

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF SCHOOL DISTRICT NO. 371J, PAYETTE AND WASHINGTON COUNTIES, IDAHO, AUGUST 13<sup>th</sup>, 2018 AT 6:30 P.M., IN THE GALLEON ROOM.

<p>Agenda Review</p> <p>2017-2018 Annual Audit</p>	<p>Chairman Adam Rynearson called the meeting to order in the Galleon room at 6:30 P.M. with Board members Jessica Lowry, Elisa Massoth, Ethan Mittelstadt and Candita Strong present.</p> <p>Chairman Rynearson led those in attendance in the Pledge of Allegiance.</p> <p>Chairman Rynearson reviewed the agenda and moved item #6, Audit Presentation, to the beginning of the agenda.</p> <p>Dan Coleman, CPA, representing Quest CPAs, P.C. presented the 2017-2018 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. Coleman stated the district exercised good internal controls and noted that unmodified opinions were stated in the audit for general fund and federal funds. Mr. Coleman commended the District for the accuracy and timeliness of its accounting records noting that Payette is their first of over 50 Idaho school audits every year because they are confident in the abilities of the District staff.</p> <p>Mr. Coleman discussed the equity position of the school as detailed on pages 6 and 9 of the audit. The total equity position of the district is \$681,000 with \$293,000 of the equity designated for future needs in the areas of curriculum, insurance and safety leaving the operating reserve balance at \$388,000 which is approximately ½ of one month's operating expense. Most Idaho schools have 2 months of operating reserve.</p> <p>Motion was made by Elisa Massoth and seconded by Candita Strong to accept the 2017-2018 audit as presented and commit the assigned equity funds to the purposes designated in the audit. Motion carried unanimously.</p>
<p>Consent Agenda</p>	<p>Motion was made by Jessica Lowry and seconded by Ethan Mittelstadt to approve the consent agenda as presented:</p> <ul style="list-style-type: none"> <li>a. Approval of Minutes for the July 9<sup>th</sup>, 10<sup>th</sup> and 13<sup>th</sup>, 2018 Meetings</li> <li>b. Approval of Bills for August</li> <li>c. Approve Overnight Field Trip Requests for All In-State 2018-2019 Idaho High School Activities Association Sanctioned District/State Competitions and All In-State District/State Competitions Payette High School Club Competitions that Require Overnight Travel.</li> <li>d. Authorize Clerk Barbara Choate to Accept and Authorize Student Teacher Contracts with Universities/Colleges</li> <li>e. Declare a 2003 Chevy Impala Excessive Equipment</li> </ul> <p>Motion carried unanimously.</p>

<p>Payette School District Page 2 August 13, 2018</p>	<p>Chairman Rynearson introduced Transportation Supervisor Steve Phillips for a review of safety busing routes. Mr. Phillips stated that the safety busing routes would remain the same as those approved by the Board for the 2017-2018 school year. This is the third year of a three-year plan approved by the Idaho Student Transportation Department. Safety Routes will be reviewed in February and an updated three-year plan will be presented to the board and State Transportation department for approval. Motion was made by Candita Strong and seconded by Jessica Lowry to approve the Safety Busing Plan for the 2018-2019 school year. Motion carried unanimously.</p>
<p>Board Goals and Board Evaluation</p>	<p>Trustee Lowry presented the 2018-2019 Board Goals with the changes recommended by the trustees.</p> <p>Trustee Lowry presented the results of the 2017-2018 board self-evaluation. Trustee Lowry included copies of the prior year self-evaluations for comparison purposes. Trustee Lowry stated that the self-evaluation reflects noticeable improvement but there is always room for growth.</p> <p>Motion was made by Candita Strong and seconded by Ethan Mittelstadt to adopt the Board goals and accept the annual self-evaluation as presented. Motion carried unanimously.</p>
<p>ISBA Summer Institute Report</p>	<p>Trustee Massoth and Trustee Mittelstadt attended the ISBA Summer Institute and reported on the sessions they attended. Both felt it was a valuable experience.</p>
<p>Citizen Comments</p>	<p>Chairman Rynearson opened the meeting to Citizen Comments. Lori Steiniker presented the “Red for Ed” national campaign to bring public attention to education. Ms. Steiniker asked that the board support the wearing of the color red for all staff every Wednesday.</p> <p>There being no further requests for citizen comments, Chairman Rynearson returned to the agenda.</p>
<p>Amend Payette School District Policy #506</p>	<p>Payette School District Policy # 506 Student Substance Abuse Intervention was presented for the third reading. Motion was made by Elisa Massoth and seconded by Candita Strong to approve the amended policy with the words “Care Team” changed to “Principal Designated Team” throughout the policy. Motion carried unanimously.</p>
<p>Superintendent Report</p>	<p>Superintendent Gilbert reported on trainings, meetings, school schedules and next steps in the building improvement plans. An outline of her reports is attached.</p>
<p>Executive Session</p>	<p>Clerk Choate read: “Be it resolved by the Board of Trustees of School District 371J Payette, Idaho, as provided in Section 74-206 subsections (a), (b) and (d) of the Idaho Code, the Board will now go into executive session at 7:47 P.M. for the purpose of discussing hiring employees, superintendent goals, employee discipline and a student request to reinstate credits. Motion is therefore made by Jessica Lowry and seconded by Ethan Mittelstadt that the Payette School Board go into executive session.” Motion requires a roll call vote.</p>

<p>Payette School District Page 3 August 13, 2018</p>	<p>Voting yes: Jessica Lowry, Elisa Massoth, Ethan Mittelstadt, Adam Ryncarson and Candita Strong. Voting no: No one.</p>
<p>Personnel Actions</p>	<p>The board was declared out of executive session at 9:08 P.M.</p> <p>Motion was made by Elisa Massoth and seconded by Ethan Mittelstadt to place two athletic personnel on plans of improvement. Motion carried unanimously.</p> <p>Motion was made by Candita Strong and seconded by Ethan Mittelstadt to release PHS Principal Jason Dransfield from his 2018-2019 administrator contract. Motion carried unanimously.</p> <p>Motion was made by Candita Strong and seconded by Ethan Mittelstadt to release PHS Counselor Kacie Gauby from her 2018-2019 pupil services contract. Motion passed with a 4-1 vote.</p> <p>Motion was made by Candita Strong and seconded by Ethan Mittelstadt to release PHS Government Teacher Peggy Godby from her 2018-2019 teaching contract. Motion passed with a 4-1 vote.</p> <p>Motion was made by Candita Strong and seconded by Ethan Mittelstadt to accept the resignation of Connie Jones MMS volleyball coach. Motion carried unanimously.</p> <p>Motion was made by Candita Strong and seconded by Ethan Mittelstadt to hire the following:</p> <ul style="list-style-type: none"> <li>Jacob Williams – PHS Principal</li> <li>Jeff Walker – PHS Counselor</li> <li>Kelli Goikas – PHS EMT Instructor</li> <li>Bradley Baumberger - PHS Business Teacher</li> <li>Robert Dixon – PHS Athletic Director</li> <li>Tory Bratcher – PHS Girls Basketball Coach</li> <li>Mikhail LeBow – PHS Assistant Football Coach</li> <li>Brianne Garner – WS Teacher</li> <li>Ian Morcom – PPS Teacher</li> <li>Hannah Barta – PPS Special Education Teacher</li> <li>Cheyenne Barker – PPS Teacher</li> <li>Leslie Burns – PPS ½ Kindergarten Teacher</li> <li>Rickey Kamimae - MMS Volleyball Coach</li> <li>Karisa Daniell – MMS Special Education Teaching Assistant</li> <li>Kendra Daugherty – WS Title 1 Teaching Assistant</li> <li>Kayla Brown – PPS Special Education Teaching Assistant</li> </ul> <p>Motion carried unanimously.</p>
<p>Superintendent Goals</p>	<p>The board and superintendent agree on the 2018-2019 superintendent goals.</p>

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August 13, 2018  
  
Deny Credit  
Reinstatement  
  
Adjourn

Superintendent Goals will be adopted at the September 2018 Board Meeting.  
  
Motion was made by Elisa Massoth and seconded by Jessica Lowry to deny reinstatement of credits requested by Student "A" at the May 14<sup>th</sup>, 2018 meeting as the student failed to comply with the actions required of the board at that meeting. The student was not present at the meeting and did not have a representative present to provide any explanation. Motion carried unanimously.  
  
The meeting adjourned at 9:12 P.M.

*Barbara Choats*

Attest

*Alan Rymearson*

Approved

**PAYETTE JOINT SCHOOL DISTRICT NO. 371**

Balance Sheet - Governmental Funds

June 30, 2018

	<u>General Fund</u>	<u>McCain Middle School</u>	<u>Child Nutrition Fund</u>	<u>Plant Facilities Fund</u>
<b>Assets</b>				
Cash & Investments	\$1,220,516	\$138,571	\$102,904	\$926,279
Receivables:				
Local Sources	215,112			182,177
State Sources	216,571			
Federal Sources				
Due From Other Funds	171,332			
Inventory			70,838	
<b>Total Assets</b>	<u>\$1,823,531</u>	<u>\$138,571</u>	<u>\$173,742</u>	<u>\$1,108,456</u>
<b>Liabilities</b>				
Accounts Payable	\$4,580			
Due To Other Funds				
Salaries & Benefits Payable	1,085,530	\$3,743	\$52,964	
Unspent Grant Allocation				
<b>Total Liabilities</b>	<u>1,090,110</u>	<u>3,743</u>	<u>52,964</u>	<u>\$0</u>
<b>Deferred Inflows of Resources</b>				
Unavailable Tax Revenues	52,208			24,835
<b>Total Deferred Inflows of Resources</b>	<u>52,208</u>	<u>0</u>	<u>0</u>	<u>24,835</u>
<b>Fund Balances</b>				
Restricted:				
Special Programs		134,828	49,940	
Debt Service				
Capital Projects				1,083,621
Nonspendable			70,838	
Assigned	292,656			
Unassigned	388,557			
<b>Total Fund Balances</b>	<u>681,213</u>	<u>134,828</u>	<u>120,778</u>	<u>1,083,621</u>
<b>Total Liabilities and Deferred Inflows of Resources and Fund Balances</b>	<u>\$1,823,531</u>	<u>\$138,571</u>	<u>\$173,742</u>	<u>\$1,108,456</u>

**PAYETTE JOINT SCHOOL DISTRICT NO. 371**  
**Statement of Revenues, Expenditures, and Changes in**  
**Fund Balances - Governmental Funds**  
**Year Ended June 30, 2018**

	<u>General Fund</u>	<u>McCain Middle School</u>	<u>Child Nutrition Fund</u>	<u>Plant Facilities Fund</u>
<b>Revenues</b>				
Local Taxes	\$526,538			\$479,254
Other Local Revenue	303,163	\$55,960	\$10,834	152,475
State Revenue	8,486,482			
Federal Revenue	140		896,726	
<b>Total Revenues</b>	<u>9,316,323</u>	<u>55,960</u>	<u>907,560</u>	<u>631,729</u>
<b>Expenditures</b>				
<b>Instructional Programs</b>				
Elementary School	2,600,295			
Secondary School	2,106,139	93,231		
Alternative School	64,745			
Special Education	394,093			
Special Education Preschool	77,977			
Gifted & Talented				
Interscholastic	190,575			
School Activity				
<b>Support Service Programs</b>				
Attendance - Guidance - Health	334,986			
Special Education Support Services	120,153			
Instruction Improvement	154,376			
Educational Media	193,492			
Instruction-Related Technology				
District Administration	340,839			
School Administration	718,927			
Administrative Technology				
Buildings - Care	693,033			
Maintenance - Non-Student Occupied				
Maintenance - Student Occupied	317,525			
Maintenance - Grounds	80,037			
Security	31,308			
Pupil-To-School Transportation	376,201			
Pupil-Activity Transportation	8,481			
General Transportation	32,407			
<b>Non-Instructional Programs</b>				
Child Nutrition	22,865		867,755	
Community Services	6,681			
Capital Assets - Student Occupied	230			279,196
Capital Assets - Non-Student Occupied				74,638
Debt Service - Principal				
Debt Service - Interest				
<b>Total Expenditures</b>	<u>8,865,365</u>	<u>93,231</u>	<u>867,755</u>	<u>353,834</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	450,958	(37,271)	39,805	277,895
<b>Other Financing Sources (Uses)</b>				
Transfers In	8,595			149,800
Transfers Out	(280,504)		(6,386)	
<b>Total Other Financing Sources (Uses)</b>	<u>(271,909)</u>	<u>0</u>	<u>(6,386)</u>	<u>149,800</u>
<b>Net Change in Fund Balances</b>	179,049	(37,271)	33,419	427,695
<b>Fund Balances - Beginning</b>	502,164	172,099	87,359	655,926
<b>Fund Balances - Ending</b>	<u>\$681,213</u>	<u>\$134,828</u>	<u>\$120,778</u>	<u>\$1,083,621</u>

## Superintendent Board Report August 2018

### I. Bond Counsel, Municipal Advisors, and Underwriters

Have had conversational meetings with Zions Public Finance, Inc. and Hawley Troxell Attorneys and Counsel.

### II. Middle School Baseball Conversations

Area Athletic Directors having planning meetings.

### III. School Schedules

- a) 8<sup>th</sup> grade advanced students
- b) 9<sup>th</sup> grade not mastery students
- c) Honors English High School schedule

### IV. Grant Awards

- a) Adobe Pilot – Weymouth & Squibb Training \$600 licenses
- b) Tynker Classroom – Riddick – coding
- c) 3-year School Improvement – McCain Middle School

### V. Staff Returns

- a) Wednesday Z-Space training
- b) Friday – 11:30 lunch @ PHS, 12:30 All Staff Meeting

### VI. District Influences

- a) Leddington Property
- b) Charter School Hearing in Boise Wednesday