

OFFICIAL MINUTES  
JT. SCHOOL DISTRICT #342  
CULDESAC, ID 83524

The Board of Trustees held their regular scheduled meeting on Wednesday, September 11, 2019 in the school library at 7:00 p.m. as posted/published. Those in attendance were Chairman Cecil Martin, Vice-chairman Bryce Scrimsher, Trustee Eric Steigers, Dustin Heinzerling and Mitchell Reid, Superintendent Alan Felgenhauer, Principal Chase Woodford, Clerk/Treasurer Loretta Hammond-Nichols, Auditor Tony Matson and two employees.

ORDER/SALUTE

Chairman Martin called the meeting to order and those present joined in the flag salute at 7:00 p.m.

REPORTS AND COMMENTS

Superintendents Report

- \*Budget Status (8/31/19)-Revenue is down at the beginning of the year with little income year-to-date. Food Service expenses will be tight until reimbursement is received.
- \*2019-2020 Bus Route Update – Update the route to exclude the last stop, as students are not picked up at that point for bus route #2.
- \*ISBA Region 2 meeting is September 18 at the Lewiston School District Resource Center (Board unable to attend)
- \*Proposed ISBA Conference Resolutions - printed for those Board members planning to attend for review.
- \*Trustee election candidate petition deadline for September 6 has Cecil Martin completing the process for Zone #5. Zone #4 did not have a petition picked up. Write-in petitions are due September 20 by 5:00 p.m. to the Nezperce County Election Clerks' office.
- \*IHSAA has requested gate fee increase of \$1.00. Culdesac coops with Highland School for sports. A Fee Increase Hearing is scheduled for 6:45 p.m. at the October meeting for public discussion. (Clerk will send notice in newsletter going out to the patrons at the end of September).

Principal Report

- \*Enrollment – 8 preschool, 56 elementary, 13 junior high and 27 high school students for a total of 104.
- \*Events/Activities - Softball this spring will start to charge for games. Summer break - Mr. & Mrs. Filipponi attended PowerSchool Software training. New notification software will call parent regarding grade updates and lunch balance information and emergency notices if needed. Mr. Sanford donated \$500 to the Robotics/Lego team. Cross Country has started the season. The Junior High basketball season is starting with a game here on September 24 with the Volleyball varsity and junior varsity playing all the same night. Homecoming week will be that same week with hall decorations, dress up days, parade and dance.

Public Comments – none

Board Comments

Chairman Martin noted that a quarter of the fiscal year is over after September.

CONSENT AGENDA (Agenda/Minutes/Finance Report/Current Bills/Employee Leave Report/2019-20 Student Handbook Approval/2019-20 Staff Handbook Approval)

Superintendent asked that the Auditor agenda item be moved to the next item of business for the presentation under the action items section. (Board agreed)

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

ACTION ITEMS AGENDA

2018-2019 Audit Presentation

Tony Matson with Hayden Ross accounting firm reported that the school received a clean opinion. Auditor reviewed the new accounting standards, Financial Statement of Fixed Assets with depreciation, estimates in the OPEB report and edits

that were corrected and noted the audit went well with cooperation from the Clerk in providing the detail information requested. The following reports were reviewed with the Board: Statement of Net Position, Government Funds Statement of Revenues, Expenditures and Changes in Fund Balances, and the Graph discussion and analysis summary report of General Fund- revenues, expenditures, Child Nutrition, Capital Project/Plant Facility, Funding stability, Fixed Assets with internal control/accounting system to be reliable in reporting to the Board for their decisions. The new account for SDE reporting Medicaid required a prior year adjustment to record the local revenue held with Department of Health and Welfare. The District will need to utilize levy funds to continue the building updates as needed to include plumbing and the safety issue of the upcoming reception area remodel that is planned. Auditor commented that the management and Board are doing a good job in maintaining an adequate fund balance.

Chairman thanked the Auditor for the great report.

Trustee Bryce Scrimsher moved to approve the audit report as presented. Seconded by Trustee Eric Steigers/Motion passed.

#### Unfinished Business

Second Reading Policy 107.1 – District Policy

Superintendent reported that no changes were needed.

Trustee Bryce Scrimsher moved to approve the Policy 107.1 as presented. Seconded by Trustee Mitchell Reid/Motion passed.

Second Reading Policy 502.1-Hiring Process and Criteria

Superintendent recommended approval.

Trustee Bryce Scrimsher moved to approve the Policy 502.1 as presented. Seconded by Trustee Dustin Heinzerling/Motion passed.

Second Reading Policy 504.2-Assignments, Re-assignments and Transfers

Superintendent noted no changes were needed for the second reading.

Trustee Bryce Scrimsher moved to approve Policy 504.2 as presented. Seconded by Trustee Eric Steigers/Motion passed.

#### New Business

2018-2019 Financial Summary Publication Approval as per Audit

Trustee Bryce Scrimsher moved to approve the 2018-19 Financial Summary publication as presented. Seconded by Trustee Mitchell Reid/Motion passed.

Approve 2019-2020 Coop Agreement with FSA via Spokane School District for Food Service Program

Trustee Bryce Scrimsher moved to approve the 2019-2020 FSA Coop Agreement with Spokane School District. Seconded by Trustee Eric Steigers/Motion passed.

#### Review Policy Section 110

Superintendent provided the policies for review. (Board agreed to the policies as reviewed)

First Reading Policy 501.1-Statement of Non-discrimination and Equal Employment Opportunity

Superintendent presented the old policy and a new policy for the Board to review. ISBA has recommended additional definitions in the policy.

Board agreed to the first reading and will do the second reading at the next meeting.

Surplus Declaration – Shop Equipment (Metal Brake) and Riding Lawnmower

Superintendent noted the shop equipment value is under \$500 but the John Deere mower is worth over \$500 value.

Chairman Martin asked if the metal brake had a floor stand and what gauge metal.

Ag Teacher-Mr. Filipponi replied yes to the floor stand and 22 gauge or lightweight metal.

Trustee Bryce Scrimsher moved to declare the equipment as surplus. Seconded by Trustee Dustin Heinzerling/Motion passed.

Approve Policy Exemption for Shop Forge Projects

Superintendent reported that the metal shop projects will be forging knives and will need an exemption to the weapons policy. The knives will be kept locked up and released to parents once the project is completed.

Trustee Bryce Scrimsher moved to approve the exemption for the shop forge project. Seconded by Trustee Mitchell Reid/Motion passed.

Open Enrollment Request – Preschool

Superintendent noted the family has students attending at Culdesac.

Principal reported that the class is full with this preschool student in attendance.

Trustee Bryce Scrimsher moved to approve the open enrollment request. Seconded by Trustee Eric Steigers/Motion passed.

EXECUTIVE SESSION as per IC 74-209 1(b) for Personnel and Student Matters

Trustee Bryce Scrimsher 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, Yes, and Yes/Affirmative response.

INTO Executive Session: 8:00 PM

Clerk and Principal excused from the session.

Personnel – Staff assignments discussed.

Student Matters – Student placement discussed.

OUT of Executive Session: 8:20 PM

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Superintendent records minutes.

No decisions were made during executive session.

OPEN SESSION

Personnel-Staff Assignments

Trustee Bryce Scrimsher moved to hire Lori Williams at .49 FTE as the Literacy teacher. Seconded by Trustee Mitchell Reid/Motion passed.

Trustee Bryce Scrimsher moved to hire the extracurricular staff as presented on the EC Salary Schedule. Seconded by Trustee Dustin Heinzerling/Motion passed.

Student Matters-Student Placement

Trustee Bryce Scrimsher moved to approve the 2019-2020 NICH Agreement. Seconded by Trustee Eric Steigers/Motion passed.

ADJOURNED: 8:25 p.m.

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Chairman

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Clerk