

SHOSHONE JOINT SCHOOL DISTRICT NO. 312
 BOARD OF TRUSTEES' MINUTES
 Tuesday, December 09, 2014
6:30 p.m. Board Work Session
7:00 p.m. Regular Monthly Board Meeting

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustees: Casey Bryant, Carl Horn and Rian Pine. Quorum of the Board was established at 6:32 p.m.

Staff: Carolyn Aoi, Principal Emily Nelsen, Dr. Rob Waite and Clerk Heather Wallace.

Absent: Principal Kelly Chapman; due to secondary music concert. Excused by the Board.

Guest:

I. Evaluation of the Nine Characteristics (exhibit A: power point titled: *Yearly Evaluation: How Are Things*)

Dr. Waite encouraged the Board of Trustees to participate in the conversation of the annual update on how the District is doing. Review of the power point included the following discussions:

- a. The Board's most important function is hiring the Superintendent and assessing if the district is "well run". Discussion also included the importance of the relationship between the School Board and the Superintendent.
- b. The Board is elected by the community to see that the district is run well.
- c. Styles of superintendent evaluations: (1) checklist style formal evaluation vs. (2) relationship evaluations. Debates have occurred on which style is most accurate.
- d. Lengthy discussion took place on the six questions designed to evaluate the working relationship between the School Board and the Superintendent:

1. Question One: "Have you built trust and understanding between the Board of Education and the Superintendent?"

Chair Bozzuto answered yes, he believes there is a good understanding between the Board and the Superintendent. Adding that in the beginning there was an adjustment period but Dr. Waite has created a better comradery between the superintendent, staff and school board. Chair Bozzuto commented the Board understands how Dr. Waite would like the District to run and the Board is supportive of that direction. Dr. Waite concurred, adding he did not have trust issues with the Board and is confident the Board could handle issues appropriately. Dr. Waite stated everyone, including the Board, might not agree with every decision he makes but trusts the Board understands and supports a decision made.

Chair Bozzuto added that micromanaging is not what a Board should do if they have hired the right person and the Board should be able to recognize when things are running smoothly in the District.

Vice-chair Race said she has seen Dr. Waite built trust in the Board, teachers and staff. Adding that trust is a critical issue in an organization and it is important the the Board recognizes that it is not their job to micromanage; especially when the Board is informed as needed. Dr. Waite replied that he returned the feeling of trust with the Board.

Dr. Waite added the Board is a trusted advisor to the Superintendent and the District.

Trustee Pine shared his belief of the Board hires the Superintendent to run the school and Trustees of the Board do not have the education to run a school district; Trustees do have good ideas and are a supporting factor. Trustee Pine stated when he started to become involved in the District, the District was in "AYP Jail", now the District is moving towards a five start rating. The improvement in the school reinforces Trustees Pine's trust in Dr. Waite.

2. Question Two: "Do you believe you have a shared vision, orientated to student needs?"

Trustee Bryant answered yes he believes there is and the Board has had multiple presentations on shared visions and the *Nine Characteristics of a Successful School*. Trustee Bryant added student scores are improving and that is a reflection of the positive changes made. Dr. Waite agreed and commented that with the addition of the strategic plan and its solid belief statements the District is heading in the right direction.

Chair Bozzuto stated he feels he has personally had a part in the "game" because he is on the Board and is proud of the improvements the District and the students have made; therefore there is absolutely a shared vision. Dr. Waite was in full agreement.

3. Question Three: "Have you developed an understanding of roles and expectations of the Board of Education and the Superintendent?" The Board nodded their agreement. Dr. Waite expanded on the issue and stated that there are some formal discussions and some non-formal discussions which have lead everyone to have a clear understanding of their roles.

4. Question Four: "Do you have confidence in each other to make effective decisions, build consensus, resolve conflict and learn together?"

Vice-chair Race stated she has definitely has confidence and has witnessed a turnaround faster then she thought possible and as changes continue it builds her trust that the Board made the right decision.

Chair Bozzuto added that part of learning is to accept "your" part.

Dr. Waite stated that in the last three or four years things in the District have changed fast and credit goes to everyone in the organization. In the first year of his administration there was a five year plan of action and with the hard work from the administration, Board and staff the five year plan was completed in one year. Dr. Waite also remarked that under the topic of learning, though the District hasn't seen a horrific controversy, he believes the Board and the School District could withstand the issue. A District will function well when the Board, administration and staff work together.

Vice-chair Race added when an organization has a board forum that gets too involved in everyday business and loses sight of what a Board is about, it causes the organization to lose focus and in the case of a school district the students pay the price for a lost focus. Dr. Waite agreed; adding the Board should be an example for students to follow.

5. Question Five: "Have you developed communication plans and information flow within and between the Board and the Superintendent?"

Dr. Waite announced this was a chance for the Board to comment on the EdModo Program, weekly positing and ways of keeping the Board informed. Dr. Waite stated he likes the communication plan/system in place and it

works well for him. Adding it's not an attempt for the Board to micromanage but to be informed as a public official of issues that concern the District. Trustee Pine commented the community believes the Board knows the details of situations that arise and it is nice to have communication to get some background on a situation.

Chair Bozzuto reminded the Board the key is to check their EdModo account regularly.

Dr. Waite reminded the Board to remember that EdModo is not to open discussions but to educate the Board on some of the basics of an issue(s).

6. Question Six: "Are you able to present to the community truthful, substantial messages consistently communicated to all internal and external publics both formally and informally?"

Dr. Waite replied when the community hears information from the staff, Board or students it carries more weight in a small community than a newsletter or electronic post.

Trustee Bryant added that this goes back to number five regarding good communication.

Dr. Waite added the staff and the Board has taken on the responsibility of communicating the correct way and do not hesitate to use the chain of command.

Trustee Bryant remarked he has witnessed a couple of different scenarios in other school districts and how their issues have revolved. He feels very fortunate in how the Shoshone School District is run and has confidence in how the District would handle issues.

Chair Bozzuto added he believes some Boards have allowed groups of people too much involvement.

Dr. Waite replied that is why it is important to have a process in place and to trust the process. He has confidence in the staff and School Board on this issue.

Trustee Pine added the District could use issues witnessed in other boards as a learning tool for the Board. Dr. Waite agreed and that our community deserves credit for trusting the Board and District to do their job.

In closing, Dr. Waite said it's a good idea to review and discuss if the Board/Superintendent are happy or unhappy and added that he is very happy with. Trustee Bryant stated he is also and Board nodded in agreement.

Dr. Waite cited the information in the power point from the *American School Board Journal* and the *Northern Iowa Center Institute for Education Leadership*.

Regular Monthly Meeting 7:00 p.m.

I. Call to Order:

The monthly school board meeting was called to order at 7:03 p.m. by Chair Bozzuto. Meeting was held in the Shoshone High School Art Room (#278) located at 61 East Highway 24, Shoshone, Idaho.

Present:

Board Members: Chair Anthony Bozzuto and Vice-Chair Lorie Race, Trustees: Casey Bryant, Carl Horn and Rian Pine. Quorum of the Board was established.

Staff: Carolyn Aoi, Principal Emily Nelsen, Dr. Rob Waite and Clerk Heather Wallace.

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Absent: Principal Kelly Chapman; due to secondary music concert. Excused by the Board.

Guest: None

The Flag Salute was lead by Chair Bozzuto.

II. Consideration of Public Input:

Those wishing to address the Board will fill out a Request to Appear before the Board (1520F) and submit to the District Clerk before the beginning of the meeting. None were presented.

Dr. Waite mentioned the Board has always made time for public comment. This is the time the Board is opened to public discussions as a good policy but will not enter into a debate with the audience. Chair Bozzuto added that transparency is good for everyone.

III. Reports:

A. Shoshone Education Association (S.E.A.): Mrs. Carolyn Aoi, President of the S.E.A., reported the organization made over 1,000 cinnamon rolls for their annual fund raiser and this is the first time she could remember the cinnamon rolls sold out in one day. There were nine S.E.A. members working throughout the day from 8:00 a.m. until 5:00 p.m.

Chair Bozzuto asked if there were school cooks helping. Mrs. Aoi replied that Mrs. Mazzucchi (on-site kitchen supervisor) was in the kitchen working on another fund raiser and Mrs. Bollar was in charge of the actual cinnamon roll dough making.

B. Shoshone Teachers: Mrs. Aoi reported the first storyline of the year is finished and the culmination went well. Due to the weather, the outside events were moved inside to the music room and cafeteria; there were a few glitches but overall the program went well.

C. Student Body: No report for the month of December

D. Goals and School Improvement: No report for the month of December.

IV. Consent Agenda:

A. Approval of Agenda

B. Approval of the Minutes

i. November 11, 2014: Regular Board Meeting Minutes

C. Weekly Principal/Superintendent Reports

D. Accept reports as presented

Vice Chair Race made a motion to accept the consent agenda as presented. Trustee Bryant seconded.

Discussion:

1. Dr. Waite reported there is a school conflict for the next scheduled Board meeting (January 13, 2015). The Board of Trustees discussed two options: Monday, January 12th or Wednesday, January 14th. The Board was in agreement to reschedule the Board meeting to Wednesday, January 14th.
2. Principal Nelsen directed the Board's attention to the last page of the Elementary Report. The student enrollment section shows there have been 39 students enroll and 41 students transfer out for the first semester. That is a total of an 80 student turnaround in the first semester which is an incredibly high number and has a significant impact in the classroom.

Trustee Pine asked if there is a reason for the large numbers. Both Principal Nelsen and Dr. Waite commented they believe it is due to transit families moving in and out of the area.

Chair Bozzuto asked if the majority of the families are Hispanic. Principal Nelsen responded that does not seem to be the case. Mrs. Aoi added that all of her students that have come and gone have been Caucasian.

Trustee Pine asked if the local economy is a factor. Dr. Waite believed that no it wasn't but reported that one family admitted to the office that it takes least two months to be evicted from a home after not paying rent and then they start the process over in another area.

Chair Bozzuto commented he has notice more of the indigent population moving to the area due to lower costs of living.

Trustee Horn asked if the secondary school is experiencing a high turnover similar to the elementary school. Dr. Waite stated it seems the secondary classes balance out by the time students reach those grade levels and there are not as many changes.

Chair Bozzuto stated it had been moved and seconded to approve the consent agenda as presented and asked for Trustees' voice vote. Motion carried by a five to zero vote.

V. Financials:

- A. Accounts Payables
- B. District Financial Statement
- C. Secondary Financial Statements
- D. Elementary Financial Statements

Trustee Bryant made a motion to approve the accounts payables and financial statements as presented. Trustee Pine seconded.

Discussion:

- i. The following accounts/funds were reviewed:

District Financial Statement

- a. Dr. Waite drew the Boards attention to some federal funds that have a negative balance. Funds have to be spent in these accounts before money can be received. A \$49,557 payment is pending.
- b. The Food Service account is also showing a negative balance and a payment of \$57,328 is pending with an additional \$3,500 from the Fruit and Veggie Grant. It was noted this is for two months.

Vice-Chair Race mentioned that she recently read an article on school lunches outlining the new guide lines and some of the common complaints regarding the program. She asked the status of the District's student participation in the program. Dr. Waite replied that since the District moved to free lunch for each student, participation has increased and students are able to take part of the salad bar as much as they want too.

Accounts Payable Report

- a. Pro Active LLC: \$656- 12/03/14 and \$2,624- 11/25/2014. Dr. Waite explained expense is for Student P.S.R. services (Psychosocial Rehabilitation). Currently two elementary students qualify for

services. Most likely the services will be reimbursed by Idaho Medicaid.

- b. Green Cut Sprinklers: \$1,443- 11/25/2014 for sprinkler repairs at both school sites and fall maintenance.
- c. Window Welder: \$339.98- 11/25/2014 to replace the side driver's window on a bus due to condenser seal break; causing a safety issue.
- d. Big Wood Farms: \$1500- 11/20/2014- retainer for snow removal contract.

It was noted that there were two financial statements for the elementary school: one for Wells Fargo Bank and one for Farmers National Bank. The elementary is in process of closing out the Wells Fargo account and has opened a new account at Farmers National Bank.

Chair Bozzuto stated it had been moved and seconded to approve the accounts payable and financial statements as presented and asked for Trustees' voice vote. Motion carried by a five to zero vote.

VI. School Board Training-

- A. Key Works of School Boards- No report for December

VII. Motion for Adjournment:

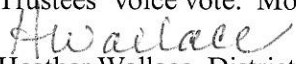
Next Meeting:

Wednesday, January 14, 2015; 6:30 p.m. Work Session
 Wednesday, January 14, 2015 7:00 p.m. Regular Meeting
 Shoshone High School Art Room (#278)
 61 East Highway 24
 Shoshone, Idaho 83352

Vice-Chair Race made a motion to adjourn the meeting at 7:33 p.m. Trustee Pine seconded.

Discussion: None

Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for Trustees' voice vote. Motion carried by a five to zero vote.


 Heather Wallace, District Clerk
 December 09, 2014

This document serves as the official minutes of the December 09, 2014 Board Meeting. A full audio recording of the minutes is also kept as a support document.