

SHOSHONE JOINT SCHOOL DISTRICT NO. 312
BOARD OF TRUSTEES' MINUTES

Tuesday, June 2, 2015

6:30 p.m. Budget Hearing

6:50 p.m. Fee Increase Hearing

7:00 p.m. Regular Monthly Board Meeting

It was noted the regular school board meeting scheduled for June 9, 2015 was rescheduled for June 2, 2015 by agreement of the Board of Trustees. Notices were posted on May 18, 2015

Budget Hearing: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustee: Rian Pine.

Quorum of the Board was established at 6:33 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.

Trustee Carl Horn due to previous commitment. Excused.

Guest: Mrs. Sarah Stowell, upcoming Trustee for Zone 4 to be effective July 1, 2015.

I. Presentation and Approval of the 2015-2016 Budget

NOTICE WAS GIVEN, THAT the Board of Trustees of Shoshone Joint School District No.312, Lincoln and Jerome Counties, Idaho opened the public hearing on the Maintenance and Operation Budget for the 2015-2016 school year at 6:38 p.m. Chair Bozzuto called the hearing to order as pursuant to Section 33-801, Idaho Code.

Chair Bozzuto opened the floor to public comment and discussion:

1. Dr. Waite opened the discussion by presenting a re-cap of the budget process and presented the following points:
 - The budget committee is made up of three to four community members, two board members, three to four teachers and administrators. It's not a requirement or a law to have a budget committee but in Dr. Waite's experience it is an effective way to build a budget.
 - The Long Range Plan and Goals are factors in the budget.
 - a. all day kindergarten.
 - b. increased instructional time.
 - c. keep the extended day program.
 - d. maintain training time for staff.
 - e. recruitment and retention of the best teachers and staff (Strategic Plan- Belief Statement).
 - f. Teachers are essential to the learning process (Strategic Plan- Belief Statement).
 - The Nine Characteristics are consistently reflected in the budget.
 - Budget Assumptions:

1 a. The Career Ladder: Twenty-two certified employees will fall
 2 within the 3% salary increase proposed in the Master Agreement
 3 and a slight majority of certified teachers qualify for the increase
 4 within the Career Ladder. As the State adds more funding to the
 5 career ladder in future years, more of the certified teachers will
 6 qualify for increased wages through the the career ladder.

7 b. Health insurance increases: \$24,360 to maintain policies.

8 c. Maintain the extended day program at 30 minutes a day.

9 d. Maintain staff numbers- no increases or decreases in staff
 10 numbers with the exception of the special education high needs
 11 department. Special Ed staffing is based on the needs of the
 12 high needs student(s).

13 E. Speech Services: The company the district currently contracts
 14 for speech services has been sold and their employee who
 15 provided the speech services has agreed to become an employee
 16 of the district for the same expense as the current contract.

17
 18 In closing, Dr. Waite reported the Budget Committee unanimously recommended the proposed
 19 budget to be presented to the Board of Trustees. Dr. Waite added that approving the budget is a
 20 spending plan for the year and is a serious action of the Board of Trustees.

21
 22 Vice-chair Race commented that the process was very straightforward with the goals and funding
 23 laid out very well and understood by the committee.

24
 25 Chair Buzzuto, seeing there was so further questions presented to the Board of Trustees, closed
 26 the budget hearing at 6:50 p.m.

27
 28 Further discussion included:

- 29 • Dr. Waite had been asked several times from staff and community members
 30 if the District was going to received more funding due to the Career Ladder
 31 funding formula and where will the funding be distributed. Dr. Waite has
 32 answered those questions by stating the 2015-2016 will be a unique year for
 33 funding. The District will receive \$163,109 more in funding with \$91,507
 34 going to certified staff raises, \$38,032 in support staff salary increases and
 35 \$24,360 for the increase in insurance benefits. Equaling \$153,899 leaving
 36 \$9,210 extra.
- 37 • The elementary and secondary principals meet with the superintendent and
 38 the business manager to go over budgetary items and requests. This action
 39 helps set their budgets for the new budget year.
- 40 • The Drivers Education fee increase request is figured in the proposed budget.

41
 42 Vice-chair Race made a motion to approve the 2015-2016 Budget as Presented. Trustee Pine
 43 seconded.

44
 45 Chair Bozzuto stated it had been moved and seconded to approve the 2015-2016 Budget as
 46 presented and asked for Trustees' voice vote. Motion carried by three aye votes to zero nay
 47 votes.

48
 49 **Fee Increase Hearing: 6:50 p.m.**

1 **Board Members:** Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustee: Rian Pine.

2 Quorum of the Board was established at 6:55 p.m.

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

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

6 Trustee Carl Horn due to previous commitment. Excused.

7 **Guest:** Mrs. Sarah Stowell, upcoming Trustee for Zone 4 to be effective July 1, 2015.

8
9 **I. Fee Increase for Drivers Education:**

10 NOTICE WAS GIVEN, THAT the Board of Trustees of Shoshone Joint School District No. 312,
11 Lincoln and Jerome, Counties, Idaho opened a public hearing on the requested fee increase for
12 Drivers Education at 6:53 p.m. Chair Bozzuto called the hearing to order as pursuant to Section
13 33-1311A Idaho Code.

14
15 Chair Bozzuto opened the floor to public comment and discussion:

- 16
17 1. In response to the Board of Trustees inquiry of the fee increase, the clerk of the
18 board stated that for several years the student tuition fee of \$100 was under the
19 State Department of Education recommendation and reimbursement rate of \$125
20 per student. Increase is to be in line with the State's recommendation to help
21 cover increasing expenses.

22
23 Chair Buzzuto, seeing there was so further questions for or from the Board of Trustees, closed the
24 Fee Increase hearing at 6:53 p.m.

25
26 Vice-chair Race made a motion to approve the fee increase for Drivers Education as requested.
27 Trustee Pine Seconded

28
29 Chair Bozzuto stated it had been moved and seconded to approve the Drivers Education fee as
30 requested and asked for Trustees' voice vote. Motion carried by three aye votes to zero nay
31 votes.

32
33
34 **Regular Monthly Meeting 7:00 p.m.**

35
36 **I. Call to Order:**

37 Immediately following the hearing, the monthly school board meeting was called to order at 6:57
38 p.m. by Chair Bozzuto. Meeting was held in the Shoshone High School Art Room (#278) located
39 at 61 East Highway 24, Shoshone, Idaho.

40 Present:

41 **Board Members:** Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustee: Rian Pine.

42 Quorum of the Board was established.

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

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

46 Trustee Carl Horn due to previous commitment. Excused.

47 **Guest:** Mrs. Sarah Stowell, upcoming Trustee for Zone 4 to be effective July 1, 2015.

48
49 The Flag Salute was lead by Chair Bozzuto.

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

2 Those wishing to address the Board will fill out a *Request to Appear* before the Board (1520F)
3 and submit to the District Clerk before the beginning of the meeting. None were presented.

4
5 **III. Reports:**

- 6 A. Shoshone Education Association (S.E.A.): President of the S.E.A, Carolyn Aoi reported
7 that the S.E.A. met on May 24th to ratify negotiations and elect new S.E.A. officers for
8 the next school year. Mr. Dustin Henkelmann will be the new S.E.A. President.
9 B. Shoshone Teachers: Mrs. Aoi reported there is not a report for the month of June.
10 C. Student Body: Principal Champan reported that eight FFA students are at the state
11 convention this week. Principal Chapman also reported there are several secondary
12 summer basketball leagues this year and there will be games and tournaments for much
13 of the summer.
14 D. Goals and School Improvement: With the approval of the Board, Dr. Waite combined
15 report with item VII. School Board Training/Improvement

16
17 **IV. Consent Agenda:**

- 18 A. Approval of Agenda
19 B. Approval of the Minutes
20 i. May 12, 2015: Regular Board Meeting Minutes
21 C. New Hiring: **Certified:**
22 D. Weekly Principal/Superintendent Reports
23 E. Accept reports as presented

24
25 Vice-chair Race made a motion to approve the consent agenda as presented. Trustee Pine
26 seconded.

27
28 Discussion:

- 29 • Dr. Waite informed the Board there is not a name to be presented for hiring. The
30 District did offer an applicant the music position but as of the date of the board
31 meeting an answer had not been received.
32 • Principal Nelsen reported the District will be hosting a *Storyline* training June
33 15th -19th. The head instructor will be Dr. Marie Jeanne McNaughton from the
34 University of Strathclyde, Glasgow, Scotland. Principal Nelsen stated the District
35 is very fortunate to have the high caliber *Storyline* instructors visit and work
36 with our District. Principal Nelsen added that Richfield is sending seven teachers
37 and their principal to the training.

38
39 Chair Bozzuto stated it had been moved and seconded to approve the consent agenda as presented
40 and asked for Trustees' voice vote. Motion carried three aye votes to zero nay votes.

41
42 **V. Financials:**

- 43 A. Accounts Payables
44 B. District Financial Statement
45 C. Secondary Financial Statements
46 D. Elementary Financial Statements

47
48 Trustee Rian made a motion to accept the financials as presented. Trustee Vice-chair Race
49 seconded.

50
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1 Discussion:

2 i. The following accounts/funds were reviewed:

3 District Financial Statement

4 Dr. Waite read the following report from Business Manager- Shannon
5 Harris:

- 6 • The previous month's discussion included fee and changes on the
7 district's account with Wells Fargo. To update the Board, Mrs. Harris
8 reported in March the bank changes were \$361.49 and April's were
9 \$178.22. Mrs. Harris will continue to keep watch over the fees.
- 10 • Property Services in Special Education are over by \$21,744 due to high
11 needs students that need to have PSR services. Part of this expense will
12 be reimbursed by Idaho Medicaid. Keeping track of the expenses this
13 way will help with the filing of the Maintenance of Effort report and
14 reimbursement. The Maintenance of Effort report is a requirement of the
15 federal education law which states school districts must spend funds on
16 the needs of the students and funding for special education needs cannot
17 be cut.
- 18 • Transportation funding is current \$14, 908 to the good. There will some
19 more transportation expenses in June before the end of the budget year.
- 20 • Mrs. Harris will be requesting grant reimbursements later this week.

21 Elementary Financial Statement

- 22 • Principal Nelsen reported the two debit charges in the Wells Fargo
23 account previously discussed have never cleared so the secretary will be
24 closing the account on June 3, 2015.

25
26
27 Chair Bozzuto stated it had been moved and seconded to approve the accounts payable and
28 financial statements as presented and asked for Trustees' voice vote. Motion carried by three aye
29 votes to zero nay votes.

30
31 **VI. Board Business**

32 A. Negotiations: 2015-2016 Master Agreement

33
34 Vice-chair Race made a motion to approve the 2015-2016 Master Agreement as presented.
35 Trustee Pine seconded.

36
37 Discussion:

- 38 • Dr. Waite stated that through the budgetary process the financial aspect
39 involving the Master Agreement was gone over and the negotiations
40 meeting was a good and productive meeting. The teachers have already
41 approved the Master Agreement and it now needs the Board approval.

42
43 Chair Bozzuto stated it had been moved and seconded to approve the 2015-2016 Master
44 Agreement as presented and asked for Trustees' voice vote. Motion carried by three aye votes to
45 zero nay votes.

46
47 B. Policy Manual:

48 I. Review and adopt the 7000 Series: FINANCIAL MANAGEMENT

1 Trustee Pine made a motion to approve and adopt the 7000 Series in the policy manual as
 2 presented . Vice-Chair Race seconded.

3
 4 Discussion:

- 5 • Dr. Waite reported this is part of the review that was done by the policy
 6 committee and there were very few changes made to the 7000 series.
 7 Changes included.
 - 8 a. Policy 7600P/ 7600F: Declaration of Financial Emergency
 9 Procedure and Requirements- which lowered the threshold to
 10 declare a financial emergency. This was at the recommendation
 11 of the Idaho School Boards Association.
 - 12 b. Policy 7110: Budget Implementation and Execution – policy
 13 was clarified.
 - 14 c. Policy 7440: District Credit Cards- Clarified the credit card
 15 limits shall be established by the District and changes will be
 16 reported by the Superintendent to the Board of Trustees.
 - 17 d. Policy 7225: District Financial Fraud and Theft Prevention-
 18 The Risk Management Team was added as a choice to report
 19 suspicious financial fraud activity too.
- 20 • Discussion also included policies for employees using District’s credit
 21 cards, employees must sign district acknowledgement with the rules and
 22 regulations listed regarding use of credit cards, the record keeping of
 23 who is using a credit card, when and why. Discussion of current limits
 24 on the credit cards were also reviewed and who has control and
 25 possession of those cards.
 26

27 Chair Bozzuto stated it had been moved and seconded to approve the policies as presented and
 28 asked for Trustees’ voice vote. Motion carried by three aye votes to zero nay votes.
 29

30 C. Trustee’s Oath of Office:

31 Clerk Heather Wallace administered the Trustee’s Oath of Office to re-elected Trustees Anthony
 32 Bozzuto, Rian Pine and newly elected Sarah Stowell. Term of office is for four years and will
 33 start on July 1st, 2015.
 34

35 Dr. Waite invited the Board to the New Board Member Training on June 3, 2015, 7:00 p.m. at
 36 Canyon Ridge High School.
 37

38 Dr. Waite publically thanked Trustee Carl Horn for his eight years of service to the Board and has
 39 a plaque of appreciation to present to him. In further discussion, Dr. Waite is waiting to hear
 40 from Trustee Bryant if he will be resigning from the Board due to a new job in Boise and a
 41 possible move to that area. Dr. Waite will follow up with Trustee Bryant. If Trustee Bryant does
 42 resign the Board will need to declare the position opened and advertise for a new trustee. The
 43 Board has 90 days to try to full his position within the appropriate zone and then another 30 (total
 44 days 120) days to fill with a Trustee from within the District boundaries.
 45

46 **VII.** School Board Training/Improvement: Dr. Waite presented a power point titled First
 47 Year of Common Core Testing as the topic of School Board Training and Improvement. Dr.
 48 Waite discussed the following points with the Board of Trustees:
 49

- 50 • This is the end of the first year of the Common Core/SBAC for Idaho.

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- 1 • Common Core can be a big issue for parents and the possibility of their
- 2 child(ren) not being proficient for the first year of Common Core/SBAC
- 3 testing.
- 4 • Preparation for results can go too far- pressure for students; creating a
- 5 negative effect on the students.
- 6 • Accurate statistics are hard to get.
- 7 • Over emphasis can be a problem.
- 8 • The bottom line is that states are typically seeing very poor results in the
- 9 first year but there are increases in the second year and expecting to see
- 10 increases in the following years. Districts need to prepare families
- 11 without panic or unduly influencing performance. Communicate that test
- 12 scores are to be used to adapt instruction and not to label students at a
- 13 local level.
- 14 • Chair Bozzuto asked if it was possible to put a link on the District
- 15 website about information regarding the Common Core/SBAC testing?
- 16 Dr. Waite agreed it would be a good idea. Principal Chapman added that
- 17 parents will get a copy of the results along with an explanation of what
- 18 the scores mean and how it will affect their child(ren). Dr. Waite said he
- 19 hopes to make the results an important discussion between the parents
- 20 and teachers during parent/teacher conferences.
- 21 • In answer to Chair Bozzuto’s question “After students had been taught
- 22 Common Core for several years, would students be able to go back to the
- 23 ISATS and do well?” Dr. Waite answered that he would hope so
- 24 because Common Core in its purest form is about teaching the basics for
- 25 long range success and not memorization coping mechanism.
- 26

27 **VIII. Motion for Adjournment:**

28 Next Meeting:

29 Board Work Session: Tuesday, July 14, 2015; 6:30 p.m.

30 Regular Meeting/Annual Meeting: Tuesday, July 14, 2015 7:00 p.m.

31 Shoshone High School Art Room (#278)

32 61 East Highway 24

33 Shoshone, Idaho 83352

34
35 Trustee Pine made a motion to adjourn the meeting at 7:37 p.m. Vice-Chair Race seconded.

36
37 Discussion: None

38
39 Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for
40 Trustees’ voice vote. Motion carried by three aye votes to zero nay votes.

41
42 Heather Wallace, District Clerk

43 June 2, 2015

44
45 This document serves as the official minutes of the June 2, 2015 Board Meeting. Audio
46 recording of the minutes are kept as a support document.