



# West Ada

SCHOOL DISTRICT

## SCHOOL BOARD MEETING MINUTES May 14, 2019

<b>Date, Place &amp; Time</b>	The regular meeting of the Board of Trustees, West Ada School District, convened at 6:00 p.m. on Tuesday, May 14, 2018 at the District Service Center, 1303 E. Central Drive, Meridian, Idaho.
<b>Trustees in Attendance</b>	Trustees: Phil Neuhoff, Mike Vuittonet, Rene Ozuna, Steve Smylie, and Ed Klopfenstein
<b>Staff in Attendance</b>	Dr. Mary Ann Ranells, Cheri Newbold, Joe Yochum, Eric Exline, Dave Roberts, Don Nesbitt, Cindy Sisson, Jonathan Gillen, Ramona Lee, Kim Harp, Diane Oliva, Gloria Rolland, Michelle Farell, Cara Hinkson, Laura Knutson, Jennifer Fletcher, and Cathy Wright
<b>Guests</b>	Haley Easther, Regan McCrady, Kaiya Reyes, Melissa Canico, Lori Ramirez, Mike Driscoll and Ian Updike
<b>CALL TO ORDER &amp; PLEDGE</b>	Chairman Ed Klopfenstein  Chairman Klopfenstein asked if the Clerk had any additional information to add to the consent agenda. The Clerk had no additional information.
<b>Recommendation</b>	Don Nesbitt, Assistant Superintendent, has a recommendation for the NEW Director of Curriculum and Instruction. Mr. Nesbit explained the selection process in the same selection process used when a new principal is selected. He thanked all the candidates for applying. Administration recommends Bret Heller to replace Cindy Sisson as the New Director of Curriculum. Bret Heller has been an assistant principal and principal in the District. He is currently the Principal in Coeur d'Alene. Vice Chairman Vuittonet thanked Ms. Sisson for all her years of service. He stated her solid foundation knowledge of curriculum and her many contributions to West Ada is a gift and she is truly the best West Ada has ever had. She has helped shape the District and will be missed. Trustees all agreed.
<b>Consent Agenda</b>	<b>Trustee Smylie</b> made a motion, <b>Vice Chairman Vuittonet</b> seconded to approve the consent agenda and the vote was unanimous.  Payment of bills dated April 1-30, 2019  P-Card Payments dated March 1-31, 2019  Monthly Reports  Minutes of the April 23, 2019 regular board meeting

**Consent Cont.**

Associated Student Body Reports

Employment Recommendations

Summary of Leave Requests

Recommendation to approve NEW Director of Curriculum and Instruction

Approval for Alternative Authorization-Teacher to New

a. Allen Dade to work as a Health Teacher for Mountain View High School

b. Cindee Hersey to work as Library/Media Specialist for Lowell Scott Middle School

Alternative Authorization-Content Specialist for Larie Trotter for Standard Secondary-Ag Science Technology grade 6-12

Recommendation to approve Middle School Fine Arts Curriculum

Recommendation to approve revised High School English Language Arts Curricula

Approve revised 2019-2020 school calendar

Recommendation to approve Water Main Easement with the City of Meridian

Recommendation to approve SRO MOU with the City of Boise

Approve final plat for Idaho State University parking lot

Recommendation to approve Construction Manager for General Services for jobs both over and under \$25,000

Recommendation to approve School Nutrition Prime Vendor bid

Recommendation to approve School Nutrition Paper Goods bid

Recommendation to approve Centennial High School gym roof bid

Recommendation to approve Chaparral Elementary paving bid

Recommendation to approve Materials testing for Pleasant View Elementary

Recommendation to approve Pleasant View Elementary Construction bids

Recommendation to postpone bidding on the Meridian High School Auditorium until the fall

Recommendation to approve Leadership Premiums

**Consent Cont.**

Request to use West Ada School District's protective football equipment for the 2019 summer camps

Disposal of District Surplus

Non-resident student enrollment request for the 2019-2020 school year

Student Expulsions

**Discussion**

**West Ada Budget Presentation - Jonathan Gillen**

Jonathan Gillen, Chief Financial Officer, presented the 2019-2020 budget. Highlights included, State budget, enrollment trends, general fund revenues, expenses, metrics and special fund and other non-general fund appropriations. Total State appropriation of \$2.25 billion. Projected enrollment for 19-20 estimation of 40,035 students. An increase of 500 from November. Enrollment affects every part of the budget. Expense highlights included staffing increase benefits, medical insurance, transportation, copier contract and other various items. Mr. Gillen discussed the plan to eliminate a budget deficit. This year's budget includes two additional work days in the school calendar. This will require the budget to show a deficit, although the district will make sure that it does not deficit spend. Overall funding per student will be just over \$5400. Mr. Gillen reviewed the various special funds, both state funds and federal funds. State items include areas like career counseling, IT funding, and the state's literacy initiative, which received most of the increased funding. West Ada will receive an increase of \$900,000 for literacy programs aimed at students in grades K-3 who are not reading at grade level. This year the district will receive an additional \$500,000 in lottery funds, which are used to upgrade and repair existing buildings. Title 1 saw a reduction in funding. Titles 2 and 4 saw a slight increase in funding. Special Education received a small increase in funding. Mr. Gillen stood for questions. Trustee Neuhoff asked what the district's total budget is today. Mr. Gillen indicated about \$261 million in the general fund. Trustee Neuhoff asked about the costs increases in routes and fuel cost for transportation. Mr. Gillen answered that the increase included increases in fuel costs. Trustee Neuhoff asked about the implications of the increase in the number of kindergarten students enrolled and how this impacts enrollment projections. Mr. Gillen answered that he used kindergarten registration as the first metric in projecting total overall enrollment. Trustee Ozuna asked if the district had to cut any programs or expenses to make the budget work. Mr. Gillen answered that the budget wasn't based on decreases, but instead was built around budget requests that were not funded. Trustee Smylie note that West Ada's per pupil funding is extremely low when compared to other districts around the county and noted how much West Ada is able to offer with such a low number. Chairman Klopfenstein asked what the last ten year's budget look like compared to this year. Mr. Gillen answered that in West Ada it is impressive how many staff are aware of the budget constraints and have a strong understanding of the budget limitations. Chairman Klopfenstein asked about the approximately 9% fund balance and how that would impact bond sales. Mr. Gillen answered that the increased percentage in fund balance is why the district received a bond rating increase this fiscal year. Chairman Klopfenstein asked about how the district could prepare for the likely change in Idaho's school funding formula. Mr. Gillen answered that having a strong understanding of West Ada's fiscal data along with information about the successes of West Ada will tell the best story in West Ada's behalf. Vice Chairman Vuittonet asked if budgeting enrollment too low can cause a fiscal problem. Mr. Gillen answered that if the projection is too low, that could result in cutting costs, but a 500

**Discussion Cont.**

projection does not produce those results. Trustee Ozuna asked about teacher hiring, whether if only happens at the start of the year or during the school year. Human Resource Officer, Dave Roberts, answered that such mid-year hiring is easier to do at the secondary level. Principals at the elementary level try to balance out class sizes. The limitation of classroom plays a problem when looking at the hiring process.

A patron asked whether the district has school reserve fund and asked about a deficit budget. She expressed concerns about the opening costs of the new school coming on line. Vice Chairman Vuittonet directed the patron to district staff for answers to her questions.

**Negotiated Agreement for the 2019-2020 school year - Dave Roberts**

Dave Roberts, Human Resource Officer, presented the tentative agreement between the district and the teachers association. The agreement included a salary schedule, stipend for overcrowded elementary, and the addition of two contract days. Mr. Roberts outlined the conditions for the stipend for overcrowded elementary. Mr. Roberts also outlined the additional contract days and the removal of the ½ days to full days. The agreement addressed the increase in the health care premiums. Trustee Neuhoff asked about the additional contract days and the effects this would have on the budget. Mr. Roberts stated the cost of the two days will be shared. The addition would allow staff opportunities to collaborate and work on the HRS level 2. Mr. Roberts explained how a deficit budget will not result in deficit spending because the budget account can be overspent. Trustee Ozuna asked about the additional days and ½ days. Mr. Roberts clarified the proposal. The four half-days of collaboration will become full days, which will add two additional days for student contact to the calendar. Trustee Ozuna and Vice Chairman Vuittonet wanted clarification on the overcrowding process. Mr. Roberts clarified the process. The overcrowded aid is determined by the class size policy. Guidelines are in place on the process. The management of overcrowding aids and the ability to find someone to work in a class room has become difficult. Mr. Roberts stated the process will be reviewed next year.

**New Policy 802.55, Purchasing Conflict of Interest (first reading)**

**Jonathan Gillen**

Jonathan Gillen, Chief Financial Officer, present this NEW policy to align with new statute requirements. The language comes from the Idaho School Boards Association. Trustee asked about the procedure for disclosure. Mr. Gillen stated this will be developed. Chairman Klopfenstein asked why this has changed. Mr. Gillen stated the changes come from the federal level.

**Revised Policy 603.20, High School Credits & Graduation (first reading)**

**Cindy Sisson**

Cindy Sisson, Director of Curriculum, presented the revisions in this policy to reflect State Code. A change to the speech requirement and math requirement. Trustee Neuhoff asked if students in the Avid schools still have access to college speech. Ms. Sisson indicated they do. Trustee Ozuna asked about the language score requirements for newcomers to high school. EL administrator Diane Oliva described the elements of the assessment and how the score scale works. Chairman Klopfenstein asked how many newcomers the district receives. Ms. Oliva answered that last year 70 newcomers moved into West Ada School District high schools.

**Revised Policy 603.30, Middle School Credits (first reading) Cindy Sisson**

Cindy Sisson, Director of Curriculum, presented the revised Policy with only

**Discussion Cont.** one change in the course description. Trustee Ozuna asked if this would be easy to track. Ms. Sisson stated yes this is just a name change in the course description.

**Action** **Negotiated Agreement for the 2019-2020 school year**  
**Vice Chairman Vuittonet** made a motion to approve Negotiated Agreement for the 2019-220 school year pending ratification from the West Ada Education Association. **Trustee Neuhoff** seconded and the vote was unanimous.

**Revised Policy 603.30, Middle School Credits**  
**Trustee Ozuna** made a motion, **Vice Chairman Vuittonet** seconded and the vote was unanimous to approve revised Policy 603.30.

**EXECUTIVE SESSION**  
**Trustee Smylie** made a motion to enter into Executive Session *per Idaho Code 74-206(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;* **Vice Chairman Vuittonet** seconded, and the vote was unanimous to enter into Executive session.

Chairman Klopfenstein roll call of the board at 7:50 p.m. to move into Executive Session. Trustee Neuhoff voted yes, Trustee Ozuna voted yes, Vice Chairman Vuittonet voted yes, Chairman Klopfenstein voted yes, Trustee Smylie voted yes.

Trustees entered Executive session at 7:56 p.m. and returned to open special session at 8:36 p.m.

**Action** **To ratify or nullify the action of the Superintendent or designee to place Employee H on administrative leave for the remainder of the 2018-2019 school year**  
**Trustee Ozuna** made a motion to ratify the action of the Superintendent or designee to place Employee H on administrative leave for the remainder of the 2018-2019 contract. **Trustee Smylie** seconded. Chairman Klopfenstein took roll call. **Trustee Neuhoff** aye, **Trustee Ozuna** aye, **Vice Chairman Vuittonet** aye, **Chairman Klopfenstein** aye and **Trustee Smylie** aye. the vote was unanimous.

**To ratify or nullify the action of the Superintendent or designee to place Employee I on administrative leave for the remainder of the 2018-2019 school year**  
**Trustee Neuhoff** recused himself as he did in Executive Session for perception of bias. Trustee Neuhoff stepped off the dais. **Trustee Smylie** made a motion to ratify the action of the Superintendent or designee to place Employee I on administrative leave for the remainder of the 2018-2019 contract. Vice **Chairman Vuittonet** seconded. Chairman Klopfenstein took roll call. **Trustee Ozuna** aye, **Vice Chairman Vuittonet** aye, **Chairman Klopfenstein** aye and **Trustee Smylie** aye. the vote 4 ayes. Trustee Neuhoff recused himself.

**Board Reports**  
Trustee Neuhoff is now the board member representative on the West Ada Education Foundation.

**Board Reports Cont.**

Trustee Ozuna had no report.

Vice Chairman Vuittonet reported on the possibility of raising money for the Meridian Anti-drug dog. Details are will be available soon. He also talked about the upcoming golf tournament with the Foundation.

Trustee Smylie loved all the celebrations that happen at the end of the year.

Chairman Klopfenstein attend the Public Safety meeting and some changes in procedures will be available soon.

**Superintendents Report**

Superintendent Ranells thanked Mr. Gillen for the discussion on the budget. She congratulated Mr. Roberts on the negotiation process. The hours spent before negotiation helps build relationships. She also asked Trustees about having the Board retreat and the Clerk had sent out dates for the retreat. Dr. Ranells indicated she had received a phone call from the Governor's office to be on the Governor's task force.

**ADJOURNMENT**

**Vice Chairman Vuittonet** made a motion, **Trustee Smylie** seconded and the vote was unanimous to adjourn the meeting at 8:52 p.m.

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Chairman

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Clerk