



# Arrowhead Elementary District No. 75

## Board of Trustees – Regular Board Meeting

### MINUTES

Thursday, January 18, 2024

6:00pm Library

#### TRUSTEES PRESENT

Zane Curry, Chair  
Meghaan Bauer

Dustin Burns  
Travis Alderman

#### OTHERS PRESENT

Lisa Rosberg, Co. Supt.  
Bianca Mar-Elia – Principal/Teacher  
Amber Marks

Cinda Self, Clerk – Via Zoom  
Laura Coolack – Bus Driver  
Tessa Murphy-Vought  
Kelly Kearney

Community Members: Byron Kassing

Via Zoom: Jillian Yasutake  
Lindsay Wells  
Rebecca  
Chantell

Laura (~~Doolittle~~?) Paye  
Stacey Coleman  
iPhone mini (no name)

#### CALL TO ORDER

Board Chair Mr. Curry called the meeting to order at 6:05 p.m.

#### PLEDGE OF ALLEGIANCE

Mr. Curry led in the Pledge of Allegiance.

#### ADOPT AGENDA

Mrs. Bauer made a motion to adopt the agenda as published. Mr. Curry seconded the motion. No comments. Motion carried 4-0.

#### VISITOR RECOGNITION AND WELCOME

Thank you to visitors for attending

#### PUBLIC COMMENT – NON AGENDA ITEMS

None

#### APPROVAL OF CONSENT AGENDA

- Approval of Minutes
  - November 21, 2023
  - December 19, 2023
- Approve Financial Report and Balance of Claims
  - Payroll Direct Deposit and Warrants
    - 1.#-86505 thru #-86475 and #998 in the amount of \$57,738.31
    - 2.#-86474 thru #-86414 and #999 thru #1000 in the amount of \$77,065.27
  - Claim Warrants
    - 1.#-99647 and #3031 thru #3065 in the amount of \$79,977.30 (approved Oct 5, 2023)
    - 2.#-99644 thru #-99640 and #3066 thru #3096 in the amount of \$94,497.93 (approved Nov

- 21, 2023  
3.#-99646, #-99645, and #3097 thru #3099 in the amount of \$12,058.99  
4.#-99639 thru #-99636 and #3100 thru #3134 in the amount of \$67,106.08

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- Approve Student Activities Report
  - November, 2023 in the amount of \$16,747.58
  - December, 2023 in the amount of \$16,747.98

Mrs. Bauer made a motion to approve consent agenda. Mr. Burns seconded the motion. Motion carried 4-0.

## COMMUNICATION

### County Superintendent Report

- Mrs. Rosberg updated the Board on staff lunch accounts not getting charged appropriately due to confusion at beginning of year. Staff has been notified according to Bianca Mar-Elia and charges have been applied to the best of their ability to remember. Music/Art is off to a good start with a minimal curriculum adoption to get through the remainder of the school year. This will help determine what more can be decided to do for next year. Was able to hire a new sub who is a retiree detective from Vegas however he will be out for a couple months.

### Principal Report

- Mrs. Mar-Elia presented a written report to the board outlining happenings at the school, hiring updates, and upcoming events. Mr. Curry commented that he had names of two individuals with CLS's one he was sure could transport people. Laura Coolack was willing to communicate with any individuals interested in transportation.

### Literacy Grant Coordinator Report

- None.

### Grant Update

- Jillian Yasutake read submitted LFS Grant update. Mr. Burns asked how we came up with the purveyors we choose, Kelly Kearney responded how that process works and the hard work she has put in finding state inspected qualifying purveyors. Mr. Curry commented on the ability for the purveyors to store the meat until closer to the end of the school year. The general grant update was also read with questions around possible future grants. Both grant updates were submitted by Billi Taylor.

### Innovative Education Tax Credit

- Mr. Curry reported that we had five donors who wanted to utilize the Innovative Tax Credit. We had 4 volunteers helping to make sure all donors were entered in when the system opened. We could receive up to 15% of the general funds budget. We are happy to say we received the full \$100,000. Funds are to be used to demonstrate enrichment in an educational program. Potentially funds will be used for kitchen updates to provide innovative education through the Farm to School class.

### Kitchen Committee

- Mrs. Bauer reported that they are making great progress. Byron Kassing was introduced and a preliminary outline of the potential remodel was submitted with a rough estimate of \$250,000 to complete. However some engineering may need to be done that could affect that estimate. Estimate also does not include fire suppression due to going with electrical instead of gas fixtures.

## Housing Committee

- None

## Clerk Information

- Mrs. Self informed the board about an upcoming training that had been approved by County Superintendent for CRDC training through Infinite Campus. Spoke slightly about the re-arrangement of duties for Billi Taylor and lastly spoke about getting a District Amazon account and utilizing the invoice option to pay for purchases.

## **ACTION ITEMS**

### **OLD BUSINESS**

- Kitchen/Housing
  - Tabled
- Calendar Change – Spring PTC
  - Discussion was had on moving the date and reasons.
  - Mr. Burns made a motion to move parent teacher conference date to March 28<sup>th</sup> with future discussion regarding the 2nd day. Mr. Alderman seconded the motion. Motion carried 4-0.
- Grad Profile
  - No action, Mrs. Rosberg stated the accreditation profile will need to match that of Park High.
- Student Activity Fund
  - Tabled in order to receive Student council meeting minutes.
- Long Term Sub Pay
  - Discussion on options of pay for subs who do lesson plans, grading, in classroom for long period of time. Motion was made by Mr. Burns then amended after further discussion.
  - Mr. Burns made a motion to pay a long term sub \$130/day after 21 consecutive days an additional \$10/day to be paid out at end of long term sub position. Mr. Curry seconded the motion. Motion carried 4-0.
- 2<sup>nd</sup> Reading Policies
  - #4330 – Community Use of School Facilities
  - #4330P – Community Use of School Facilities – Rules and Regulation for Building Use
  - #4330F – Community Use of School Facilities – Facilities Use Agreement
  - #5329 – Long Term Illness-Temporary Disability Leave
  - #5329P – Long Term Illness-Temporary Disability Procedure
  - #5330 – Maternity/Paternity Leave
  - #7320P – Purchasing Procedure
  - #7335 – Personal Reimbursements
  - #7336F1 – Travel Request Form
  - #7336F2 – Personal Vehicle Use Authorization
  - #7336F3 – District Vehicle Request Form
  - #7336F4 – Mileage Reimbursement Request
  - #7336F5 – Travel Reimbursement Request
  - #7405P – Procurement Card Procedure
  - Mrs. Bauer made a motion to approve the 2<sup>nd</sup> reading of policies #4330, #4330P, #4330F, #5329, #5329P, #5330, #7320P, #7335, #7336F1, #7336F2, #7336F3, #7336F4, #7336F5, and #7405P.
- Potential New Committee formations
  - Mr. Curry read through list of potential committee formations and members to invite.
  - Mr. Burns made a motion to create the following committees; Facilities/Equipment, Finance, Grants, Curriculum and rename Housing to Housing/Staff Retention. Mr. Bauer seconded the motion. Motion carried 4-0.

**NEW BUSINESS**

a. Personnel

i. Tina Libsack – Rural Teacher Stipend

- Mr. Burns made a motion to approve a Rural Teacher Stipend prorated in the amount of \$480 for Tina Libsack. Mr. Curry seconded the motion. Motion carried 4-0.

ii. Bianca Mar-Elia – Evaluation

- The Board Chair Zane Curry made a determination that the individual rights of Miss Mar-Elia outweighed the public’s right to know. All visitors were asked to leave the room and all visitors via zoom were asked to end their session. The board went into Executive session at 8:52pm. The Board came out of executive session at 11:52pm.

iii. Principal Contract

- Mr. Alderman made a motion to non-renew all contracts with Bianca Mar-Elia. Mr. Burns seconded the motion. Motion carried 4-0.

b. Call for Election

- Mr. Burns made a motion to approve the resolution calling for election. Mrs. Bauer seconded the motion. Motion carried 4-0.

**BOARD REPORT/FUTURE AGENDA ITEMS**

- Next Regular Board Meeting Date: February 19, 2024 at 6pm.

**ACTION TO ADJOURN**

- Mrs. Bauer made a motion to adjourn the meeting at 12:02am. Mr. Curry seconded the motion. Motion carried 4-0.

Zane Curry  
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 Board Chair

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 Signature

\_\_\_\_\_  
 Date

Cinda Self  
 \_\_\_\_\_  
 Printed Name District Clerk

\_\_\_\_\_  
 Signature of District Clerk

\_\_\_\_\_  
 Date