

**SHOSHONE JOINT SCHOOL DISTRICT NO. 312**  
**BOARD OF TRUSTEES' MINUTES**  
**REGULAR MEETING**  
**Tuesday, April 16, 2013**  
**7:00 p.m.**

**Board Workshop Session 6:30 p.m.**

Present:

Board Members: Chair Carl Horn, Vice-Chair Lorie Race. Trustees: Tony Bozzuto and Rian Pine.

Staff: Kelly Chapman, Dustin Henkelmann, Steve Mitchell, Emily Nelsen, Rob Waite and Heather Wallace.

**A. Update on the Budget Process** (exhibit a):

Superintendent Waite presented a power point titled Budget Update and directed the Board's attention to the following points:

- i. Federal Issues/Federal Funds
  - a. School Improvement Grant (SIG): Revenue will be ending in December 2013. This will impact the employees hired with the grant revenue.
  - b. Affordable Health Care Act: With the implementation of the Affordable Health Care Act there will be an increase in paperwork, increase in policy premiums and fees. Due to the guidelines of the health care act part-time employees that currently do not have the health insurance benefits will be affected by being required to work less than 30 hours per week. Discussion also took place on the different types of monetary penalties. This item will require careful budgeting considerations.
  - c. Title One: Funding requirements are changing; including strict documentation relating to revenues, expenses, and carryovers amounts from one year to the next.
- ii. State Issues/State Funds
  - a. The State's certified (teacher) salary schedule has been "unfrozen" and two years experience will be added back into the state's salary schedule formula. Superintendent Waite added it is important to understand that the Shoshone School District's certified salary schedule was froze at one year instead of the state's two years. This will become a negotiation item for the 2013-2014 teacher master agreement.
  - b. The minimum teachers' salary will increase from \$30,500 to \$31,000.
  - c. "Differentiated pay and teacher training".
  - d. There is a 1.5% increase in discretionary funding.
- iii. Local Issues/Local Funds
  - a. With revenue from the SIG ending, four positions will also be ending. There will be a layoff situation for employees hired under the SIG with formal layoff notices being sent out soon.
  - b. With the SIG revenue source ending it means a possible end to the extended day and PLC's; which will affect employee wages. The SIG team is recommending the administration try to find funding to keep these programs in place.

- c. Negotiations with the Shoshone Education Association will take place and Superintendent Waite stated that he believes the goals of the certified staff and the SIG teams are very similar to the administration goals.
- iv. Projections:
  - a. Several certified staff are retiring at the end of the year which may create a shift in teaching assignments and will prevent layoff situations (other than the grant funded positions).
  - b. Superintendent Waite and business manager, Shannon Harris, will work on a proposed budget.

In closing, Superintendent Waite reported the ISAT testing is going well. Preliminary results show there is one area that seems to be struggling but the students are very positive and are showing interest in their testing scores.

No actions were made by the Trustees in attendance.

### **Regular Monthly Meeting 7:00 p.m.**

#### Present:

Board Members: Chair Carl Horn, Vice-Chair Lorie Race. Trustees: Tony Bozzuto and Rian Pine.

Staff: Kelly Chapman, Dustin Henkelmann, Steve Mitchell, Emily Nelsen, Rob Waite and Heather Wallace.

Guest: None

Students: None

Absent: Trustee Brandon Brown- excused.

#### **I. Call to Order:**

The monthly school board meeting was called to order at 7:00 p.m. by Chair Horn. Meeting was held in the Shoshone High School Art Room (#278) located at 61 East Highway 24, Shoshone, Idaho.

The Flag Salute was lead by Chair Horn.

#### **II. Consideration of Public Input:**

Those wishing to address the Board will fill out a Request to Appear before the Board (1520F) and submit to the District Clerk before the beginning of the meeting.

None were presented.

#### **III. Reports:**

A. Shoshone Education Association (S.E.A.):

S.E.A. President Steve Mitchell reported there was not a report for the month of April.

B. Shoshone Teachers:

No report for the month of April.

C. Student Body:

No report for the month of April.

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D. Goals and School Improvement:  
 Superintendent Waite combined report with VII. School Board Training- Key Works of School Board.

**IV. Consent Agenda:**

- A. Approval of Agenda
- B. Approval of the Minutes
  - i. March 19, 2013: Regular Meeting Minutes
- C. Weekly Principal/Superintendent Reports
- D. Proposed School Calendar for 2013-2014
- E. Accept Reports as presented

Vice-Chair Race made a motion to approve the consent agenda as presented. Trustee Bozzuto seconded

Discussion:

- i. 2013-2014 School Calendar: Superintendent Waite reported the proposed calendar for the next school year is similar to the 2012-2013 calendar with very little change.

Chair Horn stated it had been moved and seconded to approve the consent agenda as presented and asked for Trustees' voice vote. Motion carried by a four to zero vote.

**V. Financials:**

- A. Accounts Payable
- B. District, Secondary and Elementary Financial Statements.
- C. Set Budget Hearing: June 18<sup>th</sup>, 2013 at 6:30 p.m.

Vice-Chair Race made a motion to approve the Accounts Payable, District, Secondary and Elementary Financial Statements as presented and to set the Budget hearing for June 18, 2013 at 6:30 p.m. Trustee Pine seconded.

Discussion:

- i. Timeline for the scheduled budget hearing and board adoption of the budget.
- ii. Secondary Financial Statement: The Board reviewed the athletic fund and expenses tied to the boy's basketball state tournament.

Chair Horn stated it had been moved and seconded to approve the financials as presented and to set the budget hearing as recommended and asked for Trustees' voice vote. Motion carried by a four to zero vote.

**VI. Superintendent's Contract:**

- A. Discussion of Extension

Superintendent Waite started the discussion by mentioning this item was tabled from the December meeting and now seems to be the appropriate time to begin the discussion of possible extension of his contract. Superintendent Waite briefly summarized the following points:

- i. The Board and the Superintendent are considered business partners and so much more. Superintendent Waite considers this relationship the most important of the four key relationships. The four key relationships are:
  - a. Board-Superintendent
  - b. Board-Staff

- 1 c. Board-with Board Members
- 2 d. Board-Community
- 3 ii. It appears to Superintendent Waite that the Board is happy with the
- 4 Board/Superintendent relationship and have set common goals and share the
- 5 same focus. Trustee Bozzuto agreed with the statement, Vice-Chair Race agreed
- 6 and added that she has seen a positive turn in the Board/Superintendent
- 7 relationship. Trustee Pine agreed and stated that the results with the Board, staff
- 8 and community are positive.
- 9 iii. Superintendent Waite added that when there are factures or threats within the
- 10 Board/Superintendent relationship it is the students that pay the price. When
- 11 asked if the Board could identify any potential problems with the
- 12 Board/Superintendent relationship there wasn't a response from the Board or the
- 13 audience.
- 14 iv. Superintendent Waite asked if the Board foresees opportunities to
- 15 strengthen the Board/Superintendent relationship. Trustee Bozzuto
- 16 responded that there is always room for improvement as a relationship is a work
- 17 in progress and opportunities should be embraced.
- 18 v. Superintendent Waite remarked that the communication between the Board and
- 19 the Superintendent has greatly improved and added that he is happy with the
- 20 policies, procedures and best practices that have been implemented.
- 21 Superintendent Waite thanked the Board for making student success a priority.
- 22 vi. Superintendent Waite stated that he is interested in continuing his career with the
- 23 Shoshone Joint School District and at the May board meeting would like to
- 24 present a proposal to the Board to extend his contract. The Board was in
- 25 agreement to continue discussion at the May regular board meeting.
- 26
- 27

## 28 **VII. School Board Training- Key Works of School Boards:**

29 Superintendent Waite briefly reviewed the Communication Plan for Shoshone School Board  
 30 (exhibit b).

## 32 **VIII. Motion for Adjournment:**

33 Next Meeting:

34 Regular: Tuesday, May 21, 2013 at 7:00 p.m. (work session at 6:30 p.m.)  
 35 Shoshone High School Art Room (#278)  
 36 61 East Highway 24  
 37 Shoshone, Idaho 83352

39 Trustee Pine made a motion to adjourn the meeting at 7:22 p.m. Trustee Bozzuto seconded

41 Discussion:

42 None

44 Chair Horn stated it had been moved and seconded to adjourn the meeting and asked for Trustees'  
 45 voice vote. Motion carried by a four to zero vote.

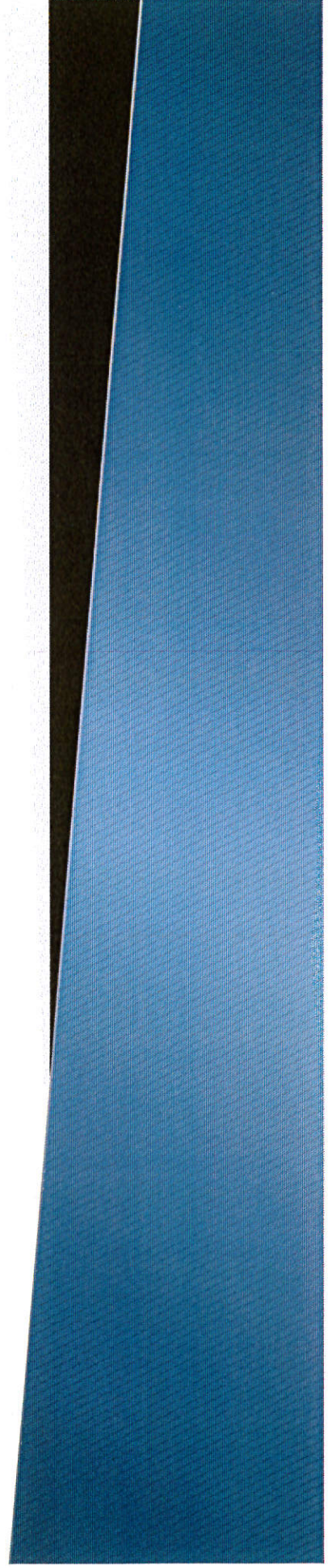
47 Heather Wallace, District Clerk

48 April 16, 2013

- 1 This document serves as the official minutes of the April 16, 2013 Board Meeting. A full audio
- 2 recording of the minutes is also kept as support.

Draft: Not Yet Approved by the Board

# Budget Update





# Federal Issues

- ▶ Grant ends
- ▶ Affordable Health Care Act
- ▶ Title programs



# State issues

- ▶ Salary grid “unfrozen” increase minimum salary
- ▶ “Differentiated pay and teacher training”
- ▶ 1.5% increase to discretionary funds





# Local Issues

- ▶ Grant ending-Lay off notice (formal) for grant funded position will come soon.
- ▶ All staff is effected by Grant ending
- ▶ Negotiations



# Projections

- ▶ Very early, but beyond grant funded positions unlikely further lay offs will take place.
- ▶ Possible movement or reduction



# Communication plan for Shoshone School Board

Render all decisions based on facts and independent judgment, and refuse to surrender that judgment to individuals of special-interest groups.

Seek systematic communication between the board and students, staff and all elements of the community. Understand the difference between acoustic volume-people who make a lot of noise- and actual support or opposition.

Conduct fair, objective and systematic evaluations, at the appropriate time when called upon to do so.

Assist the district staff with gaining acceptance and support in the community.

Members, collectively and individually will be an advocate for the school district locally, regionally and whenever possible, by speaking up for, and on behalf of the district whenever required.

Celebrate student achievement stories each Board meeting.

Work with other board members to establish effective board policies and to delegate authority for the administration of the school to the superintendent.

Surprises to other board members, the staff or superintendent will be the exception, not the rule.

Support the employment of person's best qualified to serve as school staff. Insist on regular and impartial evaluation of personnel via the approved evaluation procedures.

Take no private action that will compromise the board or administration.

Respect the confidentiality of information that is privileged under applicable law.

Be objective in the decision-making process, involving those to be affected and not jumping to conclusions.

Trust, fairness, honesty, and civility: willingness to abide by its own rules, policies and code of ethical conduct.

The last stop, not the first, will be the school board. We agree to follow the chain of command and insist that others do so. While the board is eager to listen to its constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue.

A board member will no "solicit an issue", "become a ball-carrier" for others to work around administrative employees and will encourage others to present their own issues, problems, or proposals in a constructive manner to the appropriate person.

The board will emphasize planning, policy and public relations rather than becoming involved in the management of schools.

Recognize the superintendent as CEO and as such should recommend, propose or suggest on matters before the board.

Individual board members do not have authority. We agree that individual board members will not take unilateral action. The board chair or superintendent will communicate the position of the board on controversial issues.

Conduct at board meetings is very important. We agree to avoid words and action that create a negative impression of an individual, the board or the district. While we encourage debate and differing point of view, we will do it with care and respect to avoid an escalation of negative impressions or incidents. Individual members may disagree with board action, but will support the decision of the board as a whole.

To be efficient and effective, long board meetings must be avoided. Points are to be made in as few words as possible. If a board member believes he or she doesn't have enough information or has questions, the superintendent is to be called before the meeting.

Board meetings are for decision making, action and votes, not endless discussions. During board meetings, we agree to adhere to the topics and duties of the board and will "move the question" when discussion is repetitive.

The board will not play to the audience. We agree to speak to the issues on the agenda and attend to our fellow board members. Facts and information needed will be referred to the superintendent.