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 February 11, and 27, 2019 meetings
   B. Approval of Board Financial Report
   C. Approval of Building Financial Report
   D. Approval of Accounts Payable 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 Resignations
   J. Approval of Classified Retirement
   K. Approval of Classified Resignations
   L. Approval of Extra Curricular Employee
   M. Approval of Extra-Curricular Resignation
   N. Approval of Extended/Out of State Travel Requests

VI. Superintendent’s Report
   A. Certified Employee of the Month – Robert Stuart/South Hills Middle Schools
   B. Classified Employee of the Month – Robert Stuart/South Hills Middle Schools
   C. Twin Falls High School 100 Years of Continuous Accreditation Certificate

VII. Instruction
   A. Information Items: (None)
   B. Action Items:
      1. Yoga Course Consideration

VIII. Budget and Finance
   A. Information Items:
      2. Janitorial/General Office/Paper Supply Bid Recommendations
      3. E-Rate Fiber Lease Bid Recommendation
   B. Action Items:
      1. Janitorial/General Office/Paper Supply Bids
      2. E-Rate Fiber Lease Bid Recommendation

IX. Personnel
   A. Information Items: (None)
   B. Action Items: (None)

X. Board Goals
   A. Information Items: (None)
   B. Action Items: (None)

XI. Future Agenda Items
   A. March 20th (3rd Wed.) Meeting at Robert Stuart Middle School – Building Board Reports
      1. Amy McBride, Robert Stuart Middle School
      2. Ryan Ellsworth, South Hills Middle School
      3. Jim Brown, Bridge Academy
      4. Ace Marcellus, O’Leary Middle School
XII. Executive Session as per ID Code 74-206(1) subsections (b) and (c):
   (b) to consider student discipline;
   (c) to discuss labor negotiations

   Action items after executive session:
   1. Student discipline action.
   2. Labor negotiations action, if needed.

XIII. Adjournment

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 chair 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
TWIN FALLS PUBLIC SCHOOLS

School District No. 411

201 MAIN AVENUE WEST
TWIN FALLS, IDAHO
83301
(208) 733-6900

February 11, 2019
7:00 p.m.

I. 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, at the hour of 7:00 p.m., on Monday, February 11, 2019. The following were present: Chairman Bernie Jansen; Trustees Mary Barron, Todd Hubbard, and Bryan Matsuoka (via telephone for executive session). There were also present Superintendent, Brady Dickinson; Associate Superintendent, Bill Brulotte; Board Clerk, Michelle Lucas; as well as directors, interested patrons, and employees. Trustee Paul McClintock was unable to attend.

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

III. 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 none. Trustee Hubbard moved to approve the agenda. Trustee Barron seconded the motion. The motion passed unanimously.

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

V. Consent Calendar –Trustee Hubbard moved to approve the consent calendar which included: minutes from the January 14, 23, and 28, 2019 meetings; building and board financial reports; accounts payable and payroll; monthly long term suspensions report for January; private service providers (PSP)/consultants/other: Hummel Architects, Idaho Digital Learning, Latinos in Action, Starr Corporation, and Cole Educational consulting; new certified contracts for Weston Smith, and Janet Peacock; certified retirements for Marsha Dickinson and Debbie Mason; certified resignation from Jocelyn Stephenson; new classified employees: Morgan Butler, Melissa Shutman, Mireira Munoz-Venegas, Janis Hobde, and Caleigh Pallow; in-district transfer of Daniel Ault; classified resignations from LaDora Owens, Kathy Diamond, Lynnette Tubbs, Becky Rigdon, Cyndia Leon, and Justine Johnson; new extra-curricular employees: Michael Ramey, Jeffrey Bowman, Michael Sato, and Lisa Douglas; extra-curricular resignations for 2018-2019 school year for Sarah Thornborrow and for 2019-2020 school year JJ Stagge; request for emergency provisional [The TFSD Board of Trustees declared a hiring emergency for the following positions]: Arts teacher Weston Smith at Canyon Ridge High School; and an early graduation request for Heather Meininger. Motion was seconded by Trustee Barron. Motion passed unanimously.

VI. Superintendent’s Report
A. Superintendent Dickinson announced the certified employee of the month from Oregon Trail Elementary School for the month of January as Katelynn Rhoades, 2nd grade teacher and from Pillar Falls Elementary School, Danielle Ashby, K-5 PE teacher.

B. Superintendent Dickinson announced the classified employee of the month from Oregon Trail Elementary School as Paul Jenkins, head custodian and from Pillar Falls Elementary, Rick Box, playground aide. Superintendent Dickinson read a brief resume and presented each Ms. Ashby, Ms. Rhoades, Mr. Box, and Mr. Jenkins with a plaque, gift, and gift certificate to either Tomato’s or Sizzler. Ms. Ashby, Ms. Rhoades, Mr. Box, and Mr. Jenkins thanked the board for the honor.

VII. Instruction A. Information Items:

1. Building Reports

a. Principal of Rock Creek Elementary School, Shari Cowger shared a few successes and a few challenges for Rock Creek Elementary School and introduced her Vice Principal, Lisa Honas. Her building report was included in the board packet. One of the many things her and her staff are very proud of is achieving top performer in EL growth. After a few minutes of roundtable discussion with the Board, Ms. Cowger thanked the board for the opportunity to share information about her school.

b. Principal of Pillar Falls Elementary School, Nancy Murphy introduced her Vice Principal, LeeAnn Morgan and shared a few challenges and successes for their school. Her building report was included in the board packet. One of many bright spots listed was their IStation growth for 1st – 5th grades. After a few minutes of roundtable discussion with the Board, Ms. Murphy thanked the board for the opportunity to share information about her school.

c. Principal of Magic Valley Alternative High School, Roger Keller shared a few challenges and highlights for his school. His building report was included in the board packet. This year Magic Valley has been working on their accreditation and the requirements for being a CIP (school in improvement) which, in hindsight, are challenges that have also been positive experiences. After a few minutes of roundtable discussion with the Board, Mr. Keller thanked the board for the opportunity to share information about his school and thanked them for their support with the expansion of the construction program. He feels it will make a huge difference.

2. Director of Support Services, Mike Gemar presented his 2018-2019 Special Needs Report to the Board of Trustees. Mr. Gemar shared current numbers of gifted and talented students of 211, 356 students on 504’s, and their current SPED caseload is up from 1031 to 1193 with no new staff added. He commented that it’s difficult to find and hire paraeducators; it’s difficult to compete in the market with other jobs available in the private sector. Paraeducators usually only work 5 hours a day and don’t get benefits which makes it unappealing. Mr. Gemar reported that an improvement in SpEd reporting is that now 504’s can be reported in PowerSchool, which will make a huge difference. The new rules from the passage of the Medicaid bill have not become clear yet however, will be implemented this July. After a few minutes of discussion with the Board, Mr. Gemar thanked the board for the opportunity to share district-wide information on SPED programs and thanked them for their support.
3. Director of Secondary Programs, L.T. Erickson along with Health Teacher, Leah Holloway presented a yoga course recommendation for consideration. If approved for Canyon Ridge High School, this course will be called Yoga Life. This item returns for board action March 11, 2019.

VII. Instruction B. Action Items:

1. Director of Secondary Programs, L.T. Erickson recapped the information presented at the January 14, 2019 board meeting for integrated math curriculum being added at the high schools. Dr. Erickson stood for questions on the proposal. The high schools will offer both traditional and integrated math courses. Dr. Erickson noted that a lot of big districts have gone to this integrated approach and that the ISAT is also written for this approach. District administration recommends approval. Trustee Barron moved to approve the restructuring of math curriculum adding the integrated math curriculum for grades 9th – 12th. Vice Chairman Matsuoka seconded the motion. Motion passed unanimously.

VIII. Budget & Finance A. Information Items: None

VIII. Budget & Finance B. Action Items: None

IX. Personnel A. Information Items: None

IX. Personnel B. Action Items: None

X. Board Goals A. Information Items: None

X. Board Goals B. Action Items:

1. After a brief discussion, Trustee McClintock moved to change the July 24th work session to July 17, 2019 because of a conflict of interest during that time. Trustee Barron seconded the motion. Motion passed unanimously.

XI. Future Agenda Items:

1. Superintendent Dickinson reminded the board of the upcoming ISBA Day on the Hill Conference February 18 and 19, 2019 in Boise. Trustees Bernie Jansen, Mary Barron, Bryan Matsuoka, and Todd Hubbard plan to attend along with Superintendent, Dickinson and Director of Fiscal Affairs, Bob Seaman. The Board discussed carpooling arrangements.

2. The next board meeting is scheduled for February 27, 2019 at Oregon Trail Elementary School where Mr. Tyler Matlock, Principal at Oregon Trail Elementary; Ms. Cheri McKenzie, Principal at Lincoln Elementary, Mr. Steve Hoy, Principal at Morningside Elementary; and Mrs. Kelli Schroeder, Principal of Bickel Elementary will present their board report and participate in discussions with the board.

XII. Executive Session

Since there was no other business to come before the Board, Trustee Hubbard moved that the Board retire into executive session after a five-minute break as per Idaho Code 74-206(1) subsection (b) student discipline, and personnel termination and administrative leave issues. Vice Chairman Matsuoka seconded
the motion. Chairman Jansen asked the Board Clerk, Michelle Lucas to poll the board. Roll call vote is as follows:
Chairman Bernie Jansen – Yes
Vice Chairman Bryan Matsuoka – Yes
Trustee Mary Barron – Yes
Trustee Todd Hubbard – Yes
Trustee Paul McClintock – Yes
Motion carried. The Board convened into executive session at 8:19 p.m.

With the door open, Trustee Barron moved to go out of executive session. Trustee Hubbard seconded the motion. Motion passed unanimously. The Board opened to the public at 8:32 p.m.

Trustee Hubbard moved to uphold the hearing officer’s recommendation to expel one (1) student from the Twin Falls School District #411, for an indefinite period and that this student be expelled from school as defined in Idaho Code 33-205 and that this student be placed under the purview of the Juvenile Correction Act, Idaho Code 20-510 and 20-511. Vice Chairman Matsuoka seconded the motion and motion passed unanimously.

Trustee Hubbard moved to accept administrations recommendation to accept, in lieu of termination, resignation from employee “A” and for the removal of employee “B” from administrative leave to return to the classroom. Vice Chairman Matsuoka seconded the motion. Motion passed unanimously.

Trustee Hubbard moved to adjourn the meeting, Trustee Barron seconded the motion and the motion passed unanimously. Meeting adjourned at 8:33 p.m.

ATTEST:

Chairman Bernie Jansen

Clerk, Michelle Lucas
The Board of Trustees of Twin Falls School District #411 met in executive session on Monday, February 11, 2019, at 8:19 p.m., at Canyon Ridge High School boardroom located at 300 North College Road, room #301, in Twin Falls County, Twin Falls, Idaho. Chairman Bernie Jansen conducted the meeting. Trustees Bryan Matsuoka (via telephone), Mary Barron, and Todd Hubbard; Superintendent, Brady Dickinson; Board Clerk, Michelle Lucas; Associate Superintendent, Bill Brulotte; and Director of Human Resources, Shannon Swafford were also present.

Since there was no other business to come before the Board, Trustee Hubbard moved that the Board retire into executive session after a five-minute break as per Idaho Code 74-206(1) subsection (b) student discipline, and personnel termination and administrative leave issues. Vice Chairman Matsuoka seconded the motion. Chairman Jansen asked the Board Clerk, Michelle Lucas to poll the board. Roll call vote is as follows: Chairman Bernie Jansen – Yes; Vice Chairman Bryan Matsuoka – Yes; Trustee Mary Barron – Yes; Trustee Todd Hubbard – Yes. Motion carried. The Board convened into executive session at 8:19 p.m.

With the door open, Trustee Barron moved to go out of executive session. Trustee Hubbard seconded the motion. Motion passed unanimously. The Board opened to the public at 8:32 p.m.

Trustee Hubbard moved to uphold the hearing officer’s recommendation to expel one (1) student from the Twin Falls School District #411, for an indefinite period and that this student be expelled from school as defined in Idaho Code 33-205 and that this student be placed under the purview of the Juvenile Correction Act, Idaho Code 20-510 and 20-511. Vice Chairman Matsuoka seconded the motion and motion passed unanimously.

Trustee Hubbard moved to accept administrations recommendation to accept, in lieu of termination, resignation from employee “A” and for the removal of employee “B” from administrative leave to return to the classroom. Vice Chairman Matsuoka seconded the motion. Motion passed unanimously.

Trustee Hubbard moved to adjourn the meeting, Trustee Barron seconded the motion and the motion passed unanimously. Meeting adjourned at 8:33 p.m.

ATTEST:

Chairman Bernie Jansen

Clerk, Michelle Lucas
TWIN FALLS PUBLIC SCHOOLS

School District No. 411

201 MAIN AVENUE WEST
TWIN FALLS, IDAHO
83301

February 27, 2019
7:00 p.m.

I. The Board of Trustees of Twin Falls School District No. 411, Twin Falls County, State of Idaho, met in its regular monthly meeting at Oregon Trail Elementary, 660 Park Avenue, Twin Falls, Idaho, at the hour of 7:00 p.m., on Wednesday, February 27, 2019. The following trustees were present: Chairman Bernie Jansen, Vice Chairman Bryan Matsuoka (via Skype), Trustees Mary Barron, and Todd Hubbard. There were also present Superintendent, Brady Dickinson; Associate Superintendent, Bill Brulotte; Board Clerk, Michelle Lucas; as well as district directors, interested patrons, and employees. Trustee Paul McClintock was unable to attend.

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

III. Procedural Matters Action Items:

I. Approval of Agenda (Additions and Deletions) – Chairman Jansen asked if there were any additions or deletions to the agenda. There was none. Trustee Hubbard moved to approve the agenda. Trustee Barron seconded the motion. The motion passed unanimously.

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

V. Consent Calendar – Trustee Barron moved to approve the consent calendar which included: new certified contract for Jessica Campbell; certified retirement for 2019-2020 school year for Susan Martens; certified resignation for 2018-2019 school year: Corina Monoran; for 2019-2020 school year Julia Hiner; new classified employees: John Cameron, Kiana Huber, and Jerelyn Duttinger; classified resignations from Ashleigh Michaud and Lisbeth Henry; extra-curricular employees: Martin Grindstaff, Sasha Anderson, and Brian Ayers; extra-curricular resignation for 2019-2020 school year from Corinne Starley; and a request for emergency provisional [The TFSD Board of Trustees declared a hiring emergency for the following positions]: English teacher, Jessica Campbell at Magic Valley High School. The motion was seconded by Trustee Hubbard. Motion passed unanimously.

VI. Building Board Reports

1. Principal of Oregon Trail Elementary School, Tyler Matlock shared a few highlights and a couple challenges for Oregon Trail Elementary School. His building report was included in the board packet. Mr. Matlock is especially proud of their Leader In Me Symposium where they had Author of The 7 Habits of Highly Effective Teens, Sean Covey present. Next year Oregon Trails plans to pilot dual emersion instruction in Spanish and English to increase literacy. After a few minutes of roundtable discussion with the Board, Mr. Matlock thanked the board for the opportunity to share information about his school.
2. Principal of Morningside Elementary School, Steve Hoy shared a few challenges and bright spots for Morningside Elementary School. His building report was included in the board packet. Mr. Hoy shared his schools wonderful growth indicators on the IRI this year and shared examples of how Morningside teachers are dedicated. After a few minutes of roundtable discussion with the Board, Mr. Hoy thanked the board for the opportunity to share information about his school.

3. Principal of Bickel Elementary School, Kelli Schroeder shared a few challenges and followed up with some bright spots for Bickel Elementary School. Mrs. Schroeder’s building report was included in the board packet. Ms. Schroeder shared what her small PTA of three people have accomplished along with other bright spots happening at Bickel. One challenge at Bickel is that behavior of the students is becoming increasingly more severe. After a few minutes of roundtable discussion with the Board, Mrs. Schroeder thanked the board for the opportunity to share information about her school.

4. Principal of Lincoln Elementary School, Cheri McKenzie shared a few challenges and followed up with some bright spots for Lincoln Elementary School. Ms. McKenzie’s building report was included in the board packet. Ms. McKenzie stated that her staff has done very well with the change in leadership. She shared a few challenges which includes having a long term guest teacher to cover for a teacher that left in November, and having a new 4th grade team. Behavior and high need students have increased at Lincoln as well. Ms. McKenzie thanked the other elementary principals for teaming up to support Lincoln each month. After a few minutes of roundtable discussion with the Board, Ms. McKenzie thanked the board for the opportunity to share information about her school.

VII. Executive Session

Since there was no other business to come before the Board, Trustee Hubbard moved that the Board retire into executive session as per Idaho Code 74-206(1) subsection (b) to consider student discipline; to consider personnel issues; (c) to discuss labor negotiations; and (f) to discuss legal ramifications of lawsuits imminently likely to be litigated. Trustee Barron seconded the motion. Chairman Jansen asked Board Clerk, Michelle Lucas to poll the board. Roll call vote was as follows: Chairman Bernie Jansen – Yes; Vice Chairman Bryan Matsuoka – Yes (via Skype); Trustee Mary Barron – Yes; Trustee Todd Hubbard – Yes; Trustee Paul McClintock – Absent. Motion carried. The Board convened into executive session at 7:48 p.m.

With the door open, Trustee Barron moved to go out of executive session. Trustee Hubbard seconded the motion. Motion passed unanimously. The Board opened to the public at 8:17 p.m.

Trustee Hubbard moved that the Twin Falls School District Board of Trustees approve administrations recommendation to place employee A (classified) on administrative leave without pay, and to place employee B (certified) on administrative leave with pay. Trustee Barron seconded the motion. Motion passed unanimously.

Trustee Hubbard moved to uphold the hearing officer’s recommendation to expel one (1) student from the Twin Falls School District #411, for an indefinite period of time, and that this student be expelled from school as defined in Idaho Code 33-205 and that this student be placed under the purview of the Juvenile Correction Act, Idaho Code 20-510 and 20-511. Trustee Barron seconded the motion. The motion passed unanimously.
Trustee Hubbard moved to adjourn the meeting; Trustee Barron seconded the motion and the motion passed unanimously. Meeting adjourned at 8:19 p.m.

_______________________________
Chairman, Bernie Jansen

ATTEST:

_______________________________
Clerk, Michelle Lucas
The Board of Trustees of Twin Falls School District #411 met in executive session on Wednesday, February 27, 2019, at 7:48 p.m., at Oregon Trail Elementary School located at 660 Park Avenue, in Twin Falls County, Twin Falls, Idaho. Chairman Bernie Jansen conducted the meeting. Vice Chairman Bryan Matsuoka (via Skype), Trustees Mary Barron and Todd Hubbard; Superintendent Brady Dickinson; Associate Superintendent Bill Brulotte and Board Clerk, Michelle Lucas were also present. Trustee Paul McClintock was unable to attend.

Since there was no other business to come before the Board, Trustee Hubbard moved that the Board retire into executive session as per Idaho Code 74-206(1) subsection (b) to consider student discipline; to consider personnel issues; (c) to discuss labor negotiations; and to discuss legal ramifications of lawsuits imminently likely to be litigated. Trustee Barron seconded the motion. Chairman Jansen asked Board Clerk, Michelle Lucas to poll the board. Roll call vote was as follows: Chairman Bernie Jansen – Yes; Vice Chairman Bryan Matsuoka – Yes (via Skype); Trustee Mary Barron – Yes; Trustee Todd Hubbard – Yes; Trustee Paul McClintock – Absent. Motion carried. The Board convened into executive session at 7:48 p.m.

Trustee Barron moved to go out of executive session. Trustee Hubbard seconded the motion. Motion passed unanimously. The Board opened to the public at 8:35 p.m.

Trustee Hubbard moved that the Twin Falls School District Board of Trustees approve administrations recommendation to place employee A (classified) on administrative leave without pay, and to place employee B (certified) on administrative leave with pay. Trustee Barron seconded the motion. Motion passed unanimously.

Trustee Hubbard moved to uphold the hearing officer’s recommendation to expel one (1) student from the Twin Falls School District #411, for an indefinite period of time, and that this student be expelled from school as defined in Idaho Code 33-205 and that this student be placed under the purview of the Juvenile Correction Act, Idaho Code 20-510 and 20-511. Trustee Barron seconded the motion. The motion passed unanimously.

Trustee Hubbard moved to adjourn the meeting; Trustee Barron seconded the motion and the motion passed unanimously. Meeting adjourned at 8:19 p.m.

_______________________________
Chairman, Bernie Jansen

ATTEST:

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

### Monthly Long-Term Suspension Board Report

**FEBRUARY, 2019**

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<th>Total # Students - Battery</th>
<th>Total # Students - Truancy</th>
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<th>Total # Students - Insubordination</th>
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<th>Total # Students - Safety Threat</th>
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<td><strong>Totals</strong></td>
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<td><strong>22</strong></td>
<td><strong>5</strong></td>
<td><strong>13</strong></td>
<td><strong>3</strong></td>
<td><strong>10</strong></td>
<td><strong>1</strong></td>
<td><strong>0</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>63</strong></td>
<td><strong>143</strong></td>
</tr>
</tbody>
</table>

**Districtwide - Total Number of Students Suspended:** 63  
**Districtwide - Total Number of Days Suspended:** 143

**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

<table>
<thead>
<tr>
<th>Dates of Service</th>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 14, 2019</td>
<td>Why Try LLC</td>
<td></td>
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<tr>
<td>7/1/19–6/29/22</td>
<td>Alice Training Institute</td>
<td>$57,218.40</td>
</tr>
<tr>
<td>Aug. 5–6, 2019</td>
<td>Kagan Prof. Development Pillar Falls</td>
<td>$15,705.00</td>
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<td>April 4, 2019</td>
<td>The Write Tools</td>
<td>$7,400.00</td>
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<td>July 22–23, 2019</td>
<td>The Write Tools</td>
<td>$7,000.00</td>
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<tr>
<td>Aug. 5–6, 2019</td>
<td>Kagan Prof. Development Morningside &amp; Rock Creek</td>
<td>$12,746.00</td>
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<tr>
<td>2019 yr.</td>
<td>Idaho STEM Action Center agreement</td>
<td></td>
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</tbody>
</table>

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."
SCOPE OF WORK

This Agreement entered on February 14, 2019 is between Twin Falls School District and Why Try LLC (Independent Contractor). WhyTry LLC signs this Agreement as an Independent Contractor and not as an employee; this Agreement shall not be construed as creating a partnership or other kind of joint venture between the parties.

SERVICES AND FEES OF INDEPENDENT CONTRACTOR

Date(s) of Service: August 14, 2019
Sponsor: Twin Falls School District
Location: 201 Main Avenue West Twin Falls, ID 83301
Time: 8:30 am – 12:00 pm
Type of Service: District Keynote
Presentation Name: “Resilience Can Be Taught” 4 Tools to Motivate EVERY Student
Approximate Number of Participants: 350
Materials or Media Equipment Needed: Large projection screen & electrical outlet
Hosting Requirements: A room that can hold at least 350 individuals classroom-style

Scope of Work: Christian Moore, founder and author of the WhyTry Program and The Resilience Breakthrough, will provide a keynote presentation to motivate and inspire district members on the topic of resilience. Also included is a book signing after the keynote.
OWNERSHIP AND USE OF MATERIAL AND SERVICES

It is understood that the Twin Falls School District may use any forms, material and information provided in this presentation in order to fulfill its mission.

It is understood that the Twin Falls School District will not use any materials and activities developed separately by WhyTry LLC for commercial sale, distribution or any for-profit or not-for-profit activity without benefit of a new and separate Agreement related specifically to the material to be used.

The Above is Signed and Agreed to by WhyTry LLC.

________________________________________
Bjorn Trejo, National Program Director

February 14, 2019.
Date

All checks and purchase orders are to be made out to:

Organization: WhyTry LLC (Private Organization)
Address: 5455 North River Run Drive
         Provo, UT 84604
Phone: 801.705.6147
Email: bjorn@whytry.org
Taxpayer Identification Number: 45-3668537

The Above is Signed and Agreed to by Twin Falls School District:

________________________________________
Eva Craner, Director

Date

Relationship, Relevancy, Resiliency.™
# ALICE TRAINING INSTITUTE - ORDER FORM

**Customer:** Twin Falls School District  
Ryan Bowman  
bowmanry@tfsd.org

**Proposal No:** Q-01496  
**Proposal Expires:** 2/14/2019  
**Proposal By:** Matt Biotevogel  
**Email:** mbiotevogel@alicotraining.com  
**Opp Number:** 117452

**Term:** The 38 month term for subscription Services begins on 7/1/2019 and ends on 6/29/2022.

**Payment:** Invoiced Annually - Net 15

## SUBSCRIPTION SERVICES

<table>
<thead>
<tr>
<th>Item</th>
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<th>Quantity</th>
<th>Price</th>
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<tbody>
<tr>
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<td>Elearning Users (K12)</td>
<td>1,080</td>
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<tr>
<td>1200</td>
<td>Elearning Support &amp; Maintenance</td>
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<td>$750.00</td>
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**Annual Subscription Price:** $13,072.80  
**TOTAL SUBSCRIPTION PRICE OVER TERM:** $39,218.40

## PROFESSIONAL SERVICES

<table>
<thead>
<tr>
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<tr>
<td>4000</td>
<td>The ALICE Organizational Certification program helps mitigate legal and financial risk by ensuring your violent intruder response plan complies with Federal and State guidelines. A comprehensive document set includes customizable policy templates, implementation best practices, and program roll-out plans.</td>
<td>1</td>
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<tr>
<td>852</td>
<td>ALICE Contract 2 Day</td>
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<td>706</td>
<td>Travel and Lodging Expenses</td>
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<td>$2,000.00</td>
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**TOTAL PROFESSIONAL SERVICES PRICE:** $18,000.00  
**TOTAL CONTRACT PRICE OVER TERM:** $57,218.40

Accurate Sales Tax will be added when applicable.
ON-SITE TRAINING DETAILS

Requested Date(s): 2099-06-30
Max Class Attendees: 50
Max Scenario Attendees: 50
Location: Twin Falls School District
201 Main Ave W
Twin Falls, ID 83301

Note: Due to increased demand, Requested Date(s) are not guaranteed unless this Agreement is countersigned by ATI and returned to You. Requested Date(s) will be awarded on a first come, first serve basis and are subject to availability.

SOW011

This training will create ALICE Certified Instructors (ACI) who will serve as the Violent Intruder Response subject-matter domain person(s) for the organization. ACI's will conduct all hands-on training (demonstrations, practical scenarios, and evaluation drills) that complement and enhance the response options, strategies, and concepts learned in the ALICE e-Learning.

Demonstrations provide visual examples of strategic techniques and physical recommendations, and show how they achieve the desired objective and benefit.

Practical scenarios allow the learners to practice both decision-making and physical exercises, building muscle memory and making quicker, proper response choices probable. This is very important component for increasing survivability.

Evaluation drills are announced events that make building occupants respond to provided stimulus. Their choices and responses are observed by the ACI's in order to evaluate the learning conducted through the e-Learning, demonstrations, and practical scenarios.

ACI's will also have access to ATI-provided templates and recommendations that will assist in the enterprise roll-out of the new plan, policy, and procedures. ACI's will assist Executive Level, HR, Security, and other related staff in establishing guidelines, timelines, documentation, presentations, and all other requirements need for ALICE implementation.

Proposal No: Q-01496
Terms and Conditions

By accepting this Order Form, you agree to the ALICE terms and conditions, https://www.alicetraining.com/alice-terms-and-conditions/

IN WITNESS WHEREOF, the parties have caused their respective duly authorized representatives to execute this Agreement in consideration of the promises and mutual covenants contained herein.

ATI SIGNATORY

Name: ____________________________
Date: ____________________________
Signature: ________________________

CUSTOMER BILLING INFORMATION

A/P Contact Name: Naomi Briggs
A/P Phone: (208) 732-7518
A/P Email: briggens@tfsd.org
A/P Address: Twin Falls School District
201 Main Ave. W.
Twin Falls, ID 83301

CUSTOMER SIGNATORY

Name: De. Brady Dickinson
Title: Superintendent
Date: 2/8/2019
Signature: Brady D. Dickinson

Federal Tax ID: 82-6000892
Purchase Order: 89736
Sales Tax Exempt No. ST-101 form (copy attached)

Sales Tax Exemption Certificate must be attached.

Proposal No: Q-01496
Letter of Agreement

This is an understanding and agreement between:

Kagan Professional Development (Kagan)
981 Calle Amanecer
San Clemente, CA 92673-2008

Sawtooth Elementary School
1771 Stadium Blvd
Twin Falls, ID 83301-4248

Federal Tax ID: 33-0593901

Kagan will present the following event:

I. Topic: Kagan Cooperative Learning Day 1 & 2
II. Date(s): August 5-6, 2019
III. Total Day(s): 2
IV. Time: 8:30am-3:45pm
V. Location: Pillar Falls Elementary School

Sawtooth Elementary School agrees to:

I. Guarantee a minimum 45 participants @ $349.00 per person.
II. Pay the guaranteed participant fee if this event is cancelled within 30 days of its start date.
III. Sign and submit this Letter of Agreement along with an approved purchase order to Kagan at least 30 days prior to the start date of your event.
IV. Provide Kagan’s Workshop Coordinator with a final participant count at least 30 days prior to the start date of your event.
V. If your signed agreement, approved purchase order, and participant count are not received at least 21 days prior to your event, you may be responsible for any additional shipping costs incurred.
VI. Arrange a training site for the event with equipment to be eligible for a Kagan Host Bonus.
VII. Arrange for room set up per enclosed diagram. (Kagan will arrange when the site is booked by Kagan.)
   1. Ensure that arrangements are in order the day before the event.
   2. Provide the following equipment:
      i. Tables and chairs
      ii. LCD projector and table, podium, extension cord with power strip, and screen (minimum 8’ x 8’).
      iii. Platform for presenter for groups over 50
      iv. Display tables for book and material sales at the event
      v. Lavaliere wireless microphone and sound system for over 50 participants
      vi. Three input cords to podium: 1) VGA cord to connect into venue projector; 2 & 3) two mini-jack input cords to connect into the venue audio system; one for the presenter’s computer and the other for their iPod.
      vii. Flip chart and markers (if applicable)
VIII. Provide one facilitator (usually the host of the event) for every 50 participants to assist with registration check in. (Please note these facilitators are not paid a helper bonus). They will be responsible for the following duties:
   1. Registration check in and handing out course materials
   2. Refreshment set up and clean up, if applicable
IX. Market the event:
   1. Distribute flyers to all local schools and districts
   2. Strongly promote the event to reach a maximum number of participants
X. RECEIVE and store workshop materials.
XI. Provide helpers for the Kagan sales display. Your Workshop Coordinator will determine the number of sales
helpers eligible to receive reimbursement for this event. Helpers will process sales orders during the workshop, and
assist with the set-up and tear down of the display itself. Helpers must be available before and after the workshop
and during breaks and lunch. Pre-authorized sales display helpers will be reimbursed $100 per day (not to exceed
$200 per event) in the form of a check, or $150 per day in Kagan materials (not to exceed $300 per event). The
Sales Helper Form must be completed and returned to Kagan within 30 days of the last day of the event for
reimbursement. Please review the helper checklist in the Host Packet for full details.

XII. Collect a completed Evaluation Form from each participant:
1. Keep the white copy for your records
2. Forward the yellow copy to Kagan in the envelope provided with the "Return Pack Information"
3. Give the pink copy to the presenter

XIII. Return all required registration materials to Kagan after the event, i.e. registration lists and registration forms.

XIV. Return unused course materials in excess of the guaranteed minimum of 45 participants to Kagan after the event.
Sawtooth Elementary School will be charged a fee equivalent to a 1-day workshop registration fee for each set of
course materials not returned to Kagan.

XV. Comply with the terms of Kagan's Copyright: https://www.KeganOnline.com/copyright. Sawtooth Elementary School
agrees not to offer trainings of the copyrighted content of this workshop without Kagan's permission or certification.

XVI. Collect a completed registration form from each participant in order to verify attendance and provide each
participant a certification of completion.

---

Kagan agrees to:

I. Ship to and from event, both event course materials and sales items for purchase.

II. Provide each paid participant with a (BKCLW, NKWB1v12, NKWB2v12, NKAP2, EMPS) Kagan Cooperative
Learning Textbook, Cooperative Learning Course Workbooks Days 1 & 2 v.12, Action Plan 2: Kagan Cooperative
Learning, Mix-Pair-Share Software.

III. Award a Kagan Host Bonus which includes $500 of Kagan-produced materials for providing a training room site at
no cost to Kagan. If a Host Bonus is earned, Sawtooth Elementary School will receive a certificate that must be used
within 60 days of the date of the event. All purchases are subject to shipping charges of 10% as well as any
applicable sales/GST taxes. Host Bonuses may not be used towards registration fees or as payment on
existing Kagan invoices.

IV. Award each pre-approved sales display helper $100 per day (not to exceed $200 per event) in the form of a check,
or $150 per day in Kagan materials (not to exceed $300 per event). In order to be eligible for reimbursement, sales
helpers must process sales orders during the workshop, and assist with the set-up and tear down of the display
itself. Helpers must be available before and after the workshop and during breaks and lunch. The Sales Helper
Form must be completed and returned to Kagan within 30 days of the last day of the event for reimbursement.
Please review the helper checklist in the Host Packet for full details.

V. Provide Sawtooth Elementary School with an invoice and copy of applicable receipts after the event has concluded;
typically within 30 days. Please contact Kagan's Contract Coordinator at 949-545-6366 if invoice is required by a
specific date.

---

Both parties understand that:

I. Sawtooth Elementary School may purchase Kagan product (except course materials) up to 3 weeks prior to the
workshop date at a 10% discount plus free shipping. Please put event date on the purchase order to ensure a
discount.

II. All checks will be made out to Kagan; all profits will go to Kagan. Payment to be made upon completion of event
and within thirty (30) days receipt of Kagan's invoice.

III. It is agreed by Sawtooth Elementary School that no videotaping of the presentation will be allowed without prior
written consent from the Director of Professional Development, Laurie Kagan.

IV. Overpayments may be issued a credit coupon that can be used for prior, current, or future professional
development, and/or product at the customer's discretion. Refunds by check will be made at customer's request.

V. If events beyond the reasonable control of the parties (including, but not limited to, acts of God, declared war,
governmental authority, terrorist attacks in or near the workshop site, or curtailment of transportation to or from the
workshop site) make it illegal, impossible, or unreasonable for the trainer to perform as originally contracted under
this Agreement, Kagan may terminate this Agreement, without liability. In the very extraordinary instance that an
event must be cancelled by Kagan, Kagan agrees to reschedule the event, but will assume no financial
responsibility to Sawtooth Elementary School for the results of the cancellation.

Required Billing Information (Host school/district to complete)

☐ ☐ This agreement must receive board approval.
Yes No
If yes, date approved: ____________________________

☑ ☐ The billing contact is different from the Host as listed in the above Letter of Agreement.
Yes No
If yes, please complete the following:
Billing Contact Name: Sheila Rinehart
Title: ____________________________
Billing Address: 201 Main Avenue W.
Twin Falls, ID 83301
Phone: 208-733-6900 Fax: 208-733-6987
Email: rinehartsh@tfsd.org

To indicate your understanding and agreement, please sign one copy of this Letter of Agreement and return it to Kagan.

Agreed to and accepted by:

[Signature]
Murray L. Murray
Kagan Professional Development
Director of Workshops & Graduate Programs
January 30, 2019
(Date)

[Signature]
Mickey Combs
Sawtooth Elementary School
Principal
February 14, 2019
(Date)
# Kagan Event Quote January 24, 2019

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<th>Quantity</th>
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<th>Total Price</th>
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<tr>
<td>Cooperative Learning 2-Day Workshop</td>
<td>45</td>
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<td><strong>Total</strong></td>
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<td></td>
<td><strong>$15,705.00</strong></td>
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Notes: 

Kagan Professional Development · 981 Calle Amanecer, San Clemente, CA 92673
Dear Teresa and Rachel,

Thank you for your support of The Write Tools. As a follow-up to your recent communications with Theresa Riege (TR), I am writing to confirm two new days of training beginning on

Thursday, April 4, 2019  
A day of Coaching and Demo Lessons  
K-2nd Grade Teachers (GK)

Thursday, April 4, 2019  
A day of Coaching and Demo Lessons  
3rd-5th Grade Teachers (TR)

To facilitate your training, I am enclosing:

1. A Professional Services Agreement – Please review, sign, and return a copy of the PSA for our files by facsimile before your day of training on April 4th.

2. Estimate No. 1788 and our W9 – These will assist your District representative in generating a contract, purchase order and payment to The Write Tools, LLC

Finally, if you have any additional questions, please feel free to give me a call.

Sincerely,

Julie Olivett  
Administrative Assistant
Professional Services Agreement

Today's Date: Monday, February 11, 2019

Services Requested: A Day of COACHING and DEMO LESSONS.

Dates of Service: Thursday, April 4, 2019

Instructors: Theresa Riege and Gwen Karas

Time and Location: Confirm with Theresa when she calls.

Number of Participants: (Please notify us of the number of people expected.)

Supplies provided by the site:
N/A

Equipment provided by the site:
- LCD projector, document camera and portable mini-speakers for the trainer's laptop
- Screen or blank wall
- Flip Chart/Paper and Markers

School to Order from the Publisher:
N/A

Training Fees:
- $2800.00 per day per trainer up to 6 hours (for up to 40 participants)
- $25.00 per teacher per day over 40

Cancellations must be submitted in writing. If cancellation occurs more than 30 days before scheduled presentation, a payment of $2800 will be due; if less than 30 days, a payment of $2800, plus a non-refundable $250 cancellation fee, will apply. If the training is rescheduled within 12 months of the date of cancellation, then a credit of $2800 will be applied.

Plus Expenses:
Instructor’s airfare, hotel, car rental, meals and parking

Payment:
An Estimate is enclosed with this correspondence. An Invoice will be sent and payment will be due within 30 days of your workshop.

Alice Greiner
The Write Tools, LLC

Date

Toresa Jones
Director of Elementary Programs

Date

School Name: Twin Falls School District
Street Address: 201 Main Ave. West
City, State, Zip: Twin Falls, ID 83301

The Write Tools, LLC
training@thewritetools.net
6690 South Vine Street, Suite 108
Centennial, Colorado 80121-2762
Phone: 303-221-5301
Fax: 303-221-3786
**Name / Address**

Twin Falls School District  
Teresa Jones  
201 Main Avenue W  
Twin Falls, ID 83301

---

**Estimate**

Date | Estimate #  
--- | ---  
2/11/2019 | 1788

**Description**  

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
</table>
| Training (Instructional training for up to 40 teachers. There is a $25.00 per teacher, per day charge over 40)  
A day of Coaching and Demo Lessons  
1 trainer for Primary  
1 trainer for Upper Elementary  
Travel Expenses (Air, Hotel, Car, Meals and Parking) | 2 | 2,800.00 | 5,600.00 |

**Total**  

$7,400.00

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<th>Fax #</th>
<th>E-mail</th>
<th>Web Site</th>
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</thead>
<tbody>
<tr>
<td>303-221-6301</td>
<td>303-221-3798</td>
<td><a href="mailto:julie@thewritetools.net">julie@thewritetools.net</a></td>
<td><a href="http://www.thewritetools.net">www.thewritetools.net</a></td>
</tr>
</tbody>
</table>
Dear Teresa and Rachel,

Thank you for your support of The Write Tools. As a follow-up to your recent communications with Gwen Karas, I am writing to confirm 2 new days of training with Gwen beginning on

Monday

July 22-23, 2019

and

Tuesday

Two days of

NARRATIVE Writing

K-5th Grade

Teachers

To facilitate your training, I am enclosing:

1. Our Professional Services Agreement – Please review, sign, and return a copy of the PSA for our files by facsimile before your first day of training on July 22nd;

2. Estimate No. 1789 – This will assist your District representative in generating a contract, purchase order and payment to The Write Tools, LLC;

3. The Write Tools Order Form – The Write Tools - NARRATIVE Writing (binders) are ordered directly from our publisher, Raindance Press, Inc. I am enclosing our W-9 for Raindance Press to assist your District representative in generating a separate purchase order for Raindance, as vendor, to cover the cost for your materials and their shipment. Please all two weeks for delivery; and

4. Our Supply List – Please note that the supplies show under the NARRATIVE Binder should be provided by your District for your teachers on their days of training.

Finally, if you have any additional questions, please feel free to give me a call.

Sincerely,

Julie Olivett
Administrative Assistant
Professional Services Agreement

Today's Date: Wednesday, February 13, 2019

Services Requested: Two Days of NARRATIVE writing

Dates of Service: Monday-Tuesday, July 22-23, 2019

Instructor: Gwen Karas

Time and Location: Confirm with Gwen when she calls.

Number of Participants: (Please notify us of the number of people expected.)

Supplies provided by the site:
Please see the items listed on the Supply Lists

Equipment provided by the site:
- LCD projector, document camera and portable mini-speakers for the trainer's laptop
- Screen or blank wall
- Flip Chart/Paper and Markers

School to Order from the Publisher:
The Write Tools (blader) for Narrative Writing (quantities determined by the District)

Training Fees:
$2800.00 per day per trainer up to 6 hours
(for up to 40 participants)
$25.00 per teacher per day over 40

Cancellations must be submitted in writing. If cancellation occurs more than 30 days before scheduled presentation, a payment of $2800 will be due; if less than 30 days, a payment of $2800, plus a non-refundable $250 cancellation fee, will apply. If the training is rescheduled within 12 months of the date of cancellation, then a credit of $2800 will be applied.

Plus Expenses:
Instructor's airfare, hotel, car rental, meals and parking

Payment:
An Estimate is enclosed with this correspondence. An Invoice will be sent and payment will be due within 30 days of your workshop.

Teresa Jones  
Director of Elementary Programs

Date

Alice Greiner/Owner
The Write Tools, LLC

Date

School Name: Twin Falls School District
Street Address: 201 Main Ave. West
City, State, Zip: Twin Falls, ID 83301
The Write Tools, LLC
6580 S Vine St #108
Centennial, CO 80121

**Name / Address**
Twin Falls School District
Teresa Jones
201 Main Avenue W
Twin Falls, ID 83301

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<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training (Instructional training for up to 40 teachers. There is a $25.00 per teacher, per day charge over 40) Two days of Narrative Writing with K-5 district teachers Travel Expenses (Air, Hotel, Car, Meals and Parking)</td>
<td>2</td>
<td>2,800.00</td>
<td>5,600.00</td>
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<tr>
<td>Materials are ordered directly from our publisher, Raindance Press, Inc and require a separate Purchase Order</td>
<td></td>
<td>1,400.00</td>
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**Total**
$7,000.00

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<th>Fax #</th>
<th>E-mail</th>
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<tbody>
<tr>
<td>303-221-5301</td>
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<td><a href="mailto:julie@thewrite-tools.net">julie@thewrite-tools.net</a></td>
<td><a href="http://www.thewrite-tools.net">www.thewrite-tools.net</a></td>
</tr>
</tbody>
</table>
Letter of Agreement

This is an understanding and agreement between:

Kagan Professional Development (Kagan) & Morningside Elementary School
981 Calle Amanecer & 701 Morningside Dr
San Clemente, CA 92673-2008 & Twin Falls, ID 83301-7069

Federal Tax ID: 33-0593901

Kagan will present the following event:
I. Topic: Kagan Cooperative Learning Day 1 & 2
II. Date(s): August 5 - 6, 2019
III. Total Day(s): 2
IV. Time: 8:30am-3:45pm
V. Location: Morningside Elementary School

Morningside Elementary School agrees to:
I. Pay the consulting fee of $12,746.00 for a maximum of 30 participants from Morningside Elementary School and 30 participants from Rock Creek Elementary School only.
II. Purchase the Cooperative Learning Textbook (BKCLW), the Cooperative Learning Course Workbook Days 1 & 2 (NKWB1 & NKWB2), and the Mix-Pair-Share Software (EMPS) for each participant at $44.00 per person, plus any applicable sales tax. This is an additional course materials fee, not included in aforementioned consulting fee.
III. Participants attending from outside Morningside Elementary School and Rock Creek Elementary School must pay $349.00 per person (unless prior written approval is obtained from Kagan).
IV. Sign and return this Letter of Agreement along with an approved purchase order at least 30 days prior to the start date of your event.
   1. For events which require the purchase of course materials, please note that these materials will be billed by Kagan Publishing (FEIN: 33-0378218). All other expenses related to the event will be billed by Kagan Professional Development (FEIN: 33-0593901).
V. Contact Kagan's Workshop Coordinator with a final participant count at least 30 days prior to the start date of your event.
VI. If your signed agreement, approved purchase order, and participant count are not received at least 21 days prior to your event, you may be responsible for any additional shipping charges incurred.
VII. If the workshop is cancelled by Morningside Elementary School with at least 3 days notice, and reschedules the workshop to occur within three months of the original workshop date, Kagan will waive all expenses already incurred by Kagan. If the workshop is cancelled with 3 or fewer days notice, or is not rescheduled to occur within three months of the original workshop date, and Kagan has incurred travel and/or shipping expenses, Morningside Elementary School will reimburse Kagan for the expenses incurred. If Kagan cancels the workshop for any reason, Morningside Elementary School will not be responsible for any expenses incurred by Kagan.
VIII. Provide a location to have the workshop.
IX. Provide the following:
   1. Tables and chairs
2. LCD projector with table, podium, extension cord with power strip, and screen (minimum 8'x8')
3. Platform for presenter for groups over 50
4. Lavaliere wireless microphone and sound system for over 50 participants
5. Three input cords to podium: 1) VGA cord to connect into venue projector; 2 & 3) two mini-jack 
   input cords to connect into the venue audio system; one for the presenter's computer and the other 
   for their iPod.
6. Flip chart and markers (if applicable)

X. Comply with the terms of Kagan's Copyright: https://www.KaganOnline.com/copyright. Morningside 
   Elementary School agrees not to offer trainings on the copyrighted content of this workshop without 
   Kagan's permission or certification.
XI. Collect a completed registration form from each participant in order to verify attendance and provide 
    each participant a certification of completion.

Kagan agrees to:

I. Provide consulting services.
II. Provide workshop materials for the instructor and participants that attend each day. Any materials in 
    excess of attending participants will be sent back to Kagan.
III. Reimburse pre-approved sales helpers. The Workshop Coordinator will determine the number of helpers 
    necessary for this event, if any. Helpers must be pre-authorized by the Workshop Coordinator in order 
    to be eligible for reimbursement. Pre-authorized helpers will receive $150 in Kagan product per day (not 
    to exceed $300 in Kagan product per event). Please see the Workshop Sales Helper Form for full 
    details.
IV. Provide Morningside Elementary School with an invoice and copy of applicable receipts after the event 
    has concluded; typically within 30 days. Please contact Kagan's Contract Coordinator at 949-545-6366 
    if your invoice is required by a specific date.

Both parties understand that:

I. Morningside Elementary School may purchase Kagan product (except course materials) up to 3 weeks 
    prior to the workshop date at a 10% discount plus free shipping. Please put your event date on your 
    purchase order to ensure your discount.
II. Any changes in content or time must be pre-approved by Nancy Murray, the Director of Workshops and 
    Graduate Programs.
   1. Content shall include: Kagan Cooperative Learning Day 1 & 2
   2. Grade Levels: K-5
III. Outside Participants: No participants from outside the host school will be allowed to attend this 
    workshop without the prior consent of both parties. Superintendents, principals, and administrators in 
    charge of providing staff development are invited to attend at no cost when approved by the Director of 
    Workshops and Graduate Programs prior to the event. If registration fees are to be collected from 
    outside participants by either Kagan or the sponsoring school or district, both parties agree that all 
    registration fees will go to Kagan.
IV. Advertising of any sort, printed or electronic, must be approved by Nancy Murray, the Director of 
    Workshops and Graduate Programs before distribution. Copies of flyers, brochures, E-mail messages, 
    or other advertising should be on file with Laurie Kagan, the Director of Professional Development.
V. It is agreed by Morningside Elementary School that the presenter will administer a one-page Course 
    Evaluation form to each participant. Morningside Elementary School will return all completed 
    evaluations to Kagan.
VI. It is agreed by Morningside Elementary School that no videotaping of the presentation will be allowed 
    without prior written consent from the Director of Professional Development, Laurie Kagan.
VII. Over-payments may be issued a credit coupon that can be used for prior, current, or future professional 
    development, and/or product at the customer's discretion. Refunds by check will be made at customer's
request.
VIII. If events beyond the reasonable control of the parties (including, but not limited to, acts of God, declared war, governmental authority, terrorist attacks in or near the workshop site, or curtailment of transportation to or from the workshop site) make it illegal, impossible, or unreasonable for the trainer to perform as originally contracted under this Agreement, Kagan may terminate this Agreement, without liability. In the very extraordinary instance that an event must be cancelled by Kagan, Kagan agrees to reschedule the event, but will assume no financial responsibility to Morningside Elementary School for the results of the cancellation.

Required Billing Information (Host school/district to complete)

☐ ☐ This agreement must receive board approval.
Yes No
If yes, date approved: March 11th 2019

☐ ☐ The billing contact is different from the Host as listed in the above Letter of Agreement.
Yes No
If yes, please complete the following:
Billing Contact Name: Twin Falls School District - Naomi Briggs
Title: Accounts Payable
briggsna@tfsd.org
Billing Address: 201 Main Ave. W.
Twin Falls, ID 83301
Phone: 208-733-6507 Fax: 208-733-5407
Email: briggsna@tfsd.org

To indicate your understanding and agreement, please sign one copy of this Letter of Agreement and return it to Kagan.

Agreed to and accepted by:

[Signature] Director of Workshops & Graduate Programs
Kagan Professional Development

March 4, 2019
FabSLAM Expansion Acceptance Agreement

The Idaho Action Center is assisting the 2018 FabSLAM grantees in expanding their 3D Design and Fabrication Program in 2019. This expansion opportunity includes a travel stipend to assist the mentor and student team to attend their regional Student Showcase and a materials stipend. The materials stipend is to be used to purchase additional 3D design/fabrication tools, technical support, replacement equipment, or other relevant materials to support the project. The individual(s) listed below will be attending the Showcase and are agreeing to the terms as outlined below.

Project/Organization: Twin Falls School District (Newcomer Center)

Primary Contact: Kristina Buschhorn
Email: kbuschhorn@hfsd.org
Phone: (208) 731-1626

Secondary Contact: N/A
Phone: 

Number of students attending Student Showcase: 7

Please review and complete the boxes and return to stephanie.lee@stem.idaho.gov by February 15, 2019.

The total amount includes $250.00 material stipend and a $250.00 travel stipend for the mentors and student team. Total funding $500.00. This funding will be sent to the school district office or library and is subject to the following conditions:

1. Each individual listed above will attend the assigned regional Student Showcase with their student team as referenced in the award letter.
2. The mentor will utilize the materials stipend to support or expand your 3D design/fabrication program.
3. The travel stipend is meant to cover all travel costs including mileage and meals for the mentors and students attending the Showcase. No receipts are required.
4. All deliverable reports to the STEM AC through the Community Grant Portal.

Note: By accepting the conditions above may obligate the organization above to return a portion of all funding to the STEM Action Center if requested. Funding is a reimbursement and will be submitted for reimbursement once the Brokerage has been confirmed.

Primary Contact: Kristina Buschhorn
Date: 3/10/19

Secondary Contact: N/A
Date: 

This document is a draft and is not final.
<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>School</th>
<th>Subject</th>
<th>Years of Exp.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hillman</td>
<td>Peter</td>
<td>Twin Falls High School</td>
<td>Art Teacher</td>
<td>0</td>
</tr>
<tr>
<td>Schreiner</td>
<td>Paula</td>
<td>Pillar Falls Elementary</td>
<td>5th Grade</td>
<td>39</td>
</tr>
</tbody>
</table>
Date: March 6, 2019

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

From: Sonia DeLeon, Human Resources Manager

Re: Certified Retirement – 2019-2020

The following certified employee has submitted her retirement letter resigning her position for the 2019-2020 school year:

- Ann Coleman – Teacher – 1st Grade at Lincoln Elementary School

The Human Resource Department recommends to the Superintendent and the Board of Trustees that we accept this resignation.
Date: March 6, 2019

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

From: Sonia DeLeon, Human Resources Manager

Re: Certified Resignations

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

- Erika Walters – Teacher – 3rd Grade at Bickel Elementary School
- Jazlyn Wilson – Teacher – Music at Pillar Falls Elementary School
- Shauna Payne – Teacher – 1st Grade at I.B. Perrine Elementary School

The Human Resource Department recommends to the Superintendent and the Board of Trustees that we accept these resignations.
Date: March 6, 2019

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

From: Sonia DeLeon, Human Resources Manager

Re: Classified Retirements

The following classified employee has submitted her retirement letter resigning her position for the 2019-2020 school year:

- Cynthia Marsh – Secretary (Counselor) at O’Leary Middle School & Robert Stuart Middle School

The Human Resources Department recommends to the Superintendent and the Board of Trustees that we accept this resignation.
Date: March 6, 2019

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 or the 2019-2020 school year:

- Kimberly Cox – Para educator (Special Ed.) at Lincoln Elementary School – 2018-2019
- Keira Newby – Para educator (Special Ed.) at Harrison Elementary School – 2019-2020

The Human Resources Department recommends to the Superintendent and the Board of Trustees that we accept these resignations.
Date: March 6, 2019

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

From: Sonia DeLeon, Human Resources Manager

Re: Extra-Curricular Employee

It is the recommendation of the Human Resources Department to the Superintendent and the Twin Falls School District Board of Trustees that this individual listed below be approved for hiring. A supplementary contract has been issued for the 2018-2019 school year.

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

| Douglas Stewart | Track Coach – Boys 7th | South Hills Middle School |
Date: March 6, 2019

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

From: Sonia DeLeon, Human Resources Manager

Re: Extra-Curricular Resignation for 2019-2020

The following employee has submitted his resignation letter resigning his position for the 2019-2020 school year:

- Clifford Hall—Drama Stipend 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.
REQUEST FOR EXTENDED & OUT-OF-STATE TRAVEL

Name of Organization Making Request: CRHS Choirs

Proposed Travel Dates From: 5/10 - 5/11 Trills & thrills Rev

Brief Explanation of Proposed Trip (including destination): Choir Clinic @ Burley Performance / competition @ Layton Ut Divina Voice Polka Serena da

Sponsor Signature(s): [Signature] Date: 2/22

Number of Students Attending: 60+ Number of Supervising Adults: 8

Amount of School Time to be Missed: 1 day - 5/10

The Following Requests are Made Relative to this Proposed Trip:
(Waivers required for overnight out of state trips with the exception of IHSAA activities)

2. Finances: Yes ______ No ______ If Yes, Total Amount: $40
3. Transportation Expenses: Yes ______ No ______
4. Bus Request Submitted: Yes ______ No ______
5. Financial Breakout: Student/Parent $78 Club $40 Organization $ ______ School $ ______
6. Organization: Choir Fund
7. Destination: Layton Ut

Principal’s Recommendation: [Signature] Date: 3/11/19

By signing this form you are acknowledging all necessary waivers have been received.

Superintendent’s Recommendation: Approved

Superintendent’s Signature: Date: 3/11/19

Board Action: Approved as Proposed ______ Approved with Modifications ______ Not Approved ______

Total Student Cost: $ ______

School Costs:

1. Transportation (To & From) ... $ ______
   A. Bus or SUV’s $ ______
   B. Plane $ ______
2. Lodging ... $ ______

Total School Cost: $ ______ $ ______

Less Commitment: $ ______ $ ______

GRAND TOTAL: $ ______ $ ______

Vocational Programs (and others, as determined by the principal) will cover all advisor costs from vocational appropriations and/or club/organization funds.
REQUEST FOR OUT-OF-STATE TRAVEL

Name of Organization Making Request: Health Occupations Students of America

Proposed Travel Dates From: Wednesday, April 10 – Friday, April 12, 2019

Brief Explanation of Proposed Trip: HOSA Annual State Leadership Conference and Competition

__________________________________________________________________________

Sponsor Signature(s) ___________________________ Date ______________

Number of Students Attending __44__ Number of Supervising Adults __6__
Amount of School Time to be Missed __3 Days__

The Following Requests are Made Relative to this Proposed Trip:
(Waivers required for overnight out of state trips with the exception of IHSAA activities)

1. Bus: (Suburban’s) Yes ___x___ No_______ Bus Capacity Needed ___50_______

2. Finances: Yes ___x___ No_______ If Yes, Total Amount __$10,220_____

3. Transportation Expenses: Yes ___x___ No________

4. Bus Request Submitted: Yes ___x___ No________

5. Financial Breakout: Student/Parent $____ Club $ 10,220 Organization $____ School $____0____

6. Organization: Health Occupations Students of America

7. Destination: The Riverside Hotel and Conference Center, Boise Idaho

Principal’s Signature ___________________________ Date __2/20/19__

Superintendent’s Recommendation __Approved__

Superintendent’s Signature ___________________________ Date: __3/15__

Board Action: Approved as Proposed ______ Approved with Modifications ______ Not Approved ______

Total Student Cost: $ ____________

School Costs:

1. Transportation (To & From) .... $ ____0____
   A. Bus or SUV's $ ____0____
   B. Plane $ ____0____

2. Lodging........................ $ ____0____

Total School Cost: $ ____0____ $ ____0____

Less Commitment: $ ____0____ $ ____0____

GRAND TOTAL: $ ____0____ $ ____0____

Vocational Programs (and others, as determined by the principal) will cover all advisor costs from vocational appropriations and/or club/organization funds.
# Employee of the Month Questions

Certified ✓ or Classified _____

<table>
<thead>
<tr>
<th>Name:</th>
<th>Todd J. Anderson</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Robert Stuart Middle School</td>
</tr>
<tr>
<td>Position:</td>
<td>STEM Teacher</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Athens, Ohio</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>My father who is a professor at BYU-Hawaii. He is a world expert in his field. Students who don't bring pencils to class.</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>Language learning. I speak Spanish (pretty fluently), Arabic (low level), and I'm currently learning Mandarin Chinese.</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>Hard working</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>I lived in the Philippines for a few years as a child</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>Stem is exciting to teach. There is so much that can be of practical use. The field is also constantly changing. And... Robots!!</td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>Take my entire family to Hawaii on vacation to see my parents who live there.</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>I would like to be remembered as a creative and knowledgeable teacher who enjoyed bad puns and pushed his students to do more than they thought they could.</td>
</tr>
<tr>
<td>How do you want to be Remembered?</td>
<td>Receiving the grant from the Dart Foundation which enabled me to create the kind of STEM lab I want my students to have access to.</td>
</tr>
<tr>
<td>Best day on the job was.....</td>
<td></td>
</tr>
</tbody>
</table>

**Principal Note:**

Mr. Anderson has only recently joined the Robert Stuart family this year and already he has made quite the impression on staff and students alike. He has been busy working on grants to build up his program as well as inspiring students to consider careers in STEM through innovative classwork. He is an experienced educator who is resourceful in meeting the needs of all of his students. Most importantly, he builds excellent relationships with his students, greeting every single one at his door with a smile and a handshake. We are so glad to have Mr. Anderson as a member of our RSMS family!
### EMPLOYEE OF THE MONTH QUESTIONS

Certified ____ or Classified __x__

<table>
<thead>
<tr>
<th>Name:</th>
<th>Irene Haney</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>R.S.M.S.</td>
</tr>
<tr>
<td>Position:</td>
<td>Sp Ed Paraprofessional</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Dumfries, Scotland</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>Too often we underestimate the power of a touch, a smile, a kind word, a listening ear, an honest compliment, or the smallest act of caring, all of which have the potential to turn a life around. -- Leo Buscaglia</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>Thoughtless people.</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>Travel, Dog Shows</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>Feisty Scot!</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>Mother of 9. All attended R.S.M.S. All have a degree</td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>To help students who may not have much positive input and hope in their lives.</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>Travel to Switzerland and Italy</td>
</tr>
<tr>
<td>How do you want to be Remembered?</td>
<td>As someone who truly cared about others, especially the students I worked with.</td>
</tr>
<tr>
<td>Best day on the job was.....</td>
<td>Too many to mention! I love working with the students and staff at R.S.M.S. But one does stand out! A student holding my therapy dog, answered a question by himself for the first time ever since he started school. Yeah! Bring back the therapy dogs.</td>
</tr>
</tbody>
</table>

Principal Note:

Irene Haney is an amazing paraprofessional who brings her caring and compassion with her to school every day with her. She always has a smile or a hug for her students and the teachers she works with. She is a valued member of the RSMS family and we are so lucky to have her at our school every day!
## EMPLOYEE OF THE MONTH QUESTIONS

Certified __X__ or Classified ____

<table>
<thead>
<tr>
<th>Name:</th>
<th>Amy NELSON</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>SHMS</td>
</tr>
<tr>
<td>Position:</td>
<td>8th ELA</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Twin Falls</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>my family</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>negative people</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>traveling with my husband</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>humble (so this is painful!:) )</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>I’m fun to hang out with and compassionate</td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>To be like the teachers I had in middle school</td>
</tr>
<tr>
<td>What is the #1 activity on your bucket list:</td>
<td>travel around Spain</td>
</tr>
</tbody>
</table>
| How do you want to be Remembered? | by friends- fun loving  
Professionally - dedicated to my students |
| Best day on the job was..... | every first day of the school year! |

Principal Note:

Mrs. Neilson is an amazing, uplifting, positive influence at South Hills Middle School! Her influence affects staff and students alike! Students talk about Mrs. Neilson all the time! They tell me about how “cool” she is and how much they appreciate that they are in her class! Students will go the extra mile for Mrs. Neilson! She is also great support for her colleagues and an example of a thoughtful and prepared teacher who makes connections with students! Way to go Mrs. Neilson!
## EMPLOYEE OF THE MONTH QUESTIONS

**Certified ____ or Classified ✓**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Dixie Clements</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>South Hills Middle School</td>
</tr>
<tr>
<td>Position:</td>
<td>Special Education TRC Para Professional</td>
</tr>
<tr>
<td>Hometown:</td>
<td>Born: South Lake Tahoe, California</td>
</tr>
<tr>
<td>Inspiration:</td>
<td>Live: Twin Falls. Enjoy my students and family.</td>
</tr>
<tr>
<td>Pet Peeve:</td>
<td>Intolerance and dirty laundry</td>
</tr>
<tr>
<td>Favorite hobby away from work:</td>
<td>Exercising and reading.</td>
</tr>
<tr>
<td>What word describes you best?</td>
<td>Loyal</td>
</tr>
<tr>
<td>One thing people don’t know about you:</td>
<td>I trained to be a professional ballet dancer.</td>
</tr>
<tr>
<td>Why did you choose this career?</td>
<td>I chose it because I feel all people deserve to be loved and enjoy learning as much as I do.</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 for trying to be a good person.</td>
</tr>
<tr>
<td>Best day on the job was….</td>
<td>Everyday I learn something new.</td>
</tr>
</tbody>
</table>

**Principal Note:**

Dixie has been instrumental in making our TRC program and the entire school a success. She always has a positive attitude and is willing to help in any way. It is obvious that she truly cares for all the students in her care!
New or Revised Course Proposal

1. General descriptive title: Yoga Life

2. Department or grade level - List department or grade level, if any, which is primarily involved in developing and implementing the proposal.

The CRHS Health/PE Department is involved in initiating, developing, and implementing the proposal. This course would primarily be offered to juniors and seniors.

3. Course description - Describe the overall intent of the course.
“Yoga Life” introduces students to hatha yoga poses and basic knowledge of nutrition and stress management. This course is designed to help students improve their overall health and wellness. Offered to juniors and seniors by Teacher Approval Only.

4. Rationale - (Inventory of Need) - Write a brief statement developing the background for the proposal and why it is essential to change or add it to the instructional program.
Rationale for adding “Yoga Life” as a course available in the CRHS PE Department is 2-fold: It provides a low-impact option for a PE credit, which improves the goal of differentiated education. TFHS would have an opportunity to add the course in the future if logistics allow. Secondly, there is a major need for this type of class. For example, I included Yoga in the Women’s Body D curriculum and it was readily accepted. Also, when Yoga was available to students before school during EOC week, an average of 30 students attended each day. It was also recommended that this class may be an option for pass room students to attend to help improve behavior and focus.

5. Course Standards/Benchmarks/Objectives - List what it is students will know and be able to do as a result of taking this course. Identify course content or areas of emphasis in sequence of instruction.

Learning Outcome 1: Students will demonstrate appropriate safety practices for all yoga poses.

Learning Outcome 2: Students will improve muscle and joint strength, endurance, flexibility.

Learning Outcome 3: Students will demonstrate positive stress management strategies.

6. Evaluation - Identify the measure and the performance standard that will be used to determine whether or not students learned what was intended.

Learning Outcome 1:
Activity: Students will complete a pre/post safety assessment to measure progression of safety knowledge

Outcome Assessment: Post-safety assessment.

Learning Outcome 2:
Activity: Students will participate daily in yoga flows and will teach the class 1x during the course of the semester.

Outcome Assessment: Yoga Teach back to be graded on a rubric.
Learning Outcome 3:

Activity: Students will keep a nutrition and stress management journal.

Outcome Assessment: Journal to be graded on a rubric.

7. List textbook or instructional materials which will contribute to the accomplishment of the identified course objectives.
No textbook required. All teacher resources necessary will be discussed at a later date and purchased through department funds.

8. Cost Analysis - List all expenditures for the program that cannot be covered by the regular budget allotments.
Approximately $20 per student/sem. would cover the cost of a yoga mats, blocks, and straps.
Although this money would be helpful, it is not required. Funds could also be pulled from department funds to buy necessary equipment.

9. Formal Approval Page - This page should contain the signatures of all teachers and administrators who will be responsible for implementing the new or revised program

Proposal has been approved by Dr. Kasey Teske, Robyn Weatherford, and all teachers directly affected by this change.

Print Name

Dr. Kasey Teske
Robyn Weatherford
Leah Holloway
Aly Sauer

Signature

Dr. Kasey Teske
Robyn Weatherford
Leah Holloway
Aly Sauer
GOALS

- Incrementally increasing the fund balance to a healthy level.

- Providing a world class education necessary for all students to be successful in life. To do so we must:
  - Keep class sizes at the ideal level
  - Recruit and retain qualified staff
FUND BALANCE

*General Fund Only*
ORGANIZATIONAL EXPENDITURES

BUDGET 2018-2019

Salaries: $37,667,856 - 61%
Benefits: $14,080,775 - 23%
Purchased Services: $6,498,461 - 11%
Supplies & Materials: $2,791,486 - 5%
capital objects: $31,386 - 0%
Debt Retirement: $110,000 - 0%
Insurance - Judgement: $300,000 - 0%

Salaries: $37,667,856 - 61%
Benefits: $14,080,775 - 23%
Purchased Services: $6,498,461 - 11%
Supplies & Materials: $2,791,486 - 5%
capital objects: $31,386 - 0%
Debt Retirement: $110,000 - 0%
Insurance - Judgement: $300,000 - 0%
ORGANIZATIONAL EXPENDITURES CONTINUED

2017-2018 ACTUAL EXPENDITURES

- **Salaries:** $35,384,677 - 61%
- **Benefits:** $13,316,218 - 23%
- **Purchased Services:** $6,232,967 - 11%
- **Supplies & Materials:** $2,505,216 - 4%
- **Capital Objects:** $23,377 - 0%
- **Debt Retirement:** $107,859 - 0%
- **Insurance - Judgement:** $297,492 - 1%

ORGANIZATIONAL EXPENDITURES CONTINUED
BENEFITS REVENUES VS. EXPENDITURES

Net Excess in Expenditures Over Revenue from State SBA (Benefits)

2013-2014: ($660,587.21)
2014-2015: ($646,811.63)
2015-2016: ($683,770.37)
2016-2017: ($952,594.49)
2017-2018: ($1,096,307.78)
2018-2019: ($1,114,380.28)
NUMBER OF TFSD FTE COMPARED TO THE STATE STANDARDS

- Administrative: 35.2, 34.6, 31.8
- Instructional: 478.7, 471.1, 433.4
- Pupil Services: 34.5, 36.5, 33.5
- Instructional & Pupil Services: 513.2, 507.6, 467.0
- Non-Certified: 225.2, 173.0, 159.2
- TOTAL: 773.6, 715.2, 658.0

- TFSD FTE
- State Allowance FTE
- State Recommended FTE
March 11, 2019

JANITORIAL SUPPLY BID COMPARATIVES
2018 TO 2019

Out of the four items I spot checked (hand soap, trash can liners, complete wax and toilet tissue); all items increased in quantity. The quantity percentage increases was 124%, 21%, 39% and less than 1%.

Two items increased in price by $1.58 and 12 cents. The other two items, one decreased in price by 91 cents and the other the price was the same as last year (percentage increases of less than 1% and 6%, and decrease of 5%).
JANITORIAL SUPPLY BID RATIONALE

I recommend that each vendor be awarded the amount listed on the Janitorial Supply bid recap (as per attached).

Bids were published in the Times News twice (two consecutive weeks) prior to the opening of the bids.

The bids were awarded to the vendor having the lowest bid per item that met our specifications, qualifications and conditions; minimum orders to receive prices bid and our past experience with the vendors.

DATE: March 11, 2019

PREPARED BY: Sheila Rinehart
Purchasing Agent

CALCULATIONS DONE BY: Emory Warren
Maintenance Supervisor
March 11, 2019

**JANITORIAL SUPPLY BID RECAP**

The bid consisted of 66 items ranging from hand soap and wax to trash can liners.

There were 8 vendors participating.

Listed below is a recap of the amount recommended to be placed with the vendor listed.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>WCP Solutions</td>
<td>$4,395.18</td>
</tr>
<tr>
<td>Gem State Paper</td>
<td>92,402.35</td>
</tr>
<tr>
<td>Hanson Janitorial</td>
<td>3,367.45</td>
</tr>
<tr>
<td>Central Poly Corp.</td>
<td>7,831.86</td>
</tr>
<tr>
<td>Interboro Packaging</td>
<td>1,358.04</td>
</tr>
<tr>
<td>Waxie Sanitary Supply</td>
<td>163.84</td>
</tr>
</tbody>
</table>

**TOTAL** $109,518.72
March 11, 2019

GENERAL/OFFICE SUPPLY BID COMPARATIVES
2018 TO 2019

The total cost from this year to last is higher. The schools ordered more this year plus costs increased slightly.

Of the four items I spot checked (letter file folders, #2 pencils, mending tape and standard staplers); two of the items had a decrease in quantity of 30% and 32%. The other two items had an increase in quantity of 61% and 12%.

Of the four items, three had an increase of 2 cents, 5 cents and 94 cents (1%, 7% and 37%) and the other item decreased in price by 4 cents (6%).
GENERAL/OFFICE SUPPLY BID RATIONALE

I recommend that each vendor be awarded the amount listed on the General/Office Supply bid recap (as per attached).

Bids were published in the Times News twice (two consecutive weeks) prior to the opening of the bids.

The bids were awarded to the vendor having the lowest bid per item that met our specifications, qualifications and conditions, as well as minimum orders to receive prices bid and our past experience with the vendors.

DATE: March 11, 2019

PREPARED BY: Sheila Rinehart
Purchasing Agent
March 11, 2019

**GENERAL/OFFICE SUPPLY BID Recap**

The bid consisted of 35 items ranging from File folders to staples.

There were 7 vendors participating.

Listed below is a recap of the amount recommended to be placed with the vendor listed.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quill Corporation</td>
<td>178.46</td>
</tr>
<tr>
<td>Caxton Printers</td>
<td>251.54</td>
</tr>
<tr>
<td>Pyramid School Products</td>
<td>1,120.90</td>
</tr>
<tr>
<td>School Specialty</td>
<td>982.90</td>
</tr>
<tr>
<td>Liberty Flags</td>
<td>1,242.17</td>
</tr>
<tr>
<td>Standard Stationery Supply</td>
<td>554.56</td>
</tr>
</tbody>
</table>

**TOTAL**  **$4,330.53**
March 11, 2019

PAPER SUPPLY BID COMPARATIVES
2018 TO 2019

Paper costs from this year to last year have increased slightly.

Of the four items I spot checked (8 1/2 X 11 white copier paper, white tagboard, 36" black art paper and 9x12 white construction paper); one item stayed the same in quantity and three items increased in quantity over last year. The three items that increased in quantity was by 87%, 120% and 53%.

All items increased in price by $4.39, $1.20, $4.14 and $3.00 (percentage increases were by 13%, 4% and 9% on 2 of the items).
I recommend that each vendor be awarded the amount listed on the Paper Supply bid recap (as per attached).

Bids were published in the Times News twice (two consecutive weeks) prior to the opening of the bids.

The bids were awarded to the vendor having the lowest bid per item that met our specifications, qualifications and conditions, as well as meeting minimum carload orders, minimum orders to receive prices bid and our past experience with the vendors.

DATE: March 11, 2019

PREPARED BY: Sheila Rinehart
Purchasing Agent
March 11, 2019

**PAPER SUPPLY BID RECAP**

The bid consisted of 57 items ranging from Copier paper to Construction paper.

There were 4 vendors participating.

Listed below is a recap of the amount recommended to be placed with the vendor listed.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Paper Group</td>
<td>$105,930.79</td>
</tr>
<tr>
<td>Pyramid School Products</td>
<td>10,903.96</td>
</tr>
<tr>
<td>School Specialty</td>
<td>127.60</td>
</tr>
</tbody>
</table>

**TOTAL** $116,962.35
NOTICE OF BID

Notice is hereby given that the Twin Falls School District #411, Twin Falls, Idaho will receive sealed bids for supplying Consumable Paper Supplies for the 2019-2020 school year until 1:00 P.M., February 18, 2019 at the School Administration Building, 201 Main Avenue West, Twin Falls, Idaho 83301.

The list of paper supplies and conditions may be obtained from the School Purchasing Agent at the School Administration Building.

The Board of Trustees for Twin Falls School District #411 reserves the right to reject any or all bids and to waive all informalities.

TWIN FALLS SCHOOL DISTRICT #411

BY: ____________________________
    Michelle Lucas – Clerk of the Board

PUBLISH: January 24, 2019
          January 31, 2019

OPEN:    February 18, 2019
NOTICE OF BID

Notice is hereby given that the Twin Falls School District #411, Twin Falls, Idaho will receive sealed bids for supplying Consumable Teaching and Office Supplies for the 2019-2020 school year until 1:00 P.M., February 18, 2019 at the School Administration Building, 201 Main Avenue West, Twin Falls, Idaho 83301.

The list of supplies and conditions may be obtained from the School Purchasing Agent at the School Administration Building.

The Board of Trustees for Twin Falls School District #411, reserves the right to reject any or all bids and to waive all informalities.

TWIN FALLS SCHOOL DISTRICT #411

BY: [Signature]
Michelle Lucas - Clerk of the Board

PUBLISH: January 24, 2019
January 31, 2019

OPEN: February 18, 2019
NOTICE OF BID

Notice is hereby given that the Twin Falls School District #411 will received sealed 
bids for Janitorial Supplies for the 2019-2020 school year until 1:00 P.M., February 
18, 2019 at the School Administration Building, 201 Main Avenue West, Twin Falls, 
Idaho 83301.

The list of the required supplies and the specifications may be obtained from the 
School Purchasing Agent at the Twin Falls School Administration Building.

The Board of Trustees for School District #411 reserves the right to reject any or all 
bids and to waive all informalities.

TWIN FALLS SCHOOL DISTRICT #411

BY: __________________________

 Michelle Lucas – Clerk of the Board

PUBLISH: January 24, 2019
January 31, 2019

OPEN: February 18, 2019
Dear Dr. Dickinson:

In January 2019, Twin Falls School District made available a bid request for fiber optic connectivity from the District Office to twelve schools. The school district's current contract for fiber optic connections expires in 2021. After an assessment of the five bids received by the district on March 1, 2019, we would like to propose that the Board of Trustees accept the lowest priced qualifying bid which was received from Tek-Hut. The lease of these fiber connections is contingent upon funding approval by the Federal E-Rate program. The district expects that the E-Rate program and the State of Idaho will pay 80% of the construction costs and 60% of the lease costs.

Total Construction Cost: $396,000  
Expected District Discounted Construction Cost: $79,200

Total Monthly Lease (5-10 Year Lease): $3,000  
Expected District Discounted Monthly Lease: $1,200

Brett Keller  
IT Coordinator  
Twin Falls School District

Cc: Board of Trustees
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) and (c);

Executive Session as per Idaho Code 74-206(1) Subsections (b) and (c)
(b) to consider student discipline;
(c) to discuss labor negotiations.

Action Items:
(1) Student discipline action
(2) Action from negotiations discussion, if needed