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2 SHOSHONE JOINT SCHOOL DISTRICT NO. 312  
3 BOARD OF TRUSTEE'S MEETING MINUTES  
4 Tuesday: November 10, 2015  
5 6:30 p.m. Board Work Session  
6 7:00 p.m. Regular Monthly Board Meeting  
7  
8

9 **Board Work Session: 6:30 p.m.**

10  
11 Present:

12 **Board Members:** Chair Anthony Bozzuto and Vice-chair Lorie Race. Trustees: Rian Pine and  
13 Sarah Stowell. Board work session began at 6:40 p.m. with a quorum present.

14 **Staff:** Principal Kelly Chapman, Principal Emily Nelsen, Dr. Rob Waite and Clerk Heather  
15 Wallace.

16 **Absent:** Trustee Sarah Thomas. Work related absence; excused by the Board of Trustees.

17 **Guest:**  
18

19 **I. Open Meetings -- Effective School Leadership:**

20 Dr. Waite begin the work session by stated he recently attended a meeting in Boise, Idaho  
21 regarding open meeting and public records laws. Dr. Waite reported the meeting was very  
22 informative and highlighted the following points by a power point presentation:  
23

- 24 A. It is the responsibility of the superintendent to advise the Board of open meeting  
25 laws. The superintendent is also custodian of the public records.  
26 B. A board's business is to be conducted in public, done properly and not in secret.  
27 C. Transparency is an important factor in building trust in a Board. A board that is  
28 transparent will prevent misunderstanding or assumptions regarding  
29 board decisions and/or board policy.  
30 D. Board meeting agendas should be clear and precise so the public is informed of what  
31 will be discussed at a board meeting. Examples were given of effective and in-  
32 effective agendas.  
33 E. Executive Sessions must be listed on the agenda with reference to the legal code. It is  
34 extremely important to refrain from discussing items not listed in the executive  
35 session codes as that is a clear violation of the law. There is a definite narrow  
36 interpretation regarding this issue; discussion took place on the items considered  
37 legal to discuss in executive session.  
38 F. Mistakes: If an error is made by a board it is important to make the correction in open  
39 session and if necessary re-vote at the time in the proper manner. If a board  
40 intentionally breaks the law, fines could be upward to \$1500 per person. If a board  
41 member is aware of illegal activity taking place in a board meeting it is  
42 important for that member to refrain from participating in such activity meeting and  
43 excuse themselves from the meeting or situation.  
44

45 Vice-Chair Race asked when was it technically appropriate for a trustee to refrain from  
46 participating in a board vote. Dr. Waite explained and gave the following example of: if the  
47 board is voting on an item that could be a conflict of interest for a trustee (example: hiring of a  
48 distant relative); that trustee should declare the conflict in public, state he/she is refraining from  
49 voting which leads to good transparency.  
50

1 Trustee Pine asked if a board member wanted to discuss a topic during the board meeting how  
 2 would the item be put on the agenda. Dr. Waite answered by saying the first step is to visit with  
 3 the superintendent about the topic or notify the superintendent you would like the item on the  
 4 agenda.

5  
 6 **Regular Monthly Meeting 7:00 p.m.**

7  
 8 **I. Call to Order:**

9 The monthly school board meeting was called to order 7:09 p.m. by Chair Bozzuto. Meeting was  
 10 held in the Shoshone High School art room (#278) located at 61 East Highway 24, Shoshone,  
 11 Idaho.

12  
 13 Present:

14 **Board Members:** Chair Anthony Bozzuto and Vice-chair Lorie Race. Trustees: Rian Pine and  
 15 Sarah Stowell. Quorum of the Board was established as prescribed in Idaho Code: 33-510.

16 **Staff:** Principal Kelly Chapman, Dustin Henkelmann. Principal Emily Nelsen, Dr. Rob Waite and  
 17 Clerk Heather Wallace.

18 **Absent:** Trustee Sarah Thomas. Work related absence; excused by the Board of Trustees.

19 **Guest:** City of Shoshone Officer Rene Rodriquez  
 20

21 The Flag Salute was lead by Chair Bozzuto.  
 22

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

24 Those wishing to address the Board will fill out a *Request to Appear* before the Board (1520F)  
 25 and submit to the District Clerk before the beginning of the meeting. The Board received a  
 26 request from Mr. Rene Rodriguez to address the Board about his candidacy for Lincoln County  
 27 Sheriff in the May 2016 election. The Board welcomed Mr. Rodriguez to the meeting. In Mr.  
 28 Rodriguez's address to the Board he presented a work resume stating his background in law  
 29 enforcement along with a personal letter of introduction. Mr. Rodriguez continued his discussion  
 30 about his desire to be of service to the citizens of Lincoln County and to continue to work with  
 31 the schools in the county for the benefit of the students and the community.  
 32

33 Chair Bozzuto thanked Mr. Rodriquez for his presentation and invited him to stay for the  
 34 meeting.  
 35

36 **III. Reports:**

37 A. Shoshone Education Association (S.E.A.): Mr. Dustin Henkelmann, president of the  
 38 S.E.A., reported the S.E.A. has set the date for their annual cinnamon roll sale for  
 39 Saturday, December 12<sup>th</sup>. That is also the afternoon of a girl's basketball game. Chair  
 40 Bozzuto asked if the S.E.A. had contacted businesses in the area about selling the rolls.  
 41 Mr. Henkelmann responded some businesses have agreed to post signs and he would  
 42 follow up to see if they are interested in buying some for their retail or agree for the  
 43 S.E.A. to set up a booth.

44 B. Shoshone Teachers: Mr. Henkelmann, reporting for the teachers, stated the feedback  
 45 from the November 6<sup>th</sup> in-service has been positive. Most teachers felt the in-service was  
 46 time well spent.

47 C. Student Body: Principal Chapman reported the following:

- 48 1. Recently the 7<sup>th</sup>-8<sup>th</sup> grade art class submitted some of their art work  
 49 to a company that in return printed their art work on to Christmas cards.  
 50 Students have the option to purchase the cards for gifts or holiday use.

1 The high school art class is in the process of doing something similar  
 2 including having their work printed on t-shirts, coffee mugs, etc.  
 3 D. Goals and School Improvement: No report for the Month of November.

4  
 5 **IV. Consent Agenda:**

6 A. Approval of Agenda

7 B. Approval of the Minutes

8 1. October 13, 2015: Regular Board Meeting Minutes

9 C. Weekly Principal/Superintendent Reports

10 D. Accept reports as presented

11  
 12 Trustee Stowell made a motion to approve the consent agenda as presented. Trustee Pine  
 13 seconded.

14  
 15 Discussion: The following Principal/Superintendent Reports were given:

16  
 17 1. Possible Soccer Team:

18 Recently Dr. Waite was approached by several students  
 19 expressing their wish to start a high school soccer team. After discussing the  
 20 topic with the athletic directors, the school submitted a proposal to Gooding  
 21 High School for a co-op team. At this time, the district is waiting to hear  
 22 back from Gooding High School on their decision. Dr. Waite believes while  
 23 there is not enough interested students to start a Shoshone team there is  
 24 definitely enough students to join a co-op team. Dr. Waite added that after a  
 25 couple of years of participating with a co-op team, Shoshone may have enough  
 26 interested students to start their own team. Dr. Waite stated that he and the  
 27 staff are willing to support students in any activity and will consider their  
 28 proposals for additional school activities. Several Trustees stated they had been  
 29 contacted by community members about a soccer team and were pleased to  
 30 hear that the athletic department is working on a solution and supportive of the  
 31 students.

32 2. Elementary:

33 a. Parent/Teacher Conferences had a 94% parent participation rate.

34 b. The elementary recently received a grant for \$134,490 from the  
 35 Ralph Smeed Memorial Foundation in Caldwell, Idaho. Mr. Smeed  
 36 requested the foundation be created to encourage the spirit of free  
 37 enterprise and the United States Constitution. The following is  
 38 breakdown of the grant:

39 i. \$7000 for library books (K-12) regarding the United States  
 40 Constitution, history, social studies, economics, etc.

41 ii. The Leader in Me program for elementary students K-5. The  
 42 program teaches leadership and life skills to students. This is  
 43 similar to Stephen Covey's Seven Habits of Effective People.  
 44 Grant funds will cover three years implementation, material  
 45 and training.

46 iii. Funds for Storyline training for the next couple of years.

47 Future Storyline themes will include free enterprise and The  
 48 United States Constitution.

1 iv. Principal Nelsen was proud to announce that Shoshone  
2 Elementary is the first public school to receive a grant from  
3 the foundation.

4 c. November 11<sup>th</sup> at 6:30 p.m. will be the Elementary Homework night.

5 d. November 16<sup>th</sup> at 6:30 p.m. will the Fall Storyline Culmination.  
6

7 Chair Bozzuto stated it had been moved and seconded to approve the consent agenda as presented  
8 and asked for Trustees' voice vote. Motion carried by four aye votes to zero nay votes.  
9

10  
11 **V. Financials:**

12 A. Accounts Payables

13 B. District Financial Statement

14 C. Secondary Financial Statement

15 D. Elementary Financial Report  
16

17 Trustee Pine made a motion to accept the accounts payables as presented. Trustee Stowell  
18 seconded.  
19

20 Discussion: The following accounts/funds were reviewed:  
21

22 1. District Financial Statement: Dr. Waite read the following report from  
23 Business Manager- Shannon Harris:

24 a. Several coding corrections are reflected in the financial  
25 statement as discussed in last month's meeting.

26 b. Business Office Travel: (100.651.380) showed \$5 was budgeted  
27 instead of the approved \$500. Correction was made.

28 c. The Consolidated Plan was approved and the grant reimbursement  
29 allocations were made available on the state's website. The District  
30 will be receiving those funds in November. These accounts will show a  
31 negative balance until the money requested is received.

32 d. In order to continue saving money on credit card fees, the District  
33 upgraded to a mobile merchant clip with EMV protection. The District  
34 is locked in another year on the credit card contract but after October  
35 2016 the credit cards fees should drop to \$10 a month. Mrs. Harris has  
36 kept all copies of all Wells Fargo/Credit Card communication for  
37 future references.  
38

39 Vice-Chair Race asked for clarification on fund number 251-512-320 Title 1 Set asides with a  
40 negative \$13,207.63 balance. In a brief explanation, Dr. Waite and both principals explained that  
41 this a grant funded account that will be reimbursed as requests are made.  
42

43 Chair Bozzuto stated it had been moved and seconded to approve the accounts payables,  
44 Financial Statements as presented and asked for Trustees' voice vote. Motion carried by four aye  
45 votes to zero nay votes.  
46

47  
48 **VI. School Board Training- Key Works of School Boards- Goals and Improvement:**

49 A. Effective Leadership: Dr. Waite briefly reported that he met with the teachers at the  
50 November 6<sup>th</sup> in-service and discussed effective school leadership and building trust.

1 One way to build trust is to excel in your own domain, show leadership and working  
 2 together. Trust begins at the top level with the school board and works down to every  
 3 employee.

4 **VII. Motion for Adjournment:**

5 Next Meeting:

6 Board Work Session: Tuesday, December 08, 2015- 6:30 p.m.

7 Regular Meeting: Tuesday, December 08, 2015- 7:00 p.m.

8 Shoshone High School Art Room (#278)

9 61 East Highway 24

10 Shoshone, Idaho 83352

11  
 12 Vice-Chair Race made a motion to adjourn the meeting at 7:50 p.m. Trustee Pine seconded.

13  
 14 Discussion: The principals invited the Board to attend the Veteran's Day Assembly on  
 15 November 11<sup>th</sup> at 10:00 a.m.

16  
 17 Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for  
 18 Trustees' voice vote. Motion carried by four aye votes to zero nay votes.

19 *Heather Wallace*  
 20 Heather Wallace  
 21 District Clerk  
 22 November 10, 2015

23  
 24  
 25 This document serves as the official minutes of the November 10, 2015 Board Meeting. Audio  
 26 recording of the minutes are kept as a support document.