

Next Regular Board Meeting-October 16, 2017
Salmon River Joint School District 243
Regular School Board Meeting Minutes
Monday, September 18, 2017
6:00 p.m. Open Session MDT
Riggins-District Board Room

Call to Order

At 6:01 p.m. Vice-Chairman Barbara Hawkins called the meeting to order. Board members present Trustees Eric Hook, John Pottenger, Christina Nelson and (Richard Friend via phone). Superintendent Jim Doramus and Clerk Michelle Hollon were also in attendance.

Open Session

FLAG SALUTE: The Pledge of Allegiance was recited.

APPROVAL OF MINUTES: July 17, 2017 Regular and Executive Session & August 21, 2017.

Eric Hook motioned to accept the corrected minutes for July 17, 2017 Regular and Executive Session. John Pottenger seconded. Motion passed unanimously.

John Pottenger motioned to accept the minutes for the August 21, 2017 Regular and Executive Session. Christina Nelson seconded. Motion passed unanimously.

ANNUAL AUDIT REPORT:

ANNUAL AUDIT: Cassie with Bailey & Co. presented our Annual Audit. She stated that our Compliance and Internal Control were good. Cassie also said that the State is requiring more information from them and they will require more from us. We need to make sure all staff including teachers turn in signed timesheets documenting where their time was spent. It was also stated that we had a Title Audit and there were some documentation issues that needed to be corrected. Mr. Doramus stated that we were already working on that information and would be submitting it to the Board. Cassie mentioned that because we are so small that she understands that we wear many hats, however when it comes to our deposits and accounting we need to have two sets of eyes on documents, which means Date and Initial documents. Overall the audit looked good.

Eric Hook motioned to approve the Audit Report as presented. Barbara Hawkins seconded. Motion passed unanimously.

APPROVAL OF BILLS/TREASURES REPORT: Mrs. Hollon stated that we were in balance to the bank. Michelle said she would be working on completing sending the Annual Audit to the State. Michelle also said she would be working on new timesheets. There was some discussion on the bills.

John Pottenger motioned to approve the Treasurer's Report and the Bills. Christina Nelson seconded. Motion passed unanimously.

Superintendent/Principal Reports:

- Mr. Doramus stated that the District student count is 117

- Fall IRI test were given.
- Jim also made contact with the Senior Center they stated they could use help with the following:
 - 2nd Thursday of each month – Idaho Food Bank from 11:45 to 1:15
 - 4th Thursday of each month – Food Pantry from 12:30 to 1:30
 - Each Tuesday of the month – Senior Lunch 11:45 to 12:30
- Mr. Doramus also contacted the sheriff’s office concerning the conceal carry training. We will be training with staff from Mountain View School District. No dates yet.
- Jim said he has completed classified evaluations and is handing them out.
- Jim wants to honor all former students of Salmon River who have served in the armed forces with a banner at both schools that can be added to in the future.

Principal Reports:

- Mr. Fredrickson stated that Mrs. Best and classroom teachers completed Benchmark tests.
- Discussion with staff to promote BPA, NHS and FFA trying to promote other activities.

Maintenance Report:

- Attended Idaho Power Training.
- Went over some of the repairs and maintenance that has been completed.
- Purchased Lock system equipment.

Old Business:

- 2nd Policy Reading of:
 - a. Policy 7400F / Time & Effort Documentation
 - b. Policy 7450 / Federal Cash Management
 - c. Policy 7430 / Travel Allowance & Expenses
 - d. Policy 7400P / Procurement Under a Federal Award
 - e. Policy 7320 / Allowable Uses For Grant Funds
 - f. Policy 7235 / Fiscal Accountability and IDEA Part B Funds

Eric Hook motioned to accept all policies except Policy 7430. John Pottenger seconded. Motion passed unanimously.

New Business:

- SRC Lease: Jim talked to the lawyer and had him look at the lease. Much discussion followed and the Board asked Jim to get more clarity from the attorney.

Board Comment: Mr. Hook stated that next year we could have the auditor skype to save them the travel. It was also mentioned to clean up and update our Policy Manual to say: Adopted, Revised and Reviewed.

At 9:29 p.m. Eric Hook moved to go into executive session to consider items pursuant to Idaho Code I.C. § 74-206(b) To consider personnel matters.

The vote was as follows:

Christina Nelson	aye	Eric Hook	aye	Richard Friend	aye
Barbara Hawkins	aye	John Pottenger	aye		

At 9:45 p.m. Vice-Chairman Hawkins adjourned the meeting.

Vice-Chairman Barbara Hawkins

Superintendent Jim Doramus

Clerk Michelle Hollon