

WHITEPINE JOINT SCHOOL DISTRICT #288  
BOARD OF TRUSTEES MEETING  
Monday, September 9, 2024 - 6:30 p.m.  
Elk River Community Center  
MINUTES

- 1) Call to Order: Chair, Beverly Clark, called the meeting to order at 6:30 PM
  - a) Attendance: Mark Manni, Mandy Kirk, Beverly Clark, Brittany Griffin, Shawna Winter, Joshua Hardy, Stephanie Fletcher, Stacy Monk, and Tessa Olson
  - b) Changes to Agenda: Action item added - Employee Handbook: *Maddie Kirk move to add reviewing the Employee Handbook regarding classified sick leave bank to the agenda. Mark Manni seconded, motion carried.*
  - c) Adopt Agenda\*: *By unanimous consent the Agenda is approved as amended.*
  
- 2) Public Comments (Limited to 12 minutes): Murray Stanton submitted comments electronically via the district clerk on policies 3500 and 2530. He made wording suggestions to clarify the intent of the policies.
  
- 3) Approve Consent Agenda\*: *By unanimous consent the Consent Agenda was approved.*
  - a) Minutes
  - b) Bill Payments
  - c) Certified, Classified, and Supplemental Personnel Actions
  - d) Items to be Disposed
  
- 4) Presentations
  - a) *None*
  
- 5) Information Items
  - a) Budget Reports
  - b) Enrollment Report
  - c) Department / Principals' Reports
    - o Athletic Director
      - o Fall sports are in full swing!
      - o HS FBALL by this time will have played their 3rd game, and have a bye the week of Sep. 9th - 13th. HS VBALL by this time will have played their 2nd game, and have two games the week of Sep. 9th - 13th. Those are 9/9 @ Kendrick, and 9/10 HOME vs Highland. MS FBALL by this time has played one game, and has a bye this week as well. And lastly, MS VBALL starts practice on 9/19. HS/MS XC has competed in two races as of now, one being our own hosted Moose Creek Invitational, and that went GREAT. Had tons of volunteer help, that could not be appreciated more.
      - o All IHSAA cards arrived, and should be handed out by now.
      - o The Fall Sports Banquet date has been nailed down, which is Thursday, Nov 14th @ 6 PM. Will run the same as the last few years, with the big dinner included.
      - o Things have gone smoothly for the most part to start the year, and the Deary Athletics Department is doing well.
  
    - o Elementary Principal
      - o Five new students welcomed.
      - o Fall assessments are going on.
      - o RTI meetings starting in a couple, of weeks

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### AGENDA

- Crisis Team Meet – working on a reunification piece.
- Want to change parent teacher conference schedule to the students needing the most support.
- Secondary Principal -
  - Fair Week
    - Just a reminder that this week will be the Latah County Fair and students will be out of school Thursday and Friday. Ms. Kinzer has six students and eight animals being shown through FFA.
  - Start to the Year
    - It has been a fairly smooth start to the school year and students seem to be doing well for the most part. There have been plenty of them - and parents - that have expressed excitement for the return of the music program.
  - Project Leadership
    - I will be taking up a new program this year that is designed to mentor and strengthen Idaho principals. I will unfortunately miss the first meeting of the year, as it has been scheduled for Sept. 27th, but should be able to make the other events and meetings. This program has been around for a while now and I have not heard anything negative about it.
- d) Superintendent's Report
  - ISBA Convention
    - Just a reminder... The 2024 ISBA Convention is scheduled for November 6th through the 8th. I believe that everyone attending has been registered. As that date approaches - which will happen sooner than you think - I will send out more details.
  - Fire Money
    - The money received from hosting the local team and Type 3 Northwest Incident Command team to fight the Texas Fire in July totaled \$6,330.00 (\$5,950 from the state and \$380 in personal donations from the Type 3 team.) We spent \$897.00 on salaries and benefits to pay our custodial staff to clean for them. We have \$5,433.00 remaining and can work on ideas to put this money to use. These funds will be tracked in FUND 231. The board discussed ideas for the use of the money: a) spread out among student groups, b) t-shirts for all students. The board requested ideas from the staff as well.
  - CIP
    - The CIP is not yet 100% completed and will be soon. I do have information ready to input into the document. David Brinkman's assistance is needed to complete.
  - 5-Year Strategic Plan
    - The changes that were discussed at the July Board training have been made and the updated document has been posted on the website.
  - Generic
    - There really is nothing of note that has not already been shared with you. It is early in the year at this point to really have a lot of interesting information on the Supt. side of things.

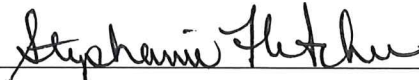
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- 6) Discussion / Action\* Items
- a) FSI Tech UTM Protection Quote\*: *Brittany Griffin moved to approve the quote from FSI as presented. Mandy Kirk seconded motion carried.*
  - b) IDLA MOU\*: *Brittany Griffin moved to approve the memorandum of understanding with IDLA. Shawna winter seconded motion carried.*
  - c) Staff Recognition: The board discussed many ideas for staff recognition and the purpose behind it. Mr. Hardy will set up a link on the website for students, parents, staff, and patrons to nominate deserving staff that is going above and beyond. Nominations will be due to the District Clerk by Thursday before the board meeting. The trustees will then choose a staff member to be recognized at each monthly board meeting. Ideas for gifts were also discussed but nothing was decided.
  - d) Employee handbook: An amendment was made to the employee handbook in the classified sick leave bank section. The change includes allowing staff members to use the sick leave bank for immediate family members.: *Mark Manni move to approve the change as written. Mandy kirk seconded, motion carried*
- 7) Policy Items:
- a) 1<sup>st</sup> Readings: *Mandy Kirk moved to have policy 7430 entered into second reading Shawna Winter seconded motion carried.*  
7408 - Entering into Professional Service Contracts - tabled more clarification is needed. Mr. Hardy will provide at the next board meeting.  
7430 - Travel Allowances and Expenses – moved to 2<sup>nd</sup> reading
  - b) 2<sup>nd</sup> Readings: *Brittany Griffin moved to approve policies 2500F, 2530, 2530F, 3500 as edited 3500F, & 3540. Mandy Kirk seconded, motion carried.*  
2500F - Permission Slip for Access to Restricted Materials for Minor Students;  
2530 - Learning Materials Review & Reconsideration;  
2530F - Request for Review & Reconsideration of Learning Materials;  
3500 - Student Health/Physical Screenings/Examinations – AS EDITED  
3500F - Notice of Health Services;  
3540 - Emergency Treatment;  
4105 - Public Participation in Board Meeting - TABLED  
4105F - Request to Address the Board - TABLED
- 8) Executive Session - Idaho Code 74-206 (1.b)
- a) Supt. Evaluation - canceled due to David Brinkman being unable to attend the meeting.
- 9) Other Business: NONE
- a) \* (Action)
- 10) Adjourn: *by unanimous consent the meeting was adjourned at 8:20 PM*

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Beverly Clark, Chair



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Stephanie Fletcher, Clerk