**Snake River School Board of Trustees**

**Held at the Snake River District Office**

**103 South 900 West, Blackfoot, Idaho 83221**

**Wednesday, January 16, 2019**

**1. CALL MEETING TO ORDER**

Chairman Bill Martin called the meeting to order at 7:00 p.m. Board members present were Chairman Bill Martin, Carol Hepworth, Marci VanOrden, and Kent Miller. Lon Harrington was absent. Also attending were Superintendent David Kerns and Board Clerk Terisa Coombs.

**2. PLEDGE OF ALLEGIANCE**

Cody Williams from Troop 260 opened the meeting with the Pledge of Allegiance**.**

**3. ACTION ITEMS:**

**a. Approval of Agenda**

**A motion was made by Carol Hepworth and seconded by Marci VanOrden to approve the agenda as presented. All board members present voted aye. Lon Harrington was absent. Motion passed 4-0.**

**b. Consent Agenda**

**Minutes:** Regular Meeting of December 19, 2018; Special Meeting of January 11, 2019

**Retirement:** Celia Simmons, Fifth Grade Teacher (25 years).

**Student Teacher:** Jocelyn Ross, High School Science.

**Budget Report, Payroll and Claims Payable** for December, 2018.

**A motion was made by Kent Miller and seconded by Carol Hepworth to approve the Consent Agenda as presented with a special thanks to Celia Simmons for her years of service given to the district. All board members present voted aye. Lon Harrington was absent. Motion passed 4-0.**

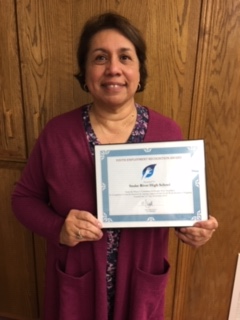
**4. PATRON FORUM**

There were no comments at this time.

**5. INFORMATION ITEMS**

**a. Sewer Project Update:**

Superintendent Kerns gave a report to the board on the meeting that was held with Rocky Mountain Engineering, Country Haven Utilities, and Keller Engineering. Superintendent Kerns also discussed using the services of SICOG again to help as an intermediary.



**b.**  **Student Recognition**

**1.** Rose Larson discussed an award given to the high school from the Chamber of Commerce   
 for employing people with disabilities. She also discussed a new service called YES, Youth   
 Empowerment Service, sponsored by the Idaho Department of Health and Welfare.

**2.** Tina Baker introduced two students, Eric Goodwin and Adrian Chavez who have been   
 accepted into the Idaho Science and Aerospace Program. Each student discussed the process   
 of being accepted into the class, which is a dual enrollment class through Boise State, the   
 opportunities, and how excited they are to be a part of this program. The Board congratulated   
 both students.

**c. Jr. High Presentation:**Bryce Salmon, Jr. High Principal, gave a brief presentation and discussed programs, staff, and students. He also discussed the mission, vision, and data (ISAT scores for last three years). Mr. Salmon reported on Student Government at the Jr. High, the Cross-Fit class, and the 3-D printing and coding class, which the students are really enjoying and doing very well with concepts. The board thanked Principal Salmon for all of his hard work.

**d. Code of Ethics Review:**

The Code of Ethics for Board Members was reviewed and signed.

**6. ACTION ITEMS**

**a. Board Reorganization**

Elections for board officers were conducted. Following the election, the new chairman conducted the meeting.

**Bill Martin nominated Kent Miller as Chairman; Marci VanOrden nominated Bill Martin as Chairman; Kent Miller nominated Marci VanOrden as Chairman; with no further nominations being made, a tally vote was done and Bill Martin was re-elected as Chairman.**

**Bill Martin nominated Kent Miller as Vice-Chairman and Kent Miller nominated Carol Hepworth as Vice-Chairman; with no further nominations being made, a tally vote was done and Kent Miler was re-elected as Vice-Chairman.**

**Bill Martin nominated Marci VanOrden as Treasurer and Kent Miller nominated Lon Harrington as Treasurer; with no further nominations being made, a tally vote was done and Marci VanOrden was re-elected as Treasurer.**

**It was moved by Marci VanOrden and seconded by Carol Hepworth that Terisa Coombs serve as Board Clerk. All the board members voted aye. Lon Harrington was absent. Motion passed 4-0.**

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**b. Set Meeting Calendar:**

**Kent Miller moved that the regular Board meetings be held on the third Wednesday of the month at 7:00 p.m., unless posted otherwise by the board, and that they be held at the district office or at the schools as posted during the year. Motion was seconded by Carol Hepworth. All the board members voted aye. Lon Harrington was absent. Motion passed 4-0.**

**Marci VanOrden motioned and Kent Miller seconded to schedule a special meeting on March 6, 2019 at 7 p.m. at the high school library. All board members present voted aye. Lon Harrington was absent. Motion passed 4-0.**

**c. Establish Posting Locations:**

According to Idaho Code, posting locations (required and courtesy locations) must be established during the annual meeting. The district office, district website, district FaceBook are required postings locations and All American Market, Chad’s Place, and Moreland Post Office have been courtesy locations.

**Carol Hepworth moved the following board meeting agenda posting locations: The District Office, the district website, the district FaceBook page, All American Market, Chad’s Place, and at the Moreland Post Office. Motion was seconded by Marci VanOrden. All the board members voted aye. Lon Harrington was absent. Motion passed 4-0.**

**d. Appointment of Board Representatives to Committees:**

**The new chairman made committee assignments for the following:**

**Snake River Education Foundation: Carol Hepworth**

**Snake River Activities Foundation: Kent Miller**

**Snake River School/Community Library: Lon Harrington**

**Technology Advisory Committee: Carol Hepworth**

**Budget Committee: Bill Martin**

**Insurance Committee: Bill Martin**

**Negotiations: Marci VanOrden and Kent Miller**

**ISBA Business Session Representative: Lon Harrington**

**e. Bus Purchase Bid**

A bid opening for the purchase of one 72-passenger school bus was held at 2:00 p.m. on Tuesday, January 15, 2019. Bids were received from Western Mountain Bus Sales, Rush Bus Centers, and Bryson Sales & Service. Galen Sasser, bus mechanic, has checked the bids to make sure they meet specifications and has recommended that the board accept the lowest bidder, Western Mountain Bus Sales, at $82,761. This was bid with the understanding that payment would be after a July 1, 2019 delivery. Discussion held.

**A motion to approve the bid from Western Mountain Bus Sales in the amount of $82,761 for the purchase of one 72-passenger bus to be paid for in the 2019-2020 school year was made by Marci VanOrden and seconded by Kent Miller. All the board members present voted aye. Lon Harrington was absent. Motion passed 4-0.**

**7. INFORMATION ITEMS**

1. **Upcoming Events:**

**1. Parent Teacher Conferences: January 24th: High School, Jr. High, Middle School, and Rockford. January 31st:   
 Riverside; March 4-7th: Moreland.**

**2. Day on the Hill is February 18-19th. Last Day to Register is January 31st. Last Day to Cancel is January 31st.**

**3. Next regular Board Meeting will be Wednesday, February 20th at the District Office at 7 p.m.**

**8. ACTION ITEMS—POLICY READINGS**

**SECOND READINGS:**

**Policy 3010, “Code of Ethics for Certificated Employees”** The updates to this policy are primarily technical in nature and also included are updates based on 2018 amendments to regulations of the SDE that include the Code of Ethics. No further changes were made.

**Policy 4310, “Access to Public Records”** The updates to this policy reflect amendments made to the public records law during the 2018 legislative session. The definition of "custodian" is updated to reflect that each school district must appoint at least one person to respond to public record requests. It is also updated to reflect that by January 1, 2019, school districts must adopt guidelines that identify the general subject matter of all public records kept or maintained by the district, the custodian(s) thereof, and the physical location of such documents. In addition, the updates reflect changes made as to what constitutes exempt personnel records ( e.g. social security numbers and drivers license numbers are explicitly exempt from disclosure, while salary information including bonuses, severance packages, other compensation or vouchered and unvouchered expenses for which reimbursement was paid is subject to disclosure). Some language regarding denial of a public record request was modified to be optional to reflect the current state of the law. On page one under the title of “Request to Examine Public Records” in the second paragraph where it says it is this district’s policy to waive the formal requirement” has been changed to “this district may waive the formal requirements.” No further changes.

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**Policy 5120, “Budget Planning and Adoption”** This update incorporates legislative amendments to Idaho Code §33-801 from the last few years. For example, in the second paragraph of this policy, there is now a reference to Idaho Code §33-804(4). In addition, the policy is clarified to state that the budget hearing will be held within the stated timelines before the board's regular July meeting (as opposed to the annual meeting, which is now in January). Legal references are also updated. No further changes were made.

**Policy 5590, “Negotiated Agreement Terms”** The 2018 legislature, by HB 647, modified the language relating to what a local education association must show in order to establish its representative status. In order to establish representative status, a local education organization must show that within the last two (2) years, fifty percent (50%) plus one (1) of the professional employees, as defined in Idaho Code §33-1272, indicated agreement to be represented by the local education organization for negotiation purposes. However, evidence of fifty percent (50%) plus one (1) inconsistent with Idaho Code §33- 1271(3) will not be counted in the establishment of representative status. In addition, this policy is updated to reflect prior changes to the open meeting law as to when executive sessions may be held relating to labor negotiations. No further changes were made.

**Policy 5740, “Record Retention and Destruction”** The definition of "custodian" is updated in this policy to fall in line with amendments made to the public records law during the 2018 legislative session. No further changes were made.

# Carol Hepworth moved and Kent Miller seconded to approve the second readings of Policy 3010, “Code of Ethics for Certificated Employees;” Policy 4310, “Access to Public Records;” Policy 5120, “Budget Planning and Adoption;” Policy 5590, “Negotiated Agreement Terms;” and Policy 5740, “Record Retention and Destruction.” All board members present voted aye. Lon Harrington was absent. Motion passed 4-0.

**9. EXECUTIVE SESSION**

**Under Idaho Code 74-206 [1a] personnel, Marci VanOrden motioned and Carol Hepworth seconded to go into Executive Session. A roll call vote was taken: Kent Miller, aye; Marci VanOrden, aye; and Carol Hepworth, aye; Bill Martin aye. Lon Harrington was absent. Motion passed 4-0.**

The board went into Executive Session at 8:05 p.m. Superintendent’s Evaluation and personnel were discussed until 9:00 p.m.

**10. RETURN TO REGULAR SESSION**

**It was moved by Marci VanOrden and seconded by Kent Miller to return to Regular Session. All the board members voted aye. Lon Harrington was absent. Motion passed 4-0.**

The Board returned to Regular Session at 9:00 p.m.

**11. ADJOURN**

**Kent Miller moved and Marci VanOrden seconded to adjourn.**

The meeting was adjourned at 9:00 p.m.

**ATTEST:**

**Clerk Chairman**

**Date**