Clark County School District 161
School Board Meeting
February 11, 2019

MINUTES

Call to Order 5:35 p.m.

Pledge

Roll Call

Orvin Jorgensen	Penny Stanford
Laurie Small	Jeannette Korrell

Brett Murdock out of state.

Attendance

Paula Gordon, Superintendent
Gayle Woods, Business Manager
Julie Zich, Staff
Sherry Locascio, Clerk/Teacher

Approval of Agenda

A motion was made by Mrs. Small and seconded by Ms. Stanford to approve the agenda as presented with a change made to the order of items 7 and 8. Motion passed unanimously.

Approval of Minutes

A motion was made by Ms. Stanford and seconded by Mrs. Small to approve the minutes from January 14, 2019 as presented. Motion passed unanimously.

Consent Agenda

A motion was made by Mrs. Small and seconded by Ms. Stanford to accept the Consent Agenda as presented. Motion passed unanimously.

At this time, it was suggested that the Business Manager Report be moved to the item directly above the Superintendent Report for this meeting and future meetings.

Delegations/Committees/Patron Input

i. Teacher Presentation: Mrs. Locascio shared projects with the board members completed by the seventh and eighth grade students.

ii. Department Reports: The board reviewed the Athletic Director report. Ms. Gordon wanted to clarify that the boys' basketball team in the high school should be the girls'/boys' basketball team as two girls are playing on the team.

Ms. Gordon also addressed the statement regarding the moving of funds from athletics to other departments. In October, Ms. Gordon emailed Mrs. Grover, the athletic director, about the recommendation by the auditor that the non-governmental funds from 2009-2017 be cleared. The district should not be carrying these funds over. As per this suggestion, $1,830.68 was transferred into the athletics account. With this transfer, the athletic department moved into a positive balance of $185.20. The board suggested Ms. Gordon send the email to Mrs. Grover again to clear up the misunderstanding.

With regard to the Gear Up portion of the report, Mrs. Woods indicated there are major concerns with the funding/matching/and benefits for the Gear Up program. The Gear Up reports must be broken down more thoroughly.

The funding for Gear Up dropped considerably this year which has affected the salary/benefits of the director. When the budget was done for Gear Up, the monies for FICA, PERSI, and Medicare were not included in the funding. This is required to be paid and is placing the district in some financial difficulties.

Mrs. Grover also needs to include the match funding on her reports in order to help the district recoup some of the monies.

Mr. Jorgensen suggested those involved figure out some way for the district to cover these expenses and to bring the program under the proper guidelines.

iii. Business Manager Reports: Mrs. Woods informed the board members of the Education Law Institute which is coming in April. She needs to know if any board members are interested in attending so she can pre-register them. At this time, no interest was expressed.

Mrs. Woods also indicated the invoice for the T-shirts given to staff for Christmas has not been received. She has contacted the company.

Mrs. Woods indicated there is some concern about the gas keys issued by the county. Evidently, someone within the city charged gasoline to the school district. The county is having some issues with the new system and is working on it.

iv. Superintendent Report: As part of the superintendent report, Ms. Gordon stated that most of the special education para-professional positions are filled. There have been several special education referrals made and a new process is being developed to relieve Ms. Wheeler from some of the work. The district is still working on receiving Medicaid funds for services last year.

Ms. Gordon stated that maintenance requirements for the inspection are being worked on.

A survey was completed asking students what activities they were most interested in. Soccer was the number one response, so efforts will be made to implement this program in the future.

Mr. Egan also had students fill out surveys on their interests for the industrial arts/shop program. Ms. Gordon encouraged classes that can be pathways to careers and dual credit be implemented.

Ms. Gordon has requested that Mrs. Taylor, the counselor, see what electives we can offer for next year. It is hoped a schedule for classes can be completed by April.

Ms. Gordon informed the board that she is pursuing a dual language immersion program for the district. She has visited different schools and districts to observe their programs. This is a complex program and needs to be done correctly when implemented. Blaine County School District has offered to visit with the school board to address any questions or concerns they may have.

Ms. Gordon indicated that the new program to monitor the 60-day inspections on the buses is working well. The Ridership Count report has been completed and all inspections are up to date. Ms. Gordon is sending a reminder to Brad's Repair two weeks prior to the due date which has helped them to be more aware of needed inspections.

Ms. Gordon also told the board she has distributed job descriptions to junior high/high school teachers, driver education personnel and class advisors.

Letters of Intent were also given to all staff. Two have indicated they may not return for family reasons, one has indicated they may not return because of money and one has confirmed he/she is leaving.

Ms. Gordon recently visited Sandcreek to learn more about accreditation. Clark County's accreditation is scheduled for March 19 and 20, 2019. The leadership team helping with accreditation consists of Ms. Gordon, Kathy Wagoner, DeeAnne Taylor and Michelle Stewart.

Ms. Gordon also reported that the lunch room will be sending bills for lunches every two weeks.

Ms. Gordon has received a classified salary schedule from another district to use as a comparison on how Clark County is paying its employees. She will continue research on this matter.

At this time, Ms. Gordon read a letter from Natalia Estrada, a para-professional in the special education department. Ms. Estrada was requesting permission to open the weight room and gym for a small group of individuals to practice for a basketball league they have joined in Idaho Falls. This would involve four nights per week. After some discussion, it was agreed that at this time, the request needs to be denied. The cost of opening the gym that often, the liability, the scheduling conflicts, etc. would need to be addressed and checked more thoroughly.

Mrs. Locascio will make copies of the minutes and policies available regarding the use of the gym, requirements for those involved, etc. and send to each board member.

Informational Items/Discussions/Training

i. It was noted that the updated Continuous Improvement Plan needs to be uploaded to the district website.

ii. First reading on Policies 1000s, 3215, 5240 and 5100(F): The first reading on policies in the 1000 section was completed.

Mr. Jorgensen reminded the board members that the policies rule the school and the board members need to know what is in them. The policies also need to comply with law.

Ms. Stanford recommended no changes be made in the policies relating to Title IX as these need to be addressed in very specific ways for legal protection.

Even if changes are not made to a policy, the board needs to indicate that each policy has been reviewed/revised/or adopted. This is required for state compliance.

It was noted that in policy 1260, the amount $5,100 needs to be inserted and then the policy adopted.

In policy 1300 it states that a policy needs to be read at least twice before approval. It was noted that this should, in fact, state policies need to be read three times.

In policy 1300, it states: Administration in Absence of Policy:
"In cases where action must be taken before the next board meeting and where the Board provided no policies or guides for administrative actions, the superintendent shall have to power to act." This statement needs to be modified to read "the superintendent shall have the power to act."

Policy 1315 requires that the Continuous Improvement Plan be posted on the district website.

In policy 1500-1, the meeting time should be changed to 5:30 p.m.

In policy 1530, the charge for copies requested by the public should be increased to $.10 per page.

It was noted that in policy 1520-1, it does limit the time allotted to a patron for discussion to three (3) minutes. If the individual is representing a large group, the time may be increased to five (5) minutes.

Policy 1600 details the Code of Ethics for board members which was recently signed by each member. It also covers conflicts of interest (1610).

The board is to reread the policies in section 1000 prior to the next board meeting on March 11, 2019.

Action Items

i. Pay Bills: Bills were presented and paid.

ii. Purchases over $1,000: A motion was made by Mrs. Small and seconded by Ms. Stanford to approve payment to OETC for computer needs in the amount of $2,156. The motion also included payment of $1,262.96 to Staples for technology supplies. Motion passed unanimously.

iii. Accept Resignations: A motion was made by Mrs. Small and seconded by Ms. Korrell to accept the resignation of Bill Locascio as maintenance man. Motion passed unanimously.

iv. Open Positions: A motion was made by Mrs. Small and seconded by Ms. Stanford to open the maintenance position. Motion passed unanimously. It was noted that the posting should be clearer on the requirements, hours and pay.

v. Hire Personnel: A motion was made by Ms. Stanford and seconded by Mrs. Small to hire Matt Williams as an interim maintenance man. Motion passed unanimously.

vi. Finalize Board Reorganization: A motion was made by Mrs. Small and seconded by Ms. Korrell to retain Sherry Locascio as board clerk. Motion passed unanimously.

A motion was made by Mrs. Small and seconded by Ms. Stanford to retain Gayle Woods as the board treasurer. Motion passed unanimously.

vii. Fuel Agreement with County: The county has not provided the fuel agreement at this time.

viii. Approve Emergency Closure: A motion was made by Mrs. Small and seconded by Ms. Korrell to approve the emergency closure on February 7, 2019. Motion passed unanimously.

As per Idaho Code 74-206 (1) (a) Personnel, a roll call vote was taken with all voting aye to move into Executive Session at 8:20 p.m.

A motion was made by Mrs. Small and seconded by Ms. Korrell to return to Open Session at 9:21 p.m. Motion passed unanimously.

Executive Session: No action was taken regarding personnel issues. A monthly review of the Superintendent Evaluation was done.

A motion was made by Ms. Korrell and seconded by Ms. Stanford to adjourn.

Adjourn 9:23 p.m.

_____

Board Chairman Date

_____

Board Clerk Date