

Teton County School District #401  
Minutes of the Regular Meeting of the Board of Trustees  
District Office  
Monday, September 12, 2016—4:30 PM

Members Present:

Delwyn Jensen, Chair  
Chris Isaacson, Vice Chair  
Shelley Streit  
Nan Pugh  
Ben Kearsley  
Monte Woolstenhulme, Superintendent  
Becca Berry, Clerk

**I. Executive Session**

At 4:30 p.m., Ben moved to go into Executive Session according to Idaho Code Section 74-206(1)(a)(c)(j) to discuss personnel, property, and legal matters. Shelley seconded the motion. Roll Call: Shelley Streit voting yes, Nan Pugh voting yes, Delwyn Jensen voting yes, Chris Isaacson voting yes, Ben Kearsley voting yes. No unopposed votes, motion passed 5-0.

Items discussed:

- a) Personnel
- c) Property
- j) Legal Matters

**II. Call to Order**

Delwyn Jensen welcomed those in attendance and led the group in the Pledge of Allegiance.

**III. Open Session**

Present: Amy Sotin-Wood, Lauren Young, Breanne Hathaway, Frank Mello, Brian Ashton, Megan Bybee, Megan Christiansen, Greg Larson.

**IV. Consent Agenda**

Consideration of Minutes-August Regular Minutes, Strategic Plan Training Minutes  
Acceptance of Monthly Financial Reports

Personnel: Left the District: Matthew Darrah, Hailee Darrah, Alexis Bagley  
Hired in the District: Nicole Dausman, Amanda Beven, Jessica Beard, Robert Baird, Pablo Vazquez Alcocer, Jim English, Connie Day, Rocelyn Salgado, Claire Thompson, Megan Hibbert, Mary Spoelstra, Tenille Hess, Derek Birch, Austin Jacobs, Heather McLendon, Charles Torbeck  
Transfers: Brad Street, Stephanie Sandell, Julie Stoner  
Special Situations: Rikki Beard, Charles Torbeck, Martha Lord

Delwyn asked that on page 8 of the regular minutes, under Goals, to reword that section.

Rikki Beard and Martha Lord taught under the Alternative Authorization last year and have one more year before they complete their certification. Charles Torbeck is almost finished completing his certification under the ABCTE.

Shelley moved to approve the emergency hire of Rikki Beard, Martha Lord, and Charles Torbeck. Nan seconded. Passed 5-0.

Chris moved to accept the minutes, financial reports, and personnel as discussed. Ben seconded. Passed 5-0.

### **Action Items**

#### **Public comment**

n/a

#### **Bus Routes**

Kendall Jolley asked the Board to approve a route going out to 11000 West. Chris moved to approve the bus route to go out to 11000 West. Passed 5-0.

He had two bus driver's quit a week before school started. He is working with three people to get them trained, but it is a time consuming process. Once they get certified then he will restore the routes that have been cut.

#### **Open Bus Bids**

Two bus bids were received. Both were from Jared Mundell.

2001-\$1,800

1995-\$1,200

Ben motioned to sell the 2001 and 1995 buses to Jared Mundell for \$1,800 and \$1,200. Passed 5-0.

#### **Construction Management Options**

Mr. Woolstenhulme explained that TSD 401 has had a working relationship with Garrett Chadwick in the past. The attorney has advised the Board that they need to pass a resolution of how to select a design consultant for the bond. Back in 2005 the Board passed a resolution in which they used Plan One, but Garrett is no longer with Plan One. The Board can combine resolutions for a design consultant and a construction manager. The Board would need to come up with a statement of qualifications. Different contractors could submit an application and the Board could interview them or select based on the document provided. Garrett has helped with small projects since the middle school was built; those projects were under the \$25k mark so it was not required to bid out.

Delwyn suggested they start with proposals. From the proposals they could pick the top candidates and then have them do a presentation. The Board needs to come up with some criteria. Shelley and Monte will look for some examples.

Chris moved to accept the Construction Manager and General Contractor (CM/GC) to be the method for working on construction in the near future. Ben seconded. Passed 5-0.

Monte pulled up a template from the attorney on the projector.

Discussion of length of contract. One concern for selecting an indefinite contract is, would the contractor feel any need to keep their prices competitive? Garrett explained that in Idaho (public entities), selecting a contractor cannot be determined by fees, only by qualifications. The Board would tell the contractor how much they are willing to spend and they would have to work within those parameters.

The resolution is not on the agenda so it will be put on the October agenda to review and adopt.

### **Community Input on School Bond-Bob Gammelin**

Bob Gammelin was contacted by Mr. Woolstenhulme. The Board would like to gather information from the community to help them understand what type of bond they will support. One idea was to use focus groups.

Based on Bob's experience he would suggest starting with a meeting with staff and school administrators. He would then target different groups in the community. The idea would be that each meeting pose the same 3-4 questions. He would facilitate and take notes. At the end he would hand out a survey asking people's opinions. The survey would provide a means to gather qualitative data. The survey could also be posted on the website. Once all of that is completed, he would look for some themes.

Bob sent the Board a draft plan and is willing to change it to fit what the Board is desiring.

The Board/Monte will figure out how to meet with school staff.

In Bob's experience it is not wise to hold meetings in November and December because of the holidays, but they could conduct the staff meetings during those months.

He further explained that it helps to have a test group to see if the questions make sense and if things flow well.

Shelley thinks that it will be important to really understand/hear from the "no" voters. Bob suggested incentivizing participation.

The Board will wait to get started until after the Supplemental Levy in November. They will start with staff in November and then go to the public in January.

Bob is happy to go to different places with permission of business owners and get input for 15-20 minutes. With formal group meetings it is important to be consistent with all the groups.

Thanks Shelley for all the hours of looking for help/people. Nan and Shelley will continue to work on this.

Shelley noted that there are lots of different ideas out there. It might be hard to know what to do once we get the data back.

Chris suggested putting something in the paper or on social media, talking about what we are going to be doing.

The Board will share the committee objectives that fit in this scope to help guide him in this project. Citi Pass is willing to help/be a Ginny pig.

Nan motioned to accept Bob Gammelin's proposal to help with assessing community attitudes and opinions. Ben seconded. Passed 5-0.

### **VES/TES**

Megan Christiansen has been working on building relationships with her staff and parents. A big focus for now has been looking at the needs in classrooms and getting scheduling worked out. She has been working with teachers on setting their personal goals. She has approached it from a coaching standpoint in hopes to boost student achievement. Most of their goals can be measured with MAP.

### **DES**

Greg Larson reported that the Open House was awesome. Students meeting their teachers and getting comfortable before actually coming helps make students feel excited to come. He received lots of positive parent feedback. Shelley liked it was done this year.

Greg is listening to feedback and trying to figure out how things work. Lunch is hard but they will figure it out.

He has been meeting with teachers about their goals and most of them are talking about student engagement.

Everyone has been super welcoming.

### **RUES**

Megan Bybee got lots of positive feedback about the Open House.

Enrollment:

-4<sup>th</sup> Grade-159 students

-5<sup>th</sup> Grade-130 students

-289 Total Students

Attendance:

-August 30-September 9: 94.68%

-August 30 Open House: 76.86%

-August 31-September 9: 97.21%

Improve Instruction through Danielson's Framework for Teaching

-3c. Engaging Students in Learning

-Beginning goal setting conferences with teachers this month.

-Intro to Danielson Framework training in August

-New team meeting structure going to focus on engagement strategies once monthly.

Implement a system of support for all students in the areas of academics and behavior

-Summer work to align Tier 3 programs was extremely helpful

September 12, 2016

- Beginning initial data collection with reading and math screeners and MAP begins Sept. 12.
- Continuing work to define Tier 2 and Tier 3 instruction and decision making

Create a document that guides and aligns instruction

-2.5 days of planning for each grade level team and SPED this summer extremely successful. (NEVER felt more prepared to start schools) Outcomes are clearer year maps, a complete reading and grammar binder including all assessments for 5<sup>th</sup> grade, clarity for 4<sup>th</sup> in math program and assessments and grammar as part of Writer's Workshop.

-Number Talks training in August with regional math coach was well received and already seen in classrooms.

-Planning days with Regional Math Coach have been scheduled in October to look at Engage NY and it's alignment with the ISAT.

Pre-K

-First day, Monday, September 12

-Completed annual screening day, completing assessments with 5 potential students.

**TMS**

New staff

-Mary Spoelstra: Typing/Computers

-Stephanie Sandell: 6<sup>th</sup> Science

-Marilyn Clemmer: SPED Paraprofessional

-Joan Abbott: SPED Paraprofessional

2016-17 Theme:



Start of School Year-Boot Camp

- TMS Presents: Our Commitment to You (short video that was played for students as part of their welcome back)
- Red Carpet Welcome
- Opening Assembly
- Meaningful Message

Student Achievement

- MAP Committee meeting next week
- School-wide effort in key areas

September 12, 2016

## Requests

- Send our female Student Council members to the Exceptional Women in Leadership Conference in Boise
- Scholarships for our students
- Food and Housing will be paid for out of the Student Council budget
- Requesting permission only (Six students and two teachers)

The Board thought the video was great. It circulated well on social media.

Nan motioned to accept Brian's request to send 6 students and 2 faculty members to the Exceptional Women in Leadership Conference in Boise. Passed 5-0.

## **THS**

Frank Mello reported that thanks to much hard work by the faculty, staff, district office, and an amazing group of students we had a great start to the school year.

VOICE will be hosting The Core Project (formally i2i) on Thursday and Friday, September 22 and 23. Greg Sommers will facilitate this assembly from 8:00-3:00 in the THS Gymnasium. This assembly is for all freshmen and new students. Please feel free to attend all or part of this assembly.

Last week student council arranged an assembly featuring a motivational speaker they saw at the State Student Council Convention in Boise last winter.

Homecoming week is here! Events are scheduled during the entire week.

THS and other schools in the State of Idaho received funding to assist with college and career readiness. This funding has been used to hire a part time person (Linda Hansen) to assist the counselors in providing college and career services for our students.

Thank you for reinstating funding last spring! It was great seeing the instructional materials arrive over the summer for our teachers and students.

Advanced Opportunities has been a focus. They are working to educate staff, students, and parents. The meeting will be on October 3<sup>rd</sup> at 7:00 pm.

## **Basin**

Mr. Woolstenhulme reported for Nicole Elliott that Basin has been working on enrolling new students. Garrett donated some desks to Basin. With the new staff and classroom arrangement at Basin, the culture will be very different this year. The staff worked over the summer to file achieved transcripts.

## **Admin**

Mr. Woolstenhulme reported that the new administrative team is here tonight. It will be a great team; the team is made up of a very diverse background. With new people coming in we can look at what are we doing well, and what do we need to change.

TSD 401 does not qualify for the emergency levy this year.

He has been looking at different conferences. He found one training in February that is a three day training which would cost \$4,300. The people attending the conference are made up as follows: 75% business, 12% nonprofit, 13% education. He was attracted to this training because the people there are diverse. Sometimes educators get stuck thinking one way. The training will focus on leadership. It is in San Diego.

The fuel tank project is 95% done. They have one tank full. Once it is all up and running it will really help Kendall help track the usage and help keep fuel costs down.

### **TEA**

Amy Sotin-Wood reported that teachers really enjoyed the district professional development at Badger Creek.

Delwyn would like the teachers to know that the Board wants to encourage them to use the professional development money they are offering this year.

### **TVEF**

Pam has been super busy this week. Next week is the vision and hearing screening. The screening has been expanded to all elementary grades.

October 7<sup>th</sup> is Ride and Dine. In their next meeting they will be reviewing teacher grants.

### **Dual Immersion**

Nan had asked who would take charge and be the lead on the dual immersion program. After getting everyone back from the summer, Mr. Woolstenhulme thinks he should be the lead on this as their admin team has lots to do.

The Dual Immersion Timeline was projected on the board.

Nan asked if this timeline is realistic; we want to make sure this is done well. The big things will be who interested and getting staff to teach the Spanish portion. Delwyn noted that in surrounding districts, interest in dual immersion is high.

Chris moved to approve a Spanish Dual Immersion Program for the 2017-18 School year. Ben seconded. Passed 5-0.

*Break*

### **Land Purchase**

The Board wanted to let the public know that back in July they purchased some land out by the Bus Garage in hopes of providing more space for bus storage and someday building a

maintenance shop. Right now the maintenance shop is surrounded by classrooms so it makes it nearly impossible for them to work in there during the day.

### **Bond Planning**

Mr. Woolstenhulme asked the Board if they are ready to decide when to put the bond back on the ballot. The Board is thinking August or November, but they would like to get the focus groups done before they decide.

The Mayor of Driggs would like the School Board to avoid putting the bond on the November ballot as they are planning on putting a request for a resort tax at that time.

Monte explained that in talking with Sven Taow, he has learned that other communities have had success when they take an old school and partner with the community for a public recreation building.

### **Board Evaluation**

Mr. Woolstenhulme sent out a google survey from the ISBA for the Board to do a self-evaluation. Five people's responses were listed submitted.

*School Board Relations-Good*

*School Board-Superintendent Relations-Satisfactory/Good*

-Communication, Delwyn would prefer to go through the Chair. Nan, do you feel the board emails you a lot of different things? Significant things better to go through the chair. Have the right to have questions and to get answers, but need to be reasonable of when to get answers. Getting better, but there is room for improvement.

*School Board-Staff Relations-Satisfactory*

-Need to get into schools more (Delwyn). Megan, what can we do better as a school? Know when events are happening; staff meeting. Delwyn, want to make the Board approachable. Greg, if you made it a regular thing then people would get passed that fear; make it a regular thing. Nan, asking staff when a good time for her to come would be. Ben, what is excessive and what is reasonable? Megan, random pop in is hard because not sure what want to see, but notice is great. Amy Sotin-Wood will ask teachers at their next meeting how staff feel about board stopping in. -Recognizing accomplishments by the Board-needs to improve. Shelley, recognition is better than reward. Ben, like to hear from principals great things staff doing. Delwyn, does not have to be a public recognition.

*School Board-Community Relations-Satisfactory/Good*

-working on this; have a ways to go but have made goals to address this area.

*School Board Orientation/Continuing Development-Needs improvement*

-Nan, initial training was informal. Better review of expectations and roles. Packet of protocols would have been nice.

-Chris, learn about the district, curriculum. Strategic Plan will help.

-working on this



*School Board Planning*-Needs improvement  
-working on this now

*School Board Policy*-Good

*School Board Budget/Finance*-Satisfactory  
-Strategic Plan will help with this

*Instructional Program*-Satisfactory/Good

Delwyn thinks the Board should focus on staff relations; the other items the Board has been working on. There is currently no plan in place for staff. Delwyn thinks a survey would be a good way to get a feel for how staff feel.

The Board will focus on Staff Relations.

### **Goals for 2016-2017**

Mr. Woolstenhulme explained that the State is requiring we post another version of the strategic plan by October 1<sup>st</sup>. There have been a few updates since the last meeting.

Shelley moved to adopt the strategic plan goals for 2016-17. Nan seconded. Passed 5-0.

### **Strategic Plan**

Chris had sent out the draft brochure to Board Members. Nan will get a few changes to Chris and Shelley so they can get it to Karen Russel. Megan Bybee had a few ideas also.

Ben motioned to approve the strategic plan text as discussed. Nan seconded. Passed 5-0.

### **District Vision-Mission Poster**

Mr. Woolstenhulme presented two versions.

Shelley would like to wait until they get the brochure back. That way they can be similar in appearance.

Nan would like the poster to say “priorities” rather than “objectives”. Megan noted that it was very hard to get good quality photos. The poster will list the phone number and website and the fax number will be removed. In the list of priorities/objectives, they will move “student achievement” before “safety”.

### **Policy:**

4120F: Chris moved to accept the addition of “email” to the form. Passed 5-0.

7210: Nan motioned to adopt 7210 with changes. Passed 5-0.

7320: Ben moved to adopt 7320. Passed 5-0.

### **Other Business**

The Board would like to Mr. Woolstenhulme to report after his training what he learned from the experience. Shelley moved to accept Mr. Woolstenhulme's request for professional development for Center Through Creative Leadership. Ben seconded. Passed 5-0.

Delwyn explained that tomorrow he, Shelley, and Mr. Woolstenhulme will meet with David Heinemann and Kelly Chircop about the charter school.

Mr. Woolstenhulme explained that the Board has been invited to meet with Jackson School Board on September 27<sup>th</sup> at 6:00.

Megan briefly reviewed the MAP results. Staff will get MAP training in October.

**Public comment**

n/a

Chris moved to adjourn. Nan seconded. Passed 5-0 at 9:40 pm.