

POTLATCH SCHOOL DISTRICT NO. 285
BOARD OF TRUSTEES MEETING
October 8, 2009

The Board of Trustees of Potlatch School District No. 285 met in regular session on Thursday, October 8, 2009 at 6:00 p.m. in the Potlatch Jr.-Sr. High School Library for policy review then complete regular business. Members present: Doug Scoville, Zone 1; Mark Moorer, Zone 2; Heidi Davis, Zone 4; and Shirley Ackerman, Zone 5. 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.

Mark Moorer moved and Heidi Davis seconded to accept Policy #5240 (PERSONNEL) Sexual Harassment/Sexual Intimidation in the Workplace (See attached Exhibit 1, 10/8/09), Policy #5260 (PERSONNEL) Abused and Neglected Child Reporting (See attached Exhibit 2, 10/8/09), Policy #5280 (PERSONNEL) Personal Conduct (See attached Exhibit 3, 10/8/09), Policy #5281 (PERSONNEL) Professional Standards Commission (PSC) Code of Ethics(See attached Exhibit 4, 10/8/09), Policy #5290 (PERSONNEL) Political Activity – Staff Actions (See attached Exhibit 5, 10/8/09), as the 3rd and final readings of as well as adopted. Motion carried. (Absent and not voting, Charlie Johnson, Zone 3)

Mark Moorer moved and Heidi Davis seconded to accept Policy #5285 (PERSONNEL) Solicitations as a 2nd reading and moved to the 3rd and final reading. Motion carried. (4 ayes) (Absent and not voting Charlie Johnson, Zone 3)

Mark Moorer moved and Heidi Davis seconded to accept Policy #5285 (PERSONNEL) Solicitations as its 3rd and final reading and bring back to the next meeting in its final form. Motion carried. (4 ayes) (Absent and not voting Charlie Johnson, Zone 3)

Charlie Johnson, Zone 3 arrived at 6:20 p.m.

Mark Moorer moved and Heidi Davis seconded to approve Policy #5310 (PERSONNEL) Tobacco Free Policy as amended as a 2nd reading. Motion carried. (5 ayes)

Mark Moorer moved and Heidi Davis seconded to accept Policy #5310 (PERSONNEL) Tobacco Free Policy as its 3rd and final reading and bring back to the next meeting in its final form. Motion carried (5 ayes)

Mark Moorer moved and Heidi Davis seconded to accept Policy #5700 (PERSONNEL) Substitutes as a 2nd reading. Motion carried. (5 ayes)

Mark Moorer moved and Heidi Davis seconded to accept Policy #5700 (PERSONNEL) Substitutes as its 3rd and final reading and bring back to the next meeting in its final form. Motion carried (5 ayes)

Mark Moorer moved and Charlie Johnson seconded to accept the 1st reading of Policy #5330 (PERSONNEL) Employee Electronic Mail and On-line Services Usage. Motion carried (5 ayes)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5330 (PERSONNEL) Employee Electronic Mail and On-line Services Usage as a 2nd reading and move it to its 3rd and final reading bringing it back in its final form at the next meeting. Motion carried (5 ayes)

Mark Moorer moved and Charlie Johnson seconded to accept the 1st reading of Policy #5335 (PERSONNEL) Employee Use of Electronic Communications Devices. Motion carried (5 ayes)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5330 (PERSONNEL) Employee Use of Electronic Communications Devices as a 2nd reading and move it to its 3rd and final reading bringing it back in its final form at the next meeting. Motion carried (5 ayes)

Mark Moorer moved and Charlie Johnson seconded to accept the 1st reading as amended of Policy #5340 (PERSONNEL) Evaluation of Certificated Personnel. Motion carried (5 ayes)

Mark Moorer moved and Charlie Johnson seconded to accept the 1st reading of Policy #5350 (PERSONNEL) Certified Personnel Resignation (Release from Contract). Motion carried (4 ayes) (Absent and not voting Shirley Ackerman Zone 5)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5350 (PERSONNEL) Certified Personnel Resignation (Release from Contract) as a 2nd reading and move it to its 3rd and final reading bringing it back in its final form at the next meeting. Motion carried (4 ayes) (Absent and not voting Shirley Ackerman Zone 5)

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

Chairman Scoville announced that he was going to amend the agenda to include under new business a discussion regarding the ISBA’s proposed resolutions that will be voted on at the next convention in November.

CONSENT AGENDA

Heidi Davis moved to approve the Consent Agenda as presented. Charlie Johnson seconded. Motion carried. (4 ayes) (Absent and not voting Mark Moorer Zone 2)

Consent Agenda items included:

- Minutes:**
 1. Regular board meeting held on September 10, 2009
 2. Executive Session meeting held on September 10, 2009
 3. Special meeting minutes held on September 24, 2009
 4. Executive Session meeting held on September 24, 2009

Approval of Bills:

1. September Potlatch Jr. - Sr. High Bills - \$4,255.29
2. Potlatch School District #285 – Breakdown:

| | |
|---------------------|---------------|
| Additional SEPT A/P | \$ 123,314.69 |
| SEPTEMBER Payroll | 243,330.28 |
| OCTOBER A/P | 0.00 |
| | \$ 366,644.97 |

“WHATS RIGHT IN POTLATCH”

Ida Courier gave an overview of the Idaho Reads! Vista Program. Ms. Courier has been hired by the Vista Program to coordinate recruiting and training of reading volunteers for this school district. She is also involved in researching and writing grants. Ms. Courier has organized a pamphlet with a wide range of service providers and contact information for families in need.

COMMUNICATIONS

A thank-you note for Get Well Soon flowers was received from Lois Johnson.

ADMINISTRATIVE REPORTS

Elementary Principal, Hugh Maxwell
-Student Count – 231

- The fall Idaho Reading Indicator testing has been completed and we will be uploading the data before the October 15th deadline.
- The “Leader in Me” curriculum materials have arrived and Mr. Maxwell will be working with classroom teachers to determine implementation timelines and strategies.
- The Festival of Dance has received a grant and will be bringing a school wide assembly on October 14th. Kusan Ensemble, a music and dance group from Ghana, Africa will perform.
- On November 3rd a team from Potlatch Elementary will compete against other teams from local schools to scratch as many of their 300 Lottery tickets as they can in a limited amount of time. All of the money from winning tickets is kept by the school.

High School Principal, Kent Sherwood

- Enrollment – 198 students
- Betty Sawyer’s FCS classes and Weston Kane’s FFA students entered projects in the recent Latah County Fair and did well.
- Homecoming week took place the week of Sept 21st – 25th.
- On September 30th motivational speaker Craig Conrad presented a two and one-half hour assembly for the Jr. /Sr. High School students titled “Unstoppable You”. He followed up by meeting with staff members and also gave an evening presentation for parents and members of the community.
- Sophomores are currently taking the fall ISAT tests. PSAT tests will be given on October 14th. ASVAB testing will take place on November 4th.
- In-service days were used recently to bring teachers up-to-date in several areas of technology and they should now have their grades posted online for the viewing of students and parents. Teachers also worked on curriculum assessment of past ISAT data and began the process of creating strategies to address some concerns while maintaining areas that seem to be headed in the right direction.
- The process has been started to address some of the concerns of the current master schedule. Information is being gathered from other schools in the Whitepine League to compare data.
- The University of Idaho’s Ag Days were recently attended by Betty Sawyer’s and Weston Kane’s classes.
- The end of the quarter is October 29th. Grades will go out shortly after.
- The ASB is currently reviewing service projects for the community such as recycling, garbage pick-up and maybe offering to help other community clubs with their projects.

Special Education Director, Shannon Richards

- The district-wide Exit Data Report has been completed. There have been seven students moved out of the district. Four students were returned to regular education and no longer qualified for services. Two students graduated from Potlatch High School. Zero students dropped out of school.
- The Special Education budget is due October 15th.
- Mr. Sherwood and Mrs. Richards will attend training on October 16th for the Response to Intervention (RTI) process at the secondary school level.
- The Project Leadership Annual conference will be November 2 – 4.
- There was a Transition IEP Training and Work Session help on September 17th that Robin Porter, Trisha Smeltzer, Irene Curtis and Mrs. Richards attended.
- On September 22nd Judy Savage and Mrs. Richards attended training on Early Childhood Outcome (ECO) Measures.

Technology Coordinator, Jay Baldwin

- On October 13th the new school lunch point of sale system will go live. The hardware has been received the wiring is now in place and the software has been loaded up and configured.
- The email migration from our old email provider to the new Google Apps email system is proceeding smoothly.
- The computers are ready to go for the upcoming ISAT administration. Only the 10th grade and a few

other students will be taking the tests this year so the timeline is very short and should cause fewer disruptions than normal ISAT schedules.

School Lunch Supervisor, Diana Cochran

- Absent but report was submitted (**See attached Exhibit 6, 10/8/09**)

Transportation Supervisor, Jerry Schwartzman

- Absent but report was submitted (**See attached Exhibit 7, 10/8/09**)

Maintenance Supervisor, Craig Cochran

- Absent but report was submitted (**See attached Exhibit 8, 10/8/09**)

Superintendent, Joseph Kren

-The students had an excellent assembly with Mr. Craig Conrad (Unstoppable You!) and the planning meeting where they developed ways to keep the message moving forward was well done. It has been a long time since so much of the student body has been focused on a positive issue, and one that several factions of our community desperately need – living a drug and alcohol free life. The dinner and assembly was very well attended with the home side of the gym being completely filled with students and parents. Don Renz said he planned for 150 and ultimately served 220. Mr. Conrad had an excellent message for the community using stories to get his point across. Also due to a variety of donations, every student that was in attendance, elementary and secondary, received a free book. I think one of the bigger successes of the whole event was seeing the relationship between the community and the school district really grow and develop. A great deal of planning went into this and the school was a part of it every step of the way. The amount of time committed by everyone at LCYAC, LGIS and the community at large was huge. Working together with a single focus of our children really made the event a success. What is even more special is it was the students who brought this message back and the adults listened to them. It is now up to us to continue supporting our students so they can keep the message going and growing.

-Superintendent Kren has begun the annual IBEDS process that drives our foundation payments. Each teacher's class is reviewed as well as their placement on the salary schedule. He will also input classified personnel information in terms of work hours and rates of pay.

-There has been a rather significant water leak from the service pipe under our preschool building. When it was discovered the meter showed that a little over 500,000 gallons of water had run through our water meter. The water bill from the city is just over \$1200.00. The bill to replace the service line came to approximately \$3500.00. Superintendent Kren attended the City Council meeting this past Monday and asked if they would work with the district in terms of the water bill. The council wanted to know how much the district's insurance company would pay before they committed to anything. Mr. Kren has been in contact with the insurance company since the first day and the adjuster was sent all the bills. He received a call from the adjuster last Thursday and because the line is under the building, it is not a part of the building and there was no damage to the building. Consequently neither the repairs nor the water loss will be covered. So at this point the district is responsible for the whole bill. Mr. Kren subsequently contacted the mayor with the fact that no part of the bill is covered by the district's insurance and he will be in touch with the council.

- Superintendent Kren had a conference call meeting with a representative from Alert Now on Monday. This is a messaging program that can send messages to 14 different contacts per student from land lines to cell phones, emails and texting. It can be used in emergencies, announcements, reminders, surveys, letters and newsletters in emails with attachments, attendance calls and verifications, etc. The information can be sent out to the entire district to one individual. It can be further filtered to send messages to a specific number on of a particular parent or student or to all of the numbers listed by the students and parents. It will also provide up to four retries per phone number. This system can be accessed by an administrator via

the internet or phone. The cost associated with this service is \$2.00/student which is roughly \$850.00 a year. Currently Mountain View School District and Lewiston School District are using the system.

-Superintendent Kren has signed up the two building principals and himself for “Employee Discipline in an Education Environment” training.

- To date we have just one teacher signed up for the Teacher Evaluation Committee. Teachers have been reminded of this through their principals as well as Mr. Kren’s meeting with the PEA president.

Superintendent Kren will be compiling samples of various evaluation instruments and will be scheduling a meeting for this committee to begin working.

-The district recently completed the annual safety inspection. We did very well and any areas that were identified are either already corrected or we are in the process of addressing. The two repeats were the field bleachers and the merry go round.

PATRON INPUT

-None

DISTRICT LEADERSHIP COMMITTEE PROGRESS REPORT

Superintendent Kren reviewed the minutes of the meeting that was held right after school today. (See attached **Exhibit 9, 10/8/09**)

STATE EDUCATION BUDGET

Superintendent Kren highlighted a few areas of the proposed State Education Budget. Superintendent Luna is building back the Early Retirement fund; trying to protect support units while maintaining the distribution factor. Revenues are down in July \$27 million; PESF is at \$106 million - \$33 million stimulus = \$73 million which coincidentally is a 5% holdback; overall preliminary budget for fiscal 2011, which begins next July, asks for the same amount of funding as 2010, plus an additional \$20 million to \$25 million to pay for growth in student numbers. Given that less stimulus money will be available next year, Luna said, the Legislature will have to find about \$112 million in new revenue to support this "flat-funding-plus-growth" budget. Luna said he didn't favor any kind of tax increase to pay for schools. Rather, he noted the state has more than \$200 million set aside in various reserve accounts, not including the public schools rainy day fund. One item that concerned Mr. Kren was Mr. Luna’s comments predicting there will be a great deal of discussion about school district consolidation during the next session, as lawmakers look for ways to cut costs, and yet there is no slowing down of charter school expansion. Mr. Luna reported that he is not an advocate of forced consolidation, he does think there are things we can do short of consolidation that will provide some of the efficiencies people think consolidation would provide.

DISTRICT COMMUNICATIONS

Questions were asked, answers were given, and suggestions were offered with regards to open lines of communications with parents.

HEALTH DEPARTMENT AND FLU SHOTS

Superintendent Kren will be working with the local health department for H1N1 flu shots for students and staff.

Mark Moorer moved and Charlie Johnson seconded to adopt Superintendent Kren’s recommendation to allow vaccination of all students and staff on a voluntary basis only. Motion carried. (5 ayes)

Chairman Doug Scoville, Trustee Mark Moorer and Superintendent Kren will be attending the ISBA Region 2 meeting in Lewiston on October 13th to review regional educational issues and the resolutions to be presented at the November ISBA Convention.

EXECUTIVE SESSION – 8:30 P.M.

Chairman Doug Scoville announced that the next order of business would be consideration of the Board recessing into executive session to hear complaints brought against a public officer. After a full and complete discussion,

upon motion duly made by Mark Moorer and seconded by Shirley Ackerman 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, to hear complaints brought against a public officer as authorized by Section 67-2345 (1) (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:

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|------------------|-----|
| 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 9:202 p.m.

ACTION TAKEN FROM EXECUTIVE SESSION

-None

FUTURE AGENDA ITEMS

- Presentation and Proposal from Alert Now!
- Reminder that the next regular board meeting is Tuesday November 10th

ADJOURNMENT

Chairman Scoville declared the meeting adjourned at 9:25 p.m.

Chairperson

Clerk-Treasurer