

**POTLATCH SCHOOL DISTRICT NO. 285  
BOARD OF TRUSTEES MEETING  
July 9, 2009**

The Board of Trustees of Potlatch School District No. 285 met in regular session on Thursday, July 9, 2009 at 6:30 p.m. in the Potlatch Jr.-Sr. High School Library for policy review then complete regular business. Members present: Doug Scoville, Zone 1; Charlie Johnson, Zone 3; and Heidi Davis, Zone 4. Others present: Superintendent Joseph Kren and Clerk Gwen Burkgart. Visitors were registered in the guest book.

Chairman Doug Scoville called the policy review meeting to order.

**Charlie Johnson moved and Heidi Davis seconded to accept Policy #2395 (INSTRUCTION) Idaho Digital Learning Academy Classes as a 2<sup>nd</sup> reading as well as a 3<sup>rd</sup> and final reading. A clean copy of this policy will be provided at the next meeting. Motion carried. (3 ayes) (Absent and not voting, Mark Moorer, Zone 2 and Shirley Ackerman, Zone 5). (See attached Exhibit 1, 7/9/09)**

**Mark Moorer, Zone 2 arrived at 6:40 p.m.**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5100 (which replaces #5120) (PERSONNEL) Hiring Process and Criteria as a 2<sup>nd</sup> reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5).**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5100 (which replaces #5120) (PERSONNEL) Hiring Process and Criteria as the 3<sup>rd</sup> and final reading. A clean copy of this policy will be provided at the next meeting. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5). (See attached Exhibit 2, 7/9/09)**

**Shirley Ackerman, Zone 5 arrived at 6:47 p.m.**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5110 (which replaces #5122) (PERSONNEL) Criminal History/Background Checks and the accompanying form #5110F as the 1<sup>st</sup> reading. Motion carried. (5 ayes)**

Chairman Doug Scoville called the regular meeting to order at 7:00 p.m.

**SWEAR IN ELECTED TRUSTEE**

Newly elected Zone 1 trustee, Douglas A. Scoville was sworn in by Clerk Gwen Burkgart. (See attached Exhibit 3, 7/9/09)

**REORGANIZATION OF THE BOARD**

Chairman Doug Scoville opened the floor for nominations for board chairperson.

**Charlie Johnson moved to nominate Doug Scoville as chairman. Heidi Davis seconded. (3 aye, 1 nay) Motion carried.**

**Mark Moorer moved to close nominations. Charlie Johnson seconded. (3 aye, 1 nay) Motion carried.**

**Charlie Johnson moved to nominate for Heidi Davis as vice-chairperson. Mark Moorer seconded. (3 aye, 1 nay) Motion carried.**

**Mark Moorer moved to close nominations. Charlie Johnson seconded. (3 aye, 1 nay) Motion carried.**

**Mark Moorer moved to appoint Gwen Burkgart as the Clerk-Treasurer. Charlie Johnson seconded. Motion carried.**

**(5 ayes)**

**SET REGULAR MEETING LOCATION, DAY AND TIME**

Mark Moorer moved and Charlie Johnson seconded to have policy review start at 6:00 p.m. and the regular meeting start at 7:00 p.m. on the 2<sup>nd</sup> Thursday of each month at the High School Library. . The following dates also are included the August 13<sup>th</sup> meeting will be moved one week later to August 20<sup>th</sup>. The November 12<sup>th</sup> meeting will be moved to November 10<sup>th</sup> to accommodate the ISBA meeting in Coeur d’Alene. Motion carried. (5 ayes)

**CONSENT AGENDA**

**Heidi Davis moved to approve the Consent Agenda as presented. Mark Moorer seconded. Motion carried.**

**(5 ayes)**

**Consent Agenda items included:**

- Minutes:**
  1. Regular board meeting held on June 9, 2009
  2. Executive Session meeting held on June 9, 2009
  3. Special meeting minutes held on June 15, 2009
  4. Executive Session meeting held on June 15, 2009

**Approval of Bills:**

1. June Potlatch Jr. - Sr. High Bills - \$15,554.05
2. Potlatch School District #285 – Breakdown:

Additional JUNE A/P	\$ 71,899.14
JUNE Payroll	251,851.99
JULY A/P	<u>0.00</u>
	\$ 323,751.13

**Rehire of Classified Staff:**

Debbie Amos	Jay Baldwin	Wendy Gunderson
Gwen Burkgart	Leah Heath	Cathy Nowack
Craig Cochran	Ann Kenyon	Venette Pettibone
Diana Cochran	Roy Knecht	Lori Roberts
Judy Colvin	Connie Larson	Jerry Schwartzman
Heather Cummins	Tamye Lisher	Donna Sines
Kendali Daily	Candi McGreal	Tammy Deerkop
Lelia Millick	Terry Smith	Verlynn Emerson
Jo Minden	Howard Swann	Marjorie French
Audrey Morgan	Abby Walser	Janet Gilliam
Karla Musick	Marilyn Zimmerman	Shannie Million
Kay Johnson		

**COMMUNICATIONS**

-None

**ADMINISTRATIVE REPORTS**

Transportation Supervisor, Jerry Schwartzman

-Routes and drivers will stay basically the same for the 09-10 school year with a few minor adjustments.

Kindergarten routes will be reviewed next week.

-The bulk fuel tank is operational and has been filled at a cost savings of approximately \$500 over current

prices.

- The emission retrofit project has begun and we are waiting to hear the results of the latest lottery for the new bus purchase grant. If we are chosen, the grant will pay 50% of the cost of purchasing a new bus.
- Summer Reading program busing is complete and the Extended School Year busing will begin Friday. There is also a scheduled trip to Spokane for FCCLA students and advisor.

**Maintenance Supervisor, Craig Cochran**

- Five rooms have been painted in the high school building and most of the floors have been refinished or shampooed. The boys' locker room floor is nearly ready to paint and all bathroom stalls are scheduled to be sanded and repainted to eliminate graffiti.
- The elementary custodians have completed refinishing approximately 70% of the floors and have painted two rooms. The elementary gym bathroom floors will be painted at the same time as the high school locker room floor is done.
- The merry-go-round on the primary playground has broken down. We are currently searching for new bearing to repair the damage.
- Weed eating is progressing across the district to spruce the grounds up for Potlatch Days.
- The elementary gym floor is scheduled to be refinished July 20<sup>th</sup> and 21<sup>st</sup>. The gym will be closed to everyone until the July 28<sup>th</sup>. The high school gym floor is scheduled to be refinished on August 3<sup>rd</sup> and 4<sup>th</sup> and will be closed until August 11<sup>th</sup>.

**Technology Coordinator, Jay Baldwin**

- The Plato Caching Server was recently installed and configured so is ready to go.
- The high school imaging has taken place on the replacement computers that are being distributed throughout the building.
- The elementary imaging is in its final phase of testing and then the replacement computers will be distributed.
- The old Accelerated Reading data has been uploaded to the Renaissance Learning Place. This application has been distributed to the instructor machines and will be placed on the student machines as the machines are set up during the beginning of the school year process.

**Superintendent, Joseph Kren**

- The governor has instituted a way to enhance educational experiences for Idaho children. Using ARRA money to put Idahoans back to work, he will hire Idaho engineers to "...perform scoping audits on all public school classroom buildings to identify energy saving opportunities." He goes on to say, "We then will fund a specially trained and equipped technician – your service provider – to tune up the heating and air conditioning systems in your buildings. Other industry experts will install energy-use tracking software and sensors and provide training to district building operators to ensure buildings continue operating as efficiently as possible." We have completed a customer consent form for the state to review account and meter information in order to complete their audit.
- The principal selection committee is comprised of Heidi Davis, Mark Moorer, Verlynn Emerson, Trisha Smeltzer, Davalee Minden, Jake Keck, and Superintendent Kren. The committee decided to adjust the timeline. The committee will reconvene on the 13<sup>th</sup> to reduce the names to be interviewed on the 14<sup>th</sup> or 15<sup>th</sup>. They hope to forward a name to the board later that week.
- The ISAT Preliminary AYP results are out. The data is currently being reviewing. Nothing is official so no more can be said at this time other than I am encouraged by what I am seeing at the elementary school, junior-senior high school and the district. Once the appeal process closes in thirty days, we will be able to release the information publically.
- Superintendent Kren has been working on the following projects for the next school year. The first is establishing the course work with Northwest Nazarene University for certified professional development. One of the first areas we will be working on is the training to address the language goals of the leadership

committee. The direction will be to learn and develop the writing program through the process of the NNU class. Superintendent Kren is also in the process of purchasing the necessary materials for this to be addressed across the district. Safe Schools training modules are being assigned to various employees. Everyone will be able to take these modules next year. Superintendent Kren is revamping the curriculum guide to reflect the changes that have taken place over the last year, especially with the development of the leadership committee. The finishing touches are being put on the Emergency Response Manual and will be ready for approval at the August meeting.

-The county has established a School Resource Officer (SRO) who will be working with each of the schools next year. His name is Deputy Middleton. He will be a great asset to both our schools. He has asked for a list of our expectations as a school district.

-The district has had some vandalism which is being investigated by the Sheriff's department. A small fire was started by two minor children on the corner of Sixth and Spruce, and there was some graffiti painted on the elementary basketball court.

-The summer reading program had over twenty students participate. The focus this year was on bugs. While the emphasis of the program was to support those students scoring a 1 or a 2 on the IRI, there was room available and several students who did not need the program came along and participated as well in order to improve their skills.

-One of the issues that surfaced at the Crisis Team meeting earlier this summer was additional or updated training on how to manage grief and critical incidents involving our students and staff. This training can be quite expensive and so Superintendent Kren has visited with area superintendents on how the districts can pool their resources. Nez Perce School District has indicated they would be interested in participating

-The junior-senior high school received a certificate of appreciation from the Leukemia and Lymphoma Society for raising \$144.74 through a recent fundraiser.

#### **PATRON INPUT**

-A request was received from Kathi Nygaard to speak about the Girls Basketball program. Ms. Nygaard expressed her disappointment with the recent resignation of the Girls basketball coach. She feels that the parents and girls themselves have unrealistic expectations of the program.

#### **LIGHTHOUSE TRAINING**

Superintendent Kren spoke with Wanda Quinn this past week. Wanda needs to review the 08-09 data with the board as well as review discussion on need for change, community and policy development and board roles. Trustee Moorer asked if Superintendent Kren could get available dates with her so that a session could be scheduled in August or September.

#### **LETTERS OF RESIGNATION**

Chairman Scoville read a letter of resignation submitted by Erik Perryman as the High School Principal. **Mark Moorer moved to accept the letter of resignation submitted by Erik Perryman. Charlie Johnson seconded. Motion carried. (5 ayes) (See attached Exhibit 4, 7/9/09)**

Chairman Scoville read a letter of resignation submitted by Deborah Strong as the Head Coach of the Girls Basketball Program. **Mark Moorer moved to accept the letter of resignation as head girls basketball coach submitted by Deborah Strong. Charlie Johnson seconded. Motion carried. (5 ayes) (See attached Exhibit 5, 7/9/09)**

#### **REQUEST FOR PROPOSAL/USE OF PRESCHOOL BUILDING**

Superintendent Kren informed the trustees that one proposal had been received. The proposal from "Smart Starts" preschool which is operated by Rebecca Krasselt addressed the issue of insurance compliance and also monthly payments that would total \$1,200.00.

**Mark Moorer moved to accept the proposal based on the modification that the \$1,200 .00 yearly fee be**

**paid by in full by December 31, 2009. Charlie Johnson seconded. Motion carried (5 ayes)**

**SAFETY MANAGEMENT PROGRAM**

Superintendent Kren had recently spoken with a representative from the State Industrial Commission stating that a procedures manual be in place for this program. Model language has been used in this document.

**Heidi Davis moved to adopt the Safety Management Program as presented by Superintendent Kren. Shirley Ackerman seconded. Motion carried. (5 ayes) (See attached Exhibit 6, 7/9/09)**

**EXECUTIVE SESSION – 7:55 P.M.**

Chairman Doug Scoville announced that the next order of business would be consideration of the Board recessing into executive session to consider hiring of an employee and hear charges against an employee. After a full and complete discussion, upon motion duly made by Mark Moorer and seconded by Charlie Johnson the following resolution was presented:

BE IT RESOLVED, that the Board of Trustees of School District No.285 recess from an open meeting into executive session pursuant to Section 67-2345, Idaho Code, in order to consider hiring of an employee, and hear charges against an employee as authorized by Section 67-2345 (1) (a) (b) Idaho Code.

BE IT FURTHER RESOLVED, that following the executive session the Board will reconvene in public session for the purpose of conducting further business or for adjournment of the meeting.

Vote being had on the above and foregoing resolution, and the same having been counted and found to be as follows:

Doug Scoville	Yes
Mark Moorer	Yes
Heidi Davis	Yes
Shirley Ackerman	Yes
Charlie Johnson	Yes

And no less than two-thirds (2/3) of the membership is in favor thereof, Chairman Scoville declared said resolution adopted.

**MEETING RECONVENED**

The regular meeting was reconvened at 9:20 p.m.

**ACTION TAKEN FROM EXECUTIVE SESSION**

**Mark Moorer moved and Charlie Johnson seconded to adopt the recommendation of the Superintendent to hire the following people:**

- Christine Peterson as the Elementary Reading Specialist**
- John Thill as the Part-time Physical Education Teacher**
- Tammy Bartlett as a Part-time Paraprofessional Aide**
- Pat Amos as the Activities Director**

**Open a part-time Paraprofessional Aide position at the elementary school**

**Chairman Scoville called for a roll call vote; Mark Moorer-aye, Shirley Ackerman-aye, Charlie Johnson-aye, Heidi Davis-aye and Doug Scoville-aye. Motion carried. (5 ayes)**

**Mark Moorer moved to establish a public meeting for the high school principal’s hiring selection process in executive session because two board members will be present for the meetings. Charlie Johnson**

**seconded. Motion carried. (5 ayes)**

**Mark Moorer moved to set a Special Meeting date of Monday July 13, 2009 at 6:30 p.m. in the High School Library to review candidates' applications for the High School Principal position. Charlie Johnson seconded. Motion carried. (5 ayes)**

**FUTURE AGENDA ITEMS**

- Wrestling Coach position

**ADJOURNMENT**

**Chairman Scoville declared the meeting adjourned at 9:26 p.m.**

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Chairperson

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Clerk-Treasurer