

SHOSHONE JOINT SCHOOL DISTRICT NO. 312  
BOARD OF TRUSTEES' MEETING MINUTES

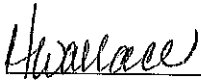
Tuesday, January 16, 2024

6:30 p.m. Board Work Session

7:00 p.m. Annual / Regular Monthly Board Meeting

**It is noted the following notice was posted on December 13, 2023:**

THIS NOTICE HEREBY serves as public notification that the regular meeting of the Board of Trustees of the Shoshone Joint School District No. 312 previously scheduled for Tuesday January 09, 2024 at 7:00 p.m. has been changed by action of the Board of Trustees to Tuesday, January 16, 2024 at 7:00p.m. This meeting will be posted as a special meeting due to the change.



Heather Wallace, Board Clerk

Posted: December 13, 2023

**Board Work Session: 6:30 p.m.**

Present:

**Board Members:** Vice- Chair Lorie Race. Trustees Margarita Juarez, Jose Regalado, and Oscar Rodriguez. The board work session began at 6:34 p.m. It was noted a quorum was present for the work session.

**Staff:** Dr. Rob Waite, Principals Kelly Chapman and Kelly Wilkins, Shoshone Education Association (SEA) Representative Denice Christiansen, and Clerk Heather Wallace.

**Absent:** Chair Anthony Bozzuto- excused.

**Guest:** Brandi Alexander

**I. Strategic Plan:** Dr. Waite explained the strategic plan is made up of three parts: Nine Characteristics of Highly Successful Schools (Vision), Beliefs, and Values. Dr. Waite asked the members of the Board and others to review a handout of the vision statements and the belief statements (copies of the handouts are filed with the official Board Minutes) then asked that each person choose one vision statement that is most important to them, and one is of lower importance; that seems to raise more questions; or, needs better explanations.

The following is a report of the results:

Vision- of High Importance

\*Clear and Shared Vision and Purpose (2 votes)

\*Effective School Leadership (2 votes)

\*Supportive Learning Environment (2 votes)

\*High Level of Community and Parent Involvement to Support Learning (1 vote)

\*High Standards and Expectations (1 vote)

\*High Levels of Collaboration and Communication (1 vote)

Vision- of Lower Importance or Needs More Explanation

\*Curriculum, Instructional and Assessment Aligned with the Standards (3 votes)

\*High Standards and Expectations (1 vote)

\*Focused Professional Development (1 vote)

\*High Level of Community and Parent Involvement to Support Learning (1 vote)

The same exercise was followed for the District's Statements of Beliefs.

Beliefs- of High Importance

1 \*We believe education and learning are a shared responsibility of the school district, home and  
2 community; we recognize parents are their child's first and most important teacher (4 votes)

3 \*We believe in a positive, safe and productive school environment (2 votes)

4 \*We believe in reporting to parents what can be done at home to support student learning (1 vote)

5 \*We believe instruction and support needs are different for each student (1 vote)

6 \*We believe in individual goals for students (1 vote)

7 \*We Believe all policies, administrative directives, and instructional support should be aligned with  
8 district values and beliefs (1 vote)

9 Beliefs- of Lower Importance or Needs More Explanation

10 \*We believe in district level assessment designed to individualize an improve instruction (2 votes)

11 \*We believe evaluation systems can lead to continuous improvement (1 vote)

12 \*We believe in the value of students sharing learning with parents and other family members (1  
13 vote)

14 \*We believe budgets should be aligned to district goals (1 vote)

15 \*We believe district resources should be used wisely to support student learning (1 vote)

16 \*We believe in a continuous school improvement process based upon research, district-wide  
17 collaboration, data-driven instruction and best practices (1 vote)

18  
19 The Board and administration participated in conversation of the statements and why those  
20 statements were chosen.

21  
22 Dr. Waite closed the work session by stating the activity was very productive and started the  
23 discussion on renewing the Strategic Plan. The next board meeting the same exercise will continue  
24 with the District's Value Statements.

25  
26  
27 **Annual / Regular Monthly Meeting 7:00 p.m.**

28  
29 **I. Call to Order:**

30 The monthly school board meeting was called to order at 7:06 p.m. by Vice-Chair Lorie Race as  
31 acting Chair. Meeting was held in the Shoshone School Art Room (#309) located at 61 East  
32 Highway 24, Shoshone, Idaho.

33  
34 Present:

35 **Board Members:** Vice-Chair Lorie Race as acting Chair. Trustees: Margarita Juarez, Jose  
36 Regalado, and Oscar Rodriguez. It was noted a quorum was present.

37 **Staff:** Dr. Rob Waite, Principals Kelly Chapman and Kelly Wilkins, Shoshone Education  
38 Association (S.E.A.) Representative Denice Christiansen, and Clerk Heather Wallace.

39 **Absent:** Chair Anthony Bozzuto- Excused.

40 **Guest:** Brandi Alexander and Mary Ellen Russell (7:25 p.m.)

41  
42 **II. Pledge of Allegiance:** Vice- chair Race led the Board and staff in the *Pledge of Allegiance*.

43  
44 **III. Consideration of Public Input:**

45 A. Request to Appear before the Board (4105F): The clerk received no request to appear before  
46 the Board.

47  
48 **ACTION ITEMS**

49 **IV. Annual Meeting**

50 A. Oath of Office to re-elected / New Trustees for new four-year team.

51 Anthony Bozzuto- Re-elected New Four Year Term

1 Oscar Rodriguez- Re-elected New Four Year Term  
2 Jose Regalado- Appointed New Four Year Term  
3

4 At this time, Clerk Wallace administered the Oath of Office to Trustees Rodriguez and Regalado  
5 starting a new four-year term. Due to the absence of Trustee Bozzuto- His Oath of Office will be  
6 administered at the next attended board meeting.  
7

8 B. Board Nominations:

- 9 1. Chair of the Board  
10 2. Vice-Chair of the Board

11 Trustee Race nominated Trustee Anthony Bozzuto as Chair. Trustee Rodriguez seconded the  
12 nomination.  
13

14 Trustee Race asked for further discussion, receiving none, called for a vote for all those in favor of  
15 electing Anthony Bozzuto as the Chairman of the Board say aye. All those opposed same sign.  
16 Motion carried.  
17

18 Trustee Race nominated Trustee Rodriguez as Vice-Chair of the School Board.  
19 Trustee Regalado seconded the nomination.  
20

21 Trustee Race asked if there was further discussion. Upon on Dr. Waite's question, Trustee  
22 Rodriguez accepted the nomination. Receiving no further questions, Trustee Race called for a vote  
23 for all those in favor of Trustee Rodriguez as the Vice-Chair of the Board say aye. All those  
24 opposed same sign. Motion carried.  
25

26 Both Trustees accepted their nomination and no other interest was shown. It is noted that Trustee  
27 Bozzuto communicated with Vice-Chair Race and Dr. Waite before the meeting that if he was  
28 nominated he would accept the nomination  
29

30 Trustee Race made the motion to accept the nominations of Chair and Vice-Chair as presented.  
31 Trustee Rodriguez seconded the motion.  
32

33 Discussion: There was no more discussion on nominations; therefore, Trustee Race called for a  
34 vote of all those in favor say aye, all those same sign. Motion carried unanimously.  
35

36 Trustee Bozzuto as Chair and Trustee Rodriguez as Vice-Chair will continue in their positions until  
37 the next annual meeting in January 2025.  
38

39 At this time Vice-Chair Rodriguez took the position of acting Chair for the rest of the meeting.  
40

41 C. Designate:

- 42 1. Superintendent as CEO of the District- Dr. Rob Waite  
43 2. Title IX Coordinator- Dr. Rob Waite  
44 3. Title VII Officer- Dr. Rob Waite  
45 4. Treasurer- Shannon Harris  
46 5. Clerk- Heather Wallace  
47 6. Board Meeting Schedule- To remain on the second Tuesday of each  
48 month at 7:00 p.m. with a board work session at 6:30 p.m.  
49 7. Official Posting Place- School Building, District Website  
50 (www.shoshonesd.org). Courtesy Postings- Shoshone Post Office  
51 8 Review of Code of Ethics- Policy 1600

- 1 9. Official Publication- The Courier
- 2 10. Appointment of all standing committees
- 3 *Risk Management: Chair Bozzuto*
- 4 *Negotiations: Chair Bozzuto, Trustee Race, Vice-Chair Rodriguez-(Alt)*
- 5 *Evaluation Committee: Vacant.*
- 6 *Senior Project: Trustee Juarez*
- 7 *Attendance Appeals: Chair Bozzuto*
- 8 *Handbook Committee: Chair Bozzuto*
- 9 *Budget Committee: Trustee Race, Trustee Regalado, Vice-Chair Rodriguez*
- 10 *Shoshone Education Foundation: Trustee Race*
- 11 *Policy Committee: Trustee Race*
- 12 11. Legal Representatives- Anderson, Julian & Hull, LLP
- 13 12. Official Bank- Wells Fargo
- 14 13. Auditor- Mr. Mike Burr
- 15 14. Insurance Agent: Hub International, Insurance Company: EMC
- 16 15. All District Handbooks
- 17 *Staff Handbook Elementary Staff Handbook Secondary Staff Handbook*
- 18 *Hiring Handbook Bullying Handbook Risk Management Handbook*
- 19 *Coaches Handbook Elementary Student Handbook Secondary Student Handbook*
- 20 *Athletic Handbook Alternative School Handbook Crisis Response Handbook*
- 21 *Child Nutrition Handbook*

22  
23 It was noted the date and times the monthly board meetings will remain the same.

24  
25 Vice-Chair Rodriguez made a motion to accept item C, subjects one through Fifteen as presented.  
26 Trustee Race seconded.

27  
28 Discussion: Dr. Waite briefly reviewed District handbooks, annual review, and review of  
29 committees. Dr. Waite stated the annual meeting affirms the structure of the Board for the year.

30  
31 Vice-Chair Rodriguez called for a vote as to all in favor of accepting this say aye. Motion carried  
32 unanimously.

33  
34 **V. Reports:**

35 A. S.E.A.: No report for the month of January.

36 B. Shoshone Teachers: Mrs. Christiansen reported on the following:

37 ❖ Mrs. Knight's class: Continuing to work on notes and small gifts for residence at the local  
38 nursing home. Mrs. Knight received a small grant that is covering the expenses for the project in  
39 December and the project for January.

40 ❖ Third Grade: Is researching planets in the solar system.

41 ❖ Read-A-Thon: Will be starting soon. Funds received will go towards the library and  
42 playground equipment

43 ❖ Mrs. Lewis reported the Robotic Design Team is in the design process and building to  
44 upgrade the robot for a competition that will be held in February.

45 C. Student Body: No report for January

46 D. Goals and School Improvement: Dr. Waite combined this report with item X. *School Board*  
47 *Training- School Improvement.*

48 Vice-Chair Rodriguez asked if there were any more reports; receiving none moved to consent  
49 agenda.

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51 **ACTION ITEMS**

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**V. Consent Agenda:**

A. Approval of Agenda

B. Approval of the Minutes:

1. December 12, 2023 Regular Board Meeting Minutes

C Weekly Principal/Superintendent Reports

D. Accept as Presented

Trustee Race made a motion to accept the consent agenda as presented. Trustee Regalado seconded. Vice-Chair Rodriguez asked for comments on the consent agenda.

The following reports where made:

Principal Chapman made the following report:

❖ As required by the State, annually the District administers the WIDEA assessment. Students in LEP classes or students receiving additional help with English as a second language in grades K-12 are assessed. For a student to exit out of the LEP program, they must reach a certain level in proficiency. The District has a large number of LEP students. Testing will start on February 8, 2024

❖ Principal Chapman explained the procedure for activities scheduled on a canceled school day. The procedure is for District staff, including athletic directors, to discuss current conditions and then contact other districts' athletic directors about whether to reschedule or cancel. Sometimes weather situations are vastly improved by afternoon so that the activity can still take place.

❖ High Desert Alternative High School: Principal Chapman explained the placement of students at High Desert Alternative High School. It is a personal choice for a student; or, at the direction of the administrator. Alternative high schools require a minimum of 46 credits to graduate and lower class hours per student. These requirements work well for students that are behind in credits and want to catch up, graduate on time, or graduate early for personal reasons.

❖ Attendance Appeals Committee: Mrs. Chapman explained in order to receive a high school diploma, one of the requirements is students must be in school 90% of the time. The District has created an Attendance Appeals Committee whereas students that are over the limit of absences from school, the students and parents have a due process where they can meet with the Attendance Appeals Committee to state their case, and in some extenuating circumstances receive their credit(s).

❖ Being Involved in the Community: Principals Chapman and Wilkins meet with the Sheriff's Department, Health and Welfare, Prosecutor, and Probation office once a month to work together as a team to support a student and / or family that are struggling with different issues.

Principal Wilkins reported on the following:

❖ The results of the September IRI assessments for grades K-3 show that 38.8 % of students were proficient. Most recently, the Winter IRI assessment showed an increase of 10% with 48.8% proficient.

❖ From the beginning of the school year until recently, the elementary school has had 35 students transfer to other school; but added 33 new students. Students moving between districts does affect the testing scores in keeping scores up. Eight students from Mexico registered for the winter semester.

❖ The District is applying for a grant to hire a school nurse.

1 ❖ Seventy-Seven students met their reading goal for three consecutive months. The  
2 elementary will celebrate those students on February 2<sup>nd</sup> at the boys' varsity basketball game  
3

4 With no more discussion, Vice-chair Rodriguez called for a vote to accept the *Consent Agenda* as  
5 presented. All those in favor of accepting the *Consent Agenda* please say aye. Motion carried  
6 unanimously.  
7

8 **VII. Financials:**

9 A. Accounts Payable

10 B. Financial Statements:            District            December 2023  
11    Secondary        December 2023  
12    Elementary      December 2023  
13

14 Trustee Race made a motion to approve the Accounts Payables and Financial Statements as  
15 presented. Trustee Regalado seconded.  
16

17 Discussion:

18 Dr. Waite gave the following report from the District's Business Manager.

- 19 ❖ The budget is in alignment with the expectations at this time of year.
- 20 ❖ Dr. Waite reminded the Board that support unit funding will be based on attendance and  
21 not enrollment. The District was prepared for the change in funding.
- 22 ❖ The District received \$5,000 in funding for new fund 265. At this time, the required  
23 expenses are at \$12,000. This is frustrating to the administration when required expenses are not  
24 fully funded.
- 25 ❖ Federal program applications have been approved. Requests for reimbursements will be  
26 made this month.  
27

28 Vice-Chair Rodriguez stated with no more discussion called for a vote to accept *Accounts Payables*  
29 *and Financial Statements*, by all those in favor say aye. Motion carried unanimously.  
30

31 **VIII. Approval of School Closure January 10, 2024**

32  
33 Trustee Race made a motion to approve the Emergency School Closure on January 10<sup>th</sup> as  
34 presented. Trustee Juarez seconded.  
35

36 Discussion:

37 Dr. Waite explained the reason for the school closure was due to the combination of snow and  
38 wind. This caused areas of limited access to roads. The procedure is, besides being updated about  
39 weather conditions, the transportation supervisor drives bus route roads, consults with the highway  
40 department, and discusses with Dr. Waite on the concerns. The District calendar includes four  
41 extra days then required for reasons of emergency school closures, plus the additional two  
42 emergency days the State Department of Education allows for. The administration has discussed  
43 using "late starts" instead of cancellations, but the District isn't ready to implement as of yet.  
44

45 Vice-Chair Rodriguez stated with no more discussion called for a vote of all those in favor say aye.  
46 Motion carried unanimously.  
47

48 **X. School Board Training- School Improvement**

49 A. Key Works of School Boards-Advocacy  
50

1 Dr. Waite presented a powerpoint titled *Advocacy* and cited the work of the National School Board  
2 Association. Topics of discussion included:

- 3 ♦ Advocating for your local school district and students
- 4 ♦ Local Policies
- 5 ♦ Negativity creates a non learning environment and will affect students.
- 6 ♦ How to be a good Advocate for the District:
  - 7 Knowledge
  - 8 Understanding the District's mission and values
  - 9 Transparency
  - 10 Solution based discussions
  - 11 Communication
  - 12 Problems can create opportunities
  - 13 Misinterpretation can create problems
  - 14 Following Chain of Command

15  
16 In closing Dr. Waite asked if there were any questions about Advocacy. With none received,  
17 meeting moved to the next item.

18  
19 **X. Motion for Adjournment:**


- 20 A. Next Meeting:
  - 21 Tuesday: February 13, 2024
  - 22 Board Work Session: 6:30 p.m.
  - 23 Regular Board Meeting: 7:00 p.m.
  - 24 Shoshone High School Art Room (#278)
  - 25 61 East Highway 24
  - 26 Shoshone, Idaho 83352

27  
28 Vice-Chair Rodriguez entertained a motion for adjournment.

29  
30 Trustee Race made a motion to adjourn the meeting at 7:53 p.m. with Trustee Regalado  
31 seconding.

32  
33 Discussion: None

34  
35 Vice-Chair Rodriguez stated all those in favor say aye. Motion carried unanimously and the  
36 meeting was declared as officially closed.

37  
38   
39 Heather Wallace  
40 District Clerk  
41 January 16, 2024

42  
43 This document serves as the official minutes of the January 16, 2024 Regular Board Meeting. An  
44 audio recording is available of this meeting.