

**West Jefferson School District #253**  
**Terreton, Idaho 83450**  
**Minutes of the November 19, 2015**  
**Regular Board Meeting**

**TAB 1**

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

SUPERINTENDENT: Dwight Richins

BUSINESS MANAGER: Patti Bingham

**6:30 P.M. Regular Board Meeting**

I. CALL TO ORDER

People present for regular session:

Larry Soderquist, Tanis Cherry, Candee Reyes, Peggy Petersen, and Camille Cureton

II. OPENING CEREMONIES

- a. Welcome to Visitors: Mr. Ryan Ashcraft
- b. Pledge-of-Allegiance: Mr. Ryan Ashcraft
- c. Prayer: Mr. Bruce Smith

III. ADOPTION OF THE AGENDA

Additions:

- VII. d. Plow Upgrade
- VII. e. Revise Policy 503.3A Jr. High Eligibility
- VII. f. Revise Policy 604.8B.1 Promotion and Retention

**Mrs. Jimi Burtenshaw made a motion to adopt the agenda with the above additions. Motion is seconded by Mr. Willy Schmitt. All were in favor and the motion passes.**

VI. CONSENT AGENDA

- a. Board Meeting Minutes of October 16, 2015
- b. Board Work Meeting Minutes of November 6, 2015
- c. Approval of Bills

- d. Approval of Payroll
- e. Monthly Budget Reports
- f. Personnel Actions

**Mr. Willy Schmitt made a motion to adopt the consent agenda with item f removed. Motion is seconded by Mr. Burt Allen. All were in favor and the motion passes.**

V. REPORT/INFORMATION AGENDA

- a. Patron Input
  - i. Mrs. Tanis Cherry
    - 1. Expressed sincere appreciation to the Board for their swift action toward increasing Terreton Elementary security
      - a. Suggested another Safety Committee Meeting
      - b. Suggested looking into costs for a Resource Officer
- b. Board Member Input
  - i. Appreciation for patron input
  - ii. Patron letter – Kathy Sullivan Young
    - 1. Appreciation for Football Teams unity
    - 2. Noted celebrating success as a team rather than as individuals
    - 3. Thoughtful Board for putting tarps around the bleachers
    - 4. Appreciated protection from the cold and windy weather
    - 5. It was suggested the District purchase tarps made for the bleachers
  - iii. Discussed Jr. High grade distribution
    - 1. Compared math grades from last year to this year
    - 2. Want ideas for ways to help parents help students
    - 3. How can we share with parents positive things happening
    - 4. Requested a math discussion for the next Board work meeting
  - iv. Employee Christmas Hams
    - 1. Mr. Bruce Smith to order
    - 2. Mr. Dwight Richins will get numbers
- c. Superintendent's Report
  - i. Terreton Elementary Door
    - 1. Camera and buzzer system operating well
    - 2. Discussed ability for small children to press button
    - 3. Step would be helpful – Mrs. Cureton will check on it
  - ii. Lock Down
    - 1. Officers responding reported positive feed back
    - 2. Big improvement over last year
    - 3. Suggest common language and procedure throughout District
  - iii. Phone System
    - 1. Almost complete
    - 2. Learning curve for using all the options
  - iv. Special Education Audit (IDEA Part B School Age)
    - 1. Handout of Audit report

2. Auditors were over all complementary
3. Information received was informative and helpful to the District
- v. Emergency Closure on Monday
  1. Broken pipes outside Jr. High building
- vi. Kubota Plow Upgrade – Mr. Larry Soderquist
  1. Plow purchased missing hydraulic lift
  2. \$2,800 for upgrade
  3. Requesting permission to proceed
- vii. Hamer Technology – Mrs. Teri Smith (request letter read)
  1. Letter addressed some of Hamer’s technology needs
  2. Letter requests permission to fundraise
  3. Hamer Lab upgrade is scheduled for next summer
  4. Tech Committee will meet and review Hamer’s immediate needs
  5. Committee will review District technology priorities
  6. Assess a plan before mobilizing community assistance

## VI. PROPOSALS

- a. School Security
  - i. Terreton Elementary front door cameras and buzzer system complete
    1. More cameras have been added throughout District
    2. Locked door is the best deterrent
  - ii. Administration will continue to train staff to watch for visitor passes
  - iii. Stop cross traffic in parking lot
    1. Employees park on highway side of lot – backing in parking
    2. Parents park next to building
    3. Avoid students crossing parking lot in front of vehicles
    4. Signs ordered for parking lot directions
    5. One way vehicle travel – designated Entrance & Exit
  - iv. Measures taken already help students feel more secure
    1. Implementations will get better and acceptance will come
  - v. Committee has lots of ideas and suggestions
    1. Committee will prioritize list according to funds available
- b. Multi-purpose Room Floor
  - i. Polish concrete in multi-purpose room
  - ii. Leave tile in halls
- c. School Safety Discussion
  - i. Mr. Richins will look at possibilities for a Resource Officer
    1. SRO - ½ School employee in a.m., ½ County employee in p.m.
    2. SRO help control situation and community response
    3. Offer a Police satellite office
    4. Have a Teacher/trained Police Officer
    5. Seek Police Officers and County Commissioner insight
  - ii. Suggestion to have Guns in School
    1. Cabinet with guns – select staff with keys
    2. Insurance not recommended - liability too much

- iii. Suggestion to have Vendors evaluate security system
  - 1. Come in hopes of a sale
  - 2. iPhone Teacher Apps that link to security system
  - 3. Select equipment that can be built upon and grow
- iv. Suggest Visit “I LOVE U GUYS” Foundation Website
  - 1. Uniform response protocol
  - 2. Teach Students to be tolerant and nice to others
- v. Kindergarten and Preschool pick-up time difference
  - 1. Release schedule 10 minutes different – required minutes
  - 2. Students brought to office if parents are late
- d. ISBA Conference Feedback
  - i. Affordable Care Act (ACA)
    - 1. Cadillac Tax
    - 2. Levied on insurance companies passed on to employers
    - 3. Employers who provide “Cadillac” coverage
    - 4. Individual premium over \$10,200 or \$27,500 Family
  - ii. Strategic Plan
    - 1. Work on in next work meeting
  - iii. Advanced Opportunities
    - 1. Push more as a District
    - 2. Create a District plan
  - iv. Mastery Based Education
    - 1. Handout given
  - v. Medicaid Reimbursements for Schools
    - 1. Reporting unclaimed school money
    - 2. Get educated on how to qualifying for more money
- e. Revise Policy 503.3A Jr. High Eligibility
  - i. Require 2.0 average with no F’s - to participate in athletics
  - ii. Same as High School policy
- f. Revise Policy 604.8B.1 Promotion and Retention
  - i. D’s earns a credit
  - ii. Jr. High Plan for Success
    - 1. Teaching a higher standard
    - 2. Revise policies (D as a passing grade)
    - 3. Credit recovery packets for F grades
    - 4. First hour remediation
    - 5. Technology program to reinforce concepts
    - 6. Open communication with parents

**Mr. Burt Allen made a motion to move Revised policy 503.3A Jr. High Eligibility and 604.8B.1 Promotion and Retention to the Action Agenda. Motion is seconded by Mr. Willy Schmitt. All were in favor and the motion passes.**

## VII. ACTION AGENDA

- a. Revised Policy 503.5 Use of PE Facilities for District Events

**Mr. Burt Allen made a motion to approve Revised Policy 503.5 use of PE Facilities for District Events. Motion is seconded by Mr. Bruce Smith. All were in favor and the motion passes.**

- b. Approve Teacher Leadership Premium Proposal
  - i. Handout
  - ii. \$850 equal one share or 30 hours

**Mrs. Jimi Burtenshaw made a motion to approve Teacher Leadership Premium Proposal. Motion is seconded by Mr. Bruce Smith. All were in favor and the motion passes.**

- c. Ratify Emergency Closure on November 16, 2015 due to waterline problems
  - i. Broken pipe next to Jr. High
  - ii. Called school off at 7:10 – buses turned around

**Mr. Willy Schmitt made a motion to Ratify Emergency School Closure on November 16, 2015 due to waterline problems. Motion is seconded by Mr. Burt Allen. All were in favor and the motion passes.**

- d. Plow Upgrade

**Mr. Willy Schmitt made a motion to approve the Plow Upgrade. Motion is seconded by Mr. Burt Allen. All were in favor and the motion passes.**

- e. Approve Revised Policy 503.3A Jr. High Eligibility
- f. Approve Revised Policy 604.8B.1 Promotion and Retention

**Mr. Bruce Smith made a motion to move Revised Policy 503.3A Jr. High Eligibility and Revised Policy 604.8B.1 Promotion and Retention to a second reading. Motion is seconded by Mr. Burt Allen. All were in favor and the motion passes.**

- g. Approve Revised Policy 503.5 Use of PE Facilities

**Mrs. Jimi Burtenshaw made a motion to approve Revised Policy 503.5 Use of PE Facilities for District Events. Motion is seconded by Mr. Bruce Smith. All were in favor and the motion passes.**

- h. Set Next Board Work Meeting

Next Board Work Meeting Monday, November 30, 2015 at 1:00 P.M.  
Regular Board Meeting Minutes of November 19, 2015

- i. Set Board Christmas Dinner

Board Christmas Dinner Monday, December 21, 2015 at Mr. Bruce Smith's home

**At 9:30 Mr. Ryan Ashcraft, Board Chairman, called a recess for Regular Session and to go into Executive Session after a short break.**

### **9:30 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.

**At 9:40 P.M. Mr. Willy Schmitt 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. Mrs. Jimi Burtenshaw 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.

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Ryan Ashcraft, *Chairman*

**At 10:29 P.M. Mr. Willy Schmitt made a motion to adjourn executive session and return to the Regular Board Meeting. Motion is seconded by Mr. Burt Allen. All were in favor and motion passes.**

- j. Personnel Actions

**Mr. Willy Schmitt made a motion to approve the consent agenda item f Personnel Actions. Motion is seconded by Mr. Burt Allen. All were in favor and the motion passes.**

VIII. ADJOURNMENT

**At 10:30 P.M. Mr. Bruce Smith made a motion to adjourn. Motion is seconded by Mr. Willy Schmitt. All were in favor and the motion passes.**

IX. ANNOUNCEMENTS

- Monday, November 30, 2015 – Board Work Meeting at 1:00 P.M.
- Monday, December 14, 2015 – J.H. & H.S. Community Christmas Concert & Dinner 6:30 P.M.
- Wednesday, December 16, 2015 – Hamer Elem. Christmas Concert 7:00 P.M.
- Thursday, December 17, 2015 – Terreton Elem. Christmas Concert 2:00 P.M.
- Thursday, December 17, 2015 - Next Board Regular Board Meeting at 6:30 P.M.
- Monday, December 21, 2015 – Board Christmas Dinner
- Tuesday, December 22, 2015 – Last Day School before Holiday Break
- Monday, January 4, 2015 – Students Return to School from Holiday Break

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*Clerk of the Board*

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*Chairman of the Board*

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*Date*