

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

Tuesday, May 12, 2015

6:30 p.m. Board Work Session

7:00 p.m. Regular Monthly Board Meeting

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto and Vice-Chair Lorie Race (arrived at 6:50 p.m.).

Trustee: Carl Horn. The work session began at 6:39 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 Rian Pine due to previous commitment. Excused.

Guest: None

I. Preview of Regional New Board Member Training:

Dr. Waite will be speaking at a New Board Member Training; which is sponsored by the Region IV Superintendents Association. Dr. Waite has prepared the attached powerpoint for his presentation with the following points:

- a. Leadership: School boards can set the environment and make a difference. Leadership also increases student achievement and works best when superintendents and boards work together.
- b. Innovation: Requires great change- change for the better. If true innovation is successful, the impact is far greater.
- c. Governance- School boards are a key component of student learning and achievement.
- d. Questions: As a Trustee on a school board, you should be able to ask yourself and answer the following questions:
 - Why am I here?
 - How can the board be of most value to the organization?
- e. Three Traits of Unsuccessful School Boards:
 - Boards that tend to micro-manage. Micro-managing takes away from focusing on the big picture items.
 - Boards that focus on what is not important, wrong things or focus on the smallest details and not the issues that are important. They lose sight of the big picture.
 - Boards that fail to develop leadership in the organization. Boards can hinder leadership by micro-managing, us vs. them mentality, crisis to crisis structure, constant second guessing and unrealistic expectations.
- f. Traits of Successful School Boards:
 - Boards that have “laser like focus; ‘intense focus of time, energy and attention to what is most important’”.
 - Boards that have the big picture perspective.
 - Boards that develop leadership; create an environment that encourages employees.

- 1 f. Board Time: There are typically four areas of how board time is spent:
 2 • Time spent on staff and staff issues.
 3 • Time spent on the past, keep reviewing and discussing something that
 4 has already happened and past actions.
 5 • Time spent on values. Do the values pertain to the organization's core
 6 values?
 7 • Time spent on Vision and Mission. Are there discussions of how the
 8 school board will make a difference in student lives? Are there
 9 discussions in the community of how effective the organization is?
 10 • Generally more board time is spent on staff and past issues then on
 11 values, the vision and mission.
 12

13 In closing, Dr. Waite stated there will be two other superintendents presenting at the training and
 14 the book "How Not to be a Terrible Board Member- Lessons for School Administrators and
 15 Board Members" written by Richard E. Mayer, will be used as an educational tool. The training
 16 will be held in June and is geared to new trustees but is opened to all interested parties.
 17

18 Chair Bozzuto asked if this information can be useful to all sizes of school boards or is it tailored
 19 for more rural, smaller boards. Dr. Waite replied the information can be beneficial to all school
 20 boards regardless of their size.
 21
 22

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

24 **I. Call to Order:**

25 The monthly school board meeting was called to order at 7:03 p.m. by Chair Bozzuto. Meeting
 26 was held in the Shoshone High School Art Room (#278) located at 61 East Highway 24,
 27 Shoshone, Idaho.
 28

29 Present:

30 **Board Members:** Chair Anthony Bozzuto and Vice-Chair Lorie Race. Trustee: Carl Horn.

31 Quorum of the Board was established.

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

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

35 Trustee Rian Pine due to previous commitment. Excused

36 **Guest:** None
 37

38 The Flag Salute was lead by Chair Bozzuto.
 39

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

41 Those wishing to address the Board will fill out a *Request to Appear* before the Board (1520F)
 42 and submit to the District Clerk before the beginning of the meeting. None were presented.
 43

44 **III. Reports:**

45 A. Shoshone Education Association (S.E.A.): President of the S.E.A, Carolyn Aoi reported
 46 during Teacher Appreciation week, the S.E.A. provided breakfast for all school staff on
 47 one morning. Mrs. Aoi also thanked the school board, PTO and other groups that
 48 celebrated teacher appreciation week for the staff. It was very much appreciated by the
 49 staff.

1 B. Shoshone Teachers: Mrs. Aoi also reported for the Shoshone Teachers and gave the
2 following information:

- 3 i. Storyline Culmination was held on May 7, 2015
4 ii. Four track athletes advanced to the state competition in their events.
5 One senior in the shot-put, a sophomore in the 400, a sophomore in the
6 200 and a freshman in the 1600.
7

8 Dr. Waite added the Board is invited to the annual Celebration of Success Banquet on
9 Wednesday, May 20th at the community center. This event is for everyone to celebrate
10 the success of the year and to honor a distinguished alumni, student of the year, support
11 staff of the year, teacher of the year, volunteer of the year and to honor Trustee Carl Horn
12 for his service to the school board. The theme is *Bandanas and Bluejeans* and will be
13 catered by El Sombrero.
14

15 C. Student Body: Principal Chapman reported the Community Service-Clean Up Day
16 will be May 13, 2015. Staff and students plan on starting at 8:30 a.m. and go to the:
17 alternative school gym, ball fields, roadside cleanup, park and a few community members
18 homes that need some help with yard work. There have been a few parents that have
19 called and asked that their child(ren) not participate; but for the most part the students are
20 very good about participating and doing a good job.
21

22 D. Goals and School Improvement: No report for the month of May.
23

24 **IV. Consent Agenda:**

25 A. Approval of Agenda

26 B. Approval of the Minutes

- 27 i. April 21, 2015: Regular Board Meeting Minutes

28 C. New Hiring: **Certified:** *Jordana Vasquez-Elementary*

29 **Classified:** *Fatima Gill*

30 D. Weekly Principal/Superintendent Reports

31 E. Accept reports as presented
32

33 Trustee Horn made a motion to approve the consent agenda as presented. Vice-Chair Race
34 seconded.
35

36 Discussion: Superintendent Waite reported on the following

- 37 i. Mrs. Vasquez lives in Richfield and has been teaching in Jerome.
38 ii. Mrs. Gill was hired as a classified employee and has been "floating" to cover
39 during staff shortages as they arose. She has now been placed in the kitchen
40 for her position.
41 iii. Dr. Waite reported a job offer was extended to a music applicant and the
42 person asked for a couple of days to consider the offer. The District has
43 received some new applications for this position that could be considered if
44 the applicant refuses the offer. Chair Bozzuto asked if the certified
45 applications were a result of the job/career fairs. Dr. Waite replied that he
46 didn't think so, it is more due to the positions being posted on several career
47 and college sites.
48

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

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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

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

- Mrs. Harris transferred all but \$85,000 from the State Treasury into the Wells Fargo Account.
- Mrs. Harris recently met with Wells Fargo representatives about the bank and credit card fees. The District is spending an average of \$385 a month. After the meeting Wells Fargo agreed to waive and lower some of the fees as long as a higher bank balance was kept in the account- this is the reason for the above mentioned transfer. This change will be considered a trial period to see if in fact the fees are lowered.
- The State Treasury has been paying .1586% interest on the District's accounts; which when penciled out, it shows to be a benefit for the District to have the interest draw locally plus the drop in the fees. Mrs. Harris will keep the Board updated.
- Mrs. Harris has gone through the current budget and made the budgeted transfers in May. This will be reflected in the next financial statement.
- The State Department of Education has distributed "a lot" of funds recently. Mrs. Harris believes it may be funds for the Special Distribution line item that are being paid at once instead of over time. This will also be reflected in the next financial statement.

Dr. Waite informed the Board there is a budget committee meeting on Thursday, May 14, 2015 at 6:00 p.m. to go over the budget, make recommendations and finalize the proposed budget to be presented to the Board of Trustees on June 2, 2105 at the Budget Hearing.

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 three aye votes to zero nay votes.

VI. School Board Training/ School Improvement:

A. Review of the Nine Characteristics: Dr. Waite gave the Board an update on the District's Strategic Plan and the vision of the Strategic Plan is to implement and exhibit each of the Nine Characteristics of High Performing Schools. In order to comply with the Title One requirements, the District and staff held a self assessment by completing a survey. It was suggested by several staff members to rededicate the District and staff to the Nine Characteristics by refocusing and reviewing as part of 2015-2016 school year. Dr. Waite said this will be beneficial to new and returning staff. The Nine Characteristics are:

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- 1 • *Clear and Shared Vision and Purpose*
- 2 • *High Standards and Expectations*
- 3 • *Effective School Leadership*
- 4 • *High Levels of Collaboration and Communication*
- 5 • *Curriculum, Instruction and Assessment Aligned with the Standards*
- 6 • *Frequent Monitoring of Teaching and Learning*
- 7 • *Focused Professional Development*
- 8 • *Supportive Learning Environment*
- 9 • *High Level of Community and Parent Involvement to Support Learning*

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12 **VII. Motion for Adjournment:**

13 Next Meeting:

14 Special Board Meeting-Budget Hearing: Tuesday, June 2, 2015; 6:30 p.m.

15 Regular Meeting: Tuesday, June 2, 2015 7:00 p.m.

16 Shoshone High School Art Room (#278)

17 61 East Highway 24

18 Shoshone, Idaho 83352

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20 Vice-Chair Race made a motion to adjourn the meeting at 7:22 p.m. Trustee Horn seconded.

21

22 Discussion: None

23

24 Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for
25 Trustees' voice vote. Motion carried by three aye votes to zero nay votes.26 *Heather Wallace*


27 Heather Wallace, District Clerk

28 May 12, 2015

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30 This document serves as the official minutes of the May 12, 2015 Board Meeting. Audio
31 recording of the minutes are kept as a support document.

Condensed New Board Member Training

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- “Leadership” works. It increases student achievement. It works best when superintendents and Boards work together to put “learning at the center” of everything they do.



True innovation, requires great change.

“You’re not just trying to do something marginally, incrementally better. You’re doing something that is a *fundamental paradigm shift*, that will have exponential impact. That means it’s harder to do, but ultimately, if it’s successful, the impact it has is far greater.”
(Steve Case, Revolution CEO)



Governance

- School Boards are a key component of student achievement success or failure.
- School Boards and school leadership are one of the four domains identified in the research as a key component of success or failure on student achievement.
- As such, they are an integral component of any plan for improvement.



Harvard Business School

- Why am I here?
- How can the board—this board—be of most value to the organization?



Citation

- Stanford Graduate School of Business
“Bridging the Gap: Leading Social Innovation
Across Sectors: Effective Board Governance.”




Three traits of unsuccessful Boards

- They manage
- Focus on wrong things
- Fail to develop leadership in organization



They manage.

- “Manage quickly becomes micro-manage. If the board is involved in management, likely no one is focusing on those big picture items that are so important, which is a recipe for disaster.”



Focus on what is not important, not on what is important

- “It is easy to lose focus in the details. Someone needs to ensure the important, big picture items get attention”
- Biggest difference between school boards and public corporation boards. (laser like focus, in private boards they have it—“maximize shareholder value.” School board often don’t---it should be on student achievement)

Failure to develop leadership in the

organization

- An organization that has leaders at every level is most likely successful”
- “Ineffective boards hinder leadership of others by micromanaging, us vs. them mentality, crisis to crisis structure, constant second guessing, unrealistic expectations, etc...”



Successful Boards

- 1. “Intense focus of time, energy and attention to what is most important.” (Laser like focus)
- 2. “Big picture perspective”
- 3. “Develop leadership”




Develop leaders

- “Create an environment that encourages employees to dream, think, and plan big things. The board should be looked at as a group of trusted advisors to help those dreams come true.”

Four areas for Board time

- Staff- is this activity a duplication or review of a task staff already does or has done?
- Past- is this a review/discussion of something that already happened? (this will include staff reports, committee reports, financial reports, etc, most of which review PAST actions)
- Values- Does this item pertain to the organizations core values?
- Vision and mission-Is this a discussion of the effect the organization has in the community? Is it a discussion of how you will make a difference in students lives?

- “Tally the time the board spends on each of these items. Once the board sees both what it is spending time on, and (most importantly) what it has the potential to spend its time on you can begin to shift the agenda to spend more time looking *forward* than looking back. You can begin to govern for what is possible, rather than governing for what they are afraid of. “

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- “In a proactive plan, the board working with the staff proactively determines what they want success to look like in the community they serve.”
 - “As a result of our efforts, what do you want to be different in the community?”
 - “What do we need to have in place to be successful in achieving our mission?”
 - “What are the threats we fear might harm our chances for success?”