TWIN FALLS SCHOOL DISTRICT NO. 411
SCHOOL BOARD MEETING
HELD AT:
CANYON RIDGE HIGH SCHOOL BOARD ROOM
300 NORTH COLLEGE ROAD SUITE #301
TWIN FALLS, IDAHO 83301

DECEMBER 10, 2018
7:00 P.M.

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Procedural Matters
    A. Action Items:
       1. Approval of Agenda (Additions and Deletions)

IV. Unscheduled Delegations (Audience to Address the Board)

V. Consent Calendar - Action
    A. Approval of Minutes from the November 12, 2018 meeting
    B. Approval of Board Financial Reports
    C. Approval of Building Financial Reports
    D. Approval of Accounts Payables and Payroll
    E. Approval of Monthly Long Term Suspension Report
    F. Approval of Contracts for Private Service Providers (PSP)/Consultants/Other
    G. Approval of New Certified Employees
    H. Approval of Certified Retirement
    I. Approval of Certified Release of Contract
    J. Approval of New Classified Employees
    K. Approval of Classified Personnel Resignations
    L. Approval of New Extra Curricular Employees
    M. Approval of Extra Curricular Resignations
    N. Approval of Alternate Authorization
    O. Approval of Student Teacher Requests
    P. Approval of Early Graduation Request

VI. Superintendent's Report
    A/B. Certified Employee of the Month for Lincoln Elementary and Bridge Academy
    C/D. Classified Employee of the Month for Lincoln Elementary and Bridge Academy
    E. South Hills Middle School Awarded Idaho American Institute of Architects Design Award

VII. Instruction
    A. Information Items:
       1. Proposed 2019-20 School District Calendar
    B. Action Items: (None)

VIII. Budget and Finance
    A. Information Items: (None)
    B. Action Items:
       1. Budget Advisory Committee Recommendation for Supplemental Levy
       2. Supplemental Levy Resolution Approval – If Needed

IX. Personnel
    A. Information Items:
       1. Policy/Procedure Review and Revisions Recommendations
    B. Action Items:
       1. Policy/Procedure Review and Revisions Recommendations

X. Board Goals
    A. Information Items:
       1. January 23, 2019 Board Work Session Agenda Topics
       2. Discuss Experience at ISBA Convention
    B. Action Items: (None)
XI. Future Agenda Items
A. No Second Meeting in December
B. Region IV Superintendent/Legislative Breakfast at CSI December 19, 2018 at 8:00 a.m.
C. Next Meeting: January 14, 2019
D. Day on the Hill set for February 18 & 19, 2019 in Boise

XII. Executive Session as per Idaho Code 74-206(1) Subsection (b)
(b) To consider student discipline; personnel issues
Action:
A. Student Discipline Action
B. Removal from Administrative Leave
C. Termination of Classified Employee

XIII. Adjourn

WORKING WITH YOUR SCHOOL BOARD

Welcome to another Twin Falls School District Board of Trustees Meeting. You are encouraged to attend all regular board meetings.

We are proud of our school system and the board members are dedicated to the continued improvement of the Twin Falls Schools.

We understand that from time to time patrons of school districts have concerns and feel a need to bring those concerns to the attention of the school or teachers. In order to maintain continuity and best resolve these concerns, we recommend to our patrons the following procedures:

1. The first and most effective step is to take the concern to the staff member who is closest to the problem. (In many cases this will be the teacher, coach, etc.) We have found that most problems are resolved at this level.

2. If there is still a concern on the matter, we then recommend that the concern be brought to the attention of the Principal. We have found that unresolved concerns from item #1 are usually resolved satisfactorily by the building administrator.

3. If the concern is not satisfactorily resolved at that level, then the concern should be taken to the Director of Elementary Programs or Director of Secondary Programs.

4. If the concern is not satisfactorily resolved at that level, then the concern should be taken to the Superintendent of Schools. Difficult concerns can usually be resolved.

5. However, if the patron still feels the concern has not been properly resolved he/she may use the right of appeal to the Board of Trustees. This is done by calling or writing to the Superintendent and asking for the item to be placed on the agenda of the next regularly scheduled board meeting.

6. If you desire to address the board, we would like you to be as comfortable as possible. As a board we hold public meetings which are not public forums and therefore have rules which are necessary for the benefit of all. The following guidelines will assist you as you present your information to the board.

A. Prepare your thoughts ahead of time. Usually a brief written outline handed to each board member helps the board follow your presentation. This outline would also give them something upon which to make notes as you speak.

B. If a group is involved, select one individual to be your spokesperson. He/she can then guide the presentation with the board and help the board chairman in directing questions to the group.

C. Plan your presentation to be as brief as possible. This should include a question/answer period. If more time is needed it is best to give a complete written presentation to the board for their future study. If you give more than five to six minutes of testimony, time restraints will make it difficult for the board to respond that same evening.

D. Usually the board will direct the administration to help resolve the concerns and ask for a report back to the board at a later date. However, please remember a solution may take time to be resolved.

We are eager to have our patrons and school staff working together for the improvement of education in the Twin Falls Schools.

Thank you for coming. Please come again.

Your Board of Trustees
Call to Order - The Board of Trustees of School District No. 411, Twin Falls County, State of Idaho, met in its regular monthly meeting at Canyon Ridge High School boardroom #301 located at 300 North College Road, Twin Falls, Idaho, at the hour of 7:00 p.m., on Monday, November 12, 2018. The following trustees were present: Chairman Bernie Jansen, Trustees Bryan Matsuoka (Via phone), Mary Barron, and Todd Hubbard. There were also present Superintendent of Schools, Brady D. Dickinson; Board Clerk, Michelle Lucas; Associate Superintendent, Bill Brulotte as well as district directors, interested patrons, employees, and the media. Trustee Paul McClintock was unable to attend.

Pledge of Allegiance - The Board of Trustees stood and recited the Pledge of Allegiance.

Procedural Matters Action Items:

1. Approval of Agenda (Additions and Deletions) – Chairman Jansen asked if there were any additions or deletions to the agenda. There were no changes. Trustee Hubbard moved to approve the agenda as submitted. Trustee Barron seconded the motion. Motion passed unanimously.

Unscheduled Delegations (Audience to Address the Board) – Chairman Jansen asked if there was anyone wishing to address the Board. There was no one.

Consent Calendar – Trustee Hubbard moved to approve the consent calendar which included: minutes from the October 8, 17, and 24, 2018 meetings; board financial reports; building financial reports; accounts payable and payroll; October long term suspension report; contracts for private service providers: Education Northwest, The Math Learning Center for Sawtooth, Perrine, Rock Creek, and Pillar Falls, ThyssenKrupp Elevator Corp., and Hummel Architects; new teacher contract for Denise Hart; certified release of contract if a suitable replacement can be secured for Sherry Stucki; new classified employees: Lyndon Layton, Jennifer Hutchison, Mary Hoff, Carrie Anne McMurdie, and Lisa Ault; in district transfers for Donald Piatt and Gila Kelley; classified resignations from Juli Downs, Kelli Garner, Bailey Allred, and Amy Thomas; extra-curricular employees: Kevin Lovell, Kimball Hardman, Zayne Slotten, Aaron White, Jared Allen, Mohamed Talaso, Sherene Carter, and Michael Easterling; extra-curricular resignation from Ellen Huey; student teacher requests for Jeannie Cullip, Claribel Castro, and Alex Bingham; early graduation requests for Maryam Jumah, Evelyn Rodriguez, Isra Rashid, Joshua Stagge, Brekkan Gentry, Julia Hulett, Libby Gaines, Jacob Hillman, Dominique Gaspar, Meghan Victory, Brooklinn Ratto, Domingo Villegas, Giselle Ruiz, Ethan Whitehead, Jesse Sparrow, Izaiah Olmos, and Joeylyn Carr. The motion was seconded by Trustee Barron. Motion passed unanimously.
VI. Superintendent's Report

A/B. Superintendent Dickinson announced the certified employee of the month from Support Services for the month of November as Shelly Botch, SLP and certified employee of the month from Magic Valley High School for the month of November as Amy Rothweiler, counselor.

C/D. Superintendent Dickinson announced the classified employee of the month from Support Services as Christina Pierre, lead CBRS and classified employee of the month from Magic Valley High School as Brittney Huntsman, Plato coordinator. Superintendent Dickinson read a brief resume and presented a gift, plaque, and gift certificates to Twin Falls Sandwich Company or Applebee’s to each recipient. Ms. Rothweiler, Ms. Pierre, Ms. Botch, and Ms. Huntsman thanked the Board for the honor.

E. Congratulations to the Canyon Ridge High School Girls Cross Country Team on being the 2018 Academic State Championship for 4A schools.

F. Twin Falls High School Senior Class representatives, David Fedia, Maddie Evans, Kayson Hansen, Kendra Gadsby, Savannah Fitzgerald, and McKaylee, presented the Twin Falls High School Senior Class trip proposal to go to Disneyland and Venice Beach. After a brief discussion with the senior representatives, Trustee Hubbard moved to approve Twin Falls High School’s senior trip plans as presented. Trustee Barron seconded the motion, motion passed unanimously.

VII. Instruction A. Information Items: None

VII. Instruction B. Action Items: None

VIII. Budget & Finance A. Information Items:

1. Benjamin Ware with Ware and Associates, auditor for Twin Falls School District #411 shared the 2018-2019 Annual Audit and stood for questions. After his firm reviewed Twin Falls School District books, records, policies, and procedures they found that everything was in good working order. Ware and Associates, CPA gave Twin Falls School District a rating of “modified opinion”. He noted that the modified rating is because the District has not adopted a methodology for reporting other post-employment benefits under guidelines of GASB 75 in the government-wide statements and, subsequently, has not considered the need to record a liability for such benefit. Mr. Ware added that only one district in the state of Idaho is bringing in an actuary to assess pension liabilities. He reported that currently Twin Falls County tax delinquency is at $387,349., the lowest it’s been over the last 15 years. Mr. Ware stated Twin Falls School District’s carryover is down from last year and only equates to approximately 13 days of operation reserve. Far from, what the financial world would recommend. The district has been operating on a low carryover for over 10 years. Mr. Ware complemented Twin Falls School District staff, they are exceptional and represent the district very well.

2. Director of Educational Technology and Operations, Ryan Bowman shared an updated 10 year plant facilities plan showing progress and approximate projects schedule. He noted that
planning this far out, future prices may drive up project cost. This updated plan takes into consideration improving security with 13 security aides, and 7 SRO’s.

3. Director of Fiscal Affairs, Bob Seaman shared the Budget Advisory Committee recommendation with the Board. He pointed out issues the committee had to contemplate while considering if the District should go out for a levy and the amount of the levy. Some issues considered are costs with keeping curriculum current with standards; trying to raise the fund balance; and Chobani’s property tax lawsuit impacting the district next year approximately $839,025. With the Chobani lawsuit, the district doesn’t want to pass the burden onto our patrons by doing a judgement levy. Instead the district would like to have the county pay it from our bond funds they collect then send the remainder to the District. With all this considered, the committee decided to recommend a supplemental levy in the amount of $5 million per year for two years totaling $10 million. This will give the district an additional $750,000 per year to address security, curriculum needs, and move toward meeting the contingency fund balance goal. The annual supplemental levy amounts used to reflect a 2% change in net taxable value is conservative. This item will return next month for Board action.

VIII. Budget & Finance B. Action Items:

1. With no further questions for Accountant, Benjamin Ware, Trustee Barron moved to approve the 2017-2018 Annual Audit report as presented. Trustee Hubbard seconded the motion. Motion passed unanimously.

IX. Personnel A. Information Items:

1. Director of Community Relations, Eva Craner shared this month’s ISBA and administrations policy and procedure recommendations. She highlighted some of the most significant changes to 2710, 7281, 7235, 7235F1, 7235F2, 7235F3, 7235P, 7237, 7320, 7320P1, 7320P2, 7400F, 7430, 7450, 7450Pl, 7450P2, and 9100. These policies will return for action at the December 10, 2018 board meeting.

IX. Personnel B. Action Items:

1. Director of Community Relations, Eva Craner stood for questions on the second reading of policies and procedures 3010F, 3030, 3770, 1110, 1120, 1120P, 1200, 1500P, 2435, 5290, 5295, 7440, 8600, and 8605. Trustee Hubbard moved to approve policies and procedure as submitted. Trustee Barron seconded the motion. Motion passed unanimously.

X. Board Goals A. Information Items:

1. Board reviewed the January 23, 2019 work-session draft agenda. Consensus was to add an item to discuss the new funding formula. Trustees were asked to email any additional agenda items to Superintendent Brady Dickinson or Clerk Michelle Lucas.

2. Chairman Jansen asked if any of the Trustees felt strongly for or against any of the ISBA resolution recommendations. It was decided that the attending board members will hear testimony and vote accordingly.
X. Board Goals B. Action Items: None

XI. Future Agenda Items:

1. Legislative Tour is scheduled for November 30, 2018 and will start at Nine Beans and a Burrito as usual.

2. TFEA Breakfast meeting is set for Tuesday, November 20, 2018 at 6:45 a.m. at Idaho Joe’s.

3. No second board meeting in November. The next board meeting will be December 10, 2018.

4. Chairman Jansen, Trustee Barron, Trustee Matsuoka, Superintendent Dickinson, Clerk Michelle Lucas, and Director of Fiscal Affairs Bob Seaman will attend this year’s ISBA Annual Convention November 14th – 16th, 2018.

XII. Executive Session

With no further business at hand, Trustee Hubbard moved that the Board retire into executive session after a five-minute break as per Idaho Code 74-206(1) subsection (b) to consider student discipline. Trustee Barron seconded the motion. Chairman Jansen asked the Clerk Michelle Lucas to poll the board. Roll call vote was as follows: Chairman Bernie Jansen – Yes, Vice Chairman Bryan Matsuoka (via telephone) – Yes, Trustee Mary Barron – Yes, Trustee Todd Hubbard – Yes. With ¾ present, motion carried. The Board convened into executive session at 8:27 p.m. to 8:31 p.m.

Doors were opened, Trustee Hubbard moved to return to open session. Trustee Barron seconded the motion. Motion passed unanimously. The time was 8:31 p.m.

Trustee Hubbard moved to expel four (4) students from school as per administration and hearing officers’ recommendations, three (3) for “time served” and one (1) for an indefinite period of time, and that these students be expelled from school as defined in Idaho Code 33-205 and that these students be placed under the purview of the Juvenile Correction Act, Idaho Code 20-510 and 20-511. Vice Chairman Matsuoka seconded the motion. Motion passed unanimously.

Trustee Barron moved to adjourn the meeting. Trustee Hubbard seconded the motion and the motion passed unanimously. Meeting adjourned at 8:31 p.m.

____________________________
Chairman, Bernie Jansen

ATTEST:

____________________________
Clerk, Michelle Lucas
The Board of Trustees of Twin Falls School District #411 met in executive session on Monday, November 12, 2018 at 8:27 p.m., at Canyon Ridge High School Boardroom #301 located at 300 North College Road, Twin Falls, Twin Falls County, Idaho. Chairman Bernie Jansen conducted the meeting. Vice Chairman Bryan Matsuoka (via telephone), and Trustees Mary Barron, and Todd Hubbard along with Superintendent, Brady Dickinson; Associate Superintendent, Bill Brulotte, and Board Clerk, Michelle Lucas; were also in attendance.

With no further business at hand, Trustee Hubbard moved that the Board retire into executive session after a five-minute break as per Idaho Code 74-206(1) subsection (b) to consider student discipline. Trustee Barron seconded the motion. Chairman Jansen asked the Clerk Michelle Lucas to poll the board. Roll call vote was as follows: Chairman Bernie Jansen – Yes, Vice Chairman Bryan Matsuoka (via telephone) – Yes, Trustee Mary Barron – Yes, Trustee Todd Hubbard – Yes. With ¾ present, motion carried. The Board convened into executive session at 8:27 p.m. to 8:31 p.m.

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Trustee Barron moved to adjourn the meeting. Trustee Hubbard seconded the motion and the motion passed unanimously. Meeting adjourned at 8:31 p.m.

ATTEST: 

Chairman, Bernie Jansen

Clerk, Michelle Lucas
## Twin Falls School District #411

### Monthly Long-Term Suspension Board Report

**NOVEMBER, 2018**

<table>
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<tr>
<th>School Name</th>
<th>Total Males</th>
<th>Total Females</th>
<th># Students - Fighting</th>
<th># Students - Falling</th>
<th># Students - Battery</th>
<th># Students - Truancy</th>
<th># Students - Tardies</th>
<th># Students - Drug</th>
<th># Students - Insubordination</th>
<th># Students - Smoking</th>
<th># Students - Safety Threat</th>
<th># Students - Harassment/Bullying</th>
<th># Students - Sexual Offense</th>
<th># Students - Other</th>
<th>Total # Days</th>
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<td>Morningside Elementary</td>
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<td>Robert Stuart Middle school</td>
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<td><strong>Totals</strong></td>
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<td></td>
<td><strong>173.5</strong></td>
<td><strong>61</strong></td>
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**Districtwide - Total Number of Students Suspended**: 61

**Districtwide - Total Number of Days Suspended**: 173.5

DEFINITION - "Long-Term Suspension" is the exclusion from school or individual classes for a specific period of one (1) FULL school day up to five (5) school days.
## Contracts - Private Service Providers (PSP)/Consultants/Other

### EXECUTIVE SUMMARY

Submitted for Board Information

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<tr>
<th>Dates of Service</th>
<th>Vendor</th>
<th>Amount</th>
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<tbody>
<tr>
<td>10/18 - 10/20</td>
<td>Paradigm of Idaho--Owner's Representative</td>
<td>$2,500/mo. approx. plus exp.</td>
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<tr>
<td>18/19 yr.</td>
<td>Primary Therapy Source</td>
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<td>18/19 yr.</td>
<td>Hummel Architects</td>
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<td>18/19 yr.</td>
<td>ACT, Inc. (MOU)</td>
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<td>18/19 yr.</td>
<td>Jannus, Inc. (Idaho Office for Refugees)</td>
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<td>18/19 yr.</td>
<td>Refugee School Impact Grant</td>
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<td>18/19 yr.</td>
<td>Safe &amp; Civil Schools (Prof. Development)</td>
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<td>18/19 yr.</td>
<td>Instructional Coaching Group (Prof. Development)</td>
<td>$18,100</td>
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### NOTE

Per Board Policy 5725: "The District encourages the use of private service providers and professional consultants as resource individuals when such consultative services will be helpful in the improvement of the educational program of the District. The District, through the Superintendent as its designee, may enter into contracts with private service providers and/or consultants to provide necessary services to students.” *In no event shall such agreement exceed twelve (12) calendar months.*
## NEW CERTIFIED EMPLOYEES 2018-2019

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>School</th>
<th>Subject</th>
<th>Years of Exp.</th>
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<tbody>
<tr>
<td>Mason</td>
<td>Debbie</td>
<td>O'Leary Middle School</td>
<td>Science Teacher</td>
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<tr>
<td>Wilkinson</td>
<td>Rachael</td>
<td>I.B. Perrine Elementary</td>
<td>Music Teacher</td>
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</tbody>
</table>


Date: September 20, 2018

To: Dr. Brady D. Dickinson, Superintendent of Schools  
   Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: Certified Retirement – 2018-2019

The following certified employee has submitted her retirement letter resigning her position for the 2018-2019 school year:

- Debbie Mason – Teacher – Science at O’Leary Middle School

The Human Resource Department recommends to the Superintendent and the Board of Trustees that we accept this resignation.
Date: December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent of Schools
   Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: Certified Release of Contract

The following certified employees have submitted a resignation letter requesting to be released from their contract:

- Stefani Campa-MacFee, Social Worker at Support Services
- Harry Williams, Teacher 5th Grade at Lincoln Elementary School

The Human Resources Department recommends to the Superintendent and the Board of Trustees that these individuals be released from their contract, if a suitable replacement can be secured.
Twin Falls School District #411
201 Main Ave. W
Twin Falls, ID 83301
P 208.733.6900
F 208.733.6987
www.tfsd.org

Brady D. Dickinson, PH.D. SUPERINTENDENT OF SCHOOLS

Date: December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent of Schools
   Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: New Classified Employees – 2018-2019

It’s the recommendation of the Human Resources Department to the Superintendent and the Twin Falls School District Board of Trustees these individuals listed below be approved for hiring for the 2018-2019 school year:

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Schwanke</td>
<td>Para educator (Special Ed.) at Lincoln Elementary School</td>
</tr>
<tr>
<td>Lisbeth Henry</td>
<td>Para educator (ELL) at Robert Stuart Middle School</td>
</tr>
<tr>
<td>Nathaniel Atchison</td>
<td>Para educator (Special Ed.) at Canyon Ridge High School</td>
</tr>
<tr>
<td>Kadi McGinnis</td>
<td>Para educator (Special Ed.) at Perrine Elementary School</td>
</tr>
<tr>
<td>Rebecca Zaugg</td>
<td>Cook at Harrison Elementary School</td>
</tr>
<tr>
<td>Teresa Thiemann</td>
<td>Para educator (Behavior) at Canyon Ridge High School</td>
</tr>
<tr>
<td>Amy Hartwell</td>
<td>Para educator (Special Ed.) at Robert Stuart Middle School</td>
</tr>
</tbody>
</table>

The individual listed below is a current employee that has accepted a transfer within the district for the 2018-2019 school year.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas Nava</td>
<td>Safety and Security Aide at Harrison Elementary School</td>
</tr>
</tbody>
</table>

All are in the process of completing the necessary consent, I-9’s, drug free work place form etc., and have met the criteria to become employees of the Twin Falls School District.

If you have any questions or concerns, please do not hesitate to contact me.

Brady D. Dickinson, Ph.D.
Superintendent of Schools
Date: December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent of Schools  
Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: Classified Resignations

The following classified employees have submitted their resignation letter resigning their position for the 2018-2019 school year:

- Kinzey Dixon – Playground Aide – Harrison Elementary School  
- Stacey Swafford – Para educator – Lincoln Elementary School  
- Barbara Church – Tray washer – Harrison Elementary School  
- Karen Scovel – Para educator – Morningside Elementary School  
- Kathi Jeroue – Pass Room Supervisor at Robert Stuart Middle School

The Human Resources Department recommends to the Superintendent and the Board of Trustees that we accept these resignations.
Date: December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent of Schools
   Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: Extra-Curricular Employees

It is the recommendation of the Human Resources Department to the Superintendent and the Twin Falls School District Board of Trustees that these individuals listed below be approved for hiring. An employment letter has been issued for the 2018-2019 school year.

If you have any questions or concerns, please do not hesitate to contact me.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Antonio Saldivar</td>
<td>Basketball Coach – 8th Boys</td>
<td>Robert Stuart Middle School</td>
</tr>
<tr>
<td>Victoria Brymer</td>
<td>Head Tennis Coach</td>
<td>Twin Falls High School</td>
</tr>
<tr>
<td>Justin Pehrson</td>
<td>Assistant Golf Coach</td>
<td>Canyon Ridge High School</td>
</tr>
<tr>
<td>Shana Hoge</td>
<td>Head Tennis Coach</td>
<td>Canyon Ridge High School</td>
</tr>
<tr>
<td>Jay Bryan</td>
<td>Assistant Track Coach</td>
<td>Twin Falls High School</td>
</tr>
<tr>
<td>Caleb Rundle</td>
<td>Assistant JV Wrestling Coach</td>
<td>Canyon Ridge High School</td>
</tr>
</tbody>
</table>
Date: December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent of Schools
    Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: Extra-Curricular Resignations

The following employees have submitted their resignation letter resigning their position for the 2018-2019 or 2019-2020 school year:

- Stephanie Perrin – Cheer Coach (2018-2019) at Robert Stuart Middle School
- Tiffany Moilan – Head Tennis Coach (2018-2019) at Canyon Ridge High School
- Heather Holston – Track Coach – 8th (2018-2019) at Robert Stuart Middle School
- Rene Rambur – JV Assistant Soccer- Girls (2019-2020) at Canyon Ridge High School

The Human Resources Department recommends to the Superintendent and the Twin Falls School District Board of Trustees that we accept this resignation.
December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent
   Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resource Manager

Re: Request for Alternative Authorization

To meet state certification criteria to teach in the designated subject areas, the Twin Falls School District will need to request approval of Alternative Authorization- Teacher to New Certification from the Professional Standards Commission for the following individual:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jacob Carder</td>
<td>Digital Art Teacher</td>
<td>Twin Falls High School</td>
</tr>
</tbody>
</table>

The above individual has been hired as Digital Art teacher for the 2018-19 school year. Mr. Carder is currently enrolled with University of Idaho to complete the required coursework. He’s schedule to complete the course by May 2019. In order for this employee to be employed as digital art teacher, the board will need to declare an “area of need.” To declare an area of the Twin Falls School District Human Resource Department has determined an area of need exists in our district for this particular position.

We respectfully request that the Superintendent recommend to the Twin Falls School District Board of Trustees that they “declare an area of need” for the individual listed above.
Date: December 6, 2018

To: Dr. Brady D. Dickinson, Superintendent
   Twin Falls School District Board of Trustees

From: Sonia DeLeon, Human Resources Manager

Re: Student Teacher Requests

The Human Resources Department recommends to the Superintendent and the Twin Falls School District Board of Trustees that the following university students be allowed to participate as Intern/Teacher within the Twin Falls School District. The proposed assignment is listed below.

<table>
<thead>
<tr>
<th>Name of Student</th>
<th>Subject</th>
<th>Cooperating Teacher</th>
<th>School</th>
<th>Dates</th>
<th>University</th>
</tr>
</thead>
</table>
Early Graduation Request(s)

TFHS       Dakota Horton
**EMPLOYEE OF THE MONTH QUESTIONS**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Rachel Hardy</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Bridge Academy</td>
</tr>
<tr>
<td>Position:</td>
<td>Online Coordinator / Math180 Instructor</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Ontario, OR</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>Mister Rogers</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>People who take unnecessary long turns in a board game, and when people don’t laugh at my funny jokes (looking at you, coffee shop barista).</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>Running, rock climbing, board games, and daydreaming about warm weather</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>Quick., but my mother would say “snarky.”</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>I once went camping alone, and ended up going home early because I read Jurassic Park too late at night and scared myself. Embarrassing.</td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>I chose this because I love all the little victories of growth along the way.</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>Backpacking.</td>
</tr>
<tr>
<td>How do you want to be Remembered?</td>
<td>As someone who’s kind and sees the value of each person.</td>
</tr>
<tr>
<td>Best day on the job was.....</td>
<td>The day students asked my maiden name, Brewer, I had one student who yelled “because you brew POTIONS?!” And the day a student asked me if Jesus wore a yamaka (he didn’t.)</td>
</tr>
</tbody>
</table>

Principal Note: Rachel is a phenomenal on-line coordinator, instructor, and maintains our Title I records. In addition, her willingness to assist where needed is a true blessing. This year she took it upon herself to arrange and prepare all the food for our annual Thanksgiving Dinner! Wow! Thanks again for everything you do to make BA the best Alternative Middle School in Idaho. C2G!
## EMPLOYEE OF THE MONTH QUESTIONS

<table>
<thead>
<tr>
<th>Name:</th>
<th>Erika Willsey</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Lincoln</td>
</tr>
<tr>
<td>Position:</td>
<td>Counselor</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Layton Utah</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>My mom and grandmothers → Strong educated working women</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>Socks</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>Board games</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>Determined</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>I am an introvert.</td>
</tr>
<tr>
<td>Why did you choose this career?:</td>
<td>I get to help kids.</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>Rhine River cruise</td>
</tr>
<tr>
<td>How do you want to be Remembered?:</td>
<td>As someone who made every student feel loved.</td>
</tr>
<tr>
<td>Best day on the job was.....</td>
<td>Any day when I feel like I make a difference.</td>
</tr>
</tbody>
</table>

**Principal Note:**

Erika loves the students at Lincoln & they love her! As the principal, I appreciate her genuine, warm, way of being for students and staff. Her fun personality and the energy she brings to the office, she helps make us Lincoln strong!
**EMPLOYEE OF THE MONTH QUESTIONS**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Jill Hinton</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Lincoln</td>
</tr>
<tr>
<td>Position:</td>
<td>Library Tech Filer</td>
</tr>
<tr>
<td>Hometown:</td>
<td></td>
</tr>
<tr>
<td>Inspiration:</td>
<td>Positive Feedback</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>Cliques</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>4 wheeling; motorcycles</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>Friendly</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td></td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>Kids make me laugh.</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>Aurora borealis</td>
</tr>
<tr>
<td>How do you want to be Remembered?</td>
<td>Kept a nice and tidy ship.</td>
</tr>
<tr>
<td>Best day on the job was.....</td>
<td>First day - couldn't believe I got the job!</td>
</tr>
</tbody>
</table>

Principal Note:

Jill Hinton is a go-getter! She has stepped up in many capacities this year by covering our computer lab when there was no sub, offering her library to others when needed, and helping the office and colleagues whenever she saw a need. She is a valued member of the special team and Lincoln Staff.
EMPLOYEE OF THE MONTH QUESTIONS

<table>
<thead>
<tr>
<th>Name:</th>
<th>Gwenda Lockwood</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Bridge Academy</td>
</tr>
<tr>
<td>Position:</td>
<td>Math Teacher</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Hansen</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>Teachers that I have had in the past as well as those with whom I work.</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>Students not staying on task taking notes.</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>Reading/Puzzles</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>Accepting.</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>I have adopted all my children.</td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>It seemed like the best way to make a difference in children’s lives.</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>I would love to visit Israel.</td>
</tr>
<tr>
<td>How do you want to be Remembered?</td>
<td>I want to be remembered as being kind.</td>
</tr>
<tr>
<td>Best day on the job was.....</td>
<td>Any day when students grasp what I am teaching!</td>
</tr>
</tbody>
</table>

Principal Note
Gwenda is truly a master teacher and a blessing to work with. She has proven to be an integral piece of our SWIP Team, and has taken on a lead role on our IMPACT Team. Her strengths lie in creating engaging and enticing lessons for her students which is quite a feat as a Math teacher. Finally, her demeanor, mannerisms, and comments are a blessing...For example, on a bad day, you might get the occasional ~"sugar plum." Thanks for all you do to make BA, the best alternative middle school in Idaho. C2G! AC2G!
# Twin Falls School District #411
## 2019-2020 Calendar

### August
- **7**: Middle and High School Registrations
  - See School Website for Details
- **8**: Middle and High School Registrations
  - See School Website for Details
- **9**: Middle and High School Registrations
  - See School Website for Details
- **12**: Summer Institute/In-Service
- **13**: Summer Institute/In-Service
- **14**: 1/2 Opening Day
  - 1/2 Day Building Retreat
- **15**: Teacher Workday
- **16**: Teacher Workday
- **19**: First Day of School
- **30**: Early Dismissal for Students and Staff
  - No School 1/2 Day Kindergarten

### September
- **2**: Labor Day - No School
- **3**: Data Day - No School

### October
- **18**: End of 1st Quarter (42 Student Days)
  - Teacher Workday
  - No School All Grades
- **23**: Kindergarten Parent/Student/Teacher Conferences
  - No School Kindergarten
- **24**: District Wide Parent/Student/Teacher Conferences
  - No School All Grades
- **25**: No School All Grades

### November
- **25**: ICS Teacher In-Service
  - No School All Grades
- **26**: ICS Teacher In-Service
  - No School All Grades
- **27**: Thanksgiving Break
  - No School Nov. 25-29

### December
- **20**: End of 2nd Quarter (38 Student Days)
  - End of 1st Semester (80 Student Days)
  - Early Dismissal
  - No School 1/2 Day Kindergarten
  - 1/2 Day Report Cards
- **23**: Christmas Vacation
  - No School Dec 23 - Jan 5

### January
- **6**: School Resumes

### February
- **17**: Presidents' Day - No School
- **18**: ICS Teacher In-Service
  - No School All Grades

### March
- **6**: End of 3rd Quarter (43 Student Days)
  - Early Dismissal
  - No School 1/2 Day Kindergarten
  - 1/2 Day Report Cards
- **17**: CRHS/THS-Advisor/Parent/Student Registration Conferences
- **18**: CRHS/THS-Advisor/Parent/Student Registration Conferences
  - Kindergarten Parent/Student/Teacher Conferences
  - No School Kindergarten
- **19**: Elementary and Middle School Parent/Student/Teacher Conferences
  - CRHS/THS Jr. Boards/Sc Projects
  - No School All Grades
- **20**: No School All Grades
- **23**: Spring Break - No School March 23-27
- **30**: School Resumes

### April
- **18**: TPHS Graduation
- **19**: CRHS Graduation
- **20**: MVHS Graduation
- **21**: End of 4th Quarter (47 Student Days)
  - End of 2nd Semester (90 Student Days)
  - Last Day of School-Early Dismissal
  - 1/2 Day Report Cards
  - No School 1/2 Day Kindergarten
  - School Year - 170 Days
- **22**: 1/2 Analyze Assessments and Goals
  - 1/2 Day Teacher Workday

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DRAFT FOR BOARD CONSIDERATION 12-10-18
Brady D. Dickinson, PH.D. SUPERINTENDENT OF SCHOOLS

RECOMMENDATION FROM THE BUDGET ADVISORY COMMITTEE

Projections made in the document reflect the adjusted Net Taxable Value plus ALL Increments as adjusted for the Chobani proposed settlement in Chobani’s dispute of their assessed value from the county assessor’s office. The committee met and discussed adjustments to this value reduced from the original amount of $4,275,452,482 to $4,121,349,606. This is a reduction of $154,102,876 in Net Taxable Value. The reduction was applied over two years and totals $839,025 in money owed by the district. This amount comes almost entirely from Bond assessments and will be applied at $31,746 this year and $807,279 next year.

The original levy rate was .000994047 or 99.41 tax per $100,000 Net Taxable Value. The adjusted amount with the proposed settlement is .001031216 or $103.12 tax per $100,000 Net Taxable Value. The committee discussed seeking a supplemental levy in March of 2019 to replace the current supplemental levy which expires this year and related rates at $100,000 net taxable value increments as follows:

Annual supplemental levy mounts reflecting a 2% change in Net Taxable Value:

- $4,250,000 - $101.10 per $100,000 in Net Taxable Value
- $5,000,000 - $118.94 per $100,000 in Net Taxable Value
- $5,250,000 - $124.89 per $100,000 in Net Taxable Value
- $5,500,000 - $130.83 per $100,000 in Net Taxable Value

Annual supplemental levy amounts reflecting a 6% change in Net Taxable Value:

- $4,250,000 - $97.28 per $100,000 in Net Taxable Value
- $5,000,000 - $114.45 per $100,000 in Net Taxable Value
- $5,250,000 - $120.17 per $100,000 in Net Taxable Value
- $5,500,000 - $125.90 per $100,000 in Net Taxable Value

The committee recommended the board seek a $5 million per year or $10 million for the two-year supplemental levy. This will give the district an additional $750,000 per year to address security and curriculum needs and look to meet the goal of contingency fund planning in the general fund balance (carryover amounts).

Respectfully submitted,

Robert L. Seaman
Chairman
Twin Falls School District Budget Advisory Committee

Robert L. Seaman
Director of Fiscal Affairs
WHEREAS, in accordance with Section 33-802(3), Idaho Code, as amended, the Board of Trustees of Twin Falls School District No. 411, Twin Falls County, Idaho, has determined there is a need for a Supplemental Levy in the amount of five million dollars ($5,000,000), each year for two years for a total of ten million dollars ($10,000,000) for the purpose of paying all lawful expenses of maintaining and operating the District for the fiscal year beginning July 1, 2019, and ending June 30, 2021.

NOW, THEREFORE, be it resolved by the Board of Trustees of Twin Falls School District No. 411, Twin Falls County, Idaho, as follows:

Section 1. That a supplemental levy election be and the same is hereby called to be held in Twin Falls School District No. 411, Twin Falls County, Idaho, on March 12, 2019, for the purpose of submitting to the qualified electors of the District, the question set out in the form of the ballot appearing in Section 4 thereof.

Section 2. That on March 12, 2019, said election will be conducted by the Twin Falls County Election Department pursuant to Title 34 Idaho Code.

Section 3. That said election shall be held as specified in Notice of Election, set out in Section 6 herein.

Section 4. That voting at said election shall be by secret and separate ballot, and each ballot shall be prepared by the County Clerk and shall be in substantially the following form:

OFFICIAL BALLOT

TO AUTHORIZE AND EMPOWER THE BOARD OF TRUSTEES OF TWIN FALLS SCHOOL DISTRICT NO. 411, TWIN FALLS COUNTY, IDAHO, TO LEVY A SUPPLEMENTAL LEVY

"Shall the Board of Trustees of Twin Falls School District No. 411, Twin Falls County, Idaho, be authorized and empowered to levy a supplemental levy, as permitted by law in Section 33-802(3), Idaho Code for five million dollars ($5,000,000), each year for two years for a total of ten million dollars ($10,000,000) for the purpose of paying all lawful expenses of maintaining and operating the schools of the District for the fiscal years beginning July 1, 2019 and ending June 30, 2021?"

ANSWER:
IN FAVOR OF supplemental levy of $5,000,000 each year for two years: ____________

AGAINST supplemental levy of $5,000,000 each year for two years: ____________

The voter may express his/her vote by filling in the oval opposite the word on his/her ballot which expresses his/her choice.
Section 5. That the Clerk of the Board of Trustees will convey to the Twin Falls County Elections Office the Official Ballot and the Notice of Election, appearing in Section 6, for publication pursuant to Idaho Code.

Section 6. That the Clerk of Twin Falls County shall have published the Notice of Election as attached.

NOTICE OF SPECIAL SUPPLEMENTAL LEVY ELECTION

TWIN FALLS SCHOOL DISTRICT NO. 411
TWIN FALLS COUNTY, IDAHO

Public Notice is hereby given according to law, and the requisite action of the Board of Trustees of Twin Falls School District No. 411, Twin Falls County, Idaho, that a special supplemental levy election will be held on Tuesday, March 12, 2019, for the purpose of submitting to the qualified electors of said District their vote and determination on a supplemental tax levy at precinct polling sites open from 8:00 a.m. until 8:00 p.m. for the question “Shall the Board of Trustees of Twin Falls School District No. 411, Twin Falls County, Idaho, be authorized and empowered to levy a supplemental levy, as permitted by law in Section 33-802(3), Idaho Code for five million dollars ($5,000,000), each year for two years for a total of ten million dollars ($10,000,000) for the purpose of paying all lawful expenses of maintaining and operating the schools of the District for the fiscal years beginning July 1, 2019 and ending June 30, 2021?” Said Election will be conducted pursuant to Title 34 Idaho Code.

Section 7. That the County Commissioners will act as the canvassing board pursuant to Idaho Code and will convey the results to the Twin Falls School District Board of Trustees.

The Clerk of the Board shall cause notice of election to be posted for at least ten (10) days prior to the date of said election in at least two public places within the district, one (1) of which shall be at or near the main door of the Administrative Office of said district in Twin Falls, Idaho.

The Clerk of the County shall also cause the notice of election to be published at least two times, the first not less than twelve (12) days before the election date, and the second (2nd) not less than five (5) days before the election in the Times News, a newspaper published in Twin Falls Idaho, and of general circulation in said school district.

Passed and approved this 10th day of December 2018.

______________________________
Chairman, Bernie Jansen

Attest:

______________________________
Clerk, Michelle Lucas
MEMORANDUM

To:   Board of Trustees
       Twin Falls School District 411

From:  Eva Craner, Director of Public Relations

Re:    Policy Updates

Date:  December 10, 2018

First Reading:
ISBA Updates:
7400 Procurement Management System
7400P1 Procurement Under a Federal Award
7400P2 Procurement Methods Under a Federal Award
7400P3 Requirements and Restrictions for Procurement Under a Federal Award
7400P4 Federal Contract Administration

Second Reading:
ISBA Updates:
2710 High School Graduation Requirements
7218 Federal Grant Financial Management System
7235 Fiscal Accountability and IDEA Part B Funds
7235F1 Federal Funds Semi-Annual Certification
7235F2 Personnel Activity Report
7235F3 Multiple Cost Objective Time and Effort Certification
7235 P Written Compensation Procedure
7237 Retention of Records Relating to Federal Grants
7320 Allowable Uses of Grant Funds
7320P1 Determining Necessity and Reasonableness of Expenses
7320P2 Selected Items of Cost
7400F Time and Effort Documentation – REMOVE
7430 Travel Allowances and Expenses
7450 Federal Cash Management Policy
7450P1 Timely Obligation of Funds
7450P2 Program Income
9100 Acquisition, Use, and Disposal of School Property
Motion to go into executive session:

I move that after a five-minute break the Board retire into executive session pursuant to Idaho Code 74-206(1) subsection (b);

(b) to consider student discipline;
    to consider personnel issues.

Action Items in open session:
(1) Student discipline action;
(2) Removal from administrative leave;
(3) Termination of classified employee.