

WHITEPINE JOINT SCHOOL DISTRICT #288  
BOARD OF TRUSTEES MEETING  
Monday, August 12, 2024 - 6:00 p.m.  
Deary School Library  
AGENDA

- 1) Call to Order: Chair, Beverly Clark, called the meeting to order at 6:11 p.m.
  - a) Attendance: Marc Manni, Mandy Kir, Beverly Clark, Brittany Griffin, Shawna Winter, Joshua Hardy, Stephanie Fletcher, Stacy Monk, Ryan Minden, Julia Proctor
  - b) Changes to Agenda: None
  - c) Adopt Agenda\*: *By unanimous consent the Agenda was approved.*
  
- 2) Public Comments (Limited to 12 minutes)
  
- 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
    - **Athletic Director - NONE**
      - Fall sports are here! HS football, volleyball, and XC are now all started, and in full swing.
      - For the MS, XC has started with the HS team. MS football will start Monday, August 19th, and volleyball is still TBD. The schedule for that has not been finalized yet, and the mass schedule is all made from one person.
      - First HOME games: HS Volleyball is 8/27 vs SJB, and HS Football is 8/30 vs Prairie.
      - Going to be a great year, and I am looking forward to it!
    - **IT Director - NONE**
    - **Transp/Maint. Director -**
      1. Completed Projects
        - Bovill Preschool Paint
        - Bovill Asphalt Repair
        - Bovill Bike Rack
        - Bovill Flood Repair
        - Deary Upstairs Carpet
        - Deary Gym Floor
        - Deary Concrete Walkway

- **Elementary Principal**

1. Mr. Monk provided information to the board regarding the new numbers in the exterior windows of the buildings. This is to assist first responders in a crisis to identify sections of the buildings in an emergency.
2. Family Math & Literacy Night is scheduled for September 25<sup>th</sup>
3. Bovill Office Update – the repairs are almost done. We need electrical work done to the new office countertop and is expected to be completed by the start of school.

- **Secondary Principal**

1. Blake Manly met with Ms. Kinzer the new Ag Teacher to provide curriculum and support to offer a semester of Forestry.

d) Superintendent's Report

- Contract Negotiations Updates - A tentative agreement has been met between the two parties and is awaiting ratification.
- Audit Updates - The auditor has completed his review and is working on the final documentation to present via Zoom. He will have this ready prior to our September meeting. However, given that the Sept. meeting is in Elk River, and assuming patrons may want to attend the audit report, I recommend holding a special meeting here in Deary on a separate date specifically for this purpose. Overall, we feel the audit went extremely smoothly. The system that Quest Auditors has developed allows for a very systematic and efficient process to provide all the files and documentation required for the auditors to complete their work. Mr. Dan Coleman has made several recommendations along the way that will improve and simplify some of the processes for next year - specifically in Maintenance of Effort for Special Education, and recording Property Tax revenue we now receive because of HB292. Mr. Coleman also indicated that the finding of "Lack of Internal Controls" from the previous audit can be removed with a minor adjustment. We plan to implement that recommendation which includes Mr. Hardy reviewing the bank statements and monthly reconciliations and initialing. We agree this would be a welcome and improved addition to our already streamlined process.

6) Discussion / Action\* Items

- a) Fee Increases\*: 1) *Brittany Griffin moved to approve the increase in Child Nutrition meal prices for the 24-25 school year. Shawna Winter seconded, motion carried.*  
2) *Mandy Kirk moved to increase the Driver's Ed student fee for the 24-25 school year. Marc Manni seconded, motion carried.*
- b) Increase in Substitute Rates\*: *Marc Manni moved to approve the increases in substitute rates to \$105 for certificated, and \$12 for classified. Mandy Kirk seconded, motion carried.*
- c) Staff School Culture Survey: Beverly Clark indicated the survey that she will presenting to the staff at the Employee Orientation on August 19<sup>th</sup> will include questions she obtained from Ryan Cantrell at the state. They have been modified to use our district's terms. The purpose of this survey is to establish a base line for the district's school culture. There will be a follow up survey in late May.
- d) BES & DES Student Handbooks\*: *Brittany Griffin moved to approve the BES/DES handbook as discussed. Shawna Winter seconded, motion carried.*

- e) DMS/DHS Student Handbook\*: *Brittany Griffin moved to approve the Deary Middle & High School Student Handbook as discussed. Mandy Kirk seconded, motion carried.*
- f) WJSD Employee Handbook\*: *Brittany Griffin moved to approve the WJSD Employee Handbook as discussed. Shawna Winter seconded, motion carried.*
- g) Change to 24/25 Academic Calendar\*: *Shawna moved to update the 24/25 Academic calendar to remove President's Day as a paid holiday for certificated staff and change it to an in-service day. Brittany Griffin seconded, motion carried.* February 17<sup>th</sup> will remain a non-work day for classified staff and non-instruction day for students.

7) Policy Items:

- a) 1<sup>st</sup> Readings: *Brittany Griffin moved to move 7402, 1500B, 1500P, 2500 policies to seconded reading. Shawn Winter seconded, motion carried.*

1500B - Board Operating Protocol – moved to 2nd

1500P - Board Meeting Procedure – moved to 2nd

2500 - Library Materials – moved to 2nd

2500F - Permission Slip for Access to Restricted Materials for Minor Students – remain in 1st

2530 - Learning Materials Review & Reconsideration - remain in 1st

2530F - Request for Review & Reconsideration of Learning Materials – remain in 1st

3500 - Student Health/Physical Screenings/Examinations – remain in 1st

3500F - Notice of Health Services – remain in 1st

3540 - Emergency Treatment - remain in 1st

4105 - Public Participation in Board Meeting; - remain in 1st

4105F - Request to Address the Board – remain in 1st

7402 - Restrictions on Contracts – moved to 2nd

- b) 2nd Readings: *Mandy Kirk moved to approve the updates to policy 2700P – High School Graduation Requirements. Brittany Griffin seconded, motion carried.*

8) Executive Session - Idaho Code 74-206 (1) (b) and (h): *Mandy Kirk moved to enter Executive Session according to I.C. 74-206 (1)(b) and (h). Brittany Griffin seconded. Roll call vote: Marc Manni – Aye, Mandy Kirk – Aye, Beverly Clark – Aye, Brittany Griffin – Aye, Shawna Winter – Aye.*

- a) Superintendent Evaluation

IN: 9:20 p.m.

OUT: 10:37 p.m.

- b) Discuss Matters of Labor Contracts – Mandy Kirk left Executive Session at 10:37 p.m.

IN: 10:37 p.m.

OUT: 10:41 p.m.

9) Other Business

- a) Negotiated Agreement\* *Brittany Griffin moved to ratify the changes presented for the 24-25 Negotiated Agreement as tentatively agreed to by both the WEA team and the Board team. Shawna Winter seconded. Roll Call Vote: Marc Manni – Aye, Mandy Kirk – Recuse, Beverly Clark – Aye, Brittany Griffin – Aye, Shawna Winter – Aye.*
- b) Classified Pay Increase\* (Action): *Brittany Griffin moved to approve an increase of 3.5% to the calculating base of the Classified Pay Scale for 24-25. Shawna Winter seconded, motion carried.*
- c) Administrative Pay Increase\*: *Shawna Winter moved to approve an increase of 5% for non-supplemental administrative positions for 24-25. Brittany Griffin seconded, motion carried.*
- d) Superintendent Contract Addendum\*: *Brittany Griffin moved to approve the Superintendent Contract Addendum as presented. Marc Manni seconded, motion carried.*

10) Adjourn: *By unanimous consent the board meeting adjourned at 10:44 p.m.*



Beverly Clark, Chair



Stephanie Fletcher, Clerk