

**West Jefferson School District #253
Terreton, Idaho 83450
Board Meeting Minutes
Thursday, November 16, 2017**

BOARD MEMBERS: Tanis Cherry – Chairman
 Willy Schmitt – Vice Chairman
 Bruce Smith – Clerk
 Burt Allen – Treasurer
 Nedra Perkins- Board 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, (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. **Students asking for early graduation, and students requesting extended absences over Christmas.**

At 5:30 P.M. 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. (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. Cherry (AYE), Mr. Schmitt (AYE), Mrs. Perkins (AYE), All in favor, motion passes.

- II. I, Tanis Cherry, Chairman 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. (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. **Students requesting extended absences over Christmas.**

Tanis Cherry- Chairman

At 6:25 P.M. Mr. Willy Schmitt made motion to adjourn executive session and begin

Regular Board Meeting. Mrs. Nedra Perkins seconded the motion. All in favor, motion passes.

**Regular Board Meeting
November 16, 7:30 p.m.**

In attendance: Willy Schmitt, Burt Allen, Bruce Smith, Tanis Cherry, Nedra Perkins, Dwight Richins, Larry Soderquist, Tracy Johnson, TaLyn Neville, Toni Wagner, Alecia Wagoner, Lori Wagner, Brooklyn Wagner, Janie Hope, Lane Newman, Ely Sullivan, Jimi Burtenshaw, Hyrum Richins, Don Bird, Cheryl Bird, Clarynn Shuldberg, Chloe Moss, Jody Weekes, Cheree Richins, David McDonald, Elizabeth Moss, Mary Blackham

I. CALL TO ORDER- Tanis Cherry

II. OPENING CEREMONIES

- a. Welcome to Visitors: Tanis Cherry
- b. Pledge-of-Allegiance: Tanis Cherry
- c. Prayer: By Invitation: Bruce Smith

III. ADOPTION OF THE AGENDA

Additions: VI h: FFA, i: Employee's days off, j: Time Clock, k: Classified board representative, l: Gifted and talented, m: JR High Ski trips, n: Senior Citizens and Veterans receive athletics free pass.

Mr. Willy Schmitt made motion to adopt the agenda with the above additions. Mr. Burt Allen seconded the motion. All in favor - Passed

IV. CONSENT AGENDA

Mr. Burt Allen made motion to accept the Consent Agenda. Mrs. Nedra Perkins seconded the motion. All in favor, Passed

V. REPORT/ INFORMATION AGENDA

- a. Patron Input- None
- b. Board Member Input-
 - Bruce Smith asked about various items in the minutes. He expressed that attending the ISBA Conference is expensive, and wonders if the district is spending too much. Bruce asked about funding for the Gifted and Talented Program. He would like to see that area strengthened. Bruce also told the board that he had heard some negative reports on the lock-down at the schools. Some of the classes didn't get the message to lock down. He would like to have a committee work on this. Mr. Richins added that they are working on a solid policy as to how the lock-down should work, and that the safety committee is working on how to get the word out as quickly and efficiently as possible. Bruce started a

discussion about the Classified personnel overtime. He feels that the district should pay for time worked, but that the supervisors should try to keep their employee's overtime hours down. Mrs. Perkins asked about using comp/trade time instead of overtime. Mr. Richins said that the board has to look at the whole picture- If we keep having overtime hours, are we under staffed? Mr. Larry Soderquist and Mr. Richins have had many discussions about this. Mr. Smith brought up the topic of C team basketball teams being sent to play games on their own. He feels that the C teams should play the teams that have a C team that the JV and Varsity is playing. Mr. Richins explained the reason for sending the C Team to Leadore. It helps out both programs to play the smaller schools. Bruce asked about the varnishing of the gym floor. There were conflicts – Mr. Richins agreed that better scheduling needs to be done.

- Mr. Burt Allen would like to have a work meeting to discuss what was learned at the ISBA Convention.
- Mrs. Nedra Perkins congratulated Mr. Richins on his speech for Veterans Day. She was glad that she went to the ISBA Conference. It was very informative. Nedra asked Mr. Richins about the status of the Continuous Improvement Plan.
- Mr. Willy Schmitt said that the Hay Fund Raiser drive is wrapping up. Looks like there will be around 199 bales. The community has been very generous. He agreed with Nedra that the ISBA conference was very good.

c. Superintendent Report-

- Mr. Richins reported that the VFW did a very nice job at the Veterans Day assemblies.
- The Safe Schools Training is going well. He is giving an award, randomly drawn, as an incentive to the staff to complete the training videos.
- The safety inspection has been done. Larry and his staff are working to correct the problems found.

VI. PROPOSALS:

- a. Mrs. Janie Hope is retiring in December and is asking the board to allow her to use the sick days that she has accumulated. The policy is that sick leave must be used while employed. Janie explained that she was not aware that if she didn't use the sick days she would lose them. Mr. Richins apologized for not having that better explained to employees. Persi will not reimburse sick leave days. The board thanked her for being an example of a good employee.
- b. Donkey Basketball
The Rodeo Club is requesting to use the PE Gym and concessions for a Donkey Basketball Fund Raiser. They would need the gym at 5:30 p.m. on March 12, 2018. Mrs. Perkins asked about damage to the gym floor. Larry Soderquist said that there has not been damage in previous years. He said that the Rodeo Club has done a great job leaving the building clean.

Mr. Willy Schmitt made motion to move the Donkey Basketball to Action Agenda letter b. Mr. Burt Allen seconded the motion. All in favor- Passed

c. Drug and Alcohol Policy.

Mr. Willy Schmitt made motion to move the Drug and Alcohol discussion to a work meeting. Mrs. Nedra Perkins seconded the motion. All in favor- Passed

d. Mr. McDonald High School Report

- Mr. McDonald reported that they are working hard on not letting the seniors fall thru the cracks so that they will be ready to graduate.
- Suicide is a big topic in the schools. The teachers are aware of students that could be at risk and are concentrating on coping skills in failure and stress throughout all classes.
- The High School Administration is in the process of refining the High School Mission Statement.
- Mrs. Nedra Perkins asked if all the coaches get training on bullying and harassment. Mr. Richins said that the district needs to be better at training coaches and students. Nedra wants to be sure that the bullying and harassment subject is addressed with everyone in the district.
- Mr. Willy Schmitt asked about the dress code. Mr. McDonald said that the ripped jeans are an issue. The wording in the Policy needs to be changed to address all issues.

e. College Week

Jimi Burtenshaw reported on the “decorate your door” activity. The teachers got involved and all had a good time. She told the board that 94% of the seniors have applied to colleges. Jimi said that there are grants and scholarships out there, and she is trying to get the seniors to apply for these.

f. Terreton Elementary Christmas Program

Board discussion on Religious Programs. The feeling of the board was that they are alright.

g. Turkey Handout

On November 21st the Board Members will handout turkeys starting at 2:00.

h. FFA report on Nationals

Mr. Bird congratulated the FFA students who went to National Competition. They took 17th place in the Nation.

i. Employee Time Off Request

Jimi Burtenshaw requested to take 5 days off. She will use 2 personal days and 3 days without pay.

Lisa Ward is requesting to use a partial amount of her sick days for 5 days.

Mrs. Nedra Perkins made motion to move time off requests to the Action Agenda. Mr. Willy Schmitt seconded. All in favor- Passed

j. Time Clock Program

Bruce Smith is concerned about the Time Clock Computer Program. He has heard complaints that employees feel that the board doesn't trust them. Bruce would like to see the district stop using the program.

The Board discussed pros and cons of the program.

Mrs. Nedra Perkins made motion to move the Time Clock discussion to the December work meeting. Mr. Bruce Smith seconded. All in favor- Passed

Chairman Tanis Cherry called for a 5 minute recess.

k. Classified Board Representative

Bruce is concerned that the classified employees don't have a voice. Bruce volunteered to be that representative. Board will discuss this at a work meeting.

l. Gifted and Talented

Bruce wondered what is being done for those exceptional students who get bored in class. Is there funding for gifted and talented programs? Mr. Richins will check into this further and report to the board.

m. Ski Program

Mr. Bruce Smith made motion to move Ski Program to Action Agenda. Mr. Willy Schmitt seconded. All in favor- Passed

n. Bruce Smith wondered if the district could give free passes for the sports events to the Sr. Citizens and Veterans. Board will look into this for next year. Mr. Richins will look at the Athletics Budget to see if this is possible.

VII. ACTION AGENDA:

a. Technology

Jody Weekes explained that he is working on setting up a back-up and storage system. This set-up will help prevent ransom wear, viruses, etc. and allow programs to be restored. The money is there.

Mr. Willy Schmitt made motion to approve purchasing the technology needed for this project. Mr. Bruce Smith seconded. All in favor- Passed

b. Donkey Basketball

Mr. Willy Schmitt made motion to approve using the PE Building for the Rodeo Fund Raiser Donkey Basketball. Mr. Bruce Smith seconded. All in favor- Passed

c. Employee time off

Mr. Bruce Smith made motion to approve Jimi Burtenshaw to use personal days as proposed. Mr. Willy Schmitt seconded. All in favor- Passed

Mr. Bruce Smith made motion to approve Lisa Ward to use a partial amount of sick days. Mrs. Nedra Perkins seconded. All in favor –Passed

d. Ski Program

Mr. Bruce Smith made motion to approve the Jr. High ski program. Mr. Willy Schmitt seconded. All in favor – Passed

e. Work Meeting and Christmas Board Dinner

Work Meeting set for December 11, 2017 8:30 am.

Dinner 6:00 Mary Blackham home. Spouses invited

XI. ADJOURNMENT

Mrs. Nedra Perkins made motion to adjourn. Mr. Bruce Smith seconded the motion. All in favor- Passed

XII. ANNOUNCEMENTS

- Thanksgiving Break - November 22-26, 2017
- Regular Board Meeting – December 21, 2017
- Christmas Break – December 22- January 1, 2018

Clerk of the Board

Chairman of the Board

Date