

MELBA SCHOOL DISTRICT #136
Minutes of the Meeting of the Board of Trustees
Tuesday, October 11, 2016
Melba School District Office

- I. CALL TO ORDER at 5:00 by Chairman Ed Smith.** Flag salute was held.
- II. ROLL CALL:** In attendance were Trustees Ed Smith, Mary Huff, and Megan Volkers, Superintendent Andy Grover, Business Manager Dalelyn Allen, Administrative Assistant Jackie Engle, Board Clerk Beth Cole, Principals Eric Forsgren and Sherry Ann Adams, Student Council representatives Addie Astle and Jana Rea and Cassie Zatterio from Bailey and Company.

Addie Astle and Jana Rea reported on the successful Homecoming Activities and their plans for a Halloween Dance.

III. CONSENT AGENDA

Motion to approve the Consent Agenda was passed.

- A. Approval of Agenda
- B. Approval of Minutes of 9/13/2016
- C. Approval of Bills of 10/11/2016 and misc. hand checks
- D. Approval of Elementary, Jr/Sr High financial reports

Motion to approve by Trustee Megan Volkers.

Seconded by Trustee Mary Huff.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

Motion carried.

IV. SPECIAL REPORTS

- A. **Superintendent Grover reported that the Elementary Building is nearing completion.** He met with the City of Melba and there are no conflicts and all requirements have been met.
- B. **Crissy Zatterio from Bailey and Company reviewed the audit report for the year ending June 30, 2016.** All concerns have been reviewed and resolved and there were no compliance issues.
- C. **Trustee Knopp was not in attendance, so ISBA resolutions were not discussed.**
- D. **Dr. Grover, Trustee Volkers, Trustee Knopp, Trustee Huff, and Business Manager Allen** will be attending the ISBA Conference November 9-11, 2016.
- E. **Mrs. Adams reported that teachers can begin moving into the new building Monday, October 17, 2016.** An Open House will be held for the community on October 20, 2016. Some of the equipment from the old building will be donated to the Grandview/Bruneau School District and some computers will go to Jordan Valley Schools. A parent involvement group will be promoting the Open House.
- F. **Student numbers were reviewed.**

V. NEW BUSINESS

- A. **A motion to approve the September Contractor Payment was passed.**

Motion by Trustee Mary Huff.

Seconded by Trustee Megan Volkers.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes

Ed Smith – Yes

Motion carried.

B. A motion to approve the 2015-2016 Audit was passed.

Motion by Trustee Mary Huff.

Seconded by Trustee Megan Volkers.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

Motion carried.

C. A motion to approve the Open Enrollment report as presented was passed.

Motion by Trustee Megan Volkers.

Seconded by Trustee Mary Huff.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

Motion carried.

D. A motion to approve Christmas Cards for the staff was passed.

Motion by Trustee Megan Volkers.

Seconded by Trustee Mary Huff.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

Motion carried.

E. The board discussed the rental agreement with Ryan Seger for an office upstairs in the District Office. The renter has passed a background check and is on a month-to-month contract. A motion to approve the rental agreement was passed.

Motion by Trustee Ed Smith.

Seconded by Trustee Megan Volkers.

Roll call vote: Mary Huff – No
Megan Volkers – Yes
Ed Smith – Yes

Motion carried.

F. A motion to move Parent-Teacher Conferences to November 2-3, 2016 was passed.

Motion by Trustee Megan Volkers.

Seconded by Trustee Mary Huff.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

G. Dr. Grover discussed the purchase of Maintenance and Janitorial Supplies for the new building. The board requested that proposed purchases be emailed to them on Monday morning for review. A motion to approve the Gem State bid for a 28” Floor Cleaning Machine was passed.

Motion by Trustee Megan Volkers.

Seconded by Trustee Mary Huff.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

- H. The Improvement Agreement with the City of Melba has been reviewed by the City and the School District Attorney.** Melba School District will not be part of the LID. The city has signed the agreement and a motion to approve the agreement for the Melba School District was passed.

Motion by Trustee Mary Huff.
Seconded by Trustee Megan Volkens.
Roll call vote: Mary Huff – Yes
Megan Volkens – Yes
Ed Smith – Yes

- I. A motion to amend the agenda to include item J. Dis/Approve Change of Date for November board meeting was passed.**

Motion by Trustee Megan Volkens.
Seconded by Trustee Mary Huff.
Roll call vote: Mary Huff – Yes
Megan Volkens – Yes
Ed Smith – Yes

Motion carried.

- J. A motion to move the November Board of Trustees Meeting to Monday, November 7, 2016 at 5:00 in the new Elementary School Boardroom was passed.**

Motion by Trustee Megan Volkens.
Seconded by Trustee Mary Huff.
Roll call vote: Mary Huff – Yes
Megan Volkens – Yes
Ed Smith – Yes

Motion carried.

VI. EXECUTIVE SESSION

In accordance with Idaho Code 74-201 through 74-208, a motion was made to recess into executive session for the purpose of discussing matters pertaining to personnel at 6:10 p.m.

Motion by Trustee Megan Volkens.
Seconded by Trustee Mary Huff.
Roll call vote: Mary Huff – Yes
Megan Volkens – Yes
Ed Smith – Yes

Motion carried.

The Board recessed from Executive Session at 6:25.

Motion by Trustee Megan Volkens.
Seconded by Trustee Mary Huff.
Roll call vote: Mary Huff – Yes
Megan Volkens – Yes
Ed Smith – Yes

Motion carried.

VII. STANDING REPORTS

- A. The board reviewed Principal and Financial reports for the month.** Superintendent Grover reported that the ISBA issued a dividend check in the amount of \$1446.

VIII. MOTION TO ADJOURN AT 6:30 p.m.

Motion by Trustee Megan Volkens.
Seconded by Trustee Mary Huff.

Roll call vote: Mary Huff – Yes
Megan Volkers – Yes
Ed Smith – Yes

Motion carried.