

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
January 8, 2024

The Board of Trustees of Joint School District #305 met in regular session in the library of the school. Present were Trustees Mendenhall, Smith, and Knowlton. Trustee Goeckner was absent. Also attending was Clerk Weeks and Superintendent Kellogg. There were as many as 5 in the audience.

Clerk Weeks opened the meeting at 7:01pm. Clerk Weeks administered the Oath of Office to the newly re-elected Trustees.

Zone 3 – Michelle Mendenhall

Zone 4 – Monica Smith

Under board reorganization, Trustee Knowlton moved, in lieu of making nominations for Board Chair, to keep the slate of officers unchanged for the next year as follows.

Board Chair – Monica Smith

Board Vice Chair – Chad Knowlton

Clerk/Treasurer – Nathan Weeks

Trustee Mendenhall seconded the motion. A vote was taken and the motion passed. Trustee Smith then presided over the meeting.

Trustee Mendenhall moved to keep the regular board meetings on the second Monday of each month but to change the time to 6:00pm in the library of the school. Trustee Knowlton 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 Mendenhall seconded the motion which was passed.

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

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 #34694 – 34735 totaling \$87,461.77. A vote was taken and the motion passed.

Danette Horrocks, 4th Grade Teacher, was present to talk about Elementary happenings. The fundraising has started for the 4th Grade Boat Trip. Benchmark testing is underway. A committee has started to look at math curriculum.

Shandrie Stigum, Business Teacher, was present with two of her BPA members, Greta Watson and Carol Lanz. 11 of 12 who competed at Districts qualified for State BPA competition. BPA hosted the Alumni Basketball Game during the winter break and raised \$1,400.

Brett Arnzen has expressed interest in filling the Zone 1 seat but does not live in Zone 1. The 90-day mark to appoint someone from any zone was January 7. No one else has expressed interest. Trustee Knowlton moved and Trustee Mendenhall seconded to appoint Brett Arnzen to the Zone 1 seat. A vote was taken and the motion passed.

Principal Finnell reviewed a few topics.

- She went with ASB officers to Nezperce to plan for upcoming activities like the 3L throwdown
- Benchmarking
- Only 4 Seniors are in government class as the rest went to Boys and Girls State

Superintendent Kellogg let her report stand as presented but talked about several items.

- Attendance Data
- The Governor’s State of the State address where he gave no support for vouchers but is proposing \$2 Billion for school facilities over 10 years.

Trustee Smith then declared the meeting adjourned at 7:35pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Special Meeting
February 5, 2024

The Board of Trustees of Joint School District #305 met in special session in the library of the school. Present were Trustees Mendenhall, Smith, and Knowlton. Board Chair Smith called the meeting to order at 6:00pm. Trustee Goeckner was absent. Also attending was Clerk Weeks and Superintendent Kellogg. No one was in the audience.

The purpose of the meeting was for a work session to discuss the Superintendent Evaluation Process. No action was taken. The evaluation is planned to be finalized at the March meeting.

Trustee Smith then declared the meeting adjourned at 7:02pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
February 12, 2024

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:05pm. Present were Trustees Mendenhall, Smith, and Goeckner. Trustee Knowlton was absent. Also attending was Clerk Weeks. Becky Finnell was in the audience.

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 #34741 – 34781 totaling \$93,880.22. A vote was taken and the motion passed.

The Superintendent Evaluation Process was discussed. Surveys and the evaluation tool will be sent out this week. The evaluation is planned to be finished at the March meeting.

The decision to have an Emergency Closure due to weather was made on January 9, 2024. Trustee Goeckner moved and Trustee Mendenhall seconded to approve this closure. A vote was taken and the motion passed.

The matter of setting the election for the Supplemental Levy for the 2024-2025 fiscal year was presented to the board. The consensus continued to be that the levy amount should not be dropped but did not need to be increased. Trustee Mendenhall moved to set the Supplemental Levy amount at \$499,000 for an election to be held on May 21, 2023. Trustee Goeckner seconded the motion which was passed.

The First Reading of Policy 412.1 – Request to Attend Highland School by Non-Resident Students, was held. Discussion was held about the methodology of determining appropriate class sizes. The policy will be on the March Agenda for a second reading.

Principal Finnell reviewed a few topics.

- The principal mentoring meeting she attended in Boise last week
- Preparing for State testing
- The recent teacher workday spend working through data

Trustee Smith then declared the meeting adjourned at 6:40pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
March 11, 2024

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:00pm. Present were Trustees Arnzen, Mendenhall, Smith, Knowlton, and Goeckner. Also attending was Superintendent Kellogg and Clerk Weeks. Becky Finnell and two others were in the audience.

Clerk Weeks administered the Oath of Office to Brett Arnzen, newly appointed at-large as Zone 1 Trustee.

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.

The Personnel Report included the Resignation of Bill McFall, Math Teacher at the end of the school year.

A vote was taken and the motion passed.

Superintendent Kellogg talked about attending ISBA's Day on the Hill event. She discussed the bills in the works and the process.

Ashley Wood and Kindle Thomason were on hand to discuss their senior projects. Ashley's project included painting of signs that included league schools with their mascot that will be hung in the gym. She plans to study art in college. Kindle's project was an exploration of graphic design. She presented a thoughtful possible makeover of the district's website. She now plans to study architecture in college.

A Second Reading of Policy 412.1 – Request to Attend Highland School by Non-Resident Students, was held. Discussion was held about the methodology of determining appropriate class sizes and those students that would be denied attendance. The policy will be on the April Agenda for another reading.

The Audit Engagement Letter from Quest CPAs for Fiscal Year 2024 and 2025 was presented to the board. Trustee Knowlton moved and Trustee Mendenhall seconded to approve continuing with Quest CPAs for the district audit. A vote was taken and the motion passed.

Principal Finnell reviewed her written report.

- Senior Project Presentations
- Read Across America Week
- Student activities including Prom planning, State FFA and National BPA
- Reviewing Math Curriculum

Superintendent Kellogg gave a legislative update which included the many bills to discuss.

Trustee Arnzen moved and Trustee Goeckner 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 five members voting aye at 7:17pm. The tenor of the executive session was personnel. Trustee Arnzen moved and Trustee Mendenhall seconded to leave executive session. A vote was taken and the motion passed at 8:35pm.

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

Trustee Smith then declared the meeting adjourned at 8:40pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
April 8, 2024

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:00pm. Present were Trustees Arnzen, Mendenhall, Smith, Knowlton, and Goeckner. Also attending was Superintendent Kellogg and Clerk Weeks. Becky Finnell and later two others were in the audience.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Arnzen 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. A vote was taken and the motion passed.

Clerk Weeks talked about JFAC action in the recent legislative session. Discretionary Revenue was increased by 5.3%. Administrative and Non-Certified factors were increased by 3%. The alternative funding formula did not advance.

The topic of the district's website was discussed. Thoughts expressed including making it more mobile device friendly and to have an updated layout. The consensus was to have progress by next school year.

A Second Reading of Policy 412.1 – Request to Attend Highland School by Non-Resident Students, was held. Minor changes were discussed. Trustee Knowlton and Trustee Arnzen seconded to approve the updated policy with the minor changes. A vote was taken and the motion passed.

The matter of increasing fees for the school lunch program was presented to the board. The National School Lunch Program reimbursement rates have increased to a point requiring an increase greater than 5%. The proposed fees would be as follows.

ELEMENTARY (K-5) LUNCH	Was \$2.95	Proposed \$3.50
SECONDARY (6-12) LUNCH	Was \$3.30	Proposed \$3.75
ADULT LUNCH	Was \$4.70	Proposed \$5.00
ADULT BREAKFAST		Proposed \$2.85

Trustee Arnzen moved and Trustee Mendenhall seconded to holding a fee increase hearing at 6:00pm at the May 13, 2024 meeting. A vote was taken and the motion passed.

The deadline for submitting bids for contract busing was 2:00pm on Monday, April 8, 2024. One bid was received from Harlow's, the current contractor. This bid included an increase in rates for routes of 6.9% and modest increases for activity labor rates. There is a plan to have a modification option in the contract if it is deemed necessary to reduce routes due to low ridership. Harlow's will prepare the contract in the next few weeks to proceed to the next step. The goal is to have the contract ready to be approved at the May meeting.

Principal Finnell reviewed her written report.

- Valedictorians are Noah Watson and Eryn Thomas, Salutatorians are Kindle Thomason, Ashley Wood, Sydney Trueblood, and Hannah Smith.
- ISAT Testing to begin April 17
- Student activities including Prom planning, State FFA and National BPA

- Math Curriculum is still being reviewed.
- ASB Elections are in planning stages

Superintendent Kellogg gave a legislative update indicating this is to be the last week of the session. There are trailer bills addressing HB521 impact on schools with a 4-day week.

Trustee Arnzen moved and Trustee Mendenhall seconded to enter into Executive Session under Idaho Code 74-206(1)(b) to consider the evaluation or discipline of a public school student and evaluation of a district employee. A roll call vote was held with all five members voting aye at 6:41pm. The tenor of the executive session was a student issue.

Trustee Knowlton moved and Trustee Arnzen to approve discipline Option 3 as presented by Student A. They have until the end of the week to agree with this action. A vote was taken and the motion passed.

Trustee Arnzen moved and Trustee Goeckner seconded to leave executive session. A vote was taken and the motion passed at 7:42pm.

The consensus was to continue with the Superintendent Evaluation at the May meeting.

Trustee Smith then declared the meeting adjourned at 7:43pm.

Board Chair

Clerk

Date