PLUMMER-WORLEY JOINT SCHOOL DISTRICT NO. 44

BOARD OF TRUSTEES

RECORD OF PROCEEDINGS

The regular October 9, 2023, meeting of the Plummer-Worley Joint School District No. 44 Board of Trustees was called to order by Chairman Paul Daman at 6:01 p.m. Board members present were Michelle Grossglauser, Tami Gauthier, Ida Gustin, Paul Daman, Chris Smith, and Jan Mitchell. Absent was Marlow Thompson.

Also present were Russ Mitchell, Karyn Stockdale, Dani Boyd, Jennifer Hall, Laura Laumatia, Dre'don Sines, Khrist Rojas, Michelle Renfrew, Jack Knudtsen, Lance Funke, Rich Wienclaw, Tami Dohrman, Laurie Flack, Jennifer MacMillan, and Norma Campbell.

Consent Agenda
Tami Gauthier moved to approve the Consent Agenda as presented (Exhibit "A"). Chris Smith seconded. All members voted yes.

Communications
No communications were received.

Recognition of Guests
Dre'don Sines and Marcus Gandy presented on behalf of Lakeside Middle School ASB. A bake sale earned them over $200, they held a movie night with Jumanji, and Red Ribbon Week is coming up. Halloween Week will also be a special week culminating in Spirit Day on Friday. They are working on a food drive and possibly a basketball tournament before winter break.

Michelle Renfrew reported from the Food Service Department. At the end of September, she received word from USDA that the threshold for community eligibility is being lowered from 40 percent to 25 percent which will dramatically help qualify our families for free meals for all students. Currently, Ms. Renfrew is working on the equipment grant for a dishwasher for the secondary kitchen. She is also acquiring free products to supplement the government supplies which have been cancelled unexpectedly.

Jennifer Hall reported on the Health Professions Pathway (Exhibit "B"). This pathway started with the Certified Nursing Assistant program. The student who started is now at BSU pursuing the medical field. Currently one senior is looking at becoming an ultrasound technician. The district is in the process of applying for the Idaho Career Reading Program grant. The long-range vision is to create a clinic within the school to be housed in the boardroom building, screenings, vision, health, physicals, and constructing an interactive classroom for dual enrollment and distance learning opportunities. An option being looked at is a virtual medical classroom which would include A&P, dissection, etc. Mrs. Hall has spoken with Dr. Meyer

about the need for an instructor for this pathway. They are pursuing grant opportunities, and a grant through DOE and Marimn Health. The most exciting news is she is feeling positive about this pathway and believes it will have a good solid launch. The middle school would be the first class (with the partnership with Freeman and WSU) and she is looking forward to the incoming freshman bringing some ideas of where they want to go in the medical field. Ida Gustin commented it would tie into the Olivia Pakootas scholarship provided by Marimn Health.

Nick Nicholson from Presnell Gage presented the 2022-23 Audit Report (Exhibit "C") via Zoom. The opinion on the financial statement is clean, meaning it is materially correct according to auditing standards. There is an exception for internal controls, but they did not have any findings of missing documentation or approval. Staff are following procedures set in place and the board diligently reviews the financial reports monthly. The exception is due to the limitation of staff. The segregation of duties is not perfect because there are not enough employees to make it perfect. It is not cost effective to hire additional individuals to eliminate the condition. No issues of compliance were found with federal programs. Additional testing was provided on the ESSER funds. All findings were clean, and the district is in compliance.

Mr. Nicholson reviewed the general fund and how many days can the district run without additional funds. The auditors recommend the district be able to function for a minimum of 60 days. The $1.793 million carryover would last 132 days. This is double the minimum recommendation and the auditors believe this is healthy. Funding is always in question between the state, and most recently COVID. He does not think this is too much.

The CDA Bingo donation fund holds about $40,000 in carryover. There is $1.2 million from ESSER funds. He believes ESSER III has a fair balance, but it must be expended by the deadline.

Another highlight is that the food service revenues primarily come from USDA reimbursements. Food service fund runs at a deficit balance of $167,000 more than received during the past year.

Capital Construction fund has a carryover from the sale of the property in Worley.

There is about $97,000 remaining in school bus depreciation. Sara Allen advised this is because the bus has not arrived yet.

Mr. Nicholson commented that the district has a history of hiring good staff who maintain good fiscal management.

Ida Gustin moved to approve the audit as presented. Chris Smith seconded. All members voted yes.

Superintendent's Report

Mr. Mitchell reported to the board as follows (Exhibit "D").

Facilities/Operational Updates

- **Secondary HVAC**:
    - All the roof top units have been placed; Classrooms are being commissioned at the middle school and high school. The Ag. Building will be in another week or two.
    - Fire protection through the boiler/sensors are mostly operational. There are three roof top units on the ag building.
    - The electrical equipment changes required the need for temporary units. The Ag. Building is scheduled for Christmas Break. The high school is planned for spring break.
    - The real challenge at the high school is in the 1980 electrical room which will need to be completely replaced. This may result in the renovations taking longer than desired.
- **Elementary HVAC**:

  Mr. Mitchell provided drawings and a budget (Exhibit "E") for repairs/upgrades to the elementary HVAC system. He reviewed again in depth the areas of need at the elementary. This can be paid for with ESSER funds.
    - The project will be like what was done at the secondary. There is no project contingency and funds are not available currently for the complete project. The priority areas for completion are student populated space. Discussion was held on the base project with add-ons or add-alternatives. As discussed at the last meeting, we have only $370,000 at this time because some funds were used last month for the secondary project. The rebate to cover that is pending. The final date for approval of the entire project is December 6. Mr. Mitchell recommended the following:
        - Approve the base Scope of $365,000 for which the district currently has the funds.
        - The district will move ahead with add alternative 1. Add Alternate 2 will be pending and awaiting rebate notification. This will be further addressed at the next board meeting.
        - We can finance Add Alternate 1 with Impact Aid funds from 2 years ago which we received last week. These are one-time funds. Mr. Mitchell believes having students and staff in heated spaces at the elementary would be a great use of these funds. He would like to come back at the next meeting to see if Bonneville Power has come through with the rebate from last month and if so, use that rebate to pay for Add Alternate 2.

      Tami Gauthier moved to approve the elementary HVAC project as recommended. Chris Smith seconded. All members voted yes.

- **Middle School Windows & Doors**:
    - We are on the vendor's schedule and hope to have a dry run of one room on October 27 when students will not be present. The contractor hopes to complete the rest of the work over Thanksgiving week.

2023-24 School Year

- Superintendent **Debbie Critchfield** and Deputy Superintendent Ryan Cantrell visited the district September 20, as well as attending the regional superintendents' meeting. Chris Smith, Jan Mitchell,

Tami Gauthier, and Michelle Grossglauser attended, as well as Tina Strong from Tribal School and media personnel. Board members commented that they felt Ms. Critchfield was listening and was engaged. She was impressed with the Pathways program.

- **The elementary bond** will be paid off this year. While there are still past due taxes that will be applied to the debt, the district will no longer be levying our taxpayers.
- The district was unable to get a single bid for the doors for the security grant.
- Mr. Mitchell presented the attendance rates for each level to date (Exhibit "F"). Attendance for September was very good, but it dropped dramatically in October. Attendance at the high school is good but the tardies are extreme. Discussion was held for the reasons for absences and the tardies. Administration is analyzing the data in depth with the attendance specialist.
- Two years ago, the district started a daycare to help with teacher retention and recruitment. The daycare is now self-sustaining. The director applied for multiple grants to keep the program going in the beginning. Last Thursday, the district was advised that the Coeur d'Alene Tribe Department of Education has awarded a grant for the daycare in the amount of $150,000. The administration will be exploring how to best use these funds and sustain the program long term.

Board Business

- **Trustee Elections** – Karyn Stockdale provided an update on Trustee Elections. No write-in candidates filed. The following candidates have been certified:
  Zone 2: Tammy Gauthier and Laura Laumatia
  Zone 4: Nicky James and Jan Mitchell
  Zone 5: Brian Clark and Chris Smith
  Zone 6: Payton Biles and Marlow Thompson

- **Strategic Plan:**
  - The principals presented data from their buildings (Exhibit "G"):
    - Dani Boyd provided preliminary data from the 5th grade. iStation shows 52 percent at Tier 1 which is very exciting. Tier 2 is at 14 percent and Tier 3 is 33 percent. She sees the students shifting up in student achievement. The elementary is now using Aimsweb in lieu of iReady which has been abandoned by the State of Idaho. Absences and behavior are good for these students. The 5th grade is trying out IDLA Launchpad as a pilot program. It is working well so far and provides differentiated instruction in the area chosen by the district.
    - Mr. Mitchell provided preliminary data from the 8th grade. Behavior and attendance are good for this group but iStation (ELA) is a struggle for these students.
    - Jennifer Hall provided preliminary data from the 12th grade. The senior class is in pretty good shape with a large enrollment. The seniors won the attendance contest last week and earned a pizza party.
  - Several board members attended the walk-through with Debbie Critchfield. Chris Smith commented that she attended some of the session with Ms. Critchfield and then followed up with the middle school and high school today. She was impressed with what she observed. Ms. Smith believes the duct work would be a great art project for the students.
  - Superintendent Mitchell, Sara Allen, and Karyn Stockdale are registered to attend the ISBA Convention in Boise in November. Two trustees have indicated interest if they are elected.

- Mr. Mitchell reviewed the proposed ISBA Resolutions (Exhibit "H") with board members. Discussion was held.

- **Policy Review** – The board held a first reading on revisions to the Open Enrollment policies (3010, 3010P and 3080) (Exhibit "I").

Items for Future Agendas

HVAC Updates	Student Data – 4th, 7th, & 11th Grades	ASB Report
Regional Updates	Policy Review	
Transportation Report	Media Technology Pathway Report	ISBA Convention

Personnel

Mr. Mitchell addressed the board relative to restructuring of the district office staff with the planned retirement of staff. When the previous business manager retired, the district allowed a long period of training between the retiring business manager and the replacement. Staff have discussed moving some duties to the business manager and transferring some of her duties to other staff. With the implementation and rollover into new software for both student management and finance, there will be some efficiencies gained. Mr. Mitchell would like to post a position and provide a long-term training period. District staff will be meeting later this week to begin discussion on how best to proceed.

Mr. Mitchell announced his retirement effective the end of June 2024. He provided a letter thanking the board from the bottom of his heart (Exhibit "J"). Paul Daman stated the board considers it an honor to have had Mr. Mitchell in the district.

Meeting adjourned at 8:13 p.m.

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Paul Daman, Chairman Karyn Stockdale, District Clerk

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