

SHELLEY SCHOOL DISTRICT NO. 60 BOARD OF TRUSTEES
REGULAR BOARD MEETING
MINUTES
September 19, 2019

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7 **1. Call Meeting To Order**

8 Board Chair Cole Clinger called the meeting to order at 6:00 p.m.
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10 **2. Roll Call**

11 In Attendance were Brian Osterman, Rich Brown, Superintendent Chad Williams, Cole Clinger
12 and Lisa Marlow. Scott Fredrickson was absent.
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14 **3. Action Items**

15 a. Approval of Agenda - Moved by Brian Osterman, seconded by Rich Brown that the board
16 amend the agenda and change the ratification of July bills to August bills. Voting was 4 - 0 in
17 the affirmative.
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19 b. Executive Session – The board did not go into executive session.
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21 **4. Pledge of Allegiance** - Mr. Brown led
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23 **5. Recognition**

24 a. Positive Happenings - Superintendent Chad William shared the following:

- 25 • Riverview named “Top Performer” by the State of Idaho in the areas of overall math
- 26 proficiency, EL (English Learner) progress, and student engagement.
- 27 • Sunrise is focusing on teaching students to love reading and implementing new reading
- 28 initiatives.
- 29 • Thanks to the efforts of Mr. Heath, the district has been accepted into the Idaho Mastery
- 30 Education Network. A \$5,100 grant was awarded by the state to assist with the
- 31 implementation of Mastery Education in our district.
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33 b. Student and District Recognition – High School Assistant Principal, Cortney Markham,
34 recognized Jayce Talbot. He is senior who recently moved to Shelley and has jumped right
35 into school & the culture. People look up to him and he’s a great leader. He is very kind to
36 students and the office staff as well. Shelley High School is a better place because of him.
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38 Superintendent Williams recognized Julie Hawkins who is the district’s payroll and human
39 resources secretary. He said that Julie is a work horse and that all staff trusts her and
40 appreciates what she does. She’s very kind and treats people in a kind manner both when
41 they come in or on the phone. Being new to the district the Superintendent said Julie is the
42 “go to person” for anything he needs.
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44 **6. Action Items**

45 a. Possible action(s) from Executive Session may be taken - None
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47 b. Consent Calendar - Moved by Bryan Osterman, seconded by Lisa Marlow, that the board
48 approve the consent calendar items that include the following: Voting was 4 - 0 in the
49 affirmative.

50 i. Regular Board Meeting Minutes from August 15, 2019

51 ii. Ratification of August Bills

52 iii. Personnel Recommendations of any New Hires – Substitutes: Andrea Hess, Cambria
53 Anderson, Christianna Tyger, Maria Carrillo, Mary Ann Nelson, Pamela Voelker, Porter
54 Hill, Sara Cooper, Stewart Portela, Melissa Parks, Lori Gardner, Tim Wetherbee, Brooke
55 Russell and Kelli Carter; Other Hires - Jacob Fielding (JV Girls Basket Ball Coach), Ben
56 Wells (Football Assistant Coach), Chase Mills (Football Assistant Coach), Kristy
57 Gulbransen (JV Girls Soccer Coach), Hannah Hansen (VB Assistant Coach), Dave
58 Stewart (Cross Country Assistant Coach), Cindy Kofford (SPED Consulting Teacher),
59 Kyle Metcalf (SPED Aide), Leslie Jones (SPED Aide), Michael Raffetto (Hobbs noon
60 detention aide), Tanya Leal (7th grade Girls Basketball Coach), Jessica Carlson (8th

61 grade Girls Basketball Coach), Marne McKight (PT Reading Coach), Kristen Trosper
62 (Literacy Aide - PT), Sara Cooper (Literacy Aide - PT), Ashley Christensen (PT Reading
63 Coach)
64 iv. BP 1420
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66 7. **Patron Input** - None
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68 8. **Information Items and Reports**

69 a. Budget Report/Treasurer Statement - Business Manager, Lanell Farmer pointed out that on
70 her report the prior year-to-date revenues are higher because she had not yet reversed the
71 accruals. She also said our numbers are pretty comparable to where we should be. She also
72 reported that we are continuing to encourage an increase in our attendance numbers through
73 the first Friday in November which will increase our overall revenue from the state. She also
74 mentioned that we do not yet have the final accruals for fiscal year 19 from the auditors but
75 we are looking to be under budget.
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77 b. Emergency Levy – Business Manager Lanell Farmer explained that our ADA (average daily
78 attendance) was up by 65 students. She and Superintendent Williams discussed the
79 possibility of certifying the emergency levy which would have brought in an additional
80 \$344,057 for the district but had decided it might be better to not impose the emergency levy
81 in hopes that the community will support the school district when we run the next
82 supplemental levy, plant facility levy or if we need to run a bond.
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84 c. District Reports

85 i. Principal Reports:

86 • Sunrise – Principal Robyn Elswood reported that enrollment is down. They have 522
87 students which are less 30 in kindergarten from last year. They have a new librarian
88 who is doing a great job and the kids are excited to go to the library. The teachers
89 did a book study this past summer. They have four new teachers. The Early
90 Literacy Plan provided \$500 for each teacher to purchase books for their classroom
91 and \$5,000 for the library. Parent / teacher conferences were held last week and
92 they had almost 100% attendance. The student pickup has been changed and they
93 are still trying to work out the bugs for that. They still have a long line, but it's safer.
94 This new pickup system allows all teachers to go out for bus duty. Teachers now will
95 know where their students went and if they got on the bus if a parent is asking. The
96 new pick up is fast but the line is long.
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98 • Riverview Elementary – Principal Ben Lemons reported that they have 367 students
99 which are down 10-12 from last year. He is thinking this will probably be the last
100 year before we see explosive growth. The teachers have been busy writing goals.
101 We are making sure we are inviting parents to be on the different committees. Two
102 software programs have been added this year which include *Reflex Math* which
103 drills math facts and *Spelling City*. Both are fun and game based. He reported the
104 building is doing well and teachers are getting along. Mr. Lemons also commented
105 how nice it has been to have Superintendent Williams in the building so often.
106

107 • Stuart Elementary – Principal Jared Heath reported that this is one of the smoothest
108 starts for the year that they have had. Teachers and staff are doing well. They have
109 pretty much the same number of students as last year; 376 students which about 30
110 kids per class for language arts and science. The new 5th graders are adjusting
111 really well. The teachers are doing a book study “Leading a High Reliability School”
112 which talks about climate culture, safe school, viable curriculum, leading into
113 assessment, standards reference reporting and mastery level education. He gave
114 a big thank you for the things that have been done at the Stuart building such as
115 resurfacing the black top and the new door locks.
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- Hobbs Middle School – Principal Dale started out by asking the question “Have you been to Heaven? If you want to see what heaven looks like, come over and visit Hobbs. He reported that the climate change at the school this is has really changed and is so much better. They are working hard on attendance this year and if the first period class has almost perfect attendance (only one absent or one tardy) for eight consecutive days then that class gets donuts. So far there are been 17 classes that have earned donuts. Mr. Clark also expressed his gratitude for the gold card program that Superintendent Williams initiated. His school has already sent out over 300 cards and parents are emailing and thanking the teachers for the cards they are receiving. He was also extremely grateful for his own gold card that he personally received from Superintendent Williams. He also reported that they have about 370 students this year, 24 new quality kids!
 - Shelley High School – Assistant Principal Cortney Markham reported that the High School is doing fantastic! She and Mr. Davis are working on a lot of things this year at the high school but two of the main things are strengths and positivity. We want students to get involved in something and also be able to build a positive relationship with at least one adult in the building. They have around 700 students and they have sent out 282 gold cards so far this year. It is making a huge difference. They have had a huge number of students participating in the falls sports and they are working hard. Homecoming was a great week and Russet Olympics is always a huge success and makes everyone feels united. They are working on never safety plans for the high school including some new fire and hall drills hoping to make the student feel safer. The new SRO (school resource officer) is doing a fantastic job and is helping the kids feel safer.

148 After the reports Board Chair Cole Clinger commented how proud and blessed our district
149 is to have such awesome leaders for our kids!
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151 d. Academic Achievement Report

- 152 ii. SHS Survey/Word Cloud - High School Assistant Principal Cortney Markham reported
153 on a recent survey they have put out for their students. So far they have had 471
154 responses out of the 700 students and this was evenly distributed over all four grades.
155 The first question asked the students if they have total trust in at least one adult at SHS
156 and 85% of the students said “yes”. Then they were asked if they felt there is at least
157 one adult at SHS who really cares about them and 87% said yes. When asked if they
158 anticipated participating in at least one sport or club this year, 82.7% said yes. Then
159 they were asked if they anticipated participating in two or more sports or clubs this year
160 and 65.7% said yes. Finally they were asked to list three strengths of SHS and those
161 responses included things such as good school, good staff, nutrition break, students,
162 team work, mascots, team spirit, good people, nice teachers etc. Mrs. Markham then put
163 all of these strengths into a word cloud which then lists the words that are mentioned the
164 most and they included great, good, nice, fun, small, pride, trust, food, cool, and dance,
165 team and office staff.
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167 e. Superintendent Report

- 168 i. Enrollment - Superintendent Williams referred to a document with our current enrollment
169 and a column that showed the enrollment changes in each grade. Most of those
170 differences were pretty small except in the fourth grade where they were down 12
171 students from what they had in third grade. He then reported on the ADA. The goal for
172 the 2019-2020 school year is 95.52% and he has challenged all the schools to improve
173 their ADA. He commended the principals for taking steps to promote this. So far we can
174 see from the weekly attendance report that three of the four weeks we have been above
175 that. We will continue to monitor this and decide on November 1st if we have been
176 successful.
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- iii. Committees - Superintendent Williams reported that we have so many teachers that are on a lot of these committees and he feels guilty asking them to come to an evening meeting when they have worked all day at school. After visiting with his admin team it was decided that four Monday early release afternoons would be dedicated for committee meetings. The board members are a part of these committees so the admins where encouraged to give the board members advanced notice of these meetings so they could plan on attending. There will be a couple of committee meetings held in October and they will report on those meetings during the October board meeting.

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10. Action Items

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a. Unfinished Business

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- i. Summer Maintenance Plan – Don Wilde, Maintenance and Technology Director, was under the weather so Superintendent Williams read a text he had received from Mr. Wilde with his update: trailers were set in place, power was hooked up, water and sewer installed, 17 locks installed, all computer controls are set up and the building principals have been given login to the software, skirting and steps will be placed on the trailers during spud harvest and the abatement process has been completed at the DSC except for the server room.
 - ii. Bus Replacement Program – Transportation Director Ron Searle started off by reporting on the start to the school year. He said it was a good start but there has been a population increase to the west and that after the harvest break there will need to be changes made to six of the routes to help with that increase of numbers. Mr. Searle then proposed that the board accept the bus bid from International Bus/Truck for \$88,630. This was the bid they gave us last year and said they would honor it until October 15th of this year. Mr. Searle feels this is a really good bid and we would have a hard time finding a better one. This bid would be for 3 buses to purchased and delivered in July of 2020 as part of the bus replacement grant.

Moved by Rich Brown, seconded by Brian Osterman that the board accept Mr. Searle's recommendation for three new buses to be purchased July 1, 2020. Voting was 4 - 0 in the affirmation.
 - iii. ISBA Conference – Superintendent Williams reviewed the dates and reservations for the upcoming conference on November 6th, 7th, and 8th. They all have hotel reservations for the 5th, 6th, and 7th. Mr. Brown mentioned he would be coming up the morning of the 6th so he would not need the hotel on the 5th.

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b. New Business

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- i. Choir Overnight Trip Request – This was tabled so that the choir teacher can come to the October board meeting to explain and answer questions about the trip.
 - ii. Softball Overnight Trip Request – This was tabled so that the coach can come to the October board meeting to explain and answer questions about the trip.
 - iii. Copier and Printer Contract – Superintendent Williams recommended we approve the contract offered by Valley Office for another five years. He said after visiting with the admins and doing some research with other districts that he feels like Valley is treating us fairly and doing a great job for us.

Moved by Lisa Brown, seconded by Brian Osterman that the board approve the contract for the copiers and printers for the next five years with Valley Office. Voting was 4 - 0 in the affirmation.
 - iv. BP Section 8000 – Superintendent Williams recommended that the board send the final draft of this section to the consent calendar.

Moved by Brian Osterman, seconded by Rich Brown that the final draft of the BP 8000 series be moved to the consent calendar. Voting was 4 - 0 in the affirmation.

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- v. BP Section 2000 – Superintendent Williams handed out section 2000 to Lisa Marlow and Brian Osterman to review and a meeting was scheduled for October 9th at 3:30 p.m.
- vi. Continuous Improvement Plan – Superintendent Williams explained that this plan needs to have board approval.

Moved by Lisa Marlow, seconded by Brian Osterman that the board approve the Continuous Improvement Plan. Voting was 4 – 0 in the affirmation.

- vii. Alternative Authorization

Moved by Cole Clinger, Seconded by Lisa Marlow that the board recognizes the position of a Math Teacher at Shelley High School as an area of need, and declare that we hire Josh Wells for this position. Voting was 4 - 0 in the affirmation.

12. Action Items Review

- 1) The two overnight trip requests will be presented at the October board meeting and the teacher and coach involved in these requests will be asked to attend the board meeting to explain the trips and answer any questions the board might have.
- 2) The final draft of Board Policies 8000 will be moved to the consent calendar
- 3) Brian Osterman and Lisa Marlow along with Superintendent Williams will review Board Policies Section 2000 and meet October 9th at 3:30 p.m.

13. Adjournment

Moved by Brian Osterman, Seconded by Rich Brown that the meeting adjourn. Voting was 4 - 0 in the affirmative. Time 7:08 p.m.

Minutes taken by:



Julie Hawkins, Assistant Board Clerk