

**Snake River School Board of Trustees
Held at Riverside Elementary
16 South 700 West, Blackfoot, Idaho 83221
Wednesday, February 16, 2022**

1. CALL MEETING TO ORDER

Chairman Lon Harrington called the meeting to order at 7:00 p.m. Other board members present were Carol Hepworth, Larin Mortimer, Josh Sorensen, and Toni Ibarra. Also attending were Superintendent Mark Kress and Board Clerk Terisa Coombs.

2. PLEDGE OF ALLEGIANCE

Josh Sorensen opened the meeting with the Pledge of Allegiance.

3. ACTION ITEMS

a. Approval of Agenda

A motion was made by Larin Mortimer and seconded by Josh Sorensen to approve the agenda as presented. All board members voted aye. Motion passed 5-0.

b. Consent Agenda

Minutes: Regular Meeting of January 19, 2022

Resignations: Josh Argueta, Middle School EL Parapro; Natalie Jossis, Jr. High Special Ed Parapro

New Hires: Madilyn Shuler, Middle School Special Ed Parapro; Megan Martin, Middle School EL Parapro; Rhonda Gunter, High School Special Ed Parapro; Shannon Hons, High School Library Assistant

Budget, Pavroll and Claims Payable for December 2021 and January 2022

A motion was made by Carol Hepworth and seconded by Larin Mortimer to approve the Consent Agenda as presented. All board members voted aye. Motion passed 5-0.

c. Bus Bid Update

In November, the board approved purchasing a BlueBird bus from Bryson Sales. Since then, there has been about a 12% increase that raised the price of the bus to approximately \$99,000. Superintendent Kress explained that Bryson Sales could not supply a bus for the bid price because of the increased prices so he called the other two bidders who said that their prices have also increased, which made the BlueBird bus from Bryson Sales the lowest bid again. Discussion was held about the bidding process.

Josh Sorensen moved and Carol Hepworth seconded to approve the increased price of the Bluebird bus bid from Bryson Bus Sales from \$93,875 to approximately \$99,000. All board members voted aye. Motion passed 5-0.

d. 2022-2023 and 2023-2024 District Calendars

There have been minor changes to the 2022-2023 calendar that need to be approved by the board including adding Teacher Inservice days to the beginning of the year, moving the first day of Christmas break from December 21st to the 22nd and returning from Christmas break from January 2nd to the 3rd. Also, discussion was held about the 2023-2024 school calendar.

Toni Ibarra moved to approve the changes to the 2022-2023 district calendar and to approve the 2023-2024 district calendar as presented. Larin Mortimer seconded. All board members voted aye. Motion passed 5-0.

e. Superintendent Contract Renewal

A discussion was held between Superintendent Kress and the board about extending the superintendent's contract.

Carol Hepworth moved and Josh Sorensen seconded to extend the superintendent's contract through the 2023-2024 fiscal year with details to be determined by May of 2022. All board members present voted aye. Motion passed 5-0.

4. PATRON FORUM

There were no comments for the patron forum.

5. INFORMATION ITEMS

a. Superintendent Report

1. Review Return to School Plan:

The board reviewed the district's return to school plan. It is required to review the plan every six months until August of 2023. No changes were made at this time.

2. Covid-19 Report:

Superintendent Kress gave a Covid-19 report. The numbers are decreasing but the area is still listed as high. The transportation department is very short-staffed and there has also been difficulty getting substitute teachers. There will be a remote learning day on February 17, 2022 because there are not enough bus drivers to get children to school and back and not enough substitute teachers to fill positions that day. Discussion was held about how to recruit more bus driver and substitute teachers. Of note, the high school will change their final exam schedule to March 1st and 2nd with a makeup day scheduled for students on March 3rd.

3. State Insurance Fund: Superintendent Kress explained current legislative actions concerning the State Insurance Fund and what it will mean for employees in the district. It is one of Superintendent Kress's goals to greatly improve insurance in the district and he has been working hard to make that happen but it will come at a cost. The conversation is in the beginning stages and he will continue to update the board as there is more information.

Larin Mortimer left the meeting at 7:41.

6. ACTION ITEMS

Waive First Reading and Adopt:

Policy 5107, "Informal Review"

Policy 5110, "Criminal History/Background Checks"

Policy 5110P, "Criminal History/Backgrounds Procedure" This procedure is from our current policy manual.

Policy 5125, "Reporting New Employees"

Policy 5150, "Salary Schedules, Credit Information, and Special Assignments" 5150 is from our current manual.

Policy 5150P1, "Teachers Salary Schedule" This procedure is from our current policy manual.

Policy 5150P2, "Administrative Salary Rubric" This procedure is from our current policy manual.

Policy 5150P3, "Extracurricular Activities and Special Assignment Contracts" procedure is from current policy manual.

Policy 5150P4, "Classified Salary Schedules 2021-2022" This procedure is from our current policy manual.

Policy 5200, "Applicability of Personnel Policies"

Policy 5205, "Job Descriptions"

Policy 5210, "Work Day" A space will be placed between so and that on the last sentence on the first page.

A motion was made by Josh Sorensen and seconded by Carol Hepworth to waive the first reading and adopt Policy 5107, "Informal Review;" Policy 5110, "Criminal History/Background Checks;" Policy 5110P, "Criminal History/Backgrounds Procedure;" Policy 5125, "Reporting New Employees;" Policy 5150, "Salary Schedules, Credit Information, and Special Assignments;" Policy 5150P1, "Teachers Salary Schedule;" Policy 5150P2, "Administrative Salary Rubric;" Policy 5150P3, "Extracurricular Activities and Special Assignment Contracts;" Policy 5150P4, "Classified Salary Schedules 2021-2022;" Policy 5200, "Applicability of Personnel Policies;" Policy 5205, "Job Descriptions;" and Policy 5210, "Work Day." All board members present voted aye. Motion passed 5-0.

Policy 5220, "Assignments, Reassignments, Transfers"

Policy 5230, "Accommodating Individuals with Disabilities"

Policy 5235, "Health Examination"

Policy 5240, "Sexual Harassment/Sexual Intimidation in the Workplace"

Policy 5240F, "Sexual Harassment/Sexual Intimidation in the Workplace Acknowledgment"

Policy 5260, "Abused and Neglected Child Reporting"

Policy 5260F "Report of Suspected Child Abuse, Abandonment, or Neglect"

Policy 5265, "Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying"

Policy 5270, "Personal Conduct" In the fourth paragraph of the policy, wording was changed to add or his or her designee.

Policy 5275, "Adult Sexual Misconduct"

A motion was made by Toni Ibarra and seconded by Carol Hepworth to waive the first reading and adopt Policy 5220, "Assignments, Reassignments, Transfers;" Policy 5230, "Accommodating Individuals with Disabilities;" Policy 5235, "Health Examination;" Policy 5240, "Sexual Harassment/Sexual Intimidation in the Workplace;" Policy 5240F, "Sexual Harassment/Sexual Intimidation in the Workplace Acknowledgment;" Policy 5260, "Abused and Neglected Child Reporting;" Policy 5260F "Report of Suspected Child Abuse, Abandonment, or Neglect;" Policy 5265, "Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying;" Policy 5270, "Personal Conduct;" and Policy 5275, "Adult Sexual Misconduct." All board members present voted aye. Motion passed 5-0.

Policy 5280, "Professional Standards Commission (PSC) Code of Ethics"

Policy 5285, "Solicitations"

Policy 5290, "Political Activity-Staff Participation"

Policy 5295, "Professional Employee Representation for Purposes of Negotiations"

Policy 5310, "Tobacco Free Policy"

Policy 5325, "Employee Use of Social Media Sites, Including Personal Sites"

Policy 5325P, "Recommended Practices for Use of Social Media Sites"

Policy 5325F, "Employee Use of Social Media Sites, Including Personal Sites Policy Acknowledgement"

Policy 5340, "Evaluation of Certificated Personnel"

Policy 5340F, "Parent or Guardian Input Form—Classroom Teacher Evaluation"

Policy 5350, "Certified Personnel Resignation (Release from Contract)"

Policy 5360, "Dress and Appearance" This policy is from our current policy manual.

A motion was made by Carol Hepworth and seconded by Josh Sorensen to waive the first reading and adopt Policy 5280, "Professional Standards Commission (PSC) Code of Ethics;" Policy 5285, "Solicitations;" Policy 5290, "Political Activity-Staff Participation;" Policy 5295, "Professional Employee Representation for Purposes of Negotiations;" Policy 5310, "Tobacco Free Policy;" Policy 5325, "Employee Use of Social Media Sites, Including Personal Sites;" Policy 5325P, "Recommended Practices for Use of Social Media Sites;" Policy 5325F, "Employee Use of Social Media Sites, Including Personal Sites Policy Acknowledgement;" Policy 5340, "Evaluation of Certificated Personnel;" Policy 5340F, "Parent or Guardian Input Form—Classroom Teacher Evaluation;" Policy 5350, "Certified Personnel Resignation (Release from Contract);" and Policy 5360, "Dress and Appearance;" All board members present voted aye. Motion passed 5-0.

Policy 5370, “Nonschool Employment by Professional Staff Members”
Policy 5380, “Professional Research and Publishing”
Policy 5390, “Employment Referrals and Prevention of Sexual Abuse”
Policy 5395, “Whistleblowing”
Policy 5405, “Proof of Illness for Sick Leave”
Policy 5412, “Jury Duty”
Policy 5413 “Witness for Court Appearance Leave”
Policy 5420, “Long-Term Illness/Temporary Disability”
Policy 5420P, “Long-Term Illness/Temporary Disability”
Policy 5460, “Worker’s Compensation Benefits”
Policy 5460P, “Supplementation of Worker’s Compensation Benefits Procedures” This is our current procedure
Policy 5460F1, “Employee Worker’s Compensation Signature Page” This is our current signature page
Policy 5460F2, “Employee and Supervisor Accident Report” This is our current accident report

A motion was made by Lon Harrington and seconded by Josh Sorensen to waive the first reading and adopt Policy 5370, “Nonschool Employment by Professional Staff Members;” Policy 5380, “Professional Research and Publishing;” Policy 5390, “Employment Referrals and Prevention of Sexual Abuse;” Policy 5395, “Whistleblowing;” Policy 5405, “Proof of Illness for Sick Leave;” Policy 5412, “Jury Duty;” Policy 5413 “Witness for Court Appearance Leave;” Policy 5420, “Long-Term Illness/ Temporary Disability;” Policy 5420P, “Long-Term Illness/Temporary Disability;” Policy 5460, “Worker’s Compensation Benefits;” Policy 5460P, “Supplementation of Worker’s Compensation Benefits Procedures;” Policy 5460F1, “Employee Worker’s Compensation Signature Page;” and Policy 5460F2, “Employee and Supervisor Accident Report.” All board members present voted aye. Motion passed 5-0.

Policy 5600, “Staff Health”
Policy 5610, “Prevention of Disease Transmission”
Policy 5620, “Safety Management Program and District Personnel”
Policy 5710, “Paraprofessionals, Teacher’s Aides, and Paraeducators”
Policy 5725, “Private Service Providers/Consultants”
Policy 5740, “Reduction in Force”
Policy 5740P, “Reduction in Force Procedures”
Policy 5740F, “Reduction in Force Criteria and Measure”
Policy 5750, “Employing Retired Teachers and Administrators”
Policy 5751, “Employing Retired School Resource Officers and Employees Eligible to Drive a School Bus”

A motion was made by Lon Harrington and seconded by Toni Ibarra to waive the first reading and adopt Policy 5600, “Staff Health;” Policy 5610, “Prevention of Disease Transmission;” Policy 5620, “Safety Management Program and District Personnel;” Policy 5710, “Paraprofessionals, Teacher’s Aides, and Paraeducators;” Policy 5725, “Private Service Providers/ Consultants;” Policy 5740, “Reduction in Force;” Policy 5740P, “Reduction in Force Procedures;” Policy 5740F, “Reduction in Force Criteria and Measure;” Policy 5750, “Employing Retired Teachers and Administrators;” and Policy 5751, “Employing Retired School Resource Officers and Employees Eligible to Drive a School Bus.” All board members present voted aye. Motion passed 5-0.

First Readings:

Policy 5100, “Hiring Process and Criteria”
Policy 5100 P1 “Procedures for Obtaining Personnel Records for Applicants”
Policy 5100 P2, “Veteran’s Preference”
Policy 5100 F1, “Authorization of Release of Information on Past Employment”
Policy 5100 F2, “Request to Employer”
Policy 5105, “Certificated Personnel Employment” On the third page under return of contract, the board would like the wording to be changed. Superintendent Kress will work on this and bring it back for the second reading.
Policy 5400, “Leaves of Absence”
Policy 5400 P1, “Classified Sick Leave and Sick Leave Bank”
Policy 5400 F1, “Classified Employee Request for Sick Leave Bank”
Policy 5400 F2, “Classified Employee Request for Sick Leave Bank—Physician’s Statement”
Policy 5400 P2, “Personal Leave Procedure”
Policy 5440, “School Holidays”
Policy 5440P, “Paid Holidays for 12-Month Employees” This policy comes from our current policy manual
Policy 5450, “Vacation Leave” Policy is a mix of ours and theirs.
Policy 5700, “Substitutes”
Policy 5700P “Substitute Pay” This procedure comes from our current policy manual. A change will be made to the rate of substitute cooks will be \$11.80 per hour.

(Continued)

A motion was made by Josh Sorensen and seconded by Carol Hepworth to approve the first reading of Policy 5100, "Hiring Process and Criteria;" Policy 5100 P1 "Procedures for Obtaining Personnel Records for Applicants;" Policy 5100 P2, "Veteran's Preference;" Policy 5100 F1, Authorization of Release of Information on Past Employment;" Policy 5100 F2, "Request to Employer;" Policy 5105, "Certificated Personnel Employment;" Policy 5400, "Leaves of Absence;" Policy 5400 P1, "Classified Sick Leave and Sick Leave Bank;" Policy 5400 F1, "Classified Employee Request for Sick Leave Bank;" Policy 5400 F2, "Classified Employee Request for Sick Leave Bank—Physician's Statement;" Policy 5400 P2, "Personal Leave Procedure;" Policy 5440, "School Holidays;" Policy 5440P, "Paid Holidays for 12-Month Employees;" Policy 5450, "Vacation Leave;" Policy 5700, "Substitutes;" Policy 5700P "Substitute Pay." All board members present voted aye. Motion passed 5-0.

7. CLOSING INFORMATION ITEMS

a. Upcoming Events:

1. Day on the Hill, February 21-22, 2022
2. No School on Monday, February 21, 2022 for President's Day
3. Girls Basketball Tournament February 17-19, Boys March 3-5; Wrestling February 25-26.
4. Teacher Inservice for grades K-6, March 3, 2022
5. Teacher Inservice is Friday, March 11, 2022

b. The Next Board Meeting is March 16, 2022 at 7 p.m. at the District Office.

8. ADJOURN

Carol Hepworth moved and Josh Sorensen seconded to adjourn.

The meeting was adjourned at 8:15 p.m.

ATTEST:

Terisa Coombs

Clerk

Lon Harrington

Chairman

March 16, 2022

Date