



# West Ada

SCHOOL DISTRICT

## SCHOOL BOARD MEETING MINUTES October 11, 2016

**Date, Place & Time** The regular meeting of the Board of Trustees, West Ada School District, convened at 6:00 p.m. on Tuesday, October 11, 2016 at the District Service Center, 1303 E. Central Drive, Meridian, Idaho.

**Trustees in Attendance** Trustees: Chairman Phil Neuhoff, Mike Vuittonet, Rene Ozuna, Ed Klopfenstein, and Steve Smylie

**Staff in Attendance** Dr. Mary Ann Ranells, Cheri Newbold, Eric Exline, Joe Yochum, Devan Delashmutt, Debbie Arstein, Ramona Lee, Don Nesbitt, Eian Harm, Geri Gillespy, Beth Krenning

**Guests** Holly Beach, Roger Nielsen, Mary Ollie, Tanya Koyle, Daryn Know, Sue Darden, Rob Lungreen, Bobby Lawrence

**CALL TO ORDER & PLEDGE** Chairman Phil Neuhoff

**EXECUTIVE SESSION** Chairman Neuhoff took a roll call of the board at 6:02p.m. to move into executive session to communicate with legal counsel for the school district to discuss the legal ramifications of the legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated, Idaho Code § 74-206 (1) (f). **Trustee Smylie** made a motion and **Vice Chairman Vuittonet** seconded to enter into Executive Session. Chairman Neuhoff took roll call, Trustee Klopfenstein voted yes, Trustee Ozuna voted yes, Trustee Vuittonet voted yes, Chairman Neuhoff voted yes, and Trustee Smylie voted yes.

The board recessed from executive session at 6:40p.m. and reconvened in regular session.

**SPOTLIGHT** Devan Delashmutt, Chief Technology Officer, gave a presentation that outlined the work of the IT department and the summer Intern program. Mr. Delashmutt discussed the three main areas: educational technology, information services, and information technology.

Geri Gillespy, District Administrator of Digital Integration, explained the basic foundation to keep students safe online and student information safe within our schools. Ms. Gillespy outlined the three teams that include digital tech leads, tech teams, and digital integration

leads. All teams work to make technology effective as possible for students and teachers.

Mr. Delashmutt presented the organizational chart within the district. His team includes 18 field techs, who support the 30,000 pieces of technology in the district. Mr. Delashmutt also presented the network engineers and administrators who support district software application, switches, IP phones, surveillance cameras, clock and even medical devices that monitor insulin levels in some of our students.

Jeff Dodds, Data Administrator, presented the work his department is responsible for. This includes PowerSchool Data, assessment data, employee data, payroll data, and the various data feeds for more than 20 different systems. Systems are updated nightly to provide accurate updated information the next day.

Mr. Delashmutt presented the Intern Program that worked this summer. Mr. Delashmutt stated the Intern Program consisted of approximately 30 interns that allowed his staff to complete a successful and productive summer. The Interns replaced 4,000 solid state drivers in existing computers, installing 3,000 staff computers, imaging 10,000 computers, installing 1,500 IP phones, and bringing two new school on line with an amazing 20,000 man hours. Mr. Delashmutt introduced the key Interns, Preston, Erin and Walter that assisted in the program.

Trustees expressed thanks to the Interns and Mr. Delashmutt for the innovative use of the Intern Program. Trustees wanted to know if the District is keeping up with the growth of technology and implementation of new devices and programs. Mr. Delashmutt responded the District needs to reset what our vision and direction should be. The Technology committee which includes Trustee Klopfenstein and staff are addressing concerns such as what type of devices and what direction we as a District will take.

Amended Agenda

**Chairman Neuhoff** made a motion to remove item #9, Recommendation to approve guidelines for proposed RFQ Procedure- Landscape Architect Services for Projects with a Service Fee Under \$25,000 to discussion item #9 and action item #6. **Trustee Ozuna** seconded the motion and the vote was unanimous to remove from consent agenda.

Consent Agenda

**Vice Chairman Vuittonet** made a motion, **Trustee Ozuna** seconded and the vote was unanimous to approve the amended consent agenda. Approved items are as follows:

Payment of bills dated September 1-30, 2016

P-Card Payments dated August 1-31, 2016

Monthly Budget Reports

Consent Agenda cont.

Minutes of the:

- a. September 13, 2016 regular board meeting
- b. September 19, 2016 special board meeting

Associated Student Body Reports

Employment Recommendations

Summary of Leave Request

Recommendation for an Alternative Authorization-Teacher to New to teach Environmental Science for Eagle High School for Jennifer Foster

Recommendation to approve guidelines for selection of a firm for Land Survey Services for projects with an anticipated fee under \$25,000 for a period not to exceed two (2) years

Recommendation to approve Musgrove Engineering and Engineering Incorporated for a period of two (2) years for Professional Engineering Services (Mechanical) projects with a service fee less the \$25,000

Recommendation to approve Musgrove Engineering for a period of two (2) years for Professional Engineering Service (Electrical) projects with a service fee less the \$25,000

Recommendation to approve the Medical Laboratory Science Education Survey to determine if there is a correlation between student comprehension and the type of laboratory class they enroll in, whether it is an online lab or a traditional in-class lab by Liz Brandon at Eagle High School

Recommendation to accept letter of resignation from Seiniger/Law as the General Counsel for West Ada School District

Recommendation to approve revised 2016-2017 school calendar

Recommendation to approve revised High School Bell Schedule for 2016-2017 school year

Recommendation to approve Mountain View High School Choir to go to Hollywood, CA for competition for and estimated cost of \$500.00 per student and two (2) days of school missed

Recommendation to approve Centennial High School Dance to go to Long Beach, CA for competition for an estimated cost of \$600.00 per student with 0 days of school missed

Non-Student enrollment request for the 2016-2017 school year

Student Expulsions

## Discussion

### **2015-2016 Audit Report**

Bobby Lawrence, Eide Bailly, presented the 2015-2016 audit highlights. Mr. Lawrence began by presenting what takes place during an audit. The audit team works with district staff over a total period of three weeks to review the previous year's accounts, account balances, and various funds. The auditors then provide a report on the findings to the district.

Mr. Lawrence and the audit team found a clean opinion on the financial statements. This means the financial statements are accurate. Another report provides suggestions on internal controls that could be made stronger. The audit suggested on internal control finding and one adjustment journal entry. The internal control was in relation to how construction expenses are accounted for. According to Mr. Lawrence the findings in the audit were very minimal. His example was the report on adjusted journal entries, which he noted in years past have sometimes filled more than a page; this year there was one adjustment. Mr. Lawrence stated to the Board your District is in good hands. The Board thanked Mr. Lawrence and congratulated Chief Finance Officer Debbie Arstein and the Budget and Finance Department for their quality work and attention to detail.

### **Revised Policy Code No. 501.90, Student Transfer Policy (second reading)**

Don Nesbitt, Assistant Superintendent, presented the changes to the policy as requested by the Board from the last meeting. Trustee Ozuna asked how Regional Directors granted transfers, she stated the Policy still seems like a first-come, first-served system. She suggested putting the reasons for transfers into some sort of category and prioritizing the reason. Mr. Nesbitt responded to Trustee Ozuna request and would look at the language first-come, first-served and clarify the policy. Mr. Nesbitt explained to the Trustees, health and safety of the student is always taken into consideration. The Directors just make it happen and always try to meet the needs of the students. Policy 501.90 will return for a third reading with advised revisions.

### **Revised Policy Code No. 902.20, Building and Sites (first reading)**

Joe Yochum, Assistant Superintendent, presented update to Policy 902.20. The current policy lists types of services. Mr. Yochum revision would allow all professional services for projects with a cost less than \$25,000.00. Trustee Klopfenstein asked the definition of the word, "projects" in the policy and requested a clear definition of what is a project. Trustee Smylie asked if the district considered to hire professionals in various fields, including construction management. Mr. Yochum answered that having more internal professionals would be helpful. Policy 902.20 will return for a second reading.

### **Revised Policy Code No. 602.10, Curriculum & Learning Resources (first reading)**

Devan Delashmutt, Chief IT Officer, presented the changes to this policy. The policy defines that students have a responsibility to take care of technology issued to the student. Mr. Delashmutt explained an option insurance program for parents to cover accidental damage to technology issued to the students. Vice Chairman Vuittonet asked if this insurance would be a fee and the cost of the insurance per student. Mr. Delashmutt responded the insurance is not a fee because the insurance is optional. The purposed cost of insurance per student would be \$20.00 per year.

**Appointment of a Trustee to Present ISBA Resolution # 6:  
Funding School Construction**

Chairman Neuhoff asked which Trustee would be interested in the presentation of the Resolution #6. Vice Chair Vuittonet stated he had presented in the past and would feel comfortable presenting again.

**Support of the West Ada Board of Trustees for ISBA Resolution #9: Opposition to Amending Article IX Section V of the Idaho Constitution (Known as the Blaine Amendment)**

Eric Exline, Chief Communication Officer, presented on behalf of the Boise District's Board of Trustees. The Board discussed the Boise School District's ISBA resolution, which oppose changing the Idaho constitution to allow for the funding of either religious or private schools. Trustee Ozuna asked Mr. Exline if our support hurt the passing of our resolution. Mr. Exline stated no, each Trustee individually votes on resolutions.

**Letter request of Senator Winder and Representative Wendy Horman to assist in research necessary for school construction Legislation**

Eric Exline, Chief Communication Officer, presented a letter to Senator Winder and Representative Wendy Horman, the co-chairs of the state's school funding task force, requesting help formulating legislation that would propose other mechanisms for paying for school construction.

**Recommendation to build a bus loop and expand the parking lot at Meridian High School with remaining bond funds**

Joe Yochum, Assistant Superintendent, presented a proposal to use some of the bond funds to create a bus loop at Meridian High School. Student safety is a concern at this school. With the addition of a bus loop and expansion of the parking lot this will accommodate the increase in enrollment at the school. The total cost of the project is \$1.4 million. Trustee Klopfenstein asked if the bus loop would cause any traffic concerns on the Pine street and Linder street exits. Mr. Yochum stated he would be in contact with ACHD. Mr. Yochum also stated the design of the bus loop would come back to the Board for Board approval.

**Recommendation to approve guidelines for proposed RFQ Procedure - Landscape Architect Services for Projects with a Service Fee Under \$25,000**

Roger Nielsen, a patron testified that ADA compliance should be added to the requirements of the RFQ. Assistant Superintendent Joe Yochum responded to the patron this was an appropriate suggestion and would include this recommendation in the RFQ process. This RFQ will return for Board approval.

**Action**

**Approve or deny the 2015-2016 Audit Report**

**Trustee Ozuna** made a motion, **Trustee Klopfenstein** seconded and the vote was unanimous to approve the 2015-2016 Audit Report.

**Approve or deny appointment of a Trustee to Present ISBA Resolution # 6: Funding School Construction**

**Trustee Smylie** made a motion to appoint Vice Chairman Vuittonet to be the representative to present ISBA Resolution #6 at the ISBA Convention with the support of other Trustees. **Trustee Klopfenstein** seconded and the vote was unanimous.

**Approve or deny support of the West Ada Board of Trustees for ISBA Resolution #9: Opposition to Amending Article IX Section V of the Idaho Constitution (Known as the Blaine Amendment)**

**Vice Chairman Vuittonet** made a motion, **Trustee Smylie** seconded to support and be co-sponsor of ISBA Resolution #9. The vote was unanimous to approve.

**Approve or deny letter request of Senator Winder and Representative Wendy Horman to assist in research necessary for school construction Legislation**

**Trustee Smylie** made a motion, **Vice Chairman Vuittonet** seconded and the vote was unanimous to approve the letter request of Senator Winder and Representative Wendy Horman to assist in research necessary for school construction.

**Approve or deny recommendation to build a bus loop and expand the parking lot at Meridian High School with remaining bond funds**

**Trustee Klopfenstein** made a motion, **Vice Chairman Vuittonet** seconded and the vote was unanimous to approve to build a bus loop and expand the parking lot at Meridian High School with remaining bond funds.

**Recommendation to approve guidelines for proposed RFQ Procedure-Landscape Architect Services for Projects with a Service Fee Under \$25,000**

**Trustee Smylie** made a motion to table the item until the next Board meeting, **Trustee Ozuna** seconded and the vote was unanimous to table item until next Board meeting.

**Board Reports/  
Assignments**

Trustee Klopfenstein reported his involvement in the technology committee and the staff's efforts on behalf of students.

Trustee Ozuna appreciated the opportunity in her meeting with Curriculum Director Cindy Sisson to develop materials to help parents assist their student in math.

Vice Chairman Vuittonet reported on his meeting with the West Ada Foundation Board and the growing community support.

Chairman Neuhoff had no report.

Trustee Smylie reported meeting a number of other community and governmental groups to understand the objectives of these organizations.

**Superintendent's Report**

Dr. Ranells reported on the October 25<sup>th</sup> board meeting. The culinary arts program will provide dinner for the Trustees before the Board meeting. The dinner will give the Board the opportunity to meet the students and staff. Dr. Ranells also asked the Board who is interested in participating in the National School Board Association's annual meeting held in Colorado. Board members will contact Cheri Newbold, Clerk of the Board, if they are interested. Dr. Ranells recently had the opportunity to meet with superintendents' association. The focus of the meeting included teacher shortage and teacher retention.

**ADJOURNMENT**

**Vice Chairman Vuittonet** made a motion, **Trustee Ozuna** seconded and the vote was unanimous to adjourn the meeting at 8:56p.m.

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Chairman

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Clerk