

MELBA SCHOOL DISTRICT #136
Minutes of the Regular Board Meeting
Tuesday, Date July 8, 2025
Melba School District Office

- I. Call to Order Regular Board Meeting at 5:00 p.m. by Chairman Jason Knopp. Pledge of Allegiance was held.

Roll Call: ROLL CALL: In attendance were Trustees Jason Knopp, Travis Christensen, Joelene Gould, Superintendent Dr. Sherry Ann Adams, Business Manager Megan Volkers, Board Clerk Jackie Engle, JRSR High Vice-Principal Larry Lincoln, Elementary Principal Ashli Nelson, SRO Officer Travis Lowber and members of the audience.

II. Public Participation

- a. Student Council
 - i. Student Council was not present. (Summer Break)
- b. Melba FFA
 - i. FFA was not present. (Summer Break)

III. Consent Agenda

- a. Approval of Agenda
- b. Approval of Board Minutes
 - i. Approve Board Minutes for 06-12-2025
- c. Approval of Previous Month's Bills and Misc. Hand Checks
 - i. Approval of Bills and Misc Hand Checks
- d. Approval of Elementary and JRSR high School Financial Reports
 - i. Approval of Elementary School Financial Reports
 - ii. Approval of JR/SR High Financial Reports

Motion to approve the consent agenda by Trustee Joelene Gould

Motion Seconded by Trustee Travis Christensen

All in Favor motion passed

IV. Special Reports

- a. Student Numbers – No Changes
- b. Business Manager Report

V. Old Business – Action Items

- a. A Motion to Approve the Second Reading of Policy 5490 – Extra Duty Pay Scale was passed.

Motion to by Trustee Joelene Gould

Motion Seconded by Trustee Travis Christensen

All in Favor motion passed

VI. New Business – Action Items

- a. Personnel Report – No Action
- b. A Motion to Approve Facility Use Request by the Melba Community Auction and BYTE Basketball with the condition that all forms and insurance information must be received by the District Office was passed.

Motion by Trustee Joelene Gould
Motion Seconded by Trustee Travis Christensen
All in Favor motion passed

- c. A Motion to Approve an IHSA Lifetime Coach's Card for Marlene Jamison was approved.

Motion by Trustee Travis Christensen
Motion Seconded by Trustee Joelene Gould
All in Favor motion passed

- d. A Motion to Approve Bond Payment was approved.

Motion by Trustee Travis Christensen
Motion Seconded by Trustee Joelene Gould
All in Favor motion passed

- e. A motion to approve the 2025-2026 JRSR High School Handbook was approved. Vice-Principal Larry Lincoln informed the Board of the changes in the handbook.

Motion by Trustee Joelene Gould
Motion Seconded by Trustee Travis Christensen
All in Favor motion passed

- f. A Motion to Approve the 2025-2026 Elementary Handbooks was approved. Principal Ashli Nelson informed the Board of the changes in the handbooks.

Motion by Trustee Travis Christensen
Motion Seconded by Trustee Joelene Gould
All in Favor motion passed

- g. A Motion to Approve 2025-2026 SRO Contract was approved

Motion by Trustee Travis Christensen
Motion Seconded by Trustee Joelene Gould
All in Favor motion passed

- h. A Motion to Approve 2025-2026 Bus Routes was approved. Transportation Secretary Candice Hoagland provided updated bus routes and safety routes.

Motion by Trustee Travis Christensen
Motion Seconded by Trustee Joelene Gould
All in Favor motion passed

- i. First Reading of Cell Phone Policy
Vice Principal Larry Lincoln, Elementary Principal Ashli Nelson and SRO Travis Lowber addressed the school board regarding the cell phone policy. The Board did not take any action on the Cell Phone Policy. The current policy will remain in effect and the school administration will provide training for the MSD staff.

- j. A Motion to Approve First Reading of Policies was approved.
Motion by Trustee Joelene Gould
Motion Seconded by Trustee Travis Christensen

All in Favor motion passed

- i. Policy 1313: Conflicting Policies and Procedures
- ii. Procedure 1500-Pr(1): Board Meetings – Board Meeting Procedure
- iii. Protocol 1500: Board Meetings
- iv. Policy 1615: Trustee Spouse Employment
- v. Policy 2320: Health, Sex Education, and Human Sexuality
- vi. Procedure 2320-Pr(1): Health, Sex Education, and Human Sexuality – Parent Complaints
- vii. Form 2320-F(1): Health, Sex Education, and Human Sexuality
- viii. Policy 2340: Controversial Issues
- ix. Policy 2340: Controversial Issues and Academic Freedom
- x. Policy 2345: Advanced Opportunities
- xi. Form 2345-F(1): Advanced Opportunities
- xii. Policy 3000: Entrance, Placement and Transfer
- xiii. Policy 3010: Open Enrollment
- xiv. Procedure 3010-Pr(1): Open Enrollment
- xv. Policy 3250 Distribution and Posting of Materials
- xvi. Policy 3340: Corrective Actions, Punishment, and Denial of Enrollment
- xvii. Policy 3440: Student Fees, Fines and Charges/Return of Property
- xviii. Policy 3525: Immunization Requirements
- xix. Procedure 3570-Pr(1): Student Records – Maintenance of School Student Records
- xx. Form 3570-F(1): Student Records
- xxi. Form 3570-F(2): Student Records
- xxii. Policy 4105: Public Participation in Board Meetings
- xxiii. Form 4105-F(1): Public Participation in Board Meetings
- xxiv. Policy 4310: Contact with Students
- xxv. Procedure 4600-Pr(1): Volunteer Assistance - Volunteer Assistance Procedures
- xxvi. Form 4600-F(1): Volunteer Assistance
- xxvii. Policy 5100: Hiring Process and Criteria
- xxviii. Policy 5110: Criminal History/Background Checks
- xxix. Policy 5825: Evaluation of School Bus Drivers
- xxx. Policy 7400: Purchasing
- xxxi. Policy 7405: Public Works Contracting and Procurement
- xxxii. Procedure 7405-Pr(1): Public Works Contracting and Procurement – Procuring Public Works, Services and Personal Property
- xxxiii. Policy 7407: Public Procurement of Good and Services
- xxxiv. Policy 7408: Service Contract with Professionals
- xxxv. Policy 8100: Transportation
- xxxvi. Policy 8115: Hours of Service of Drivers
- xxxvii. Policy 8120: Bus Routes, Stops and Non-Transportation Zones
- xxxviii. Policy 8140: Student Contact on Buses
- xxxix. Policy 8160: Contracting for Transportation Services
- xl. Policy 8170: District Owned Vehicles
- xli. Procedure 8170-Pr(1): District Owned Vehicles
- xl. Policy 8180: Driver Training and Responsibility
- xlii. Procedure 8180-Pr(1): Driver Training and Responsibility – Responsibilities When Operating the School Bus
- xliv. Policy 8190: Emergencies Involving Transportation Vehicles
- xl. Policy 8195: District Vehicle Idling

- xlvi. Policy 8300: Emergencies and Disaster Preparedness
- xlvii. Procedure 8300-Pr(1): Emergencies and Disaster Preparedness
- xlviii. Policy 9803: Flags and Banners

k. Contract Release – Item K was passed and taken up after executive session.

Board Trustee Kyle Moos joined the meeting via telephone at 5:33 p.m.

l. Executive Session

- i. I Joelene Gould, Board Trustee moves that the Board, pursuant to Idaho Code 74-206, convene in executive session for the purpose of discussing matters pertaining to negotiations, property and/or personnel. Following discussion, the Board will reconvene into open session for the Board action on matters discussed in the executive session and/or adjourn this meeting.

Roll Call Vote:

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|--------------------|-----|
| Travis Christensen | Yes |
| Joelene Gould | Yes |
| Jason Knopp | Yes |
| Kyle Moos | Yes |

5:33 p.m. to 6:20 p.m. Personnel Matters

Motion to exit Executive Session by Trustee Joelene Gould

Seconded by Trustee Travis Christensen

All in Favor motion passed unanimously

k. A Motion to release Employee A from their 2025-2026 teacher contract effective September 25, 2025, was approved. The position for JR/SR High School Science Teacher to be posted immediately.

Motion by Trustee Travis Christensen

Motion Seconded by Trustee Joelene Gould

All in Favor motion passed

VII. Standing Reports

- a. Superintendent Report
- b. Elementary Report
 - i. Principal's Elementary Report
- c. High School Report
 - i. Principal's JR/SR High School Report
 - ii. VP JR/SR High School Report
- d. Business Manager Budget Report

VIII. For Information Only

- a. Athletic Update

IX. A Motion to Adjourn at 6:23 p.m. was approved.

Motion by Trustee Travis Christensen

Motion Seconded by Trustee Joelene Gould

All in Favor motion passed