**Clark County School District 161**

**Annual Meeting and School Board Meeting**

**July 13, 2015**

**MINUTES**

**Call to Order** 6:30 p.m.

**Pledge**

**Roll Call:** Erin Haight-Mortensen Melissa Farr

Orvin Jorgensen Stephanie Eddins

Sherrie Mead

**Attendance:** Gayle Woods, Business Manager

Sherry Locascio, Board Clerk

Daniel Lantis, Superintendent, was out of town.

**Approval of Agenda**

A motion was made by Mrs. Mortensen and seconded by Mrs. Mead pursuant to Idaho Code 74-204, to amend the agenda as follows: under Action Items, item iv. Resignations, item v. Open Positions, item vi. Hire Personnel, item vii. Open Bus Bid, item viii. Pay Bills, item ix. Purchases over $1,000, item x. Policies. Also, under Action Items Executive Session will be added as xi. Motion passed unanimously.

**Approval of Minutes**

A motion was made by Ms. Farr and seconded by Mrs. Mead to approve the minutes from the June 8, 2015 Regular School Board Meeting, June 22, 2015 School Board Work Meeting and June 29, 2015 Budget Hearing and Special Meeting. Motion passed unanimously.

**Consent Agenda and Business Manager Report**

A motion was made by Mrs. Mead and seconded by Mr. Jorgensen to approve the Consent Agenda as presented. Motion passed unanimously.

In the Business Manager Report, Mrs. Woods informed the board that the Idaho State Board Association convention will be held in Coeur d' Alene, Idaho beginning on November 11, 2015 and ending on November 13, 2015.

Mrs. Woods also informed the board that there is some confusion as to who will do the bookkeeping and paying of bills for the 21st Century Grant. The city clerk does not want to be involved in the financial aspect of the grant. It was the board's understanding that the district would only be responsible for taking care of the payroll for the grant. A meeting needs to be held with the board, city, and 21st Century Grant committee to come to an understanding on responsibilities related to the grant. Mrs. Woods and Mr. Lantis will set up the meeting.

Mrs. Woods also stated that Fred Goodworth would be coming Friday, July 19, 2015 to begin working on the district audit.

**Informational Items**

Mr. Jorgensen informed the board he attended the funeral for Richard Neves, the district's science teacher.

Mr. Jorgensen also requested that information for the meetings be discussed twice when possible, allowing board members to be more informed before making decisions.

The board also agreed that they need to have additional training on a regular basis.

**Committee/Department Reports**

Mr. Lantis was not able to attend the meeting, but did send a written Transportation Report and Superintendent Report. The reports were reviewed and discussed.

**Action Items:**

**i. Reorganize Board:** A motion was made by Mrs. Mead and seconded by Mr. Jorgensen nominating Erin Haight-Mortensen for Board Chair.

A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to have nominations for Board Chair cease. Both motions passed unanimously.

A motion was made by Mrs. Mead and seconded by Mrs. Mortensen to nominate Mr. Jorgensen for Vice-Chairman of the board. A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to nominate Ms. Farr for Vice-Chairman. Ms. Farr refused the nomination. The motion for Mr. Jorgensen as Vice-Chairman passed unanimously.

**ii. Approval of Financial Officer:**  A motion was made by Mrs. Mead and seconded by Mr. Jorgensen to retain Mrs. Woods as the Board Financial Officer. Motion passed unanimously.

**iii. Approval of Board Clerk:** A motion was made by Mrs. Mead and seconded by Ms. Farr to retain Sherry Locascio as Board Clerk. Motion passed unanimously.

After the board was reorganized, the board members agreed to keep the school district board meetings on the second and fourth Mondays of each month at 6:30 p.m.

It was also agreed that on both the regular school board meeting agenda and the work meeting agenda, Board Training will be added. This will be a short (10 minute) training on board member responsibilities.

**iv. Resignations:** A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to accept the resignation of Michael Locascio as varsity football head coach. Motion passed unanimously.

A motion was made by Mr. Jorgensen and seconded by Ms. Farr to accept the resignation of Sheree Farr as high school cheerleading coach. Motion passed unanimously.

**v. Open Positions:** A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to open the positions of fourth grade elementary teacher, high school science teacher, high school varsity football coach and high school cheerleading coach. Motion passed unanimously.

**vi. Hire Personnel:** A motion was made by Mr. Jorgensen and seconded by Mrs. Eddins to hire Julie Torres to do the summer bus washing and detailing. Motion passed unanimously.

A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to approve Morgan Laird and Cindy Cano to help with summer maintenance again this summer. Motion passed unanimously.

**vii. Open Bus Bid:** A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to accept the bid of $52,000 and applicable taxes and fees for a 2011 or newer bus with no more than 30,000 miles on it. The bus will be purchased from Harlowe Bus Sales and is a 53-passenger bus. Motion passed unanimously.

**viii. Pay Bills:** Bills were presented and paid.

**ix. Purchases over $1,000:** A motion was made by Mrs. Mead and seconded by Ms. Farr to approve payment to PC Plus in the amount of $1,458.51 for two service calls and a sonic wall. Motion passed unanimously.

A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to approve payment of $888 to Renaissance Learning. Approval of up to $3,000 was made previously, but the total bill was $3,888, thus the need for the approval of the difference. Motion passed unanimously.

**x. Policies:** Rather than reviewing policies, each board member was given an updated manual on Open Meeting Laws to review.

Mrs. Woods reminded the board members they need to decide if they are going to attend the ISBA Convention in November and let her know after the School Board Work Meeting on July 27, 2015.

Mrs. Mortensen informed the board there is governance training available for the board. She will check on available times for this training.

Pursuant to Idaho Code 74-206, a roll call vote was taken to move into Executive Session. All board members responded to roll call vote and the board moved to Executive Session for personnel matters at 8:15 p.m.

A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to return to open session at 8:22 p.m. Motion passed unanimously.

**Action Taken:** A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to extend days to September 14, 2015 and prorate pay of Teacher #A. Motion passed unanimously.

A motion was made by Mr. Jorgensen and seconded by Mrs. Mead to adjourn.

**Adjourn** 8:24 p.m.

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Board Chairman Date

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Board Clerk Date