

SHOSHONE JOINT SCHOOL DISTRICT NO. 312
BOARD OF TRUSTEES' MEETING MINUTES
Tuesday: July 10, 2018
6:30 p.m. Board Work Session
7:00 p.m. Annual and Regular Board Meeting

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto. Trustees: Sarah Stowell, and Sarah Thomas. Work session began at 6:40 p.m. as a quorum was established.

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

Absent: Vice-chair Lorie Race- Previous engagement. Excused by the Board of Trustees.
Trustee Rachelle Livingston- Previous engagement. Excused by the Board of Trustees.
Principal Kelly Chapman- Previous engagement. Excused by the Board of Trustees.

Guest: None.

I. Yearly Review: Dr. Waite opened the discussion with the Board of Trustees by reviewing trustee seats on committees. These seats will be voted on during the annual meeting. Additional discussions took place on:

- Facilities Committee: Committee will meet in mid-August to revisit bond proposals, building needs, etc. Dr. Waite asked the Board to consider community members to be invited to attend the meeting and possibly be additions to the committee and/or Say Yes to Shoshone committee.
- Review of the annual meeting agenda items. The following were discussed:
 - a. Wells Fargo Bank- policy is to utilize a local business;
 - b. Mr. Mike Burr as Auditor- Mr. Burr does a nice job for Shoshone School District and other districts in the area; and,
 - c. Insurance: Dr. Waite reminded the Board that this line item for different types of insurance went out to bid a couple of years ago. The District remains focused on keeping insurance costs effective, coverage effective and good working relationships with the companies and agents involved.
- Benefits are offered to classified employees if they are working 30 hours or more per week or were “grandfathered in” before the change to a four-day school week.
- New legislation was passed stating that posted agenda items must clarify to the public if an item is an action item. The District has been posting agendas in this manner since 2008.
- The District has the remaining positions to fill:
 - a. Bus drive/custodial (one position)
 - b. Jr. High assistant football coach
 - c. Secondary administrative assistant (secretary)
 - d. Fifth grade teacher
 - e. ELL/ESL teacher
- The District received a letter from the Lincoln County Prosecutor addressed to the Board of Trustees asking for a meeting to update the District on the embezzlement case. This meeting will be held on Wednesday, July 11, 2018 at 11:30 p.m. Dr. Waite, Principal Chapman and Shannon Harris will attend. Dr. Waite invited the Board to also attend.

1 The Attorney General's Office/Idaho State Police have been conducting the investigation
2 at this point.

3
4 **Regular Monthly Meeting 7:00 p.m.**

5
6 **I. Call to Order:**

7 The monthly school board meeting was called to order at 7:01 p.m. by Chair Bozzuto. Meeting
8 was held in the Shoshone High School art room (#278) located at 61 East Highway 24, Shoshone,
9 Idaho.

10
11 Present:

12 **Board Members:** Chair Anthony Bozzuto. Trustees: Sarah Stowell, and Sarah Thomas. Quorum
13 of the Board was established as prescribed in Idaho Code: 33-510.

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

15 **Absent:** Vice-chair Lorie Race- Previous engagement. Excused by the Board of Trustees.

16 Trustee Rachelle Livingston- Previous engagement. Excused by the Board of Trustees.

17 Principal Kelly Chapman- Previous engagement. Excused by the Board of Trustees.

18 **Guest:** None.

19
20 Chair Bozzuto led the Board and staff in the *Pledge of Allegiance*.

21
22 **II. Consideration of Public Input:**

23 Those wishing to address the Board will fill out a *Request to Appear* before the Board (4105F)
24 and submit to the District Clerk before the beginning of the meeting. None were presented.

25
26
27 **III. Annual Meeting:**

28 **A. Board Nominations:**

- 29 1. Chair of the Board
30 2. Vice-Chair of the Board

31
32 Trustee Stowell nominated Trustee Anthony Bozzuto as Chair of the Board. Trustee Thomas
33 seconded the nomination. Trustee Bozzuto accepted the nomination.

34
35 Trustee Stowell nominated Trustee Race as Vice-chair of the Board. Trustee Thomas seconded
36 the nomination.

37
38 Trustee Thomas made the motion to accept the nominations of Anthony Bozzuto as Chair and
39 Lorie Race as Vice-chair as presented. Trustee Stowell seconded.

40
41 Discussion: None

42
43 Motion had been moved and seconded to accept the nominations of Anthony Bozzuto as Chair
44 and Lorie Race Vice-chair as presented and asked for Trustees' voice vote. Motion carried by a
45 three aye to zero nay votes.

46
47 **At this time: Trustee Bozzuto and Trustee Race took office of Chair and Vice-Chair for the**
48 **remainder of the meeting; continually until January 2019 (due to new Idaho legislation an**
49 **annual meeting will be held in January 2019).**

50 **B. Designate:**

- 1 1. Superintendent as CEO of the District- Dr. Rob Waite
- 2 2. Treasurer- Shannon Harris
- 3 3. Clerk- Heather Wallace
- 4 4. Board Meeting Schedule-
- 5 5. Official Posting Places- School Building, Post Office, Lincoln County
- 6 Courthouse.
- 7 6. Official Publication- Times News
- 8 7. Appointment of all standing committees
- 9 8. Legal Representatives- Anderson, Julian & Hull, LLP
- 10 9. Official Bank- Wells Fargo
- 11 10. Auditor- Mr. Mike Burr
- 12 11. Insurance Agent: Hub International, Insurance Company: EMC
- 13 12. District Handbooks

14
15 Trustee Stowell made a motion to accept item B, subjects one through twelve as presented.
16 Trustee Thomas seconded.

17
18 Discussion:

- 19 • The board will continue to hold regular board meetings on the second Tuesday of each
20 month with a 6:30 p.m. work session and a 7:00 p.m. regular meeting.
- 21 • District Handbooks include the following:
 - 22 a. Student Handbook
 - 23 b. Elementary Handbook
 - 24 c. Secondary Handbook
 - 25 d. Crisis Handbook
 - 26 e. Bullying Handbook
 - 27 f. Staff Handbook
 - 28 g. Athletic Handbook
 - 29 h. Coaches Handbook
 - 30 i. Child Nutrition Handbook
 - 31 j. Substitute Handbook
- 32 Dr. Waite reminded the Board that once a handbook is adopted it becomes policy.
- 33 • Trustees will serve on the following committees:
 - 34 a. Chair Bozzuto- Risk Management, Negotiations, Attendance Appeals, and
 - 35 Handbook Committee.
 - 36 b. Vice-Chair Race- Negotiations, Budget Committee, and Shoshone Education
 - 37 Foundation.
 - 38 c. Trustee Livingston- Policy, Evaluations, and Negotiations- Alternate (backup)
 - 39 d. Trustee Stowell- Budget Committee
 - 40 e. Trustee Thomas- Evaluation Committee
 - 41 f. As Needed- Senior Project.

42
43 Chair Bozzuto stated it had been moved and seconded to approve duties and people as presented
44 and asked for Trustees' voice vote. Motion carried by three aye votes to zero nay votes.

45
46 **IV. Reports:**

- 47 A. Shoshone Education Association (S.E.A.): No report for the month of July.
- 48 B. Shoshone Teachers: No report for the month of July.
- 49 C. Student Body: No report for the month of July.
- 50 D. Goals and School Improvement: No report for the month of July.

1
2 In addition, Principal Nelsen reported that she just returned from the Storyline training in the
3 country of Slovenia. Approximately 200 people attended the conference representing 25
4 countries. Principal Nelsen presented a session at the conference and was asked to serve on the
5 Leadership Committee for the next year. The Leadership Committee consists of five members,
6 that will plan the next conference and promote Storyline.

7
8 Dr. Waite and the Board of Trustees congratulated Principal Nelsen on representing Shoshone
9 Elementary and Shoshone School District so well.

10
11 **V. Consent Agenda:**

12 A. Approval of Agenda

13 B. Approval of the Minutes

14 1. June 12, 2017: Budget Hearing and Regular Board Meeting Minutes

15 C. New Hires: Certified Staff with Alternative Authorization ABCTE: Jake Wheeler

16 D. Weekly Principal/Superintendent Reports

17 E. Accept reports as presented

18
19 Trustee Thomas made a motion to approve the consent agenda as presented. Trustee Stowell
20 seconded.

21
22 Discussion:

- 23 • Dr Waite explained that Mr. Wheeler is in the process of being certified through the
24 ABCTE program. Mr. Wheeler will teach secondary English, has a degree in English,
25 will be taking the Praxis tests, and will be provided with a mentor for at least two years.
26 At this time, Dr. Waite explained how the ABCTE program worked and local college
27 opportunities and the lack of local college opportunities to become a certified teacher.

28
29 Chair Bozzuto stated it had been moved and seconded to approve the consent agenda as presented
30 and asked for Trustees' voice vote. Motion carried by three aye votes to zero nay votes.

31
32 **VI. Financials:**

33 A. Accounts Payables

34 B Financial Reports

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36 Trustee Stowell made a motion to accept the accounts payables as presented. Trustee Thomas
37 seconded.

38
39 Discussion:

- 40 • Dr. Waite reported the following from Shannon Harris, Business Manager:
41 1. Budget transfers have been made to close out the year.
42 2. The District received more technology money than was budgeted.
43 3. The annual audit will be July 23-24.
44 4. The District will not have to conduct a separate federal audit this year due to federal
45 fund cap for the audit.
46 5. Grant reimbursement has been requested.
47 6. The food service program has ended well and will be able to purchase some much
48 needed equipment.
49 • Trustee Stowell asked when the extended day program will end next year. Dr. Waite
50 responded that it will end at spring break 2019 for the year.

1
2 It was noted that financial statements are not available from the elementary and secondary
3 schools due to summer break and the annual audit process.
4

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

9 **VII. School board Training- Key Works of School Boards:** Dr. Waite opened the
10 discussion on the recent newspaper publications on student scores and student college readiness.
11 Items discussed were:

- 12 • ACT
- 13 • SAT
- 14 • Idaho results are measured or held up to College of Idaho standards; not necessarily other
15 college standards.
16


17 **VIII. Motion for Adjournment:**

- 18 A. Next Meeting:
19 Board Work Session: Tuesday, August 14, 2018 at 6:30 p.m.
20 Regular Board Meeting: Tuesday, August 14, 2018 at 7:00 p.m.
21 Shoshone High School Art Room (#278)
22 61 East Highway 24
23 Shoshone, Idaho 83352
24

25 Trustee Thomas made a motion to adjourn the meeting at 7:26 p.m. Trustee seconded.
26

27 Discussion: None
28

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

31 
32 Heather Wallace
33 District Clerk
34 July 10, 2018
35

36 This document serves as the official minutes of the July 10, 2018 Board Meeting. An audio
37 recording of the minutes is kept as a support document.

