

West Jefferson School District #253
Terreton, Idaho 83450
Minutes of the August 10, 2015
Board Work Meeting

TAB 1

BOARD MEMBERS: Ryan Ashcraft – Chairman
Willy Schmitt - Vice Chairman
Jimi Burtenshaw – Treasurer
Bruce Smith – Clerk
Burt Allen - Member

SUPERINTENDENT: Dwight Richins

8:00 A.M. Board Work Meeting

I. CALL TO ORDER

II. ADOPTION OF THE AGENDA

Mrs. Jimi Burtenshaw made a motion to adopt the work session agenda. Motion is seconded by Mr. Bruce Smith. All were in favor and motion passes.

III. WORK SESSION AGENDA

a. Compensation for Overtime:

- i. Mr. Larry Soderquist and Mrs. Kathy Hawkes attended the meeting and discussed their opinions on the issue. Mr. Soderquist mentioned the idea of a salary schedule for salaried exempt employees.
- ii. Policy going forward on Comp/Overtime?
Board discussed the need to eliminate for the future overtime and comp time issues if possible. They discussed various ways to deal with this, such as hiring additional employees or requiring taking time off. Any excessive overtime and comp time requires pre-approval by the superintendent.

b. Maintenance Staffing:

- i. Mrs. Hawkes discussed employees bringing their children to work and having spouses and family assist in work. She asked the Board's opinion on this. Mrs.

Hawkes also talked about the need for additional custodians at the high school and the Elementary.

- ii. Additional staff for maintenance, custodians, and district office was discussed. Mr. Bruce Smith suggested the district hire a person to help with maintenance, or other district needs. Discussion was on where this person would work and what they would do.
- c. **Mandatory Direct Deposit Policy:**
 - i. Board discussed making payroll direct deposit mandatory. They requested this be put on agenda for August.
- d. **Technology Progress:**
 - i. Mr. Jody Weekes talked with board about technology and the progress made this summer. Terreton Lab will be done by school start, Hamer computers have updated RAM, Phone System will be put in as phones arrive, and business lab at high school has been moved and is being put into service.
- e. **Other Policies needing addressed**
 - i. Off campus, Vaccine Policy, Class Sizes
 - ii. Did not discuss these items
- f. **Playground**
 - i. The board talked about a “No Dog” policy on our playgrounds.

10:30 P.M. Executive Session

- I. Executive Session pursuant to Idaho Code 74-206 (a): To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and Idaho Code 74-206 (b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee,, staff member or individual agent, or public school student.

Mr. Bruce Smith moved to go into executive session per Idaho Code 74-206(a): To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and Idaho Code 74-206 (b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee,, staff member or individual agent, or public school student. Mr. Willy Schmitt seconded the motion. Roll call vote – Mr. Smith (AYE), Mr. Allen (AYE), Mrs. Burtenshaw (AYE), Mr. Schmitt (AYE), Mr. Ashcraft (AYE), All were in favor. Motion passes.

I, Ryan Ashcraft, President of the West Jefferson School Board of Education, certify and swear that the purpose of the above Closed Executive Session was concerning Idaho Code 74-206 (a): To consider hiring a public officer, employee, staff member or

individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and Idaho Code 74-206 (b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee,, staff member or individual agent, or public school student.

Ryan Ashcraft, *Chairman*

Mrs. Jimi Burtenshaw made a motion to adjourn executive session. Motion is seconded by Mr. Burt Allen. All were in favor and motion passes.

IV. ADJOURNMENT

Mrs. Jimi Burtenshaw made a motion to adjourn. Motion is seconded by Mr. Bruce Smith. All were in favor and motion passes.

Clerk of the Board

Chairman of the Board

Date