MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF ST. MARIES
JOINT SCHOOL DISTRICT NO. 41 held in the Board Room at the District Office, 240 S. 11th
Street, St. Maries, Idaho, Tuesday, August 22, 2017, at 5:30 p.m.

TRUSTEES PRESENT: Chair Jody Hendrickx, Vice-Chair Sandy Kennelly, and Trustees
Devon Barta, Peter Dirlam, and Mark Reynolds

TRUSTEES ABSENT:
Superintendent Alica Holthaus, Business Manager Danette Cordell, Board Clerk Karen Robinson, and Principals John Cordell and Tammi Masters, Larise Bailey, James Broyles, Jodi Noyes, Michael Noyes, and Paula Queener

OTHERS PRESENT: Alisa Grogan

The meeting was called to order at 5:32 p.m., at the District Office, 240 S. 11th Street, St. Maries, Idaho, on Tuesday, August 22, 2017, by Chair Hendrickx. Silent roll call was taken.

A motion was made by Trustee Reynolds and seconded by Trustee Barta that pursuant to Idaho Code Section 74-204, the Board of Trustees approves the Agenda for the meeting. The Agenda stood approved with four affirmative votes.

Chair Hendrickx led the Pledge of Allegiance.

Chair Hendrickx declared it was necessary to go into executive session to discuss personnel pursuant to Idaho Code Section 74-206(1)(a) and 74-206(1)(b).

Trustee Dirlam moved that the Board, pursuant to Idaho Code Section 74-206(1)(a) and 74-206(1)(b) convene in executive session to:

(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;

(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

Further, that following executive session, the Board will reconvene in public session for conducting further business or for adjournment.

Trustee Barta seconded the motion, and the roll call vote for the motion was:

Chair Jody Hendrickx Aye
Vice-Chair Sandy Kennelly Absent
Trustee Devon Barta Aye
The meeting convened in executive session at 5:34 p.m.

Persons present were Chair Jody Hendrickx, Trustees Devon Barta, Peter Dirlam, and Mark Reynolds, Superintendent Alica Holthaus, St. Maries High School Principal John Cordell, Business Manager Danette Cordell, and Board Clerk Karen Robinson.

Discussion was held related to personnel.

Vice-Chair Kennelly joined executive session at 5:37 p.m., and acknowledged that the Board was in executive session.

Further discussion was held related to personnel.

Principal Cordell was excused at 5:57 p.m.

Further discussion was held related to personnel.

Discussion was held related to the Superintendent Evaluation process.

Discussion was held related to the Certified and Classified Staff Evaluation process.

Chair Hendrickx called for a motion to come out of executive session. A motion was made by Trustee Barta to come out of executive session, with a second by Trustee Kennelly. The motion carried with five affirmative votes, with the Board convening in open session at 6:20 p.m.

Superintendent Holthaus led a discussion related to the District’s Superintendent Evaluation process, including review of Idaho Code, District Board Policy, draft Superintendent and District goals, evaluation format samples, Department of Education and Idaho State Board of Education guidance, and Idaho School Boards Association recommendations. It was the consensus of Trustees to set a Special Board Meeting for August 31st at 4:00 p.m., to continue working on the Superintendent Evaluation process.

Transportation Supervisor Paula Queener joined the meeting at 6:34 p.m.

Superintendent Holthaus led a discussion related to home-schooling requirements in the State of Idaho, noting that Trustee Dirlam had requested the Agenda item. Trustee Dirlam shared his desire to bring some type of Resolution for action to the Idaho School Boards Association to address the lack of home school requirements in the State of Idaho. Chair Hendrickx, who serves on the Executive Board for the Idaho School Boards Association, will address the topic at the September 8-9 ISBA Executive Board meeting and report back to the Board at the September 11 Board meeting.

Superintendent Holthaus led a discussion related to the elementary music program, noting that Trustee Dirlam had requested the Agenda item. Trustees shared their individual support of an elementary music program, with Business Manager Cordell explaining the process of budgeting for
such a program that includes utilizing decision units and the steps involved with the same. Trustees took input from the meeting attendees regarding the education value and benefits of an elementary music program.

Superintendent Holthaus led a discussion related to the Idaho School Boards Association Alumni Program which costs $25 per year for Alumni members or $250 for an individual lifetime membership. Trustees reviewed the list of prior Trustees who served the District back to 1960 as well as those former Trustees still residing in the area. Trustees discussed options, former Trustees’ roles with the District, legal issues, etc.

Superintendent Holthaus and Business Manager Danette Cordell led a discussion related to the proposed 2017-2018 classified bus aid salary schedule. The proposed Schedule will bring compensation for those employees in line with the District’s other instructional assistant salary schedule.

Superintendent Holthaus led a discussion related to the 2017-2018 Open Enrollment requests that have been received for Heyburn Elementary School for both Out-of-District students and In-District students for the 2017-2018 school year. Trustees reviewed Board Policy 501.09 – Open Enrollment and relative dates thereto. The District is continuing to receive Open Enrollment forms for both In District and Out of District students, with six Heyburn Elementary School Applications currently pending. Principal Tammi Masters advised that Heyburn Elementary School’s enrollment has seen growth thus far, and students are continuing to enroll with students residing within Heyburn’s designated attendance boundaries. Superintendent Holthaus responded to Trustees’ questions.

A motion was made by Trustee Barta, with a second by Trustee Kennelly, to approve the following employment recommendations, resignations, and the change in employment status:

EMPLOYMENT:
- Lindsey Ann Beckstead – St. Maries High School Social Studies and Spanish Teacher
- James Robert Broyles – St. Maries High School Spanish and Anatomy/Physiology, and Secondary Music Teacher
- Edwina Renne Chatigny – Heyburn Elementary School Instructional Assistant
- Sabrina Hume Ferris – Heyburn Elementary School Instructional Assistant
- Lynsey Sydney Harvey – Heyburn Elementary School Instructional Assistant
- Nichole Christine Levens (Staton) – Heyburn Elementary School Counselor
- Michelle Nicole Lewis – Heyburn Elementary School Instructional Assistant
- Robert Emerson Bear – Substitute Teacher and Substitute Instructional Assistant
- Dana Danielle Payne – Substitute Teacher and Substitute Instructional Assistant
- Returning Substitute Teachers and Substitute Maintenance Update
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RESIGNATIONS:
- Nichole Christine Levens (Staton) – St. Maries High School Instructional Assistant
- Marcie Kay Morris – Heyburn Elementary School Instructional Assistant

CHANGE IN EMPLOYMENT STATUS:
- Brian Wayne Primer – Regular Transportation Bus Driver to Activities/Substitute Transportation Bus Driver

Chair Hendrickx called for discussion and none was forthcoming. The motion carried with five affirmative votes. A copy of the Returning Substitute Teachers and Substitute Maintenance Update will be filed with the meeting’s records.

Chair Hendrickx introduced Agenda Item K to review Karissa’s Clubhouse Daycare and Preschool Transportation Request that was tabled from the August 14 regular Board meeting. A motion was made by Trustee Barta, with a second by Trustee Dirlam, to deny Karissa’s Clubhouse Daycare and Preschool’s Transportation Request. Chair Hendrickx called for discussion, and Trustees noted that Karissa’s Clubhouse is a private enterprise/business, and the Transportation Department has completed its State-mandated evaluation for safety bussing for the premises which determined that the site does not meet safety bussing criteria. Following discussion, Chair Hendrickx called for a vote on the motion, and the motion carried with five affirmative votes.

A motion was made by Trustee Barta, with a second by Trustee Dirlam to table Agenda Item l to consider a motion for the Idaho School Boards Association Alumni program. Chair Hendrickx called for discussion and Trustees reviewed the list of prior Trustees who served the District from 1960 forward. Trustees directed Superintendent Holthaus to send letters to identified former Trustees who continue to live in the St. Maries area to inquire about their interest in the program. The motion carried with five affirmative votes.

A motion was made by Trustee Reynolds, with a second by Trustee Kennelly, to approve the Transportation Department 2017-2018 Classified Bus Aides Salary Schedule. Chair Hendrickx called for discussion, and none was forthcoming. The motion carried with five affirmative votes. A copy of the approved 2017-2018 Salary Schedule will be filed with the meeting’s records.

A motion was made by Trustee Barta, with a second by Trustee Reynolds, for the District to decline any Out-of-District Open Enrollment Forms for Heyburn Elementary School received after August 1, 2017. Chair Hendrickx called for discussion, and none was forthcoming. The motion carried with four affirmative votes by Trustees Hendrickx, Kennelly, Barta, and Reynolds. Trustee Dirlam voted nay on the motion.

There being no further business for which the meeting was called, Chair Hendrickx called for a motion to adjourn. A motion was made by Trustee Reynolds, with a second by Trustee Barta, to adjourn the meeting at 7:42 p.m., Tuesday, August 22, 2017. The motion carried with five affirmative votes.

/s/ JODY HENDRICKX
Jody Hendrickx, Board Chair

/s/ KAREN M. ROBINSON
Karen M. Robinson, Board Clerk