

OFFICIAL MINUTES
JT SCHOOL DISTRICT #342
CULDESAC ID 83524

The Board of Trustees held their regular meeting on Wednesday, September 13, 2017 in the school library as posted. Those in attendance were Chairman Cecil Martin, Trustees Dustin Heinzerling, Eric Steigers, Mitchell Reid, Superintendent Alan Felgenhauer, Principal Chase Woodford, Clerk/Treasurer Loretta Hammond-Nichols, three employees, and guest Auditor Tony Matson with Hayden Ross. (Absent-Trustee Bryce Scrimsher)

ORDER/SALUTE

Chairman called the meeting to order at 7:05 p.m. and those present joined in the flag salute.

Superintendent requested that the Audit Presentation be moved up front on the agenda. Board agreed.

AUDIT REPORT FOR 2016-2017

Mr. Matson informed the Board that the audit went well and the district received a clean opinion.

Four new GASB requirements are going into effect within the next few years. Next year GASB 75 for OPEB liability reporting will be required. This reports on the retirees who continue on the group health insurance. These individuals pay their own premiums but affect the rates for the entire plan. You will need to contact an actuarial agency to help with this reporting. Milliman with GASBhelp on-line is an affordable option for small schools. You will want to start that process in November or December for next year.

The presentation started with review of the governmental funds reconciliation to net position of governmental activities report. The net position of the district reports depreciation, deferred resources, and OPEB liability expenses. Culdesac District portion of the PERSI retirement unfunded percentage is 0.0267656 percent. The Statement of Net Position shows the district at \$1,412,199 at year end.

The Statement of Revenues, Expenditures and Changes in Fund Balances report shows the district general account ending with an additional \$127,221 in the fund balance. The district shows a stable fund balance since the last five of the ten years revenue have exceeded expenditures. The two year levy has helped create that stability. The recommended fund balance is for two months of operating expenses. Currently the district is at 4.7 months which is good since the federal funds operate under a reimbursement system that the district has to cover up front. Quarterly, the federal funds are requested to reimburse the district. The state funds about 78.7%, supplemental levy funds 17.6% with federal Erate reimbursement of 3.7% making up the rest of the general account funds.

Expenditures were 46.6% for instructional with support costs at 50.3%. Non-instructional expenses were 1.5% and transfers were 1.6%. Transfers between funds included bus depreciation and \$5,000 to plant facility for future building expenses. Payroll and benefits account for 67.3% of the total expenses.

Auditor explained that the district covered \$22,096 on behalf of the Child Nutrition Program. This program will continue to rely on the district support to operate. A chart representing the operations recap was presented showing \$600 fund balance at year end.

The plant facility/bus account decreased by \$50,139 which leaves a fund balance of \$420,173 for future capital projects within the district and bus purchases. The decrease was due to a bus purchase.

Fund balance is above the average but the district is encouraged to proceed cautiously due to state funding is not always stable. The district may continue to rely on supplemental levy funds to cover expenditures possibly permanently in the future.

Fixed asset list have been updated and are current with the district adding \$198,324 this year to increase the asset value.

Mr. Matson reviewed several graphs to represent the general fund operation showing beginning balance, revenue, expenditures and ending balance; ten year summary chart with comparison of revenue to expenditures; fund balance analysis; general account revenue breakdown, ten year local funds and state funding comparison; general fund expenditures breakdown and category expenses; capital projects and bus account operation recap were reviewed for the Board of Trustees.

The Auditor gave a short review of a comparison of the district to other districts within the state regarding ADA expenditures from 2015-2016 versus 2016-2017 years.

Auditor believes the district has done a good job in keeping the school in a stable financial position.

Chairman thanked the Auditor for the report and the graph presentation. The visual makes the numbers easy to understand. It was interesting to find out the cost per pupil information as well.

SUPERINTENDENT REPORT

Budget Status (9/30/17) – Superintendent Felgenhauer reported that in August the school will receive about half of the years funding up front with the SDE payment. The bill for this summer HVAC project is submitted for approval tonight. The security door for the front entry is to be scheduled for next month.

ISBA Region 2 meeting is September 27 at 6:30 p.m. in the Lewiston School District Curriculum Center.

PRINCIPAL REPORT

Enrollment- Principal Woodford reported Preschool-6th grades at 59, 20 in the 7 – 8th grades and 28 for 9-12th grades for a total of 107 students this year. About 25 new faces and bus routes are full.

Thanks to Sammy Valin for the four boxes of school supplies donated to the school.

Mr. Mullen received a donorchoose.org donation for a set of books for the classroom.

Mrs. Smith and Principal attended the NezPerce Tribe grant award luncheon to receive the \$10,000 grant for the elementary and \$10,000 grant for the secondary to update projectors and document cameras in the classrooms.

Principal and Science Teacher Dr. Moore found on-line robotics curriculum for middle school - 10th that meet the standards guidelines.

Athletics-two girls in volleyball, one boy in cross country and two junior high students in football.

Two new club requests from staff are here tonight to apply for Board approval to create more options for students.

ASB is considering applying for the NezPerce Grant next year to help fund activities.

PUBLIC COMMENTS

Employee Carol Hunt wanted to thank the Prairie River Library district for donating 150 elementary reading books. Pam Howard from Lapwai has volunteered to catalog/change ownership within the VALnet system for Culdesac School.

BOARD COMMENTS

Chairman noted that the audit presentation went well and wanted to thank the administration and staff for the health of the district and great condition of the building.

CONSENT AGENDA (Agenda/Minutes/Finance Report/Current Bills/Employee Leave Report Approval/2017-2018 Student Handbook Approval/2017-2018 Staff Handbook Approval)

Superintendent asked that Club Requests be added under New Business on the agenda. Board agreed.

Trustee Eric Steigers moved to approve the consent agenda as amended. Seconded by Trustee Dustin Heinzerling/Motion passed.

UNFINISHED BUSINESS

SECOND READING-POLICY #101.1 CONTINUOUS IMPROVEMENT PLAN REVISION

Superintendent recommended approval of the second reading.

Trustee Eric Steigers moved to approve the second reading of Policy # 101.0. Seconded by Trustee Dustin Heinzerling/Motion passed.

SECOND READING –POLICY #310.2 CLAIMS FOR TRAVEL REIMBURSEMENT

Superintendent noted the new policy has been adjusted to follow the federal guideline rates.

Trustee Mitchell Reid moved to pass Policy #310.2 as the second reading. Seconded by Trustee Eric Steigers/Motion passed.

NEW BUSINESS

NEW CLUB REQUESTS

History Teacher Miss Scott requested to start a History Club for students who would like to pursue world cultures in more depth than what time allows within the classroom. This would be a voluntary club that could meet during lunch time in the History classroom. About six or seven students are interested. We would like to bring in a living history speaker as well.

Chairman noted that Dick Riggs, a past school superintendent is big into local history and maybe an interesting contact.

Trustee Eric Steigers moved to approve the formation of the History Club under the direction of Ms. Scott. Seconded by Trustee Dustin Heinzerling/Motion passed.

Ag Teacher Mr. Filipponi requests to start a Drone Club for students to learn how to pilot drones and learn the different useful aspects of them. The students would first learn through the simulation program before piloting the drones. The softball field could be used for flight time as it is a large enough area for flying the drones. The club can meet afterschool and on Fridays. The students will learn the safety concerns and restrictions first as per FAA regulations.

Chairman noted many applications that drones can benefit the students later down the road.

Trustee Mitchell Reid moved to approve the Drone Club under Mr. Filipponi. Seconded by Trustee Dustin Heinzerling/Motion passed.

Chairman Martin requested an update on the new clubs progress at a later date this year.

2016-2017 AUDIT REPORT

Superintendent recommended approval of the audit report.

Trustee Eric Steigers moved to approve the audit report as presented by Hayden Ross and the publication of the financial report. Seconded by Trustee Mitchell Reid/Motion passed.

NOVEMBER BOARD MEETING DATE CHANGE

Due to the annual ISBA conference in Coeur d'Alene starting the same Wednesday as the November Board meeting is why the meeting is being rescheduled.

Trustee Mitchell Reid moved to change the November meeting date to the 15th for the monthly school board meeting. Seconded by Trustee Dustin Heinzerling/Motion passed.

REVIEW SCHOOL GOALS FOR 2016-2017 AND 2017-2018

Principal Woodford presented the 2016-2017 Continuous Improvement Goals for Culdesac School.

The goals outlined for 2016-2017 were: to increase percentage of proficient in Math for 3-6th grade students and decrease the Level 1 percentages, and similar goals for grades 7-10th Math students.

Goals set for ELA: increase proficient percentage and decrease Level 1 percentage for the 7-10th grades.

A 100% graduation rate for grade 12 goal.

100% of students to have an updated four-year plan on file to be reviewed by parent/guardian.

100% college bound students (as determined by four-year plan) to earn college credit by time of graduation.

Results of 2016-2017 goals: percentage of proficient decreased in Math and Level 1 percentage increased for 3rd – 6th grades. The 7-10th grades proficient in Math increased and the Level 1 percentage decreased.

Grades 7-10th for ELA students' proficiency decreased and the Level 1 percentage increased.

Students attending Culdesac as 12th grade met the 100% graduation rate.

100% of students have an updated four year plan on file and reviewed by parent/guardian.

75% of college bound students earned a college credit by time of graduation.

Continuous Improvement Goals for 2017-2018

Grade 3-6th increase percentage of proficient in Math with decrease in Level 1 percentage.

Grades 3-6th increase percentage proficient in ELA and decrease Level 1 percentage.

Grades 7-10th increase percentage proficient in Math and decrease Level 1 percentage.

Grades 7-10th increase percentage proficient in ELA and decrease Level 1 percentage.

100% Graduation Rate for Grade 12.

100% of students with updated four year plan on file reviewed by parent/guardian.

100% college bound students (as determined by four year plan) to earn a college credit by graduation.

Science Goals:

5th Grade -increase percentage of proficient students 80 to 83%

7th Grade – increase percentage of proficient students 40 to 50%

Increase percentage of proficient students in Biology EOC 67 to 75%.

Mr. Woodford explained that Level 1 is the basic or lowest level in the goal assessments. The students fell short in meeting most the goals this year. The Math curriculum that was adopted last year is more rigorous and some of the material did not get covered before testing. It will take some time to cover this ground for the junior high, freshmen and sophomores. The elementary need to do better and next year we need to expand our science goals. The staff are going to improve the delivery of cross curriculum delivery in all subjects. Committees have been set up with English Teacher Mrs. Cash and Math Teacher Mr. Roehl to work on these goals.

Principal noted that student growth was met but not reflected in the assessment outcomes.

FIRST READING POLICY #325.4 -UNPAID SCHOOL MEAL CHARGES

This policy was reviewed by the District Wellness Committee and is recommended for the first reading.

Trustee Eric Steigers had concerns regarding wording with negative balance in the policy.

Superintendent will revise the wording for the next meeting.

Chairman asked that the revision be considered as a second reading next month.

FIRST READING POLICY #716.2-TRANSPORTATION

Superintendent noted this policy is to meet compliance regarding homeless, foster and disable student options as per state codes.

Chairman asked the record show the policy is considered for the first reading as presented.

OPEN ENROLLMENT REQUESTS

Superintendent asked that this item be discussed in executive session under student matters.

Trustee Eric Steigers moved to enter executive session as per IC 74-206 1(b) for personnel and student matters.

Seconded by Trustee Dustin Heinzerling/Board Poll: Yes, Yes, Yes and Yes/Affirmative response.

INTO EXECUTIVE SESSION: 8:48 PM - Clerk excused from session.

Personnel discussed.

Student matters discussed.

OUT OF EXECUTIVE SESSION: 9:45 PM

No decisions made during executive session.

Minutes recorded by Superintendent

PERSONNEL

RESIGNATION

Trustee Eric Steigers moved to accept the resignation of Debbie Heinzerling as presented. Seconded by Trustee Mitchell Reid/Motion passed.

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JUNIOR HIGH FOOTBALL COACH POSITION

Trustee Eric Steigers moved to approve Jerry Anderson as the Junior High Football Coach and add the position pay to the Extracurricular Schedule. Seconded by Trustee Dustin Heinzerling/Motion passed.

JUNIOR HIGH REFEREE PAY

Trustee Mitchell Reid moved to pay the Junior High referees \$25.00 stipend per game. Seconded by Trustee Eric Steigers/Motion passed.

ROBOTICS ADVISORS

Trustee Mitchell Reid moved to approve Dr. Julia Moore and Scotti Mullen as the Robotics Advisors. Seconded by Trustee Dustin Heinzerling/Motion passed.

SUPERINTENDENT CONTRACT ADJUSTMENT

Trustee Eric Steigers moved to readjust the Superintendent contract as discussed. Seconded by Trustee Mitchell Reid/Motion passed.

STUDENT MATTERS

Trustee Eric Steigers move to approve three open enrollment requests and deny three open enrollment requests as per staff recommendation. Seconded by Trustee Mitchell Reid/Motion passed.

ADJOURNED: 9:50 PM

Chairman

Clerk