

West Jefferson School District #253
Terreton, Idaho 83450
Minutes of the July 21, 2016
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

5:30 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 5:30 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. Mr. Burt Allen 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*

At 6:25 P.M. Mr. Bruce Smith made a motion to adjourn executive session and begin Regular Board Meeting. Motion was seconded by Willy Schmitt. All were in favor and the motion passes.

7:30 P.M. Regular Board Meeting

I. CALL TO ORDER

Additional people present for regular session:
Tanis Cherry and Valerie Young

II. OPENING CEREMONIES

- a. Welcome to Visitors: Mr. Ryan Ashcraft
- b. Pledge-of-Allegiance: Mr. Burt Allen
- c. Prayer: Mrs. Jimi Burtenshaw

III. ADOPTION OF THE AGENDA

Mr. Burt Allen made a motion to adopt the agenda. Motion is seconded by Mr. Bruce Smith. All were in favor and the motion passes.

IV. ORGANIZING FOR THE 2016-17 SCHOOL YEAR

- a. Election of 2016-17 Board Officers
 - Chairman – Ryan Ashcraft
 - Vice Chairman – Willy Schmitt
 - Treasurer – Burt Allen
 - Clerk – Bruce Smith
- b. Set Date and Time of Regular Board Meetings
 - i. Day
 - 3rd Thursday of each month (August 2016 only)
 - 2nd Thursday of each month (September 2016 Through July 2017)
 - ii. Time
 - 6:30 P.M. Winter Months (November through February)
 - 7:30 P.M. Summer Months (December through October)

Mr. Bruce Smith made a motion to adopt the above schedule. Motion is seconded by Mr. Willy Schmitt. All were in favor and the motion passes.

V. CONSENT AGENDA

- a. Special Board Meeting Minutes of July 13, 2016
- b. Board Meeting Minutes of June 23, 2016
- c. Approval of Bills
- d. Approval of Payroll
- e. Monthly Budget Reports
- f. Personnel Actions

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

VI. REPORT/INFORMATION AGENDA

- a. Patron Input
 - i. None

- b. Board Member Input
 - i. Mr. Bruce Smith
 - 1. Suggestion to honor Ann Messerli who is retiring in August meeting
 - ii. Mr. Burt Allen
 - 1. Mud Lake Parade participation
 - 2. Enter Show Cars
 - 3. Mr. Willy Schmitt will organize
 - iii. Mrs. Jimi Burtenshaw
 - 1. Announced resignation from the Board
 - iv. Mr. Willy Schmitt
 - 1. Mr. Jonathan Shuldberg, Ed Foundation, and Cory Hollingsworth, Athletic Director, to oversee tax forms are distributed for hay fund raiser.
 - v. Mr. Ryan Ashcraft
 - 1. Expressed appreciation to Mrs. Jimi Burtenshaw on behalf of himself and other members of the board for her hours of service on the West Jefferson School Board. She stepped up with determination, hard work, and concern for students, staff, and parents and has been really good at tracking to completion. Her service has been awesome!
 - 2. ISBA
 - Theme last year was “Standing Up for Public Schools”
 - Theme this year is “Be a Champion for Education”
 - West Jefferson School Board was given a cartoon figure of Champion Ed to pass around to other District VI School Boards. Picture was taken of the board members with Champion Ed. Board discussed using the theme for the Board’s parade participation.

- c. Superintendent's Report
 - i. Report on Summer Renovation Projects
 - 1. Plan was to be complete by end of July, but may go over.
 - 2. Frustration of maintenance and cleaning crew to have "all" of the construction projects still open. Would like to see some close so they can progress with preparing the buildings for the return of staff and students.
 - ii. Report on Roof Damage
 - 1. Terretton Jr. High roof lost in a micro burst. Insurance claim filed and adjusters have been out. Repair in progress.
 - ii. Report on Committees (fundraising)
 - 1. Committees need to be formed and meet. New principals start employment first week in August and will assist in the formation of the committees.
 - iii. Report on Policy Workshop
 - 1. Emphasis this year on doing a better job with board policies
 - 2. Importance of not having policies too tight
 - 3. Importance of staying in compliance
 - 4. Now have points of contact for policy reference
 - 5. Consider ISBA assistance or complete review and revision of our policy manual for a price
 - iv. Report on New Grants
 - 1. \$5,000 from Rocky Mountain Power – New Instruments for the Band program, Ms. Trissa Howard
 - 2. \$2,000 from Idaho Ag Credit – for the Ag Program, Mr. Jonathan Shuldberg

VII. PROPOSALS

- a. Supplemental Levy
 - i. \$300,000 - Same amount, no increase
 - ii. August officially approve resolution
 - iii. November on the ballot for vote

VIII. ACTION AGENDA

- a. Approve School Fees for 2016-17 School Year
 - i. Discussed
 - 1. Lowering Student Fees
 - 2. Students Supplies – personal use vs. classroom use
 - 3. Concern for cost to District

Mr. Bruce Smith made a motion to approve the School Fees, as listed, for 2016-17 school year. Motion is seconded by Mr. Willy Schmitt. All were in favor and the motion passes.

- b. Approve Personnel that can Sign Checks
 - i. High School – Mr. David McDonald, Mrs. MaryBeth Grimes, and Mr. John Hansen (two signatures required)
 - ii. Terreton Elementary – Mr. Jeffrey Haroldsen, New Secretary, and Mrs. Jill Coleman (two signatures required)

Mr. Willy Schmitt made a motion move approve the above people to sign checks on the respective accounts. Motion is seconded by Mr. Bruce Smith. All were in favor and the motion passes.

- c. Set Board Work Meeting, Strategic Planning Only
 - i. Mr. Ryan Ashcraft will be the board representative on the Strategic Planning Committee. The committee will plan and then present to the board.
- d. Declare a Vacancy in Zone 4
 - i. Receive letters of interest
 - ii. Mr. Dwight Richins will collect letters for the Board
 - iii. No interviews

Mr. Bruce Smith made a motion Declare a Vacancy in Zone 4. Motion is seconded by Mr. Burt Allen. All were in favor and the motion passes.

IX. ADJOURNMENT

At 9:00 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.

X. ANNOUNCEMENTS

- August 3-5, 2016 – Boise, Superintendent/Administrators Conference
- August 8, 2016 – Football Practice Starts
- August 11, 2016 – Special Board Meeting, screen letters of interest for Zone 4, 4:30 P.M.
- August 11, 2016 – Mud Lake Fair Parade, line up at 5:00, Parade 6:00 P.M.
- August 12, 2016 – Volleyball and Cross Country Track Practice Starts
- August 15-19, 2016 – School Student Registration
- August 22, 2016 – First day back for Teachers
- August 22, 2016 – Back to School District In-service, Staff & Board Members
- August 23, 2016 – New Employee Orientation
- August 24, 2016 – First Day of School for Students
- August 18, 2016 – Regular Board Meeting at 7:30 P.M., Executive Session 6:30 P.M.

Clerk of the Board

Chairman of the Board

Date