

**MELBA SCHOOL DISTRICT #136**  
Minutes of the Regular Meeting of the Board of Trustees  
Tuesday, June 13, 2023  
Melba School District Office

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**I. CALL TO ORDER at 5:30 by Chairman Jason Knopp.**

**ROLL CALL:** In attendance were Trustees Jason Knopp, Travis Christensen, Joelene Gould, Ryan Seger, and Kyle Moos, Superintendent Sherry Ann Adams, Business Manager Megan Volkers, Substitute Board Clerk Candice Hoagland, JRSR High Principal Eric Forsgren, Elementary Principal Ashli Nelson, and members of the audience.

**II. PUBLIC PARTICIPATION**

- A. Student Council
- B. Melba FFA

**III. CONSENT AGENDA**

**A motion to approve the Consent Agenda** as presented was passed.

- A. Approval of Agenda
- B. Approval of Minutes of 05.09.2023
- C. Approval of previous month's bills and misc. hand checks
- D. Approval of Elementary and JR/SR High Financial Reports

Motion to Approve by Trustee Joelene Gould  
Motion Seconded by Trustee Kyle Moos  
All In Favor, Motion Passes.

**IV. SPECIAL REPORTS**

- A. **Literacy Training.** Elementary Principal Ashli Nelson reported on Dyslexia and what the elementary school is doing to help students.

**V. OLD BUSINESS**

- A. There is no old business.

**VI. NEW BUSINESS**

- A. **A motion to approve the Personnel Report as presented was approved.**

Motion to Approve by Trustee Kyle Moos  
Motion Seconded by Ryan Seger  
All in Favor, Motion Passes

- B. **A motion to approve the Open Enrollment as presented was approved.**

Motion to Approve by Trustee Travis Christensen  
Motion Seconded by Jolene Gould

All in Favor, Motion Passes

- C. A motion to approve Policy Updates was approved.** There was a discussion on the new Open Enrollment Policy.

Motion to Approve by Trustee Travis Christensen  
Motion Seconded by Ryan Seger  
All in Favor, Motion Passes

- D. A motion to approve Bank Changes was approved.** Business Manger Megan Volkers asked to remove staff that is leaving from the credit cards and to rename the credit cards.

Motion to Approve by Trustee Kyle Moos  
Motion Seconded by Jolene Gould  
All in Favor, Motion Passes

- E. A motion to approve the Disposal of Equipment was tabled to the July board meeting.**

Motion to Table till July by Travis Christensen  
Motion Seconded by Ryan Seger  
All in Favor, Motion Passes

- F. A motion to approve the 2023-2024 Agreement with the Canyon County Sherriff's Office was approved.**

Motion to Approve by Trustee Travis Christensen  
Motion Seconded by Trustee Kyle Moos  
All in Favor, Motion Passes

- G. A motion to approve the MHS Handbook was approved.** An increase to optional fees were approved. High School Graduation requirements changed from the State Department of Education and the Economics and Personal Math will meet these requirements. Attendance Incentive to encourage students to come to school was added to the handbook. Students not enrolled in Melba High School but want to participate in high school sports must meet the same academic standards as students enrolled.

Motion to Approve by Trustee Travis Christensen  
Motion Seconded by Trustee Jolene Gould  
All in Favor, Motion Passes

- H. A motion to table Building Administrator Contracts was tabled until after executive session.**

- I. A motion to approve the 2023-2024 Classified Salary Schedule was approved.**

Motion to Approve by Trustee Kyle Moos  
Motion Seconded by Travis Christensen  
All in Favor, Motion Passes

**J. A motion to approve the Extended Trip Request for Volleyball was approved.**

Motion to Approve by Trustee Kyle Moos  
Motion Seconded by Trustee Ryan Seger  
All in Favor, Motion Passes

**K. A motion to go into Executive Session for Building Administrators at 6:34 p.m. was approved.**

Motion to Approve by Trustee Joelene Gould  
Motion Seconded by Trustee Travis Christensen

Roll Call Vote: Trustee Jason Knopp	Yes
Trustee Joelene Gould	Yes
Trustee Kyle Moos	Yes
Trustee Ryan Seger	Yes
Trustee Travis Christensen	Yes

6:34 p.m. to 6:41 p.m. Building Administrator Contracts

Exit Executive Session 6:41 p.m.

**A motion to end executive session at 6:41 was approved.**

Motion to Approve by Trustee Ryan Seger  
Motion Seconded by Trustee Travis Christensen  
All in Favor, Motion Passes

**H. A motion to approve Building Administrator Contracts was approved.**

Motion to Approve by Trustee Kyle Moos  
Motion Seconded by Trustee Joelene Gould  
All in Favor, Motion Passes

**VII. STANDING REPORTS**

- A.** Superintendent report
- B.** Elementary Report
  - a. Principal's Elementary Report
- C.** High School Report
  - a. Principal's JR/SR High School Report
  - b. VP JR/SR High School Report
- D.** Business Manager Budget Report

**VIII. For Information Only**

- A. Athletic Update
- B. Upcoming Events

**IX. MOTION TO ADJOURN AT 6:43 p.m. was approved.**

Motion to Approve by Trustee Kyle Moos  
Motion Seconded by Trustee Joelene Gould  
All in favor, Motion Passes