

DISCLAIMER: *This is a summary of the referenced meeting of the Hamilton School District Board of Trustees (“the Board”) and is based on the written notes and memory of individuals in attendance. The notes are intended to capture only the main points made during the meeting and they reflect a subjective work-in-progress. The notes do not imply a specific opinion or commitment on the part of any individual or organization represented at the meeting. This summary is neither an official transcript, nor should it be relied upon for any official purpose. This summary is not intended to replace, or in any way affect, the official Minutes of the Board.*

**Special Board Meeting
Notes on Agenda Items
September 30, 2020**

Board Members Present:

Patrick Hanley
Heidi Apedaile
Drew Blankenbaker
Tim Campbell
Jeni Seifert
Rebecca Stamp
Seth Gale Wyrick

Board Members Not Present:

District Business:

1. Informational Discussion / Question and Answer Session on COVID 19 Dealing with Potential COVID-19 Cases That May Happen During the Year (Information).
Superintendent, Tom Korst, summarized the process followed by Ravalli Public Health Department (“RPHD”) and Hamilton School District (“the District”) following the positive COVID-19 case that was reported by RPDH on Friday, September 25, 2020. The process included the District providing RPDH with information necessary to facilitate RPHD’s contact tracing. The District followed RPDH’s recommendation to close its campus to individuals subject to RPHD’s contact tracing process for 3 days. RPHD’s inquiry was completed sooner than expected on Monday, September 28th, and only a small number of individuals identified as close contacts were quarantined. The District was in direct contact with all individuals subject to RPDH’s contact tracing investigation throughout the process and the District community was also notified of the positive COVID case within the community. While the District intends to inform the community as fully as possible regarding all COVID-19 matters, its communications are subject to confidentiality constraints. Mr. Korst stated that the District is committed to assisting RPDH in making its contact tracing process as quick and efficient as possible. Board Chair Hanley reiterated that if District community members are not contacted directly by District staff regarding a COVID-19 closures/quarantine, they may assume that they are permitted to attend school or work.

Discussion continued on the subject of the COVID-19 related national shortage of substitute teachers and the likelihood of increased teacher absences due to close contact quarantining. Superintendent Korst identified the ways in which the District will address

these potential staff shortages and requested that anyone interested in substitute teaching contact the District Office. In response to Board Member Apedaile's question, Superintendent Korst indicated that the qualifications for substitute teaching are: being 18 years old, having a high school diploma, and passing a fingerprint and background check¹. In response to public comment, Superintendent Korst stated that substitute teachers may indicate a preference for which grade level and/or subject matter they are assigned and will be offered training by the District if needed.

2. Consideration of Classified/Certified Substitute Incentive and Finder's Fee (Action)
Following discussion concerning the COVID-19 related national substitute teacher shortage, Superintendent Korst recommended that the District offer substitute teachers a \$200 incentive for working 10 days with the District. Superintendent Korst also recommended offering a \$100 finder's fee to District employees who refer substitute teachers that work 10 days with the District. The goal of offering substitute incentives is to gain 10 or more new substitute teachers. In response to public comment, Superintendent Korst explained the District's cleaning protocol for classrooms. The Board Passed this Action Item.

The next regular Board Meeting will be held on October 13, 2020.

¹ HDS Board Policy 5085.