

MINUTES OF THE REGULAR BOARD AND EXECUTIVE MEETING
BOARD OF TRUSTEES OF JT. SCHOOL DISTRICT NO. 151
SCHOOL CENTRAL OFFICE ON TUESDAY, OCTOBER 28, 2014 AT 7:00 P.M.

BOARD MEMBERS:	Steve Lynch	Zone 2, Chairman
	Ryan Cranney	Zone 1, Vice-Chairman
	Linda Petersen	Zone 3
	Kathy Millar	Zone 4
	Heber Loughmiller	Zone 5
ADMINISTRATORS:	Gaylen Smyer	Superintendent
LEGAL ADVISOR:	Doug Whipple	
TREASURER:	Chris James	
CLERK:	Pam Teeter	
NEWS MEDIA:	Jay Lenkersdorfer	Weekly News Journal
	Debbie Critchfield	District Public Relations

Meeting called to order for open session by Steve Lynch, Board Chairman (6:00 p.m.)

EXECUTIVE SESSION: (6:00 p.m.) Motion by Ryan Cranney and seconded by Kathy Millar to go into executive session in accordance with Section § 67-2345(1)(b)(f) Student and Personnel. The purpose of this session is to discuss personnel, student discipline issues and student safety within the district. Voting Aye: Ryan Cranney, Linda Petersen, Kathy Millar, Heber Loughmiller, Steve Lynch; motion carried.

Present: Steve Lynch, Ryan Cranney, Linda Petersen; Kathy Millar, Heber Loughmiller, Superintendent Gaylen Smyer, Attorney Doug Whipple, Fiscal Manager/Treasurer Chris James, Clerk Pam Teeter

Motion by Kathy Millar and seconded by Heber Loughmiller to go into open session. Voting Aye: Linda Petersen, Ryan Cranney, Heber Loughmiller, Kathy Millar, Steve Lynch; motion carried (6:59 p.m.).

The Regular Meeting was called to order by Steve Lynch, Board Chairman (6:59 p.m.)

GUESTS: Michael Corbett, Jennifer Meredith, Jolene Graham, Kenneth Loughmiller, Scott Yates, Eric Boden, Jed Boden, Chad Black, Adam Haynes, Kevin Welch, Lauri Welch, Jay Lenkersdorfer, Melissa Farran, Kelly Bowen, Debbie Critchfield, Jill Hardy, Adam Boehler, Ben Hardy, Karlene Hardy, Jon Searle, Dee Darrington, Jamee Garrard, Mandy Baker, Brooke, Christensen, Rob Wybena, Marianne Yates, Keegan Duncan, Tiffanie Duncan, Matt Payton, Kyle Hodges, Rochelle Barfuss, Christian Anderson, Cameron Arial, Cassidy Jones, Eric Wardle, Ruby Gebhart, Melodie Cooper

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Steve Lynch.

PRELIMINARY MATTERS: Dr. Smyer informed the Board of Trustees that the contractor is on site at Raft River and is installing a chlorination injection system and plans on finishing the project tonight. School will continue in session through the installation of the system.

APPROVAL OF MINUTES: Motion by Kathy Millar and seconded by Heber Loughmiller to approve the minutes of the previous meetings; motion carried. Minutes approved were for the September 23, 2014 Regular Board Meeting.

APPROVAL OF BILLS: Motion by Ryan Cranney and seconded by Linda Petersen to approve the monthly bills for last month; motion carried.

POLICIES:

POLICY 448 REDUCTION IN FORCE REGARDING CERTIFICATED EMPLOYEES: Motion by Kathy Millar and seconded by Heber Loughmiller to approve Policy 448 as presented; motion carried. Policy 448 will read as follows:

A reduction in force may occur when the board, at its sole discretion, determines that it is in the best interest of this district to reduce the number of contracted certificated employees for reasons including but not limited to a financial emergency, decrease in enrollment, changes in curriculum, reorganization, or consolidation. Nothing herein shall prohibit the board from eliminating particular courses or portions or all of an educational program, or otherwise restructuring the course offerings to meet the educational needs of the students.

If the board determines that it is necessary to reduce the number of certificated staff members, the board will affect the reductions by implementing this policy after having attempted to reduce the staff to a desired number through attrition and/or reassignment of personnel in good standing with the school district.

In implementing this reduction in force policy, the decision as to which employee or employees will be subject to such reduction will not be made solely on consideration of employee seniority or contract status. Eligible veterans or preference eligible individuals will be given preference for any existing position that is not eliminated, excluding key employee positions. Preference provides for additional consideration by the district, but it does not guarantee the eligible veteran or preference eligible individual a job.

DEFINITIONS

“Good standing” means that the employee is not currently subject to informal or formal plans of improvement, probation, or discipline or on unpaid involuntary administrative leave.

“Reduction in force” means the temporary suspension or permanent termination of employment of an employee or group of employees for business reasons (e.g. certain positions are no longer necessary or due to financial constraints).

Veterans

“Disabled veteran” means those veterans separated under honorable conditions who:

1. Qualify as disabled veterans because they have served on active duty in the armed forces and have a current service-connected disability of ten percent (10%) or more, or are receiving compensation related to a service-connected disability including retirement benefits or pension from the military or the department of veterans affairs; or
2. Are Purple Heart recipients.

“Eligible veteran” means veterans and disabled veterans as defined in this policy and Section 65-502, Idaho Code.

“Key employee” means an individual specifically hired for an “at will” position that is not a civil service position and where:

1. The position requires an advanced degree and the exercise of independent judgment for a majority of the public employee's duties; The primary duty of the position is the management of a department or subdivision of the public employer and the position requires the exercise of independent judgment for a majority of position duties;
2. The primary duty of the position is administrative work arising from the management of a department or subdivision of the public employer or administrative work arising from the exercise of the duties of an elected official and the public employee holds a confidential relationship to the appointing or employing officer or elected official; or
3. The primary duty of the position is to provide advice or consultation to an elected official and the public employee holds a confidential relationship to the elected official.

“Preference eligible” means an individual eligible for preference under Section 65-503, Idaho Code, or as follows:

1. Veterans and disabled veterans as defined in this policy and Section 65-502, Idaho Code;
2. A widow or widower of any veteran as long as he or she remains unmarried;
3. The wife or husband of a service-connected disabled veteran if the veteran cannot qualify for any public employment because of a service-connected disability.

“Service-connected disability” means the veteran is disabled due to injury or illness that was incurred in or aggravated by military service as certified by the federal veterans' administration or an agency of the Department of Defense.

“Veteran” means any person who has been discharged or released from active duty in the armed forces under honorable conditions and has:

1. Served on active duty in the armed forces during a war, in a campaign or expedition for which a campaign badge has been authorized, or during the period beginning April 28, 1952 and ending July 1, 1955;
2. Served on active duty as defined in *38 U.S.C. Section 101(21)* at any time in the armed forces for a period of more than one hundred eighty (180) consecutive days, any part of which occurred after January 31, 1955, and before October 15, 1976, not including service under *10 U.S.C. Section 12103(d)* pursuant to an enlistment in the army national guard or the air national guard or as a reserve for service in the army reserve, naval reserve, air force reserve, marine corps reserve, or coast guard reserve;
3. Served on active duty as defined in *38 U.S.C. Section 101(21)* in the armed forces during the period beginning on August 2, 1990 and ending on January 2, 1992; or
4. Served as may be further defined in *5 U.S.C. Section 2108*.

RETENTION

Retention will not be based solely on seniority or contract status.

Staff retention will be based on a review of relevant factors including, but not limited to, highly qualified status, certification(s), endorsement(s), leadership roles in the school/district, effectiveness in the classroom, master teacher status, and graduate education degree(s), as well as eligible veteran or preference eligible status. Employees subject to reduction in force under this policy will be presumed to have been performing satisfactorily.

The board may terminate a Category 1 employee in the event of a reduction in force at the end of the contract term. A Category 1 employee is not entitled to a probationary period, notice, or a review by the board of the decision to not reemploy the individual.

The board may terminate a Category 2 employee in the event of a reduction in force at the end of the contract term. A Category 2 employee will be provided with written notice by the board setting forth the reasons for non-reemployment on or before July 1, but is not entitled to a probationary period or a review by the board of the decision to not reemploy the individual.

The board may terminate a Category 3 employee in the event of a reduction in force at the end of the contract term. A Category 3 employee will be provided with written notice by the board setting forth the reasons for non-reemployment on or before July 1, but is not entitled to a probationary period. Upon written request, the employee will be given an opportunity for an informal review by the board as set forth in Policy No: 460.50,

Informal Review Procedure for Certificated Employees.

The board may terminate a renewable contract employee in the event of a reduction in force at the end of the contract term. The employee will be provided with written notice by the board setting forth the reasons for non-reemployment on or before July 1, but is not entitled to a probationary period. The board will hold a single formal review for all impacted employees as set forth in *Section 33-513, Idaho Code, and Policy No. 451, Discharge of Certificated Employees.*

RANKING OF EMPLOYEES

The district will utilize the following process in determining who will be subject to a reduction in force:

1. The superintendent or designee will recommend to the board the category(ies) and number(s) of certificated positions in each category to be reduced. The category(ies) of positions will be determined by grade level and/or subject matter certification and endorsement (i.e., K-8, special education, math, music).
2. Upon approval by the board, the superintendent or designee will assess the qualifications of all certificated employees holding a position in the affected category(ies).
3. In the event that one (1) or more certificated employees in an effected category are not highly qualified for that assignment, he/she will be subject to the reduction in force.
4. In the event that all certificated employees in an affected category are highly qualified and/or the district must reduce additional employees, the superintendent will develop a rubric for assessing factors such as: highly qualified status in multiple categories; multiple certifications; multiple endorsements; leadership roles in the school/district; effectiveness in the classroom as demonstrated by evaluation ratings; objective measures of student growth, and parent/guardian input; master teacher status; graduate education degree or coursework; and applicable veteran status. The rubric will be communicated to all employees prior to being implemented. The individual with the lowest score on the rubric will be subject to the reduction in force.
5. In the event that two (2) or more certificated employees tie for the lowest score on the rubric, the superintendent will consider whether such individuals have received a letter of reprimand or documented unsatisfactory performance during the current school year. The individual who received a letter of reprimand or documented unsatisfactory performance will be subject to the reduction in force.
6. In the event that two (2) or more certificated employees receive a letter of reprimand or documented unsatisfactory performance during the current school year, the certificated employee to be subject to the reduction in force will be determined by drawing lots or other random method.

COMPETING FOR OPEN POSITIONS

Any employee affected by the reduction in force will be allowed to compete with other similarly situated employees for any and all vacant positions for which he or she is qualified. Employees not affected by this reduction in force policy may be reassigned. However, in the event an administrative position becomes available in this district while the reduction in force policy is in effect, the board is not obligated to follow the seniority criteria as set forth above, but rather may select an individual it deems to be the most qualified individual for that position.

NOTIFICATION

Employees who are affected by the implementation of this reduction in force policy will be notified in writing of the non-renewal of their contract not later than the first (1st) day of July.

RECALL RIGHTS

Any employee laid off pursuant to this policy will have recall rights for three (3) calendar years from the effective date of the layoff. Such recall rights or opportunities will occur in the reverse order of the layoff. When the district determines that a position is available for which an individual is qualified, the district will attempt to contact the former employee for a period of seven (7) days by person and/or certified mail. The employee will have ten (10) days after being contacted to accept or reject, in writing, the contract offer. If the district is unsuccessful in contacting the employee during the seven (7) days, or if the employee rejects the contract offer, the employee forfeits any future recall rights and the district will offer the position to the next qualified person on the recall roster. It will be the responsibility of each former employee on the recall roster to

provide a current mailing address, place of residence, and telephone number, or other means by which to contact the former employee.
The recalled employee will return with no loss of prior service credit placement on the current salary schedule. Any employee who has been recalled is entitled to credit on the salary schedule for any contracted teaching experience gained during the layoff and for additional college course work completed.



LEGAL REFERENCE:

Idaho Code Sections

33-513 – Professional Personnel

33-514 – Issuance of Annual Contracts – Support Programs – Categories of Contracts – Optional Placement

33-515 – Issuance of Renewable Contracts

33-522A – Reduction in Force

65-501, et. seq. - Rights and Privileges of Veterans

Baker v. Independent School District, 107 Idaho 608 (1984)

ADOPTED: August 23, 2011

AMENDED: October 28, 2014

POLICY 449 RELEASE FROM CONTRACT OF CERTIFICATED EMPLOYEES: Motion by Heber Loughmiller and seconded by Kathy Millar to approve Policy 449 as amended; motion carried. Policy 449 will read as follows:

RESIGNATION

A certificated employee must notify the superintendent in writing as soon as possible, in no case later than July 21, if he or she intends to resign and not continue his or her employment with the district for the next school year.

RELEASE FROM CONTRACT

A certificated employee wishing to be released from his or her contract after the contract has been signed and received by the district must notify the superintendent in writing, specifying the reasons for the request.

The Board may, in its discretion, vote to grant or deny the employee's requested release. In reviewing the request, the board may require additional information from the employee regarding the reasons for request. In arriving at its decision, the board will consider such factors as:

1. The timeliness of the request;
2. The reasons given for the request;
3. The difficulties that the board anticipates in hiring a qualified teacher to replace the employee; and
4. The extent to which granting or denying the requested release from the contract will impact the district's operations and educational program.

A resignation is not effective until acted upon by the Board and the resignation may not be withdrawn subsequent to the board granting the resignation. Should any certificated employee vacate his or her position without specific release by the board, the Board may file a complaint with the Professional Standards Commission alleging unethical conduct pertaining to the breach of the teaching contract.



LEGAL REFERENCE:

Code of Ethics of the Idaho Teaching Profession

Idaho Code Sections

33-513 – Professional Personnel

33-1208(1)(j) – Revocation, Suspension, Denial or Place Reasonable Conditions on Certificate – Grounds

33-1208A – Reporting Requirements and Immunity

33-1209 – Proceedings to Revoke, Suspend, Deny or Place Reasonable Conditions on a Certificate – Letters of Reprimand – Complaint – Subpoena Power – Hearing

IDAPA

08.02.02.076 – Code of Ethics for Idaho Professional Educators

08.02.02.077 – Definitions for Use with the Code of Ethics for Idaho Professional Educators

ADOPTED: May 8, 2000

AMENDED: September 27, 2011

AMENDED: October 28, 2014

POLICY 454.50 DISCHARGE OF CERTIFICATED EMPLOYEES: Motion by Ryan Cranney and seconded by Kathy Millar to approve Policy 454.50 as a new policy; motion carried. Policy 454.50 will read as follows:

DISCHARGE PROCEDURES

When the board: (1) discharges any certificated employee (renewable or annual contract) for any reason during the current contract period, or (2) does not renew any renewable contract employee at the end of the contract period, the following procedures will be followed:

1. The superintendent or other authorized administrative officer may recommend the discharge of any certificated employee by filing with the board written notice specifying the alleged reasons for discharge.
2. Upon receipt of the notice, the board, acting through its designee, will give the affected employee written notice of the allegations and the recommendation of discharge, along with a written notice of a hearing before the board prior to any determination by the board.
3. The hearing will be scheduled to take place not less than six (6) days nor more than twenty-one (21) days after receipt of the notice by the employee. The date provided for the hearing may be changed by mutual consent.
4. The hearing will be public unless the employee requests in writing that it be in executive session.
5. All testimony at the hearing will be given under oath or affirmation. Any board member, or the clerk of the board, may administer oaths to witnesses or affirmations by witnesses.
6. The employee may be represented by legal counsel and/or by a representative of a local or state teachers association.
7. The chairman of the board or his or her designee will conduct the hearing.
8. The board will cause an electronic record of the hearing to be made, or will employ a competent reporter to take stenographic or stenotype notes of all the testimony at the hearing. A transcript of the hearing will be provided at cost by the board upon request of the employee.
9. At the hearing, the superintendent or duly authorized administrative officer will present evidence to substantiate the allegations contained in the notice received by the board.
10. The employee may produce evidence to refute the allegations. Any witness presented by the superintendent or by the employee will be subject to cross-examination. The board may also examine witnesses and be represented by counsel.
11. The employee may file written briefs and arguments with the board within three (3) days after the close of the hearing or such other time as may be agreed upon by the employee and board.
12. Within fifteen (15) days after the close of the hearing, the board will determine and, acting through an authorized administrator, notify the employee in writing whether the evidence presented at the hearing established the truth of the allegations and whether the employee is to be retained, immediately discharged, or discharged upon termination of the current contract.
13. If the employee appeals the board's decision, the district court may affirm the board's decision or set it aside and remand the matter to the board only upon the following grounds:
 - a. The findings of fact are not based upon any substantial, competent evidence;

- b. The board acted without jurisdiction or in excess of its authority; or
 - c. The findings by the board, as a matter of law, do not support the decision.
14. The board's determination will be affirmed by the court unless it finds that the action of the board was:
- a. In violation of the constitutional or statutory provisions;
 - b. In excess of the board's statutory authority;
 - c. Made upon unlawful procedure; or
 - d. Arbitrary, capricious or an abuse of discretion.

AUGMENTATION OF THE RECORD ON APPEAL

If before the date set for any hearing at the district court, application is made to the court for leave to present additional evidence and it is shown to the satisfaction of the court that the additional evidence is material, relates to the validity of the board action, and that there was good cause for failure to present it in the proceeding before the board, then the court may remand the matter to the board with direction that the board receive additional evidence and conduct additional fact-finding. If the board modifies its action by reason of the additional evidence it will file any modifications, new findings, or decisions with the reviewing court.

Any party desiring to augment the transcript or record may file a motion in the same manner and pursuant to the same procedure for augmentation of the record in appeals to the Idaho Supreme Court.



LEGAL REFERENCE:

Idaho Code Sections

33-513 – Professional Personnel

33-514 – Issuance of Annual Contracts – Support Programs – Categories of Contracts – Optional Placement

33-514A – Issuance of Limited Contract – Category 1 Contract

33-515 – Issuance of Renewable Contracts

ADOPTED: October 28, 2014

POLICY 563 EXCLUSION FOR HEAD LICE: Motion by Ryan Cranney and seconded by Heber Loughmiller to approve Policy 563 as amended; motion carried. Policy 563 will read as follows:

Pediculosis, also known as head lice, is a common condition in the school-age child. Pediculosis is easily spread from direct or indirect contact with the infested person and/or infested personal items.

The school principal or designee will screen students for head lice. If lice are present, the student will be excluded from school until the student is lice-free or until a licensed physician, public health nurse or school nurse determines that the student is no longer infested. If the principal or designee later suspects or determines that the student is again infested, the student will be excluded from school until the student meets the criteria set forth above.

ADMINISTRATIVE HANDLING

1. Each infestation will be recorded, identifying the student's name, age, grade, teacher, bus number, date the infestation was discovered, type of treatment, and date student returned to school after treatment.
2. The parent/guardian of an infested student will be requested to come to school and take the student home. The parent/guardian will be shown some of the lice in order to:
 - a. Demonstrate that the student is infested; and
 - b. Enable the parent/guardian to see what a nit or louse looks like and thus gain the information needed to examine other family members for infestation.
 - c. Provide education in the form of instructional handouts to eliminate lice.
3. Proof of treatment (note from physician or shampoo box top) must be given to the principal or designee prior to the student returning to school. The parent/guardian will accompany the student returning to school where the student will be reexamined for active pediculosis before readmission. If

the principal or designee suspects or determines that the student is still infested, the student may be refused readmission to school and sent home. If a student has been treated at least twice and is still coming to school with active pediculosis, the parent/guardian will be required to bring the student to school for seven (7) continuous school days to be checked before regular admission to school will be allowed.

4. If the principal or designee determines that the family cannot afford treatment, the principal may:
 - a. Provide lice treatment supplies to the parent/guardian with instruction got use.
 - b. Request direct follow-up by the local health provider.



LEGAL REFERENCE:

Idaho Code Sections

33-512.7

IDAPA

16.02.10.025.032 c.iv

ADOPTED: May 8, 2000

AMENDED: October 28, 2014

POLICY 740 DUTIES OF SCHOOL BUS DRIVERS: Motion by Heber Loughmiller and seconded by Kathy Millar to approve Policy 740 as amended; motion carried. Policy 740 will read as follows:

The Cassia County Joint School District No. 151 Board of Trustees adopts this policy to define the duties of all bus drivers transporting students of this district, whether on a regular route, field trip or activity trip. This policy applies to all regular and substitute bus drivers, whether employed by the district or on contract.

1. Prior to operating an occupied bus, the driver will conduct a complete pre-trip inspection to check the tires, lights, stop arm controls, and brakes to determine if the bus is in proper and safe working condition. The driver will immediately report any equipment which is not in proper working condition.
2. The driver will regularly check the first-aid kit to see that it contains all required items and replace missing items.
3. Only properly enrolled students, eligible for transportation, and aides may ride the bus on a regular route. When special circumstances exist and space is available, the superintendent or designee may allow non-students to ride the bus. The driver will not allow non-students to board the bus, unless presented with prior written permission by the superintendent or designee. Teachers and other persons who have been officially appointed as chaperones may be allowed on the bus for field and activity trips to include bus routes.
4. The driver has complete responsibility, and final authority, for the operation of the bus and care of the student passengers. The driver is responsible for the proper discipline of students on the bus and will exercise discipline in compliance with the school district's discipline policies. The driver will not remove any student from the bus for discipline reasons except at the student's school or the student's regular bus stop. The driver will report to the transportation supervisor any student whose behavior may endanger the operation of the bus, uses obscene language, or damages the bus.
5. The driver will load and unload students only from the right hand side of the road and at a position from which the driver has clear vision of at least one hundred (100) yards in both directions. The driver will count the number of students exiting the bus at each stop and will ascertain the students' whereabouts prior to moving the bus. When loading or unloading students on a roadway having more than three (3) lanes, the driver will load or unload only those students who live on the right hand side, unless the stop is at an intersection with traffic control signals.
6. Prior to crossing any railroad track, or entering or crossing any arterial highway, the driver will come to a full stop. If any railroad crossing, intersection, or access is obscured by trees, buildings, or other object, or wind, storm, fog, or any other restriction to visibility, the school bus driver will open any window or door that permits him/her to determine when it is safe to proceed.
7. The driver will require each bus passenger to be seated in a regular passenger seat. No passengers will be allowed to stand while the bus is in motion.

8. The driver will not operate the bus at any time in excess of its maximum occupancy as determined by the manufacturer. Occupancy will not exceed three (3) persons per seat at any time.
9. The driver will not allow students to carry weapons, flammable or explosive materials, or animals onto the bus.
10. The bus driver will not, under any circumstances, exceed a rate of speed of sixty-five (65) miles per hour.
11. The driver will report to his or her immediate supervisor the license number of any vehicle that violates any law endangering students.
12. The driver will immediately report all traffic accidents in which the bus is involved to the local school authorities and the appropriate law enforcement agency. The superintendent or the superintendent's designee will report all accidents to the State Department of Education and the local Board of Trustees. The driver or his or her supervisor will complete a School Bus Accident Report form and submit it to the State Department of Education within fifteen (15) days of the accident.
13. The driver will report to the transportation supervisor any condition on or bordering the bus route which constitutes a hazard to the safety of the students being transported.
14. The driver will not leave an occupied bus. In case of emergency, the driver will radio for assistance. If such communication is not possible, the driver should send a bus aide for assistance, ask a passing motorist to communicate the need for assistance to the local law enforcement authorities or school district administrative office, or wait for help.
15. When the driver leaves an unoccupied bus, he or she will shut off the motor, set the brakes, and remove the ignition keys.
16. The driver will comply, as much as possible, with the time schedule established for the route, and should not arrive at the last school less than ten (10) minutes before school begins.
17. A driver shall maintain route books, and other records as may be required by the Board or State Department of Education.
18. When operating an occupied bus, the driver will insure that the volume of the radio does not interfere with the safe operation of the bus or the comfort of the passengers. The driver will also refrain from listening to broadcasts that contain obscene language or references to behavior that would be inappropriate for the students to participate in.
19. Texting while driving is strictly prohibited and will result in the immediate dismissal of the driver.
20. The use of cell phones while operating an occupied bus is limited to work related and emergency calls.

IMMUNITY FROM LIABILITY

While acting within the course and scope of his or her duties, a school bus driver will not be civilly or criminally liable for reasonably acting to aid a rider on the bus whom the school bus driver reasonably believes to be in imminent danger of harm or injury.



LEGAL REFERENCE:

Idaho Code Sections

ADOPTED: May 8, 2000
AMENDED: July 8, 2003
AMENDED: April 24, 2012
AMENDED: June 26, 2012
AMENDED: October 28, 2014

ITEMS FROM SUPERINTENDENT:

AUDIT REPORT: Jacob Catmull from Evans, Poulsen & Catmull reported the results of the 2013-2014 audit report. It was a clean report. Mr. Catmull reported that the District is solvent and very careful with the spending of District funds. Motion by Kathy Millar and seconded by Ryan Cranney to approve the audit as presented; motion carried.

PATRON FACILITY COMMITTEE REPORT: Debbie Critchfield stated that she appreciates the opportunity to spearhead the Patron Facility Committee and turned the remaining time over to Eric Bedke. Eric Bedke stated he felt that working with the community group had been unified and successful, with a clear focus for each community's needs. The Patron Facility Committee toured each school and school facility in May and Mr. Bedke described each school's issues and needs. Mr. Bedke gave a report of the meetings with the Patron Facility Committee for the last six months. He reported that the committee met with Steve Bennett and representatives of Zion's Bank.

Kelly Bowen spoke regarding the time and effort placed on this issue. He reported to the board the Patron Facility Committee's recommendations for each school.

Matt Payton represented the communities in the district. He recommended that the Cassia School District Board members visit the community schools and discuss the projects with the Patron Facility Committee. He also recommended that the Board complete these visits before the next board meeting. The Patron Facility Committee's recommendations are as follows:

- 35.5 million dollars over a term of 20 years in an election held on March 10, 2015. The committee will add their support in the passing of the bond.
- Returning to a neighborhood configuration with 4 elementary schools serving grades k-5 and a Jr. High serving grades 6-8.
- Trustees place high priority on the Maintenance department.
- The Patron Facility would like to take an active role in the passage of the Bond and would like to remain on active partner during the process.

The Patron Facility Committee feels good about the work Hal Jensen is putting into this project. Jolene Graham discussed the neighborhood configurations. Zion's Bank Representatives provided information on the taxation for farmers, home owners, and businesses.

SCHOOL IMPROVEMENT PLANS: Motion by Linda Petersen and seconded by Ryan Cranney to accept all school improvement plans and the revision of Oakley High School's School Improvement Plan which needs to include the correction of the new Principal's name; motion carried.

STUDENT TEACHER REQUEST: Motion by Heber Loughmiller and seconded by Kathy Millar to approve Melissa Farran from Western Governor's University to student teach at Dworshak Elementary under the supervision of Ms. Donna Westergard as a cooperating teacher, teaching third grade beginning January 2015; motion carried.

SURPLUS PROPERTY: Motion by Heber Loughmiller and seconded by Kathy Millar to approve the sale of the surplus property; motion carried.

CALL FOR SURPLUS PROPERTY BID OPENING: Motion by Heber Loughmiller and seconded by Kathy Millar to approve the surplus property bid opening at 2:00 p.m. on Thursday, November 20, 2014 at the District Office.

ALTERNATE ROUTE TO GRADUATION: Motion by Ryan Cranney and seconded by Linda Petersen to approve the Alternate Graduation requests submitted by Cassia Alternative High School; motion carried.

EARLY GRADUATION REQUEST: Motion by Heber Loughmiller and seconded by Ryan Cranney to approve the Early Graduation request submitted by Raft River High School; motion carried.

TRIP REQUEST: Motion by Ryan Cranney and seconded by Heber Loughmiller to approve an out-of-state trip request for Kim Bedke, Sandra Miller and Kevin Bushman and 36 administrators/teachers to attend the Title IA National Conference in Salt Lake City, Utah February 5-8, 2015; motion carried.

COPIERS: Motion by Kathy Millar and seconded by Heber Loughmiller to approve Mr. James' finding and recommendation with regard to the purchase of copiers; motion carried. The district will go with the lowest bidder – Fenton's Office Solutions.

INVESTMENTS IN BONDS: Motion by Heber Loughmiller and seconded by Kathy Millar to approve Chris James investing \$500,000 in of two bonds; motion carried. Mr. James has the approval of the board to select the best bond.

EMERGENCY SCHOOL CLOSURE: Motion by Ryan Cranney and seconded by Heber Loughmiller to approve the emergency closure for Oakley Elementary School on October 6-7, 2014, to repair the main water line leading to the school; motion carried.

DECEMBER BOARD MEETING: Motion by Heber Loughmiller and seconded by Ryan Cranney to approve the date change for the December Board meeting from Tuesday, December 23, 2014 to Thursday, December 18, 2014; motion carried.

SEPARATIONS: Motion by Kathy Millar and seconded by Ryan Cranney to approve separations from the district; motion carried. The separations are as follows:

Classified: Allison Harmon, Declo Jr. High School Special Ed. Para; Ashley Ludlow, Declo P/T custodian; Laverna Turpen, Transportation On Call Bus Driver; Kyle Craner, White Pine Custodian; Kasiah Morrison, Central Office School-to-Work Aide; Heidi Dalton, Food Service; Amanda Call, Transportation On Call Bus Driver; Monica Castaneda, Transportation On Call Bus Driver

NEW HIRES: Motion by Ryan Cranney and seconded by Heber Loughmiller with the exception of no. 24 to approve the New Hires; motion carried. The New Hires are as follows:

Certified: Ralph Walquist, Burley Jr. High Rural Initiative Math Coach, Kenneth Wells, Declo High School Head Wrestling Coach; Aimee Harris, Substitute Teacher

Classified: Debra Rose, White Pine Food Service; Lorenza Espinoza, Burley Jr. High School Para; Ana Ramirez, White Pine Para; Candace Schrenk, Transportation Bus Driver; Rickey Teeter, Transportation On Call Sub Driver; Ryan Buffington, Transportation On Call Sub Driver; Natalie Breitweiser, White Pine Para; Terri Hokanson, White Pine Para; Wyatt Ogdon, KFAC Student Aide; Crystal Padron, Special Services District Spanish Translator; Margaret Rico, Declo Jr. High Custodian; Jacee Bedke, Oakley High School Jr. High Girls BB Coach; Sara Jones, Oakley High Jr. High BB Coach; Drew Matson, Substitute Teacher; Dolores Allshouse, Substitute Teacher/Cook; Trina Winn, Substitute Teacher; Elisha Searle, Substitute Teacher; Carrie Jackson, Substitute Cook; Krisandra Darrington Substitute Teacher, Shelly Waters, Substitute Cook; Marci Nebeker, Substitute Teacher; Ashley Bowen, Substitute Teacher; Brandi Zollinger, Substitute Teacher; Carla Heward, Substitute Cook

Motion by Ryan Cranney and seconded by Heber Loughmiller to approve the New Hires No. 24; motion carried, with the abstention of Linda Petersen.

DOCTORAL STUDY: Motion by Linda Petersen and seconded by Heber Loughmiller to approve the use of data from Burley High School and their work with Kahn Academy as part of Brady Dickinson's doctoral study with Northwest Nazarene University; motion carried.

ITEMS FROM TRUSTEES: Linda Petersen stated that she and Debbie Critchfield are working together on Community Outreach promoting parent tips. Ms. Petersen requested permission to use the District sandwich boards which, Dr. Smyer approved. Mrs. Petersen discussed the sub evaluations from the teachers evaluating the subs and from the subs evaluating the teachers. She stated that there is a need for custodian subs and suggested that the district go through Chet Jeppesen, Idaho Department of Labor for references.

EXECUTIVE SESSION: Motion by Ryan Cranney and seconded by Linda Petersen to go into Executive Session in accordance with Idaho Code § 67-2345 (1)(2)(b)(f). The purpose of this session is to discuss student discipline and student safety. Voting Aye: Ryan Cranney, Linda Petersen, Kathy Millar, Heber Loughmiller, Steve Lynch; motion carried. (9:49 p.m.)

OPEN SESSION: Motion by Kathy Millar and seconded by Heber Loughmiller to go into Open Session. Voting Aye: Ryan Cranney, Linda Petersen; Kathy Millar; Heber Loughmiller; Steve Lynch; motion carried. (10:40p.m.)

Motion by Steve Lynch and seconded by Kathy Millar to approve the letter written by Anderson, Julian and Hull concerning a complaint.

Motion by Steve Lynch and seconded by Kathy Millar to adjourn; motion carried. Voting Aye: Ryan Cranney, Linda Petersen, Kathy Millar, Heber Loughmiller, Steve Lynch; motion carried. (10:41 p.m.)

Steve Lynch, Board Chairman

Pamela Teeter, Board Clerk

