

**Lake Pend Oreille School District #84**  
**Minutes of Board of Trustees Regular Meeting #394**  
**Farmin Stidwell School, Sandpoint, ID**  
**April 14, 2009**

**CALL MEETING TO ORDER**

Chairman Pfeifer called the meeting to order at 5:30 PM. A quorum was established with Trustees Vickie Pfeifer, Mindy Cameron, Melanie Snider, Joan Fish and Steve Youngdahl present. Also present were Superintendent Dick Cvitanich, Clerk Julie Menghini, Business Manager Lisa Hals and Assistant Administrator Doug Olin.

**EXECUTIVE SESSION**

Superintendent Cvitanich noted that there was a personnel issue and litigation to discuss as well as negotiations in Executive Session. Chairman Pfeifer said they would add Subsections b. and f. Trustee Snider made a motion *to move into Executive Session as provided for in Idaho Code, Title 67, Section 2345, Subsections (b) personnel/ student; (c) negotiation and/or property; and (f) litigation for the purpose of discussing negotiations issues, a personnel matter and litigation.* Trustee Fish seconded.

Chairman Pfeifer took the vote with Trustees voting as follows:

Trustee Cameron	aye
Trustee Snider	aye
Trustee Fish	aye
Trustee Youngdahl	aye
Chairman Pfeifer	aye

Motion carried. No final action or decision was made during Executive Session. Negotiations issues were discussed.

**RETURN TO OPEN SESSION**

Chairman Pfeifer reconvened the meeting in Open Session at 6:08 PM. A quorum was established with the above named Trustees. Also present were Superintendent Dick Cvitanich, Clerk Julie Menghini, Assistant Administrator Doug Olin, Business Manager Lisa Hals, Network Engineer Sean Cronin, and Principal Phil Kemink.

The Pledge of Allegiance was led by Chairman Pfeifer.

**PUBLIC COMMENTS**

There was nobody signed up for Public Comment.

**EDUCATION**

Update on Principal Search – Superintendent Cvitanich reviewed the meetings he had with the staffs at Northside, Washington and Sagle schools to talk about the personal and professional characteristics they felt were important for a new principal at those schools. He also shared some of the initiatives that were valued by each school and other initiatives they felt should be reviewed. He believes the lists of personal and professional characteristics were very solid at each of the schools.

Chairman Pfeifer asked if any parents were involved in this process. Superintendent Cvitanich said it was only teachers, but as they approach the interview stage, parents will be involved.

Trustee Fish asked if the search for a principal would be from within the district or would it be opened up outside the district. Superintendent Cvitanich explained that notification to current principals has been given to determine the interest. He said the district is still working out what these positions could be coupled with. After that has happened, the jobs will be posted both in district and out of district. A teacher team and parent team will be involved in the interview process. He said they are hoping to have it completed by the end of May.

**ACTION ITEMS:  
CONSENT AGENDA**

- A. *Approval of Minutes*
  - 1. *March 20, 2009 – Student Hearing #392*
  - 2. *March 24, 2009 – Regular Meeting #393*
- B. *Approval of HR Report*
  - 1. *Additional Assignment – Certificated*
    - a. *Ray Bird*
    - b. *Liz Gollen*
    - c. *Sherry Mitchell*
    - d. *Catherine Prummer*
  - 2. *Resignation – Certificated*
    - a. *Cheryl Klein – Cheer Adv.*
    - b. *Cheryl Klein – JV Cheer Asst.*
  - 3. *Retirement – Certificated*
    - a. *William Schwerin*
    - b. *Doug Vann*
  - 4. *New Hires – Classified*
    - a. *Lei Edstrom*
    - b. *Jennifer Hewitt*
  - 5. *Resignations – Classified*
    - a. *Jessica Bonner*
    - b. *Kenneth Daum*
- C. *Approval of Payment of Bills*
- D. *Approval of Fiduciary School Fund Activity*

Trustee Fish made a motion *to approve the Consent Agenda*. Trustee Cameron seconded. Chairman Pfeifer asked for discussion. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

**ADMINISTRATION**

Approval of Treasurer's Report – Trustee Cameron made a motion *to approve the Treasurer's Report*. Trustee Fish seconded.

Business Manager Lisa Hals gave her report. She said there were no unanticipated revenues or expenses. She reviewed and gave an update on the Plant Facility Levy construction projects and the bidding process for the six pre-qualified contractors for the

projects at Kootenai and Sagle schools. The bids are due back on May 13. She said the County Commissioners will hear the conditional use permit application for Sagle on May 5. She expects that Kootenai construction will begin immediately after the bid is awarded. For Sagle, construction should begin the day after students leave for summer break. The bid amount will determine which alternates to include or not.

Ms Hals briefed the Board about three yellow buses that were purchased five years ago that have been out of service almost 30% of the time this school year due to some engine problems. The warranty expires in 2010 and the district has been working with the vendor to fully replace the three buses.

Ms Hals told the Board the first audit field work will be the first week in May.

In response to questions about the buses, Ms Hals explained the bus vendor is working with the manufacturer to address the problem.

Trustee Cameron asked about the County Commissioners meeting on May 5 and if it would be useful to have a couple Board members present. Superintendent Cvitanich said the administration plans to attend and believes that if one or two Board members want to attend it would be good. Ms Hals suggested writing a letter to the commissioners stating why the project is necessary in the absence of Board members at the meeting.

Superintendent Cvitanich added that the remaining projects from the levy will be completed this summer and it is hoped they will be under budget.

Chairman Pfeifer asked for further questions. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

## **BOARD**

Approval for Clark Fork to Hold Prom Off Site – Trustee Snider made a motion *to approve Clark Fork to hold their prom off-site*. Trustee Fish seconded.

Trustee Youngdahl asked where it was held last year. Mr. Kemink said it was held at Clark Fork High School.

Trustee Cameron asked if the district was planning to provide transportation on a bus for students to come into Sandpoint. Mr. Kemink said the students drive themselves and he had not made a plan to do so but would offer it as an option. He said many students come into Sandpoint for dinner anyway.

Chairman Pfeifer asked for further questions. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

Approval of the 2<sup>nd</sup> Reading of Revision of Policy 504.13 Equal Education, Nondiscrimination and Sex Equity – Trustee Snider made a motion *to approve the second*

*reading of the revision of Policy 504.13 Equal Education, Nondiscrimination and Sex Equity.* Trustee Fish seconded.

Chairman Pfeifer asked for discussion. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

1<sup>st</sup> Reading of Policy 2000 Series Updates – Trustee Cameron asked how these policies related to the Wellness policies. Mr. Olin said they parallel the Wellness policies. There was discussion about each proposed policy with comments and suggested changes to the following proposed policies:

1. 2301 Nutrition Services
2. 2305 Nutrition Education
3. 2307 Physical Activity Opportunities and PE
4. 2310 Health Enhancement Education
5. 2320 Driver Training
6. 2330 Community and Adult Education

The policies will be reviewed again before coming to the Board for a second reading.

Budget Discussion for FY2010 and FY 2011 – Ms Hals shared a list of proposed budget dates for the Board. She commented about the potential date for the legislature to adjourn the current session. She explained some of the negotiations money issues, the principal position configuration completion date, and the target date for the Teacher's Union to start slotting teaching positions.

Ms Hals gave an update about JFAC that had sent their recommendations to the House and Senate, which included Supt. Luna's list of ten bad ideas. She also reviewed the changes in the transportation funding bill. Trustee Fish asked if allowances will be made for rural districts like this one that have considerable more miles than others. Ms Hals explained transportation is funded on per pupil and per mile cost and they are changing to per unit cost. Next she highlighted some plans for anticipated dollars for programs in Title I and Special Education with regard to the Stimulus Package. She said the biggest question is whether the district would be allowed to spend these dollars over two years. She hopes to have an answer to that question soon from the state. Superintendent Cvitanich explained the use of behavioral support staff and the Response to Intervention program. There was discussion about the use of social workers and opportunities for Medicaid billing. There will be a special Board meeting for additional budget discussion on April 21. Ms Hals believes the district is close to having a balanced budget. There was also discussion about before and after school tutoring with regard to Title I.

Approval of Recommendation for VoIP Bid Proposal – Trustee Fish made a motion *to approve the recommendation for the Voice over Internet Protocol proposal.* Trustee Cameron seconded.

Network Engineer Sean Cronin shared information about the Voice over Internet Protocol bid process. He said the Request for Proposal for the new phone system focused on security and emergency notification. There was a VoIP selection committee that evaluated each bid proposal and they chose the lowest bid that met the qualifications.

Superintendent Cvitanich believes this is exciting technology that the district will be able to use in the schools. Mr. Cronin added this is current technology. Chairman Pfeifer asked when it will be installed. Mr. Cronin said the process will start immediately hoping the first site will go live by the end of May. He hopes the other sites will be ready before the end of the school year for teachers to start to become familiar with it. There will be training, but it will work similar to the system in place now. Chairman Pfeifer asked if the bid came in as projected. Mr. Cronin explained it was approximately \$75,000 more than budgeted in the levy. The remainder will be covered with state funds. Chairman Pfeifer asked the cost. Mr. Cronin said it was \$265,000. Mr. Olin explained that the infrastructure for the VoIP system was provided by Plant Facility funds.

Chairman Pfeifer asked for further questions. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

#### **ANNOUNCEMENTS**

Superintendent Cvitanich announced that today there was an “Active Shooter Lockdown Drill” at Sandpoint High School. He attended the briefing with the police officers and monitored the activity. He believes the high school staff and students did a good job.

He also announced that he and Chairman Pfeifer did a Walkthrough at Southside School on Friday. He said it was a busy day right before Easter.

He talked about the ongoing Fitness Challenge at the District Office. Teams are also donating food to the Food Bank.

Superintendent congratulated Lisa Hals for being the *outstanding student* in her cohort in the EMBA program with University of Idaho.

Chairman Pfeifer announced the deadline for the Trustee candidacy declaration for Zone 5 is April 17, the deadline for intent to file as a write-in is May 5 and the election in May 19.

#### **RETURN TO EXECUTIVE SESSION**

Chairman Pfeifer stated there was a need to return to Executive Session to continue discussion. After a brief recess, the meeting was reconvened in Executive Session at 7:40 PM. No final action or decisions were made during Executive Session.

#### **RETURN TO OPEN SESSION**

Chairman Pfeifer reconvened the meeting in Open Session at 7:58 PM

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**ADJOURN**

There being no further business before the Board, the meeting was adjourned at 8:00 PM.

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Attest: Julie Menghini, Clerk

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Vickie Pfeifer, Chair