

MELBA SCHOOL DISTRICT #136
Minutes of the Regular Meeting of the Board of Trustees
Thursday, April 16, 2020

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

ROLL CALL: In attendance at the Zoom virtual meeting were Trustees Ed Smith, Jason Knopp, Megan Volkens, and Susan Jaca, Trustee Travis Christensen joined the meeting by phone at 5:20, Superintendent Andrew Grover, Business Manager Dalelyn Allen, Board Clerk Beth Cole, Principals Eric Forsgren and Sherry Ann Adams.

II. PUBLIC PARTICIPATION

No public participation at this time.

III. CONSENT AGENDA

Motion to approve the Consent Agenda was passed.

- A. Approval of Agenda
- B. Approval of Minutes of 3/10/20, 3/25/20, 4/2/20, 4/9/20.
- 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.

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

IV. SPECIAL REPORTS

- A. **Dr. Adams reported that Kindergarten registration** is currently at 40, with more students anticipated.
- B. **Superintendent Grover discussed the requirements** if the district wants to re-open schools. The local health department must declare that the peak of the virus in this area is past and a strict cleaning protocol must be followed. He is preparing a contingency plan.
- C. **The M.O.L.E program is still** being adapted to student needs. Most students log on every day and 115 packets have been distributed from the Elementary School.
- D. **Action on the Superintendent Search** will be discussed in Executive Session.

V. OLD BUSINESS

- A. **A motion to approve second reading of Policy 7455 Debarment and Suspension was passed.**

Motion by Trustee Jason Knopp.

Seconded by Trustee Susan Jaca.

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

- B. **A motion to approve second reading of Policy 3400 Drug Testing was passed.**

Motion by Trustee Jason Knopp.

Seconded by Trustee Susan Jaca.

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

C. A motion to approve second reading of Policy 3415 Extended Student Trips was passed.

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

D. A motion to approve second reading of Procedure 7400P3 Federal Award Procurement was passed.

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

VI. NEW BUSINESS

A. The Board discussed the value of postponing facility projects until fall, anticipating a lower cost. The Junior High locker room update is currently in process and the steps to the high school have been repaired. A motion to table action on pavement for the District Office parking lot until June was passed.

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

B. A motion to approve first and second reading for Form 3415F Extended Trip Request was passed.

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

Motion carried.

C. A motion to approve first and second reading for Procedure 7450P1 Financial Management was passed.

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

Motion carried.

D. A motion to approve first and second reading for Policy 7236 Financial Management was passed.

Motion by Trustee Jason Knopp.
Seconded by Trustee Susan Jaca.

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

Motion carried.

E. A motion to approve first and second reading for Policy 7320 Financial Management was passed.

Motion by Trustee Jason Knopp.

Seconded by Trustee Susan Jaca.

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

Motion carried.

VII. EXECUTIVE SESSION

In accordance with Idaho Code 74-206 a motion was made that the board convene in executive session for the purpose of discussing matters pertaining to Personnel at 5:25 p.m.

Motion by Trustee Jason Knopp.

Seconded by Trustee Susan Jaca.

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 5:38 p.m.

F. A motion to approve a Special Board meeting on Friday, April 24, 2020 to be held at 12:00 noon was passed.

Motion by Trustee Jason Knopp.

Seconded by Trustee Megan Volkens.

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

Motion carried.

VIII. MOTION TO ADJOURN AT 5:50 p.m.

Motion by Trustee Megan Volkens.

Seconded by Trustee Jason Knopp.

Vote was unanimous