

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

Tuesday: August 09, 2016

6:30 p.m. Board Work Session

7:00 p.m. Regular Board Meeting

Board Work Session: 6:30 p.m.

Present:

Board Members: Chair Anthony Bozzuto. Trustees: Rian Pine, Sarah Stowell and Sarah Thomas. Work session began at 6:35 p.m. as a quorum was established.

Staff: Dr. Rob Waite, Liz Torkelson and Clerk Heather Wallace.

Absent: Vice-chair Lorie Race

Guest: None

I. Hiring Handbook Review: Dr. Waite reviewed the process and procedures for the *Hiring Handbook* and stated the design of the handbook is to hire the best candidates; including a scientifically based method, and to keep the percentage of incompetent staff very low. A review of the following took place:

- a. Starts with establishing a good process for recruiting.
- b. Candidate interviews involve a hiring committee which typically consisting of three to five people on the committee. Each committee member must sign a confidentially agreement.
- c. There is a checklist in the *Hiring Handbook* to help with selecting an applicant to interview and to help with questions to be asked.
- d. An existing employee wishing to apply for a position follows the same steps and instructions as an outside source. If a coaching position is opened the district will advertise to "in-house" employees first.
- e. Policy states that the committee must check at least one reference.
- f. Discussion included the difference between scientific questioning and factual questioning (real life situations/examples).
- g. When a candidate is offered a job it is made clear the position is conditional on Board of Trustee approval and licensing/endorsement requirements.
- h. The final steps are a welcoming letter to the candidate and a contract is issued.

Further discussion included: candidates academic records, interviewed are not based on a points system but there is an evaluation of the interview to help select to the candidate. Additionally if a new candidate is interested in applying for an opening in the coaching staff there are two interviewed conducted: one with the hiring committee for the educational position and one with the athletic directors.

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

2
3 **I. Call to Order:**

4 The monthly school board meeting was called to order at 7:03 p.m. by Chair Bozzuto. Meeting
5 was held in the Shoshone High School art room (#278) located at 61 East Highway 24, Shoshone,
6 Idaho.

7 Present:

8 **Board Members:** Chair Anthony Bozzuto. Trustees: Rian Pine, Sarah Stowell and Sarah
9 Thomas. Quorum of the Board was established as prescribed in Idaho Code: 33-510.

10 **Staff:** Dr. Rob Waite, Liz Torkelson and Clerk Heather Wallace.

11 **Absent:** Vice-chair Lorie Race; excused by the Board of Trustees.

12 **Guest:** None

13
14
15 Chair Bozzuto led the Board and staff in the *Pledge of Allegiance*.

16
17 **II. Consideration of Public Input:**

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

20
21 **III. Reports:**

22 A. Shoshone Education Association (S.E.A.): Mrs. Liz Torkelson reported for the S.E.A. She is
23 the co-president of the association along with Mr. Dustin Henklemann. Mrs. Torkelson will
24 attend all board meetings from July until December and Mr. Henklemann will attend the
25 remaining meetings.

26 B. Shoshone Teachers: Mrs. Torkelson reported the teachers are getting their classrooms ready
27 for the new year.

28 C. Student Body: No report for the month of August

29 D. Goals and School Improvement: No report for the month of August

30
31 **IV. Consent Agenda:**

32 A. Approval of Agenda

33 B. Approval of the Minutes

34 1. July 12, 2016 Regular Board Meeting Minutes

35 C. New Hires: Classified: *Garr Ward- Varsity Boys Basketball Coach*
36 *Wes Naylor- J.V. Boys Basketball Coach*

37
38 D. Weekly Principal/Superintendent Reports

39 E. Accept reports as presented

40
41 Trustee Pine made a motion to approve the consent agenda as presented. Trustee Stowell
42 seconded.

43
44 **Discussion:**

45 1. New Hires: Dr. Waite explained that Mr. Naylor is attending school to become a
46 physical education teacher.

47 2. Principal Nelson reported on the *Leader in Me Training* that took place on August 2nd,
48 3rd, and 4th. Training was dedicated to the book *7 Habits of Highly Effective People* by
49 Stephen Covey, including implementation in an elementary classroom and how to lead
50 by example. The grant will cover additional training in September and October.

1 Principal Nelsen is excited to change the culture of the school by taking the positive
2 atmosphere to a higher level.

3
4 Chair Bozzuto stated it had been moved and seconded to approve the consent agenda as
5 presented and asked for Trustees' voice vote. Motion carried by four aye votes to zero
6 nay votes.

7
8 **IV. Financials:**

9 A. Accounts Payables

10
11 It was noted that financial statements are not available to the Board of Trustees due to the annual
12 audit. The audit was held July 26th and 27th. The superintendent and business manager are
13 waiting for the final report from C.P.A. Michael Burr.

14
15 Trustee Stowell made a motion to accept the accounts payables as presented. Trustee Thomas
16 seconded.

17
18 Discussion:

- 19 1. The preliminary report from the audit is looking like revenue will be a little higher
20 than expected and expenses up a little higher due to the Restorative Justice Classroom
21 which was not in the original budget.
22 2. Trustee Stowell asked if there will be a restorative classroom for the junior high
23 students that are struggling in the school environment. Dr. Waite responded by stating
24 at this time there is not but if a junior high student is at least fourteen years old the
25 administration can transfer the student to High Desert High School or use the resource
26 room as the main classroom.

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

30
31
32 **VI. 2016-2017 Bus Routes:**

33 Superintendent Waite presented the bus routes for the upcoming school year. The Board was
34 informed due to the availability of bus drivers one regular route was eliminated and added to
35 another. There are five bus routes for the 2016-2017 school year.

36
37 Trustee Thomas made a motion to approve the bus routes for the 2016-2017 school year as
38 presented. Trustee Stowell seconded.

39
40 Discussion:

- 41 1. If a bus route is over crowded with students the route may have to be broken up into
42 two sessions/ two routes.
43 2. Preliminary enrollment figures seem to up a little. There have been several inquires
44 about open enrollment and all day kindergarten.

45
46 Chair Bozzuto stated it had been moved and seconded to approve the 2016-2017 bus routes as
47 presented and asked for Trustees' voice vote. Motion carried by four aye votes to zero nay votes.

48
49 **VII. School Board Training- Key Works of School Boards- Goals and Improvement:**

50 A. Changes for 2016-2017: Dr. Waite reported on the following changes for the new school year:

Shoshone Joint School District NO. 312 Regular Board Meeting: August 09, 2016

- 1 i. Along with the *Leader in Me* report from Principal Nelsen, Dr. Waite added that he
- 2 would like to see a better culture of caring; caring about students, parents, and staff.
- 3 ii. His personal goal for the year is to have more people (staff, students, community)
- 4 come and talk to him about issues they are having. Be part of the solution.
- 5 iii. There are several large grants for the new year:
- 6 1. Smeed Grant (Leader in Me)
- 7 2. School Improvement Grants: to provide for math and reading curriculum and
- 8 consultants. Also provide for chromebooks for each student sixth through
- 9 twelfth grade.
- 10 3. Elementary classrooms will also use chromebooks and ipads.
- 11 4. Shoshone School District's classroom and student technology stacks up with
- 12 any district statewide and nationally. Dr. Waite is proud of the technology
- 13 programs that are in place.
- 14 iv. New staff this year include: two kindergarten teachers, one fourth grade teacher and
- 15 an alternative high school teacher.
- 16 v. Dr. Waite is optimistic that next year recruitment would be even more successful as the
- 17 career ladder continues to offer more competitive pay, the district has a positive culture
- 18 and offers great educational programs and is professionally ran.
- 19
- 20
- 21

22 **VIII. Motion for Adjournment:**

- 23 A. Next Meeting:
- 24 Board Work Session: Tuesday, September 13, 2016 6:30 p.m.
- 25 Regular Meeting: Tuesday, September 13, 2016 7:00 p.m.
- 26 Shoshone High School Art Room (#278)
- 27 61 East Highway 24
- 28 Shoshone, Idaho 83352
- 29

30 Trustee Pine made a motion to adjourn the meeting at 7:44 p.m. Trustee Thomas seconded.

31

32 Discussion: None

33

34 Chair Bozzuto stated it had been moved and seconded to adjourn the meeting and asked for

35 Trustees' voice vote. Motion carried by four aye votes to zero nay votes.

36

37 Heather Wallace

38 District Clerk

39 August 09, 2016

40

41

42 This document serves as the official minutes of the August 09, 2016 Board Meeting. An audio

43 recording of the minutes is kept as a support document.