the board sticks to the agenda. If there were any questions, they should be directed to the superintendent. Mr. Martin asked about the open meeting violation fines and discussion was held as to the changes in those fines if a violation should occur. Chairman Miller thanked Mrs. Hepworth for going to the training and bringing the information back to the board.

6. **CONSENT AGENDA**

Minutes: Regular Meeting of July 8, 2015 and the Special Meeting of August 4, 2015.

New Hires: Heather Parkinson, Jr. High Science Teacher; Jennifer Capell, Third Grade Teacher; ReNee Evans, Middle School Special Ed Parapro; Shanna Swan, Middle School Special Ed Parapro; Ashley Hansen, Rockford Special Ed Parapro; and Kerry Palmer, Riverside Title I Parapro.

Budget and Claims Payable for July, 2015.

A motion to approve the Consent Agenda as presented was made by Kim Kunz and seconded by Bill Martin. Carol Hepworth abstained from the vote. Annis Williams was absent. Motion passed 3-0.

7. **BUS ROUTES AND SAFETY BUSING**

The board is required by law to review safety busing issues and routes for the 2015-2016 school year during its August board meeting. Sherrye Saxton, Transportation Supervisor, reviewed this with the board. Safety busing is a requirement by law to provide transportation to those within a mile and a half within the schools. The state will reimburse the district outside of that as they are eligible for safety busing. Mr. Kunz and Mrs. Saxton explained that there is a template that is used to assign points to certain areas to see if the district is eligible for safety busing. Every school in the district is doing safety busing. Last year, the district had 221 students who were safety bused and things are very similar this year to last year. There is a student who is going to school here from Atomic City. There are 17 routes this year. The district is short two bus drivers. We have four part-time subs. Turnarounds are the same this year but there may be an addition in the future. The district has 25 buses. Mr. Martin would like Superintendent Kerns to ask District 91 if they would assume the highway going to Idaho Falls that lies within our district and Superintendent Kerns will follow up on that. The board thanked Mrs. Saxton for her hard work.

Carol Hepworth moved and Bill Martin seconded to approve the district bus routes, turn arounds and safety busing as established for the 2015-2016 school year. All the board members present voted aye. Motion passed 4-0.

8. **POLICY READINGS**

FIRST READING:

Policy 7160 and 7160 (p), "Grievance Process for Certificated Personnel" This policy has been updated by the Grievance Committee, which met last week. The italics are changes that have been made to the existing policy. Discussion held. In section 5.8, the word "grievant" should be changed to the word "grievance" (should be filed with the board chair). Also on the last page, change the () to statute or Idaho Code. Also, on the form, change the form number to 7160F1.

Bill Martin moved and Kim Kunz seconded to approve the first reading of Policy 7160 and 7160 (p), "Grievance Process for Certificated Personnel." All the board members present voted aye. Motion passed 4-0.

SECOND READINGS:

Policy 8540, "Student Records." This policy has been updated to reflect various amendments to the Family Educational Rights and Privacy Act (FERPA). This policy also includes two notices to be distributed to parents/guardians annually: **8540 F1** – Student Records: FERPA Annual Notice of Rights and **8540 F2** – Student Records: FERPA Annual Notice of Directory Information. It also includes a directory information opt-out form: **8540 F3** – FERPA Directory Information Opt-Out Form. Option C was chosen with 8 days from the beginning of school for this form to be signed on the policy. On Form **8540 F3**, this should be signed within 8 days. Discussion held and questions answered by Superintendent Kerns. On page 4, Option C was chosen with "8" working days (based on the four-day school week). Forms will need to be given to those in the district who are over it so they will be able to use the new policy.

Policy 8545, "Student Health Records and Emergency Care" This policy was reviewed and no changes need to be made. Discussion held.

SECOND READINGS, CONTINUED:

Policy 8550, "Student Transcripts" This policy was reviewed and no changes need to be made.

Policy 8655, "Student Surveys and Medical Exams." The Protection of Pupil Rights Amendment (PPRA) requires the district to notify and either obtain consent or allow parents/guardians to opt their child out of certain activities including student surveys, analysis, or evaluation; the collection, disclosure, or use of student information for marketing purposes; and certain physical exams and screenings. This policy has been updated to include definitions and a more detailed annual notification requirements section. On page 2, under Development of Policies, change the word will to may: (the superintendent may appoint a committee) **8655 F1 – Student Privacy and Parental Access to Information: PPRA Annual Notice of Rights**, originally included at the end of the policy, has been formatted as a separate form. **8655 F2 – Student Privacy and Parental Access to Information: PPRA Consent/Opt-Out Form** was developed and included as a sample notice to parents of relevant activities that will be conducted in the district that require consent or an opportunity to opt-out. Discussion held. On page 2, the words contained in the brackets (2 total) will be removed as they do not need to be there.

Bill Martin moved and Kim Kunz seconded to approve the second reading of Policy 8540, "Student Records," with forms 8540 F1, 8540 F2, and 8540 F3; Policy 8545, "Student Health Records and Emergency Care;" Policy 8550, "Student Transcripts;" Policy 8655, "Student Surveys and Medical Exams," with forms 8655 F1 and 8655 F2. All the board members present voted aye. Motion passed 4-0.

Policy 7177, "Support Programs" This policy is obsolete and needs to be removed.

Policy 8781, "Transportation—Bus Driver Requirements and Responsibilities." This policy is obsolete and has been replaced with policy 7491. Therefore, this policy needs to be removed.

Carol Hepworth moved and Kim Kunz seconded to approve the deletion of Policy 7177, "Support Programs" and Policy 8781, "Transportation—Bus Driver Requirements and Responsibilities. All the board members present voted aye. Motion passed 4-0.

9. FOLLOW UP ITEMS

- a. Meet the Board Reception will be September 16th at 6:30 p.m. one hour before the board meeting here at the district office.
- b. ISBA Annual Convention will be November 11-13, 2015 in Coeur d'Alene, Idaho. Registration opens August 23rd.

10. DISTRICT 2015-2016 START UP INFORMATION

Superintendent Kerns gave a quick overview of the All Employee Meeting held on Monday, August 17, 2015 and all of the opening meetings that have been conducted. Mr. Kerns has encouraged staff to keep the district goals in place that we have had in the past. He thanked the SREF for providing the all employee meal. Superintendent Kerns also attended the IASA Conference and discussed his experience there. He discussed enrollment and staffing, especially at the 6th grade level. The district is fully staffed. Chairman Miller thanked Superintendent Kerns.

11. EXECUTIVE SESSION

Kim Kunz moved and Bill Martin seconded to go into Executive Session under Idaho Code 74-206 (1b) Personnel. A roll call vote was taken: Kim Kunz, aye; Carol Hepworth, aye; Bill Martin, aye; and Kent Miller, aye. Annis Williams was absent. Motion passed 4-0.

The board went into Executive Session at 8:10 p.m. Also attending were Superintendent David Kerns and Board Clerk Terisa Coombs. Personnel issues were discussed.

19. RETURN TO REGULAR SESSION

Carol Hepworth moved and Bill Martin seconded to return to Regular Session.

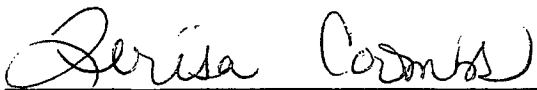
The board returned to regular session at 9:05 p.m.

20. ADJOURN

Bill Martin moved to adjourn.

The board adjourned at 9:05 p.m.

ATTEST:



Clerk



Chairman

9-16-15

Date