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**MINUTES**

**Shelley Joint School District No. 60  
Regular Meeting of the Board of Trustees  
District Service Center – 6:00 p.m.  
Thursday December 17, 2015**

Chairman Jamey Higham called the meeting to order at 6:03 p.m. Board members present were Rich Brown, Cole Clinger, Scott Fredrickson and Sharlene Jolley; Superintendent Bryan Jolley was also in attendance.

Moved by Sharlene Jolley, seconded by Cole Clinger that the board approve the agenda with the following change: Adding an update on TxtWire underneath District Reports by Superintendent Bryan Jolley and also adding Sunrise Elementary underneath Employee Recognition. Voting was 5 - 0 in the affirmative.

**Executive Session:**

Moved by Scott Fredrickson, seconded by Sharlene Jolley that the board move into Executive Session to discuss personnel and student matters as allowed by Sections 74-206 (1) (a), (b), and (f) of Idaho Code. Voting was as follows: Rich Brown – yea, Cole Clinger – yea, Scott Fredrickson – yea, Jamey Higham – yea, Sharlene Jolley – yea. Time: 6:04 p.m.

Jamey Higham called the public session to order at 7:28 p.m.

**Treasurer Statement:**

Board Treasurer Cole Clinger stated that he reviewed the financials and found everything to be in order.

**Consent Calendar:**

Moved by Scott Fredrickson, seconded by Cole Clinger, that the board approve the consent calendar items which include the following: minutes November 19, 2015 regular board meeting; approval of November bills; Substitutes: Kreslie Houston – Food Service, Courtney Fuell – Food; New Hires: Melissa Jensen – Sunrise Noon Duty Aide, Nancy Norman – Sunrise Special Ed Aide, Brad Dial – Hobbs 8th grade Boys' Basketball Coach, Jared Heath – Hobbs 8th grade Girls' Basketball Coach, Travis Perez – SHS Assistant Softball Coach, Jerda Judy – SHS Title 1 Paraprofessional Aide.

**Motions from Executive Session:**

Superintendent Contract – Moved by Sharlene Jolley, seconded by Scott Fredrickson that the board approve an extension of an additional year to the Superintendent's contract. Voting was 5 – 0 in the affirmative.

**Patron Input:**

None.

**District Reports:**

Update on TxtWire – Dr. Jolley reported on the new parental notification system where parents can receive text messages on their phone that lets them know if there is a school emergency or closure etc. He would like to get the word out to notify more parents of this new system. It can be accessed from the Shelley School District's Website.

**Employee Recognition:**

Sunrise Elementary – Lynnae Christensen, a 1st grade teacher, was recognized for her service by Robyn Elswood and Dr. Jolley.

59 **Academic Achievement Update:**

60 Recognize Christmas card artists – Dr. Jolley passed around the Christmas artwork that the 4th  
61 graders made. The artwork selected was used as Christmas cards from the board members to the  
62 employees of the Shelley School District. Dr. Jolley awarded the eight finalists with a small gift card from  
63 Jamba Juice and rewarded the rest of the 4th grade with a small treat for participating.  
64

65 **Old Business:**

66 None.  
67

68 **New Business:**

69 Timeclock Plus Introduction & Demonstration – Kade Johnson from Timeclock Plus introduced  
70 this system that the district will be implementing in 2016. This new system will improve accuracy in time  
71 reporting, save time by eliminating phone calls and reduce the amount of paperwork that is currently  
72 acting as the system for employee time tracking. Employees will be able to track their own personal time  
73 off and request time off. This will improve the financial system by being able to access hours worked in a  
74 quicker way than currently. This system allows a lot of different things that can be done with it and has a  
75 seamless interface with our current financial system Infinite Visions. Trish Dixon commented that this  
76 system will be on an up to date basis all the time allowing her to see what is going on with employees  
77 hours right away vs. at the end of the pay period and will free up a great deal of time. It will allow  
78 access from a smart phone as well. Overall, it will improve accuracy and record keeping and because of  
79 the growth in our District we need to move in this direction.  
80

81 **Superintendent Report:**

82 None.  
83

84 **Policies:**

85 504.20 Communicable Disease Control

86 504.24 Head Lice

87 504.21 AIDS/HIV Requirements

88 Sharlene Jolley shared her combined revision of these three policies. It was decided that board  
89 members and the school administrators look over her revision and email any input or changes that they  
90 would like to add to Stephanie Harker for the January board meeting. These policies are being held at 1st  
91 Reading.  
92

93 408.10 Harassment

94 Stephanie Harker shared the similarities she found within the two harassment policies at hand.  
95 Board members decided to add the legal reference and update the revised date to the current school  
96 district policy for the January board meeting. Moved by Sharlene Jolley, seconded by Scott Fredrickson  
97 that the board approve the motion to move to 2nd Reading. Voting was 5 – 0 in the affirmative.  
98

99 SHS Handbook Extra-Curricular Policy Revision

100 The board members passed the proposed revision. Moved by Scott Fredrickson, seconded by  
101 Cole Clinger that the board approve the motion to move the SHS Handbook Extra-Curricular Policy  
102 Revision to the consent calendar. Voting was 5 – 0 in the affirmative.  
103

104 Restraint Policy

105 The board members passed the proposed Restraint Policy with the addition of the name of  
106 Shelley School District 60 to the policy. Moved by Sharlene Jolley, seconded by Scott Fredrickson that the  
107 board approve the motion to move the Restraint Policy to the consent calendar. Voting was 5 – 0 in the  
108 affirmative.  
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**Action Item Recap:**

1. School Board members and Administrators who would like to add any input or changes regarding the Communicable Disease Policy revision that Sharlene Jolley combined will be emailed to Stephanie Harker and presented at the January board meeting.

Moved by Sharlene Jolley, seconded by Cole Clinger that the meeting adjourn. Voting was unanimous in the affirmative. Time: 8:26 p.m.

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Stephanie Harker, Board Secretary

**Executive Session Minutes  
December 17, 2015**

Present: Rich Brown, Cole Clinger, Scott Fredrickson, Jamey Higham, Sharlene Jolley, and Superintendent Bryan Jolley.

Personnel

- Student & personnel matters
- New Hires
- Personnel matters
- Superintendent Evaluation

