

RECORD OF PROCEEDINGS

**Cambridge School District No. 432
Washington County, Idaho
Minutes of Regular Board Meeting
March 19, 2012**

A quorum being present, the meeting was called to order by Board Chair Candy Clark at 6:35 p.m. in Room HO of the Middle-High School. Other board members present were Dean Dunham, Jared Farrens, Nick Petitmermet and Pam Schwenkfelder. Also present was Superintendent Ed Schumacher, Principal Angie Lakey-Campbell and Business Manager Cathy Lakey.

Executive Session

Moved by Trustee Farrens to go into executive session as per Idaho Code 67-2345 Section B for the purpose of personnel; seconded by Trustee Dunham; motion carried by voice vote at 6:36 p.m. as follows: Farrens—aye; Dunham—aye; Schwenkfelder—aye; Petitmermet—aye; Clark—aye. Present in executive session were all trustees and Mrs. Lakey. The board held the executive session in the district office in order to phone conference with legal counsel regarding personnel. After discussing personnel, the board returned to regular session at p.m.7:03 p.m. and began the regular meeting.

Trustee Clark led the Pledge of Allegiance.

Consent and Confirmation Agenda

Moved by Trustee Dunham to approve the agenda; the minutes of the February 21, 2012, regular meeting; and the bills as presented; seconded by Trustee Schwenkfelder; motion carried.

Special Reports

Superintendent Schumacher reported thanked the board for the flowers they sent to his mother's funeral. Based on last year's legislation it became clear some time ago that the district would need to eliminate one to two positions for the 2012-2-13 school year. Mr. Schumacher has notified Mrs. Schroeder that her position will be RIFd and he also notified Mr. Henderson that his position would be the second one eliminated if necessary. At this time, it appears unlikely that this would happen, but Mr. Schumacher had told the staff he would let them know by the middle of March so they could look for other positions if needed.

Principal Angie Lakey-Campbell reported that Idaho Leads sends out a weekly newsletter, which has some really good resources. She noted that the district is already doing all or more of the strategies being recommended. Mrs. Mink is applying for a \$10,000 classroom changeover grant for a classroom set of I-pads. She is also applying to be one of the teachers writing lesson plans for implementing technology in the classroom. The Idaho Shakespearance was today. The FFA will be going to the state

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conference in April, prom will be April 21, and track has started with about 30 students participating.

Trustee Petitmermet reported on the recent meeting of the Foundation. The Foundation is setting some goals, one of which is to model the Canby, OR, curriculum. Having specific goals will help fund-raising efforts as the Foundation assists the district with such things as IT support for staff and purchasing technology. The Foundation would like to hold future meetings at the high school and would like to include class officers so students will have some buy-in. The cost of ten I-Pads with the charging cart and all equipment will be less than \$8000, which the Foundation feels is a reasonable project. Elementary staff would like to travel to Canby before the end of school to observe. They would need to be gone on a Thursday and substitutes might be a problem, so something will need to be scheduled for elementary students on that day that could be done without substitutes. The cost would come from the Title II-A fund. Consensus of the board was to agree.

Trustee Petitmermet requested that the Power of I be put into policy. He was concerned that students were being moved ahead with incompletes on their transcripts. The policy also needs to cover what happens when a student transfers with an incomplete—should the incomplete be changed to a grade? Mrs. Lakey-Campbell mentioned that receiving a transcript with an incomplete is not uncommon. If the incomplete is still there at the end of the semester, then the school looks to see if credit was earned. Mr. Schumacher will work on a policy. Board members expressed an interest in seeing more consistency between staff members in assigning incompletes. Trustee Petitmermet also reported that junior high students recently attended a tournament in the Midvale van, which is supposed to be against the rules. Mr. Schumacher stated that the district does not have the right to tell Midvale that they have to take a bus if their policy allows vans as transportation. Region 8 has set April 12, 2012, at 7:00 p.m. for a regional meeting via the IEN. The ISBA is doing a regional meeting as well on April 2 via the IEN. Trustee Petitmermet and Trustee Dunham will attend the April 2 meeting and Trustee Clark and Trustee Schwenkfelder will attend the April 12 meeting. Board Chair Clark declared a special meeting for April 9, 2012, at 6:30 for the sports cooperative. Trustee Farrens did the SKYPE with students from Kazakhstan to help them learn English and learn about America. He felt it was a very worthwhile experience. Trustee Petitmermet announced that Mrs. Moran's class did six marketing videos for the city of Cambridge which they hope will be played on YouTube.

Business Manager Cathy Lakey gave the board a financial analysis of the district. She began by handing out copies of the November, 2011, budget report, which was the last one printed prior to her coming to Cambridge. She pointed out that the budgeted

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amounts did not match the actual budget document sent in to the state department. Her first task was to enter the 2011-12 correct budget amounts into the accounting system so the budget report would be accurate, as evidenced by the copy of the February, 2012, report that she gave to board at this time. She called the board's attention to the fact that Transportation Support and Benefit Apportionment had too much money posted into them as of November 30, 2011, and showed the board that adjusting entries to correct these revenue accounts to the actual amounts paid to the district by the State Department had been made. Mrs. Lakey next explained that all the certificated salary and benefit expense categories had too much posted against them. This was because July and August salaries and benefits, which had been accrued into the 2010-2011 fiscal year as per law, had also been posted as a direct expense in the 2011-2012 fiscal year. Adjusting entries have also been made to correct this. Then she showed the board three documents. The first was a copy of Mr. Schumacher's estimate of salaries for this year, the second was the Salary and Benefit Apportionment worksheet showing the actual amount due to the district based on staffing indexes and ADA, and the third was the Salary and Benefit Apportionment worksheet showing the money the State Department believes is due the district. The difference between Mr. Schumacher's estimate and the actual amount owed to the district was explained by two staff members leaving the district and being replaced by two others who don't earn as much money. However, the difference between the amount owed to the district and the amount the State Department is prepared to pay the district, \$168,353 less than it should be, came about because of inaccuracies in the ISEE report. The November data, which is submitted by the District, is used by the State Department to calculate funding. Mrs. Lakey gave the board a copy of the worksheet and also a copy of the State report with multiple corrections. These corrections will be submitted this week so that the missing revenue will be paid to the district in May. Mr. Schumacher mentioned that the district is still waiting for about \$50,000 in revenues from 2010-2011 because of the same types of errors. Mrs. Lakey pointed out that besides saving money on business services (approximately \$15,500), the district will also be recovering about \$800 in outstanding checks, and about \$5,300 due from other funds that had never been collected. In addition, an error in how the employer share of FICA was calculated has been corrected, saving the district another \$3,900 over the next year. She estimated that the miscalculation had been happening for about two years, costing the district \$7,800. Mrs. Lakey gave the board a budget report that, once all these issues have been addressed, shows the net position of the district to be estimated at -\$2,578 as of June 30, 2012. She reminded the board that projecting revenues and expenses is a guessing game and the ending balance will remain fluid, but felt that this was an accurate number based on the known facts at this time. The board and administration was happy to see an estimate so close to breaking even, as they had expected the district to be in

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deficit by a much larger amount. They thanked Mrs. Lakey for the information and asked that the budget report be updated and presented each month.

Unfinished Business

Policy #480—Vacation and Policy #771—Wellness. These policies were presented for a second reading. Moved by Trustee Dunham to approve as presented; seconded by Trustee Petitmermet; motion carried.

New Business

Grievance Findings. Moved by Trustee Dunham to approve a resolution to overturn the grievance panel's decision and deny the grievance; seconded by Trustee Schwenkfelder; carried by voice vote as follows: Farrens—aye; Dunham—aye; Schwenkfelder—aye; Petitmermet—aye; Clark—aye. Board Chair Clark read aloud the resolution and a copy will become part of the official minutes.

Moved by Trustee Farrens to adjourn; seconded by Trustee Schwenkfelder; motion carried at 8:41 p.m.

Chairman

Business Manager