

KIMBERLY SCHOOL DISTRICT 414  
KIMBERLY SCHOOL BOARD MEETING

November 20, 2025

Board Dinner: 5:30 p.m.

Regular: 6:00 p.m.

REGULAR SESSION

The Board of Trustees of School District No. 414, Twin Falls County, State of Idaho, convened its regularly scheduled meeting on November 20, 2025, in the district board room at 141 Center Street West, Kimberly, Idaho. The meeting was called to order at 6:04 p.m. by Board Vice Chair Leah Meeks (LM). Trustees also present included Chad Allen (CA), Zach Kelsey (ZK). Board Chair Curtis Giles arrived shortly after meeting began. Also present were Superintendent Mr. Schroeder, Laurie Wirtz, Business Manager, Matt Schvaneveldt, Director of Programs, district administrators, and interested patrons, both in person and via Zoom.

*AGENDA: CA motioned to approve the agenda as presented. ZK seconded the motion. The motion passed unanimously.*

- Zone 3 Trustee Sandra Gladish (SG) was sworn in.

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

REPORTS:

- FFA Leadership students presented as a group, reporting on their meeting and parliamentary demonstration.

HEARING OF VISITORS:

- None

CORRESPONDENCE:

- None

SUPERINTENDENT'S REPORT

- Good Stories to Share
  - Government Class met with Idaho Supreme Court Justices
  - STUCO (Student Council) Conference in Moscow
  - State Football Championship
- Important Dates:
  - Kimberly St. Nicholas Celebration (December 6, 2025)
- Updates: KMS Window Grant

FINANCIAL REPORT

Motion to approve the financial report as presented was made by ZK, seconded by CG, and the motion passed unanimously.

Funding Requests:

- FFA Meats Evaluation and Tech Team: ZK motioned to approve \$150 for five individuals. The motion passed.
- Jae Foundation Senior Boots: ZK motioned to approve \$500. SG seconded the motion. The motion passed.
- AED: ZK motioned to approve up to \$2,500. CA seconded the motion. The motion passed. Trustee Giles will explore the possibility of securing a future discount through Dairy West.
- KHS Library: ZK motioned to approve \$1,000, CG seconded the motion. The motion passed.

#### STUDENT ACHIEVEMENT REPORT:

- Elementary KPI Updates: <https://www.kimberly.edu/sites/default/files/KPI.pdf>

#### OLD BUSINESS

##### **2<sup>ND</sup> READING REVISE POLICY 2410 GRADUATION REQUIREMENTS**

The Board reviewed recent updates to Idaho Code resulting from House Bill 298 (2025), which revised high school graduation requirements to include a Digital Literacy credit, a Future Readiness Project, and clarification of science credit distribution. Corresponding policy updates include the addition of one Digital Literacy credit, introduction of the Future Readiness Project for the Class of 2028, clarification of science credit distribution, reduction of elective credits from 19 to 18, and renaming Humanities to Fine Arts.

Motion: CG motioned to approve the updated graduation requirements and corresponding policy revisions. ZK seconded the motion. The motion passed.

##### **2<sup>ND</sup> READING REVISE POLICIES 3612, 3612P DISTRICT PROVIDED ELECTRONIC SERVICES**

The Board reviewed updates to the district's technology use policy, developed in collaboration with the Technology Director and aligned with the ISBA model policy. Revisions clarify student expectations, strengthen internet safety and compliance requirements, update monitoring and device use procedures, enhance data privacy and vendor agreements, and streamline outdated language.

Motion: CG motioned to approve the revised policy. ZK seconded the motion. The motion passed.

##### **2<sup>ND</sup> READING REVISE POLICY 4310P UNIFORM GRIEVANCE PROCEDURE**

At the September School Board meeting, the Board directed administration to revise the Uniform Grievance Procedure to include additional language clarifying the handling of grievances involving personnel matters. The revisions ensure alignment with Idaho Code and reinforce confidentiality requirements and procedural boundaries for personnel-related complaints.

Motion: CA motioned to approve. CG seconded the motion. The motion passed.

##### **2<sup>ND</sup> READING REVISE POLICIES 5450, 5450P, 5450 E EMPLOYEE EMAIL AND ON-LINE SERVICES**

Policies 5450, 5450P, and 5450F, governing employee electronic mail and online services usage, were revised by the Technology Director in alignment with ISBA model policies and reclassified from the 3000 series to the 5000 series for proper staff-related categorization. Revisions clarify appropriate use, privacy and monitoring expectations, security and

confidentiality requirements, software and device use, vendor data protection, record retention, and employee acknowledgment requirements.

Motion: CG motioned to approve. CA seconded the motion. The motion passed.

## **2<sup>ND</sup> READING REVISE POLICY 5335, EMPLOYEE USE OF ELECTRONIC COMMUNICATION DEVICES**

Revisions to Policy 5335 – Employee Use of Electronic Communication Devices were made by the District Technology Director to ensure the policy applies exclusively to staff and aligns with ISBA model policies and current legal requirements. Updates clarify device use procedures, prohibit TikTok on District-issued devices, establish expectations for device protection and software management, and remove outdated or student-related language.

Motion: CA motioned to approve. ZK seconded the motion. The motion passed.

## **2<sup>ND</sup> READING REVISE POLICY 9450 FIREARM**

The Board reviewed a recommended revision to Policy 9450 that provides additional flexibility in evaluating applicants with specialized experience or training relevant to school safety, while maintaining existing safety standards and training requirements.

Motion: CG motioned to approve the revision. ZK seconded the motion. SG abstained. The motion passed.

## **NEW BUSINESS**

### **CONSENT AGENDA**

**Motion:** ZK motioned to approve the consent agenda. CG seconded the motion. SG abstained. The motion passed.

1. Approve District Invoices
2. Approve School Invoices
3. Approve Food Service Expenditures
4. Approve Meetings Minutes for October 15, 2025; October 23, 2025; November 10, 2025; November 17, 2025
5. Approve Fundraiser Requests
6. Surplus: Pallets; Lulzbot TAZ6 3D Printer (KMS)

## **DISCUSSION / AGENDA ITEMS**

### **APPROVE ADDITIONAL INVOICES**

Additional invoices were presented for the Trustees to review.

ZK motioned to approve, CA seconded. The motion passed.

### **STAFF HOLIDAY BONUS, KBOA GIFT CERTIFICATES**

The Board discussed the annual practice of providing KSD staff with Kimberly Business Owners Association (KBOA) gift certificates as a Christmas bonus. Due to current budget considerations, a reduced amount was recommended; however, the Board considered maintaining the prior year amount.

Motion: CG motioned to approve providing \$75 KBOA gift certificates to staff. CA seconded the motion. The motion passed.

#### **RFP FOR KMS SCOREBOARD ADVERTISEMENT**

The Board reviewed a proposal to offer sponsorship opportunities for advertising panels on the new scoreboards at Kimberly Middle School, allowing community partners to help offset costs while supporting school-community partnerships. Sponsorships would be evaluated based on established criteria and comply with district policies and state law.

Motion: ZK motioned to approve the sponsorship RFP. CG seconded the motion. The motion passed.

#### **SCHEDULE WORK SESSION, DEBRIEF LEVY ELECTIONS, ISBA CONVENTION RECAP, UPDATE/REVISE YEARLY GOALS**

The Board discussed holding a work session to debrief the recent Supplemental and Plant Facility Levy elections, review key takeaways from the ISBA Annual Convention, and revise Board goals to ensure alignment with district priorities and community expectations. The proposed date and time for the work session is Saturday, December 6, at 8:00 a.m.

Motion: CG motioned to approve the work session. ZK seconded the motion. The motion passed.

#### **RISE CHARTER SCHOOL PERFORMANCE CERTIFICATE FOR FY25**

As required by its charter agreement, RISE Charter School undergoes an annual evaluation using the RISE Performance Certificate matrix to assess academic, operational, and financial performance. The Board reviewed the 2024–2025 self-evaluation, which was completed by RISE and reviewed on October 22, 2025, by district and charter leadership, and which will serve as the basis for the final performance certificate.

Motion: CG motioned to approve the RISE Performance Certificate. ZK seconded the motion. The motion passed.

#### **2026-2027 SCHOOL YEAR CALENDAR**

The Board discussed providing direction to administration regarding development of the 2026–2027 school calendar, including whether to continue the current calendar structure or explore alternative options. Administration recommended continuing the existing model for consistency.

Motion: CA motioned to table the discussion. CG seconded the motion. The motion passed.

#### **CELL PHONE POLICIES**

The Board reviewed an agenda item regarding student cell phone use and the potential consideration of a stricter districtwide policy. Current practices across schools were summarized for informational purposes.

Motion: CG motioned to table the item. CG seconded the motion. The motion passed.

#### **PERSONNEL REPORT**

ZK moved to approve the amended personnel report as presented; CG seconded the motion. The motion passed unanimously.

#### **HIRE:**

- Kathryn Rogers                      Child Nutrition Clerk

- Maudie Kropp                      Paraprofessional
- Quincy Dahlberg                  Production Assistant
- Grace Critzer                      KMS Girls Basketball Coach

Resignation/Retirement/Terminations:

- Chelsey Trowbridge      Child Nutrition
- Martha Youngblood      Transportation

*ADJOURNMENT: ZK moved to adjourn the meeting at 8:45 p.m.; CA seconded the motion. The motion passed unanimously.*

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Curtis Giles, Board Chair

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Cassandra Searby, District Clerk