

OFFICIAL MINUTES  
JT SCHOOL DISTRICT #342  
CULDESAC, ID 83524

The Board of Trustees held their regular meeting on Wednesday, July 14, 2021 in the school library as posted/published at 8:00 p.m. Those in attendance were Chairman Cecil Martin, Trustees Mitchell Reid, Eric Steigers, Andrew Renshaw, Superintendent Alan Felgenhauer, Clerk/Treasurer Loretta Hammond-Nichols, and one employee. (Vice-chairman Scrimsher absent due to meeting schedule conflict)

ORDER/SALUTE

Chairman Martin called the meeting to order at 8:02 p.m. and those present joined in the flag salute.

COMMENTS AND REPORTS

Superintendent Report

\*Budget Status (6/30/21)-Mr. Felgenhauer noted that the revenues came in over budget and the expenditures were under budget. The accruals for July and August will show the final actual figures and final carryover amount.

\*Update Bus Bid Information-Superintendent noted that the publication would be sent to the Tribune with the Bid opening scheduled for September 8 and recommendation to the Board at the September meeting.

\*Auditor Letter of Engagement-Superintendent Felgenhauer asked the Board to review the letters and submitted the signature page of understanding of service to Chairman Martin for signature to return to the Auditor. The process starts in July and will finish for the presentation in October this year.

\*Food Service Program looks good this year with reimbursement for wages to the District. Next year the students will receive free breakfast, lunch and snack each day for the entire school year through the waiver process.

\*Superintendent reminded the Board that November 2nd this year is the trustee election. Candidates for election will be zones #1, #2 and #3. Currently, the Zone #3 is an At-Large appointment.

Public Comments-none

Board Comments

\*Chairman Martin noted that a new variant of the COVID virus has arrived in the area.

\*Trustee Andrew Renshaw remarked that vaccinated people are getting COVID.

\*Superintendent noted that due to COVID spikes, the school would need to update the reopen plan. The new Delta variant is more severe. This area has not met herd immunity yet. Student temperatures will not be taken before entry into the building like last year. Instead, the teacher will send the student to the office if a fever is suspected. Then the parent will be contacted to pick up the student if they have a fever. This is the standard procedure in place with proper reporting to the Public Health Department.

CONSENT AGENDA (Agenda/Minutes/Finance Report/Current Bills/Employee Leave Approval/Section 125 Plan Renewal Approval/Appoint 2021-2022 Homeless Liaison-Kelley Hewett)

Superintendent asked that Approval of the Safe Return to School Reopen Plan/Website Checklist be added to the agenda under New Business due to the emergency nature of the SDE deadline of August 2<sup>nd</sup> for this item. This plan will require an update every six months in alliance with the CDC recommendations to meet the required COVID Federal Funds Guidelines.

Trustee Mitchell Reid moved to amend the consent agenda with the addition of the Safe Return to In-Person Instruction Checklist under new business. Seconded by Trustee Eric Steigers/Motion passed.

ACTION ITEMS AGENDA

Unfinished Business

Change 2021-2022 Board Meeting Calendar

Superintendent noted that due to ISBA November Conference in Boise the meeting date needs changed to allow the trustees to attend.

Trustee Eric Steigers moved to amend the board calendar for the November meeting to Wednesday the 10<sup>th</sup>. Second by Trustee Mitchel Reid/Motion passed.

#### Second Reading Policy #301.9-Financial Fraud and Theft Protection

Superintendent noted this policy meets the federal funds program requirements.

Trustee Mitchell Reid move to approve Policy #301.9 for the second reading. Second by Trustee Andrew Renshaw/Motion passed.

#### Second Reading Policy #301.10-Financial Reporting and Audits

Superintendent noted this policy again meets federal funds program requirements.

Trustee Eric Steigers moved to approve Policy #301.10 as presented for the second reading. Second by Trustee Mitchell Reid/Motion passed.

#### New Business

##### Obsolete Technology Items –Surplus Declaration

Trustee Mitchell Reid moved to declare the obsolete technology items as presented surplus. Second by Trustee Andrew Renshaw/Motion passed.

#### Letter of Alternative Authorization Approval

Superintendent requested the Board approve the renewal for Kala Parker to complete the Counselor certification process this year. She has three more credits to finish the masters program with a local internship. This application process will require a \$100 fee to be submitted with minutes of Board approval for this hard to fill position.

Trustee Eric Steigers moved to approve the letter of alternative authorization for Kala Parker for the .5 FTE K-12 Counselor position. Second by Trustee Mitchell Reid/Motion passed.

#### First Reading Policy #301.11-Financial Accountability and IDEA Part B Funds

Mr. Felgenhauer reported that this policy meets procedures and guidelines required for special education requirements. Board agreed to the first reading of the policy as presented.

#### First Reading Policy #301.12-Written Compensation Procedure (Time & Effort Report)

Superintendent noted this policy is required for the federal programs.

Board agreed to the first reading of the policy as presented.

#### First Reading Policy #301.13-Employees Paid with Federal Funds and Unexpected or Extraordinary Closures

Superintendent reported that this policy covers federal funds and the COVID emergency closure.

Board agreed to the first reading of the policy as presented.

#### Review of Policy #503.2-Staff Health

Superintendent submitted the policy for the Board to review. No changes necessary at this time.

Board reviewed Policy #503.2.

#### Review Policy #505.1-Prevention of Disease Transmission

Superintendent submitted the policy for the Board to review. No changes necessary at this time.

Board reviewed Policy #505.1.

#### Safe Return to In-person Instruction and Continuation of Service with Reopen Plan Checklist for Website

Superintendent asked the Board to review with masks not being mandated but recommend as optional.

Trustee Mitchell Reid moved to approve the Safe In-person Return to School Protocol with Checklist for the website as presented. Second by Trustee Eric Steigers/Motion passed.

EXECUTIVE SESSION as per IC 74-206 1(b) for Personnel

Trustee Mitchell Reid moved to enter executive session as per IC 74-206 1(b) for personnel. Second by Trustee Andrew Renshaw/Board Poll: Yes, Yes, Yes and Yes/Affirmative response.

INTO EXECUTIVE SESSION: 8:42 PM

Clerk excused from session

Personnel – Staff positions discussed.

OUT OF EXECUTIVE SESSION: 8:48 PM

Chairman announced that no decisions were made during executive session.

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Superintendent records minutes

OPEN SESSION

Personnel – Staff Positions

Custodial Duty Resignation

Trustee Mitchell Reid moved to accept the resignation from Tammy Dudley for custodial duty. Second by Trustee Eric Steigers/Motion passed.

Medicaid Billing Resignation

Trustee Mitchell Reid moved to accept the resignation from Sandra Laves for the Medicaid Billing paraprofessional position. Second by Trustee Andrew Renshaw/Motion passed.

Adjourned: 8:50 PM

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Chairman

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Clerk