

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
January 10, 2022

The Board of Trustees of Joint School District #305 met in regular session in the library of the school. Present were Trustees Knowlton, Schoonover, Smith, and Mendenhall. Also attending was Clerk Weeks and Superintendent Gion. The audience included Josette Nebeker.

Clerk Weeks opened the meeting at 7:02pm. Clerk Weeks administered the Oath of Office to the newly re-elected Trustee.

Zone 5 – Chad Knowlton

Under board reorganization, Clerk Weeks acted as Temporary Board Chair for the purpose of reorganizing the Board of Trustees. Nominations were requested for Board Chair. Trustee Knowlton was nominated and Trustee Smith was also nominated. Hearing no further nominations, a vote was taken for each nomination. Each nominee received two votes. More discussion was then held. Another vote was held and Trustee Smith received three votes and was declared Board Chair. Trustee Smith then presided over the meeting.

Nominations were requested for Board Vice Chair. Trustee Knowlton was nominated and Trustee Schoonover was also nominated. Hearing no further nominations, a vote was taken. A vote was held and Trustee Schoonover received three votes and was declared Board Vice Chair.

Trustee Mendenhall moved to keep the regular board meetings on the second Monday of each month at 7:00pm in the Library of the School. Trustee Schoonover seconded the motion which was passed.

Trustee Knowlton moved to post the notice of the monthly meetings at the same places as last year. Postings will be at the main door of the School, the Post Office in Craigmont, as well as on the District's website. A courtesy posting will be attempted at the Post Office in Winchester. Trustee Schoonover seconded the motion which was passed.

The Code of Ethics was presented to the Trustees. Each Trustee signed the Code of Ethics.

Trustee Schoonover moved that the consent agenda be approved as presented. Trustee Knowlton seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34014 – 34042 totaling \$41,754.48. A vote was taken and the motion passed.

The matter of recent emergency closures was presented to the board.

4 Snow days – December 14, 2021, January 3, 5, 6, 2022

There is still room in the schedule for one more snow day for seniors before the calendar would need to be changed. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the emergency closures as presented. A vote was taken and the motion passed.

The Second Reading of Policy 412.1 – Request to Attend Highland School by Non-Resident Students was presented to the board. Some discussion was held before Trustee Knowlton moved and Trustee Schoonover seconded to approve the policy as presented. A vote was taken and the motion passed.

No applications have yet to be received for the trustee vacancy in Zone 2.

Superintendent Gion highlighted topics in his report.

- Governor Little’s State of the State Address
- Partners for Learning – RTI training
- Basketball game scheduling changes due to the snow days.

Trustee Smith declared the meeting adjourned at 7:32pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Special Meeting
January 24, 2022

The Board of Trustees of Joint School District #305 met in special session in the library of the school. Those present included Trustees Knowlton, Trustees Schoonover, Smith, and Mendenhall via Zoom. Attending in person was Superintendent Gion. No one was in the audience.

Trustee Smith opened the meeting at 12:00 pm.

Superintendent Gion reviewed the current COVID-19 isolation/quarantine guidelines. The updated plan reduced the isolation period in general to five days instead of 10 in accordance with CDC recommendations. Trustee Schoonover moved and Trustee Mendenhall seconded to approve the updated plan as presented. A vote was taken and the updated plan was approved.

Trustee Smith declared the meeting adjourned at 12:20 pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
February 7, 2022

The Board of Trustees of Joint School District #305 met in regular session in the Library of the school at 7:01pm. Present were Trustees Smith, Knowlton, and Mendenhall. Trustee Schoonover attended via Zoom. Also attending was Superintendent Gion and Clerk Weeks. The audience included Dennis Fredrickson. Trustee Smith presided at the meeting.

Trustee Schoonover moved that the consent agenda be approved as presented. Trustee Knowlton seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34046 – 34084 totaling \$88,523.82. A vote was taken and the motion passed.

The matter of updating check signers on the Caped Credit Union Accounts was presented to the board. Mere Jo Haight has left the board and Chad Knowlton is no longer an officer on the board. Monica Smith is now Board Chair and Debi Schoonover is now Vice Chair. The change in check signers would remove Mere Jo Haight and Chad Knowlton and to add Monica Smith and Debi Schoonover. Other signers, Nathan Weeks, Shannan Randall, and Jacob Gion would remain. Trustee Knowlton moved and Trustee Schoonover seconded to approve the updates to check signers. A vote was taken and the motion passed.

The matter of appointing someone to fill the trustee vacancy in Zone 2 was considered. Andy Goeckner, from Zone 2, turned in a letter on interest and was the only applicant. He was not present but a phone call to his home confirmed that he was interested and is willing to serve. Trustee Knowlton moved and Trustee Mendenhall seconded to appoint Andy Goeckner to fill the trustee vacancy in Zone 2. A vote was taken and the motion passed.

The New Hire of Kaliegh Poxleitner as Junior High Track Coach was presented to the board. Trustee Mendenhall moved and Trustee Knowlton seconded to approve the new hire. A vote was taken and the motion passed.

The Re-Hire of Becky Finnell as Assistant Junior High Volleyball Coach was presented to the board. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the new hire. A vote was taken and the motion passed.

The Resignation of Lisa Hadley as Business Teacher as of the end of the school year was presented to the board. Trustee Knowlton moved “with deep regret” to accept the resignation. Trustee Mendenhall seconded the motion which was passed.

The Pandemic Operations Plan was discussed. No changes or action needed at this time.

The matter of entering into a softball co-op with Nezperce School District and Culdesac School District was discussed. It could be that only one of the schools eventually enters into a co-op with Highland but either way, a co-op will be ready to proceed. Trustee Knowlton moved and Trustee Schoonover seconded to approve entering into a softball co-op. A vote was taken and the motion passed.

Two projects related to the diesel boiler were discussed. One project would update the valves and the other would replace the diesel burner with a combination diesel/propane burner to give another fuel option. Trustee Knowlton moved and Trustee Mendenhall seconded to approve moving forward with the projects. A vote was taken and the motion passed.

Principal Fredrickson handed out his report and touched on the following.

- The REFLEX Math Intervention/Enrichment program is helping students to show tremendous growth
- Student Club activities
- Salutatorians are Kalei Smith and Katie Goeckner
- Valedictorians are Chami Brammer, Payton Crow, Emily Dau, and Caristae Robinson, all with a 4.0 GPA
- The Attendance Committee has been working and there may be recommendations forthcoming

Superintendent Gion gave a verbal report on the following.

- The Legislature passed the Health Insurance bill which could give us more options
- Reviewed the out-of-district student report
- Review of Curriculum materials

Trustee Knowlton moved and Trustee Mendenhall seconded to enter into Executive Session under Idaho Code 74-206(1)(b) to consider the evaluation of a district employee. A roll call vote was held with all four members voting aye at 7:52pm. The tenor of the executive session was personnel. Trustee Mendenhall moved and Trustee Knowlton seconded to leave executive session. A vote was taken and the motion passed at 8:02pm.

Trustee Knowlton moved and Trustee Schoonover seconded to approve the Superintendent Evaluation. A vote was taken and the motion passed.

Trustee Smith declared the meeting adjourned at 8:07pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
March 14, 2022

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 Smith and Mendenhall.

Clerk Weeks administered the Oath of Office to newly appointed Trustee for Zone 2, Andy Goeckner.

Trustee Schoonover tendered her resignation, to be effective immediately, earlier in the day. Trustee Knowlton was absent. Also attending was Superintendent Gion and Clerk Weeks. There was no one in the audience. Trustee Smith presided at the meeting.

Trustee Mendenhall moved that the consent agenda be approved as presented. Trustee Goeckner seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34088 – 34091 and #34098 - 34140 totaling \$142,826.06. A vote was taken and the motion passed.

The Pandemic Operations Plan was discussed. No changes or action are needed at this time.

The matter of adopting the 2018 Special Education Manual was presented to the board. Trustee Mendenhall moved and Trustee Goeckner seconded to adopt the 2018 Special Education Manual. A vote was taken and the motion passed.

The results of the Supplemental Levy and Plant Facility Levy election held on March 8 were reviewed. The overall passage rate was 74%. As the election is now conducted by the counties and the canvass is done by them, no action was needed or taken.

Superintendent Gion gave a verbal report on the following.

- Ken Thompson, Maintenance Coordinator, passed away on February 24. His memorial service was last Saturday and Superintendent Gion wanted to recognize and thank him for his contribution to the District.
- The recent Science Fair in Coeur d'Alene went well with several students receiving awards
- The Diesel Boiler continues to be expensive with updates in progress
- The proposal to allow school districts opt in to the State's health insurance plan has been passed. An analysis for Highland shows that it would cost at least \$36,000 for the district and all employees would have to contribute to premiums. The recommendation was to wait to see how it goes for the first year of the plan and take another look at it.
- Legislation for enrollment based funding, all day Kindergarten funding, and other proposed legislation was highlighted.
- The possibility of using telehealth for some speech services
- April agenda items that included English curriculum and the calendar for next year.

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
April 11, 2022

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 Smith, Knowlton, Mendenhall, and Goeckner. Also attending was Superintendent Gion and Clerk Weeks. Dennis Fredrickson, Kaleigh Poxleitner, and Danette Horrocks were in the audience. Trustee Smith presided at the meeting.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Mendenhall seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34148 – 34197 totaling \$98,648.36. A vote was taken and the motion passed.

English Teacher Kaleigh Poxleitner gave a presentation on a new English Curriculum, MyPerspectives, from Savvas Learning Company. She had experience with it at her former district and highlighted the positive aspects of the curriculum in comparison to the current curriculum. Superintendent Gion highlighted analysis from edreports.com and how the old and proposed curriculum compared. He proposed signing up for a six-year license. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the new curriculum. A vote was taken and the motion passed.

Debi Schoonover, Trustee from Zone 1, tendered her resignation, to be effective immediately, on March 14. Trustee Mendenhall moved and Trustee Knowlton seconded to declare a vacancy for Zone 1 and to begin advertising. A vote was taken and the motion passed.

In light of the resignation of Vice Chair Debi Schoonover, the matter of updating check signers on the Caped Credit Union Accounts and consider appointing a new Vice-Chair was brought before the board. Chad Knowlton nominated himself to be Vice Chair. The change in check signers would remove Debi Schoonover and add Chad Knowlton. Trustee Mendenhall moved and Trustee Goeckner seconded to appoint Trustee Chad Knowlton as Vice Chair and to remove Debi Schoonover and add Chad Knowlton to the Caped Credit Union Accounts. Other signers, Nathan Weeks, Shannan Randall, and Jacob Gion would remain. A vote was taken and the motion passed.

The Resignation of Jacob Gion as Superintendent at the of his 2021-2022 Contract on June 30 was presented to the board. Trustee Knowlton moved “with deep regret” to accept the resignation. Trustee Mendenhall seconded the motion which was passed.

The process of searching for a new superintendent was discussed. It was settled to post the job on EdjobsIdaho and Schoolspring and see what the response is within a couple of weeks. Evaluation of the search will be considered at the point.

The 2022-2023 School Year Calendar was presented to the board. School would start on August 22, 2022 and end on May 31, 2023. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the 2022-2023 Calendar as presented. A vote was taken and the motion passed.

The New Hire of Heath Fuller as Maintenance/Custodial Coordinator was presented to board. Trustee Mendenhall moved and Trustee Knowlton seconded to approve the new hire as presented. A vote was taken and the motion passed.

The matter of approving Certified Staff Returning for the 2022-2023 School Year was presented to the board. Trustee Knowlton moved to table the action item until the May meeting. Trustee Goeckner seconded the motion which was passed.

The status of the Pandemic Operations Plan was discussed. No action needed at this time. The item will be included on future agendas for the time being.

Principal Fredrickson gave a report of the following.

- ISATS are starting
- BPA and FFA successes at State Conferences
- Upcoming Parent Teacher Conferences
- Prom on April 30
- City Clean up on April 28.

Superintendent Gion gave a verbal report on the following.

- A thank you to the board for their support in his time with the District
- Legislative Updates
- \$104 Million into the career ladder
- Governor’s \$1,000 bonus for staff
- Rural loan help for teachers
- \$46 million into literacy in lieu to help pay for full-day Kindergarten
- Curriculum Adoption Committee to include parents

- Search to start for Basketball Coaches as Brett Arnzen has turned in his resignation
- A plan for an RTI Coordinator for next year

Trustee Smith declared the meeting adjourned at 8:05pm.

Board Chair	Clerk	Date
-------------	-------	------

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
May 9, 2022

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 Smith, Knowlton, Mendenhall, and Goeckner. Also attending was Superintendent Gion and Clerk Weeks. Dennis Fredrickson, Elizabeth Nesbitt, and Danette Horrocks were in the audience. Trustee Smith presided at the meeting.

Trustee Knowlton moved and Trustee Mendenhall seconded to approve the Amended Agenda that was posted on Monday afternoon. A vote was taken and the motion passed.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Mendenhall seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34198 and 34202 – 34245 totaling \$110,506.85. A vote was taken and the motion passed.

The following resignations were presented to the board.

- Principal – Dennis Fredrickson
- Girls Basketball Coach – Brett Arnzen
- Middle School Teacher – Anne Mueller
- Kindergarten Teacher – Stacey Woodford
- 5th Grade Teacher – Stephen Berry
- Math Teacher – Kayla Zenner

Trustee Knowlton moved “with deep regret” to accept the resignations. Trustee Goeckner seconded the motion which was passed.

The matter of re-entering into a Volleyball Co-Op with Culdesac High School was presented to the board. Culdesac requested a 3-year agreement. After some discussion about that co-op and other possible co-ops, Trustee Knowlton moved and Trustee Goeckner seconded to enter into a one-year Volleyball Co-Op with Culdesac. A vote was taken and the motion passed.

The football team will be attending a camp in Butte next month. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the use of football equipment at the camp. A vote was taken and the motion passed.

The matter of changing the employee payday from the 25th to the 15th of the month was presented to the board as a request from Clerk Weeks. Trustee Mendenhall moved and Trustee Knowlton seconded to approve moving payday from the 25th to the 15th of each month starting in July, 2022. A vote was taken and the motion passed.

Two Volunteers were requested for Negotiations. Trustee Smith and Trustee Mendenhall said they were available.

The status of the Pandemic Operations Plan was discussed. No action needed at this time. The item will continue to be included on future agendas for the time being.

The matter of creating an RTI Coordinator with an associated stipend of \$5,000 per school year was presented to the board by Superintendent Gion. After discussion, Trustee Knowlton moved and Trustee Mendenhall seconded to approve the proposal as presented. A vote was taken and the motion passed.

Elizabeth Nesbitt had presented a letter of interest the open Zone 1 Trustee position. She was on hand to meet the board and answer any questions. Trustee Knowlton moved and Trustee Mendenhall seconded to appoint Elizabeth Nesbitt to the open Zone 1 position. A vote was taken and the motion passed.

Principal Fredrickson gave a report of the following.

- ISATS are completed
- BPA students attending the National Conference
- Kindergarten screening
- Music department successes and events
- City Clean Up was rained out and will be tried again on May 11.

Superintendent Gion gave a verbal report on the following.

- The State has dropped the math requirement for seniors
- His last day is June 14

Trustee Knowlton moved and Trustee Mendenhall seconded to enter executive session under Idaho Code Section 74-206(1)(a) for discussion of hiring personnel. A roll call vote was taken with all four members present voting aye at 7:47am. The general tenor of the session was hiring of personnel. At 8:02pm, Trustee Mendenhall moved and Trustee Knowlton seconded to leave executive session. A vote was taken and the motion passed.

The new hire of the following was presented to the board.

- Alternate Route – CTE Business Teacher – Shandrie Stigum
- Alternate Route – Principal – Becky Finnell

The following list of Certified Staff returning for the 2022-2023 School Year was presented to the board.

Anderson	Michelle
Cowan	Chris
Davis	Carole
Gehring	Bill
Henderson	Jamy
Horrocks	Danette
Nebeker	Josette
Poxleitner	Kaleigh
Randall	Teresa
Yochum	Julie

Extra-Curricular	Music	Chris Cowan
	Band	Chris Cowan

Trustee Knowlton moved and Trustee Mendenhall seconded to approve the listed personnel items. A vote was taken and the motion passed.

Trustee Smith declared the meeting adjourned at 8:04pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Special Meeting
May 14, 2022

The Board of Trustees of Joint School District #305 met in special session in the library of the school. Present were Trustees Smith, Knowlton, Goeckner, and Mendenhall. Also attending was Clerk Weeks. The audience included Elizabeth Nesbitt, Danette Horrocks, Josette Nebeker, Becky Finnell, Jamy Henderson, and Amy Arnzen.

Trustee Smith opened the meeting at 9:04am.

Trustee Mendenhall moved and Trustee Goeckner seconded to enter executive session under Idaho Code Section 74-206(1)(a) for discussion of hiring personnel. A roll call vote was taken with all four members present voting aye at 9:05am. The general tenor of the session was hiring of personnel. At 10:57am, Trustee Mendenhall moved and Trustee Knowlton seconded to leave executive session. A vote was taken and the motion passed.

The candidate interviewed in executive session was Tana Kellogg of Boise, Idaho. Efforts will continue in the search process and the name of the successful candidate will be on the June meeting agenda for approval.

Trustee Smith declared the meeting adjourned at 10:59am.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
June 13, 2022

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 Smith, Knowlton, and Goeckner. Trustee Mendenhall was absent. Also attending was Clerk Weeks. The audience included three patrons. Trustee Smith presided at the meeting.

Clerk Weeks administered the Oath of Office to newly appointed Trustee for Zone 1, Elizabeth Nesbitt.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Goeckner seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34248 – 33249, 34254, 34256-34314 totaling \$153,794.72. A vote was taken and the motion passed.

The Budget Hearing for the Amended 2021-2022 Budget was held. Clerk Weeks reviewed the entire budget, noting various changes. Other changes were made to federal funds to reflect the actual allocation received for Funds 251, 262, and 271.

The Budget Hearing for the 2022-2023 Budget was held. Clerk Weeks reviewed the entire budget, noting various changes. Notable changes in the budget included increases in State funding and updates to other funds. Trustee Knowlton moved and Trustee Goeckner seconded to approve the Amended 2021-2022 Budget and 2022-2023 Budget as presented. A vote was taken and the motion passed.

The Master Agreement for the 2022-2023 School Year was presented to the board. The Association proposed a 7% increase on the base, an increase of \$50 for classroom supply money from \$350 to \$400 and to not change health insurance. All proposals were agreed to. The Highland Education Association has approved and signed the document. Trustee Knowlton moved and Trustee Nesbitt seconded to approve the 2022-2023 Master Agreement as presented. A vote was taken and the motion passed.

The following list of Returning Coaching Staff returning for the 2022-2023 School Year was presented to the board.

Volleyball	Amy Arnzen
Assistant Volleyball	Kaleigh Poxleitner
Football	Monty Moddrell
Assistant Football	David Hambly
Junior High Football	John Roeller
Track	Bill Gehring
Girls Basketball Assistant Coach	Monty Moddrell
Junior High Volleyball	Kaleigh Poxleitner
Junior High Track	Kaleigh Poxleitner
Junior High Girls Basketball	JeAnn Willson
Junior High Boys Basketball	Karlton Wilson

Trustee Knowlton moved and Trustee Goeckner seconded to approve the list as presented. A vote was taken and the motion passed.

The resignation of Science Teacher Carole Davis was presented to the board. Trustee Knowlton moved “with deep regret” to accept the resignation. Trustee Goeckner seconded the motion which was passed.

The following list of New Hires were presented to the board.

- Superintendent – Tana Kellogg (2 year Contract)
- Athletic Director – Tana Kellogg
- Technology Coordinator – Megan Southern
- 6th Grade Teacher – Garrett Lunders
- Kindergarten Teacher – Eileen Walker
- Math Teacher – William McFall
- Special Education Teacher – Margaret Robinson

Trustee Knowlton moved and Trustee Nesbitt seconded to approve the list of New Hires as presented. A vote was taken and the motion passed.

The Alternative Authorization and New Hire of Fallon Horrocks as Science Teacher was presented to the board. She was the only applicant. Trustee Goeckner moved and Trustee Knowlton seconded to approve the Alternative Authorization and New Hire as presented. A vote was taken and the motion passed.

The First Reading of Policy 415.01 – High School Graduation Requirements was presented to the board. The only revision was to align the removal of the math requirement for seniors to state policy. Trustee Knowlton moved and Trustee Nesbitt seconded to dispense with a Second Reading and adopt the change to the policy. A vote was taken and the motion passed.

Trustee Knowlton moved and Trustee Goeckner seconded to approve the Memorandum of Understanding with Lapwai School District for Business Services for the 2022-2023 Fiscal Year. A vote was taken and the motion passed.

Superintendent Gion was thanked for his service. Tomorrow, June 14, is his last day.

ISBA Training Options were discussed. More inquiry will be made as to availability.

Trustee Knowlton moved and Trustee Goeckner seconded to enter executive session under Idaho Code Section 74-206(1)(b) to consider the evaluation or disciplining of a district employee. A roll call vote was taken with all four members present voting aye at 7:52pm. The general tenor of the session was as stated in the motion. Trustee Knowlton moved and Trustee Goeckner seconded to place Employee A on probation from August, 2022 through April 1, 2023. A vote was taken and the motion passed. At 8:05pm, Trustee Knowlton moved and Trustee Nesbitt seconded to leave executive session. A vote was taken and the motion passed.

Trustee Smith declared the meeting adjourned at 8:05pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
July 11, 2022

The Board of Trustees of Joint School District #305 met in regular session in the Library of the school at 7:03pm. Present were Trustees Smith, Mendenhall, and Nesbitt. Trustee Goeckner arrived to take his seat at 7:06pm. Trustee Knowlton was absent. Also attending was Superintendent Kellogg and Clerk Weeks. The audience included Becky Finnell.

Trustee Mendenhall moved that the consent agenda be approved as presented. Trustee Nesbitt seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34320 – 34353 and 34356-34357 totaling \$59,954.21. A vote was taken and the motion passed.

The School Handbooks with updates were presented to the board. There a few minor corrections still to be made. Trustee Mendenhall moved and Trustee Nesbitt seconded to approve the Handbooks with the noted corrections to be made. A vote was taken and the motion passed.

The new hire for Middle School Teacher of Susan Cimino was presented to the board. Trustee Goeckner moved and Trustee Mendenhall seconded to approve this new hire as presented. A vote was taken and the motion passed.

The matter of updating check signers on the District's Caped Credit Union accounts and Cottonwood Credit Union accounts was presented to the board. Trustee Mendenhall moved to make updates as follows:

Caped Credit Union Accounts: Remove Jacob Gion as a signer and add Tana Kellogg as a signer.

Cottonwood Credit Union Accounts: Remove Jacob Gion and Dennis Fredrickson as a signer and add Tana Kellogg and Becky Finnell as a signer.

Trustee Nesbitt seconded the motion which was passed.

Superintendent Kellogg started today and talked about her first day on the job.

Trustee Smith declared the meeting adjourned at 7:11pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
August 8, 2022

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 Smith, Knowlton, Mendenhall, and Nesbitt. Trustee Goeckner was absent. Also attending was Superintendent Kellogg and Clerk Weeks. The audience included Becky Finnell.

Trustee Mendenhall moved that the consent agenda be approved as presented. Trustee Knowlton seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34362 – 34397 totaling \$103,162.76. A vote was taken and the motion passed.

Dan Coleman of Quest CPAs was on hand to present the Audit Report for the 2021-2022 Fiscal Year. He highlighted various items and that the audit opinion is clean. Trustee Knowlton moved and Trustee Nesbitt seconded to approve the Audit Report as presented. A vote was taken and the motion passed.

The first Discussion Item regarded organizing mentors for new staff. There would be tiers and a stipend based on the level of experience. The matter will be brought back as an action item in September.

The second Discussion Item was about back to school activities. This included the teacher in-service days starting on the 16th and the open house on the 18th.

The School Handbooks with updates were presented to the board. There were no substantive changes but the cleanup changed the look of the handbooks. No action taken.

The Safe Return to School Plan and the LEA ARP ESSER Plan were reviewed by the board. No updates were deemed to be needed. No action taken.

The resignation of JeAnn Willson as Junior High Girls Basketball Coach was presented to the board. Superintendent Kellogg noted that for non-certified personnel, the board doesn't need to take formal action. For future non-certified personnel changes, it will be included as part of the consent agenda.

The new hire for Junior High Girls Basketball Coach of Jill Moddrell was presented to the board. Trustee Knowlton moved and Trustee Mendenhall seconded to approve this new hire as presented. A vote was taken and the motion passed.

The matter of offering Cross Country as a sport again and approving a coach was presented to the board. Trustee Knowlton moved and Trustee Nesbitt seconded to approve offering Cross Country as a sport and approve Dan Smith as a volunteer coach for the first year. A vote was taken and the motion was passed.

The following list of Class Advisors for the 2022-2023 school year was presented to the board.

- Seventh grade class advisor – Susan Cimino
- Eighth grade class advisor – William McFall
- Ninth grade class advisor – Kaleigh Poxleitner
- Tenth grade class advisor – Fallon Horrocks
- Eleventh grade class advisor – Josette Nebeker
- Twelfth grade class advisor – Bill Gehring

Trustee Mendenhall moved and Trustee Knowlton seconded to approve the list of advisors as presented. A vote was taken and the motion passed.

In the spring, the board took action to establish a stipend for two RTI coaches. The new hire of Danette and Teresa Randall as RTI Coaches was presented to the board. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the new hires as presented. A vote was taken and the motion passed.

Superintendent Kellogg reviewed her written report.

Principal Finnell gave a report of her activities.

Discussion was held about going to the Idaho School Boards Association convention in November. One trustee for sure, another will reply soon.

Under Board Goals and Superintendent Goals discussion was held about communications, community interaction and scheduling ISBA trainings, possibly with Nezperce.

Trustee Smith declared the meeting adjourned at 8:20pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
September 12, 2022

The Board of Trustees of Joint School District #305 met in regular session in the Library of the school at 7:01pm. Present were Trustees Smith, Knowlton, Mendenhall, Goeckner, and Nesbitt. Also attending was Clerk Weeks. The audience included Becky Finnell, Gail Lowe, and Heath Fuller.

Maintenance Coordinator Heath Fuller gave a short walk through of the building and grounds. Highlights included the painting done on the gym and the new propane boiler burner.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Mendenhall seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34400 – 34450 totaling \$128,231.28. Classified Personnel Actions included the resignation of Paraprofessional Shayla VonBargen and the position change of Mondy Moddrell from Assistant Girls Basketball Coach to Boys Basketball Coach. A vote was taken and the motion passed.

Gail Lowe of Harlow's presented the bus routes and changes were noted for the new school year. Most of the routes have minimal change. Emergency Evacuations were done recently at the school for all K-12 students. Trustee Mendenhall moved and Trustee Nesbitt seconded to approve the bus routes as presented. A vote was taken and the motion passed.

The Mentor Program including stipends and plan was presented to the board. Trustee Knowlton moved and Trustee Goeckner seconded to approved the plan as presented. A vote was taken and the emotion passed.

The new hire for Boys Basketball Coach of Monty Moddrell was presented to the board. Trustee Knowlton moved and Trustee Mendenhall seconded to approve this new hire as presented. A vote was taken and the motion passed.

The matter of adopting the 2018 Special Education Manual was presented to the board. Trustee Mendenhall moved and Trustee Nesbitt seconded to adopt the 2018 Special Education Manual. A vote was taken and the motion passed.

Superintendent Kellogg's written report was handed out for review.

Principal Finnell gave a report of her activities.

A reminder was made about the Board Basics Training on Wednesday the 14th.

Discussion was held about going to the Idaho School Boards Association Region II Meeting in October. One trustee for sure at this time.

Trustee Smith declared the meeting adjourned at 7:40pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
October 10, 2022

The Board of Trustees of Joint School District #305 met in regular session in the Library of the school at 7:02pm. Present were Trustees Smith, Knowlton, Mendenhall, Goeckner, and Nesbitt. Also attending were Superintendent Kellogg and Clerk Weeks. The audience included DeDe Goeckner and Scott Crow.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Mendenhall seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #34456 – 34487 totaling \$73,014.11. Classified Personnel Actions included the new hire of DeDe Calkins as Special Education Paraprofessional. A vote was taken and the motion passed.

The Continuous Improvement Plan for the 2022-2023 School Year was presented to the board. Superintendent Kellogg talked about there being little change and covered metrics. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the bus routes as presented. A vote was taken and the motion passed.

The matter of replacing the roof on the shop was presented to the board. The roof is original to the building when it was built in 1978. A proposal from Russell Construction was reviewed. The tentative time to do the work would be June, 2023. Trustee Knowlton moved and Trustee Goeckner seconded to approved the roof work as presented. A vote was taken and the emotion passed.

The following personnel actions were presented to the board.

New Hire - Assistant Football Coach - Karl Wilson
Re-Hire – Concessions – Michele Anderson

Trustee Knowlton moved and Trustee Nesbitt seconded to approve the personnel actions as presented. A vote was taken and the motion passed.

Board Chair Smith read Principal Finnell’s report that had been emailed to her.

Superintendent Kellogg’s covered several topics in her report.

- Building Use by outside parties
- Policies
- Girls Basketball Coach Search
- Whitepine League Game Fees
- Parking on the football field and still collecting gate fees
- Administrative Coverage

Trustee Smith declared the meeting adjourned at 8:10pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
November 14, 2022

The Board of Trustees of Joint School District #305 met in regular session in the Library of the school at 7:03pm. Present were Trustees Smith, Knowlton, Goeckner, and Nesbitt. Trustee Mendenhall was absent. Also attending were Superintendent Kellogg and Clerk Weeks. The audience included Becky Finnell.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Goeckner seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #35007 – 35062 totaling \$119,124.39. Classified Personnel Actions included the new hire of Samantha Evans as ESSER Funded Paraprofessional/floating substitute. A vote was taken and the motion passed.

The First Reading of the following policies was held.

- Policy 700.10a - Supplemental Bidding Procedures
- Policy 300.43 - Evaluation of Certificated Employees

Trustee Knowlton moved and Trustee Nesbitt seconded to have a second reading of the policies in December. A vote was taken and the motion passed.

The following personnel action was presented to the board.

New Hire - Girls Basketball Coach – Mathu Thomason

Trustee Goeckner moved and Trustee Knowlton seconded to approve the personnel action as presented. A vote was taken and the motion passed.

Principal Finnell reviewed several items in her report.

- Veterans Day activities
- The successful dental sealant program
- The Steered Straight Program
- ISAT testing and results

Superintendent Kellogg's covered several topics in her report.

- Safety Inspections with no written issues
- Athletic Honors for two seniors – Kadence Beck and Ty Hambly
- Saint John Bosco Gym use
- ISBA Convention Recap

Trustee Smith also talked about her experience at the ISBA Convention and encouraged other trustee to plan to go next November.

Trustee Knowlton moved and Trustee Nesbitt seconded to enter executive session under Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal or discipline of, or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent or public school student. A roll call vote was taken with all four members present voting aye at 7:41pm. Trustee Goeckner then excused himself. The general tenor of the session was as stated in the motion. At 8:08pm, Trustee Knowlton moved and Trustee Nesbitt seconded to leave executive session. A vote was taken and the motion passed.

Trustee Smith declared the meeting adjourned at 8:09pm.

Board Chair

Clerk

Date