

JOINT SCHOOL DISTRICT NO. 171

MINUTES

MEETING: Regular
DATE: October 21, 2013
TIME: 6:40 PM
SITE: Orofino Jr/Sr High School

MEMBERS PRESENT
Cindy O'Brien, Chairperson
Jerry Nelsen
Amy Jared
Dr. Charity Robinson
Danielle Hardy

Robert Vian, Superintendent
Janice Sutton, Clerk

A. Tour of Orofino Jr/Sr High School

Dan Hull, Principal of Orofino Jr/Sr High School gave the Board Members, Administrators, Supervisors and patrons a tour of the school, pointing out the various projects that were completed throughout the summer to improve the facility.

B. Roll Call

Cindy O'Brien, Chairperson, called the meeting to order at 7:00 PM, and Janice Sutton, Clerk, called the roll of members: Danielle Hardy, Cindy O'Brien, Dr. Robinson, Amy Jared and Jerry Nelsen were in attendance.

C. Call to Order

1. Flag Salute

In Lieu of doing a flag salute, members of the Orofino Jr/Sr High School Choir, led by Kathleen Tetwiler, sang the National Anthem. The Choir also performed one other song.

D. Executive Session

No executive session was held at this time.

E. Approval of Agenda

Items not on original posted agenda.

A motion to approve the agenda with changes was made by Mrs. Jared, seconded by Mr. Nelsen and approved unanimously.

F. Consent Agenda

1. Approval of Minutes
2. Payment of Bills

3. Surplus
4. Resignations
 - a. Erica Holland - bus driver
5. New Hires (contingent upon drug test and background check)
 - a. Onalee Hill – PreSchool Aide @ Weippe (replacement for Goodrich)
 - b. John Brower – Girl’s Jr. High BB Timberline (replacement/Sellers)
 - c. Sammie Beck, 28 Hours, Programs Secretary (replacement Adams)
 - d. Susan Garland – Re-Hire as “Behavior Aide” @ OES

A motion to approve the consent agenda was made by Mrs. Jared, seconded by Ms. Hardy and approved unanimously.

G. Reports and Recognitions

1. Audit Report (Phil Nuxoll of Presnell Gage)
 - a. **Action Item Acceptance and Approval of the Audit Report**

Phil Nuxoll and Tom Luper of Presnell Gage presented their annual audit report for Joint School District No.171.

Presnell Gage issued a “positive” opinion on the fund financial statements for the district, but could not give a clear opinion on retiree healthcare. He issued a clean report and informed the Board that the Mrs. Snyder and her staff did a good job with all the financial records. He also commented that the District’s carry over was in the low end of their 60 day carry over recommendation. The District currently has funds to continue operation for 36 days.

A motion to approve the audit as presented by Presnell Gage was made by Mrs. Jared, seconded by Mr. Nelsen and approved unanimously.

2. Recognitions
 - a. Certified and Classified Employees of the Month

Staff members for the month of October were recognized. Receiving the award for the certified staff was Debbie Wilson, Special Education Teacher. Jimmy Jones, OES Custodian, received recognition for classified employee of the month.

- b. Volunteer of the Month

Karen Williams was presented a plaque for being chosen Volunteer of the Month.

3. Enrollment

Enrollment is up 18 students from October of 2012. Enrollment numbers have not been up in approximately 10 years.

4 Committee Reports

There were no committee reports given.

5. Building Reports

Dan Hull, OHS Principal -Mr. Hull did not give a report during the meeting because he had given the Board a tour of the building prior to the meeting.

The Board thanked Mr. Hull for the tour.

Shaun Ball – TS Principal – Homecoming was held on October 18th. The week was filled with a variety of activities; businesses showed their support by decorating their buildings and there was a great turn out for the game.

The Sports banquet was held in Lewiston and awards were presented to student athletes for the 2012-13 school year. Award recipients' which include male/female athlete of the year went to Josh Stemrich and Aspen Jared. Coach/team of the year went to Russ Miles and the track team. Kathy Daniels was given the Meritorious Award.

The Booster Club held a ribbon cutting ceremony for the playshed Friday evening before the homecoming football game.

Painting of Timberline Schools is almost complete. Mike from Mike's painting is adding "Timberline" on the entrance wall of the school. He will add Spartans on the gym side wall next. Diane Gerot and Russ Miles designed Timberline's new logo.

Mr. Ball showed the Board an example of the easyCBM reporting system.

Shelley Brooks, OES Principal- OES PTO is conducting their fall fundraiser and the Box Tops for Education Campaign.

The first annual Sock Hop and Social will be held on October 24th.

Barney's Harvest Foods is sponsoring the Great Pumpkin giveaway to elementary students in Orofino, Peck and Cavendish. The pumpkins will be delivered on October 23rd. Barney's is asking the classes that participate decorate and enter one pumpkin per classroom to be displayed at their store. The pumpkins will be on display from October 24th through the 31st.

Red Ribbon week will be begin on October 28th and continue through October 31st.

6. Program Reports

Mindy Pollock, Teacher Mentor presented a written report to the Board that highlighted her activities over the past few weeks.

Russ Miles, Technology – Upgrades to equipment is continuing. “Really Old equipment is being replaced with “old” equipment. Every teacher will have a computer that is less than 2 years old.

The technology department is planning on increasing the number of Chromebooks available at OES (60) and TS (40). NezPerce grant monies from OES will be used to help cover the cost of the new Chromebooks at OES.

District bandwidth is fully utilized on a regular basis. Mr. Miles is looking at the possibility of increasing the available bandwidth.

Additional Ipad will be purchased so that all elementary teachers will have an Ipad to use as a teaching and presentation tool.

Russ is looking at adding new color printers at Orofino Jr/Sr High School, Timberline Schools and Orofino Elementary and mono color printers in the other buildings.

Kerrie Rains- Programs Director - Dr. Raines presented a Special Education Population Report for 2013-14 to the Board. She also informed the Board that there are 8 – 9 non compliance items this year compared to approximately 25 last year.

State average for special education enrollment should be at approximately 10%. Our district is currently at approximately 13%.

Ben Jenkins – Transportation Director A driver safety meeting will be held on October 24, 2013.

Specifications for two new buses have been developed and bid invitations are ready to go out. We will be trading in two buses. Bid opening is scheduled for January, 2014.

The Transportation Department will be adjusting the mileage rate charged for bus rentals and non-reimbursable events from 25 cents per mile to 50 cents per mile.

Service had been provided for 44 extra curricular and field trip events since the September Board meeting.

Carmen Griffith – Food Service Director At the end of September, 59.6% of the student population is receiving free or reduced lunches. Last year at this time we were at 58%.

88% of students participate in the breakfast program and 60% in the lunch program.

The food service department has a few minor equipment problems at Timberline. In the future, food service will be needing to replace the two steam kettles, one at Orofino High School and one at Timberline Schools.

Trina Snyder – Business Manager Mrs. Snyder thanked Mrs. Sutton & Mrs. Adams for their hard work; as well as Phil, Tom and Scott of Presnell Gage, Duane Tribe and Russel Miles for all their work. Thanks were also given to Superintendent Vian for his help and support. Mrs. Snyder noted that there were many new changes, requirements, etc., and everyone had worked very hard and had done a very good job in complying.

Superintendent's Report – Bob Vian

Dr. Kerrie Raines has been appointed to the School Based Medicaid Advisory Group.

Orofino Elementary School and Timberline Elementary School have both implemented the “Walk to Read” and “Walk to Math” programs. These programs place students in ability groups where the students receive reading and math lessons based upon their ability level. Students are moved between groups as their ability level changes. Within this RTI program there are four levels/groups of achievement: Advanced, Benchmark, Strategic and Intensive.

The roof at the Bus Barn has been completed. The paint project at Timberline Schools is nearly completed. The boilers at Orofino Elementary School are operational. The heat exchange system in the new addition (Library, 4 classrooms and computer lab) is leaking. It will either have to be replaced or we will have to change the way that area is heated. Superintendent Vian is comparing the cost of new heat pumps in each room to the \$25,000 cost of new heat exchanger. The heat pumps would provide both heating and air conditioning.

Superintendent Vian is looking into the possibility of constructing a practice field between the bus garage and the programs office.

Mr. Ball, Dr. Raines and Mr. Hull attended a two day workshop on Teacher Evaluations. They will all attend an additional four days of training which is provided by the SDE. This training should improve evaluations, teaching and reduce teacher concerns about the evaluation process.

H. Public Comments

Trina Snyder, Business Manager; Russ Miles, Technology Director and Carmen Griffith Food Service Director all gave thanks to individuals for help making the District receive a positive audit report.

I. Old Business

There was no old business discussed at this meeting.

J. Discussion

No discussions were held.

K. Action Items

1. Second Reading Board Policy
 - a. Policy 3265 Electronic Communications Devices.

Discussion was held to rewrite the wording in the last sentence – “to pick up phone”. New verbiage will say “... to retrieve the mobile electronic device from the principal or designated person.

A motion to approve the second reading of Policy 3265 Electronic Communication devices with the amendment was made by Ms. Hardy, seconded by Dr. Robinson and approved unanimously.

- b. Policy 4420 Sex Offenders
 - 4420F1 Letter to parents who are “registered sex offenders”
 - 4420F2 Letter to Employers of “registered sex offenders” who may Reasonably be expected to be on school property as a condition of their job. Requires advance written permission to be on school property.

A motion to approve Policy 4420 Sex Offenders was made by Ms. Hardy, seconded Mr. Nelsen and approved unanimously.

2. Evaluation Procedure 5340P

Superintendent Vian wants to streamline this procedure. He wants to take out the forms that say “distinguished” on them.

3. First Reading
 - a. Policy 8605 Retention of Records

Superintendent Vian recommends being in compliance with the State and State Board of Education.

A motion to approve the first reading of Policy 8605 Retention of Records was made by Mrs. Jared, seconded by Dr. Robinson and approved unanimously.

- b. Procedure 6320P Administrative Evaluations

3 Domains for Administrative Evaluations: 1) School Climate; 2) Collaborative Leadership and 3) Instructional Leadership

c. Procedure 4120P Fee Schedule for District Facilities

Superintendent Vian gave the Board examples of Fees that could be charged to groups using District Facilities. The Board was asked to review the examples and give their input.

4. Maintenance and Operating Levy
 - a. determine need
 - b. set date
 - c. set duration

Superintendent Vian would like to run the Maintenance and Operating Levy in March, 2014. Previously he had asked the Board to consider running a two year levy. After hearing from the Board he would like to put a hold on the 2 year levy option and look at combining the M and O levy with a plant facilities levy. He would like to place both items on the ballot for the March election.

A motion to determine a need and set March 18th as the date to hold the levy was made by Dr. Robinson, seconded by Ms. Hardy and approved unanimously.

5. Declare a need to hire a non-HQT (need to hire a non HQT person was approved at previous board meetings, but SDE asked for staff names in the minutes)
Superintendent Robert Vian
Secondary School counselor – Dorie Stacy
Secondary School Family & Consumer Affairs teacher – Linda Turrill
Secondary School English/Language Arts teacher – Dana Strong
Secondary School Art teacher – Doreen Schmidt.

A motion to approve the non HQT staff members with names attached was made by Mrs. Jared, seconded by Mr. Nelsen and approved unanimously.

- 6 Approve credit cards and checking account signers.

A motion to approve the credit card and checking account signers was made by Mrs. Jared, seconded by Mr. Nelsen and approved unanimously.

L. Board Member Comments

A Board member gave thanks to Ben.

A Board member complimented the entire staff. The Board member said it was rewarding to see all the hard work being done by the staff to get things done.

M. Adjournment

The meeting was adjourned at 9:55 PM.

Board Chairperson

ATTEST:

Clerk