

**Snake River School Board of Trustees**  
**Held at the Snake River District Office**  
**103 South 900 West, Blackfoot, Idaho 83221**  
**Wednesday, April 15, 2015**

**I. WELCOME AND ROLL CALL**

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

**II. PLEDGE OF ALLEGIANCE**

Wally Aldous asked a local Boy Scout in the audience to open the meeting with the Pledge of Allegiance.

**III. APPROVAL OF AGENDA**

Before the approval of the agenda, Superintendent Gabrylczyk asked why Policy 409.50, Administrative Leave of Certificated Employees, was not on tonight's agenda for a second reading. He recommended to the board passage of Policy 409.50 and that the district is not in compliance with Idaho Code 33-513. Chairman Martin stipulated that Superintendent Gabrylczyk's comments be noted.

**Kent Miller moved and Annis Williams seconded to approve the agenda. All the board members present voted aye. Motion passed 4-0.**

**IV. PATRON FORUM**

Laurie Grayson asked for clarification on the Future Agenda Item on April 30, 2015—Compensation and Benefit Discussion. She asked if this was the same meeting as Negotiations Discussions. Chairman Martin answered that it is the same and this meeting will be held at the District Office.

Marci Van Orden asked the board if there was a hiring freeze at the high school. She was concerned about the many positions opened in the district and that there are other districts in the same position as we are with job vacancies. Superintendent Gabrylczyk answered that there was not a hiring freeze at the high school.

**V. FUTURE AGENDA ITEMS**

- a. April 30, 2015—Compensation and Benefit Discussions, District Office at 5:00 p.m.
- b. May 19, 2015—Zone 2 and 3 trustee elections.
- c. Next Regular Board Meeting—May 20, 2015 at 7 p.m.
- d. District Retirement Party—May 20, 2015 from 4-5:30 p.m. at the high school cafeteria.
- e. The Annual Budget Hearing date will be June 17, 2015.

**VI. CONSENT AGENDA**

**Minutes:** Regular Meeting of March 18, 2015, Special Meetings of March 23, 2015 and April 7, 2015.

**Retirements:** Edward Jackson, High School Principal (33 years); Sandra Jackson, First Grade Teacher (33 years); Shirlene Atwood, Fourth Grade Teacher (37 years); Colleen Winder, Music Teacher (11 years); Victoria Brown, Jr. High Teacher (23 years); Sue Bryan, ESL Tutor (26 years);

**Resignations:** Laurie Grayson, High School English Teacher; Randy Brady, District Band Director; Jane Carter, Jr. High Special Education Teacher; Jamie Smith, Second Grade Teacher; Angel Charboneau, First Grade Teacher; Suanne Mathews, Title I Paraprofessional; Kimberly Watt, Special Education Paraprofessional; Mabelle Wheeler, Special Education Paraprofessional; Bobby Jo Campbell, Special Education Paraprofessional; Chad Parkinson, Bus Driver.

**New Hires:** Naomi Edmonds, Moreland Preschool Teacher; Cory Loveland, Fourth Grade Teacher; Amy Ogden, First Grade Teacher;

**Transfers:** Chelsea Sorensen, First Grade Teacher; Kirsten Leavitt, Fourth Grade Teacher.

**Budget Report & Claims Payable** for March, 2015.

**A motion to approve the Consent Agenda as presented was made by Kent Miller and seconded by Wally Aldous with a special vote of thanks for those employees retiring after many years of dedicated service to the district. All the board members present voted aye. Motion passed 4-0.**

**VII. SUMMER FOOTBALL EQUIPMENT AUTHORIZATION**

According to IHSAA rule 17-2-6, the board must send a letter to the IHSAA asking for written permission for the coaching staff to use the school's protective equipment for summer football camps. The JV/Freshmen teams will participate in a summer football camp June 8-11, 2015 and the varsity football team summer camp will be June 15-18, 2015. The request will have a statement of recognition that IHSAA sponsored catastrophic insurance provides no coverage for the activity and any liabilities rest solely with the school or camp/clinic. All the players and their parents will sign a Snake River District Summer Camp Consent Form before participating. The district has insurance available if they want to sign up.

**Wally Aldous moved and Kent Miller seconded to approve a request that the IHSAA give the district coaching staff written permission to use the Snake River High School's protective football equipment for the JV/freshmen summer football camp June 8-11, 2015, and the varsity football team summer camp on June 15-18, 2015, with the understanding that the IHSAA sponsored catastrophic insurance will not provide coverage for the activities and all liabilities rest solely with the camp. All the board members present voted aye. Motion passed 4-0.**

**VIII. POLICY READINGS**  
**SECOND READINGS:**

**Policy 421 (EMT), "HIPAA Privacy Rule," 421F1, "HIPAA Privacy Rule: Letter to Employee," 421F2, "HIPAA Privacy Rule: Notice of Privacy Practices," and 421F3, "HIPAA Privacy Rule: Authorization Form for Release of Protected Health Information"** This policy was previously titled, HIPAA Privacy Rule Compliance." This policy is newly updated. It has minor technical changes (Policy No. 864, HIPAA Privacy Rule: Business Associate Agreement is still located in "Section 800: Business Procedures" of the model policy manual). The original accompanying forms were formatted as separate attachments to the policy with minor technical changes: **421F1 – HIPAA Privacy Rule: Letter to Employee, 421F2 – HIPAA Privacy Rule: Notice of Privacy Practices, and 421F3 - HIPAA Privacy Rule: Authorization Form for Release of Protected Health Information.**

**Policy 864F1 (EMT), "HIPAA Privacy Rule: Business Associate Agreement"**This form was previously part of the policy titled, "HIPAA Privacy Rule Compliance." The policy was separated and included in employee section as Policy No. 421, HIPAA Privacy Rule. No changes were made to this document. It is a contract between a school district and any business associate that may obtain access to protected health information (PHI) and limits the ability of a covered business entity to share such information.

**Policy 602 (EMT), "Accreditation,"** This policy replaces Policy 6210. It has not been changed, but is being re-released as a reminder that the Idaho State Board of Education (SBOE) rule revisions with regard to the accreditation of alternative schools are in effect for the 2014-15 school year and previous versions of this policy should be updated/removed.

**Policy 609.50 (EMT), "Awarding High School Credit for Courses Taken Before Ninth Grade,"** This policy is new. This policy has been updated with regard to the portion of the rule related to awarding high school credit for courses taken in middle/junior high school.

**Policy 631 (EMT), "Open Enrollment"** This policy replaces Policy 8150. The open enrollment form was changed to add a principal signature line and also added was a notation that the accepting principal would need to contact the in-district principal from the year prior before approving the request. Mr. Miller asked that the date of "February 1" be removed from the policy. The board asked that the language in italics "The denial of an application for open enrollment is not appealable to the board" be removed from the policy. Also, the chart showing ratios be removed from the policy. Right above the chart, the language "of the following ratios" also be removed.

**Policy 634 (EMT) "Postsecondary Enrollment Options," and Policy 634F1, "Postsecondary Enrollment Options: Acknowledgement of Counseling Prior to Enrollment,"** This policy is new. SB1229 eliminated the requirement that each school district have a memorandum of understanding (MOU) with the governing board of each institution from which student take courses, which was also removed from the policy. **634F1 - Postsecondary Enrollment Options: Acknowledgment of Counseling Prior to Enrollment** was removed from the end of the policy and formatted as its own revised form. It is optional. Discussion held on the financial aid portion of the policy and form.

**Policy 670 (EMT) and 670p1, "Special Education for Exceptional Children"** This policy replaces Policy 6774 and 6774P1. This is a revision of the policy to approve the adoption of the state updates to the Special Education Manual with the procedure that implements the policy. Mr. Miller asked if moving to the new manual would be any expense to the district and Superintendent Gabrylczyk answered no.

Annis Williams moved and Kent Miller seconded to approve the second readings of Policy 421 (EMT), "HIPAA Privacy Rule," 421F1, "HIPAA Privacy Rule: Letter to Employee," 421F2, "HIPAA Privacy Rule: Notice of Privacy Practices," and 421F3, "HIPAA Privacy Rule: Authorization Form for Release of Protected Health Information," Policy 864F1 (EMT), "HIPAA Privacy Rule: Business Associate Agreement," Policy 602 (EMT), "Accreditation," Policy 609.50 (EMT), "Awarding High School Credit for Courses Taken Before Ninth Grade," Policy 631 (EMT), "Open Enrollment" Policy 634 (EMT) "Postsecondary Enrollment Options," and Policy 634F1, "Postsecondary Enrollment Options: Acknowledgement of Counseling Prior to Enrollment," Policy 670 (EMT), "Special Education for Exceptional Children." All the board members present voted aye. Motion passed 4-0.

**XIII. EXECUTIVE SESSION**

Under Idaho Code 67-2345 (1b) and (1d), Wally Aldous moved and Kent Miller seconded to go into Executive Session to discuss personnel issues and exempt records. A roll call vote was taken: Bill Martin, aye; Kent Miller, aye; Wally Aldous, aye; and Annis Williams, aye. Kim Kunz was absent. Motion passed 4-0.

The board went into Executive Session at 7:30 p.m. Also attending was Superintendent Mark Gabrylczyk. Personnel issues and exempt records were discussed.

**XIV. RETURN TO REGULAR SESSION**

It was moved by Kent Miller and seconded by Wally Aldous to return to Regular Session. All the board members present voted aye. Motion passed 4-0.

The board returned to Regular Session at 8:45 p.m.

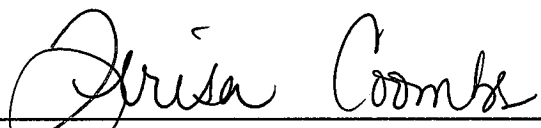
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XV. ADJOURN

A motion to adjourn was made by Annis Williams. All the board members present voted aye. Motion passed 4-0.

The meeting was adjourned at 8:45 p.m.

ATTEST:

  
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Clerk

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Date