

SHOSHONE JOINT SCHOOL DISTRICT NO. 312
BOARD OF TRUSTEES' MEETING MINUTES

Tuesday: October 08, 2019

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 and Vice-Chair Lorie Race. Trustee Sarah Thomas. The board work session began at 6:35 p.m. as a quorum was established.

Staff: Dr. Rob Waite, Principals Kelly Champan and Kelly Wilkins. Business Manager Shannon Harris, S.E.A. Representative Mark Sant, and Clerk Heather Wallace.

Absent: Trustee Sarah Stowell.

Guest: Mike Burr, C.P.A. and Mr. William Marsh.

I. Audit Presentation- Mike Burr, C.P.A.:

Dr. Waite introduced Mr. Burr as the District's auditor and he is in attendance to present the 2018-2019 financial audit.

Mr. Burr stated the audit process went well; all requested information was provided in a neat and orderly fashion. Mr. Burr reviewed with the Board of Trustees the Statement of Revenue and Expenditures of the audit referenced on pages 10-11 of the report. Discussion included the following:

- The General Fund balance
- Food Service Fund balance
- Debt Service Fund balance
- Capital Project Fund balance
- Other Governmental Funds and their balances. It was noted by Mr. Burr most of the governmental funds are considered "grant funding" and expenses must be spent before reimbursed by the governmental agency.

In further discussion

- Pages 63-64: *Schedule of Findings and Responses* were reviewed
- GASBY 75 requirements and other GASBY updates
- Upcoming changes to auditing standards and lease agreements
- Revenue over expenses

Chair Bozzuto asked if there were further comments or questions for Mr. Burr; with none brought forth from the Board of Trustees or audience Chair Bozzuto thanked Mr. Burr for his presentation.

In closing, Dr. Waite presented the Board of Trustees with a list of suggested questions school board trustees should be asking every month and explained a budget is the spending authority plan for the year.

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Regular Monthly Meeting 7:00 p.m.

I. Call to Order:

The monthly school board meeting was called to order at 6:53 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. Trustee Sarah Thomas. Quorum of the Board was established as prescribed in Idaho Code: 33-510.

Staff: Dr. Rob Waite, Principals Kelly Chapman and Kelly Wilkins. S.E.A. Representative Mark Sant, and Clerk Heather Wallace.

Absent: Trustee Sarah Stowell.

Guest: Mr. William Marsh.

It is noted that Trustee Zone 2 remains vacant but an appointment will be made during the October 08, 2019 board meeting

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

III. Consideration of Public Input:

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

IV. Reports:

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

B. Shoshone Teachers: No report for the month of October.

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

D. Goals and School Improvement: It was noted this item was combined with the school board training section of the agenda.

V. Consent Agenda:

A. Approval of Agenda

B. Approval of the Minutes

1. September 10, 2019: Regular Board Minutes

C. New Hires: Classified: Ciara Naylor- Para Professional

D. Weekly Principal/Superintendent Reports

E. Accept reports as presented

Vice-chair Race made a motion to approve the consent agenda as presented. Trustee Thomas seconded.

Discussions:

- Dr. Waite announced Mrs. Naylor will be working in the Title 1 and Special Education Departments.
- Dr. Waite reported Dr. Bauscher would like to schedule a time to meet with the Board of Trustees regarding suggestions for a bond survey. Expenses related to this item would be

1 travel time for Dr. Bauscher. The Board of Trustees were in agreement for Dr. Waite to
2 schedule a meeting time in the month of November.
3 Chair Bozzuto stated if there was no more discussion, it had been moved and seconded to
4 approve the consent agenda as presented and asked for Trustees' voice vote. Motion carried by
5 three aye votes to zero nay votes.
6

7 **VI. Financials:**

8 A. Accounts Payables

9 B. Financial Statements: District
10 Elementary
11 Secondary

12 C. Audit Report for 2018-2019
13

14 Vice-chair Race made a motion to accept the accounts payable, financial statements and audit
15 report as presented. Trustee Thomas seconded.
16

17 Discussion:

- 18 • Dr. Waite reported on behalf of the business manager on the following:
19 1. The September financial report balances with the approved budget set for the year.
20 2. There have been some wording changes in the special education (IDEA) funding
21 numbers due to a recent IDEA requirement. The October financial statement should
22 reflect transfers between the IDEA funds.
23 3. The CFSGA application has not yet been submitted for SDE approval. The District is
24 still working on some corrections to the plan; therefore, some accounts will show a
25 negative balance until the plan is approved and reimbursements have been made.
26 4. Adjusting entries for the 2018-2019 fiscal year for salaries and benefits have been
27 made and balanced.
28

29 Chair Bozzuto stated if there was no further discussion, it was so moved and seconded to approve
30 the accounts payables, financial statements, and audit report as presented and asked for Trustees'
31 voice vote. Motion carried by three aye votes to zero nay votes.
32

33 **VII. Board Business:**

34 A. Appointment of Trustee Zone 2- William Marsh (fulfill term until December 31, 2019)
35

36 Trustee Thomas made a motion to appoint William (Bill) Marsh as Trustee to Zone 2 to fulfill
37 vacant term until December 31, 2019 as presented. Vice-chair Race seconded.
38

39 Discussion: Dr. Waite explained the laws and regulations regarding appointments of a trustee and
40 open vacancies.
41

42 Chair Bozzuto stated it had been moved and seconded appoint Mr. Marsh as Trustee for Zone 2
43 as presented and asked for Trustees' voice vote. Motion carried by three aye votes to zero nay
44 votes.
45

46 B. Trustee Oath of Office- William Marsh – Zone 2

47 At this time Clerk Wallace asked Mr. Marsh to raise his right hand and repeat the Oath of Office.
48

49 Mr. Marsh was sworn in and declared Trustee of Zone 2 effective immediately.
50

1 C. Declaration of Candidate Election as Trustee Zones 3 and 4: Permission Given to Clerk.
2 Clerk Wallace explained there was only one trustee candidate for zone 3 and only one candidate
3 for zone 4 therefore no Trustee Election will be held in November 2019. Per the recommendation
4 of the Idaho School Boards Association Permission Given to Clerk is to be given.
5

6 Vice-chair Race made a motion to approve the Declaration of Candidate Elected as Trustee Zones
7 3 and 4; Permission Given to Clerk. Trustee Thomas Seconded.
8

9 Discussion: It was clarified that Anthony Bozzuto is elected for Trustee Zone 3 and Oscar
10 Rodriguez for Trustee Zone 4.
11

12 Chair Bozzuto stated it had been moved and seconded to approve Permission Given to Clerk as
13 presented and asked for Trustees' voice vote. Motion carried by four aye votes to zero nay votes.
14

15 D. Declaration of Candidate Elected as Trustees in Zone 3 and 4.
16

17 Trustee Thomas made a motion to approve the Declaration of Candidate Elected as Trustees in
18 Zones 3 and 4. Vice-chair Race seconded.
19

20 Discussion: None was brought fourth
21

22 Chair Bozzuto stated if there were no more discussion the motion was made to approve the
23 Declaration of Candidate Elected as Trustees in Zone 3 and 4 as presented and asked for
24 Trustees' voice vote. Motion carried by four aye votes to zero nay votes.
25

26 E. Declare Zone 2 vacant as of January 01, 2020 for new the new term (no election candidate).
27

28 Trustee Thomas declared Zone 2 vacant for the new term beginning January 01, 2020. Vice-chair
29 Race seconded.
30

31 Dr. Waite informed the board that Mr. Marsh can only be appointed until the end of the current
32 term (December 31, 2019) and then Board must re-declare the zone vacant with the beginning of
33 the new term.
34

35 Chair Bozzuto stated it had been moved and seconded to declare Zone 2 vacant for the term as
36 presented and asked for Trustees' voice vote. Motion carried by four aye votes to zero nay votes.
37

38 **VIII. School Board Training- Key Works of School Boards: Dr. Waite**

39 A. Strategic Plan:

40 For this section of the board meeting Dr. Waite initiated discussion with the Board of Trustees
41 regarding the District's strategic plan and renewal submission. The Shoshone School District
42 Strategic Plan 2019-2024 is now posted on the web site as required and has been submitted to
43 SDE for a five-year renewal.

- 44 • Pages 2-3 declares the District's vision: Nine Characteristics of High Performing
45 Schools.
- 46 • Page 4 reveals the District's Mission
- 47 • Page 5 states the District's Beliefs
- 48 • Page 6 lists the District Values
- 49 • Pages 7-8 name the District's Strategies

- 1 • Pages 9-10 addresses District's Action Plans
- 2 • Pages 11-15 provides District's Goals and comparisons to previous years
- 3 • Pages 16-21 states Demographic Information and the College/Career Readiness Plan

4
5 Discussions reviewed summaries, goals, comparisons, economically disadvantaged, demographic
6 information, and ISAT results.

7
8 **IX. Motion for Adjournment:**

9 A. Next Meeting:

10 Board Work Session: Tuesday, November 12, 2019 at 6:30 p.m.

11 Regular Board Meeting: Tuesday, November 12, 2019, 2019 at 7:00 p.m.

12 Shoshone High School Art Room (#278)

13 61 East Highway 24

14 Shoshone, Idaho 83352

15
16 Vice-chair Race made a motion to adjourn the meeting at 7:25 p.m. Trustee Thomas seconded.

17
18 Discussion: None

19
20 Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for
21 Trustees' voice vote. Motion carried by four aye votes to zero nay votes.

22
23 
24 Heather Wallace

25 District Clerk

26 October 08, 2019

27
28 This document serves as the official minutes of the October 08, 2019 Board Meeting. A
29 recording was made of this meeting.