

MINUTES OF REGULAR BOARD MEETING
BOARD OF TRUSTEES OF JT. SCHOOL DISTRICT NO. 151
THURSDAY, APRIL 15, 2021 AT 7:00 P.M.

BOARD MEMBERS:	Heber Loughmiller	Zone 5, Board Chairman
	Ryan Cranney	Zone 1
	Jeff Rasmussen	Zone 2, Board Vice-Chairman
	Darin Moon	Zone 3
	Bruce Thompson	Zone 4

ADMINISTRATORS:	James Shank	Superintendent
	Sandra Miller	Assistant Superintendent

LEGAL ADVISOR: Lance Loveland (or representative from the law firm of Parsons, Smith Stone, Loveland, & Shirley LLC.)

TREASURER:	Chris James
CLERK:	Pamela Teeter

PUBLIC RELATIONS: Debbie Critchfield (Excused)

NEWS/MEDIA:

Chairman Loughmiller called this meeting to order.

EXECUTIVE SESSION: (5:00 p.m.) Motion by Bruce Thompson and seconded by Jeff Rasmussen to go into Executive Session per Idaho Code § 74-206(1)(b)(f) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, or individual staff member or individual agent, or public school student; (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. Voting Aye: Rasmussen, Cranney Thompson, Moon, Loughmiller; motion carried.

WORK SESSION: (6:05 p.m.) Motion by Jeff Rasmussen and seconded by Bruce Thompson to adjourn Executive Session and enter into Work Session. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

DONATED FACILITY PROJECTS: Superintendent Shank informed the Board of Trustees that Declo High School Principal Roland Bott will address them concerning the Declo High School gymnasium and after that, Trustee Cranney will speak about a track at Oakley High School.

Mr. Bott addressed the Board stating that Declo High School convened a committee with the idea of finding out if the Declo community can come up with the funds and resources to build their own practice gym facility. They have been meeting since Christmas. The committee consists of Justin Silcock, John Garrard, Brandon Brackenbury, Brendon Williams, Roland Bott, Jacoby Fox and Gaylen Smyer.

R & R Steel has agreed to donate the steel for the building. The Declo Community will have to pay them the engineering fees and the cost of getting the steel here but the building itself will be donated. The facility will cost approximately \$400k. It is the desire to place the building directly to the east of the

current concession stand on the football field which is just west of the boys' locker room at the back of the school. If you have been to a track meet where the discus and shot put area will be where the gym would sit. Underneath that area is currently where the water is going to the concession stand; therefore, the water, sewer and power are already there. It would not interfere with the fire lane that is already going around the existing school.

Our desire is that facility is to have a gym floor, a foyer in the front, restrooms and small storage rooms to accompany it but largely it is just a gym. If you are familiar with or have been in the Oregon Trail facility, it will look similar to that. We are not anticipating building it large enough to have bleachers other than the aluminum ones that stand up against the wall and set back down.

The desire is to have your blessing to continue forward. There will be an engineer coming on Monday to meet with Mr. Bott to look at the site and the plans that have been provided for the committee to make sure it will work and to tell him what needs to be done to prepare the area so they can proceed if the Board agrees and the committee chooses to do so.

Vice-Chairman Rasmussen questioned if the funds are coming from community donations and if they will pay for everything to which Mr. Bott stated, "That is correct."

Vice-Chairman Rasmussen asked Mr. Bott who will maintain the building after that to which Mr. Bott stated that the District would maintain the building.

Vice-Chairman Rasmussen wondered where the money would come from to which Mr. Bott stated he didn't know.

Chairman Loughmiller stated he isn't sure the maintenance of the building would be a significant amount. After a 20-year window it becomes like any other building in the district and they have needs.

Chairman Loughmiller asked Mr. Bott if parking would be lost to which Mr. Bott stated that they wouldn't lose any parking just the grass area. It would come up to the long jump.

Vice-Chairman Rasmussen asked for clarification that the football field at Burley High School was donated by the Skaggs family and how many years ago was that to which Trustee Moon stated 12 or 13 years ago. He then asked what is being needed with that to which Mr. Moon stated at least \$300k worth of work and the District is paying for that. Vice-Chairman Rasmussen asked where the money is coming from to which Trustee Moon stated the District and Fiscal Manager James puts money aside to take care of it. Vice-Chairman Rasmussen wonders if the District will have the finances to be able to do that because there is no money right now in the District. He is concerned. Chairman Loughmiller stated that the District has a balanced budget and money to meet our needs but do we have the funds to meet all of our wants? No, we do not but he considers this a need and he believes that the Declo community considers this a need, also. Gymnasiums are the most used buildings in our District, they start using them early in the morning and goes throughout the day and late at night. He believes on that basis alone, it would be one of the cheaper facilities that we maintain in the District. Grass is expensive to maintain and he stated he would rather maintain a building than grass.

The meeting was paused due to a malfunction with the video equipment. Chairman Loughmiller stated that the Board would take a 15 minute recess. The Board reconvened after 15 minutes.

Chairman Loughmiller reminded the Board that this is a report for informational purposes and there will be no action taken.

Trustee Cranney wondered if Declo needs a fourth gym or if there is something that can be reconstructed possibly at the elementary school with a new floor and use it for the same purpose to which Mr. Bott stated that a wood floor could be put in the elementary but would it serve the purposes of the elementary. That floor was designed for recess/elementary classroom and a wood floor in that situation would be hard to maintain. If you go in to our little elementary gym and try to hold a practice the gravel has to swept off the floor each time you want to use it. He stated that the simple answer to this question is yes, it could be done.

Trustee Cranney asked how much money has been raised to which Mr. Bott stated that no money has been raised; however, the committee has gone out to several businesses and they have committed that they would support us. Mr. Bott noted that Justin Silcock who was planning on attending with Mr. Bott was unable to do so, feels confident that he has over \$100k committed to the project as of now plus the donation of the steel structure which is about \$70k-\$80k. He clarified for the Board of Trustees that Declo High School does not have four (4) gyms in which to practice. Trustee Cranney clarified that he meant do you need a fourth gym or can the elementary gym be reconstructed for a true third gym?

Trustee Moon asked for clarification if White Pine and Mountain View Elementary schools have a wood floor to which it was confirmed they do. Mr. Moon asked for clarification that the only gyms with non-wood floors we have is the John V Evans and the Declo Elementary schools to which it was confirmed.

Trustee Cranney's advice to the Declo community is that they have enough money to complete the project before proceeding with construction. To add to Mr. Cranney's statement, Trustee Moon stated that (knowing that it will be a public entity) in private enterprise you amortize your building and you are allowed to set aside from your taxes every year "x amount" which is a depreciation schedule and that is set aside in a separate account so, when it comes time to fix the roof you have money to fix the roof. We (the district) don't do that and so, I do agree that we have a 20-year grace period. This is part of the problem in the school district and that is we live off from the newness of our buildings and when it's time we have to ask the public for this huge bond/levy. I agree we've got 20-years but I want people to think about this. He asked for clarification that replacing the high school roof at Burley High School is \$100k to \$200k, at least. He stated he would like to look at all possibilities before building.

Chairman Loughmiller stated that almost is a policy discussion and it sounds to him that this is done slightly different each time we do this. We need to be uniform and we've taken donated facilities in the past and we what we did there creates a pattern or expectation.

Time was turned to Trustee Cranney to discuss the donated track. He stated that they have been looking at building a competition track like the other schools in the District has. In Oakley, we had a bid given and it was just over \$300k to put a track in at Oakley. We have currently raised approximately \$335k of private donations. We had a donation of \$5k from DL Evans Bank and Idaho Central Credit Union also donated \$5k and he wanted to acknowledge them. We appreciate that. There have also been big donations given in the Oakley area. We are also trying to raise beyond that to put in a maintenance fund of some sort that can help contribute to the maintenance fund to the District. He stated if we are going to do it for Declo then, I would expect it for Oakley as well. We will try to raise money that is over and beyond what the bid is and we are getting close. There might be another \$50k that we can draw out of the community, but noted it might be pushing it beyond that. And, we might put as much as \$50k to \$75k in the maintenance fund.

Vice-Chairman Rasmussen asked where we cannot get the money from a bond and Oakley comes up with the extra \$50k to \$70k, where is that money placed? We cannot legally place it in a perpetual fund and not touch it, can we to which Trustee Cranney stated it will be placed in the Cassia County Education Foundation strictly with the intent to be used on the track. That is currently where the all money is at now and at some point, we will transfer it over to the District for the project.

Fiscal Manager/School Board Treasurer James confirmed for Mr. Rasmussen that trust funds can be set up within the District. We have several; a couple for scholarships and one for the King Fine Arts Center. So, to answer your question, you can set up a trust fund within the District.

There was discussion of money earmarked for the King Fine Arts Center. Mr. James stated that was before his time and doesn't know if the money was raised when the facility was built and left over or if it was specifically set aside for the trust.

LITERACY REPORT: Assistant Superintendent Miller talked for informational purposes only about Kindergarten Readiness. Indicating a handout in front of the Board members she noted that there were several elementary principals in the audience along with assistant principals if they have questions of them or her. Her goal is to focus on literacy this year and going forward. She noted they've always had a focus but they now, have a "laser-like" focus this coming year. One of the goals is to ensure that kindergartners are ready to move on at the end of their kindergarten year to first grade.

To help parents and our students coming in, the District provided parents with a readiness packet. She gave kudos to teacher, Kimalee Mathis who is our Kindergarten Grade Level Specialist and stated Ms. Mathis along with some of her colleagues came across an idea (she presented the packet to the Board of Trustees to view) and every parent who pre-registered this week on April 13, 2021 received a packet. Within the packet are the following items:

- A white Board along with an Expo Marker;
- Flash cards'
- Several little books for them; along with,
- A parent letter that tells the parents, "Welcome to Cassia County! This is what our expectations are. We are excited for your child to start their educational journey with us. On the backside of the letter to the parent there is a list of things to work on with their child on letters, shapes, etc.

Ms. Miller noted that parents and staff have reached out to her about the good things resulting from this, saying the kids are so excited. There is a book in the packet and the District is hoping that the literacy push has already started. The District is also going to ask parents via sending out emails and postcards asking them to work with their little one over the summer. In August, at registration, we will do the District screener to test the kindergarteners to see where they are. We will do progress monitoring and intervention specific to those students who have some "holes" or score lower on the screener. Then, mid-October we will identify the most at-risk students who would benefit from all-day kindergarten. We will use literacy funds to provide all-day kindergarten to just those students who really need it, at that point and we will continue to progress monitor but we would like that all day kindergarten to be fluid so if a student is doing fairly well and then, drops down a bit we might encourage or ask a parent for that student to stay all day and vice-a-versa. If a student is in all-day kindergarten until Christmas and all of a sudden it just starts clicking and that student doesn't have to be there all day anymore, we will visit with parents about that as well.

Ms. Miller stated that in June and/or August (we haven't decided when) any students, who in May are still not where we believe they need to be to enter first grade, we will encourage a summer enrichment program or a literacy program for those students. Then, in August any child who has completed kindergarten and gone to all-day kindergarten and who has also been in the summer enrichment program and who are still struggling we will look at other options (i.e. a special education evaluation possibly and/or a conversation with parents about repeating kindergarten, if necessary). We feel like we need to provide as many resources as we can to parents and children before that point. If they have taken advantage of everything we have done we feel like we need to look deeper to see if something else is going on.

This will be our first year. We will use literacy plans to the best of our ability. Our literacy plans will be reviewed the first week of May, as a team and then, we will share the whole literacy plan K-3 with

you. Tonight, we are focusing on the Kindergarten Readiness. We are all in agreement that this is the route we wanted to go to try to get our students ready. We've also decided to partner with the Burley Public Library. We had twenty-four (24) families sign up on Dr. Seuss Day at the Library and they received packets bigger than this one (the kindergarten packet). They also have a training for parents on how to utilize the packet with their children. It is for children, ages zero (0) to five (5) years old. Say there is a child who is eight (8) months old. In the training they teach the parents what to start doing with that eight month old child to start getting that child ready for kindergarten. It is the same sort of concept as our Kindergarten packet teaching colors, shapes, manipulatives, etc. and we are really excited about this, also. We hope that word will spread as we are anticipating getting a grant with the library to do more families than just that. She stated that we (Sandra and the team) are a resource to parents and we hope they will reach out to us if they need help.

Trustee Moon stated based on her last comment, the library component is for Burley so, how do we get this out to Oakley, Declo and Raft River to which Ms. Miller stated this is actually District-wide. She stated we have some Oakley families who had signed up for it that day. She stated she wished she had time today to ask the new Public Library Director if he could tell her what areas the families signed up for. Mr. Moon stated the reason for asking this is because he was driving back from Salt Lake City today and passed a Book Mobile and that is for rural families. Ms. Miller stated there was a Book Mobile that went to Almo. He said he really likes that.

Trustee Moon stated that a while ago Chairman Loughmiller talked about the focus on K-3 Literacy and really making sure of that. He wonders if this is part of that to which Ms. Miller stated she believes the Burley Public Library is willing to go out to communities to do training.

Rasmussen wonders if the Burley Library is allowing the out of county residents to come in at no charge to which Ms. Miller stated that they are for this training.

Chairman Loughmiller stated that he bought a family membership and it's not a huge amount of money. He noted that the Book Mobile stops in Malta. He wonders if there are published power standards for Kindergarten on what we want and expect them to know before they enter into first grade to which Ms. Miller stated that yes, all the standards are on our website. We can also push them out in a different avenue. Our kindergarten teachers have worked on establishing those so yes they are set.

Chairman Loughmiller stated he likes the work the team is doing. He likes the packet and the communication with parents on here's how to get your child ready is the given nature of education. Every time there is a challenge we always tend to pour more work on ourselves. You and your teachers reach out and say, "We will do more!" and, our desire is to push that back a little bit to the families and to the parents and say, "We need you to do more." We will do our part and we expect the parents to do their part. We know that there are different levels of ability in engagement but the expectation is not going to change. The expectation is going to be there for everyone and it will not change for a select few. Ms. Miller stated they view it as a partnership with parents. It cannot be just the parents educating the children and it cannot be just the school system. It needs to be a partnership. We're together on this and we know what kids need and together we can make it happen at home and at school.

CURRICULUM: Assistant Miller invited Jeanne Allen and Tim Wood to come up and help her inform the Trustees of the proposed curriculum. We talked to you the Board, a few months ago. We are proposing to do Social Studies grades 5-12, which is two (2) grades more than we have done in the past and we are doing humanities which has not been done for many years. She noted that she is so excited to have them included in the rotation.

Ms. Miller stated she wanted to publically thank those who have spent many, many hours working on this, as adopting curriculum is so difficult and challenging. We usually have one (1) year or less because we like to get them ordered and get them here as soon as we can. She thanked everyone on the committee and the leaders, Ms. Allen and Mr. Wood who have done a tremendous amount of work.

Ms. Miller stated that there are online components to all of the curriculum as the District will be doing a Chromebook rollout and we will talk more about that next month in our meeting. We want to make sure students have access to that at home if they need the curriculum and this curriculum has it included. It is all in the information sent out to you in the packet for the cost. She invited the Ms. Allen to come forward and discuss the curriculum her team chose.

Ms. Allen stated the Social Studies committee was formed last fall. She met several times with the committee and then, with the whole Social Studies department. Parents and School Board members were invited to be on the committee with guidance from Sandra Miller. We looked at four (4) different companies, narrowed it down to close to one company. McGraw-Hill book was chosen for the fifth grade. There has been no new curriculum for this grade in thirty (30) years. So, the committee wanted to make sure they had a good quality curriculum and an actual book that would last another 30 years, if need be. Grades 6-12, we are proposing the adoption of HMH which has a great curriculum. We currently use it for our 8th and 11th grade history, so we are familiar with its platform. She feels it will be nice to have the same platform for every grade level so students don't have to come in and learn a new online system every year as they go from grade to grade through high school. HMH was really good to work with about getting the price down. They came down over \$113k on their price from where we started. We have our dual credit and AP classes with different companies depending what is required by CSI (College of Southern Idaho). Ms. Miller added that those books are quite expensive but they are dual credit. Ms. Allen stated they may be able to find used copies making it a little bit less, too.

Chairman Loughmiller asked if there are books on reserve in a library. Ms. Miller stated that because we have to provide free education we have to have enough text books for students who take dual credit. Ms. Allen explained that they buy a classroom set and they stay with the classroom. Chairman Loughmiller asked how often CSI requires them to be updated to which Ms. Allen stated CSI has been good to follow on the District's adoption schedule.

Trustee Thompson asked if the books are online to which Ms. Allen stated all the books will be online with the exception of possibly some college credit books and she isn't sure the US History book will be online for dual credit.

Chairman Loughmiller asked if the students pay for a license to which Ms. Miller confirmed. Ms. Allen stated there is a bubble of students who will be moving through the grades. She believes the 8th grade is the is the largest so, since we are with the company they will move the number of licenses up through the grades so additional licenses will not need to be purchased for different subjects as we move through the next seven (7) years.

Chairman Loughmiller asked this question on behalf of our state legislators, tell me about the section on anti-racism and the section on social justice to which Ms. Allen explained the procedure to all the textbooks. That was the first thing asked of our committee was to make sure when they reviewed the text books they look for bias or for history that has been rewritten. There were some companies that we did find bias to a degree and a little bit of revision of history. We were also very careful to choose a company that is as close to our standard history as we've had in the past. Chairman Loughmiller clarified that as a professional you established a process for review, followed the process and found books that fit the standards that we set as a community to which Ms. Allen stated yes, they fit our state standards and they fit our standards in our community very well and I think all our teachers here would agree with that.

Chairman Loughmiller discussed the political control from the State vs. local control. He feels there needs to be more trust from the State legislators that communities can make the right decisions and to trust us. Ms. Allen stated that we need to trust our teachers because they absolutely know what is best.

Trustee Moon stated he was on the committee and he made an admission that he was given some reading assignments and if he had been graded he would have failed as it was a lot and fitting it into a work schedule...he wants everyone listening to know the amount of work it takes to honestly answer these questions and he tried. It's a lot and they, the committee did this on their own time. He is more than

impressed with the time it took them. He was also there when some of the discussions were taking place. Your (Loughmiller's) statement was part of the discussion because his question was I don't want to receive phone calls that go against not what I believe but what this community stands for and what real history is and I was assured of that. This committee did a fantastic job. I was there, I heard them, their questions were robust, the discourse and the challenges and all the discussion was robust and he is very, very pleased with this committee. Ms. Allen did a superb job. Ms. Allen added she has a superb team and Mr. Moon stated she did but she was in charge.

Vice-Chairman Rasmussen clarified the funds used to purchase this is from the supplemental levy to which Ms. Miller stated yes. He then, thanked the community for allowing the levy to pass. Without that we wouldn't be able to educate our students the way we are going to be able to now in this, the 21st century. And, we would still have 30 year old books. The importance of the passing of those supplemental levies are critical for our success. And he thanked the committee as well, noting they are all phenomenal teachers. He stated we are very fortunate to have you, so thank you.

Trustee Moon stated he finds it very interesting and he hopes that the community takes this to heart. We are worried about gymnasiums and tracks and no one comes in here and throws a fit about 30-year old curriculum. He is all for gymnasiums and tracks but not with 30-year old curriculum. He hopes the community listens and we do better in the future.

Chairman Loughmiller stated he just wants them to know that they as a Board trust them. We appreciate you.

Ms. Miller then turned the time to Mr. Tim Wood to address the Humanities curriculum proposal with the Board. Mr. Wood gave accolades to his team. He noted that Mr. Jones led the team on the Drama curriculum and made a determination between a couple of text books and the one that his team has chosen is both a reasonable price and a fantastic piece of material.

Mr. Jones has done Drama professionally and Mr. Wood believes he made the best choice based on his experience. In terms of the Art curriculum, Angela Heiner has run through several things and tracked down a number of opportunities and the list of opportunities she has put together and chosen is both cost effective, reproducible and chosen mostly because it is not full of pornography. The parents and the students had look at it and it was more approachable for them as well.

The Spanish curriculum was narrowed down to two (2) texts books. Their favorite involves a 7-year rotation of those text books rather than a 6-year rotation. It involves a lot more immersive materials for the students as fantastic online materials and includes training for the teachers, where the others did not offer that at all.

In terms of music, thank you Mr. Ledbetter so much. Mr. Ledbetter put together a lot of time for the elementary music materials. What he found was outstanding. It is the leading elementary music curriculum nation-wide. It allows us to teach our students, while enjoying the music and activities in music, it allows them to learn reading notation, sight singing and oral skills and have fun at the same time. Mr. Wood stated he is thrilled to be able to use this curriculum in a school district. This is the one Mr. Wood has wanted to use for the last 25-30 years. It is a conversational solfège. There are a couple of items that are supplemental materials that they would like to use in addition.

We are coming in very cheap on the secondary music curriculum. A gentleman in the Seattle area has put together his own check off system where students go through a list of check off on can you accomplish this, this, this, this and the other thing. By doing this you arrive at a level. You will see the basic musical knowledge and then there are skills attached to that. There are bronze, silver, gold and platinum objectives. This allows students to progress at a rate that fits them and allows them to learn at a steady basis.

Vice-Chairman Rasmussen asked if they would be teaching sight singing in the elementary level to which Mr. Wood confirmed. Mr. Rasmussen noted he didn't do that until he was a sophomore in college.

Assistant Superintendent Miller stated that because this was so diverse in content it took a lot of teachers and in their own content areas and she thanked each one of them. She pointed out there are no instruments or music in this quote but she is working with Mr. James and her desire is to provide some money to the schools for replacement of large instruments that cannot be rented or easily purchased by students. She noted she is grateful the supplemental levy was brought up because in order to keep our music programs at the highest level possible, the District may need to look at a certain amount annually that would go to replacing of instruments. That is looking to the future but for this year we are going to try to get a few new big items along with the adoption and continue that annually.

Vice-Chairman Rasmussen asked where the funds will come from to purchase the new music (sheet music) to which Mr. Wood stated that will come from fundraising. Ms. Miller added that the District would like to be able to help them, along with the fundraising. Mr. Rasmussen noted that two or three pianos were donated from the Don Royster Foundation with one going to Malta, Declo received a concert grand Baldwin, and Dworshak received a piano. He wanted to make sure that all the administrators who feel a musical need of a piano to please bring it to his attention because Don Royster, a phenomenal instructor in this area starting in 1974 left his entire estate to a trust governed by four (4) individuals and they want to be able to use it in purchasing new or like-new pianos for the school districts. If any of the school administrators find they need something in the lines of a piano bring it to Mr. Rasmussen's attention. It's about time for them to start choosing some additional schools.

Chairman Loughmiller asked for a check list on the secondary level to which Mr. Wood stated he would get it to Mr. Loughmiller as it is on his computer at home. He will send it to him. Ms. Miller stated she would make sure Mr. Loughmiller got it.

Trustee Moon asked Ms. Allen if she had a parents' night where community people could come in and ask questions to which she confirmed they did have a community night where parents were invited. Mr. Moon asked how many parents came to which Ms. Allen stated, "Not one. And each department individually invited parents and the teams believed they would have parents so the majority of the teachers in each team came because they believed parents would come join them." She noted they did have a parent on the committee who did review books at home and she had parents who came in and started going through books but when they realized the process one of them told her, "I thought I was going to come and flip through the pages and tell you which one I liked. I didn't realize the process." The parents did not come back. Mr. Moon stated it was a lot. There was concern of some of the committee members about community pushback because of the curriculum that was chosen. He made the point that no one went to have input about the curriculum and noted the process was very thorough as he witnessed it, himself. He thanked Ms. Allen. Ms. Miller stated in the music and drama, there were eight (8) parents. There were two (2) per content that she witnessed.

Chairman Loughmiller stated he believes that there are parents who are engaged in music and the arts are really engaged and he appreciates that. He stated it is a marketing issue. If they had announced that we were canceling Jr. High athletics and there was a meeting for that, you would have had a packed house. He suggested a bait and switch in the future to bring in the parents.

Assistant Superintendent Miller informed the Board of Trustees that the teacher resources will be here the end of May, so our teachers will have those. Student texts and resources will be ordered after July 1st (the new fiscal year). And they will be here before school starts. Chairman Loughmiller thanked Ms. Miller.

Chairman Loughmiller declared a two-minute recess and then they will resume into the regular board meeting.

REGULAR SESSION: (7:00 p.m.) Motion by Ryan Cranney and seconded by Bruce Thompson to adjourn the work session enter into Regular Session Board meeting. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

PRESENT: Chairman Heber Loughmiller, Vice-Chairman Jeff Rasmussen, Trustees: Ryan Cranney, Bruce Thompson, Darin Moon, Superintendent James Shank, Assistant Superintendent Sandra Miller, District Attorney Lance Loveland, Fiscal Manager/Treasurer Chris James, Clerk Pamela Teeter

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Chairman Loughmiller.

GUESTS: Marta Hernandez, Michelle Richins, Jeanne Allen, Carl Voigt, Angela Heiner, Jesse Ledbetter, Tim Wood, Karli Nelson, Melodie Cooper, Derek Johnston, Curtis Richins, Diana Gill, Danielle Barborka, Pam Young, Roland Bott, Wes Nyblade, Melina Ficek, Lona Phillips, Kit Kanekoa, Denise Clark, Brandi Bedke, Valerie Bame, Kim Bedke, Kayla Cook, Marlene Jennings, Jacoby Sneddon, Dennie Smyer, Steve Copmann, Sara Reed, Shaelyn Nunez, Scott Muir, Melissa Simmons, Ludean Henderson, Ryun Payne, K. D. McCombs, Lydon Crane

CONSENT AGENDA: Motion by Bruce Thompson and seconded by Jeff Rasmussen to approve the Consent Agenda items: B-F. Voting Aye: Cranney, Thompson, Moon, Loughmiller with one abstention from Mr. Rasmussen as he is related to an employee being discussed this evening; motion carried.

- Minutes – March 18, 2021 Regular Board Meeting
- Bills: February - March Accounts Payable
- Separations, New Hires
- Leave(s) of Absence
- Early Graduation
- Trip Request(s)
- Student Teacher
- Policies

SEPARATIONS: The separations are as follows:

Certified: Deanna Carson, Declo Jr. High School Teacher, Kristen Nelson, Oakley Elementary and High School Counselor; Ruby Gebhart, Mountain View Elementary Teacher; Derek Johnston, Mountain View Elementary Principal; Sandra Johnston, Dworshak Elementary Counselor; Alyssa Carpenter, Burley High School Teacher; Haley Davis, John V Evans Elementary Teacher; Scott Muir, Declo Jr. High School Principal/Athletics Director; Stephanie Seig, Declo High School Cross Country Coach (still teaching); Jennifer Murdock, Declo High School Assistant Girls Soccer Coach (still teaching); Gloria Muhlestein, Oakley Elementary School Teacher; Becca Tateoka, Burley High School Teacher; James Shank, Central Office Superintendent

Classified: Kyrstin Davids, Burley High School Flag Team Coach; Angela Albertson, Transportation Bus Driver; Brendon Gorringer, Oakley Elementary School Food Service; Leslie Hobson, Declo Elementary School Music Para; Jessica Shumway, Burley Jr. High School Para; Katie Muir, District Wide SPARK Afterschool Program Director; William Ward, Substitute; Mariah Rasmussen, Substitute; Merrill Bylund, Substitute; Tyanna Thain, Substitute; BranDee Houghton, Substitute; Steve Mazur, Substitute; Amber Smith

NEW HIRES: The new hires are as follows:

Certified: Hollie Draney, Declo High School English Teacher; Joslynne Roberts; Mindy Vail, Declo High School Assistant Track Coach; Kathleen Whitlock, Declo High School P/T Art Teacher

Classified: Josiah Crafts, Burley High School King Fine Arts Crew; Breckon Hutchison, Burley High School Assistant Track Coach; Thomas Allt, Substitute; Shanille Moosman, Substitute; Emilia Larson, Substitute

LEAVE(S) OF ABSENCE: Request Board approval for the Leave(s) of Absence for Employee 2021K.

EARLY GRADUATION: Request Board approval for Students 2021A and 2021B Early Graduation Requests.

STUDENT TEACHER(S): Request Board approval for two (2) student teachers:

- Austin Silva (ISU) at Burley High School. Austin with Debra Cook as his mentor; and,
- Kelly Kidd (BYU-I) is requesting placement in an elementary school in the Cassia School District.

POLICIES: Request approval for policy amendments for the following policies:

POLICY 482 ABSENCE WITHOUT PAY FOR NON CERTIFICATED EMPLOYEES: Policy 482 will read as follows:

Payroll deductions for personal absences not specifically authorized by the policies of Cassia County Joint School District No. 151 will be calculated on the basis of the employee's hourly salary for each hour absent. The district will pay insurance benefits for a maximum of ten (10) days per year of authorized unpaid leave with supervisor approval. The employee is responsible for his/her benefit share of any insurance premium, paid by the District, during the unpaid leave period beyond the ten (10) days per year that are allowed. The payment will be calculated on the basis of the District cost of the employee's monthly insurance premium prorated for each day absent.

Extended unpaid leaves of absence of two (2) weeks or more may be granted by the School Board under the following:

1. Leave of absence may be granted for:
 - a. The purpose of continuous advanced study.
 - b. Prolonged personal illness.
 - c. Required military service or emergencies arising in time of military emergency.
 - d. Other such special reasons as may be approved by the Board of Trustees.
2. A minimum of three years employment with this district with a work schedule of 36 weeks per year and a work schedule of a minimum of 20 hours per week is required prior to making a request for an extended leave of absence.
3. Leave of absence commencing prior to January 1 annually does not count as a year of experience on the salary schedule.
4. Longevity or sick leave credits established at the time of departure on an approved leave of absence shall be restored after returning to the district.
5. Requested placement in a suitable position must be received by May 1st if he/she wishes to return for the following fall term.
6. Employee has no assurance of placement in the position formerly held and may be required to reapply for a desired position. Unless leave qualifies for: Family and Medical Leave Act (FMLA) Policy No. 407.
7. The employee may continue his/her insurance benefits by paying full premiums during the leave of absence as long as there is a commitment to return to the district and providing the insurance carrier(s) allow such continued coverage.

Short-term (less than two (2) weeks) unpaid leaves may be granted by the Superintendent upon recommendation of the employee's immediate supervisor. If possible, employees should submit requests prior to the leave.

The board has complete discretion to assess, and grant or deny, the request.
All approved leave of absence ends at the end of the fiscal year in which it is granted.



LEGAL REFERENCE:
Idaho Code Section 33-506

ADOPTED: May 8, 2000
AMENDED: September 14, 2004
AMENDED: December 20, 2011
AMENDED: December 17, 2013
AMENDED: April 15, 2021

POLICY 698 COMPUTER, MOBILE COMPUTING DEVICES AND NETWORK SERVICE

USER AGREEMENT INFORMATION: Policy 698 will read as follows:

GENERAL

Computer network service through the Internet provides an electronic highway connecting millions of computers around the world. Students and staff can access information and news from educational and research institutions, send and receive electronic mail (e-mail), take part in distance learning activities, consult with experts, and view library holdings by using the Internet.

Computers, Mobile Computing Devices and internet access is a service provided by Cassia County Joint School District No. 151. The system administrators of the computer network service are employees of this district and reserve the right to monitor all activity on the computer network service. Upon acceptance of the mobile computing devices, computer and network service user agreement, students and staff will be issued a user ID (name) and password.

Users may encounter information on the Internet and other computer network services that may be perceived as inappropriate, controversial or potentially harmful. Because of the changing information and sources of information on such computer network services, it is nearly impossible to monitor the content. This school district cannot control the Internet and other computer network services' sources of information. Rather, this district will strive to provide students with the understanding and skills needed to use computer network services in an appropriate manner. The school district will utilize an internet filtering service in an attempt to eliminate inappropriate content from being viewed on school district devices. It is important to note that the filtering system is not 100 percent effective.

REGULATIONS

Technology users' responsibilities go beyond general care of computers and mobile computing electronic devices. Cassia County School District's policy addresses the acceptable use of technology hardware, software, networks, and the Internet. The use of this district's computer networking capabilities is a privilege, not a right. Permission from parents/guardians is required before students may access the computer network services. All school district users must sign a Mobile Computing Devices, Computer and Network Service User Agreement before access is permitted.

Unless otherwise specified, the following regulations will apply equally to students, employees, volunteers, and contractors employed by the Cassia County School District. Employees, volunteers, and contractors may have additional obligations owing to the nature of their positions and/or access privileges.

All individuals with access to Cassia County School District technology and computer and mobile computing device networks will:

1. Respect the rights and property of the school district and other individuals and will properly and appropriately access files, data, or the information of others.
2. Observe Cassia County School District codes of conduct.
3. Be responsible for taking precautions to prevent loss or damage to equipment and data.
4. Install and use software on the district's computers only in accordance with software policy and procedures.

Violation of the Mobile Computing Devices, Computer and Network Service User policy will result in disciplinary action up to and including student/employee denial of internet/computer access, suspension, student expulsion, or employee termination.

Interpretation, application, and modification of this use policy are within the sole discretion of the Cassia County School District. Any questions or issues regarding this policy should be directed to the building or district administration, or the network administrator(s).

Software Policy and Procedures

Purpose: The Cassia County School District licenses the use of computer software from a variety of third parties. The software developer normally copyrights such software. Unless expressly authorized to do so, the Cassia County School District has no right to make copies of the software except for backup or archival purposes. One of the purposes of this policy is to prevent copyright infringement and to protect the integrity of the Cassia County School District's computer environment from viruses and similar threats.

Policy and Procedures Guidelines: It is the policy of Cassia County School District to respect all computer and mobile computing device software copyrights and to adhere to the terms of all software licenses to which the district is a party. The Technology Supervisor is charged with the responsibility of monitoring these guidelines and may appoint district technology personnel to assist with monitoring. Cassia County School District employees may not duplicate any licensed software or related documentation for use either on school premises or elsewhere unless the Cassia County School District is expressly authorized to do so by agreement with the licensor. Unauthorized duplication of software may subject employees, students, and/or the district to both civil and criminal penalties under the United States Copyright Act. Employees may not give standalone software to any other employee or any software to non-employees including parents, contractors, students, and others. Cassia County School District employees and students may use software on local area networks or on multiple machines only in accordance with applicable license agreements.

Acquisition of Software: All software purchases are subject to approval by the building administrator in consultation with District Technology Personnel.

Registration of Software: The district will register every software package. When a staff member acquires new software for use on district computers, he/she must have received prior approval and inform the district technology personnel to facilitate installation. The staff member should provide a copy of the registration to the district technology personnel. Software must be registered in the name of the district and department/school in which it will be used. Because of personnel turnover, software should never be registered in the name of the individual user. The register will contain:

- the title and publisher of all software;
- the date and source of software acquisition;
- the location of each installation;
- the name of the authorized user(s);
- the existence and location of media;
- the software product's serial number.
- the schedule of upgrades (if applicable).

Storage and Security: The district technology personnel shall be in charge of storing all district software in secured storage areas, if feasible. By ensuring secure storage of original media, the risk of software theft and unauthorized duplication of software is minimized.

Installation of Software: After the registration requirements above have been met, the software must either be installed by the district technology personnel or qualified individuals with authorization of the Technology Supervisor. No software shall be installed on district computers or mobile computing devices without prior approval of the district technology personnel. Teachers who bring in data media from home are responsible to ensure that the media is free from viruses, etc. District virus protection software should be used to examine these media before they are used in a district computer or mobile computing device. These standards are to ensure that the district does not violate copyright laws or infect computer systems with viruses. A student shall not install computer software, bring in media from home, or tamper in any way with district software or hardware unless under direct supervision by a CJSD #151 staff member and only with approved software. It is the responsibility of teachers and other faculty members to constantly monitor student use of computers and technology and to review all policies and procedures with the students regarding the acceptable use of technology.

Home Computers: The Cassia County School District's computers and mobile computing devices are district assets and must be kept both software legal and virus free. Only software purchased through the procedures outlined above may be used on district machines. Generally, district owned software cannot be taken home and loaded on an employee's computer if it also resides on the district's computer. However, some software companies provide in their license agreements that home use is permitted under certain circumstances. Before taking any software home, please check with the district technology personnel and follow the sign-out and sign-in procedures.

Software Audits: The district technology personnel will conduct random audits of all district PCs to ensure that the district is in compliance with all software licenses. During these random audits the district will search for inappropriate software and eliminate any that is found.

Penalties and Reprimands: Anyone who violates this policy will be referred to district administration for disciplinary action up to and including denial of internet/computer access, student/employee suspension, student expulsion, or employee termination.

Policy Review: This software policy will be reviewed annually with staff. This software policy shall be updated as deemed necessary by the Cassia County School District #151 Board of Trustees.

Hardware Policy and Procedures

Property Rights: The Cassia County School District has the right to specify who uses its equipment and the information contained therein, under what circumstances, and to what purpose. Equipment purchased or received by way of grant by a school or the district will be the property of the district. The district or school administrative personnel will determine the use. In accordance with grant specifications, neither employees, volunteers, nor students in the school have ownership rights to any equipment loaned to them by the school. Use of school equipment and software for private or personal business without prior approval is strictly prohibited and will subject the violator to disciplinary action.

No person will have exclusive use of school equipment unless authorized by district administration.

Acquisition: Before submitting a purchase order to acquire new computers or technology-related equipment, each employee will consult with district technology personnel to ensure compatibility with the district's computer and network platform.

Network Attached Devices: Use of network attached devices, including, but not limited to, computers, printers, and handheld devices, must be approved by the district technician to ensure the compatibility, stability, and security of the district network.

Hardware Policy Enforcement: The District and all schools in the district will rigorously uphold laws pertaining to the use of technology equipment and the information contained in them and/or generated by its use. Anyone found to be violating such laws would be subject to suit for civil damages as well as prosecution by the school to the full extent of the law. Violators will be subject to disciplinary action to include possible denial of internet/computer access, student/employee suspension, student expulsion, or employee termination.

Electronic Network Use Rules

Every user (which includes, but is not limited to students, employees, volunteers, and contractors employed by the district) has the responsibility to respect and protect the rights of every user in our community and on the Internet. School district account holders are expected to act in a responsible, ethical, and legal manner, in accordance with the missions and purposes of the networks they use and the laws of the state and the United States. Students will be provided with a school atmosphere and procedures of student control/discipline that will assure a suitable learning environment, and students will learn to act as responsible and productive citizens with respect for civil rights and the role of the individual in a democracy.

Using the network is a privilege, not a right, and the privilege may be revoked at any time for unacceptable conduct. Vandalism will result in disciplinary actions. Vandalism is defined as any malicious attempt to harm or destroy data of another user, mobile computing devices, computer components, the computer network service, or any of the agencies or other computer network services that are connected to the Internet. This includes, but is

not limited to, the uploading or creation of computer viruses. Unacceptable conduct includes, but is not limited to, the following:

- Using the network for any illegal activity, including violation of copyright or other contracts.
- Using the network for financial or commercial gain.
- Using the network while access privileges are revoked or suspended.
- Degrading or disrupting equipment or system performance.
- Vandalizing the data of another user.
- Theft or plagiarism of data.
- Wastefully using finite resources such as but not limited to “band width.”
- Unauthorized downloading of software.
- Gaining unauthorized access to resources or entities.
- Willfully and knowingly accessing or attempting to access pornographic or other inappropriate sites.
- Invading the privacy of individuals.
- Using an account owned by another user without authorization.
- Posting personal communications without the author’s consent.
- Posting anonymous messages.
- Placing of unlawful or unlicensed information on a system.
- Using abusive or otherwise objectionable language in either public or private message.
- Sending of messages that are likely to result in the loss of recipients’ work or systems.
- Sending of chain letters or broadcast messages to lists of individuals, or any other type of use that would cause congestion of the networks or otherwise interfere with the work of others.

Acceptable Posting: The Cassia County School District provides a public Internet presence to share information with the community. Staff members and students are allowed to use these district provided resources. Staff members are responsible for monitoring and reviewing content created by students. Staff members and students agree not to publicly publish through the school district site any information that 1) violates copyright laws or property rights, 2) discloses student personal information other than names, 3) discloses student names with photographic depictions, 4) contains deliberately false or misleading statements regarding the school district, 5) are illegal, 6) are deliberately offensive, threatening, or libelous, or 7) are pornographic or otherwise obscene.

False Entry/Alterations: No student, volunteer, or school/district employee will make any false entry or alteration of any document, (either paper or electronic) used or intended to be used in connection with the operation of the Cassia County School District nor any school in the district, nor will any student open or alter official school documents or private documents, either paper or electronic.

Data Security: The District assumes no responsibility or liability if documents stored on school equipment are lost or damaged, nor will the district be responsible for security violations beyond the appropriate punishment of those persons involved in such violations.

Controlled Access to the Internet: Internet access is provided strictly for use consistent with the district’s educational and business goals. It is the practice of the Cassia County School District to protect staff and students from obscene, pornographic, and other inappropriate material available on the Internet by monitoring Internet access and by using mechanisms such as content filters and firewalls in accordance with the Children’s Internet Protection Act. Attempts to access inappropriate material may be logged. Deliberate attempts to access obscene or inappropriate materials by any user will result in disciplinary action by school district administration up to and including denial of internet/computer access, student/employee suspension, student expulsion, or employee termination as defined in Idaho Code §18-1507. The school district may provide direct communication systems such as e-mail or chat rooms for student use, which will be either filtered for content, closed (in-district only), or both. All school district web-based direct communication systems pass through a content filter.

Unlawful and Unauthorized Activities: The Cassia County School District does not tolerate the use of the network for illegal activity, including electronic crimes such as unauthorized access, deliberate use of malicious code such as viruses, and deliberate attacks on systems (“hacking”). Illegal and inappropriate activities will result in disciplinary action by school district administration to include denial of internet/computer access, student/employee suspension, student expulsion, or employee termination. Prohibited activities include, but are not limited to, the following:

- a. Sending, receiving, or accessing obscene or pornographic material. This is prohibited and punishable

- by law.
- b. Sending, receiving, or accessing harassing or objectionable material.

Enforcement

Violation of the rules set forth by school district policy will result in disciplinary action by school district administration. Systems managers are empowered to suspend some or all privileges associated with computer use in cases of misuse or threat to the integrity of information technology resources. Disciplinary action for misuse by students may include, but is not limited to, suspension from school, removal from classes requiring computer use, loss of computer use privileges, school suspension and/or expulsion and, if deemed appropriate, criminal prosecution. Disciplinary action for misuse by employees and other users will include, but is not limited to, formal reprimand, denial of internet/computer access, student/employee suspension, student expulsion, probation, employee termination, and, if deemed appropriate, criminal prosecution. School district administration and system managers will make all decisions regarding whether or not a user has violated this policy and any related rules or regulations and may deny, revoke, or suspend access at any time, with his/her/their decision being final. Before any permanent action is taken against a user, the user will be advised of the basis for the proposed action and given an opportunity to respond. The specific disciplinary action for each case will be at the sole discretion of school district administration and may vary depending on the severity of the infraction.

Security

Security on any mobile computing devices or computer is a high priority. Do not use another individual's account without permission from that individual. Attempts to log onto the network with another person's identification without permission may result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the computers and network. If you feel you can identify a security problem on the network, you must notify an administrator. The user will not demonstrate the problem to others.

All school district users will meet the following requirements:

1. Users will change passwords regularly, using combinations of letters and numbers.
2. Users will immediately notify a school administrator if their password is no longer secure, or if they have reason to believe that someone has obtained unauthorized access to their account.

Policy Agreement

The Cassia County School District will uphold laws pertaining to the use of information technology equipment and the information contained therein and/or generated by its use. Anyone found to be violating such laws would be subject to suit for civil damages as well as prosecution to the full extent of the law.

There is a need for full disclosure and understanding for the partnership between parents, students, and the school district in regard to technology and its use. A Computer Mobile Computing Device and Network User Agreement has been created to inform and provide knowledge, ensuring that all parties understand the areas of responsibility identified. Each user will need to have an agreement form signed and on file before district computer use will be allowed.

Warranties/Indemnification

The District believes that the benefits to educators and students from access to the Internet (in the form of information resources and opportunities for collaboration) far exceed any disadvantages of access. Ultimately, parent(s) and guardian(s) of minors are responsible for their student's behavior, and this includes use of the Internet.

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the Internet. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services. The District will not be responsible for any unauthorized charges or fees resulting from access to the Internet, and any user is fully responsible to the District and shall indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user's access to its computer network and the

Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s)/legal guardian(s) agrees to cooperate with the District in the event of the school's initiating an investigation of a user's use of his/her access to its computer network and the Internet.

The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District, relating to or arising out of any violation of these procedures.

ELECTRONIC MAIL

Electronic mail ("e-mail") is a private electronic message sent by or to a user in correspondence with another person having Internet mail access. The following provisions apply to e-mail:

1. Messages received by the computer network service are retained on the system until deleted by the recipient. However, federal law requires electronic communications to be archived for five years.
2. Users are expected to remove old messages in a timely fashion. The system administrators may remove such messages if not attended to regularly by the users.
3. It should be recognized by users that e-mail may be viewed by others. There is no guarantee of confidentiality.
4. The system administrators will not intentionally inspect the contents of e-mail sent by one user to an identified addressee, or disclose such contents to other than the sender, or an intended recipient, without the consent of the sender or an intended recipient, unless required to do so by law or by policies of this district, or to investigate complaints regarding e-mail which are alleged to contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material.
5. This district will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any e-mail transmitted on this district's computer network service.

DISK SPACE USE

The system administrators reserve the right to set quotas for disk space use on the computer system. Users exceeding their quota will be required to delete files to return to compliance. Users may request that their disk space quota be increased by submitting a request stating the need for the quota increase. In determining whether to grant the request, the designated administrator will review the space available and the reason for the request. The decision of the administrator regarding disk space use is final and not appealable. A user who remains in non-compliance of disk space quotas after seven (7) days of notification will have his or her files removed by a system administrator.

UPDATING USER ACCOUNT INFORMATION

The computer network service may occasionally require new registration and information from users to continue the service. Users must notify the designated administrator of any changes/deletions in user information.

TERMINATION OF ACCOUNT

A user's access to, and use of, the computer network service may be terminated at any time by notifying a system administrator. An account that is inactive for more than thirty (30) days may be removed along with that user's files without notice given to the user. An administrator reserves the right, at his or her sole discretion, to suspend or terminate users' access to and use of the computer network service upon any violation of this policy. This district's administration, faculty and staff may request the system administrator to deny, revoke, or suspend specific user access.



Legal Reference: Children's Internet Protection Act, P.L. 106-554

20 U.S.C. § 6801, et seq.

47 U.S.C. § 254(h) and (1)

ADOPTED: May 8, 2000

AMENDED: July 11, 2006

AMENDED: July 28, 2009

AMENDED: July 26, 2011

AMENDED: November 22, 2011

AMENDED: May 11, 2017
AMENDED: December 17, 2020
AMENDED: April 15, 2021

Cassia Jt. School District No. 151
Computer, Mobile Computing Devices and Network Student User Agreement

School district mobile computing device and computer users are expected to act in a responsible, ethical, and legal manner, in accordance with the missions and purposes of the networks they use, and the laws of the State of Idaho and the United States.

The mobile computing devices, computers and network are provided for furthering the District's stated educational goals only, and they are to be used by authorized individuals only. Individuals using these systems are subject to having all activities on these systems monitored by system or security personnel. Anyone using these systems expressly consents to such monitoring.

It is possible for all users of the Internet, including your child, to access information that is intended for adults. Although the District has taken reasonable steps to ensure that the Internet connection is used only for purposes consistent with the curriculum and that inappropriate sites (as defined by the Children's Internet Protection Act) are filtered, the district or school cannot entirely prevent the availability of inappropriate material elsewhere on the Internet.

It is possible that a determined user may make use of mobile computing device and computer resources for inappropriate purposes. Deliberate misuse of the computer network or the Internet will result in disciplinary action as outlined in the Computer and Network User Policy.

I, _____ and _____
Parent Name (please print) Student Name (please print)

have read the Computer, Mobile Computing Devices and Network Services User Policy, understand it, and agree to adhere to the principles and procedures detailed within. We understand and accept the conditions stated above and release from any liability the Cassia County School District #151 (the sponsoring school), its subcontractors, and employees.

I understand that my child is expected to use good judgment and follow the guidelines of the Computer, Mobile Computing Devices and Network Services User Policy. Furthermore, I have discussed the information contained in the Computer, Mobile Computing Devices and Network Services User Policy with my child. Should my child breach the policy guidelines, I understand that my child may lose privileges on the Cassia County School District computer network or be subject to other disciplinary action.

_____ Parent Signature	_____ Student Signature
_____ Date	_____ School

COMPUTER, MOBILE COMPUTING DEVICES AND NETWORK EMPLOYEE USER AGREEMENT
Cassia School District

I understand and will abide by this district's policy titled "Computer, Mobile Computing Devices and Network Service User Agreement Information." (See cassiaschools.org/Page/136) Should I commit any violation of the policy, my access privileges may be revoked and school disciplinary and/or appropriate legal action will be taken.

Internet access is a service provided by Cassia County Joint School District No. 151. All school policies and rules pertaining to behavior and communications apply. The use of this district's computer network services capabilities must be for educational purposes only and be consistent with this district's mission.

I understand that this access is designed for educational purposes and this district has taken available precautions to eliminate controversial material. However, I also recognize it is impossible for this district to restrict access to all controversial materials, and I will not hold it responsible for materials acquired on the computer, mobile computing devices network service.

I will not leave my computer unattended and accessible to students without having first locked the keyboard to ensure the elimination of unauthorized or inappropriate computer or network access.

The system administrators of the computer network service are employees of this district and reserve the right to monitor all activity on the computer, mobile computing devices and network service. On acceptance for use of the computer, mobile computing devices and network service, staff will be given a user ID (name) and password. I have read this district's policy titled "Computer, Mobile Computing Devices and Network Services User Agreement Information," and acknowledge that violating this policy will result in disciplinary and or legal action that could result in the termination of employment with school district 151.

User Signature: _____ Date: _____

Print Name: _____

Home address: _____

Home or cell Phone: _____ Work Phone: _____

Complete one of the following:

- I am a certified staff member of this district working as a _____ at _____
- I am a noncertified staff member of this district working as a _____
- Other user authorized by the district _____

DISCUSSION ITEMS:

FOUR-DAY CALENDAR WEEK: Superintendent Shank discussed the four-day calendar week and his understanding is we can take questions from the Board to which Chairman Loughmiller confirmed.

Trustee Rasmussen stated he has had some phone calls and texts with confusion on the four-day instructional week with students and what the instructional week is for the teachers. He feels there may have been some disconnect on what the requirements are and feels it needs to be explained again on the time for the teachers. Superintendent Shank reminded the Board of Trustees to think back to the four-day school week discussions, which were:

- 34 more minutes added per the instructional day to meet state requirement for instruction minutes. Part of this is 34 minutes would be added to the beginning or the end of the day or split it in two with some of the minutes at the beginning of the day and some at the end of the day. Then, those minutes would come off on Friday. We would not go home on Friday at the normal time but would at say, 1:00 or 1:30 p.m. You would see on the tradition 5-day schedule it is outlined as 7-hours a day x 60 = 420 minutes per day and that equates to 5 days per week at 2,100 minutes per week. On the proposed schedule 60 minutes equals 420 minutes per day if that's a seven hour x 4 equates to 1680 minutes and if we add back those minutes of 1,680 minutes +136 equates to 1,816 and that meets the minimal state requirements. In terms of the work week, we took those 34 minutes, multiplied by 4, pulled them back off of the Friday and then everyone goes home around 1:00 p.m.

Assistant Superintendent Miller agreed with Superintendent Shank in that was absolutely correct. For example if we chose to start school on Friday at 8:15 a.m. then, the teachers would work 4.73 hours or 4 hours and 45 minutes on Fridays. So, by starting at 8 then by 12:45 p.m. the teachers would be released. Our focus has always been some PLC work, obviously because that is our focus and we want Professional Learning Communities as they direct us in what to do for students. They help us know what we need to do for students. We also talked about some possible tutoring whether it be virtually or whatever; however, that was never completely decided. She believes that PLC's need to happen that day with only having 4 hours and 45 minutes, it may not be feasible for tutoring unless possibly, it's via the Chromebook and you know, say from 11:00 a.m. to 12:00 p.m. a teacher may say I will be available if students need to contact me. Again, this is not decided. What is known as a fact is that we need to add 34 minutes of instructional time to the four (4) days and that time needs to be subtracted from what a teacher will work on Friday. Contrary to what some people think, we are not going to work you more than what we have currently in the work week. I know as I am an educator, that you work well over seven (7) hours a day. You take work home. I know that. But, this is what is reported so this is what we are using to determine when you can leave on Fridays.

Vice-Chairman Rasmussen stated that he didn't realize until he became a member of the Board that we are talking about minutes not days and asked for clarification that we have to have so many minutes per year not by days. Some of my phone calls and texts was this year during COVID we have allowed those students who needed help to come in on Fridays to get some tutoring which is I think, that many of the teachers have taken advantage of that, is that correct? He asked Ms. Pam Young if that was a true statement of the Declo students to which she stated that they have had students waiting for them for help when they get out of their Friday meetings. She stated next year, where we have the remediation time built in during the days she isn't sure they will have them come in on Friday. Trustee Rasmussen stated that he wasn't clear on that because he thought that after PLC training they would be allowed but he feels he was misinformed. Ms. Miller stated she wouldn't say he was misinformed she just doesn't believe the decision has been completely determined yet based on the number of minutes they need to work on Friday. We just need to work on that and decide if that is enough time to do PLC work and tutor.

Trustee Rasmussen asked for clarification from Ms. Miller that Declo will have that built into their schedule because they are on an A/B schedule but there might be a school that is not on an A/B schedule that will not have that built in to which Ms. Miller stated that is a possibility. Mr. Rasmussen stated that we need to come up with answers because people are comparing the wonderful school year that we've had on the four-day instructional week due to COVID and those who are interested in their education, those students have been getting help at every school in the District. Parents have called him, expressing their gratitude. They felt in their mind and his as well, that this was going to continue on that Friday. He believes there is some disconnect because he was confused on that as well. Superintendent Shank clarified that it has not been discontinued it just has not been worked through yet.

Trustee Cranney clarified in order to meet the 2,100 minutes per week we have two (2) choices:

1. You come on Friday and work 4.73 hours; or,
2. You work 1 hour and 18 minutes longer Monday through Thursday.

He asked why one versus the other? He stated he doesn't have a huge opinion but why come back on Friday, we have to run buses and feed the students. What is the advantage one way or the other in your option to which Ms. Miller stated that it was the directive of the Board of Trustees was a five-day week for staff and a four-day instructional week for students for the State requirements. In all fairness, we were not going to make staff work longer. That is the only reason for this. If we are directed to look at something else, we will but going on what was asked of us, we have done that.

Chairman Loughmiller stated that as part of that conversation early on, one of the reasons for the early out on Monday was so universally despised because there was that dead time from when the students were done and then, the staff started. There were students running around waiting for football practice or basketball or whatever, that would be the same problem if we went longer. We would still have the hour and 18 minutes of staff time where the students would have to go somewhere else and then, come back for practices. So, that was why it was discarded. It was an early conversation. Superintendent Shank agreed with Mr. Loughmiller's statement saying there was an attempt to be consistent. That was part of this plan and what we had heard before was there was some inconsistency with all the things we were trying to accomplish on an early release or sending students home.

Vice-Chairman Rasmussen stated we need to clarify one other thing as well. There is a misconception on snow days. We need to explain about the snow days because there are some parents and more importantly staff that are completely unaware of the fact that we have eliminated snow days. We need clarification on this and if we do have a snow day how do we make up those minutes and there is some acid indigestion to about not having snow days to which Superintendent Shank stated that eight (8) days that were worked into the calendar were taken out so those embedded days that we have now that we didn't use this year those are not used. So, we gathered those minutes and put them into the regular calendar. In essence, we have three (3) options:

1. We can come to school on a Friday to make up a snow day;
2. We can declare that snow day as an online learning day; or,
3. We can take that day and put it at the end of the school year.

Chairman Loughmiller asked if we could use Presidents' Day or a spring break day in lieu of the snow day to which Superintendent Shank confirmed we could do that and stated there are other options available to us rather than trying to work past the calendar. And, he knows these are unpopular and understands that. Mr. Rasmussen stated what we have to realize is that when we do something that we thought was good like going to the four-day instructional week not everything is going to be perfect. In order not to have those many more minutes added on to the day we eliminated those snow days. We have learned that we can do online learning if we have to and luckily we haven't had to do that this year for the majority of the students. He went on to say that one has to weigh out in his/her mind what is best. We get to have the four-day instructional week but we had to eliminate snow days. The worst case scenario is that we will have to go into June if we have eight (8) snow days and have to make those days up rather than eliminating spring break or some of those other things, but they have to be made up. Hopefully, those who are listening to this and those who made all the phone calls and texts I received, I am hoping this discussion has cleared up any questions.

Assistant Superintendent Miller reiterated that it is because of the minutes that students have to have in order to earn credits especially at the high school level to graduate. It is not an arbitrary number the District administration has thrown out and we will do our best. There will be a parent survey going out with the question of snow days but we will work with staff and parents if we have a horrible winter to figure out the best option.

Trustee Moon asked for clarification that it will be an online school day if there is a snow day to which Chairman Loughmiller stated as long as he is chairman of the Board if we declare a snow day we will not do an online school day. When I've talked to the Superintendent, the conversation will be we are either in school or we are out of school and we will stay home. We will have to come up with an extra day after the fact or buy a day somewhere.

Vice-Chairman Rasmussen stated when they were at the ISBA convention Dr. Shank, Chairman Loughmiller and he (Rasmussen) went to the break out session on the four-day week and it was very

appetizing to him. He also stated that he was adamant about having the semester end before Christmas break. This is a negative/con of a four-day instructional week is we cannot make that work any longer and get in the number of minutes we have to have within that given semester to end before Christmas break. We will be going two (2) weeks into the new semester after Christmas break and hopefully, the wise educators will not send home an astronomical amount of homework during Christmas break as it will not get done, anyway. He apologized but noted that we get one and have to give up another.

Chairman Loughmiller made a clarifying statement about the four-day week. He wants the building administrators to hear this and he wants the message to go back to their buildings in a very clear manner:

“We are doing a four-day instructional week, Friday is not going to be an instructional day. As the Board Chair, I do not want to run busses on Fridays, we are not going to do that. This is not a daycare program. I understand there are child care difficulties on Fridays with students but we are not going to feed them or bring them in. There will be opportunities on Fridays for you to come in and get help. I know there are inequities, there are parents who work and cannot get there on Fridays during the day but we have online capabilities, we have lots of ways, longer days, we have teachers who bend over backwards to help students. But, we are either in a four-day instructional week or we are not. And if we run busses on Friday we are in a five-day instructional week and we might as well go back to a five-day instructional week. I want that to be very clear and I want the principals to understand that. And, on snow days, it’s either a snow day or it’s not. We will buy back any of the days we need. It is really not that hard. I think it’s worth taking a chance, it’s a roll of the dice on what kind of winter we are going to have, to have shorter days rather than build time into the day and then actually have padded days for snow days in there. I would rather buy them back in February, March, April or May then build them in. Let’s keep the days as short as we can. The Friday thing again, the contract minutes are not changing. We have professional development that is State mandated. We have PLC’s that we are committed to, we have to build time into that. Doing them on a day when students are not at school is the most effective time to do that. The buildings and administrators here are willing to build in opportunities for students to get help at the secondary level (he noted that he is most familiar with what is going on in Declo and Raft River) there is and has been a lot of activity on Fridays. The comment Ms. Young made as far as next year with longer days and built in interventions makes it possible that traffic will decrease on Fridays.”

Chairman Loughmiller addressed anonymous letters the Board of Trustees have received. He stated we received a little bit of early panic on the calendar. He stated he was taught at a very young age that you own what you say. You put your name on it. If you do not sign a letter that you send to me, I will not read it. And, this is a message to the staff: Everyone thinks it is protection to send an unsigned letter right up until a parent or whomever sends an unsigned letter to accusing them of something. I treat their unsigned letters the same way I treat patron letters, if you are going to say it, own it. There is no speech without consequence. If you are saying I’m worried about my job, it better be worthy saying it. Put your name on it if you want us to consider it.

ACTION ITEMS:

CURRICULUM: Motion by Jeff Rasmussen and seconded by Darin Moon to approve the proposed elementary and secondary curriculum for the 2021-2022 School Year. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

This proposed curriculum includes:

- Elementary Music Curriculum;
- Drama/Art Curriculum;
- Spanish Curriculum;

- Secondary Music Curriculum; and,
- Social Studies Curriculum (Grades 5-12)

OUT OF STATE TRAVEL: Motion by Jeff Rasmussen and seconded by Darin Moon to approve lifting all Out of State Travel within the United States to allow travel and accord Superintendent Shank and Chairman Loughmiller the power to approve requests for the next 30 days before next Board meeting. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

BID RESULTS: Motion by Bruce Thompson and seconded by Darin Moon to approve the bids for surplus items from Oakley Elementary and Burley Jr. High School. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

FACILITIES CALL TO BID: Motion by Darin Moon and seconded by Jeff Rasmussen for a Call to Bid for two Burley facilities as major summer projects and to bring in an engineer. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

BURLEY HIGH SCHOOL GRADUATION REQUIREMENTS: Motion by Darin Moon and seconded by Ryan Cranney to approve the requirement of 48 credits for graduation from Burley High School. Voting Aye: Cranney, Moon, Loughmiller; motion carried.

EXECUTIVE MEETING: (8:05 p.m.) Motion by Darin Moon and seconded by Bruce Thompson to exit Regular Board Meeting and enter into Executive Session according to Idaho Code § 74-206(1)(b)(f) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, or individual staff member or individual agent, or public school student; (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement... Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

ADJOURN: (8:35 p.m.) Motion by Darin Moon and seconded by Bruce Thompson to adjourn. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

Heber Loughmiller, Board Chairman

Pamela Teeter, Board Clerk

