

HAGERMAN JOINT SCHOOL DISTRICT NO. 233

REGULAR MEETING OF THE SCHOOL BOARD HELD MARCH 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 12th day of March, 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 7:02p.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: Leslie Priebe, Karrie Jayo, Darren Van Hofwegen, Vicki Owsley, Jay Hauser, Billie & Stormi McCarthy with children.

C. CONSENT AGENDA

Motion (DeWolfe/White) Carried to accept the consent agenda as amended.

Questions: Volleyball funds/camp.

D. REPORTS

1. Superintendent Ty Jones:

- The federal sequestration will affect the school's title funds approximately \$3388.00;
- Received a letter from State Supt. Tom Luna congratulating the school for earning a 4-star rating for the 2012-2013 school year;
- Paperwork being filed with attorneys representing schools statewide against the Russell Joki lawsuit. His lawsuit has been served to all Idaho schools and is about dollar amounts schools charge for class fees and other fees;
- State legislature is winding down, it has not been a great year but could be worse. The legislators are discussing whether to add another column to the existing salary index used by the state department of education which is the same salary schedule used by the Hagerman School District;
- Last month's proposal of adding personal days will be put 'on-hold' until decision about salary schedule;
- Fuel-up to Play 60 grant awarded to Hagerman Elementary in amount of \$1400.00. Funds to be used toward purchase of a smoothie machine and P.E. equipment in the elementary school;
- Discussion held on upcoming supplemental levy election and hand-out presented to the Chamber meeting and the elementary staff. The handout will be presented to the jr/sr high school tomorrow. The handout comprised of items/dollar amounts of how the levy will be used if passed:
 - a.)\$25,000- 4-1/2 time classified aides, (b.)\$50,000-1 full time certified teacher with benefits, (c.)\$40,000-facility/maintenance needs, (d.)\$5,000-50% elementary supplies, 50% secondary supplies, (e.)\$10,000-technology upgrades, (f.)\$2,500-completion of phone system, (g.)\$8,000-80% elementary textbooks, 20% secondary textbooks, (h.)\$2,500 Ag travel, (i.)\$2,500 extra-curricular travel, (j.)\$3,500-music supplies/programs, (k.)\$1,000-art supplies.If the levy fails, the above items will not be provided in the school district. The levy wording is due to the counties by March 29, 2013. After that date committees will be forming to 'sell' the levy to the voters of the community.

2. Principal Mark Kress:

- The jr/sr high school volleyball camp at BYU-UT has been cancelled. Coach Knight will take the volleyball team to a camp at Washington State and the varsity to a tournament in Utah;
- Jr/Sr High staff have reviewed the new Smarter Balance Math Test and are in process of aligning curriculum. The district will need to purchase some math textbooks. The last math textbooks purchased were in 2002.

- The 3rd trimester has combined two (2) math classes to provide for a RTI Math class which will help students struggling in math;
 - Received a \$6000 donation from the Hannah Bates Foundation for weight-room equipment. The high school student body funds will need to spend \$727 in matching funds.
3. Other: Leslie Priebe:
- Presented information going to National BPA in Orlando, Florida. Tyler Chapman qualified by placing in Computer Network Technology and Visual Basic Programming. School BPA funds and Vo-Tech Business Technology funds will be used to fund the trip for an advisor and student. Another student wishing to go will need to pay her own expenses. Shoshone School and Kimberly School have offered to share room costs. A quilt will be donated by Julia Ravenscroft to help with meal costs.

Motion (Daily/DeWolfe) Carried to accept proposal for travel through BPA at no cost to the district.

- Vicki Owsley presented information on two (2) proposed 2013/2014 school calendars. The calendars will be distributed to the staff for voting within the next few days. Both schools will now be on a trimester schedule, same Parent-Teacher Conference days/nights, same 8am to 3:10p dismissal.

E. BUSINESS

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

Motion (White/DeWolfe) Carried to approve 2nd reading of Policies #5000.00-Personnel

Section 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

2. **Job Descriptions**

Motion (DeWolfe/Steele) Carried to approve 1st reading of Job Descriptions.

3. **Fee Increase - Food Service**

Motion (DeWolfe/White) Carried to accept increase in 2nd milk from \$.30 to \$.35 (16.66% increase).

4. **Moreton Insurance Renewal**

Motion (Daily/Steele) Carried to renew insurance leaving content numbers as is.

5. **Trustee Election Resolution**

Motion (Daily/White) Carried to move forward with trustee election in Zone 1, Zone 4, and Zone 5 for term of four (4) years.

6. **Safety Bussing**

Discussion held on safety system evaluation/rating worksheet.

Motion (Steele/Daily) Carried to approve safety busing reports as presented.

F. **EXECUTIVE SESSION**

Chairman Emerson announced that the next order of business would be adjourning to executive session.

Motion (DeWolfe/Daily) 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 8:26p.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 applications, staffing positions for 2013/2014 school year, staff member's Plan of Assistance, staff member's retirement, coaching evaluations.

Clerk Reed left the meeting at 9:00pm. Evaluation of Principal Mark Kress ensued. Executive session ended at 9.30p.m.

G. **OPEN SESSION**

1. Motion (White/DeWolfe) Carried to approve Out-of-district student application.

2. Motion (Steele/Daily) Carried to extend Principal Mark Kress's contract for one (1) year.

3. Motion (DeWolfe/Steele) Carried to adjourn at 9:35p.m.

Respectfully submitted

Bette M Reed

Bette M. Reed, District Clerk