

SHOSHONE JOINT SCHOOL DISTRICT NO. 312  
 BOARD OF TRUSTEES' MINUTES  
 Tuesday, April 21, 2015  
6:30 p.m. Board Work Session  
7:00 p.m. Regular Monthly Board Meeting

It was noted the regular school board meeting scheduled for April 14, 2015 was rescheduled for April 21, 2015 by agreement of the Board of Trustees. Notices were posted on April 1, 2015.

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

Present:

**Board Members:** Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustees: Carl Horn and Rian Pine. Quorum of the Board was established and the work session began at 6:35 p.m.

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

**Absent:** Trustee Casey Bryant due to work related commitment. Excused.

**Guest:**

**I. Legislative Update:** At the request of Dr. Waite permission was granted by the Board of Trustees to include the following board agenda items in the work session due to the close relation of such topics:

- III. Reports: D. Goals and School Improvement
- VII. School Board Training/School Improvement: Budget Update

Dr. Waite opened his discussion by going over some budgeting concepts:

- a. Budget: A budget is a revenue and spending plan.
- b. Financial Plan: A financial plan is the budget.
- c. Things a Board should look for in a budget:
  - Is the forecast of expenditures in our appropriations?
  - Is the revenue coming in as expected and budgeted?
  - Is there outspending of revenue?
  - Business Office Operations: Are accounts being reconciled?  
Cash balance awareness.  
Is there anything unusual happening?
- d. Preparing a budget includes:
  - Having long range goals and visions.
  - Having school goals.
- e. Building a proposed budget includes:
  - Gathering input.
  - Base on certain assumptions.
  - Review current year's budget.
  - Gather proposed departmental budgets.
  - Create a budget committee, meet, review, make necessary adjustments and approve the proposed budget to be presented to the Board of Trustees.

- The final step is for Board approval and submit to the State Department of Education.

In addition to his presentation, Dr. Waite reviewed the structure of the new Career Ladder from the State Department of Education (SDE) and the District's certified salary projection schedule for 2015-2016 (see attached copy). The new projection schedule shows the District will need to fund \$51,486 above the Career Ladder salary reimbursement in order to keep experienced staff at the current level of pay for the next budget year. In years' past the District covered up to \$100,000 per year in additional funding for salaries. Dr. Waite is basing the 2015-2016 budget on a 3% increase to the certified staff that will not receive a raise through the Career Ladder (the Career Ladder includes an approximate 4% increase for the first year teachers) and a 3% increase to classified staff which would cost approximately \$50,000. When you add the \$51,486 from the Career Ladder shortfall and the \$50,000 for the 3% increase it is very close to the \$100,000 additional funding for salaries from previous years.

Vice-chair Race asked Dr. Waite if she is correct in understanding that the District will have to cover \$51,486 to keep the experienced teachers at the current salary. Dr. Waite confirmed and re-stated that in the past the district covered \$100,000 above the state salary schedule. Chair Bozzuto asked if he was correct in understanding that the District will be spending approximately \$100,000 by first spending \$51,486 to cover the salary schedule with the combination of the Career Ladder and keeping experienced teachers at their current pay and the next \$50,000 in order to give the experienced teachers and classified an approximately 3% increase. Dr. Waite verified he is correct.

Dr. Waite reported at the end of the five year implementation of the Career Ladder all certified staff would have raises which are more equally equated.

Principal Nelsen added it is important for recruiting and retaining purposes that the District continually work on increasing the certified salary schedule and stay above the SDE schedule.

In closing, Dr. Waite stated he believes the District is in very good standing financially and will be scheduling a budget committee meeting as soon as the correct forms are available from the State Department of Education.

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

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

The monthly school board meeting was called to order at 7:05 p.m. by Chair Bozzuto. Meeting was held in the Shoshone High School Art Room (#278) located at 61 East Highway 24, Shoshone, Idaho.

Present:

**Board Members:** Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustees: Carl Horn and Rian Pine. Quorum of the Board was established.

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

**Absent:** Trustee Casey Bryant due to work related commitment. Excused.

**Guest:**

The Flag Salute was lead by Chair Bozzuto.

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## 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.): Mrs. Carolyn Aoi, President of the S.E.A., reported the S.E.A. sent three delegates to the Idaho Education Association Delegate Assembly. Topics covered were legislation updates, business of the association, bylaws, association updates, etc.

In new business, Mrs. Aoi reported the S.E.A. is preparing to meet with the Board to begin discussions on negotiations.

- B. Shoshone Teachers: Mrs. Aoi, representing the teachers, reported students are currently taking the ISAT II by SBAC and it's been a little stressful for the students and the staff but in the afternoon the elementary students work on Storyline projects, which has helped relieve their stress levels. Mrs. Aoi also spoke on how Storyline is helping students grow into independent thinkers.
- C. Student Body: Principal Chapman continued the discussion of students taking the ISAT II and they are doing well handling the scheduling changes and testing demands. Results of the test should be starting to come in within a week or so and continue to do so as students finish different areas of testing.

Chair Bozzuto asked if all seniors are on task to graduate this spring. Principal Chapman responded that all seniors are and invited the Board to the last two days of senior presentations on April 22 and April 29, 2015. Further discussion took place on the senior project grading/point system, requirements and internships. Principal Chapman praised the North Canyon Medical Center in Gooding, Idaho on opening up their facility to the internship program.

- D. Goals and School Improvement: Included in **Board Work Session**, item *I. Legislative Update*

## IV. Consent Agenda:

- A. Approval of Agenda  
 B. Approval of the Minutes  
     i. March 10, 2015: Regular Board Meeting Minutes  
 C. New Hiring: **Certified:** *Ryan Smith- Alternative Ed Lead Teacher*  
 D. Weekly Principal/Superintendent Reports  
 E. Accept reports as presented

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

### Discussion:

- i. Definition of an Alternative Ed Lead Teacher.  
 ii. Clarification that Mr. Ryan Smith will be hired starting the 2015-2016 school year and not an immediate hire.

- iii. For the principal's report, Principal Nelsen spoke of her trip to Scotland for the Storyline conference. She shared her experience of interacting with professionals from different counties, participated in school visits, discussed how the school system works in Scotland, their school funding, curriculum, teaching theories and structures. Principal Nelsen was also able to connect with other Storyline schools and begin school partnerships with a few of those schools. Principal Nelsen ended by saying she was honored to be asked to present three presentations during the conference.

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

**V. Financials:**

- A. Accounts Payables
- B. District Financial Statement
- C. Secondary Financial Statements
- D. Elementary Financial Statements

Vice-chair Race made a motion to accept the financials as presented. Trustee Horn seconded.

Discussion:

- i. The following accounts/funds were reviewed:
  - District Financial Statement
    - a. Extended Day expense is current \$2900 over budget. There will be a small payroll expense in April to finish out the program.
    - b. Gifted and Talented has a carryover that will be used shortly for purchases.
    - c. Food Service is over in the substitute area but with the combination of an employee quitting mid-year and an employee's personal injury the salary expense is lower and will balance out the substitute expense line, which is currently over at the moment.
    - d. The cash balance for March was showing a deficit of \$143,000 due to the bond payment check written in March in the amount of \$265,635 but was mailed the first of April to meet the April due date. Currently the cash is back in alignment and showing a positive of \$122,251.05
    - e. Vice-Chair Race commented on the positive balance for the Food Service program. Dr. Waite stated it most likely due to the free breakfast/lunch program that the District qualifies for and the federal reimbursement rate.

Dr. Waite stated he is pleased with the budget and the shape it is in.

Elementary Financial Statement

- a. Chair Bozzuto asked if Principal Nelsen would like to comment on the elementary financials. Principal Nelsen replied that she had nothing to report except the elementary office is waiting to close out the Wells Fargo account.

Chair Bozzuto stated it had been moved and seconded to approve the accounts payable and financial statements as presented and asked for Trustees' voice vote. Motion carried by four aye votes to zero nay votes.

**VI. Board Business:**

A. Set the Budget Hearing for June 9, 2015 at 6:30 p.m.

Vice-Chair Race made a motion to set the budget hearing for Tuesday, June 9, 2015 at 6:30 p.m. Trustee Pine seconded.

Discussion:

- i. Superintendent Waite informed the Board there is a conflict with the June 9<sup>th</sup> meeting for at least one Trustee and would the Board consider moving the date to either June 2<sup>nd</sup> or June 16<sup>th</sup>. Following discussion and amendment to the recommendation the following actions were taken:

Chair Bozzuto stated it had been moved and seconded to set the budget hearing on June 9<sup>th</sup> and asked for Trustees' voice vote. Motion **failed** by zero four votes to five nay votes.

Trustee Horn made a motion to amend the motion to set the regular June meeting and Budget hearing at 6:30 p.m. on June 2, 2015. Vice-Chair Race seconded.

Chair Bozzuto stated it had been moved and seconded to set the budget hearing on June 2<sup>nd</sup> and asked for Trustees' voice vote. Motion carried by four aye votes to zero nay votes.

**VII. School Board Training/ School Improvement:**

A. Budget Update: Included in **Board Work Session**, item *I. Legislative Update*

**VIII. Motion for Adjournment:**

Next Meeting:

Board Work Session: Tuesday, May 12, 2015; 6:30 p.m.

Regular Meeting: Tuesday, May 12, 2015 7:00 p.m.

Shoshone High School Art Room (#278)

61 East Highway 24

Shoshone, Idaho 83352

Vice-Chair Race made a motion to adjourn the meeting at 7:45 p.m. Trustee Pine seconded.

Discussion: None

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

Heather Wallace, District Clerk  
April 21, 2015

This document serves as the official minutes of the April 21, 2015 Board Meeting. Audio recording of the minutes are kept as a support document.

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