

SHOSHONE JOINT SCHOOL DISTRICT NO. 312  
BOARD OF TRUSTEES' MEETING MINUTES  
Tuesday: February 11, 2020  
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: William Marsh.

The board work session began at 6:37p.m. as a quorum was established.

**Staff:** Dr. Rob Waite, Principals Kelly Chapman and Kelly Wilkins, Clerk Heather Wallace.

**Absent:** Trustee Oscar Rodriguez; excused by the Board of Trustees.

Sarah Thomas- family commitment. Excused by the Board of Trustees.

**Guest:** None

**I. Facilities Update- Dr. Rob Waite:**

Dr. Waite reported that he and John Larson met with Design West Architects to review the survey results and discussed possible options for a bond. After a very productive meeting it was agreed by both parties to meet with Michael Arrington at Starr Corp (construction company) to review the design records, construction costs, and investigate options. Dr. Waite presented an estimate sheet for the following projects:

<b>Shoshone School District-Campus Wide Improvements</b>	
<b>January 2020</b>	

**Summary**

Entry, Office, Commons	\$ 501,547.00
Site Improvements	\$ 584,712.00
Elementary Office and Classroom Expansion	\$ 954,369.00
Multi-Purpose Building	\$ 2,298,520.00
Alternative High School Building	
Vocational Building-Reduced Size by 3,200sf	\$ 430,196.00
General Conditions	<u>\$1,136,793.00</u>
	<b>\$5,906,137.00</b>

It was noted the proposal did not include an alternative school and the size of the shop was reduced and minus a classroom.

Discussion included:

- What does the term "General Conditions" cover in terms of construction.
- An option is to have the Board come to an agreement with a proposed bond amount and re-work construction plans with Design West Architects and Starr Corp based on the proposed figure.
- The possibility of steel for at least one project be donated by an Idaho company but is not a guarantee.

- 1 • To put forth to the voters a proposed bond excluding the alternative school from the  
2 plans. The subject of the alternative school could be approached as the Board supported  
3 the results of the survey and will conduct a remodel of the current alternative school until  
4 the building is condemned. In that instance, the District would need to have a back-up  
5 plan of where the alternative school could be moved to.
- 6 • Other local alternative schools include Falls High School in Jerome, Silver Creek High  
7 School in Blaine County, Magic Valley High School in Twin Falls, and Richard  
8 McKenna On-line School.
- 9 • District policy indicates that as soon as a student falls behind in obtaining credits needed  
10 to graduate the student will be transferred to the alternative school. The alternative  
11 school offers a program for the student to obtain those credits successfully.  
12

13 In closing it was the census of the Board as follows:

- 14 • More discussion is needed with Michael Arrington from Starr Corp. Mr. Arrington will  
15 attend the March board meeting.
- 16 • Clarification on the scope of “General Conditions”.
- 17 • More discussion on the bond amount and next election date.
- 18 • Gather information from Christian Anderson at Zions Finance regarding interest rates,  
19 and the cost to tax payers regarding a \$5.9-million-dollar bond.  
20

## 21 **Regular Monthly Meeting 7:00 p.m.**

### 22 **I. Call to Order:**

23 The monthly school board meeting was called to order at 7:02 p.m. by Chair Bozzuto. Meeting  
24 was held in the Shoshone High School art room (#278) located at 61 East Highway 24, Shoshone,  
25 Idaho.  
26

#### 27 Present:

28 **Board Members:** Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustee William Marsh.

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

31 **Absent:** Trustee Oscar Rodriguez; excused by the Board of Trustees.

32 Sarah Thomas- family commitment. Excused by the Board of Trustees

33 **Guest:** Mrs. Jodi Waite  
34

35  
36 **II. Pledge of Allegiance:** Chair Bozzuto led the Board and staff in the *Pledge of Allegiance*.  
37

### 38 **III. Consideration of Public Input:**

39 A *Request to Appear* before the Board (4105F) was not presented before the Board of Trustees.  
40

### 41 **IV. Reports:**

42 A. Shoshone Education Association (S.E.A.): Mr. Sant reported the following:

- 43 • The S.E.A. held a successful taco dinner fundraiser in the month of February. Proceeds  
44 from the event went towards the scholarship fund.
- 45 • There will be a Dr. Seuss Sucker/Candy fundraiser in March. These funds will be  
46 donated to the Children's Fund.  
47  
48

1 B. Shoshone Teachers: Principal Wilkins reported the following on behalf of the staff and  
2 administration:

- 3 • March 11<sup>th</sup> the elementary will hold a family literacy night. The event will include four  
4 escape rooms at different learning levels.
- 5 • The elementary has set a goal of reading 10,145 books for the school year. To date the  
6 number of books read is 6,340.
- 7 • On February 5<sup>th</sup> 50-60 elementary students were honored at the high school boys  
8 basketball game for “Reading Like an Indian”.
- 9 • On February 6<sup>th</sup> the same elementary students were acknowledged at a CSI basketball  
10 game for “Reading Like an Eagle” and received free t-shirts.
- 11 • February 7<sup>th</sup> the staff attended the ALICE training which stands for Alert, Lockdown,  
12 Inform, Counter, Evacuate. Both principals spoke highly of the training.

13 C. Student Body: No report for the month of February.

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

16  
17 **V. Consent Agenda:**

18 A. Approval of Agenda

19 B. Approval of the Minutes

20 1. January 14, 2020: Regular Board Meeting

21 C. New Hires: Classified: *Cierra Hennings: M.S. Assistant Track Coach*

22 D. Alternative Authorization-Teacher to New for C. Schutte: English as a Second Language ESL  
23 0, K-12

24 E. Weekly Principal/Superintendent Reports

25 F. Accept reports as presented

26  
27 Vice-chair Race made a motion to approve the consent agenda as presented. Trustee Marsh  
28 seconded.

29  
30 Discussions: No discussion took place

31  
32 Chair Bozzuto stated upon hearing there is no further discussion, called for Trustees’ voice vote.  
33 Motion carried by three aye votes to zero nay votes.

34  
35 **VI. Financials:**

36 A. Accounts Payables

37 B. Financial Statements: District  
38 Secondary  
39 Elementary

40 Vice-chair Race made a motion to accept the accounts payable and financial statements as  
41 presented. Trustee Marsh seconded.

42  
43 Discussion: Dr. Waite read the following report from the business manager:

- 44 • Last month it was reported the District would receive \$14,000 less in Reap (Federal Rural  
45 Education Program) funding. It was discovered the reduction was due to the district  
46 decrease in average daily attendance. The previous school year (2018-2019) the average  
47 attendance was 501.4, as of November 01, 2019 (reported for the 2019-2020 school year)  
48 the number was 472.2

- 1 • Reimbursement from the GFSGA grant for title programs has been requested.
- 2 • All funds look to be in good order.

3 Further discussion took place on reasons for poor student attendance including family vacations,  
4 late arrivals, and students leaving early in the school day. Principal Wilkins informed the Board  
5 the secretaries do a nice job of following up on attendance issues, send letters home, and make  
6 phone calls to parents/guardians. Concern was expressed regarding poor attendance resulting in  
7 poor testing scores.

8  
9 Chair Bozzuto stated upon hearing there is no further discussion, called for Trustees' voice vote.  
10 Motion carried by three aye votes to zero nay votes.

## 11 **VII. Board Business:**

### 12 **A. Approval of "Certificate of Closure" January 16, 2020**

13  
14 Vice-Chair Race made a motion to approve the "Certificate of Closure" January 16, 2020.  
15 Trustee Marsh seconded.

16  
17 Discussion: Dr. Waite clarified the approval of the closure is a requirement and provides  
18 documentation to SDE even when the district is over hours for student requirements.

19  
20 Chair Bozzuto stated if there was no further discussion on certificate of closure item 7 for January  
21 16, 2020, it was asked for Trustees' voice vote. Motion carried by three aye votes to zero nay  
22 votes.  
23

## 24 **VIII. School Board Training- - School Improvement: Dr. Rob Waite**

### 25 **A. Roberts Rule of Order**

26 Dr. Waite continued with the workshop series on "School Board Basics". Part three of the series  
27 referenced the following points with a support of a power point titled *Roberts Rules of Order*:

- 28 • The basics of Robert's Rules of Order including motions, discussions, and options.
- 29 • Keeping focus on the meeting.
- 30 • Open Meeting Law, including conducting business, patron observance, information.
- 31 • Action Items including examples of good, clear and concise agenda vs uninformative,  
32 confusing agendas.
- 33 • Entities are not required to adopt Roberts Rules of Order, but they are required to adopt a  
34 policy plan to address how meetings are held. The majority of entities use Roberts Rules  
35 of Orders.
- 36 • The F.F.A. organization follows and teaches the Roberts Rules of Order.
- 37 • Roberts Rules of Order are very useful in contentious situations or when wording matters.

### 38 **B. Board/Superintendent Evaluation 2019-2020: *State of the District Annual Discussion***

39  
40 The next item of business Dr. Waite brought forth was the *State of the District Annual*  
41 *Discussion*. This discussion serves as the beginning of the *Evaluation of the Board and*  
42 *Superintendent for 2019-2020*. Items reviewed by power point included:

- 43 • Most important School Board's Job.
- 44 • The four key relationships of the district.
- 45 • Issues to work on and goals.
- 46 • Leadership.
- 47 • Organizational management.
- 48 • Human resource leadership and labor relations

- 1 • Policy and governance.
- 2 • Execution of goals.

3 Dr. Waite encouraged the Board and attending staff to engage in a conversation  
4 related to the items listed. The record of discussion will be put in an official document form  
5 and presented during the March 2020 board meeting for Board approval or amendment.  
6

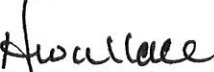
7 **IX. Motion for Adjournment:**

- 8 A. Next Meeting:  
9 Board Work Session: Tuesday, March 10, 2020 at 6:30 p.m.  
10 Regular Board Meeting: Tuesday, March 10, 2020, 2019 at 7:00 p.m.  
11 Shoshone High School Art Room (#278)  
12 61 East Highway 24  
13 Shoshone, Idaho 83352  
14

15 Vice-chair Race made a motion to adjourn the meeting at 8:03 p.m. Trustee Marsh seconded.  
16

17 Discussion: None  
18

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

22   
23 Heather Wallace  
24 District Clerk  
25 February 11, 2020  
26

27 This document serves as the official minutes of the February 11, 2020 Board Meeting. A  
28 recording was made of this meeting.

# Roberts Rule of Order

Roberts Rules that will help you run meetings in an efficient and professional manner. (and legally)

# Basics

- “Nothing goes to discussion without a motion being on the floor.”
- “Motion followed by consideration of the motion.” “Motion starts the debate.”
- Options
  - Call the question (2/3)
  - Table
  - Postpone
  - Amend
  - Point of Privilege or Order- Privilege something that if interfering like noise, Order is something interfering like someone talking about a different subject or someone from audience speaking without invitation. (Chair Decides or appeal motion can be made and voted on)

# Focus

- “How often have you attended a meeting where at some point you have said, ‘what is it we are talking about?’ or when you are done after a couple of hours, you say to yourself, ‘we could have finished that meeting in 20 minutes if we would have stayed on track?’”



# Open Meetings Law

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- Business “shall not be conducted in secret”
- The public should have “a chance to observe” and “to influence their government in positive and important ways” if they choose to participate

## Actual Action Items

- “Credit Card”
- “Liability Insurance”
- “Out of District Students”
- “Hiring”
- “Vacate Street”
- Ask, “do I as a citizen know what is being considered?” (or member)

# 80% of public entities have adapted Roberts Rule of Order

- Used during the “Business” Section of the meeting
- Full Disclosure with exactness of what will be considered (for both public and participants)
- Interests of the organization come before individual interests
- All members are equal
- One thing at a time
- Full debate allowed
- Focus on the issue, not the person
- Majority Rules

- 
- 1. Contentious situations
  - 2. When wording matters

- “Though there surely are some organizations that follow the letter of the Rules, many others conduct meetings, carry on business, and make decisions without regard to what the Rules actually require. This raises the question: What happens when an organization requires adherence to the Rules in its bylaws but in practice the board of directors does not abide by its procedures?”
- In many instances, failure to abide by the Rules will not have any practical effect— unless and until someone questions the validity of a decision made when the board did not observe the proper procedure. For example, in the context of bond deals, counsel for a tax-exempt borrower must feel comfortable that the borrower’s board of directors obtained proper approvals when executing the various deal documents and covenants. A reference to the Rules in the borrower’s bylaws could make it difficult for counsel to give an opinion, especially if the board cannot confirm that it carefully followed the Rules during its meetings.

American School Boards Journal and The School Superintendents  
Association

# ANNUAL STATE OF THE DISTRICT DISCUSSION



# “Most important SB job

- is to hire a superintendent for the district. Once the superintendent is in place, then the board of education and the superintendent should become partners. While the superintendent is the CEO of the district, and the boards provides oversight. The best school districts have boards of education and superintendents who work well together.”

- Board and Superintendent
- Board and Staff
- Board and Board
- Board and Community



- “Each school district's needs and conditions are unique. And since the dynamic between a board and its superintendent varies from district to district, they often fail to take the time to analyze and discuss if the approach works best for the district. ”

# Issues to Work on (Goals)


- Facilities initiative
- Staffing/ Negotiations as State career ladder ends and associated issues
- Opportunities for all


# Leadership

- Visionary, executive leadership designed to move the organization forward by shaping the overall agency climate and empowering others.




# Organizational Management

- Establishes internal structure of the organization with a focus on division, coordination, and quality management of tasks and flow of information within the organization.
- 




## Human Resource Leadership and Labor Relations

- Provides overall leadership in developing labor contracts, staff evaluation, and supervisory systems to improve performance. Follows legal requirements for selection, development, retention and dismissal while following collective bargaining agreements and laws.
- 



# Policy and Governance

- Working with the board and staff, formulating district policy and procedures, interpreting public school governance.
- 

# Execution of Goals

- The Superintendent works with others to set and work towards goals for the organization.