

# HAGERMAN JOINT SCHOOL DISTRICT NO. 233

## REGULAR MEETING OF THE SCHOOL BOARD HELD FEBRUARY 12, 2013

The regular meeting of the Board of Trustees of the Hagerman Joint School District No. 233, Gooding and Twin Falls Counties, Idaho, was convened at 7:00 p.m. on the 12<sup>th</sup> day of February, 2013, in the Media Center of the Hagerman Jr/Sr High School, Hagerman, Idaho, pursuant to authority provided by ID Section 33-510.

### A. CALL TO ORDER

The meeting opened at 7:00p.m. with Chairman Karl Emerson presiding.

### B. ROLL CALL

Present were Chairman Karl Emerson, Vice Chairman Mark Daily, Treasurer Harry DeWolfe, Trustee Kim White, and Trustee Chuck Steele. Also present was Superintendent Ty Jones, Principal Mark Kress, and Clerk Bette Reed.

### VISITORS

Visitors: A.J. Perkins, Jay Hauser, Anna Ray, Angie Lauritzen, and Katie Knight.

### C. CONSENT AGENDA

Motion (Steele/White) Carried to accept the consent agenda.

Questions: Daytreatment, Wise Plumbing, and Idaho Power/Ag Shop.

### D. REPORTS

#### 1. Superintendent Ty Jones:

- Spent the day in Boise at the “Day on the Hill” with state legislators. New legislation which is trying to bring back Proposition I but as individual laws. Some of the changes that may pass are changing of dates on when teacher’s contracts needs to come back into the district, approval of sending out teacher contracts electronically, accept last best offer during negotiations, and the reduction -in-force procedure. The personal-tax legislation will be address tomorrow;
- Handout included in board packet of a graph on changes to the fund balance and state revenues over the last 4-5 years with a projection for the 2012-2013 school year;
- Discussed who to handle a teacher ‘snow-day’ when a teacher is unable to get to work but school is in session. Board Consensus: allow the teacher future comp-time, ie, they should be allowed to work additional hours and not docked pay or need to take it as a personal day;
- Took approx. 50 elementary students who met reading goals to a CSI game with the Read Like an Eagle funds. Starr Corporation paid for the busing costs. There has been about \$1,700 raised for the program - prizes to reward students are in the works including 4 Kindle Fires. The PTV organization paid for T-shirts to students who have met their goal;
- Hagerman School District has applied for a \$50,000 Math grant to provide grades 4-8 with IPADS and training and about 5-6 laptops for teachers. This has been made available through the Kahn Academy;
- State legislation is talking about raising teacher salaries \$500.00 per year. Mr. Jones would like to increase ability for staff to purchase ‘paid’ days at cost of \$55-\$60 per day and also to increase number of regular personal days over a 2-year period. The Board requested Clerk Reed to contact various schools in the area to get their count of personal days allowed.

#### 2. Principal Mark Kress:

- Presented information on the full-day inservice held February 6, 2013 at the high school in which Common Core was discussed. He felt it was very enlightening to both teachers and administrators. There is no curriculum at this time designed to teach the new standards. It will take teachers longer at this time to prepare for class and in designing what to teach and/or not to teach per standards. The teachers must be willing to change their curriculum to meet the needs. ISAT testing will only be done for another 2 years before converting over to the new standards testing. Hagerman’s 7-8 grades have been selected as a Pilot with the SDE undergoing the changes.
- A RTI hour is being developed during 6<sup>th</sup> hour to help ESL and other students needing help in math. May have attendance of 15-20 students;
- Done with basketball season.

3. Other: Coach Katie Knight:

- Presented information about volleyball team going to Provo to attend a Volleyball Clinic organized by the BYU team on July 15-18, 2013. Costs will be paid by students' fund raisers. (No costs from school district.) Parents have also volunteered to drive and be chaperones.

Motion (Steele/DeWolfe) Carried to allow volleyball team to attend a volleyball camp out-of-state (Provo, UT) paying for all costs through fundraisers.

E. BUSINESS

1. Policies - Idaho School Board Assn Policies-4000:Community Relations, 6000:Administration

Motion (DeWolfe/Daily) Carried to approve 2<sup>nd</sup> reading of Policies #4000.00-Community Relations and #6000.00-Administration

**Section 4000.00 - Community Relations**

- 4000.00 Goals
- 4100.00 Public Relations
- 4105.00 Public Participation in Board Meeting
- 4105.00 F Form: Request to Appear Before the Board
- 4110.00 Public Complaints
- 4120.00 Uniform Grievance Procedure
- 412000 F Form: Uniform Grievance
- 4130.00 Public Access to District Website
- 4140.00 Visitors to the Schools
- 4150.00 Accommodating Individuals with Disabilities
- 4160.00 Notice to Parents Required by No Child Left Behind Act of 2001 (NCLB)
- 4200.00 School-Support Organizations
- 4210.00 Community Use of School Facilities
- 4210.00 F Form: Hold Harmless Agreement, Community Use of School Facilities
- 4220.00 Facilities Use Agreement
- 4225.00 Equipment Usage
- 4230.00 Use of School Property for Posting Notices
- 4240.00 Distribution of Fund Drive Literature Through Students
- 4250.00 Educational Research in District Schools
- 4300.00 Conduct on School Property
- 4310.00 Contact with Students
- 4320.00 Disruption of School Operations
- 4330.00 Spectator Conduct and Sportsmanship for Athletic and Co-Curricular Events
- 4400.00 Relations with the Law Enforcement and Child Protective Agencies
- 4410.00 Investigations and Arrests by Police
- 4420.00 Sex Offenders
- 4420.00 F1 Form: Sex Offenders, Letter to Parents
- 4420.00 F2 Form: Sex Offenders, Letter to Employers and Contractors
- 4500.00 Public Gifts/Donations to the schools
- 4510.00 Public Gifts to the Schools: Donations of Material/Equipment Affecting Building Structure or Maintenance
- 4600.00 Volunteer Assistance

**Section 6000.00 - Administration**

- 6000.00 Goals
- 6100.00 Superintendent
- 6100.00 P Board/Superintendent Relations
- 6200.00 District Organization
- 6300.00 Duties and Qualifications of Administrative Staff Other Than Superintendent
- 6310.00 Employment Restrictions for Administrative Personnel
- 6320.00 Evaluation of Administrative Staff

6330.00 Professional Growth and Development  
6400.0 Principals

2. **Motion** (DeWolfe/Daily) Carried to approve 1<sup>st</sup> reading of Policies #5000-Personnel.

5000.00 Board Goal-Personnel  
5050.00 General Personnel Regulations  
5060.00 Staff Protection  
5100.00 Hiring Process and Criteria  
5100.00 F1 Form: Release of Information on Past Employment  
5100.00 F2 Form: Request to Past Employer  
5100.00 F3 Form: Request for Verification of Certificate Status  
5104.00 Non-Certificated Employees: At Will Employment  
5104.00 F Form: At Will Agreement  
5105.00 Certificated Personnel Reemployment (contracts)  
5106.00 Extra Duty Assignment for Advisors/Coaches  
5107.00 Parttime Employment and Job Sharing for Certified Employees  
5109.00 Informal Review  
5110.00 Criminal History / Background Checks  
5120.00 Equal Employment Opportunity and Non-Discrimination  
5125.00 Reporting New Employees  
5130.00 Administrative  
5140.00 Fair Labor Standards Act: Exempt Employees  
5141.00 Fair Labor Standards Act: Non-Exempt Employees  
5200.00 Applicability of Personnel Policies  
5205.00 Job Descriptions  
5210.00 Work Day  
5220.00 Assignments, Reassignments, Transfers  
5230.00 Accommodating Individuals with Disabilities  
5240.00 Sexual Harassment/Sexual Intimidation in the Workplace  
5250.00 Certificated Staff Grievances  
5260.00 Abused and Neglected Child Reporting  
5280.00 Personal Conduct  
5281.00 Professional Standards - Code of Ethics  
5282.00 Gifts to Employees  
5285.00 Solicitations  
5290.00 Political Activity - Staff Participation  
5310.00 Tobacco Free Policy  
5320.00 Drug and Alcohol Free Workplace  
5320.00 F1 Form: Drug and Alcohol Abuse Testing Acknowledgment  
5320.00 F2 Form: Drug and Alcohol Testing Agreement  
5325.00 Employee Use of Social Media Sites Including Personal Sites  
5325.00 P Procedure: Recommended Practices for Use of Social Media Sites Including Personal Sites  
5330.00 Employee Electronic Mail and On-Line Services Usage  
5330.00 F Form: Employee Electronic Mail and On-Line Services Usage Policy Acknowledgment  
5335.00 Employee Use of Electronic Communication Devices  
5340.00 Evaluation of Certificated Personnel  
5350.00 Release from Contract  
5360.00 Dress and Appearance  
5370.00 Nonschool Employment by Professional Staff Members  
5380.00 Professional Research and Publishing  
5400.00 Extended Leave of Absence  
5401.00 Sick Leave  
5402.00 Sick Leave Bank  
5403.00 Personal and Emergency Leave

- 5404.00 Bereavement Leave
- 5405.00 Administrative Leave with Pay: Delegation of Authority
- 5410.00 Family and Medical Leave (FMLA)
- 5410.00 Ex A FMLA Act of 1993
- 5410.00 Ex B Notice to Employees of Rights under FMLA
- 5410300 Ex C FMLA: Notice of Military Family Leave
- 5412.00 Jury Duty
- 5413.00 Witness for Court Appearance Leave
- 5420.00 Long-Term Illness / Temporary Disability
- 5420.00 P Procedure: Long-Term Illness / Temporary Disability
- 5430.00 Insurance Benefits for Employees / Trustees
- 5440.00 School Holidays
- 5450.00 Vacation Leave
- 5460.00 Worker's Compensation Benefits
- 5470.00 Leaves of Absence - Military Leave
- 5500.00 Personnel Files
- 5600.00 Staff Health
- 5610.00 Prevention of Disease Transmission
- 5700.00 Substitutes
- 5710.00 Teacher's Aides / Paraeducators
- 5720.00 Volunteers / Contractors
- 5725.00 Employee Volunteer Time
- 5730.00 Private Service Providers / Consultants
- 5740.00 Reduction in Force (R.I.F.)
- 5750.00 Employing Retired Teachers and Administrators
- 5800.00 Classified Employment, Assignment and Grievance
- 5800.00 P Procedure: Classified Employee Grievance
- 5810.00 Compensatory Time and Overtime - Classified Employees
- 5815.00 Annualized Compensation
- 5820.00 Evaluation of Non-Certified Staff
- 5830.00 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- 5850.00 Whistle Blower

### 3. Job Descriptions

Board Consensus: bring job descriptions with revisions to next month's board meeting.

### F. EXECUTIVE SESSION

Chairman Emerson announced that the next order of business would be adjourning to executive session.  
**Motion** (DeWolfe/White) Carried to go into executive session.

BE IT RESOLVED, that the Board of Trustees of Hagerman Joint School District No. 233 recess from a regular meeting into executive session pursuant to Section 67-2345. The executive session was held in the media center of the Jr/Sr High School at 8:05p.m.

(1)(b) Idaho Code, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent, or public school student.  
 The Chairman called for individual vote which was as follows:

Karl Emerson	Yes	Chuck Steele	Yes
Mark Daily	Yes	Kim White	Yes
Harry DeWolfe	Yes		

BE IT FURTHER, that following the executive session the Board will reconvene in public session for the purpose of continuing the meeting. Vote being had on the above and foregoing resolution, and the same having been counted and found to be no less than two-thirds (2/3) of the membership in favor thereof, the chairperson declared said resolution adopted. Invited to the executive session were Supt. Jones, Principal Kress, and Clerk Reed.

Discussion: Out-of-District student application and a teacher retirement proposal were discussed. Clerk Reed left the meeting at 8:30p.m. Further discussion held with Supt. Jones and Principal Kress. Principal Kress left the meeting at 9:25 p.m. and Supt. Jones left the meeting at 9:40p.m. Evaluation of Supt. Ty Jones ensued. Executive session ended at 10.30p.m.

**G. OPEN SESSION**

1. **Motion** (White/Steele) Carried to approve Out-of-district student application.
2. **Motion** (Daily/DeWolfe) Carried to allow Mary Briles to pursue PERSI retirement and to hire her back for the 2013/2014 school year.
3. **Motion** (Daily/White) Carried to extend Superintendent Ty Jones's contract for one (1) year.
4. **Motion** (DeWolfe/Steele) Carried to adjourn at 10:35p.m.

Respectfully submitted

*Bette M Reed*

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Bette M. Reed, District Clerk