

**Salmon School District #291
Board of Trustees
Regular Session Minutes
February 21, 2018**

The meeting was called to order by Chairman Overacker at 6:00 p.m.

Present were Chairman Chuck Overacker, Vice Chair Juniper MacFarlane, Trustee Dorrie Prange, and Trustee Candace Burns. A quorum was present. Also present were Superintendent Chris Born; Director of Finance, Planning, and Program Evaluation, Eileen Holden; and Clerk, Deb Cheney.

Trustee Richard Natelson was absent.

REGULAR SESSION

Chairman Overacker led everyone in the Pledge of Allegiance.

CELEBRATION OF EXCELLENCE

Trustee Prange celebrated the work and contributions of Deb Cheney, School Board Clerk and District Secretary. Deb continually looks for ways to assist others to increase efficiency, is willing to learn new things, shares her knowledge with others freely, and has a positive personality.

Deb is the District ISEE Coordinator and works to ensure all data upload deadlines are met well within the time frames given. She enters numerous required ISEE course codes for various IDLA courses that the students sign up for so that the reporting to the State is accurate and monitors attendance codes for students in the Juvenile Detention Center to maximize funding from the State.

Deb works with the Tech Department and building level secretaries to resolve issues that arise with PowerSchool. This includes spending time assisting with the entering of calendar information and correct class code data into PowerSchool at the beginning of the school year. She also trains new staff on how to enter data to avoid issues later.

She has also been willing to be cross-trained in various operations in the District Office, works with the SJSHS guidance office to ensure students are entered into the Advanced Opportunities portal, and works with the Special Education Secretary to assist with monitoring of billing and reports required by the State when the need arises. Deb is a wealth of knowledge and support to all those who work in the District Office.

Deb took on the role of Board Clerk and takes this role seriously. She handles all record requests professionally and in a timely manner. She also took on the role of coordinator for Eastern Idaho Community outreach classes when the position was left open. Deb shares her knowledge of qigong with students at teacher's request. These are just some of the ways she gives back to the community and District.

Salmon School District is excited to shine the light on our Board Clerk and District Secretary, Deb Cheney, and thank her for her dedication to our District.

PUBLIC INPUT

Kyle Severe thanked Board members for their hard work. He voiced concern with the perceived lack of protocol for an active shooter. He stated that his family has not been trained on what happens if there is an active shooter in the school. He would like to be clear, he does not know what should be done but knows we need to address the issue.

He talked about the *I Love You Guys* program that was started by a parent of a shooting victim. It is a multi-faceted program to help prevent this from happening as well as what to do if it happens. There are procedures for what to do if there is a shooter and also identifying possible shooters. Local police officers have been contacted but teachers and students are not aware of what needs to happen. This is scary for adults and children. He asked the Board to please continue to pursue this topic and make sure that everyone is aware of what to do if an event should unfold. The Forest Service has come across the same problem. He offered to get more information about the person who specializes in safety for the Forest Service.

Chairman Overacker stated that in the past it has been talked about and that we need to come up with a plan.

Superintendent Born stated that there has been a lockdown drill at the Pioneer but there has not been a practice this year at the Salmon Jr. Sr. High School.

Superintendent Born asked Mr. Severe to notify him when the Forest Service safety person is in town so he can meet with him. Mr. Severe thanked the Board for taking the time to listen to his concerns.

ACTION ITEMS

Approve Agenda

Trustee Prange motioned to amend the agenda to discuss school safety under new business, second by Burns. Passed 4/0.

Vice Chair MacFarlane motioned to approve the February 21, 2018 Board Meeting Agenda, second by Trustee Burns. Passed 4/0.

Consent Agenda

1. Meeting minutes of January 15, 2018 and January 22, 2018
2. Personnel Recommendations
3. Treasurer's Report
4. Accounts Payable - January 2018

Trustee Burns motioned to approve the Consent Agenda, second by Vice Chair MacFarlane. Passed 3/0. Chairman Overacker abstained from voting.

NEW BUSINESS

High School Sign

Over time, the powerline to Salmon Jr. Sr. High School's marquee has corroded. The powerline needs to be repaired and the actual pole was tagged by Idaho Power who believes it is theirs. To get power to the marquee a new pole will need to be placed, a new meter put on it, and then re-hooked to power. At this time, Idaho Power will not reconnect the power because the sign and pole sits on Mr. Slavin's property. When Salmon High School

originally got right of way, they were told they would need to maintain the entire lot that the sign sits on. Over the years the agreement was changed to care for a 10x10 space where the marquee sits.

Superintendent Born asked how the Board would like to proceed. Do they want to pay \$2,000 for the pole and hook up, then maintain the lot or do they want to find a new location? If the lot is ever sold, the District will have to find another location for the marquee or make a new agreement with the new owners. A switch to Solar panels would run around \$2,000.

Superintendent Born stated that the marquee could be moved to the crosswalk area on Highway 93 South, which is on school property. We pay for the power to the flashing school zone and crossing lights.

Chairman Overacker asked Superintendent Born to check into it more.

Vice Chair MacFarlane motioned to direct Superintendent Born to find a solution to remedy the marquee situation at the corner of Warpath and Main Street, second by Trustee Prange. Passed 4/0.

Administrator Contracts

Superintendent Born asked the Board to approve a two-year contract for the Pioneer Elementary and Salmon Jr. Sr. High School Principals and three year contracts for Holden and Born.

Chairman Overacker stated he was in favor of extended contracts to the administrators and clarified that a two-year is the maximum that can be offered to principals.

Superintendent Born stated the contracts can be offered with pay to be discussed later. On Monday, the Idaho Legislature voted to fund the career ladder for teachers and a 3% increase in administrator pay. Since the State is issuing a 3% across the board then the District could do that same thing. Superintendent Born stated that he and Director Holden are willing to take less of a raise and give more to the Principals. Born and Holden offered to take a 1% raise and give the principals a 5% raise for the coming year. Each year the salary portion of the contracts would have to be re-negotiated. For the first year, they would be willing to take less pay if the Board approves.

Superintendent Born stated that historically, as a teacher contract negotiator, he fought against multi-year contracts. As a Superintendent, he now understands the need for multi-year contracts to show stability of the district.

MacFarlane appreciated the offer of giving the additional 2% from Administrators to Principals.

Prange has heard many comments from the public asking to keep the Pioneer Principal. He has won the hearts of the public.

Vice Chair MacFarlane stated that her concern is not a three-year contract, but the teacher-administrator split of Born and Holden is maybe not the best. The Board doesn't want to lock themselves into the three year contract, not knowing if the split will continue. Trustee Burns stated that she does not know if there is a limit on the number of administrators we can have in the District or how the funding is affected. Director Holden stated that currently we pay 25% from SPED and 75% from the general fund for our elementary Principal. If we paid 100% out of the general fund we would have to add another position. This would take even more from the general fund than currently.

Director Holden stated that when the raise is given, we will have to look at possibly adjusting the SPED and general fund split. Half of Director Holden's administrative money was paid from federal funds originally and

that split had to be adjusted due to new Federal Programs guidelines. The District has to follow guidelines of what and how the funds can be spent on different programs. Director Holden reminded the board that at one time the Federal Programs administrator, Special Ed Director, and Pioneer Principal was all one position. Director Holden has taken on Federal Programs administrator and completes some of the required SPED reporting as a way of assisting with the lessening the workload of that position.

Vice Chair MacFarlane asked what is the plan for the administrator/teacher split as we move forward. Superintendent Born stated that we cannot foresee our student enrollment numbers. So far we have increased an overall number of twenty students but have had many more students enroll and dis-enroll throughout the year. It is hard to predict how many students we will have. There will be fewer students taking U.S. Government next year, as a large number of SJSHS students will be attending Girls and Boys State this year. Those students can receive U.S. Government credit through Northwest Nazarene University.

Vice Chair MacFarlane stated that she would like to move ahead with multi-year contracts with flexibility.

Director Holden and Superintendent Born need to ask the Salmon Education Association for a master agreement waiver. They are actually on a sabbatical from full-time teaching. Trustee Prange stated that she would like to go forward but does remember the problems with buying out contracts. She said that maybe that's a risk, although it doesn't look like Born and Holden are going anywhere. Trustee Burns said she would support two years for all Administrators, contingent upon completing course work which is scheduled to be completed this summer.

Chairman Overacker does not see any major changes in the next two years, but is unsure of the third year.

Vice Chair MacFarlane moved to direct Superintendent Born to pursue the maximum of two-year contracts for all four District Administrators, second by Trustee Burns. Passed 4/0.

Proposed School Board Policy Changes (Second Reading):

- 4210 – Community Use of School Facilities
- 4210P – Non-School Building Use
- 4230 – Use of School Property for Posting Notices
- 4300 – Conduct on School Property
- 4500 – Public Gifts/Donations to Schools
- 4500R – Public Gifts/Donations to Schools (Regulations)
- 4510R – Public Gifts to Schools
- 5100 – Hiring Process and Criteria
- 5110 – Criminal History/Background Checks

Superintendent Born stated that they need additional information before making policy changes to 4220, 5120, and 5225. He reviewed and recommended changes to the above proposed changes to 4210, 4210P, 4230, 4300, 4500, 4500R, 4510R, 5100, and 5110.

Trustee Burns motioned to approve the changes to School Board Policies 4210, 4210P, 4230, 4300, 4500, 4500R, 4510R, 5100, and 5110. Vice Chair MacFarlane seconded the motion. Passed 4/0.

School Safety

Two years ago the District started the *I Love You Guys* program. All local area districts use the same code names. Superintendent Born stated that the new protocol is to not lock down a place when there is an active shooter. Recent studies show that locking kids in rooms is not the safest. The District needs to look at a new set of trainings. The Salmon Jr. Sr. High School (SJSHS) building has an issue because there are no windows to kick out. The Pioneer Elementary does have windows that would allow students to get out of the classrooms. We will

need to bring in new training for SJSHS as well as Pioneer. Dave Silcock provides trainings for Idaho Fish and Game.

Vice Chair MacFarlane stated that we should collaborate with other local agencies. Superintendent Born attended Dave Silcock's in the past. He stated that only secretaries were trained. There is an organization in the state that will come and assess school building safety. Vice Chair MacFarlane stated that conversations at the student and adult levels are necessary. Tom Whitson, SRO would like alarms on all the outside doors. Superintendent Born stated that there is a cost to everything we do. Trustee Prange stated that the problem that needs to be addressed is that students don't know what to do in case of an active shooter. Students need to know what to do when there is a lock down, shelter in place, etc. We need a standard response protocol so that everyone knows what to do in a situation. Superintendent Born stated that more diligent in training is needed.

Trustee Prange asked that protocol be posted in each classroom so students understand what needs to be done. Superintendent Born stated that these types of events usually last around 3 1/2 minutes.

Principal, John Hamilton stated that there is a plan in place at the Pioneer and they have practiced lockdown drills. Escape out of windows has not been practiced. The playground is also an issue. Trustee Prange has received complaints that our schools are not doing anything about school safety. She understands that over the years there have been changes to make our buildings safer. She stated that is important that our students are aware that adults have thought about this and have a plan. She is not opposed to a community plan.

Chairman Overacker would like to see an evacuation drill done soon. He would like to have a drill with all agencies to see how it goes. He stated that we need to let the community know that we have an armed SRO on the property grounds at all times. Mr. Hamilton stated that some schools have the SRO park right in front of the school so people know there is an armed police officer is in the building. Chairman Overacker stated that people should be encouraged to watch for signs and report them. Students need training on what to look for and to feel like they can say something and it will be confidential. We have to take every threat seriously. Trustee Prange stated that we have a lot of good things happening at our schools: counseling, the bullying program, and After School Promise, to name a few.

Trustee Burns said that she loves the community idea. We need to choose something, make it clear, and choose a date to have things in place. A date would make her feel better.

Mr. Hamilton stated that he is right in the middle of evaluations. It is not realistic to throw something in at this time. Superintendent Born stated that he would call Blackfoot School District to see whom they called in for training. Mr. Hamilton stated that Bonneville School District also has someone who trains there as well. Vice Chair MacFarlane asked if the SRO could meet with students to explain the *I Love You Guys* safety procedure. Superintendent Born stated that Advisory would be a good time for the SRO to go over safety procedures.

Director Holden suggested that the plan and timeline for implementing a plan could be presented at the next Board meeting.

Chairman Overacker stated that he would like to see an independent person come into each building and do an assessment. There might be several things that we can fix or simple protocols that will make our students safer. He asked Superintendent Born to find someone to come in and assess the buildings.

Vice Chair MacFarlane motioned to enhance the schools safety program by having a specific plan to reach students by the next Board meeting and by collaborating with community entities to come up with a community plan, second by Trustee Prange. Passed 4/0.

Director Holden stated that every year, Mark Austin, Transportation Supervisor, has a bus evacuation process practice. Mr. Austin has already planned to schedule the practice in April.

INFORMATION ITEMS

Pioneer Elementary Administrator's Report – John Hamilton, Principal

Mr. Hamilton presented the iReady student growth figures. School wide, the target is 25 points of growth. At the halfway mark, the average growth was 17 points. Overall, Pioneer students have already reached 68% of this year's expected growth. The iReady representative said they are not used to seeing these types of gains in the first year of implementation.

A Leader In Me trainer recently came to Salmon to provide training. Mr. Hamilton stated that it was much more productive this year. Participating staff was able to not only look at what they are not doing yet, but how many things they are doing well now. They found that they are doing well in a lot of areas.

Mr. Hamilton reported that the team's main focus was on WIGS (Wildly important Goals) for this year. The team wants goals to be more service oriented as part of their change of culture in order to build leadership and empathy into our culture. Students outlined three areas to work on (one area per month): People, Earth and Community. They are going to set goals of 5 acts of service/kindness per month for three months for each student. This will total up to 5700 acts of service/kindness throughout the rest of the school year by Pioneer students. Staff will meet Thursday to finalize how they will track this and will put the finishing touches on the project.

Hopefully the Pioneer Elementary Leadership Day will also be centered on service, but it will depend a lot upon the Student Lighthouse Team and what they want to select.

Mr. Hamilton stated that a diabetic training is scheduled for 4:30 p.m., February 27th at the hospital. This training is for secondary teachers as well.

Dinner and Book is scheduled for March 15th at 5:30 p.m. Vice Chair MacFarlane asked if Dinner and a Book night would be a good time for Meet a Board Member. Mr. Hamilton said that all Board members should come to participate. Parents love to come because it is a nice positive event.

A hearing and vision screening will be held by hospital staff on March 13th and 20th at the Pioneer.

Salmon Jr. Sr. High School Administrator's Report – Doug Owen, Principal

Was not in attendance.

Director of Finance, Planning, and Program Evaluation Report – Eileen Holden

Director Holden reported that student ACT scores went up, except for writing. Students have the option to choose to take the writing portion, and very few do. When one score is low then the average goes down since fewer students choose to take this portion of the ACT. Our ACT scores are looking good.

February 15th is a big day for school finances with the main payment from the State. Included with this payment are numerous reports from the State. She is now going through those reports to check for accuracy.

Holden will be gone tomorrow to Boise with student council. She will be back Saturday evening, and will turn around and drive back to Boise for the IASBO financial training. Jan Seher and Chris Born will be attending with her. Director Holden will be attending the State Dept. of Education Financial Roadshow on April 10th.

The second round of Mini grants requests will be looked at next week. The curriculum committee will be reviewing curriculum needs. Areas addressed will be World Language, Art, Drama and Social Studies. They will decide where the highest priority is. Professional development money will pay for teacher/staff to attend diabetes training on Tuesday February 27th.

Director Holden stated that when Laurie Dupree reported to the Board she talked about wanting to reach out to parents in their homes. She is trying to schedule these meetings on Fridays when either Director Holden or Mr. Hamilton can go with her.

Director Holden, Deb Cheney, and Chris Born have contacted different State personnel to get clarification on guidelines for juvenile detention in regards to high school dropouts. We have not heard back from those contacted.

Superintendent’s Report – Chris Born

Superintendent Born reported that there is good news from the Day On the Hill event held on February 19th and 20th; Legislatures just voted to increase the budget by 100 million dollars. The Career Ladder will receive 41 of the 100 million dollars. They will hear more at the upcoming IASBO meeting. It appears the ban on running more than one levy or bond twice in one year will be dropped. He reported that this is the best meeting he has attended. All three Legislative Representatives attended lunch, which hasn’t happened for years. He stated that Representative Dorothy Moon did a good job. He and Chairman Overacker were fortunate to sit at a table with two of the three Representatives.

Legislatures are trying to do their best to spend education money in the right place. They want to see test scores go up. They will keep putting money into education, but they want to see progress. Moon told them if it isn’t working to let them know so they can put the money elsewhere. They are putting in more flexibility for local control, but making it fit all Idaho school districts is difficult.

Superintendent Born asked the Board if they wanted to reschedule the March 8th retreat that was scheduled at the beginning of the year since Piper Jaffray is not available on that date. April 12th was set as a tentative date. Vice Chair MacFarlane said she would not be available from the March 11th – 13th. Superintendent Born stated that it would need to be scheduled on a Thursday or Friday. The Trustees suggested moving the date to April 19th or 20th. Superintendent Born will check to see if those dates work for Piper Jaffray. The Board schedule on the website will show that the meeting will be rescheduled and the date will be posted once it has been verified. There being no further business, the meeting adjourned at 7:54 p.m.

Chuck Overacker, Chairman

Date

Deborah K. Cheney, Board Clerk

Date