

**Snake River School Board of Trustees
Held at the Snake River District Office
103 South 900 West, Blackfoot, Idaho 83221
Wednesday, June 17, 2015**

1. CALL TO ORDER/WELCOME

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

2. PRAYER OR PLEDGE OF ALLEGIANCE

Kent Miller opened the meeting with the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Wally Aldous moved and Kent Miller seconded to approve the agenda. All the board members present voted aye. Motion passed 5-0.

4. PATRON FORUM

Carol Hepworth asked about the athletic handbook and how it applies to the cheerleading and dance teams when it comes to money. She wanted to know how the cheerleaders and dance teams need to hand in money if no one is there at the high school during the summer. She was directed to talk to Robert Coombs, athletic director, Julie Reed, Finance Secretary, and Ray Carter, Principal of the high school. Mrs. Hepworth wanted to make sure that the lines weren't blurred, that the summer fundraisers are either school-sanctioned or clubs.

5. BOARD OF TRUSTEES AWARD PRESENTATION

Chairman, Bill Martin, presented a plaque of appreciation to out-going board member, Wally Aldous, for his 4 years of service on the board. His time and experience has been invaluable. This is his last board meeting as Carol Hepworth will be taking her oath to fill the Zone 2 position. Chairman Martin and the board offered their appreciation and gratitude to Mr. Aldous.

6. DISTRIBUTE DISTRICT TESTING DATA

The District has received the SBAC testing data for the district. Mr. Kerns recommended that we should mail the testing results to the parents before school starts. Mr. Aldous asked about the test scores and Mr. Kerns discussed the state standards and national standards and that more information will be forthcoming.

7. ISBA RESOLUTIONS/TRAINING

1. The ISBA deadline for the submission of Resolutions for the 2016 legislative session is fast approaching, According to the ISBA Bylaws, resolutions are to be submitted to the ISBA office by July 31, 2015.
2. ISBA Summer Leadership Institute will be in Rigby on July 16 at the Jefferson Jt. School District Office. The members of the board will contact Board Clerk, Terisa Coombs, if they would like to go so she can register.

8. CONSENT AGENDA

Minutes: Regular Meeting of May 20, 2015; Special Meeting of May 28, 2015; and Special Meeting of June 5, 2015.

Resignations: Odila Conica, Jr. High Principal; Laura Gabrylczyk, Jr. High Science Teacher;

New Hires: Janae VanOrden, Riverside Elementary Principal; Daniel Roberts, Band Director; Carissa Christiansen, High School Health Occupations Teacher; Karen Olinger, Special Education Teacher; Rebecca Schmuck, LEP Parapro, Jr. High; and Mary Hammond, Cook's Helper, Moreland, and Stacey Hall, Jr. High

Transfers: Bryce Salmon, Junior High Principal; Rich Dunn, High School Dean of Students;

Budget Report, Bills Payable, & Claims Payable for May, 2015.

A motion to approve the Consent Agenda as presented was made by Kim Kunz and Kent Miller seconded. All the board members present voted aye. Motion passed 5-0.

9. INTERIM SUPERINTENDENT

David Kerns was announced as the superintendent for the 2015-16 school year. The board congratulated Superintendent Kerns.

Wally Aldous moved and Kim Kunz seconded to approve the contract awarded to David Kerns as the interim superintendent for the 2015-2016 year. A roll call vote was taken: Annis Williams, aye; Kim Kunz, aye; Wally Aldous, aye; Kent Miller, aye; and Bill Martin, aye. Motion passed 5-0.

10. BUDGET HEARING

Chris Nelson, Business Manager, presented the proposed 2015-2016 district budget (see attached budget handout). Mrs. Nelson explained that when a budget is formulated, the first thing determined is a projection of next year's student population. The next thing to be determined is who will be the teachers, administrators, and then determining the average instructional and administrative salaries, and total for classified staff. The allocation is \$4.6 million. The estimated base support is \$6.6 million. The state awards 18.97% for benefits, which is social security, Medicare, and employer's portion of retirement. The general fund budget totals approximately \$10.1 million. Monies for the general fund come from mainly three sources: state support, the supplemental levy (patrons approved a supplemental levy totaling \$746,000) and carry-over funds. Mrs. Nelson discussed the increases in the budget this year including 16% increase in secondary supplies and textbooks, 23% in media salaries, 16% increase on building maintenance, and an increase in utilities (an energy audit will be done this summer). The total general fund budget will increase about \$350,000. Mrs. Nelson said that it is crucial that the bond levy request be increased. The District has lost over \$200,000 in cash this year. A first payment is due July 2015 of \$350,000 and the District only has \$250,000 in cash to pay it. The total levy rate is still lower than it was 10 years ago. The maximum amount that can be asked for is almost \$2.1 million and 21 month's payment can be requested but this request isn't made "just because we can." Mrs. Nelson recommended it be increased to \$950,000 (an increase of \$250,000). On a \$200,000 property, this would be about \$150 more a year. Chairman Martin wanted to know where the District is losing ground and discussed that the District was faced with this

BUDGET HEARING (Continued)

decision of raising the levy last year but put it off for one year. Mrs. Nelson mentioned that there will also be a school lunch increase of \$.10, which is within the 10% advertisement requirement, so it will not need to be published. The lunch fund is doing well despite rising food prices. The Board thanked Mrs. Nelson for all of the hard work she has done on the budget.

Kim Kunz moved and Kent Miller approved the proposed 2015-16 Maintenance and Operations budget as presented, to approve the proposed 10% increase to the classified salary schedule, and the proposed increase for exempt employees. All the board members present voted aye. Motion passed 5-0.

11. PROPERTY AND LIABILITY INSURANCE

The district has received two proposals from insurance companies interested in handling the district's property and liability insurance, Moreton and Company and HUB International. Superintendent Kerns recommended the board approve Moreton and Company to the board. He discussed that the only difference is the price, Moreton and Company \$5200 less than HUB International at \$66,518. The board would like to look into the different proposals to help them make a better decision. A special meeting will be called sometime in the next week as a decision needs to be made by July 1, 2015.

Kent Miller moved and Wally Aldous seconded to table the decision on the property and liability insurance for the 2015-16 year. All the board members present voted aye. Motion passed 5-0.

12. FEE INCREASE HEARING

Chris Nelson, Business Manager, presented the fee increases for the junior high and high school. There are new classes at the junior high. The fine art course fees above will cover items such as: sheet music, rights to sheet music, props for the stage and costumes, large classroom projects, field trips, and clinics. IDLA elective course fees will cover the course fee charged by IDLA. Credit card convenience fee is charged by the activity fund accounting software company. Discussion was held.

Kent Miller moved and Wally Aldous seconded to approve the advertised fee increases for the Junior High and High School as presented. All the board members present voted aye. Motion passed 5-0.

13. DISTRICT CALENDAR CHANGE

(1) As per salary and benefit discussions, in-service days will change to eight half days and four full days. The in-service on August 28th will become a full day and there will not be a half day in December. (2) The SAT day will be moved to April 12, 2016. (3) After discussion with the high school counselors, the late start time on August 19th will be at 10:30 a.m. instead of 10:15 a.m. This will help the bussing.

Annis Williams moved and Kim Kunz seconded to amend the district's 2015-2016 calendar with the proposed changes. All the board members present voted aye. Motion passed 5-0.

14. CANVASS OF ZONES 2 AND ZONE 3 TRUSTEE ELECTIONS

Bingham County has sent an official certification of the canvass for the May 19, 2015, Zone 2 Trustee Election between Wally Aldous, Carol Hepworth, and Sally Nelson, and in Zone 3 Bill Martin and Bryce Harper. The official canvass was made May 28, 2015, and noted that in Zone 2, Mrs. Hepworth received 43.5% of the vote. In Zone 3, Mr. Martin received 55% of the vote. They will be sworn in next month.

Kent Miller moved and Annis Williams seconded to accept the canvass of the May 19, 2015 Zone 2 and Zone 3 Trustee Elections made by the Bingham County Board of Canvassers. All the board members present voted aye. Motion passed 5-0.

15. DECLARE AREAS OF NEED EXIST

This year the district had a large number of vacancies to fill and had to hire some teachers who did not have appropriate endorsement requirements met. Every effort was made to advertise and interview for candidates to fill these positions.

1. **Band Director:** The district needs to hire a Band Director. We received many applications but the applicants were either not appropriately certified or they asked that their applications be withdrawn. Daniel Roberts is in the process of completing his education degree but has his student teaching to complete. The board needs to approve the request for an alternate authorization for student teacher Daniel Roberts, who should receive a clear credential in January 2016.
2. **Drama Teacher:** The district has a need for a part-time drama teacher. We had no applicants for this position. Jana McBride, our current all-school Musical Director, has a bachelor's degree and is beginning to take education classes at ISU. The board needs to approve the request for an alternate authorization to allow her to begin teaching while she is taking classes.
3. **School Psychology Intern:** This position was posted as we have a need for a school psychologist. We received one application. The board needs to approve the request for an alternate authorization for intern Kim Lewis, who will be graduating with her degree in a year.

Kim Kunz moved and Kent Miller seconded to declare that an area of need exists to hire a full-time Band Director and approve the request for an Alternative Authorization for student teacher Daniel Roberts who should receive a clear credential in January 2016.

Annis Williams moved and Wally Aldous seconded to declare that an area of need exists to hire a part-time Secondary Drama Teacher and approve the request for an Alternative Authorization for Jana McBride.

Kim Kunz moved and Kent Miller seconded to declare that an area of need exists to hire a School Psychology Intern and approve the request for an Alternative Authorization for intern Kim Lewis who should receive a clear credential in May of 2016.

16. RESCHEDULE JULY BOARD MEETING

To meet the minimal requirements of time between the budget hearing and an annual meeting (which is 28 days), the board meeting needs to be rescheduled to Wednesday, July 8th from July 17th. This is the board's Annual meeting where the new board members are sworn in and the board elects officers.

Kent Miller moved and Kim Kunz seconded to move to reschedule the July board meeting to July 8th, 2015. All the board members present voted aye. Motion passed 5-0.

17. POLICY READINGS

SECOND READINGS:

Policy 215 (EMT), "Duties of the Board," This policy replaces Policy 2150. This policy has been updated to include additional duties of the board per Idaho statute.

Policy 407 (EMT), "Family Medical Leave Act (FMLA)" This policy replaces policy 7650. This policy has been marked as high priority because the U.S. Department of Labor's employee rights and responsibilities notice has been updated. Discussion held. Option B was chosen.

Policy 455 (EMT), "Master Teachers," This policy is NEW. The definition of "instructional staff member" was updated to reflect the current names of the state approved contracts. "Master teacher" means an instructional staff member who has been certified by the national board for professional teaching standards on or before July 1 of each year. (We currently do not have any staff members certified by the national board) This policy reflects the current names of the state approved contracts.

Policy 514 (EMT), "Evacuation/Fire Drills," This policy replaces Policy 4684. This policy is in compliance with the 2012 International Fire Code, as adopted by the State of Idaho effective January 1, 2014. Discussion held.

Policy 922 (EMT), "Acquisition and Sale of Real Property" This policy is new. The policy clarifies the voting and notice requirements for the transfer, conveyance, or exchange of real property.

Kim Kunz moved and Kent Miller seconded to approve the second readings of Policy 215 (EMT), "Duties of the Board," Policy 407 (EMT), "Family Medical Leave Act (FMLA)," Policy 455 (EMT), "Master Teachers," Policy 514 (EMT), "Evacuation/Fire Drills," and Policy 922 (EMT), "Acquisition and Sale of Real Property." All the board members present voted aye. Motion passed 5-0.

18. EXECUTIVE SESSION

Kent Miller moved and Kim Kunz seconded to go into Executive Session under Idaho Code 67-2345 (1b) Personnel, and (1d) Exempt Records. All the board members present voted aye. Motion passed 5-0.

The board went into Executive Session at 8:25 p.m. Also attending were Superintendent David Kerns, Board Clerk Terisa Coombs, and Chris Nelson, Business Manager. Personnel issues and exempt records were discussed. Board Clerk Terisa Coombs left executive session at 8:30 p.m. and returned at 8:45 p.m. Chris Nelson left executive session at 8:45 p.m.

19. RETURN TO REGULAR SESSION

Kent Miller moved and Wally Aldous seconded to return to Regular Session.

The board returned to regular session at 9:15 p.m.

20. ADJOURN

Kent Miller moved to adjourn.

The board adjourned at 9:15 p.m.

ATTEST:

Clerk

Chairman

Date