

**MELBA SCHOOL DISTRICT #136**  
Minutes of the Regular Meeting of the Board of Trustees  
Tuesday, May 12, 2020

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**I. CALL TO ORDER at 5:00 by Chairman Ed Smith.** Flag salute was held.

**ROLL CALL:** In attendance were Trustees Ed Smith, Jason Knopp, Megan Volkens, and Susan Jaca, Superintendent Andrew Grover, Business Manager Dalelyn Allen, Administrative Assistant Jackie Engle, Board Clerk Beth Cole, Principals Eric Forsgren, Ashley Nelson and Sherry Ann Adams.

**II. PUBLIC PARTICIPATION**

Superintendent Grover explained that the meeting was available to the public through Zoom.

**III. CONSENT AGENDA**

**Motion to approve the Consent Agenda** was passed.

- A. Approval of Agenda
- B. Approval of Minutes of April 16, 2020.
- C. Approval of previous month's bills and misc. hand checks
- D. Approval of Elementary, Jr/Sr High financial reports

Motion to approve by Trustee Jason Knopp.  
Seconded by Trustee Susan Jaca.  
Vote was unanimous

**IV. SPECIAL REPORTS**

- A. **Dr. Grover reported that Melba School District has prepared a plan** to accommodate Governor Little's phased reopening and recommendations from the CDC. He briefly reviewed the steps necessary to begin school in the fall. The Southwest District Health Department serves as an advisor to the Board regarding health matters. His goal is to be able to keep the school open. The district will use data from this school year to evaluate student learning. He recommended consideration of a two week "jump start" for students who need intervention. This could be state funded and would be staffed by a small number of teachers. New rules and accommodations will undoubtedly be made during the summer.
- B. **Plans for completion of the school year were reviewed.** Students are working to finish their assignments and teachers are preparing end of the year assessments and grades. Principal Forsgren outlined the procedure for students to pick up any items from the school building.
- C. **Trustee Volkens discussed plans for the graduation parade** and presentation of diplomas for all seniors.
- D. **Superintendent Grover reminded the board that the annual audit** will be conducted this summer but will probably look a little different due to Covid-19 restrictions. A letter authorizing the audit was signed.

**V. EXECUTIVE SESSION**

**In accordance with Idaho Code 74-206, (1) (A) and (B),** a motion was made that the board convene in executive session for the purpose of discussing matters pertaining to Personnel at 5:10 p.m.

Motion by Trustee Megan Volkens.  
Seconded by Trustee Jason Knopp.  
Roll Call Vote: Trustee Megan Volkens – Yes  
Trustee Susan Jaca – Yes  
Trustee Jason Knopp - Yes  
Trustee Ed Smith – Yes

Motion carried.

The Board recessed from Executive Session at 5:24 p.m.

**VI. NEW BUSINESS**

- B. A motion to reassign Ashley Nelson to the Elementary Principal position, according to Policy 5220, at a starting salary of \$65,000 per year was passed.**

Motion to approve by Trustee Jason Knopp  
Seconded by Trustee Megan Volkens.  
Vote was unanimous.

- C. A motion to accept the Personnel Report as presented was passed, with the non-renewal of Teacher A's contract and acceptance of resignation letters from Teacher B and Teacher C, was passed.**

Motion by Trustee Jason Knopp.  
Seconded by Trustee Megan Volkens.  
Vote was unanimous

- D. A motion to approve the procedure for re-opening school buildings was passed.**

Motion by Trustee Jason Knopp.  
Seconded by Trustee Megan Volkens.  
Vote was unanimous.

- E. A motion to approve the Open Enrollment report as amended, allowing Student A and Student B to attend the first quarter of school with an attendance contract was passed.**

Motion by Trustee Megan Volkens.  
Seconded by Trustee Susan Jaca.  
Roll Call Vote: Trustee Megan Volkens – Yes  
Trustee Susan Jaca – Yes  
Trustee Jason Knopp - Abstained  
Trustee Ed Smith – Yes  
Motion carried.

**VII. MOTION TO ADJOURN AT 6:00 p.m.**

Motion by Trustee Megan Volkens.  
Seconded by Trustee Jason Knopp.  
Vote was unanimous