MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
KUNA JT. SCHOOL DISTRICT NO. 3
711 E PORTER STREET, KUNA, ID 83634
August 13, 2013

BOARD OF TRUSTEES: Carl Ericson, Chairman - Present
Royleen Anderson, Vice-Chairman - Present
Ginny Greger, Trustee - Present
Royleen Anderson, Trustee - Present

SUPERINTENDENT & DISTRICT STAFF: Wendy Johnson, Superintendent - Present
Devan Delashmunt, Asst. Superintendent - Present
Bryan Fletcher, Treasurer - Present
Shauna Peace, Clerk of the Board - Present

I. CALL THE MEETING TO ORDER: Chairman Ericson called the meeting to order at 6:01 p.m.

II. EXECUTIVE SESSION: Trustee Greger motioned to go into Executive Session at 6:02 p.m. Vice-Chairman Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

Additional Staff in Attendance: Supt. Johnson; Asst. Supt. Delashmutt. Shauna Peace and Bryan Fletcher were dismissed from the room while board discussed personnel matter.

BE IT RESOLVED, that the Board of Trustees of Kuna Jt. School District No. 3 recess from an open meeting into executive session pursuant to Section 67-2345, Idaho Code, in order to discuss personnel matters as authorized by Section 67-2345 (1) (a) (b) (c) (d) Idaho Code.

BE IT FURTHER RESOLVED that following the executive session the Board will reconvene in to open 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: (Conduct Vote), and no less than two-thirds (2/3) of the membership in favor thereof, the Chairman declared said resolution adopted.

A. RECORDS: §67-2345(1)(d) Still waiting on potential offer on sale of Old 4th Street Gym.

B. PERSONNEL MATTER(S): Personnel matters §67-2345(1)(b) were discussed.

III. REGULAR SESSION: Chairman Ericson called the Regular Session to order at 7:01 p.m.

Additional Staff in Attendance: Reed Teacher, Christy Hall; Human Resources Manager, Melanie Delashmutt; Student Services, Arnette Johnson; Transportation Supervisor, Liza Fisher; Project Manager, Layne Saxton; IC/Ross Principal, Brian Graves; Reed Principal, Kevin Gifford; KHS Principal, Karla Reynolds; Counselor, Jeff Harry, Bus Aide, Sheryl Elmquist; Assessment, Karlynn Laraway; Child Nutrition Manager, Val Swanson.
A. APPROVE AGENDA: Chairman Ericson asked for a motion to approve the amended agenda to including the following changes:

- Consent Agenda – Amended Personnel Report
- New Business - Add PacifiCorp Judgment
- Unfinished Business – Remove Personnel Matter – decision on discharge

Trustee Greger motioned to approve the amended agenda. Vice-Chairman Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

B. COMMUNICATIONS:

1. Transportation Awards – HR Manager, Melanie Delashmutt wanted to recognize Sheryl Elmoquist for receiving IAPTA special needs bus aide of the year award. The Board congratulated Sheryl and thanked her for her years of service.

C. SUPERINTENDENT’S REPORT:

1. Star Rating Update – Karlynn Laraway & Arnette Johnson presented a PowerPoint presentation to provide Board with a working understanding of the 5 Star Rating system and implications of our schools’ ratings. (Exhibit A)

2. Reorganization of District Leadership Team – Supt. Johnson presented a PowerPoint presentation breaking down reorganization of team. (Exhibit B)

3. The Great Teacher's Project is tentatively set to air on CBS Sept. 6th. Supt. Johnson has asked Shelby Harris, a KMS teacher that is being featured in the program, to come speak to the Board in September about her experience.

4. Reminder of “Welcome Back” Celebration on August 20, 8-8:30 a.m. in Performing Arts Center (we will be honoring Trustee Ford's years of service during event) - Supt. Johnson extended an invitation to all Board members to attend.

D. OTHER REPORTS:

1. Fulbright Teacher Exchange – Reed Elementary Teacher, Christy Hall, shared a PowerPoint presentation on her experience teaching in Bathgate, Scotland during the 2012-2013 school year. (Exhibit C)

2. ISBA New Board Member Training on July 31, 2013 – Trustee Law gave a brief update on training and what he learned.
   - Trustees need a school email address.
   - Need to know district policies and code of ethics inside and out when dealing with employees and public.
   - Need to know chain of command when issues come up and how to direct the public or staff to move forward with issues.
   - Not only does the Board need to know code of ethics and district policies we need to follow.
o Knowledge of data from finances to average daily attendance is extremely important to know.
o Agendas need to be setup with bullet points for all reports and include enough detail for public to know what will be discussed at meetings.
o A gavel might be useful for Chairman.

E. CONSENT AGENDA ITEMS RECOMMENDED FOR APPROVAL:
1. June 18, 2013 Work Session w/City Board Meeting Minutes
2. July 9, 2013 Regular Session Board Meeting Minutes
3. July 16, 2013 Special Session Board Meeting Minutes
4. Elementary & Secondary Check Registers
5. Accounts Payable
6. Budget Status Report
8. Amended Personnel Report - August, 2013 (Exhibit D)
9. Extended Field Trip Request - None
10. Request for Early Graduation - None

Vice-Chairman Anderson motioned to approve the consent agenda with amended personnel report. Trustee Greger seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

F. DELEGATIONS: None

G. UNFINISHED BUSINESS:
1. Trustee Zone Vacancy process – Supt. Johnson updated Board that open Trustee Zone notice has been posted. No one has applied as of August 13th. We have until October 14th to fill the vacancy. Deadline to file application by interested parties is August 30th. Supt. Johnson will be updating Board after August 30th and work on a plan/schedule for next step.
2. Personnel Matter – Employee No. 1379 decision on discharge – Chairman Ericson removed from agenda and will be rescheduling at a later date.
3. Bond Update – Asst. Supt. Delashmuth asked the Board for input on what they would like to see in future bond update reports? Chairman Ericson express that past reports have given them the information they needed. Asst. Supt. Delashmuth, Business Manager, Bryan Fletcher, Special Projects Manager, Layne Saxton, and Facilities Supervisor, Kevin Lindquist plan to present an updated report at the September Board meeting.

H. NEW BUSINESS, DISCUSSION/ACTION ITEMS:
1. District Enrollment Update & Emergency Levy – Asst. Supt. Delashmuth explained to Board it is time again to review district enrollment numbers. It looks like district will have an enrollment
number that will qualify district for an emergency levy. Historically the Board has met on the 6th day (2013 - August 29th) of school to decide. At the meeting on the 29th the Board would like to know how much can be levied and what the cost per hundred thousand dollars?

2. Discussion of options within forensic audit – Supt. Johnson explained that her team has met with Eide Bailly and they have made some recommendations. In September Supt. Johnson will be back to share specific details of what the audit will include and the cost.

3. Transportation Dept. shop mechanic uniform agreement review - Transportation Supervisor, Elizabeth Fisher gave a brief description of agreement with UniFirst.

Trustee Greger motioned to accept proposal from UniFirst for uniforms. Vice-Chairman Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

4. Fuel storage tank & renewal of fuel bid discussion – Business Manager, Bryan Fletcher explained our current fuel provider United suggested we look at installing a ten thousand gallon tank and buy from on the spot market. Benefit would be that we could fill the tank when prices are lower. Mr. Fletched and Mrs. Fisher are going to investigate further and on a later date bring back some hard facts for the Board to consider.

5. Approve Bus Routes for 2013-2014 school year – Transportation Supervisor, Elizabeth Fisher informed the Board that there have only been a few changes to the routes. Bell times have been adjusted and some bus stops have been moved to common areas in subdivisions to help property owners with an ongoing vandalism problem.

Trustee Law motioned to approve bus routes for 2013-2014. Trustee Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

6. 2013-2014 Falcon Ridge Dual Enrollment Contract – Business Manager, Bryan Fletcher explained there are two changes in agreement with Falcon Ridge. Agreement is for Falcon Ridge middle school aged students to participate in KMS activities. Change no. 1 - the thirty dollar activity fee has been waived. Change no. 2 - payment from Falcon Ridge will be made prior to students participating in sports, activity, or event.

Vice-Chairman Anderson motioned to approve the 2013-2014 Falcon Ridge Contract. Trustee Greger seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

7. Print Services – Asst. Supt. Delashmutt gave a brief summary of the process they went through going out to bid for print services.
Currently the district has approximately 285 printers. Optimization helped with this bid process and in the negotiation of the contract terms. The bid was released to eleven vendors and we received three responses. The recommendation is to award the RFQ to Valley Office Systems.

Trustee Greger motioned to approve the contract with Valley Office Systems for print services. Vice-Chairman Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

8. PacifiCorp Judgment – Business Manager, Bryan Fletcher recommended postponing levy in the amount of $1,195.00 until next year. Mr. Fletcher will include this judgment in next year's budget and ask the Board to reconsider at that time.

Trustee Greger motioned to direct the district Administration to postpone levy until next year. Vice-Chairman Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.

I. GOOD OF THE ORDER: Chairman Ericson Reminded Board of following events:
   1. Reminder – Joint meeting with City of Kuna
      Tuesday, September 10, 2013, 5:30 p.m.,
      Location: KSD District Office Conference Room 711 E. Porter Street.
      Possible agenda items – Vice-Chairman Anderson has volunteered to
      work with HR Manager, Melanie Delashmutt and Supt. Johnson to
      develop an Agenda for the next meeting.

IV. ADJOURNMENT: Trustee Greger motioned to adjourn the meeting at 9:05 p.m. Vice-Chairman Anderson seconded the motion. Vote held: Carl Ericson, yes; Royleen Anderson, yes; Ginny Greger, yes; and Michael Law, yes. Motion Passed.