

**Snake River School Board of Trustees  
Held at the Snake River District Office  
103 South 900 West, Blackfoot, Idaho 83221  
Wednesday, June 20, 2018**

**1. WELCOME AND ROLL CALL**

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

**2. PRAYER OR PLEDGE OF ALLEGIANCE**

Marci VanOrden opened the meeting with the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

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

**4. CONSENT AGENDA**

**Minutes:** Regular Meeting of May 16, 2018; Special Meeting of May 23, 2018.

**Resignations:** Heather Winward, Fourth Grade Teacher, Rockford; Nai-jiin Yang, School Psychologist; T.R. Shuman, School Counselor; Hernan Martinez, Jr. High Special Ed Parapro; Sylvia Long, Middle School Special Ed Parapro; Ashli Nelson, High School English Teacher and Debate Coach.

**New Hires:** Jamie Smith, Part-Time 3<sup>rd</sup> Grade Teacher; Chad Porter, Elementary School Counselor; Jennifer Vogler, 4<sup>th</sup> Grade Teacher (transfer from the jr. high).

**Budget, Payroll and Claims Payable** for May, 2018.

**Property Disposal:** Non-bid sale of two buses, both 2001, to Bingham Academy, one for \$1500 and the other \$2000.

**Lon Harrington moved and Carol Hepworth seconded to approve the Consent Agenda as presented and to approve the non-bid sale of two 2001 buses to Bingham Academy for a total of \$3500. All board members voted aye. Kent Miller was absent. Motion passed 4-0.**

**5. PATRON FORUM**

There were no comments.

**6. SEPTIC SYSTEM UPDATE**

Mitch Greer and David Assan were present and discussed the progression of the septic system planning and design. The project has been approved for funding. RMES is unsure when the project will begin but their guess is sometime in August, which will mean that arrangements will need to be made with transportation because of the beginning of school. RMES would like to start bidding around the first of August after hopefully getting approval from DEQ in July. Mr. Greer is concerned about the bidding climate being so late in the year and construction prices going up significantly. The DEQ also requires two things: 1) An Environmental Impact Statement and 2) a Planning Report, which is the history of the project. RMES has compiled these documents and Superintendent Kerns has a copy of each. RMES has also been working with the City of Blackfoot and wrapping up the agreements with them. The City of Blackfoot wanted RMES to explore other possible alternatives 1) how much gravity line could be placed; 2) could we connect straight with the City of Blackfoot and bypassing Groveland's system; 3) Were there any other alternative connections that could be done. After each of these options was explored, it was determined that the original plan is the best way to go for the Snake River School District. Another thing that will need to be negotiated will be how to get power to the lift station, which will be an added cost. Originally, the power source was going to come from the district. Within the last week, it was discovered that it will need to come from a separate source. RMES is looking forward to getting some pipe in the ground as it has been a long time coming.

**7. BUDGET HEARING**

Superintendent Kerns and Chris Nelson, Business Manager, presented the proposed 2018-2019 district budget. See attached budget. When a budget is formulated, the first thing determined is projected enrollment and attendance by grade level. The district is projecting a slight decrease in enrollment. This last year, attendance was down. Revenue is determined in two reporting periods. The first reporting period ends the first Friday in November and determines the salaries and benefits allocated to the school district. The second reporting period is determined by the best 28 weeks of attendance of the school year and determines discretionary funding. Mrs. Nelson took time discussing the current budget and the proposed budget as shown on the summary of changes. Special Education funding was discussed in detail. The lunch fund deficit was also discussed. The Board thanked Superintendent Kerns and Mrs. Nelson for all of the hard work she has done on the budget.

**A motion was made by Lon Harrington and seconded by Marci VanOrden to approve the proposed 2018-19 Maintenance and Operations budget as presented. A roll call vote was taken: Lon Harrington, aye; Marci VanOrden, aye; and Bill Martin, aye. Kent Miller was absent. Carol Hepworth abstained from the vote due to conflict of interest. Motion passed 3-0.**

**8. DECLARE AREA OF NEED EXISTS**

The district has hired an elementary school counselor who did not have appropriate endorsement requirements met. Every effort was made to advertise and interview for candidates to fill this position.

- a. Elementary School Counselor:** The district hired Chad Porter to be an Elementary School Counselor for the middle school and Rockford. Mr. Porter is a licensed professional counselor and is required to achieve necessary hours required by the state to become a licensed school counselor. Therefore, the district needs to approve the request for an alternate authorization until those hours are achieved.

**It was moved by Marci VanOrden and seconded by Lon Harrington to declare that an area of need exists to hire a full time Elementary School Counselor and approve the request for an Alternative Authorization for Chad Porter. All the board members voted aye. Kent Miller was absent. Motion passed 4-0.**

**9. DUAL ENROLLMENT/HONORS CLASS THROUGH ISU**

Superintendent Kerns discussed the new dual enrollment/honors English class at the high school through ISU. Students will be able to receive English high school credit and college credit at the same time. The class will be taught by Kammile Watt.

**10. POSSIBLE PAPERLESS OPTIONS**

Superintendent Kerns and the board had a conversation about possible paperless options for our policy manuals and also board packets. Because the policy manuals are so big and the electronic manual on the website is so efficient, the board would like to go paperless using the website and also have a jump drive that contains the policies for use at home. For board packets, the board would also like to go paperless. Superintendent Kerns would like to supply the board with laptops that would remain at the district office and board packets would be prepared in Adobe then sent to the board members for their review of the materials. When it comes time for board meeting, the board packet would be displayed on their laptops. This trial process will start at the next board meeting.

**11. UPCOMING EVENTS**

- a. Summer Leadership Institute will be in Rigby on July 11 from 9-11 a.m. at the Jefferson Jt. School District Office. Superintendent Kerns, Lon, Carol, and Marci plan on going.**
- b. Next Board Meeting/Annual Meeting will be July 18, 2018 at the District Office.**
- c. The ISBA deadline for the submission of Resolutions for the 2019 legislative session is fast approaching. According to the ISBA Bylaws, resolutions are to be submitted to the ISBA office by July 31, 2018.**
- d. The High School placed 3<sup>rd</sup> in the Schools of Excellence Initiative from the IHSA. The award will be given on August 1<sup>st</sup> in Boise.**

**12. POLICY READINGS  
SECOND READINGS:**

**Policy 2150, "Duties of the Board"** This policy is updated to clarify that the board's duty to prescribe rules for disciplining of unruly or insubordinate students includes the requirement that the board adopt rules on student harassment, intimidation and bullying, which rules must be included in a code of conduct according to Idaho Code. No further changes were made.

**Policy 2160, "Duties of Board Officers"** This policy is new to us and clarifies duties of board officers including Treasurer, Assistant Treasurer, and Clerk. Language is also added with regard to a surety bond for the clerk of the board of trustees. No further changes were made.

**A motion was made by Lon Harrington and seconded by Marci VanOrden to approve the second readings of Policy 2150, "Duties of the Board" and Policy 2160, "Duties of Board Officers." All board members voted aye. Kent Miller was absent. Motion passed 4-0.**

**FIRST READINGS:**

**Policy 6127, "Graduation Requirements"** This policy is updated to update the amount of credits needed to graduate. 2017 and 2018 were removed and 2022 and 2023 were added. Also, 6127p, Graduation Requirements Re ISAT Proficiency, was deleted as it is obsolete. At the bottom of the first page, the statement, "Proficiency: Students must show proficiency on the Idaho Standard Achievement Test (ISAT) or complete the requirements of an alternate route to graduation" was removed to be consistent with removal of the Graduation Requirements. Discussion held.

**Policy 7225p, "Civil Rights Grievance Procedure"** This procedural document is new and reflects correct contact information for state and federal agencies with which one may file a complaint. No further changes were made.

**Policy 7380, "Working Hours"** This policy is being updated to coincide with the changes made during negotiations. The changes are in green. No further changes were made.

**A motion was made by Carol Hepworth and seconded by Lon Harrington to approve the first readings of Policy 6127, "Graduation Requirements;" Policy 7225p, "Civil Rights Grievance Procedure;" and Policy 7380, "Working Hours." All board members voted aye. Motion passed 4-0.**

**13. EXECUTIVE SESSION**

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

The board went into Executive Session at 8:35 p.m.

At 8:35 p.m., Jon Hawkes entered executive session and personnel was discussed until 9:42 p.m. Mr. Hawkes left executive session at that time. Personnel was continued to be discussed until 9:45 p.m.

At 9:45 p.m., follow up superintendent evaluation was discussed until 9:55 p.m.

**14. RETURN TO REGULAR SESSION**

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

The board returned to Regular Session at 9:55 p.m.

**15. ADJOURN**

**Marci VanOrden moved and Lon Harrington seconded to adjourn.**

The meeting was adjourned at 9:55 p.m.

**ATTEST:**

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**Clerk**

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**Chairman**

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**Date**