

SHOSHONE JOINT SCHOOL DISTRICT NO. 312
BOARD OF TRUSTEES' MEETING MINUTES
Tuesday: December 11, 2018
6:30 p.m. Board Work Session
7:00 p.m. and Regular Board Meeting

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto. Trustees: Rachelle Livingston and Sarah Stowell.
Work session began at 6:33 p.m. as a quorum was established.

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

Absent: Vice-chair Lorie Race: prior commitment. Excused by the Board of Trustees.

Trustee Sarah Thomas: Illness. Excused by the Board of Trustees.

Principal Kelly Chapman: High school event. Excused by the Board of Trustees.

Guest: Hannah Cresswell.

I. Year in Review Evaluation Board/Superintendent: Dr. Waite, Superintendent.

Dr. Waite presented a power point titled *Annual State of District Discussion*, and stated this is the beginning of the annual discussion of the *Evaluation of the Board and Superintendent*. Items reviewed included:

- Most Important School Board's job
- The Four Key Relationships of the District
- Leadership
- Organizational Management
- Human Resources Leadership and Labor Relations
- Policy and Governance
- Execution of Goals

A document will be typed and presented at the January board meeting for Board approval.

Regular Monthly Meeting 7:00 p.m.

I. Call to Order:

The monthly school board meeting was called to order at 7:10 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. Trustees: Rachelle Livingston and Sarah Stowell.
Quorum of the Board was established as prescribed in Idaho Code: 33-510.

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

Absent: Vice-chair Lorie Race: prior commitment. Excused by the Board of Trustees.

Trustee Sarah Thomas: Illness. Excused by the Board of Trustees.

Principal Kelly Chapman: High school event. Excused by the Board of Trustees.

Guest: Hannah Cresswell

1 **II. Pledge of Allegiance:** Chair Bozzuto led the Board and staff in the *Pledge of Allegiance*.
2

3 **III. Consideration of Public Input:**

4 Those wishing to address the Board will fill out a *Request to Appear* before the Board (4105F)
5 and submit to the district clerk before the beginning of the meeting. None were presented before
6 the Board of Trustees.
7

8 **IV. Reports:**

9 A. Shoshone Education Association (S.E.A.): No report for the month of December.

10 B. Shoshone Teachers: Principal Nelsen reported the elementary music concert was held on
11 December 10, 2018. The program was “fantastic” and well attended.

12 C. Student Body: Chair Bozzuto asked if Ms. Cresswell was in attendance to represent the high
13 school student body. Ms. Cresswell stated she is observing the board meeting for her
14 extracurricular activities but reported that the school year has gone very well and the teachers
15 seem very positive and encouraging.

16 D. Goals and School Improvement: At the request of Dr. Waite this item was combined with

17 VIII. School Board Training- Key Works of School Boards:
18

19 **V. Consent Agenda:**

20 A. Approval of Agenda

21 B. Approval of the Minutes

22 1. November 13, 2018

23 C. New Hires: *Classified:*

Brenda Kerner: Food Service

24 D. Weekly Principal/Superintendent Reports

25 E. Accept reports as presented
26

27 Trustee Stowell made a motion to approve the consent agenda as presented. Trustee Livingston
28 seconded.
29

30 Discussion:

31 a. Dr. Waite reported that Mrs. Kerner is a new staff member in the kitchen.

32 b. Trustee Stowell asked when the next *Storyline* culmination is. Principal Nelsen stated that due
33 to several new staff members the elementary did not hold a fall *Storyline* program but is planning
34 on holding one in the spring.
35

36 Chair Bozzuto stated it had been moved and seconded to approve the consent agenda as presented
37 and asked for Trustees’ voice vote. Motion carried by three aye votes to zero nay votes.
38

39 **VI. Financials:**

40 A. Accounts Payables

41 B. District Financial Statement

42 C. Secondary Financial Statement

43 D. Elementary Financial Statement
44

45 Trustee Livingston made a motion to accept the accounts payables, and financial statements as
46 presented. Trustee Stowell seconded.
47

48 Discussion:

49 1. Dr. Waite read the following report from the district’s business manager:

50 a. The Title consolidated plan has been approved for the year.

51 Mrs. Harris will be working on reporting the expenses for

1 reimbursement. There will be some adjustments made in a few
2 of Title accounts to reflect changes made in the consolidated
3 plan.

4 b. The District is preparing for a federal review that will be held
5 on January 8th and 9th.

6 c. The general fund budget is falling into place as is expected.
7

8 Chair Bozzuto stated it had been moved and seconded to approve the accounts payables, and
9 financial statements as presented and asked for Trustees' voice vote. Motion carried by three aye
10 votes to zero nay votes.

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12 **VII. Board Business:**

13 A. Reschedule January Board Meeting: Proposed Date: January 22, 2019- Dr. Waite,
14 Superintendent.

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16 Trustee Stowell made a motion to reschedule the January board meeting to January 22, 2018.
17 Trustee Livingston seconded.

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19 Discussion: Dr. Waite approached the Board of Trustees regarding the possibility of rescheduling
20 the January board meeting due to the timing of the Christmas break. In addition, the facilities
21 committee is planning on meeting on January 15th, 2019. This would provide an opportunity to
22 hear a report from the committee on January 22.

23
24 Chair Bozzuto stated it had been moved and seconded to move the meeting to January 22, 2019
25 and asked for Trustees' voice vote. Motion carried by three aye votes to zero nay votes.
26

27 B. Policy Adoption/Amendment: Dr. Waite, Superintendent.

- 28 1. Policy 3530: Students
- 29 2. Policy 7218: Financial Management
- 30 3. Policy 7235: Financial Management
- 31 4. Policy 7237: Financial Management
- 32 5. Policy 7270: Financial Management
- 33 6. Policy 7320: Financial Management
- 34 7. Policy 7400: Financial Management
- 35 8. Policy 7450: Financial Management
- 36 9. Policy 9100: School Facilities

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38 Trustee Stowell made a motion to adopt and amend the policies as presented. Trustee Livingston
39 seconded.

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41 Discussion: Dr. Waite reviewed policies with the Board of Trustees and stated these policies are
42 required to be adopted or amended. A majority of the policies are in reference with federal
43 programs funding. At the Board's request it was explained how changes are noted on the
44 policies.

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46 Chair Bozzuto stated it had been moved and seconded to approve the motion as presented and
47 asked for Trustees' voice vote. Motion carried by three aye votes to zero nay votes.
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1 **VIII. School Board Training- Key Works of School Boards:**

2 A. Federal Programs: Dr. Waite, Superintendent and Principal Nelsen.

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4 Dr. Waite explained the District receives approximately \$300,000 in federal review each year, not
5 including the food service program. Out of the \$300,000, Title programs receive \$113,000. In
6 order to receive the funding, the District must follow strict policies and procedures and in making
7 sure the District is following policies and procedures correctly a federal programs review/audit is
8 held every three years. This year Shoshone Joint School District will have their review/audit on
9 January 8th and 9th, 2019. Principal Nelsen explained how detailed the review /audit is and stated
10 she has spent over a month compiling information and working with other staff members on
11 gathering information. The review/audit will include two employees from the Idaho State
12 Department of Education, a review of requested documentation, interviews with staff, principals,
13 parents, business manager and the superintendent. In conclusion, Principal Nelsen is confident
14 the District will have very few findings and clarified the review is to help the District and not to
15 penalize the programs.

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17 Dr. Waite reported one of the next steps is for the middle school to apply for a title program
18 school wide and to reclassify the High Desert High School from a targeted assistance title
19 program to a school wide title program.

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21 **IX Motion for Adjournment:**

22 A. Next Meeting:

23 Board Work Session: Tuesday, January 22, 2019 at 6:30 p.m.

24 Regular Board Meeting: Tuesday, January 22, 2018 at 7:00 p.m.

25 Shoshone High School Art Room (#278)

26 61 East Highway 24

27 Shoshone, Idaho 83352

28
29 Trustee Livingston made a motion to adjourn the meeting at 7:24 p.m. Trustee Stowell seconded.

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31 Discussion: None

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33 Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for
34 Trustees' voice vote. Motion carried by three aye votes to zero nay votes.

35 *Heather Wallace*
36 Heather Wallace

37 District Clerk

38 December 11, 2018

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40 This document serves as the official minutes of the December 11, 2018 Board Meeting. An audio
41 recording of the minutes is kept as a support document.