

**MINUTES OF THE REGULAR MEETING OF**  
**BOARD OF TRUSTEES OF**  
**SCHOOL DISTRICT NO. 413,**  
**TWIN FALLS COUNTY, STATE OF IDAHO**  
**MAY 14, 2019**  
**REGULAR BOARD MEETING**

The regular meeting of the Board of Trustees of School District No. 413, Twin Falls County, State of Idaho was held at the Filer Intermediate School Library, Filer, Idaho, on May 14, 2019 as provided in section 33-510 and 67-2345 et seq. Idaho Code.

Present when the meeting began at 7:00 p.m. were Chairman Fred Jaynes, Trustees Judy Hoffman, Aaron Williams, Bill Deetz, Superintendent John Graham, Business Manager Kyle Pryde and Clerk Teresa Kullhem.

Trustee Williams made a motion to approve the revised agenda as posted. Trustee Deetz seconded the motion. Motion carried unanimously.

**SPECIAL SECTION**  
**Retiree Recognition**

The district recognized those who are retiring after their years of service to Filer School District. Gail Kohntopp has been at the high school for 16 years. Robyn Wright has been with the district for 21 years in several different grade levels. Thank you all for your years of service.

**Long-Range Planning Committee Update**

Julie Koyle, Co-Chairman of the long-range planning committee presented an update from the committee and recommended to the board that the district seek to pass the bond again during the August election. Discussion was held on the bond amount and the recommendation from the committee was to keep the same amount on the bond. The committee will be working to get information out to the public.

**HEARING SECTION**  
**School/Department Reports**

School/Department reports were presented to the board of Trustees. Leon presented the trophy won by the advanced speech team for their third-place win at state. The girls golf team was awarded the academic achievement award.

**CONFERENCE SECTION**

**Clerk's Report**  
**Minutes**

The minutes of the April 9, 2019, regular meeting, were presented to the Board of Trustees for approval.

**Business Manager's Report**  
**Monthly Expenditures, Revenue/Expense Reports and SBAA Reports**

The April 2019 monthly Expenditures, the April 2019 General Fund and Food Service revenue summaries, and the April 2019 General Fund, Food Service and Special Services expense summaries were presented to the Board of Trustees for approval. Three-year Food Service revenue comparison reports and a three-year detailed expense comparison report were also presented to the Board of Trustees as information.

**Superintendent's Report**

**Resignation/Retirement of Staff**  
Bill Poortvliet – FIS Custodian  
Mary Kelly – FIS 5<sup>th</sup> Grade Teacher

Cori Cassity – FHS Counselor  
Phyllis Twitchell – FHS Special Education Teacher  
John Graham – Superintendent  
Shon White – FHS BIT Leader

**Hiring of Staff**

Parker Twiss – FES 1<sup>st</sup> Grade Teacher  
Criss Gard – FES 1<sup>st</sup> Grade Teacher  
Angela Oglesbee – FES 1<sup>st</sup> Grade Teacher  
Shon White – FHS Special Education Teacher  
Krystal Koelling – FHS Counselor  
Maria Ramirez-Reyes – FIS Custodian  
Phyllis Twitchell – FHS/FMS Music Teacher  
Tanya Beard – FHS Math Teacher  
Jenny Duff – Special Services Administrative Assistant  
Jori Fleming – FHS C Team Volleyball Coach  
Amanda Dastrup – FHS Cheer Coach

**G.14.25 Special Services Administrative Assistant Job Description – First Reading**

Dr. Graham presented the first reading of G.14.25 that lays out the job duties for the new Special Services Administrative Assistant position.

**G.14.26 Grant Writer Job Description – First Reading**

Dr. Graham laid out the job description in G.14.26 for the Grant Writing position.

**G.12.22 ELL Facilitator Job Description – First Reading**

Dr. Graham presented the first reading of the ELL facilitator job description.

**G.12.21 Instructional Coach Job Description – First Reading**

Dr. Graham presented G.12.21 Instructional Coach job description for it's first reading.

**Rehire Staff for 2019-202**

Administrative Staff and Directors presented their lists of staff to be rehired for the 2019-2020 school year.

**D.20 Federal Grant Mgmt Policy & Procedures – Second Reading**

Dr. Graham, presented the new policy the district is adopting in order for the district to be compliant with federal guidelines regarding the management of federal funds.

**Literacy Curriculum/Resources**

Dr. Graham presented the need for the district to purchase new reading curriculum as the current curriculum it outdated and does not match the testing areas of Common Core. Literacy curriculum will be purchased with budget funds from this year, along with monies from the set-aside fund making up the difference of monies not in the current budget.

**COMMUNITY INPUT**

There was no community input

**ACTION SECTION – I**

**Approve Minutes**

Trustee Williams made a motion to approve the April 9, 2019, regular meeting minutes, as presented. Trustee Hoffman seconded the motion. Motion carried unanimously.

**Approve Monthly Expenditures and Revenue/Expense Summaries**

Trustee Deetz made a motion to approve the April 2019 monthly Expenditures, and the April Revenue and Expense Summaries. Trustee Williams seconded the motion. Motion carried unanimously.

**Approve SBAA Reports**

Trustee Hoffman made a motion to approve the April 2019 SBAA reports. Trustee Williams seconded the motion. Motion carried unanimously.

**Approve G.14.25 Special Services Administrative Assistant Job Description – First Reading**

Trustee Williams made a motion to approve G.14.25 first reading. Trustee Deetz seconded the motion. Motion carried unanimously.

**Approve G.14.26 Grant Writer Job Description – First Reading**

Trustee Deetz made a motion to approve G.14.26 first reading. Trustee Hoffman seconded the motion. Motion carried unanimously.

**Approve G.12.22 ELL Facilitator Job Description – First Reading**

Trustee Williams made a motion to approve G.12.22 ELL Facilitator job description first reading. Trustee Deetz seconded the motion. Motion carried unanimously.

**Approve G.12.21 Instructional Coach Job Description – First Reading**

Trustee Williams made a motion to approve G.12.21 job description first reading. Trustee Deetz seconded the motion. Motion carried unanimously.

**Approve D.20 Federal Grant Mgmt Policy & Procedures – Second Reading**

Trustee Williams made a motion to approve D.20 second reading. Trustee Hoffman seconded the motion. Motion carried unanimously.

**Approve Literacy Curriculum/Resources**

Trustee Hoffman made a motion to approve the funds necessary to purchase the Literacy/Reading Curriculum for HES, FES, and FIS. Trustee Williams seconded the motion. Trustee Deetz opposed the motion. Motion carried.

**EXECUTIVE SESSION**  
**RESOLUTION TO RECESS FROM AN OPEN MEETING**  
**INTO EXECUTIVE SESSION**

The Chairman announced that the next order of business would be the consideration of the Board recessing into executive session for the purpose of conducting further business.

After a full and complete discussion, upon motion duly made by Trustee Williams and seconded by Trustee Deetz, the following resolution was presented:

BE IT RESOLVED. That the Board of Trustees of School District No. 413 recess from an open meeting into executive session pursuant to Section 74-206(1)(a) (b)& (j) to consider hiring a public officer, employee, staff member or individual agent, to consider the evaluation, dismissal or disciplining or to hear complaints or concerns regarding a public school employee, staff member, individual agent or public school student, or to conduct deliberations concerning labor negotiations under section 74-206 (1)(a)(b) & (j), Idaho Code.

**BE IT FURTHER RESOLVED, that following the executive session the Board will reconvene in public session for purpose of conducting further business or for adjournment of the meeting.**

**Vote being had on the above and foregoing resolution, and the same having been counted and found to be as follows:**

<b>Fred Jaynes</b>	<b>Yes</b>
<b>Judy Hoffman</b>	<b>Yes</b>
<b>Aaron Williams</b>	<b>Yes</b>
<b>Bill Deetz</b>	<b>Yes</b>

**And no less than two-thirds (2/3) of the membership in favor thereof, the Chairman declared said resolution adopted.**

The board went into executive session at 8:00 p.m.

The board reconvened into open session at 8:57 p.m.

**ACTION SECTION – II**

**Approve Resignation/Retirement of Staff**

Trustee Williams made a motion to approve the resignation/retirement of staff as presented. Trustee Deetz seconded the motion. Motion carried unanimously.

**Approve Hiring of Staff**

Trustee Williams made a motion to approve the hire of Parker Twiss, Crissie Gard and Angela Ogelsbee as First Grade Teachers at FES. Trustee Hoffman seconded the motion. Motion carried unanimously.

Trustee Bowman made a motion to hire Shon White, SpEd Teacher; Kystal Koelling, Counselor; Phyllis Twitchell, Music Teacher (FMS/FHS); and Tanya Beard, Math Teacher; at FHS. Trustee Deetz seconded the motion. Motion carried unanimously.

Trustee Williams made a motion to approve the hire of Maria Ramirez-Reyes as custodian at FIS. Trustee Deetz seconded the motion. Motion carried unanimously.

Trustee Williams made a motion to approve Jenny Duff as Special Services Administrative Assistant for the District at Step 7. Trustee Hoffman seconded the motion. Motion carried unanimously.

Trustee Hoffman made a motion to approve the hire of Jori Fleming, C Team Volleyball Coach and Amanda Dastrup, Cheer Coach, at FHS. Trustee Deetz seconded the motion. Motion carried unanimously.

Trustee Williams made a motion to approve the hire of Leslie Wheeler, FIS 5<sup>th</sup> grade teacher. Trustee Deetz seconded the motion. Motion carried unanimously.

Trustee Williams made a motion to approve the rehire of the current classified staff as recommended. Trustee Hoffman seconded the motion. Motion carried unanimously.

Trustee Hoffman made a motion to adjourn. Chairman Jaynes adjourned the meeting at 9:01p.m.

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Fred W. Jaynes  
Chairman

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Teresa Kullhem  
Clerk