

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
January 9, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00pm. Present were Trustees Stigum, Haight, and Striebeck. Trustee Davis and Pentzer were absent. Also attending were Superintendent Baumberger and Clerk Weeks. The audience included Sarah Hatfield.

No changes were proposed to the agenda.

Trustee Haight moved that the consent agenda be approved. Trustee Striebeck seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #30942 – 30979 totaling \$47,058.27. A vote was taken and the motion passed.

Superintendent Baumberger discussed the progress with SafeSchools Training. He also said all but four of the staff have had the CPR training. Plans are in the works for the others to complete the CPR training.

Emergency closures were called for December 20, 2016 and January 9, 2017 due to blowing snow. There are enough hours in the calendar that no makeup days are required. Missing one more day would require changes in the calendar. Trustee Striebeck moved and Trustee Haight seconded to approve the two snow days. A vote was taken and the motion passed.

The 2016 Edition of the Idaho Special Education Manual was presented to the board. Trustee Haight moved and Trustee Striebeck seconded to adopt the Manual as presented. A vote was taken and the motion passed.

Clerk Weeks discussed the status of the budget. Things are positive and the general fund balance will likely improve again this year. It still seems prudent to keep the Supplemental Levy at the same amount of \$499,000 for next year. The legislative outlook with regard to the Career Ladder is positive but the future is anything but certain and the district needs to be prepared for the next downturn. Trustee Striebeck moved and Trustee Haight seconded to set the Supplemental Levy amount at \$499,000 for the election to be held on March 14. A vote was taken and the motion passed.

The topic of renewing the \$40,000 per year 5-year Plant Facility Levy was discussed. It was started in 2002 and the amount has not changed in the two times it was renewed. Raising the amount to \$50,000 per year was discussed to better prepare for future maintenance needs. Currently, there is a balance of \$59,000 in that fund. Trustee Haight moved and Trustee Striebeck seconded to set the amount at \$50,000 per year for a 5-year Plant Facility Levy with the election to be held on March 14. A vote was taken and the motion passed.

The consensus was to have the Levy Information Meeting on February 13 at 6:30 before the regular board meeting.

Principal Hatfield talked about current happenings in the school. There are currently 163 Students, up slightly since last month. Except for two snow days, things have been going well.

Superintendent Baumberger touched on several topics. Preparing for the Superintendent Evaluation for next month and updating the tool for next year was discussed.

Trustee Stigum and Superintendent Baumberger are planning to go to the Day of the Hill in February.

Chairman Stigum declared the meeting adjourned at 7:41pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
February 13, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:36 pm. Present were Trustees Stigum, Haight, and Davis. Trustee Pentzer and Striebeck were absent at first. Trustee Striebeck arrived to take his seat at 6:41pm. Also attending were Superintendent Baumberger and Clerk Weeks. Until 6:55 no one was in the audience when Sarah Hatfield arrived.

Superintendent Baumberger went through his Levy Presentation for the board as no one was in the audience.

Trustee Pentzer arrived to take his seat at 6:56pm.

Principal Hatfield went through her report at the beginning of the meeting touching on student numbers, activities, calendar possibilities, and graduation credit requirements.

Trustee Haight moved that the consent agenda be approved. Trustee Pentzer seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #30995 – 31034 totaling \$64,418.35. A vote was taken and the motion passed.

Trustee Haight moved to amend the agenda for two items.

Add 4A. Federal Surplus Program - Jason Davis  
Delete 8A. Disposition of Student Issue.

The first item came up after the agenda was posted. The second item was no longer needed. Trustee Striebeck seconded the motion which was passed.

Trustee Davis had learned about the Federal Surplus Program and wanted to share about it.

The rehire of Bill Gehring as Track Coach was presented to the board. Trustee Haight moved and Trustee Pentzer seconded to approve the rehire as presented. A vote was taken and the motion passed.

After three snow days, it was necessary to add a day to the calendar. This day was February 10. Trustee Pentzer moved and Trustee Davis seconded to amend 2016-2017 calendar to add the extra day on February 10. A vote was taken and the motion passed.

Trustee Davis moved and Trustee Striebeck seconded to enter into executive session as provided under Idaho Code 74-206(1)(b) for a personnel item. A roll call vote was held with all five board members present voting aye at 7:18pm. The general tenor was discussion of personnel. Trustee Pentzer moved and Trustee Davis seconded to leave executive. A vote was taken and the motion passed at 8:17pm.

Trustee Pentzer moved and Trustee Haight seconded to accept the Superintendent Evaluation as presented. A vote was taken and the motion passed.

Chairman Stigum declared the meeting adjourned at 8:25pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
March 13, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00 pm. Present were Trustees Stigum, Haight, Striebeck, and Davis. Trustee Pentzer was absent at first. Also attending were Superintendent Baumberger and Clerk Weeks. Sarah Hatfield was the only one in the audience.

Trustee Striebeck moved that the consent agenda be approved. Trustee Davis seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31054 – 31086 totaling \$53,221.34. A vote was taken and the motion passed.

Trustee Pentzer arrived to take his seat at 7:04pm.

The Emergency Closure for January 18, 2017 was left off of the February Meeting Agenda. The calendar had been updated to add a day on February 10 to cover this closure. Trustee Haight moved and Trustee Striebeck seconded to approve the Emergency Closure on January 18, 2017. A vote was taken and the motion passed.

The calendar for the 2017-2018 school year was discussed. Calendar B with a start date of August 28 and an end date of May 31 was presented. Principal Hatfield noted that staff comments favored Calendar B. Also considered was Calendar A with a start date of August 21 and an end date of May 24. With Calendar A, the first semester would end before the Winter Break and school would be done before Memorial Day weekend. Trustee Striebeck moved to approve Calendar A. Trustee Davis seconded the motion. A vote was taken and the motion passed 4 -1 with Trustee Stigum voting nay.

A discussion was held about how the van is being used and the benefits and costs savings the District has realized in the last couple of years. No action taken.

Trustee Striebeck put together an employee survey for the board's consideration. It would be set up with the assistance of the Idaho School Boards Association. Trustee Pentzer moved to use Trustee Striebeck's survey and get it set up in an online process with help from the Idaho School Boards Association. Trustee Haight seconded the motion which was passed.

The new hire of Matthew Ruth as Junior High Track Coach was presented to the board. Trustee Haight moved and Trustee Striebeck seconded to approve the hire as presented. A vote was taken and the motion passed.

Principal Hatfield went through her report touching on the current graduation policy, student numbers, attendance and other happenings. She reported that Trace Brammer is Valedictorian and Emma Johnson is Salutatorian this year.

Superintendent Baumberger talked about how student athletes are dealing with challenging schedules and the positive impact of checking grades at the end of the semester.

Questions were posed to the administrators about the Senior Project process which led to an explanation of the process.

Chairman Stigum declared the meeting adjourned at 8:11pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305

School Board Minutes

Regular Meeting

April 10, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:58 p.m. Present were Trustees Striebeck, Stigum, Haight, Davis, and Pentzer. Also attending was Clerk Weeks and Superintendent Baumberger. The audience included Sarah Hatfield and Steve Wherry. Chairman Stigum presided at the meeting.

One change was proposed to the agenda: - 5D. Leave of Absence Request – Christy Rosenau – Kindergarten Teacher. Trustee Pentzer moved and Trustee Haight seconded to accept the addition to the agenda. The item came up after the agenda was posted. A vote was taken and the motion passed.

Trustee Striebeck moved that the consent agenda be approved. Trustee Davis seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31100 – 31139 totaling \$41,151.55. A vote was taken and the motion passed.

Trustee Striebeck talked about the progress on the Board Survey of Employees in association with the Idaho School Boards Association. It was sent out to employees last Friday. It will be brought to the board next month after it is completed.

The First Reading for Policy 415.01 – High School Graduation Requirements was held. Some further minor edits were made. Trustee Pentzer moved and Trustee Striebeck seconded to approve the updated policy as amended. A vote was taken and the motion passed.

The Superintendent Evaluation Tool was discussed. No action was taken and it will be brought back next month.

The Superintendent Contract for the next school year was discussed. Trustee Pentzer moved and Trustee Striebeck seconded to offer a Contract to Brad Baumberger to continue as Superintendent for the 2017-2018 School Year. A vote was taken and the motion passed.

Christy Rosenau, Kindergarten Teacher, requested a one-year leave of absence to care for her soon-to-be newborn child as outlined in the Master Agreement. Trustee Striebeck moved and Trustee Davis seconded to approve the Leave of Absence as requested. A vote was taken and the motion passed.

Principal Hatfield reviewed her submitted report.

Superintendent Baumberger discussed a couple of items that are being addressed, including correcting drainage issues north of the gym and fencing off the area behind the school as well as window replacement on the west side of the gym. He talked about transportation challenges with the lack of bus drivers and that we may still need to consider getting another van.

Chairman Stigum declared the meeting adjourned at 8:08 p.m.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
May 8, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:58 p.m. Present were Trustees Striebeck, Stigum, Haight, and Pentzer. Trustee Davis was absent. Also attending was Clerk Weeks and Superintendent Baumberger. The audience included Sarah Hatfield, Andrew Beck, Jennifer Crow and Chad Crow. Chairman Stigum presided at the meeting.

Two changes were proposed to the agenda.

- 2A. Wrestling Update - Andrew Beck
- 5A – Audit Engagement – Goffinet & Clack

Trustee Pentzer moved and Trustee Striebeck seconded to accept the additions to the agenda. The items came up after the agenda was posted. A vote was taken and the motion passed.

Trustee Pentzer moved that the consent agenda be approved. Trustee Striebeck seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31153 – 31195 totaling \$74,829.12. A vote was taken and the motion passed.

Andrew Beck talked about the junior high wrestling program he directed this winter. Six students participated. He highlighted successes as well.

The Superintendent Evaluation Tool was discussed. No action was taken and it will be brought back in July.

The Audit Engagement letter from Goffinet & Clack for the 2016-2017 Fiscal Year was presented to the board. The cost went up by a minimal amount. Trustee Haight moved to extend the audit contract for the 2016-2017 Fiscal Year to Goffinet & Clack. Trustee Striebeck seconded the motion was passed.

Principal Hatfield reviewed her submitted report.

Superintendent Baumberger discussed his recent meetings he has attended, notably regarding special education.

Trustee Haight moved and Trustee Striebeck seconded to enter into executive session as provided under Idaho Code 74-206(1)(a) & (b) for a personnel item. A roll call vote was held with all four board members present voting aye at 7:46pm. The general tenor was discussion of personnel. Trustee Striebeck moved and Trustee Pentzer seconded to leave executive. A vote was taken and the motion passed at 7:52pm.

Trustee Pentzer moved to offer contracts to the following coaches for the 2017-2018 school year.

Volleyball	Stigum, Shandrie
Volleyball Assistant	Beck, Amanda
Junior High Volleyball	Stigum, Shandrie
Junior High Volleyball Assistant	Beck, Amanda
Cross Country	Hewett, Kelley
Football	Moddrell, Monty
Boys Basketball	Weeks, Patty
Junior High Girls Basketball	Goeckner, Dede
Junior High Boys Basketball	Wynott, Jeremiah

Trustee Haight seconded the motion which was passed.

Trustee Haight moved, with deep regret, to accept the following resignations.

- First Grade Teacher – Joan Tiede
- Assistant Boys Basketball Coach – Tim Droegmiller

Trustee Striebeck seconded the motion which was passed.

Chairman Stigum declared the meeting adjourned at 7:56 p.m.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
June 12, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00 p.m. Present were Trustees Striebeck, Stigum, Haight, and Davis. Trustee Pentzer was absent. Also attending was Clerk Weeks and Superintendent Baumberger. The audience included David Widmier, Chad Knowlton, Josette Nebeker, Steve Wherry and Chad Crow. Chairman Stigum presided at the meeting.

Trustee Davis moved that the consent agenda be approved. Trustee Striebeck seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31211 – 31266, 31276, 31281, totaling \$64,111.24 and checks #31277-31280 totaling \$20,389.16. A vote was taken and the motion passed.

The two departing board members were recognized for their service as this is their last meeting as trustees. Nathan Stigum was elected to the board in 2009, Jason Davis was elected to the board in 2013. Each were presented a plaque in appreciation of their years of service and remarks were made by those in attendance.

A quote for a 15-passenger Chevrolet Express van was received from Kendall Auto Group in Nampa, the dealer that has the state contract for Chevrolet vehicles for our region. The price for us is \$30,646.35. The first van that was purchased in 2015 has been very useful and cost effective. Trustee Striebeck moved and Trustee Haight seconded to proceed with the purchase of a van from this quote. A vote was taken and the motion passed.

The Board Survey of Employees was discussed. It was agreed it would be a good tool that had identified some issues such as communication that will be addressed going forward.

The Budget Hearing for the 2017-2018 Budget was held. Clerk Weeks covered the notable changes in the budget which included the funding increases from the State a 4% pay increase for staff and reductions in federal funding. Trustee Haight moved and Trustee Davis seconded to approve the 2017-2018 Budget as presented. A vote was taken and the motion passed.

The Master Agreement for the 2017-2018 school year was presented to the board. The only change was a 4% increase for the certified staff. Trustee Striebeck moved and Trustee Davis seconded to approve the Master Agreement as presented. A vote was taken and the motion passed.

In order to accommodate the secondary finals schedule, the calendar was changed to have May 23 and 24, 2017 be early release days for Grades 7-11 students. Trustee Davis moved and Trustee Striebeck seconded to approve the change to the calendar. A vote was taken and the motion passed.

After working on the lunch program renewal, it was found that the milk price being charged was too low. The other lunch prices have not been changed in three years. Trustee Haight moved and Trustee Striebeck seconded to hold a fee increase hearing to increase milk prices from \$.30 to \$.50 and increase other paid lunch prices by \$.25 at the same time as the July board meeting. A vote was taken and the motion passed.

Superintendent Baumberger had no further report as all items had been discussed earlier in the meeting.

The following personnel actions were presented to the board.

- Resignation – Science Teacher – Pam Turnbull
- Declare Vacancy – Girls Basketball Coach
- Certified and Coach Staff Returning for 2017-18 School Year - remaining

Anderson	Michelle
Cowan	Chris
Gehring	Bill
Hines	Terrie
Horrocks	Danette
Nebeker	Josette
Palmer	David
Randall	Teresa
Riggers	Alia
Woltering	Lindsey
Yochum	Julie
Zenner	Kayla

Extra-Curricular	Music	Chris Cowan
	Band	Chris Cowan
Advisor	BPA	Terrie Hines
	Yearbook	Terrie Hines
	Photography	Terrie Hines

Track	Bill Gehring
Junior High Track	Matthew Ruth

K-12 Principal: Sarah Hatfield

- New Hire – Sixth Grade Teacher – Becky Finnell
- Kindergarten Teacher – One Year Only – Andrea McMillion
- Special Education Director Contract Renewal – Kerrie Raines
- Memorandum of Understanding – Lapwai School District – Business Services

Trustee Davis moved to approve the personnel actions as presented and further to accept the resignation of Pam Turnbull “with deep regret.” Trustee Haight seconded the motion which was passed.

With no further business to come before the board, Chairman Stigum declared his last board meeting as trustee adjourned at 7:56pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
July 10, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00 p.m. Present were Trustees Pentzer, Haight, Striebeck, Widmier, and Knowlton. Also attending were Superintendent Baumberger and Clerk Weeks. The audience included Josette Nebeker and Steve Wherry.

Clerk Weeks opened the meeting at 7:00pm. The oath of office was administered to re-elected Trustee Mere Jo Haight from Zone 2 and newly elected Trustees David Widmier from Zone 4 and Chad Knowlton from Zone 5. Clerk Weeks then asked for nominations for Chairman. Trustee Pentzer nominated Trustee Striebeck as Chairman and Trustee Haight as Vice Chair. Trustee Haight moved and Trustee Pentzer to close nominations. A vote was taken and the motion passed. Trustee Pentzer moved to elect the officers as nominated. Trustee Haight seconded the motion which was passed. Chairman Striebeck then presided at the meeting starting at 7:05pm.

Trustee Haight moved to keep the regular board meetings on the second Monday of each month at 7:00pm. Trustee Knowlton seconded the motion which was passed.

Trustee Pentzer moved and Trustee Widmier seconded to post the notice of the monthly meetings the same places as last year. Postings will be at the main door of the School, the Post Office in Craigmont, the Post Office in Winchester as well as on the District's website. A vote was taken and the motion passed.

Trustee Haight moved that the consent agenda be approved. Trustee Pentzer seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31276 – 31317 totaling \$50,217.41. A vote was taken and the motion passed.

In one last bit of annual reorganization business, Trustee Pentzer moved and Trustee Haight seconded to have Nathan Weeks continue as Clerk/Treasurer for the coming year. A vote was taken and the motion passed.

Josette Nebeker, Ag Teacher, talked about the activities in which she is involved. Among those are working on the IQPS standards, three FFA members are planning to go to Nationals and hoping they are able to present their project. Also she stated that Malayna Hambly will be FFA District Reporter for the coming year.

By consensus, the timing of the building tour was moved to be held after the other business of the meeting.

Superintendent Baumberger talked about the Continuous Improvement Plan that will need to be updated by September.

The Fee Increase Hearing to increase Lunch Prices was held. The changes proposed are listed as follows.

ELEMENTARY (K-5) LUNCH	Was \$2.50 Proposed \$2.75
SECONDARY (6-12) LUNCH	Was \$2.75 Proposed \$3.00
ADULT LUNCH	Was \$4.00 Proposed \$4.25
MILK – CARTON	Was \$0.30 Proposed \$0.50

The purpose of increasing the lunch prices is to continue to be in compliance with National School Lunch Program requirements. No one was in the audience to comment.

Trustee Knowlton moved and Trustee Widmier seconded to approve the price increases as presented. A vote was taken and the motion passed.

The Superintendent Evaluation Tool was again presented to the board. It is based on a tool from the Idaho School Boards Association that has been discussed at several meetings. Trustee Pentzer moved to use the new tool and keep the online survey. Trustee Haight seconded the motion which was passed.

Superintendent Baumberger talked about the upcoming federal programs review and his efforts to prepare for it.

At 7:41, the board was taken on a tour of the building and grounds.

Chairman Striebeck declared the meeting adjourned at 8:19pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
August 14, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00 p.m. Present were Trustees Striebeck, Haight, and Pentzer. Trustees Widmier was absent. Trustee Knowlton was absent until later in the meeting. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Dan Smith, Monica Smith, Jennifer Crow, and Chad Crow. Chairman Striebeck presided at the meeting.

Trustee Haight moved to add an item to the agenda.

-5G. High School Student Handbook

The item came up after the agenda was posted. Trustee Pentzer seconded the motion which was passed.

Trustee Pentzer moved that the consent agenda be approved. Trustee Haight seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31319 – 31363 totaling \$83,192.41. A vote was taken and the motion passed.

Trustee Knowlton arrived to take his seat at 7:08pm.

Superintendent Baumberger talked about the draft of the Continuous Plan included in the packet. A final draft will be on the September agenda.

Superintendent Baumberger talked about his progress on the Superintendent Evaluation Document. More to follow in coming meetings.

The Alternative Authorization Renewal for English Teacher Jennifer Crow was presented to the Board. With her academic progress and remaining plan, she said she should be finished and have her certificate after December. The need still exists to apply for renewal. Trustee Pentzer moved and Trustee Haight to approve the renewal of the Alternative Authorization for Jennifer Crow. A vote was taken and the motion passed.

The search for a new Science Teacher continued into late July. Three candidates were interviewed. After this process, the best candidate was found but was not yet certificated. Thus, the need exists to apply for an alternative authorization for Sarah Murt. Trustee Pentzer moved and Trustee Haight seconded to approve the new hire and the application for alternative authorization of Sarah Murt as Science Teacher. A vote was taken and the motion passed.

Tammy Demean, a Gonzaga University Doctor of Nursing Practice student has asked to do research in our school with suicide awareness and prevention. The project would involve training for teachers and other staff. Trustee Haight moved and Trustee Knowlton seconded to approve Tammy Demean's proposal. A vote was taken and the motion passed.

The FCC lawsuit involving many schools in Idaho also named Highland as a defendant. The lawsuit was related to the ENA / IEN debacle and voided contract. Trustee Haight moved and Trustee Pentzer seconded to approve Highland agreeing to the settlement between the FCC, the State of Idaho and this school district, as well as other Idaho school district of the pending USAC Claims. This settlement appears to be in the District's best interest and helps insure the District's continued access to the E-Rate Program for the District. A vote was taken and the motion passed.

Caped Credit Union is offering more banking services that are free as compared to at least \$125 per month for Wells Fargo, the District's current bank. Last week it was learned that the Cottonwood branch will be closing. This would mean a 30 minute drive to Grangeville or 40 minutes to Lewiston to go to the bank. We have the ability to make deposits to the Caped accounts at Cottonwood Credit Union in downtown Craigmont as part of the shared branch program. Caped offers ACH services for payroll direct deposit which Cottonwood Credit does not and will pay interest on checking with no monthly fees. The District opened an account last December and needs to add more signatories to follow our current practice of having two signatures on checks, with the Board Chair and Vice Chair being two of the possible signers. The other signer to add will be the Superintendent. Current signers, Office Manager Shannan Randall and Business Manager Nathan Weeks will remain the same. Trustee Pentzer moved to add Board Chairman Erle Striebeck, Board Vice Chair Mere Jo Haight and Superintendent Brad Baumberger as signatories on the Caped accounts. Trustee Knowlton seconded the motion which was passed.

The First Reading of the following policies was held. Corrections and edits were noted and will be incorporated.

- Policy 416.0 - Education of Homeless Students
- Policy 417 – Entrance, Placement, and Transfer
- Policy 730 – Unpaid School Meal Charges
- Delete Policy 500.19 – Title I Parental Involvement
- Policy 505 – Parent and Family Engagement
- Policy 505.1 – Parent and Family Engagement Guidelines
- Policy 815.0 – Parents Right-to-Know Notices

The policies will be on the agenda for September for a second reading. No action taken.

The High School Student Handbook was presented to the board. Updates were explained and corrections were noted. Trustee Pentzer moved and Trustee Haight seconded to approve the Handbook with corrections. A vote was taken and the motion passed.

Superintendent Baumberger touched on the completion of facility projects which included the Gym Windows and carpet in 3 rooms. He also talked about the positive Special Education Report received from the State. He noted the Special Education team has everything entered and updated and is compliant.

Principal Hatfield talked about 7-12 registration that started today with around 60% completing it. She talked about working on the K-3 Literacy plan as well as the College and Career Readiness Plan. She talked about the progress in updating curriculum that is almost complete so the School can now be on a rotation. Glasses are being provided by the local library so all of the students can view the eclipse on August 21, the first day of school.

Final discussion was held on the school being used for fire crew purposes for 15 days in July. Some discomfort was had from the occupation but nothing serious.

With no further business to come before the board, Chairman Striebeck declared the meeting adjourned at 8:18pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
September 11, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:01 p.m. Present were Trustees Striebeck, Haight, Widmier, Knowlton, and Pentzer. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Monica Smith, Jennifer Crow, Chad Crow, Kristin Mattson, Gail Lowe, Kris Case, and James Miller. Chairman Striebeck presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. Trustee Haight seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31364 – 31560 totaling \$96,395.72. A vote was taken and the motion passed.

Steve Clack of Goffinet and Clack was present to discuss his audit findings. He reviewed the report and noted no issues. Trustee Haight moved and Trustee Widmier seconded to accept the audit report as presented. A vote was taken and the motion passed.

A public comment period was held. Several in the audience expressed concern about the food service program. Those speaking would like to see improvements. Superintendent Baumberger will contact those present to be a part of the wellness committee to help move forward.

Superintendent Baumberger talked about the latest draft of the Continuous Improvement Plan that he handed out. He noted the information that was updated. Trustee Pentzer moved and Trustee Widmier seconded to approve the Continuous Improvement Plan as presented. A vote was taken and the motion passed.

Superintendent Baumberger noted the metrics in the Continuous Improvement Plan are part of items 1.1 and 1.2 in the Superintendent Evaluation Document. More to follow in coming meetings.

Gail Lowe of Harlow's presented the bus routes and changes were noted for the new year. Most of the routes have shown growth. The Winchester routes have grown more than others. Trustee Haight moved and Trustee Pentzer seconded to approve the bus routes as presented. A vote was taken and the motion passed.

Class Advisors for the 2017-2018 School Year were presented to the board as follows.

7<sup>th</sup> Grade Advisor – David Palmer  
8<sup>th</sup> Grade Advisor – Chris Cowan  
9<sup>th</sup> Grade Advisor – Terrie Hines  
10<sup>th</sup> Grade Advisor – Josette Nebeker  
11<sup>th</sup> Grade Advisor – Jennifer Crow  
12<sup>th</sup> Grade Advisor – Kayla Zenner

Trustee Knowlton moved and Trustee Pentzer seconded to approve the class advisors as presented. A vote was taken and the motion passed.

The Second Reading of the following policies was held.

- Policy 416.0 - Education of Homeless Students
- Policy 417 – Entrance, Placement, and Transfer
- Policy 730 – Unpaid School Meal Charges
- Delete Policy 500.19 – Title I Parental Involvement
- Policy 505 – Parent and Family Engagement
- Policy 505.1 – Parent and Family Engagement Guidelines
- Policy 815.0 – Parents Right-to-Know Notices

One small correction was noted. Trustee Pentzer moved and Trustee Haight seconded to approve the policies as presented with the one small correction made. A vote was taken and the motion passed.

The First Reading of updates to the following policies was held.

- Policy 300.43 – Evaluation of Certificated Personnel
- Policy 210.3 – Principal Evaluation

Superintendent Baumberger covered the required updates to the policies. Trustee Haight moved and Trustee Widmier seconded to dispense with a second reading and approve the updates to the policies as presented. A vote was taken and the motion passed.

Principal Hatfield gave a report on the happenings in the school.

Superintendent Baumberger highlighted the upcoming work to be done in assembling a wellness committee.

No executive session was deemed to be needed.

With no further business to come before the board, Chairman Striebeck declared the meeting adjourned at 8:37pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
October 9, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:01 p.m. Present were Trustees Striebeck, Haight, Widmier, and Knowlton. Trustee Pentzer was absent. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Monica Smith and Andrew Beck. Chairman Striebeck presided at the meeting.

Trustee Haight moved that the consent agenda be approved. Trustee Widmier seconded the motion. The consent agenda included meeting minutes, budget report, balance sheet, ASB accounts, and certain current bills of this school district to be paid as presented: checks #31570 – 31612 totaling \$68,957.47. A vote was taken and the motion passed.

Trustee Haight had attended the ISBA District 2 meeting in Lewiston last Wednesday. She reviewed the resolutions that were discussed at that meeting in advance of the convention in November.

Superintendent Baumberger pointed out that food service supervision will be a point in the Superintendent Evaluation Tool. More to follow in coming meetings.

The First Reading of the following policies was held.

- Policy 460.0 – Local School Wellness
- Policy 461.0 – District Nutritional Committee
- Policy 462.0 – Food Services
- Policy 462.1 – District Nutritional Standards
- Policy 462.2 – School Meals

A few small corrections were noted. The policies will be brought back for a second reading at the November meeting. No action taken.

Superintendent Baumberger talked about the information gathered and preparations made for convening a meeting of the Nutritional Committee. Their first meeting is scheduled for October 11 at 7:00 p.m.

The idea of having a fee for just a salad bar instead of a full lunch was discussed. The consensus was that the item should be considered at a later meeting after the Nutritional Committee has had some meetings. No action taken.

Principal Hatfield gave a report on the happenings in the school.

With no further business to come before the board, Chairman Striebeck declared the meeting adjourned at 7:54pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Special Meeting  
October 23, 2017

The Board of Trustees of Joint School District #305 met in special session in the library of the school at 6:56 p.m. Present were Trustees Striebeck, Pentzer, Knowlton, and Widmier. Trustee Haight was absent. Also attending was Superintendent Baumberger. There was no one in the audience. Chairman Striebeck presided at the meeting.

Trustee Pentzer moved to enter into Executive Session under Idaho Code 74-206(1)(a) & (b) for a student and personnel issue. Trustee Widmier seconded the motion. A roll call vote was taken with all four board members present voting aye. The general tenor was discussion of a student issue and a personnel issue. Trustee Pentzer moved and Trustee Widmier seconded to leave executive session. A vote was taken and the motion passed.

Regarding the resolution of the student issue with the expulsion of Student A, the student has withdrawn from enrollment. No action taken.

Trustee Pentzer moved and Trustee Knowlton seconded to approve the new hire of Monty Moddrell and Brett Arnzen as Co-Coaches for Girls Basketball. A vote was taken and the motion passed. Chairman Striebeck declared the meeting adjourned at 7:27 p.m.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
November 13, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00 p.m. Present were Trustees Striebeck, Haight, Widmier, Knowlton, and Pentzer. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Alia Riggers, Jennifer Crow, Julie Yochum, Josette Nebeker, and Andrew Beck. Chairman Striebeck presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. Trustee Haight seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31613 – 31680 totaling \$82,108.45. A vote was taken and the motion passed.

Alia Riggers and Julie Yochum, Elementary Teachers, were present to express concerns about the heating system and to inquire about future plans. Concerns included efficiency, needing heaters on weekends, and ventilation of the wood dust and smoke at certain times. Clerk Weeks discussed the prior research done to consider more of an on-demand system of heat pumps. This had been found to like cost at least \$400,000 due to the higher electrical requirements. The consensus was that more consideration needs to be made in containing the pellet dust and smoke in the near term and to stay on top of maintenance and operations of the boiler system to keep it operating at its best.

Dan Johnson, Senator from District 6 was present to hear concerns he needs to be aware of before the next session. Discussion was held about possible changes to the funding formula, sales tax distribution, and election dates.

Trustee Haight and Trustee Widmier talked about their activities at the Idaho School Boards Association convention last week in Coeur d'Alene. It was a worthwhile trip.

Superintendent Baumberger outlined his duties as shown in Policy 200.2 and gave handouts to the board members to help align them with the Superintendent Evaluation Document. More to follow in coming meetings.

Trustee Knowlton moved and Trustee Pentzer seconded to approve the class advisors as presented. A vote was taken and the motion passed.

The Second Reading of the following policies was held.

- Policy 460.0 – Local School Wellness
- Policy 461.0 – District Nutritional Committee
- Policy 462.0 – Food Services
- Policy 462.1 – District Nutritional Standards
- Policy 462.2 – School Meals

Trustee Haight moved and Trustee Widmier seconded to approve the policies as presented. A vote was taken and the motion passed.

The new hire of Ariel Bencomo as Assistant Boys Basketball Coach was presented to the board. Trustee Pentzer moved and Trustee Knowlton seconded to approve the new hire. A vote was taken and the motion passed.

Andrew Beck of the local wrestling club presented a design for a mat complete with a husky in the center. The club would like for the school to order the mat, the purchase of which will be reimbursed by the club and the Western Camas Prairie Association. Trustee Haight moved and Trustee Pentzer to front the money required for the mat and be reimbursed. A vote was taken and the motion passed.

Principal Hatfield gave a report on the happenings in the school.

Superintendent Baumberger reported about that there are some upcoming coach openings. Among those is a baseball coach. A meeting last week had 13 turn out, more than enough to have a baseball team next spring.

With no further business to come before the board, Chairman Striebeck declared the meeting adjourned at 8:37pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
December 11, 2017

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:04 p.m. Present were Trustees Haight, Widmier, and Pentzer. Trustee Knowlton was absent until later in the meeting. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Debi Schoonover, Andrea McMillion, Chad Crow, Don Johnston, Nathan Stigum, Jennifer Crow, Andrew Beck, Amanda Beck, Josette Nebeker, and Steve Wherry. Vice Chair Haight presided at the meeting.

Trustee Widmier moved that the consent agenda be approved. Trustee Pentzer seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31368, 31689, 31691 – 31736 totaling \$58,420.47. A vote was taken and the motion passed.

A short discussion was held about the Superintendent Evaluation Document. More time was needed for review by board members. Trustee Pentzer moved to put this item on the January agenda. Trustee Widmier seconded the motion which was passed.

Trustee Striebeck tendered his resignation on November 29, 2017 effective immediately. Trustee Pentzer moved to declare a trustee vacancy in Zone 1 and to advertise for a replacement. Trustee Widmier seconded the motion. A vote was taken and the motion passed.

Trustee Pentzer brought concerns about community service allowable for senior projects. There was a discussion about protocol for service and state and local requirements. The consensus was to have it as a future agenda item, maybe February. No action taken.

The First Reading of the following policy was held.

Policy 111 – Code of Ethics.

The model for the Code of Ethics is provided by the Idaho School Boards Association. It has not previously been in policy. Trustee Widmier moved and Trustee Knowlton seconded to dispense with a second reading and approve the policy as presented. A vote was taken and the motion passed. Board members then signed the Code of Ethics.

Clerk Weeks discussed the current financial status of the District. Things are holding steady this year, with no big surprises yet and that our fund balance is on track to be nearly the same as last year. A discussion was held that the levy did not need to be raised but that it was not prudent to reduce it at this time. Trustee Pentzer moved to have a Supplemental Levy Election on March 13, 2018 and leave the amount the same at \$499,000 for one year. Trustee Widmier seconded the motion. A vote was taken and the motion passed.

Job Descriptions for Lead Cook and Cook were presented to the board. Some discussion was held about certification requirements. It was felt more research was needed and to bring the topic back at a future meeting. No action taken.

Principal Hatfield talked about enrollment at the school, with 95 in K-6, and 82 in 7-12 for a total of 177. Work has been done on camera positioning to find optimal locations.

Trustee Pentzer moved and Trustee Widmier seconded to enter Executive Session under Idaho Code 74-206(1) (a) & (b) for personnel issues. A roll call vote was taken with all four board members present voting aye at 7:54pm. The general tenor was discussion of two personnel items. Trustee Knowlton moved and Trustee Widmier seconded to leave executive session. A vote was taken and the motion passed at 8:17pm.

The following personnel items were presented to the board.

- A. Corrective Action Plan for Employee A
- B. Declare Vacancy – Volleyball Coach, High School and Junior High
- C. New Hire – Baseball Coach – Brandon Randall

Trustee Widmier moved and Trustee Knowlton seconded to approve the above referenced personnel items. A vote was taken and the motion passed.

Trustee Pentzer moved and Trustee Widmier seconded to enter Executive Session under Idaho Code 74-206(1) (b) for a personnel issue. A roll call vote was taken with all four board members present voting aye at 8:18pm. The general tenor was discussion of a personnel issue. Trustee Pentzer moved and Trustee Haight seconded to leave executive session. A vote was taken and the motion passed at 9:08pm.

With no further business to come before the board, Vice Chair Haight declared the meeting adjourned at 9:09pm.

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Clerk

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Board Chairman