

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

Tuesday: February 14, 2023

6:30 p.m. Board Work Session

7:00 p.m. Regular Board Meeting

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto, Vice-Chair Lorie Race. Trustees Eli Gough, William Marsh, and Oscar Rodriguez. The board work session began at 6: 35 p.m. It was noted a quorum was present for the work session.

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

Absent: None

Guest: None

State of the District/ Facilities Committee Discussion: Dr. Waite begin the work session with a power point titled: *State of the District*. As Dr. Waite went over the power point (copy attached as support documentation to these minutes), it was stated that annually the District reviews how the District is doing in key areas and this information will be used as a part of the annual Superintendent / Board Evaluation. Items of discussion included:

- Five key Components of the District
 - Leadership
 - Organizational Management
 - Human Resources and Labor Relations
 - Policy and Governance
 - Execution of Goals (Strategic Management)
- Leadership: "Visionary, executive leadership designed to move the organization forward by shaping the overall agency climate and empowering others". Dr. Waite commented he is thankful for the leadership in the District and in the last year staff members have taken initiative and introduced programs to the District. Dr. Waite also is confident in the staff in taking care of the business that needs to be done. Board Input: Chair Bozzuto added staff has their own areas of leadership and know what they are doing in their position.
- 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". Dr. Waite congratulated the Board of Trustees and staff for following the Chain of Command Policy and the Communication Policy. Dr. Waite appreciates the Board of Trustees staying focused on using the Chain of Command Policy and not straying. Board Input: None was received at this time.
- Policy and Governance: "Working with the Board and staff, formulating district policy and procedures, interpreting public school governance". At this time Dr. Waite stated the District subscribes to the Idaho School Boards Association's policy updates, but policies are not put in front of the Board of Trustees until the administration carefully reviews and tailor the policies to the needs of the District and community. Dr. Waite also stated the District also follows a "systematic communication" program which includes "elements of the school

community", "fair, objective evaluation of systems", "understand the difference between acoustic volume-people who make a lot of noise- and actual support or opposition". Dr. Waite emphasized school community is very important when dealing with governance and policy. Dr. Waite also thanked the Board of Trustees for not creating issues by following the above mentioned organization management component. Board input: When asked by Dr. Waite if the Board was in agreement, the Board responded they were.

- Execution of Goals-Strategic Management: Dr. Waite confirmed that every year the administration meets with staff to see if the District and staff are committed to the goals set. Dr. Waite described how the staff have been leaders, always looking for, and executing opportunities for students. There was no input from the Board of Trustees.

At this time, Dr. Waite moved the work session into discussion about the next Facilities Committee meeting. It was noted that facilities are part of the District goals. The purpose of the meeting is to move in the right direction and bring people together to share and plan. The next committee meeting will be February 22, 2023 at 7 p.m. The meeting will focus on the following:

- Finance Options- main focus. A representative from Zions Public Finance will do the presentation.
- Changes in construction needs for the District.
- Presentations on bond history, needs of the District, results of last formal survey.
- At the Board's request Dr. Waite will invite representatives from Design West and Starr Corporation to be on hand to answer questions from the committee and public.
- Discussion about the Levy Equalization Program took place.

In closing remarks of the work session, Dr. Waite summarized that he is proud of what is happening in the District and works with good people.

Regular Monthly Meeting 7:00 p.m.

I. Call to Order:

The monthly school board meeting was called to order at 7:04 p.m. by Chair Anthony Bozzuto. Meeting was held in the Shoshone School Art Room (#278) located at 61 East Highway 24, Shoshone, Idaho.

Present:

Board Members: Chair Anthony Bozzuto, Vice-Chair Lorie Race. Trustees Eli Gough, William Marsh and Oscar Rodriguez. It was noted a quorum was present.

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

Absent: None

Guest: None

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

III. Consideration of Public Input:

A. Request to Appear before the Board (4105F) was not presented to the board clerk at the time of the meeting.

IV. Reports:

A. S.E.A.: Mrs. Christiansen reported the S.E.A. will hold their annual sucker and candy sale on March 2, 2023. Proceeds from the sale will be donated to the Idaho Children's Fund.

B. Shoshone Teachers: Mrs. Christiansen reported for the following staff members:

- Mrs. Grey and Ms. Knight held a Valentines Enrichment. Students made valentines for the Lincoln County Care Center.
- Second Grade started their spring storyline. The theme is Artic and Animals.
- The library is starting their Read-A-Thon. Proceeds will go towards the reader board project.
- Mrs. Lewis' plant science classes are seeing progress in their greenhouse.
- The Robotics Club is building a robot for the March competition.
- FFA has a busy schedule with upcoming contests and state leadership.
- Welding classes passed their safety exams with 100% passing rate.
- Third grade is working on their storyline. Their theme is Plants and Animals: Objective Traits and Adaptations.
- Fourth grade dissected cow hearts for their science lab.

C. Student Body: Presentations are re-scheduled for next month.

D. Goals and School Improvement. No report for February 2023

ACTION ITEMS

V. Consent Agenda:

A. Approval of Agenda

B. Approval of the Minutes:

1. January 10, 2023 Regular Board Meeting Minutes

C. Hires: Classified: Cheyenne Schoolcraft- Para Professional
Michaela Vogler- Para Professional

D. Weekly Principal/Superintendent Reports

E. Accept as Presented

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

Discussion:

- Staffing shortage for classified positions.
- Fifth Grade is participating in "Outdoor School" on April 24th-26th. Idaho Base Camp is the facilitator and provides for all accommodations, food, supplies, and five trained adults. The District will be responsible for transportation. Both fifth grade teachers will accompany the group of 41 students.
- The elementary is working with parents and leadership to come along with school programs.
- The high school is starting the second round of incorporating life skills on every other Thursday. The other Thursdays students are attending club meetings.

Chair Bozzuto stated with no more discussion on item V. Consent Agenda, called for a vote of all those in favor say aye. Motion carried unanimously.

VI. Financials:

A. Accounts Payables

B. Financial Statements-

District:

January 2023

Secondary Financial Statements-

January 2023

Elementary Financial Statements-

January 2023

Vice-Chair Race made a motion to approve the Accounts Payables and Financial Statements as presented. Trustee Rodriguez seconded.

Discussion: Dr. Waite presented a report from the business manager:

- Fund 245- Technology and said line items have negative balances due to a large carryover saved to make purchases this year. The District has received REAP funds that will be transferred to fund 245; state funding for technology will also be towards the end of the fiscal year.
- Fund 100512551- Elementary Non-Certified Salaries is over due to hiring additional para professionals than budgeted. The additional para professionals are essential due to students with needs.
- Fund 100515160- Secondary Sub Salaries is over budget due to a long term sub covering for a para professional that left at the beginning of the year.
- Cultivating Young Readers expenses are showing up in fund 100521 due to the grant received and at the direction of the State Department of Education.
- A review of the Superintendent Other Benefits fund of 100632290 was discussed. Dr. Waite stated the State Department of Education recommended that districts spend 90% of their insurance benefit appointment. In order to achieve that, the District transferred benefits from employees paid out of federal funds to the fund 100632290.
- A recap of questions regarding: technology funds awaiting grant revenue, and the description of "purchase service" was discussed.

Chair Bozzuto stated with no more discussion on item VI: Financials, called for a vote by all those in favor of accepting accounts payables and financial statements as presented said aye. Motion carried unanimously.

VII. School Board Training- School Improvement

A. Budget Process Timeline: Dr. Waite reviewed the budget process with the Board of Trustees. Topics of discussion included:

- Step 1: February / March is the time of year to start thinking about input and suggestions for the next year.
- Step 2: Each department head will put together a budget proposal using a zero based budget plan. This means budgeting the expenses before the revenue.
- Step 3: Review all recommendations, expenses, revenues, and prioritize.
- Step 4: Reconvene the Budget Committee. This creates good transparency and an oppuntities to educate the public.
- Step 5: Final preparation of the budget and recommendations.
- Step 6: Budget hearing.

1 Dr. Waite stated a budget is the most important job of the school board and approve a budget that
2 is a spending plan. Vice-Chair Race added the Strategic Plan and Goals gives a single focus and
3 move together to make things happen.
4

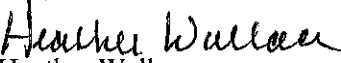
5 **VIII. Motion for Adjournment:**

6 A. Next Meeting:
7 Tuesday: March 14, 2023
8 Board Work Session: 6:30 p.m.
9 Regular Board Meeting: 7:00 p.m.
10 Shoshone High School Art Room (#278)
11 61 East Highway 24
12 Shoshone, Idaho 83352
13

14 Vice-Chair Race made a motion to adjourn the meeting at 7:33 p.m. with Trustee Rodriguez
15 seconding.
16

17 Discussion: None
18

19 Chair Bozzuto stated all those in favor say aye. Motion carried unanimous and meeting officially
20 closed.
21

22 
23 Heather Wallace
24 District Clerk
25 February 14, 2023
26

27 This document serves as the official minutes of the February 14, 2023 Annual and Regular Board
28 Meeting. An audio recording is available of this meeting.