

OFFICIAL MINUTES
JT SCHOOL DISTRICT #342
CULDESAC, ID 83524

The Board of Trustees held their regular meeting on Wednesday, May 11, 2016 at 7:00 p.m. in the School Library. Those in attendance were Chairman Cecil Martin, Vice-chairman Bryce Scrimsher, Trustees Kathryn Bomar, Dustin Heinzerling and Eric Steigers, Superintendent Alan Felgenhauer, Principal Chase Woodford, Clerk/Treasurer Loretta Hammond-Nichols, and one employee.

ORDER/SALUTE

Chairman called the meeting to order at 7:10 p.m. and those present joined in the flag salute.

SUPERINTENDENT REPORT

BUDGET STATUS (4/30/16) – SDE has two more payments to send out and one County payment left to be received. The budget should have some fund balance at the end of the year.

FOOD SERVICE REPORT – The account has received \$28,000 in revenue to date with April, May and a small June income to be reimbursed. The remainder of the year the expenses should be less. The account does not have enough to cover the entire payroll expenses for which the district will have to cover. The enrollment is up to 97 students which will help with the reimbursement funding next year.

HVAC UPDATE – An order for equipment with Hahns Supply will be delivered in June of about \$25,000 for this fiscal year budget. Then in July, another order for equipment with Hahns Supply of \$25,000 will be delivered in the next fiscal year. Kinzer Air will do the install of the equipment with an estimate of \$25,000 in July.

CTO MEETING UPDATE – Trustees Kathryn Bomar and Bryce Scrimsher have a tentative agreement to present to the Board for ratification consideration.

DRAFT 2016-2017 M&O BUDGET – A draft version of the M&O Budget was submitted to the Board for review. Revenue and Expenditures were listed by category with summary figures only.

PRINCIPAL REPORT

ENROLLMENT – Currently 97 students with 47 in elementary, 25 in junior high and 25 in high school.

STUDENTS OF THE MONTH – Elementary student is Jack Lomanto and secondary student is Samantha Bomar.

SCHOOL EVENTS – Ms. Washburn's sixth grade science class was selected to send beetles in space this summer. It is quite an accomplishment as it was a national selection process. The Culdesac School students were selected for this unique project.

SOFTBALL-The girls won their play-in game and will now play Districts in Orofino on Friday.

YEAR END FIELD TRIPS-Secondary will be going to Silverwood Park on the 31st of May and elementary will be going to the water treatment plant in Lewiston and then roller skating.

PUBLIC COMMENTS

Carol Hunt informed the Board that the Title I Reading Night and Book Fair had a good turnout with 48 students getting vouchers to buy books. It is good for the school to continue extra events for the parents and community like the Math Night and the Night of the Arts to connect with parents.

BOARD COMMENTS

Trustee Bryce Scrimsher thought the year went fast.

CONSENT AGENDA (Agenda/Minutes/Finance Report/Current Bills/Leave Approval/Food Service Program 2016-2017 Renewal)

Superintendent requested three items be added to the agenda under New Business: open enrollment request, emergency school closure for water issue and (2 yr) renewal sports coop with Highland.

Trustee Bryce Scrimsher moved to approve the consent agenda as amended. Seconded by Trustee Kathryn Bomar/Motion passed.

UNFINISHED BUSINESS – None

NEW BUSINESS

DISTRICT INSURANCE RENEWAL PROPOSAL FOR 2016-2017

Superintendent presented the American Insurance proposal for 2016-2017 with info that current year rate was \$12,816 and next year rate would cost \$13,001 for the same coverage. Mr. Felgenhauer recommended approval.

Trustee Bryce Scrimsher moved to accept the district insurance renewal proposal for 2016-2017 year. Seconded by Trustee Dustin Heinzerling/Motion passed.

CLOSED CAMPUS REQUEST FOR JUNIOR HIGH (2016-2017 YEAR)

Principal Woodford asked that the Board close the campus for junior high students due to their maturity/readiness for leaving school grounds during lunch break. Some parents have requested that their students not leave campus. If request is granted, then parents can give written permission for those few students who need to go home for lunch. The school is experiencing a small drug problem with a few students who go off campus and then return. The closed campus will help with this issue by not giving the students the opportunity.

Trustee Bryce Scrimsher commented that this would be a good idea and next year at the beginning of the school year explain the new change to parents and students.

Vice-chairman Scrimsher moved to close campus for the 2016-2017 year for the junior high and lower grades. Seconded by Trustee Eric Steigers/Motion passed.

AUDIT SERVICES - THREE YEAR PROPOSAL

Superintendent informed the Board that Goffinet & Clack sent a letter of declination due to providing service to other schools and Presnell Gage did not submit a proposal. Hayden Ross, our current auditors, submitted a proposal of \$11,500, \$11,900 and \$12,300 for 2016-2018 services as of June 30. This bid is still less than the previous price from the audit firm of Lewiston of four years ago.

Chairman asked if working with Hayden Ross has gone well. Superintendent and Clerk both replied yes.

Trustee Bryce Scrimsher moved to accept the bid proposal from Hayden Ross for the 2016-2018 years. Seconded by Trustee Kathryn Bomar/Motion passed.

TRAVEL REIMBURSEMENT POLICY REVISION

Superintendent presented the policy with the new meal reimbursement rates. Previous policy was: breakfast \$11.00, lunch \$12.00 and dinner \$21.00 for a total of \$44.00 per day. The proposed meal rates are breakfast \$11.25, lunch \$15.75 and dinner \$24.75 for a total of \$51.75 per day. The actual amount spent is reimbursed to the employee when they return from the trip/training.

Trustee Bryce Scrimsher explained that the state police personnel receive a day/per diem upfront versus reimbursement and returning receipts. The expense amount is taxed for a trip that is not overnight.

Superintendent will bring back the policy proposal next month with the options to the employee of per diem with the amount taxed through payroll as a benefit or a reimbursement travel expense with receipts which qualifies as an accountable plan under IRS guidelines as nontaxable.

OPEN ENROLLMENT REQUEST

Student attending school this year has moved out of district and would like to continue attending through the remainder of the school year.

Trustee Bryce Scrimsher moved to accept the open enrollment request for the remainder of this school year. Seconded by Trustee Dustin Heinzerling/Motion passed.

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EMERGENCY SCHOOL CLOSURE (MONDAY/5-9-16)-DUE TO CITY WATER SHUT OFF AT 10AM

The City of Culdesac shut off the water due to a main leak in their system on Monday, May 9, 2016 at 10:00 a.m. with no timeline for repair. Principal Woodford notified parents and sent students home for the day at 10:00 a.m.

Trustee Bryce Scrimsher moved to declare Monday, May 9, 2016 an emergency school closure for attendance due to city water issue. Seconded by Trustee Eric Steigers/Motion passed.

TWO YEAR SPORTS COOP WITH HIGHLAND RENEWAL

Superintendent requested that Culdesac renew the sports coop for two years with Highland School. The request from Highland is that Culdesac pay for the assistant coach with the sports that students participate. Culdesac School will pay the Highland rate for those sports housed by Highland. Highland will pay for the assistant coach at the Culdesac rate for the sports that Culdesac houses. Junior High sports are not affected by the coop since they are not sanctioned by IHSAA.

Trustee Bryce Scrimsher moved to approve the two year sports coop with Highland School with paying for assistant coaches as needed. Seconded by Trustee Kathryn Bomar/Motion passed.

EXECUTIVE SESSION

Trustee Bryce Scrimsher moved to enter executive session under IC 74-206 for personnel and student matters. Seconded by Trustee Dustin Heinzerling/Board Poll: Yes, Yes, Yes, Yes and Yes/Affirmative response.

INTO EXECUTIVE SESSION: 7:55 P.M.

Student matters discussed.

Personnel issues discussed.

OUT OF EXECUTIVE SESSION: 8:55 P.M.

No decisions were made during the session.

Principal and Clerk excused from session.

Superintendent records minutes

PERSONNEL

RESIGNATIONS

Trustee Bryce Scrimsher moved to accept the resignation of Shannon Morris. Seconded by Trustee Kathryn Bomar/Motion passed.

Trustee Bryce Scrimsher moved to accept the resignation of Eugene MacConaghy. Seconded by Trustee Eric Steigers/Motion passed.

ELEMENTARY 5/6TH GRADE POSITION

Trustee Bryce Scrimsher moved to offer the position to Stacey Kinnick for the 2016-2017 school year. Seconded by Trustee Dustin Heinzerling/Motion passed.

CERTIFIED STAFF FOR 2016-2017

Trustee Bryce Scrimsher moved to offer the following certificated staff a position for the 2016-2017 school year: JoAnn Bricker, Anissa Burgess, Chelsie Fugate, Emily Cash, Jeffrey Mullen, Lisa Washburn and Lindsey Parkins. Seconded by Trustee Eric Steigers/Motion passed.

CLASSIFIED STAFF FOR 2016-2017 (Trustee Bryce Scrimsher abstained from this agenda item)

Trustee Kathryn Bomar moved to rehire the following classified staff for the 2016-2017 year: Brad Alboucq, Jenna Cereghino, Michelle Bohn, David Dabritz, Tammy Dudley, John Gibbs, Melanie Gibbs, Joe Hasenoehrl, Debbie Heinzerling, Carol Hunt, Pam Ruiz, Mindy Scrimsher, Tyson Scrimsher, Staci Smith and Sandra Layes. Seconded by Trustee Dustin Heinzerling/Motion passed.

CTO AGREEMENT

Trustee Bryce Scrimsher moved to approve the CTO agreement for the 2016-2017 year. Seconded by Trustee Eric Steigers/Motion passed.

SUPERINTENDENT CONTRACT

Trustee Bryce Scrimsher moved to approve the Superintendent contract for 2016-2017 and the 2017-2018 salary amount of \$41,000.00 per year. Seconded by Trustee Dustin Heinzerling/Motion passed.

Adjourned: 9:02 p.m.

Chairman

Clerk