

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF SCHOOL DISTRICT NO. 371J, PAYETTE AND WASHINGTON COUNTIES, IDAHO, AUGUST 10th, 2015 AT 6:00 P.M., IN THE PAYETTE HIGH SCHOOL CHOIR ROOM.

	<p>Chairman Adam Rynearson called the meeting to order in the Payette High School choir room at 6:00 P.M. with Board members Jessica Lowry, Candita Strong and Elisa Massoth present. Greg Kelley was excused.</p> <p>Chairman Rynearson led those in attendance in the Pledge of Allegiance.</p>
Agenda Review	<p>Chairman Rynearson reviewed the agenda and asked if there were any changes or additions. Motion was made by Elisa Massoth and seconded by Jessica Lowry to move item 1. C. Personnel to executive session. Motion carried unanimously.</p>
Consent Agenda	<p>Motion was made by Jessica Lowry and seconded by Elisa Massoth to approve the consent agenda as amended.</p> <p style="padding-left: 40px;">A. Approve minutes for July 13, 2015 Annual Meeting B. Approve August 2015 bills</p> <p>Motion carried unanimously.</p>
2014-2015 Annual Audit	<p>Kurt Folke, CPA, representing Quest CPAs, P.C. on behalf of Dan Coleman who was out ill, presented the 2014-2015 audit report. In all material respects, the financial position of governmental activities, each major fund of the Payette School District and the results of its operations ended in conformity with accounting principles. Mr. Folke commended the District for the accuracy of its accounting records.</p> <p>Mr. Folke addressed the new GASB 45 requirement which is shown on pages 1-3 of the bound audit. GASB 45 is the liability associated with the impact on health insurance premiums for allowing under the age of 65 retirees to remain on the school district health insurance. The accounting standard requires that an actuary be hired to complete an annual analysis to determine the true liability and premium impact. The audit indicates that we did not complete the analysis so that exception is noted. To hire an actuary to perform the analysis on an annual basis is cost prohibitive for a small school district. Based on the minimal number of under 65 retirees currently on the school district insurance plan, the number is estimated to be immaterial.</p> <p>The general fund balance carryover of \$151,000 is a \$16,000 increase from the prior year. The balance represents approximately one week of operating expenses. Mr. Folke recommends that all school districts have a minimum fund balance of 45 days operating expense and prefers three months. For the Payette School District, a three month operating balance would be \$1.6 million dollars. The justification for the 45 day fund balance is the timing of payments from the State Department of Education. Having insufficient funds to meet July and August expenses means we are relying on next year's funding to meet this year's obligations. The August 15th payment each year is the first payment for the next school year.</p>

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The McCain Endowment fund was added to the list of major funds this year due to the increasing balance. This fund is the result of an endowment that restricts the use of the funds.

The Child Nutrition fund showed a \$69,000 loss leaving the balance at \$139,000. Mr. Folke stated this decrease was by design. The Child Nutrition fund is very healthy and in prior years has been “too” healthy. Federal standards do not allow the fund to exceed a balance of three months operating expenses; approximately \$180,000 for Payette. Continually maintaining a balance that exceeds three months operating expenses could put the district in a position to return the excessive funds to the federal lunch program. Last year’s excess funds were used to purchase a walk in freezer. Mr. Folke noted that Payette is one of the few school districts operating in the black.

The Debt Services fund is sufficient to cover the bond payments and is performing as it should. The McCain Middle School bond will be paid in full this year. The balance is sufficient to cover the final payment and is not excessive indicating annual tax payer levies were appropriately imposed.

The Plant Facilities fund is good and is being utilized as it should; covering costs of facilities and reserving for small emergencies.

All other funds are behaving as they should.

Mr. Folke reviewed the definition of GASB 68 and the requirement to book a PERSI liability in the 2014-2015 financial statements. The amount is determined by PERSI and is a book entry only. PERSI is currently funded at 95%. Payette’s portion of the shortfall is \$1,522,912. Page 4 of the audit defines and presents this accounting standard.

Mr. Folke was asked to clarify the “disclaimer” included in the management letter on page 41 of the audit. Mr. Folke explained that the audit completed by Quest CPAs is a financial audit and not an audit of internal controls. Internal controls are reviewed as they relate to the financial audit but are not specifically audited. The statement on page 41 indicates that fact.

Superintendent Pauline King commended the district office staff and school bookkeepers for the accuracy and efficiency in all the financial records.

Motion was made by Jessica Lowry and seconded by Elisa Massoth to accept the audit as presented. Motion carried unanimously.

Summer School
Presentations

Payette School District offered three summer school opportunities this year; elementary, secondary alternative, and extended year special education. Principal Kipp McKenzie had 128 K-5 students that participated in reading, math, language and enhanced opportunity programs during the 4 week summer school session. The State provides some funding for all students not meeting grade level scores on the fall IRI tests. Additional funding is provided by Title 1 and 21st Century grants. Mr. McKenzie felt the summer school was a success with students receiving the additional instruction they needed and also experienced some unique opportunities including

<p>Payette School District Page 3 August 10, 2015</p>	<p>hiking in the Payette National Forest, enjoying the natural hot springs at Zimms and interacting with Weiser Forest Rangers on forest knowledge and water level concerns.</p> <p>Payette County Summer School Administrator Laura Thomason gave each board member a copy of the alternative summer school schedule, list of teachers and student conduct contract. The State provides funding for an alternative school when students in grades 7-12 meet certain criteria; failing grades during the regular school year, previously a drop out, substance abuse, court or agency referral, etc. Three sessions were offered this year with each session averaging 75 students.</p> <p>Dr. Wendy Fitch was the administrator for the extended year special education summer school. This program is mandated by federal regulations and served 12 students this year. Regular curriculum is offered during this session but the primary focus is life skills; introducing students to new environments that they will encounter through life. The students ate in the school cafeteria, made phone calls, went to the library and visited the museum in addition to watching some fun science experiments.</p> <p>Superintendent Pauline King thanked all three administrators for successful programs.</p>
<p>Public Hearing – Pre-Kindergarten \$10 Supply Fee</p>	<p>Chairman Rynearson opened the public hearing to review comments on the proposed pre-kindergarten \$10 supply fee at 6:58p.m. Principal Kipp McKenzie explained that the fee ensures all students have the supplies that they need and the ability to purchase in bulk is much cheaper than what each individual parent could purchase for their student. The fee matches the current kindergarten fee that parents support. There being no other requests to speak, the public hearing was closed at 7:01p.m.</p>
<p>Adopt New Fee</p>	<p>Motion was made by Candita Strong and seconded by Jessica Lowry to adopt the new \$10.00 pre-kindergarten supply fee. Motion carried unanimously.</p>
<p>Safety Busing</p>	<p>Chairman Rynearson introduced Transportation Supervisor Steve Phillips for a review of safety busing routes. Mr. Phillips explained what constitutes a safety busing route designation and why they are needed in our district. Mr. Phillips stated that the safety busing routes would remain the same as those approved by the Board for the 2014-2015 school year. Motion was made by Jessica Lowry and seconded by Elisa Massoth to approve the Safety Busing Plan for the 2015-2016 school year as presented. Motion carried unanimously.</p>
<p>Authorization to Seek Bus Bids</p>	<p>Transportation Supervisor Phillips requested that the Board approve a call for bids for a new school bus. Mr. Phillips said he would not immediately seek bids but would like the authorization in place to provide an opportunity to watch market fluctuations and purchase a bus at the most fiscally appropriate time. Approval of the request at this time would allow a timely response should the opportunity be presented. Motion was made by Elisa Massoth and seconded by Jessica Lowry to authorize Mr. Phillips to seek bus bids at an appropriate time. Motion carried unanimously.</p>
<p>Accept McCain Middle School E-Content Curriculum Bid</p>	<p>McCain Middle School Principal Rick Hale presented the methodology and scoring rubric used by the McCain Middle School curriculum committee to review the E-Content Curriculum bids. A review of the three bids resulted in rejecting the Carnegie Learning bid as it did not include complete core content. The review also resulted in a</p>

<p>Payette School District Page 4 August 10, 2015</p>	<p>decision to not select a Language Arts curriculum bid at this time. The curriculum committee felt that the curriculum designed by the MMS staff that is currently in use was superior to the products reviewed. McGraw Hill was scored higher than Houghton Mifflin and is the recommendation of the committee. A summary of the committee findings is attached. Collaboration between schools to ensure common curriculum goals that allow a seamless transition between grades and schools for increased learning opportunities was discussed. Motion was made by Elisa Massoth and seconded by Jessica Lowry to accept the McGraw Hill e-curriculum bid for Math 7-8, Science 6-8 and Social Studies 6-8. Motion carried unanimously.</p>
<p>Overnight Field Trip Requests</p>	<p>Principal Mark Heleker requested Board approval for the following overnight field trips:</p> <ol style="list-style-type: none"> 1. All in-state 2015-2016 Idaho High School Activities Association sanctioned district/state competitions that require overnight travel. 2. All in-state 2015-2016 district/state club competitions that require overnight travel. <p>Motion was made by Elisa Massoth and seconded by Candita Strong to approve the overnight field trips requests as presented. Motion carried unanimously.</p>
<p>Student Teacher Contracts</p>	<p>Clerk Choate requested Board approval for student teacher/intern contracts for the 2015-2016 school year. Motion was made by Jessica Lowry and seconded by Candita Strong to approve the student teacher contracts. Motion carried unanimously.</p>
<p>Executive Session</p>	<p>Barbara Choate read: "Be it resolved by the Board of Trustees of School District 371J Payette, Idaho, as provided in Section 74-206 (b) of the Idaho Code, the Board will now go into executive session at 7:42 P.M. for the purpose of reviewing personnel hires. Motion is therefore made by Jessica Lowry and seconded by Adam Rynearson that Payette School Board go into executive session."</p> <p>Voting yes: Jessica Lowry, Elisa Massoth, Adam Rynearson and Candita Strong. Voting no: No one</p> <p>The Board was declared out of executive session at 8:37 P.M.</p>
<p>Personnel Actions</p>	<p>Item C.1. from the consent agenda was discussed in executive session.</p> <p>Motion was made by Candita Strong and seconded by Jessica Lowry to hire the following:</p> <ol style="list-style-type: none"> A. Ms. Karin Tamblyn, PHS Special Education Teacher B. Ms. Christy McNeal, PHS English Teacher C. Mr. Jason Dransfield, PHS Assistant Principal D. Mr. Rod Willet, PHS Assistant Football Coach E. Mr. Scott Horrace, MMS Assistant Football Coach F. Mr. Devon Wadley, MMS Assistant Football Coach G. Mr. Dominic Bolin, PHS Head Girls Soccer Coach H. Mr. Shaun Bolin, PHS Assistant Girls Soccer Coach I. Mr. Shaun Bolin, PHS Assistant Boys Soccer Coach <p>Motion carried unanimously.</p>


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Motion was made by Candita Strong and seconded by Jessica Lowry to hire the following:


A. Mr. Kevin Campbell, PHS Assistant Football Coach

Motion passed.

The meeting adjourned at 8:38 P.M.



Attest



Approved