

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

Tuesday, March 11, 2025
6:30 p.m. Board Work Session
7:00 p.m. Regular Board Meeting
Shoshone School Building, Art Room #309
61 East Highway 24, Shoshone, Idaho

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Oscar Rodriguez, Vice-Chair Margarita Juarez. Trustee Lorie Race. Meeting was held in the Shoshone School Art Room (#309) located at 61 East Highway 24, Shoshone, Idaho.

Staff: Dr. Rob Waite- Superintendent, Principal Kelly Wilkins, Shoshone Education Association (SEA) Representative Denice Christiansen and Clerk Heather Wallace.

Absent: Trustee Jose Regalado due to illness. Excused by the Board of Trustees.
Trustee Nick Wallace due to work related travel. Excused by the Board of Trustees.
Principal Kelly Chapman. Overseeing the Basketball All-Star Games being held in the school building.

Guest: Student- Taylor Christiansen as an observer.

The board work session began at 6:30 p.m. It was noted a quorum was present for the work session.

I. Facilities Update

Multi-Purpose Building

Dr. Rob Waite reported things are moving quickly, as he continues to meet almost weekly with the architects to finalize pre-construction plans. Discussion included a revised schematic drawing of the building, which has been filed with the original March Board Packet.

Project Updates:

- Site Visit: A meeting with the civil and electrical engineers is scheduled for an on-site assessment.
- State Approval: The architects plan to present finalized construction plans to the State Inspector by the end of March.
- Surveys: Land and location surveys are completed and marked.
- Water Line: As part of the city's water improvement program, the main water line will be relocated to the alleyway below the school property at no cost to the district.
- Gas Line: Intermountain Gas has agreed to relocate gas lines at their expense, while the district will provide a new concrete pad for their utility equipment.
- Steel Metal Frame Donation: R&M Steel Company (Caldwell, Idaho) has agreed to donate the steel frame valued between \$135,000 and \$150,000. The steel frame/beams will be installed inside the building with protective padding, significantly reducing costs.

- Building Size, Space and Usage: The steel donation could lower total costs below \$2 million, potentially allowing for additional space in the building. Options for the extra space could include:
 1. Expanding the basketball court to NBA regulations size.
 2. Creating an open activity area for cheer, wrestling, PE, etc.
 3. Adding extra seating around the court.
- Additional Space: There may additional space above the foyer to house the HVAC system.
- Entrances:
 1. One entrance way will be through the weight room.
 2. Another entrance will from the elementary side, which will be a covered hallway-style entry.
- Bathrooms: The initial design includes a single-occupancy restroom, with flexibility to expand to two restrooms.
- Flooring: Discussions compared flooring options:
 1. Wood Basketball Court: High installation cost but traditional for sports.
 2. Composite/Padded Cement Flooring: Most cost-effective, customizable with color and design options. Chair Rodriguez inquired about the warranty and durability of each option, and Dr. Waite noted that longevity depends on usage.
- Flexibility Design: Dr. Waite stated the building plans allow for adjustments as needed.
- Construction Timeline:
 1. Once the State Inspector approves the plans, the bidding process will begin.
 2. The goal is break ground in June 2025.
 3. If the project exceeds budget, cost-savings measures- such as modifying the elementary entrance to a covered walkway rather than a fully enclosed space- may be considered.
- Additional Input:
 1. Trustee Race expressed appreciation for the steel donation, as well as contributions from the gas company and city, which free up funds for construction. Other board members agreed.
 2. Principal Wilkins emphasized that the building enhances student safety by providing a dedicated space for PE, indoor recess, and other activities. Currently, the elementary school uses the cafeteria, which is less ideal.
 3. Chair Rodriguez asked if high school games would be played in the multipurpose building. Dr. Waite clarified that it will be used for high school and junior high practices, while games will remain in the existing gym on campus.
- Conclusion: To close the work session, the board and those in attendance toured the nearly completed vo-tech building. When asked about its use, Dr. Waite explained that the administration will collaborate with staff interested in teaching vo-tech courses. Community members have also expressed interest in leading sessions. Initial offerings may include basic construction and automotive projects for junior

92 high students. An “open house” event may be planned to showcase the facility to the
93 community.

94 **Regular Monthly Meeting 7:00 p.m.**

95 **I. Call to Order:**

96 The monthly school board meeting was called to order at 7:00 p.m. by Chair Oscar
97 Rodriguez. Meeting was held in the Shoshone School Art Room (#309) located at 61 East
98 Highway 24, Shoshone, Idaho.

99 Present:

100 **Board Members:** Chair Oscar Rodriguez, Vice-Chair Margarita Juarez and Trustee Lorie
101 Race. Meeting was held in the Shoshone School Art Room (#309) located at 61 East
102 Highway 24, Shoshone, Idaho.

103 **Staff:** Dr. Rob Waite- Superintendent, Principal Kelly Wilkins, Shoshone Education
104 Association (SEA) Representative Denice Christiansen and Clerk Heather Wallace.

105 **Absent:** Trustee Jose Regalado due to illness. Excused by the Board of Trustees.
106 Trustee Nick Wallace due to work related travel. Excused by the Board of Trustees.
107 Principal Kelly Chapman. Overseeing the Basketball All-Star Games being held in
108 the school building. Excused by the Board of Trustees.

109 **Guest:** Student Taylor Christiansen as an observer.

110

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

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

113 A. Request to Appear before the Board (4105F): The clerk received no such requests.

114

115 **IV. Reports:**

116 A. S.E.A.: Mrs. Christiansen reported the S.E.A held their annual sucker / cookie sale which
117 was a success. The elementary staff and students also participated in a dress- up week
118 at the same time, making it an enjoyable experience for all.

119 B. Shoshone Teachers: Mrs. Christiansen shared staff members are working hard, and
120 everything is running smoothly.

121 C. Student Body: No report of March

122 D. Goals and School Improvement:

123 **Principal Wilkins:**

- 124 • Parent -teacher conferences are scheduled for the week before spring break.
- 125 • In April, the elementary will host a Leadership Literacy Night for students and their
126 families. The event’s theme “*Oh, The Places You’ll Go!*” is inspired by Dr. Seuss’s book.
127 The evening will feature a silent auction of themed baskets created by each grade
128 level and a potato bar dinner available for families.

129 **Principal Chapman:** No Report.

130 **Superintendent Waite:** No Report.

131

132 **ACTION ITEMS**

133 **V. Consent Agenda:**

134 A. Approval of Agenda

135 B. Approval of the Minutes:

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137 C. Weekly Principal/Superintendent Reports

D. Accept as Presented

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

Discussion: Dr. Waite shared that he was asked whether the construction of the multipurpose building could be discussed publicly. He responded that the project is not a secret and that the district remains committed to transparency.

Chair Rodriguez called for a vote for all those in favor say aye. Motion carried unanimously

VI. Financials:

A. Accounts Payable

B. Financial Statements	District-	February 2025
	Elementary-	February 2025
	Secondary-	February 2025

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

Discussion: Dr. Waite provided the following report on behalf of the district's Business Manager.

- The District received Reap Funding and the transfer to technology is scheduled for March.
- The February 15th SDE payment was received, with support units reported at 30.13. The budget was built based on 30.90 support units, resulting in a \$90,095.60 less funding then budgeted. This was not a surprise to the district due to decisions made by the state calculations related to protected support unit status or not protected support unit status.
- The alternative school, HDHS, has 20 fewer students than last year, indicating that more students are graduating and/ or more students are being successful in the regular classroom setting. However, the reduction in enrollment has impacted funding, as approximately 12 students equate to one support unit.
- Expense code 100.664.550 has been created in the general fund as the "Shop Contingency Fund" to track planned expenditures for the new vo-tech building.
- Dr. Waite and the business manager looked at the balance and interest rates for the accounts held at the State Treasure's Investment Pool.
 - Modernization Fund: \$2,023,681.23 with variable interest rate of 4.5252 last month and 4.4805 this month.
 - General Fund: \$3,525,091.74, includes last year's carryover balance. The variable interest rate was 4.523 last month and 4.4805 this month.

Chair Rodriguez called for a vote of all those in favor say aye. Motion carried unanimously.

VII. School Board Business:

A. Certificate of Emergency School Closure- February 13, 2025 Half-Day

Trustee Race made a motion to approve the Certificate of Emergency School Closure on February 13 for Half-Day as presented. Vice-Chair Juarez Seconded.

Discussion: Dr. Waite provided the following information:

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- According to the State Department of Education, if school remains in session until 1:00 p.m., it is considered a full-school day, and funding is not affected. This calculation is separate from the student hour requirements.
- Due to a winter storm advisory, the district decided it was in the best interest of students to dismiss school for a half-day on the 13th. Sufficient information was available to make the decision the day before, avoiding a last-minute call.

Chair Rodriguez called for a vote of all those in favor say aye. Motion carried unanimously.

VIII. School Board Training- School Improvement

A. Discussion: State of the District - Board / Superintendent Evaluation:

Dr. Waite explained the *State of the District* is typically discussed over a series of meetings. He encouraged the Board to provide input at any time as the discussion progresses. Additionally, Dr. Waite presented a PowerPoint titled: *State of the District*. This document has been filed with the original March Board Packet.

Get Better Quickly:

To begin the discussion, Dr. Waite, shared during a conversation with teachers from another state, he was introduced to a system called "*Get Better Quickly*". This approach allows school districts, schools, and individuals to analyze areas for improvement and focus on one specific goal at a time.

The core idea is that focusing on a single priority, rather than a long list, leads to faster and more effective improvements. Once progress is made in one area, the next area of focus is selected, creating a continuous cycle of improvement. Dr. Waite stated he was inspired by the system and has chosen facilities as the district's, as well as his own, primary focus for improvement.

State of the District: Execution of Goals:

Dr. Waite continued the discussion by emphasizing that facilities remain his primary focus. His goal is to address the issues identified ten years ago by the Facility Committee as part of the district's long-term 20-year facilities plan. The key priorities outlined by the committee included:

1. Vo-Tech shop
2. Entrance Ways
3. Multi-purpose Room
4. HDHS (Alternative School) relocation

Initially, Dr. Waite aimed to complete these projects and enjoy the results for at least a year before his retirement. However, his revised goal is to ensure most of the needs are met while keeping the district in a stable financial position.

The modernization funding has been a major focus this year, particularly in funding the multipurpose building.

Regarding HDHS relocation, the district had considered purchasing the vacant Wells Fargo Bank building as a potential site. However, the property was recently acquired by a credit union, eliminating that option. Dr. Waite noted that other possibilities exist within the community, such as renting a downtown building or purchasing a modular building.

While the relocation of HDHS remains a consideration, it will not be included in a future bond request due to survey results indicating only 50% community interest in the project. The district is not in a critical situation regarding HDHS, but Dr. Waite stressed the important of formulating a backup plan should any building issues arise.

Dr. Waite invited further questions or comments, but none were received. Dr. Waite stated that the district continues to make progress in achieving these goals.

Dr. Waite continued on with the State of the District discussion by outline five key components to consider when evaluating Superintendent and Board's role in the district's overall performance.

1. Leadership
2. Organizational Management
3. Human Resources and Labor Relations
4. Policy and Governance
5. Execution of Goals.

These components serve as a framework for assessing the district's progress and identifying areas for improvement.

Human Resources Management:

Dr. Waite addressed the challenges currently facing education, referring to them as "boom and bust cycles." Many local district are reporting staff layoffs for the next budget year due to the expiration of federal COVID-19 relief funds that had previously allowed schools to hire additional teachers and staff.

Dr. Waite emphasized his commitment to avoiding extreme financial decisions by remaining objective and focusing on the district's actual needs rather than simply spending available funds. His approach is to smooth out these cycles, ensuring discussions about staffing are always tied to the actual budget and district needs.

He reported that the district is financially well-positioned to withstand an economic downturn if one occurs. However, over the next 3 to 8 years, the district will undergo a phase of change as several staff members approach retirement age. Dr. Waite stressed the important of having a transition plan in place for key positions and strategically managing staff assignments rather than filling vacancies simply because a position opens.

The district follows a zero-based budgeting approach, meaning budgets are created from the ground up, based on needs and priorities, rather than automatically increasing expenditures each year. This ensures a thorough review of expenses rather than relying on a "rollover budget" that simply increases by a set percentage annually.

The district remains proactive in analyzing and adjusting its budget to ensure long-term financial stability.

No further comments or questions from the Board was received.

Leadership:

Dr. Waite emphasized that the district's leadership approach is focused on developing leadership skills rather than creating a micromanaging system that could hinder staff or

district progress. A strong evaluation system is essential for recognizing both high-performing employees and those who may not be a good fit or are incompetent in their area.

Good leadership, according to Dr. Waite, avoids:

1. A “them vs. us” mentality
2. A crisis-to crisis approach
3. Second-guessing management.

Dr. Waite opened the floor for comments.

Chair Rodriguez stated his team-oriented leadership philosophy, by emphasizing the important of an “I am here to help” approach in the work place. He noted that when employees feel supported, they are happier and more motivated. Chair Rodriguez added that one positive word from a leader can make a significant impact, helping others succeed. Dr. Waite agreed, stating that effective leadership starts with the Board and extends throughout the district.

Dr. Waite also commended the school board’s ability to focus on the bigger picture rather than getting lost in minor details. There are designated people to handle the specific tasks. In addition, Dr. Waite credited the school board and staff for ensuring that time is spent on meaningful discussion and goals that directly benefits students, rather than getting caught up in unimportant matters.

Mrs. Christiansen reinforced that the team approach extends beyond staff, it extends to even the youngest of students.

Trustee Race agreed, stating that when leadership fosters a team mentality, the focus remains on what truly matters- the students- rather than being distracted by minor issues. She also highlighted that negativity trickles down to the students, whereas a positive culture creates a better learning environment. She praised the Shoshone District’s positive atmosphere, emphasizing that students remain the central focus.

Dr. Waite concurred, stating that while there is always room for improvement, this year has been better than previous ears, which were already strong.

Dr. Waite asked if the Board had anything to add. He received no further response.

The clerk will prepare the *State of the District* document to be presented to the Board of Trustees for approval and signatures.

IX. Motion for Adjournment:

A. Next Meeting: Tuesday: April 08, 2025

Chair Rodriquez entertained a motion for adjournment.

Trustee Race made a motion to adjourn the meeting at 7:35 p.m. with Vice-Chair Juarez seconding.

Discussion: None

326 Chair Rodriguez stated all those in favor please say aye. Motion carried unanimously and the
327 meeting was declared as officially closed.

328 *Heather Wallace*

329 Heather Wallace

330 District Clerk

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332

333 This document serves as the official minutes of the March 11, 2025 board meeting. An audio
334 recording is available of this meeting.

335 Filed with the official March Board Packet:

- 336 • Revised Schematic Drawing document.
337 • Power Point titled: State of the District.