

**POTLATCH SCHOOL DISTRICT NO. 285  
BOARD OF TRUSTEES MEETING  
January 14, 2010**

The Board of Trustees of Potlatch School District No. 285 met in regular session on Thursday, January 14, 2010 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; Charlie Johnson, Zone 3; 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.

**Heidi Davis moved and Charlie Johnson seconded to accept Policy #5100 (PERSONNEL) Hiring Process and Criteria as its 3<sup>rd</sup> and final reading. Motion carried. (5 ayes) (See attached Exhibit 1, 1/14/10)**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5320 (PERSONNEL) Drug and Alcohol Free Workplace Policy and Policy #5320 P (PERSONNEL) Drug and Alcohol Abuse Testing Program and Procedures as the 3<sup>rd</sup> and final readings. Motion carried. (5 ayes) (See attached Exhibit 2, 1/14/10)**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5360 (PERSONNEL) Dress and Appearance as amended as its 2<sup>nd</sup> reading and move to a 3<sup>rd</sup> and final reading. Motion carried. (3 ayes/2 nays)**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5370 (PERSONNEL) Nonschool Employment by Professional Staff Members as a 2<sup>nd</sup> reading and move to a 3<sup>rd</sup> and final reading. Motion carried. (5 ayes)**

**Mark Moorer moved and Charlie Johnson seconded to accept Policy #5400 (PERSONNEL) Leaves of Absence as a 2<sup>nd</sup> reading and move to a 3<sup>rd</sup> and final reading. Motion carried. (5 ayes)**

**Mark Moorer moved and Heidi Davis seconded to accept Policy #5340 (PERSONNEL) Evaluation of Certificated Personnel as a 1<sup>st</sup> reading. Motion carried. (5 ayes)**

**Mark Moorer moved and Charlie Davis seconded to accept Policy #5340 (PERSONNEL) Evaluation of Certificated Personnel as its 2<sup>nd</sup> reading and move to a 3<sup>rd</sup> and final reading. Motion carried. (5 ayes)**

**Chairman Scoville revised the agenda to reflect adding "Race to the Top" under old business. Trustee Ackerman requested "Review of policy #1310" and "other policies for review" to be added under old business.**

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

**CONSENT AGENDA**

**Heidi Davis moved to approve the Consent Agenda as presented. Charlie Johnson seconded. Motion carried. (5 ayes)**

**Consent Agenda items included:**

- Minutes:**
1. Regular board meeting held on December 10, 2009
  2. Executive Session meeting held on December 10, 2009
  3. Special Board meeting held on January 7, 2010

**Approval of Bills:**

1. December Potlatch Jr. - Sr. High Bills - \$ 11,236.43	
2. Potlatch School District #285 – Breakdown:	
Additional DEC A/P	\$ 119,256.91
DECEMBER Payroll	243,970.30
January A/P	<u>28,093.94</u>
	\$ 391,321.15

**“WHATS RIGHT IN POTLATCH”**

High School Principal Kent Sherwood introduced Ashley Carpenter and Jackie Hopper who were recently notified that they were selected to participate in the IHSAA All-State Choir. There were approximately 2000 students that auditioned for this choir and approximately 147 were chosen. These two students will perform March 17<sup>th</sup> – 20<sup>th</sup> in Nampa. Ms. Carpenter and Ms. Hopper sang their audition song for the trustees.

**COMMUNICATIONS**

- Thank-you card from the Andrea Bartosz family.
- Letter/donation from Lois Carscallen.

**ADMINISTRATIVE REPORTS**

High School Principal, Kent Sherwood

- First semester ends on January 22<sup>nd</sup>. Final Exams will be given on January 21<sup>st</sup> and 22<sup>nd</sup>.
- The Staff will be working on a “Course Catalog” starting in early February. It will include some items in the student handbook and will list every course offered. Through this activity the district hopes to be in better shape for registration for the 2010-2011 school year, as well as address new graduation requirements implemented by the state for students starting with this year’s freshman class.
- Mr. Sherwood and Mr. Amos are working on revising the “Athletics/Activities Code of Conduct” in an attempt to address attendance and off-campus activities that might affect a student’s eligibility in a sport or activity.
- Music groups under the direction of Mr. Doug Richards performed well recently at a multi-school event at the Moscow Junior High School as well as at the Log Cabin in Potlatch.
- Mrs. Johnson reported a good crowd of seniors and their parents attended the Financial Aid Night held on December 17<sup>th</sup> in the Library.
- KLEW television was here to interview Tiana Allen who was chosen as the Academic All-Star for the week.
- The Parent Advocacy Council (PAC) met this afternoon to discuss ideas in relation to common themes and goals. One idea was to start an ASB for the Junior High to help them establish an identity.

Elementary Principal, Hugh Maxwell

- Student Count – 231
- Carol Nelson from Northwest Inland Writing Project was here to provide the 1<sup>st</sup> of four partial day trainings in 6+1 Trait Writing sessions for the elementary staff.
- Knowledge Bowl will be headed to Juliaetta on Monday, January 25<sup>th</sup> at 6:00 for a competition.
- The Idaho Reading Inventory (IRI) and Curriculum Based Measure (CBM) testing will begin on February 2<sup>nd</sup>.
- Artists will be coming into classrooms to work with teachers and students the week of February 1. All supplies and artist costs are covered by funding from the Potlatch Arts Council and Potlatch Parks and Recreation.
- Idaho Reads! VISTA member, Ida courier is planning our first Donuts and Dads (DAD) event. This Title 1 parent event will happen the last Friday of the next four months. K-3 students are encouraged to invite their dads to come to school at 7:30 on each grad’s designated day to have a donut with their child, read a short book and take an Accelerated Reader test.
- The elementary continues to recognize students for positive habits and behaviors in our “Leading the

Way” newsletter

-A Geography Bee is scheduled for Thursday, January 14<sup>th</sup>.

-Parent/teacher conferences will be scheduled for the evening of January 28<sup>th</sup>.

Special Education Director, Shannon Richards

-The paraprofessional aides will be participating in training involving de-escalation skills on January 5<sup>th</sup> and also on March 1<sup>st</sup>.

Maintenance Supervisor, Craig Cochran

-Interior door windows at the elementary were replaced with safety glass on December 21<sup>st</sup>.

-Simplex-Grinnell came and completed the fire alarm inspections in the district.

-Floors were refinished, the metal shop furnace was removed and a new bookshelf was installed in the elementary library over winter break.

-The front rails on the east set of bleachers at the high school have been removed to provide more room for the pep band.

-A visual barrier has been installed in the girls’ restroom at the elementary.

School Lunch Supervisor, Diana Cochran

- The Fruit and Veggie program is being well received and is consistent with the budget that was projected for it.

-Lunch counts for the 14 day period in December were: 1525 breakfasts served at the elementary, 2691 children lunches served at the elementary and 1508 lunches served at the high school.

-The new Point of Sale equipment and software are working really well.

-75% of the USDA Entitlement has been used the balance is scheduled to be used in March and April.

-The Free and Reduced percentage is 54% at the Elementary and 40% at the High School for an average total of 48% district-wide. (This is up 1% from last month)

Transportation Supervisor, Jerry Schwartzman

-Repairs have been made on Bus 05-1 and Bus 03-1 due to the emission failures. There still continues to be some issues that will need to be addressed. The Department of Environmental Quality, Cummins and the State of Idaho have been contacted regarding the repairs to our busses and who is responsible. Once all the bills associated with the retrofit breakdown have been compiled they will be submitted to the DEQ. All of the retrofit systems on the busses have been disabled at this point.

-The weather has been very cooperative and there have been few weather related issues.

-Tina Nagle has completed her training and has begun driving as a substitute.

Superintendent, Joseph Kren

- Congratulations to Mr. Haddock for securing a \$2400 grant for the students in his dual credit math class from the Idaho National Laboratory. This will pay for the credits of all the students in Mr. Haddock’s math class.

-The State Department of Education has received an OK from OSBE to maintain the same levels of AYP for this year and increase them starting next year.

-The teacher performance evaluation committee has met twice since coming back from break. The committee is on track to have the necessary plan documents ready for the board’s approval at the February meeting. The plan documents will then be submitted to the state.

-Daily News reporter, Holly Bowen, contacted this office concerning the governor’s state of the state address. Mr. Kren told her that the district would continue to welcome input from all stakeholders and offer community forums on where to make the necessary reductions in our budget depending on whether or not reductions need to occur. Mr. Kren also indicated that he would need to review with the board what will happen in terms of the proposed holdback for this fiscal year.

-The search committee for our next Technology Coordinator met on Tuesday. The four applications were

reviewed and two interviews will take place next Wednesday. An additional application was received just yesterday and will be added to the list of people being interviewed.

-Mr. Kren met with the Crisis Team Tuesday morning at 7:00. They reviewed the recent training they received in December and continue to review various protocols that have been established. Part of the discussion focused on communication between buildings, agencies and when students are outside the building. They will be looking into grant options for acquiring additional radios.

-Mr. Sherwood attended the Let's Get it Started/Latah County Youth Advocacy Council planning meeting Wednesday night. Because the original grant is coming due, the group discussed goals and what direction the organization should head the next five years.

-Mr. Kren attended the regional superintendents' meeting yesterday where they were on the phone with Tim Hill. The 1.6% holdback proposed by the governor actually equates out to 2.3% for the education budget. Because this is a midyear holdback it would have to come out of discretionary funds (which is the distribution factor). Current distribution factor is \$25,459, a 2.3% overall reduction in revenue is equivalent to a 7.9% reduction in the distribution factor which equals \$23,459. Mr. Kren said districts were told to figure on roughly \$2000 per support unit as the reduced amount for this year. This amount comes out to be roughly \$54,000. He went on to say the legislature still needs to open the budget for this to take place as well as approve the \$29 million that can come out of the PESF. The governor recommends \$1.209 billion for K-12 so there is potential for there to be an increase. You really can't compare this to the original appropriation if the legislature opens up the budget and makes adjustments. We would still have the big crater of ARRA funds which won't be part of the revenue for school districts. If the legislature replaces the ARRA funds; how can the funding be flat? The budget reduction numbers are also based on an equivalent of 12 furlough days (\$130 million reduction between FY10 and FY11). Personal business property tax exemptions are also on the docket and this time they have included railroads, barges and utilities. Suffice to say things are going to get pretty rough but we will need to stay together on this and be ready to make some significant sacrifices for our students.

## PATRON INPUT

-None

## DISTRICT LEADERSHIP COMMITTEE PROGRESS REPORT

The Junior-Senior High School English department met with Mr. Sherwood and developed the curriculum map for grades 7-12. Their focus was on the writing portion of the department and not going into depth with grammar. Rather they focused on when instruction occurred with the different types of writing: expository, persuasive, poetry, short story, letters, research papers, fairy tales, autobiographies and literary movements. They indicated that through their mapping, much of their instruction is based on when statewide assessments or local contests occur. As an example the first part of the year focuses quite a bit on expository writing because this is when the DWA and ISAT have occurred. In the spring their attention turns towards poetry contests. They also indicated that much of their essay work is driven by the literature part of the language classes.

## RACE TO THE TOP

Chairman Scoville explained that a special meeting was held last week to discuss the Race to the Top Grant. The grant requires 3 signatures (the trustees, the administration and the teachers) on the memorandum of understanding before it can be submitted. The trustees wanted to take additional time to read the grant in its entirety. The Potlatch Education Association president Jeanette Rogers contacted Chairman Scoville the first part of the week and indicated that the PEA had voted to not sign the memorandum of understanding for the Race to the Top Grant.

After further discussion the trustees wanted to go on record with a vote. **Mark Moorer moved to not participate in signing the Memorandum of Understanding for the Race to the Top Grant. Charlie Johnson seconded. Motion carried. (5 ayes)**

Superintendent Kren (representing the administration) wanted to go on record as supporting the teachers and the board by not signing the Memorandum of Understanding for the Race to the Top Grant.

**POLICY #1310 District Policy – Adoption and Amendment of Policies**

Trustee Ackerman asked the board chairman to review Policy #1310 THE BOARD OF TRUSTEES District Policy-Adoption and Amendment of Policies. Trustee Ackerman is concerned that the District is not publishing notices of policies to be reviewed as outlined in this policy. Trustee Moorer suggested that if language in this policy is problematic then new language should be drafted and brought to the trustees for review.

**UPCOMING BOARD MEETINGS/TRAININGS**

Meetings with the classified staff are scheduled for January 28<sup>th</sup>. The trustees will meet with the bus drivers at 8:30 a.m. in the bus garage; 1:30 p.m. with the custodians and the lunch ladies in the elementary lunchroom; and 3:00 p.m. with paraprofessionals in the elementary library.

Superintendent Kren asked the trustees if there was any interest in attending the following:

The day on the Hill this year is on February 18-19. (Mark Moorer will be attending this)

The annual law conference is on April 19-20. (Mark Moorer and Shirley Ackerman will be attending this)

The ISSA annual conference is February 1-3. (Superintendent Kren will be attending this)

**DISCUSS/APPROVE TEACHER EVALUATION PLAN**

Superintendent Kren indicated that Teacher Performance Evaluation Plan committee originally had the January meeting as the time they would submit their recommendations to the board. He went on to say the committee has a few things left to review and finalize before they approach the board. The trustees asked that this be put on the February Agenda.

**CHANGE DATE OF MARCH REGULAR MEETING**

Superintendent Kren requested the March regular meeting date be rescheduled due to an ISSA board meeting that is scheduled for Friday of that week starting at 8:00 a.m. in Boise. Mr. Kren will need to leave the night before so he can be there in time. After discussion the trustees agreed to re-schedule the **regular March board meeting for Wednesday, March 11<sup>th</sup> 2010.**

**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 consider hiring an employee, to hear complaints brought against a public officer and discuss acquiring an interest in real property which is not owned by a public agency. 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, to consider hiring an employee, to hear complaints brought against a public officer and discuss acquiring an interest in real property which is not owned by a public agency. as authorized by Section 67-2345 (1) (a) (b) (c) 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
Charlie Johnson	Yes
Shirley Ackerman	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 9:58 p.m.

**ACTION TAKEN FROM EXECUTIVE SESSION**

**Mark Moorer moved and Charlie Johnson seconded to authorize the Superintendent to extend an Employment Notice of Non-teaching Personnel involved in Extra Curricular Activities to Bret Barker and also a Supplementary Contract to John Thill who will be splitting a stipend for the **Track Coach** position. Motion carried. (5 ayes)**

**Mark Moorer moved and Charlie Johnson seconded to authorize the Superintendent to sign and provide the dates for the Office of Civil Rights Voluntary Resolution Agreement as discussed in executive session. Motion carried. (5 ayes)**

**Mark Moorer moved and Charlie Johnson seconded to authorize the Superintendent to advertise to hire a certified person for 3 periods per day for the spring semester of 2010 as discussed in executive session. Motion carried. (5 ayes)**

**Mark Moorer moved and Charlie Johnson seconded to authorize the board chairman to issue a 1 (one) year contract extension to Superintendent Joseph A. Kren. (This will maintain a three year contract with the superintendent). Motion carried. (5 ayes)**

**Shirley Ackerman moved and Charlie Johnson seconded to authorize the Superintendent to offer Jim Haddock a contract for one period per day for the second semester (January 26<sup>th</sup> thru June 4<sup>th</sup>, 2010). Chairman Scoville called for a roll call vote - Mark Moorer-nay, Charlie Johnson-aye, Shirley Ackerman-aye, Heidi Davis-aye and Doug Scoville-nay. Motion carried. (3 ayes/2 nays)**

**Chairman Scoville set a special meeting date and time on Tuesday, February 2, 2010 at 6:30 p.m. in the High School Library to compile the Superintendent’s evaluation.**

**FUTURE AGENDA ITEMS**

- Teacher Evaluation Plan

**ADJOURNMENT**

**Chairman Scoville declared the meeting adjourned at 10:05 p.m.**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Clerk-Treasurer