

KIMBERLY SCHOOL DISTRICT 414
KIMBERLY SCHOOL BOARD MEETING
December 15, 2022
Board Dinner at 6:15 p.m.
Executive Session at 6:30 p.m.
Regular Session at 7:00 p.m.

EXECUTIVE SESSION

Mr. Kelsey moved, and Mr. Ward seconded the motion to enter executive session at 6:32 p.m. as provided for in section IC 74-206(1) b **to consider personnel matters**. Mr. Nield asked for a roll call; Mr. Nield – yes, Mr. Giles - no, Mr. Kelsey – yes, and Mr. Ward – yes. Mr. Allen – no.

Mr. Kelsey moved to exit executive session at 6:49 p.m. and Mr. Ward seconded the motion. The motion carried 3-0.

REGULAR SESSION

The Board of Trustees of School District No. 414, Twin Falls County, State of Idaho, met in its properly posted, regular monthly meeting in the district board room located at 141 Center Street West, Kimberly Idaho on Thursday, December 15, 2022. The regular session was called to order by Chairman Nield at 7:01 p.m. In addition to Mr. Nield, present were trustees Mr. Giles (arrived 7:26 p.m.) and Mr. Kelsey. Mr. Ward participated via phone for most of the meeting. Mr. Allen was not present. Mr. Schroeder, Superintendent; Ms. Searby, Board Clerk; Mrs. Wirtz, Business Manager and Mr. Schvaneveldt, Program Directors were also in attendance, as well as district administrators and interested patrons in person and on Zoom.

AGENDA: Mr. Kelsey moved to approve the amended meeting agenda to include the addition to the personnel report; Mr. Ward seconded the motion. The motion carried 3-0.

FLAG SALUTE: Everyone stood and participated in the Pledge of Allegiance.

REPORTS:

KHS CHOIR PERFORMANCE: The choir performance was cancelled due to Student Illness. However, two members, Hannah Cooper and Jacob Shepherd did attend to request financial support, as well as travel approval for their upcoming trip to the Heritage Festival in California from March 29th through April 2nd. Mr. Kelsey moved to pull this item from the consent agenda to discuss, Mr. Ward seconded the motion. The students stated that they currently have \$5,000 raised for the approximate 32 band and 25 choir students that will be attending.

Mr. Kelsey moved to approve the travel and financial request and allocated \$2,000 from the student activity fund to aid in their trip. Mr. Ward seconded the motion. The motion passed unanimously.

HEARING OF VISITORS:

Johnathon Coy – School Calendar
Craig Coy – School Calendar / Valedictorian Policy
Cherry Coy – Valedictorian Policy

CORRESPONDENCE: None

FINANCIAL REPORT: Mrs. Wirtz, business manager presented the financial report, as well as the 2021-2022 comparison report for November. Mr. Kelsey moved to approve the financial report, Mr. Giles seconded the motion. The motion passed unanimously.

OLD BUSINESS

FY24 SCHOOL YEAR CALENDAR: As was discussed at the November school board meeting, the calendar committee has been considering two different start dates for next school year; one start date that is similar to our traditional start date and one that would begin a week earlier. Since the last meeting, KHS has determined that they would give End Of Course (EOC) assessments instead of “finals” each semester which means an EOC will be given at the end of the school year for yearlong courses, and at the end of the semester for semester courses. Therefore, there will no longer be a “finals week” at the end of first semester, thus eliminating many of the concerns associated with finishing the 1st semester after Christmas Vacation. The recommended calendar for the FY24 school year has a student start date of August 22, 2023, and a student end date of May 24, 2024. Mr. Giles moved to approve the recommended FY24 School Calendar as presented. Mr. Kelsey seconded the motion. The motion passed unanimously.

2ND READING ADOPT 2310P SELECTION OF LIBRARY MATERIALS: It was discovered that KSD does not currently have a policy on “weeding” which is the process of removing library materials that have become obsolete, dated, unappealing, or worn out. The proposed 2310P is a procedure that would outline the weeding, as well as the process for selecting materials, and the acceptance of gifts. Mr. Giles moved to approve the 2nd reading adoption of 2310P. Mr. Kelsey seconded the motion. The motion was unanimously approved.

2ND READING ADOPT 2314F LEARNING MATERIALS REVIEW: The proposed 2314F is a form to accommodate Policy 2314 - Learning Materials Review. This form will allow an avenue for patrons to request a review of library materials to be reconsidered to either be removed from use, continuation of present use, or placed on a restricted list. Mr. Kelsey moved to approve the 2nd reading adoption of 2314F. Mr. Giles seconded the motion. The motion was unanimously approved.

TABLE 2ND READING REVISE 2411 VALEDICTORIAN AND SALUTATORIAN: Mr. Giles moved to table the 2nd Reading to Revise Policy 2411. Mr. Kelsey seconded. The motion was unanimously approved.

2ND READING REVISE 4210 STUDENT SUPPORT ORGANIZATIONS: The current policy requires that all expenditures for groups such as Boosters, PTSO and the Kimberly School Foundation, be done in consultation with the school principal, which is not the current practice. A review of the ISBA model policy suggests that these groups provide an annual financial report to the school district. Mr. Schroeder stated that he did some research and was not able to find a state or federal requirement that student support organizations are to provide financial reporting to the district. The proposed changes to this policy encourage these organizations to purchase liability insurance for its directors/board, require that they are a 501(c) (3) organization, require fundraisers to follow policy 3530, and remove the

requirement that the principal is consulted with expenditures. Mr. Giles moved to approve the 2nd Reading to Revise Policy 4210. Mr. Kelsey seconded. The motion passed unanimously.

2ND READING ADOPT 7405 MISCELLANEOUS PROCUREMENT STANDARDS: The Kimberly School District Child Nutrition Department recently completed a procurement audit through the state department. Per the audit, KSD is to have policies aligned with federal procurement regulations in place. Utilizing the ISBA Model Policies, the administration recommends that the Kimberly School Board of Trustees approve the 2nd reading of adoption of policies 7405, 7405P1, 7405P2, 7405P3, 7405P4, 7406.

- 7405P1 FEDERAL AWARD REQUIREMENT
- 7400P2 COMPETITIVE PROPOSALS
- 7400P3 REQUIREMENTS AND RESTRICTIONS FOR PROCUREMENT UNDER A FEDERAL AWARD-COMPETITION
- 7400P4 GENERAL PROCUREMENT STANDARDS FOR FEDERAL AWARDS

2ND READING ADOPT 7406 PROCUREMENTS OF GOOD AND SERVICES FOR SCHOOL MEAL PROGRAM: The Kimberly School District Child Nutrition Department recently completed a procurement audit through the state department. Per the audit, KSD is to have policies aligned with federal procurement regulations in place. Utilizing the ISBA Model Policies, the administration recommends that the Kimberly School Board of Trustees approve the 2nd reading of adoption of policies 7405, 7405P1, 7405P2, 7405P3, 7405P4, 7406.

*Mr. Giles moved to approve the adoption of policies 7405, 7405P1, 7405P2, 7405P3, 7405P4, 7406. Mr. Kelsey seconded the motion. The motion was unanimously approved.

NEW BUSINESS

CONSENT AGENDA: Mr. Giles moved to approve the consent agenda as presented. Mr. Kelsey seconded the motion. The motion was unanimously approved.

1. Approve District Invoices
2. Approve School Invoices
3. Approve Food Service Expenditures
4. Approve Meeting Minutes for October 20, 2022
5. Approve Fundraiser Calendar
6. Approve Early Graduation Request for Student X
6. MOU/Contracts: Idaho Commission for Library Grant
7. Federal Program Parent Involvement Policy
9. Surplus Items – Pallets; Uncirculated/Outdated Library Books

DISCUSSION / AGENDA ITEMS

APPROVE ADDITIONAL INVOICES: Mr. Kelsey moved to approve the additional invoices as presented. Mr. Giles seconded. The motion was unanimously approved.

FY23 DECEMBER BUDGET REVISE: The December Budget Revise is utilized to reflect accurate revenues based upon student average daily enrollment through the first Friday of November which establishes the District's Salary Based Apportionment for the year and provides a pretty good idea for our

discretionary budget for FY23. Business Manager, Laurie Wirtz outlined the major adjustments to the December Budget Revise and was available in person to answer the boards questions. Mr. Kelsey moved to approve the FY23 December Budget Revise as presented, with the request to look into increasing the student activity fund that is currently at \$4,000. Mr. Giles seconded the motion. The motion passed unanimously.

REVISE RISE CHARTER AND PERFORMANCE CERTIFICATE: As discussed at the November School Board meeting, in collaboration with Heidi Child, Director of RISE, recommendations for revisions to the RISE Charter and Performance Certificate would be made to the Kimberly School Board of Trustees. There is a recommended revision to the charter that is time sensitive that would provide children of KSD and RISE staff that are non-resident the same preference as Kimberly School District resident students in the RISE enrollment lottery. This is very similar to the exception for children of KSD and RISE staff members that is in the KSD non-resident board policy. Mr. Giles moved to approve the recommendation revision to the performance certificate. Mr. Kelsey seconded. The motion passed.

USE OF ESSER FUNDS FOR FACILITY UPGRADES: The Long-Range Planning Committee, which will convene in January, will be discussing recommendations for the use of the ESSER III funds. However, due to some immediate needs that require attention ASAP in the district, Superintendent Schroeder is asking for the KSD board to direct the use of the ESSER III funds for the following projects.

- KHS BATHROOM STALL PARTITIONS – Currently waiting on an estimate from SBI Contracting. Mr. Giles would like this estimate to include the KMS Bathroom Stall Partitions as well.
- RFP FOR STADIUM TRACK RESURFACE – Cost is estimated to be over \$100,000 and will require an RFP that is awarded by the Board of Trustees.
- KHS GYMNASIUM BLEACHERS REPAIR – Estimated cost will be between \$50, 000 to \$100,000 and will require three estimates.

Mr. Giles moved to approve the initial request for use of these funds for the discussed items, with the understanding that Superintendent Schroeder will work on securing more information to provide at the January board meeting. Mr. Kelsey seconded the motion. The motion passed unanimously.

1ST READING ADOPT POLICY 5290 AND 5290P EMPLOYEE USE OF SOCIAL MEDIA, INCLUDING PERSONAL SITES: Utilizing the ISBA model policy, and in collaboration with the KSD Ethics Team, this proposed policy was created for the boards consideration and will provide guidelines for appropriate use of both professional and personal social media. Mr. Kelsey moved to approve the 1st Reading to Adopt Policy 5290 and 5290P, Mr. Giles seconded the motion. Motion passed unanimously.

RESCHEDULE JANUARY 19, 2023, SCHOOL BOARD MEETING TO JANUARY 18, 2023: Due to a scheduling conflict for board members, the administration recommended a change of date for the January board meeting to the above-mentioned date. Mr. Giles moved to accept the recommendation; Mr. Kelsey seconded. The motion was unanimously approved.

SUPERINTENDENT'S REPORT:

1. Good Stories to Share – Debbie Klug was awarded counselor of the Year; 48 BPA students qualified for State; Strings Concert was a successful event; Lots of students and coaches receiving all state accolades.

2. Recap of KBOA St. Nicholas Festival – It was cold but well attended; Great time had by all!
3. Jayco Hands on Learning Project
4. Staff shortages, Custodian and Transportation
5. Administrative Training on Policy 3280 – All Admin. will receive this training.

PERSONNEL REPORT: Mr. Giles moved to approve the personnel report as presented; Mr. Kelsey seconded the motion. The motion passed unanimously.

- Approve Probation for Employee X

HIRE:

- Justin Cook Custodian
- Andrew Jackson Paraprofessional

RESIGNATIONS / RETIREMENTS:

- Kathryn Mumm Custodian
- Janeen Dalton Paraprofessional
- Maja Stites Paraprofessional

ADJOURNMENT: Mr. Giles moved to adjourn the meeting at 9:03 p.m., Mr. Kelsey seconded the motion. The motion passed unanimously.

Chad Allen, Vice Chairperson

Cassandra Searby, District Clerk