The meeting was called to order at 5:45 p.m., at the UpRiver Multi-Purpose Room, 75 Fern Street, Fernwood, Idaho, by Chair Jody Hendrickx. Silent roll call was taken.

A motion was made by Trustee Kennelly and seconded by Trustee Barta that pursuant to Idaho Code Section 74-204, the Board of Trustees approves the Agenda for the meeting. Chair Hendrickx called for discussion, and none was forthcoming. The Agenda stood as approved with four affirmative votes.

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

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

(a) Idaho Code §74-206(1)(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) Idaho Code §74-206(1)(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 convene in public session for conducting further business or for adjournment.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Chair Jody Hendrickx</td>
<td>Aye</td>
</tr>
<tr>
<td>Vice-Chair Sandy Kennelly</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Devon Barta</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Peter Dirlam</td>
<td>Aye</td>
</tr>
<tr>
<td>Trustee Mark Reynolds</td>
<td>Absent</td>
</tr>
</tbody>
</table>

The motion carried with four affirmative votes, and the meeting convened in executive session at 5:46 p.m.

At 5:47 p.m., the meeting was relocated to the UpRiver Elementary School Library/Media Center.

Persons present were Chair Jody Hendrickx, Vice-Chair Sandy Kennelly, Trustees Devon Barta, and Peter Dirlam, Superintendent Alica Holthaus, Principal Jeffrey Andersen, and Board Clerk Karen Robinson.

Discussion was held related to personnel.

Mr. Andersen was excused from executive session at 5:49 p.m.

Heyburn Elementary School Principal Tammi Masters joined executive session at 5:50 p.m.

Discussion was held related to personnel.

Mrs. Masters was excused from executive session at 5:52 p.m.

Discussion was held related to student discipline.

Discussion was held related to the Superintendent Evaluation.

At 6:15 p.m., the meeting was relocated to the Multi-Purpose Room at UpRiver Elementary School, 75 Fern Street, Fernwood, Idaho.

There being no further business requiring executive session, the meeting convened in open session at 6:15 p.m.

A motion was made by Trustee Barta and seconded by Trustee Kennelly to come out of executive session at 6:15 p.m. The motion carried with four affirmative votes.

The meeting recessed until 6:30 p.m., to admit audience members.

Chair Hendrickx welcomed the audience at 6:30 p.m., and Principal Jeffrey Andersen led the Pledge of Allegiance.
A motion was made by Trustee Barta and seconded by Trustee Kennelly, to approve the Minutes of September 11, 2017, September 28, 2017, September 28, 2017 – Idaho School Boards Association Region I Meeting, and, October 2, 2017, the bills, the Financial Report, and the following employment as presented:

- **EMPLOYMENT:**
  - Sarah Anna Busmire – St. Maries Middle School Instructional Assistant
  - Victoria Lynn Gauthier – Heyburn Elementary School Instructional Assistant
  - Clark Benjamin Grogan – Substitute Teacher and Substitute Instructional Assistant
  - Chelcie Marie Hebert – Heyburn Elementary School Instructional Assistant
  - Abby Elizabeth Hofmaister – Substitute Teacher and Substitute Instructional Assistant
  - 2017-2018 Supplemental Assignments Update
  - 2017-2018 Winter Coaching Assignments
  - 2017-2018 Extended Contracts Update

Chair Hendrickx called for discussion, and Superintendent Holthaus responded to Trustee Dirlam’s questions related to expenditures for bus towing expenses. The motion carried with four affirmative votes.

**OPEN FORUM:**

Chair Hendrickx called for Open Forum, and he advised that prior to the commencement of the meeting, Carolyn Nilsson-Troy Idaho State Representative, presented a check in the amount of $350 to support UpRiver Elementary School, together with a gift bag of items.

**PRESENTATION AGENDA:**

UpRiver Elementary School Teacher Koreena Stowell introduced students Averie Baird, Alyson Barden, Lane Docken, Cody Loe, Ben Monson, Kaiden Morris, and Dalton Williams. The students shared information about their school’s Student Council activities and their individual office and roles on the Council.

Principals Jeffrey Andersen, Nicole Goucher, and Tammi Masters shared activities related to their buildings as follows:

St. Maries Middle School – Jeffrey Andersen
- Kiwanis Students of the Month
- Fall sports activities
- School Nurse reviewing/addressing student immunizations
- School Leadership Team reviewing and updating Student Handbook
- GoMath curriculum and Tier II Math classes interventions implemented
- Staff professional development (Crisis Prevention, Core Coaching, and Professional Standards Commission)
St. Maries High School Principal John Cordell was excused from the meeting.

UpRiver Elementary School – Nicole Goucher
- GoMath curriculum implemented and interventions established for students needing additional support
- Benchmark testing completed
- October 5 Title I Family Night
- October 13 Breast Cancer Awareness Day
- Red Ribbon Week activities scheduled
- Literacy Plans implemented for students identified through the Idaho Reading Indicator test as needing additional support

Heyburn Elementary School – Tammi Masters
- Idaho Reading Indicator (IRI) Testing completed
- Response to Intervention activities established for students needing additional academic support
- Idaho Standards Achievement Test (ISAT) training for Istation test administration
- Coffee Conversations with Principal and the public completed
- Enrollment increasing
- Ongoing search continues for Special Education Teacher and Instructional Assistants
- Red Ribbon Week activities scheduled
- CPI training completed
- School pictures completed for students and staff
- Staff moral activities
- Coeur D’Alene Tribe Grant application submitted to support literacy intervention

Food Services Supervisor Sylvia Eberlin was excused from the meeting.

Maintenance Supervisor Joseph Gilmore shared information with Trustees related to activities tied to the District’s facilities. The State Building Inspector completed the annual review, and the Maintenance Department is in the process of correcting identified items. Mr. Gilmore further advised that there are several recommended items, such as new bleachers, that cost between $60,000 and $100,000 for replacement. Vice-Chair Kennelly encouraged the District to continue efforts to update the list of proposed facilities projects. Mr. Gilmore further advised that the HVAC control system that was approved by the Board has been installed at St. Maries Middle School and is very effective in monitoring the District’s heating systems for Heyburn Elementary School and St. Maries Middle School.

Special Education Director Judy Novobielski-Muhs provided an update related to the District’s Special Education Program including:

- IDEA Part B and C Application submitted to Idaho State Department of Education
- Ongoing efforts to test and identify qualifying students
- National Disability Awareness Month – October
- Idaho Parents Unlimited Training scheduled for November 1
District contracting with State Department of Education for Behavior Consultant Training to address student behavior issues

Mrs. Novobielski-Muhs responded to Trustees’ questions related to new students who transfer to the District with existing Individual Education Plans.

Transportation Supervisor Paula Queener was excused from the meeting.

Federal Programs Director Staci Truscott reviewed activities related to mandated federal programs, including completion of training for Istation which is the pilot program for administration of the Idaho Reading Indicator (IRI) test. Mrs. Truscott also shared information with Trustees related to federal programs that support English Learners, training for Progress Monitors for IRI testing, McKinney-Vinto students, and School Improvement Plans.

Board Chair Hendrickx provided a brief report related to the following Idaho School Boards Association activities:

- ISBA Region I Fall Meeting – September 28, 2017
- Region I Bylaws Approved September 28, 2017
- 2018 Final Proposed Resolutions
- ISBA Annual Convention – November 8-10, 2017 – 75th Anniversary
- ISBA Scholarship Auction

Federal Programs Director Staci Truscott presented information related to the District’s assessment results for the last three years of data to compare the District’s scores with the Idaho State average scores for the following assessments:

- Idaho Reading Indicator (IRI)
- Idaho Standards Achievement Test (ISAT) – English/Language Arts
- Idaho Standards Achievement Test (ISAT) – Math
- Idaho Standards Achievement Test (ISAT) – Science
- American College Testing (ACT)

Mrs. Truscott and Superintendent Holthaus responded to Trustees’ questions related to scores, academic interventions and staff professional development to support students in identified areas of academic need.

Superintendent Holthaus led a discussion related to the District’s Continuous Improvement Plan and the development of the District’s Strategic Plan to follow. The Continuous Improvement Plan was developed and written through Committee work and is due to the State Department of Education by October 31. Trustees confirmed they had reviewed the Plan and appreciated the Committee’s work on the same, including Trustee Dirlam, who served on the Committee.

Superintendent Holthaus shared information with the Trustees related to Counselor Andrew P. Doman’s proposed Legal Services Agreement for 2017-2018. Superintendent Holthaus responded to Trustee’s questions, and confirmed that there is no change in the proposed Agreement from the current Agreement that is in place.
Superintendent Holthaus provided Trustees with an updated related to the certified staff substitute tracking system which the Board previously approved. Mrs. Holthaus is monitoring the tracking system to identify areas to address with substitute requests and Building principals.

Superintendent Holthaus shared information with Trustees related to the proposed Leadership Premium Pay Plan for 2017-2018 that is supported with stipend funds from the State Department of Education. The proposed Plan was developed by the Leadership Premium Pay Plan Committee for the Board’s consideration.

Superintendent Holthaus led a discussion related to the Superintendent Evaluation tool that was revised based on Board input. Trustees thanked Mrs. Holthaus for her work on the document.

Superintendent Holthaus led a brief discussion related to how information will be shared with Trustees related to student discipline matters, including review of the format that will be used to communicate student discipline matters with the Board in the future. Information will be pulled from Skyward, the District’s student management software and put in a graph format for Trustees’ review.

Superintendent Holthaus advised that based on Board directive, the District is beginning the process of an extensive review of Board Policy 503.09 Co-Curricular Student Activities Code and Board Policy 503.11 – Mandatory Random Drug Testing of Co-Curricular Activity Students. She presented a proposed Timeline for Trustees’ consideration related to activities associated with the review process. Trustees confirmed that they do want to move forward with an in-depth review of the two identified policies.

Superintendent Holthaus advised that the Skylert System with mass communication capabilities has been ordered, and the District is in the process of refining procedures for its use, including test calls, data base updates, etc. The system has the capability to send recorded telephone voice messages, texts, and emails to the telephone numbers and e-mail addresses on record with Skyward, the District’s student data management system.

Superintendent Holthaus advised Trustees that representatives from the State Department of Education had visited the District to share information regarding the potential for the District to participate in the use of E-Rate and special grants to bring fiber optic capabilities to the District’s schools. She further advised that the District is in the preliminary stage of researching the opportunity as presented by the State Department of Education and has asked the Board to entertain a motion approving the District to move forward with researching the same.

A motion was made by Trustee Barta, with a second by Trustee Dirlam, to approve the District Continuous Improvement Plan as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Kennelly, with a second by Trustee Barta, to approve the Agreement for Provision of Legal Services with Doman Law Offices for 2017-2018 as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.
A motion was made by Trustee Barta, with a second by Trustee Dirlam, to approve the Leadership Premium Pay Plan 2017-2018 as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Kennelly, with a second by Trustee Barta, to approve the School Superintendent Evaluation Format as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

Superintendent Holthaus introduced Agenda Item X related to the Avaya and Panasonic District telephone systems that have been replaced. Legal counsel had advised that if the Board of Trustees formally determined that the systems had no value to the District, then the District could proceed with removing the systems from the District’s inventory in the most efficient method available, including solicitation of on-line bids from companies that buy old telephone systems and in turn sell them as replacement phones to third-parties. A motion was made by Trustee Kennelly, with a second by Trustee Barta that the replaced District Avaya and Panasonic telephone systems have no market value and directed the District to dispose the old phone systems in the most efficient manner available. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Kennelly, with a second by Trustee Barta, to direct Superintendent Holthaus to proceed with the Broadband Infrastructure Improvement Grant Opportunity information gathering process as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Barta, with a second by Trustee Kennelly to amend Board Policy 301.04 – Evaluation of Superintendent of Schools, as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Barta, with a second by Trustee Kennelly, to amend Board Policy 304.01 – Evaluation of Administrative Staff as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Kennelly, with a second by Trustee Barta, to amend Board Policy 401.11 – Travel as presented. Chair Hendrickx called for discussion, and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Barta, with a second by Trustee Kennelly, to adopt Board Policy 504.15 – Air Quality, as presented. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Kennelly, with a second by Trustee Barta, to amend Board Policy 602.14 – Driver Training Education as presented. Chair Hendrickx called for discussion, and none was forthcoming. The motion carried with four affirmative votes.

A motion was made by Trustee Barta, with a second by Trustee Kennelly, to amend Board Policy 802.03 – Use of School Property and Equipment as presented. Chair Hendrickx called for discussion and Superintendent Holthaus responded to Trustees’ questions related to the use of District facilities for private parties. The motion carried with four affirmative votes.
Copies of the amended and new Policies will be filed with the meeting’s records.

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 Kennelly, with a second by Trustee Barta, to adjourn the meeting at 7:34 p.m., Monday, October 16, 2017. Chair Hendrickx called for discussion and none was forthcoming. The motion carried with four affirmative votes.

/s/ JODY HENDRICKX
Jody Hendrickx, Board Chair

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