

RECORD OF PROCEEDINGS

**Council School District No. 13
Adams County, Idaho
Minutes of Regular Board Meeting
October 8, 2018**

A quorum being present, Chairman Bob Grossen called the meeting to order at 6:00 p.m. in the high school library. Other board members present were Michael Paradis and Melissa Roundtree. Shawn Stanford was absent. Also present were Superintendent Clete Edmunson, Elementary Principal Vickie Green, AD Andy Glenn, District Clerk-Treasurer Cathy Lakey, Darcy Panak, Sandy Mahon, and Christopher and Laura Boyd.

Chairman Grossen led the Pledge of Allegiance.

Chairman Grossen moved the 2017-2018 Audit Report up on the agenda for the convenience of the auditor, Kurt Folke, who presented the audit via telephone. Mr. Folke noted the audit went very well and the district had a positive fund balance. He recommended the district should have 1-3 months of operating revenue in the general fund and the district has about 11 days, so the board should attempt to increase the fund balance if possible. Moved by Melissa Roundtree to approve the 2017-2018 audit report as presented; seconded by Michael Paradis; motion carried.

Consent Agenda

Moved by Melissa Roundtree to approve the minutes of the September 10, 2018, regular meeting; the financial reports; and the bills; as presented; seconded by Michael Paradis; motion carried.

Reports

Elementary Principal Vickie Green reported the elementary parent back-to-school event was very successful with about 150 meals being served. Some of the classes did fund raisers for playground equipment as part of the event. Parents were given information on the Title 1-A program, the special education program, and the new house system. Parents were also shown the new Tyler SIS 360 program for parents. Parent-teacher conferences took place last week with about 99% attendance. Teachers continue to learn the new student information system so they can use it for more interaction with parents. Teacher assistants attended professional development on Friday. The University of Idaho is offering online modules for foundational reading, so the teacher assistants can use these to be more proficient in helping students. Collaboration and planning time between the teachers and the assistants also took place on Friday. This week a group of teachers will be attending training on the iStation test, which is taking the place of the old IRI. The program also provides teacher resources for students appropriate to each student's level of achievement. Mrs. Paradis will be traveling to Chicago as part of a committee on the Smarter Balanced Assessment. There will be a field trip on October 17 for a forestry day at the Hornet Creek Guard Station. The annual Halloween parade will take place on the 31st beginning at 2:15 and Mrs. Lattimer is working with the Chamber of Commerce to organize the event. Cambridge has invited the fourth and fifth graders to a farm safety day on October 6.

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Superintendent Edmunson recently attended the monthly superintendent's meeting at which the main topic of conversation pertained to the proposed changes in the funding formula. The formula seems to be favorable to small schools. The early literacy plan has been submitted, as have the college and career readiness plan, and the continuous improvement plan. Things are improving but there are still many goals left to meet. Adams County Sheriff's department brought in the drug dog while students were in class. There were no hits by the dog during the inspection. Random drug tests of students involved in activities took place last week as well. All tests were clean. Parent-teacher conferences took place last week and there was a good turnout. Counselor Becca Bingham worked with parents during this time to make sure they can log in to Tyler SIS 360. The staff in the high is working on a functional staff handbook, a student handbook, and a course catalog that will all be available on the district website. Staff also discussed the new technology and testing for secondary students. The PSAT is given in the fall and the SAT is in the spring. The staff will be working on changing the culture about testing and will be attempting to motivate students to try hard and do their best. Homecoming week was last week and students showed great school spirit. The other small bus has been painted thanks to the Athletic Advisory Committee's generosity and is now available for use. The FFA attended a recent competition in New Plymouth and placed second. The junior English class and the physics class took a field trip to Warren to the Polly Bemis ranch in conjunction with classroom activities. NHS is in Coeur d'Alene this week for their annual trip.

Athletic Director Andy Glenn reported the new Tyler SIS 360 program is having a positive impact on student athletes as coaches are much more aware of student eligibility concerns and can better support their players in academics. Mr. Glenn meets with coaches once a week so they can work with the students who are not passing their classes. Volleyball will be starting the Long Pin tournament in McCall on Saturday, although the bracket is not yet available. It is possible the girls will have a bye the first day. If the team finishes second there will be a play-in game in Grangeville on October 20 to determine who goes to the state tournament. State will be 10/26 & 27 at Borah. The JV volleyball tournament was here and the team placed second to Tri-Valley. Homecoming games did very well with attendance and good gates. The booster club had a tailgate party Friday that was very successful. Mrs. Lucas is selling sports apparel as a fund raiser along with the booster club, which puts on the awards banquets for athletes and also sells athlete picture buttons. The football team will play in Tri-Valley this week. The last home game on October 19 will be attended by the National Guard and all veterans and military members will get in free and will be honored at the game. Junior high football and volleyball tournaments will be this Friday at 3:00 p.m. in Cambridge. The athletic advisory committee is working on planning the next project. The junior class is working on junior projects and has done quite a bit of work on sports areas such as the concession stand, boxcar, and grounds. Girls' basketball practice starts October 29 and the first game is on November 9, which is the day of the boys' first practice. At this time, there is no coach for the boys' teams. Andy will be refereeing college games and will not be able to attend three of the home games. Mr. Edmunson will cover for him at those games.

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Unfinished Business

Bus Building Bids. A bid was received last month from Doug Kesler, but it was not consistent with the terms of the request for bids. Mr. Edmunson sought advice from the ISBA, and was told the board should reject the bid. Melissa Roundtree moved to reject the bid that was tabled last meeting; seconded by Michael Paradis; motion carried. Moved by Melissa Roundtree to reopen the bus building bid process; seconded by Michael Paradis; motion carried.

New Business

Approval of Alternate Routes to Certification. Two teachers are not fully certified and need to be placed on a plan with the state department. Although Ramona Beyuka has passed the PRAXIS for Spanish, the endorsement cannot be added to her current certificate because it is an interim certificate and she must be approved as a content specialist in Spanish. Cole Cooper is completing his certification through Teach Now and must also be approved as a content specialist in Social Studies. Moved by Melissa Roundtree to declare a need in the areas of Spanish and Social Studies and to put Ramona Beyuka and Cole Cooper on alternate routes to certification for the 2018-2019 school year; seconded by Michael Paradis; motion carried.

Storage Solutions for Grounds Equipment. Superintendent Edmunson reported that the donation of a building originally for a chip storage facility last year has expired. The district has since submitted a proposal for a new bus building to R & M Steel, who does donations on a quarterly basis. Mr. Edmunson will follow up with the proposal to ensure the donation occurs in the spring when the district has sold the old bus building and is ready to construct the new one. Right now the grounds equipment is being stored in the chip bay, but with the weather changing, the bay needs to be filled with chip so the biomass can start running. Mr. Edmunson recommended purchasing a container to store the grounds equipment this winter and once the new building is up, the container could be used for other district storage needs. The container could be purchased with grounds maintenance funds. Moved by Melissa Roundtree to give Mr. Edmunson permission to purchase a container for storage; seconded by Michael Paradis; motion carried.

Anti-Bullying and Suicide Awareness Training. State and federal regulations require every district to provide training for staff and provide information to students and parents. The district is planning to use SafeSchools for staff training on anti-bullying and Mr. Edmunson has assigned the video to all staff for required completion. Information was provided to parents during parent-teacher conferences and more will be sent out during the year. The district policy on this subject needs to be updated as well. All staff must be trained in suicide prevention as well and the training has been assigned for completion through SafeSchools.

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Trustee Zone Vacancy—Hornet Creek-Bear. A letter was received from DR Bledsoe announcing his resignation from the board of trustees. Chairman Grossen declared a vacancy in the Hornet Creek-Bear zone. The district will be looking for a replacement.

Substitute Applications. Four new substitute applications were received and Mr. Edmunson has interviewed the applicants and recommended approval of all of them. Moved by Melissa Roundtree to add Valerie Goodwin Phelps, Mardi Juhl, and Dan Charters to the substitute teacher list and to add Kaleene Walker to the substitute list for custodians and kitchen; seconded by Michael Paradis; motion carried.

Personnel. A letter of resignation was received from Cindi Copher, who is the high school secretary. She is planning to wait until January to retire so she will have time to train a replacement. Moved by Melissa Roundtree to accept the resignation of Cindi Copher effective December 31, 2018, and advertise for a replacement with the position open until filled; seconded by Michael Paradis; motion carried.

A letter was also received from district clerk-treasurer Cathy Lakey announcing her retirement effective July 31, 2019. The plan will be to hire someone now so they can train part-time the rest of the fiscal year. Cathy will stay through the audit and will do the end-of-year financial report. The position will need to be full-time next year. Moved by Melissa Roundtree to accept the retirement of Cathy Lakey effective July 31, 2019, and advertise for a replacement with the position open until filled; seconded by Michael Paradis; motion carried.

Moved by Michael Paradis to adjourn; seconded by Melissa Roundtree; motion carried at 7:30 p.m.

Board Chairman

District Clerk-Treasurer