

# NOTES TO KEY COMMUNICATORS FROM THE BOARD OF TRUSTEES

Friday October 23, 2009

## KEY COMMUNICATOR NOTES AVAILABLE ELECTRONICALLY

If you do not wish to receive this newsletter in the future or have an e-mail address that we can use, this would help save the district postage and supplies. Just send an email requesting the publication electronically to

[Cindy.Burkgart@ksd391.org](mailto:Cindy.Burkgart@ksd391.org) or call Cindy at 784-1348.

## JOB OPENINGS

### Certified Openings

None

### Classified Openings

Part-Time Certified Physical Therapist  
Part-Time Occupational Therapist  
Special Ed Paraeducator - SES  
1 Part-Time One on One  
Student Companion- SES  
Part-Time Library Aide - CES

### Coaching Openings

JV Wrestling Coach – KHS  
Boy's 7<sup>th</sup> Grade BB Coach – KMS  
BBB "C" Team Coach - KHS

## ENROLLMENT REPORT

School	Total Monday of this week
Canyon Elementary	61
Pinehurst Elementary	248
Sunnyside Elementary	250
Kellogg Middle School	331
Kellogg High School	415.5
KHS Dual Enrollment	21
Silver Valley Alt. High School	11
Pre-School (not open yet)	11
<b>TOTAL</b>	<b>1348.5</b>

Our enrollment was **down one student** from last week.

We are **down 22.5** students from the same school day last year.

## WEB SITE CHANGES

With many thanks to Gwen Johnson, we continue to upgrade our website <http://www.ksd391.org/>

- We add new or revised district policies to the District Policy Manual web page as the board approves them.
- The budget committee is now called the Financial Advisory Committee (FAC). See the FAC web page for updates on financial information.
- See the Educational Web Links page.

- With winter weather approaching, be sure to check out our Safety and Snow Procedures page for Snow Closure information.
- Watch the individual school pages for their current information.

### HOW TO SUBMIT KEY COMMUNICATOR QUESTIONS

#### Letter:

Key Communicator Question  
Kellogg School District Superintendent  
800 Bunker Avenue  
Kellogg, ID 83837  
Be sure to sign the correspondence.

#### E-mail:

Call the district at 784-1348 before e-mailing so we can give you the address and arrange to retrieve your mail from our filter.

### REVIEW OF THE OCTOBER 21 BOARD OF TRUSTEES MEETING

**The review of the meeting is not the official school board minutes. The minutes are published later.**

- The regular meeting was held at Kellogg School District Office.
- Chairman George Blickenstaff called the meeting to order and led the group in the Pledge of Allegiance to the Flag.
- The board approved the minutes of the previous meetings.
- The board received the Business Manager/Clerk Treasurer's report. Terry Rinaldi has had the honor of being asked to be part of a State Department's Pupil Transportation Review.
- The auditing committee made a recommendation to pay bills for \$ 923,270.34 and the board approved payment. This amount included a bond payment.
- The board received the auditor's report from Hayden & Ross. The auditor, Brad Lewis, noted that auditors have been recommending that the district needed to increase the fund balance in order to protect the district and be able to meet payroll in case of a state holdback or

other crisis. The district increased the fund balance this past year and now has funds sufficient for a little over a month of holdback. The need for a fund balance has increased since new changes in special revenue funds require that we must apply for reimbursement rather than be paid up front. Our declining enrollment, lower collection rate on taxes, and declining interest rates are other concerns where we must be frugal. Mr. Lewis stated that the audit went smoothly. The board approved the audit as presented.

- The board received the curriculum, instruction and assessment report from Bonnie Farmin. The ISAT testing window closes October 23. Our district has been chosen to receive a Math is Fun d'Mental kit for family math nights. The Curriculum Advisory Committee met on September 29. The committee will review texts and materials for 6-12 mathematics, K-12 health, humanities and driver education courses. Canyon received an Ella Project Grant for kindergarten "at home" literacy materials. The board received the technology report from Simon Miller. The Enhancing Education Through Technology Grant for the high school English Department has been implemented and going very well. The alternative school move to Suddenlink also went smoothly.
- The board received the special education status report. We are billing for Medicaid through Idaho State Billing Services. Kellogg is on year three of the self-assessment monitoring process. Kellogg administrators attended the RTI training in Lewiston on September 24.
- The board received a report from Tracy Ketchum on Sunnyside Elementary School's (SES) Academic Achievement Improvement Plan. They shared the SES results on the CEE survey. Using the survey and other data, the SES staff has developed an action plan.
- The board received a report from Paul Currie on Pinehurst Elementary School's (PES) Academic Achievement Improvement Plan. They shared the PES results on Reading Goals and ISAT testing. Using the data, the PES staff has developed an action plan for each of the four board goals.

- The board received a report from Shelley Brooks and Rachael Krusemark regarding the work in progress to develop new observation and evaluation procedures. Our new procedures are due February 2010. According to the State Department of Education's, the new procedures must be in line with Charlotte Danielson's work, *Enhancing Professional Practice: Framework for Teaching*. This development committee begins work next week.
- The board approved committee descriptions for the Curriculum Advisory Committee, Financial Advisory Committee and the Auditing Committee. The descriptions and a list of committee members will be added to the website.
- The board approved adoption of the revision of policy 646 (Section 504 Procedures for students with Disabilities).
- The board directed the superintendent to take the draft revision of the following policies to the district review teams:
  - Policy 235 (Public Charter Schools) modified
  - Policy 242 (Trustee Nomination and Election) modified
  - Policy 245 (Trustee Vacancy) modified
  - Policy 260 (Regular Meetings of the Board) modified
  - Policy 263 (Special Meetings of the Board) modified
  - Policy 266 (Executive Sessions) modified
  - Policy 269 (Minutes of the Meeting) modified
  - Policy 460 (Code of Ethics for Certificated Employees) modified
  - Policy 455 (Reduction in Force) modified
  - Policy 422.1 (Employee Use of Electronic Communication and Entertainment Devices) modified
  - Policy 562 (Student Harassment) modified
  - Policy 581 (Prohibition Against Harassment, Intimidation and Bullying) modified
  - Policy 509 (Divorced or Estranged Parents: Rights and Responsibilities) new
  - Policy 577 (Disciplining Students with Disabilities (Section 504) modified
  - Policy 553 (Students with a Living Will and Durable Power of Attorney for Health Care) modified (previously entitled "Consent to Care" Documents)
  - Policy 679 (Accreditation) modified
  - Policy 681 (Personnel Standards) modified
  - Policy 674 (Participation in Statewide Assessments) modified
  - Policy 643 (Special Education Services to Private School Students)
  - Policy 667 (Computer and Network Services) modified
  - Policy 412 (Annuities) deleted - to combine with policy 860
  - Policy 860 (Payroll Deductions) modified
  - Policy 599 (Extracurricular Student Activities) modified
- The board approved the purchase of two new busses from Harlow's Bus Sales.
- The board approved open enrollment requests according to the principals' recommendations.
- The board reviewed current Idaho School Boards Association Resolutions.
- Under Miscellaneous:
- The board received the Tech Prep Status report.
- The board received the Buildings and Grounds Status Report.
- The board received the energy use graphs.
- The board received the final property acquisition agreement for the Government Gulch land acquired from DEQ.
- The board received a copy of a potential timber sale agreement for biomass fuel.
- The board received a reminder of the ISBA Convention in CDA on November 11-13 and the Meet and Confer meeting on October 28.
- Bob Stovern reported on the North Idaho College's focus on dual enrollment classes and how much the enrollment numbers in these classes are increasing. Dual enrollment is a continued emphasis for our students to have the opportunity to progress in college classes before graduating from high school.
- Chairman Blickenstaff reported that he had received a letter from Mayor Pooler regarding Teeter's Field and that he would share it with the other board members.
- Meeting Adjourned

## ANSWERS TO QUESTIONS FROM KEY COMMUNICATORS

### QUESTION

Why did KREM 2 News announce Shoshone County Schools were closed?

### ANSWER

The superintendent called KREM 2 News that morning and asked them to be careful in their reporting on Shoshone since there is a Shoshone District in southern Idaho and then there is our Shoshone County area with three school districts (Kellogg, Wallace and Mullan). KREM 2 said they would correct it to Shoshone District that day.

For future news reports, please watch for Kellogg Joint School District #391 reports only and ignore any Shoshone notices since we never report out as Shoshone.

### CALENDAR OF EVENTS (for more information, <http://www.ksd391.org>)

No School For Students – Teacher Workday and end of first Quarter	Friday, October 30
Parent Conferences	November 4 & 5th
Schools Closed	November 5 & 6th
Regular Board Meeting @ District Office Conf. Room	Wednesday, November 18, 7:00 PM

## VISION STATEMENT

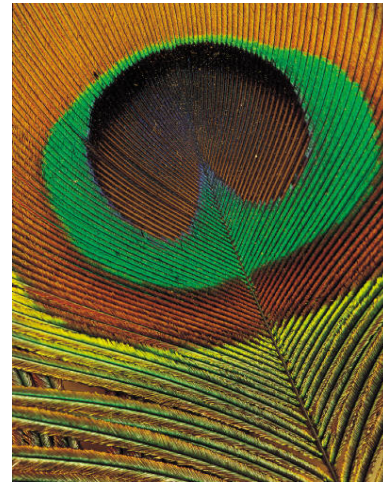
The vision for the future of Joint School District 391 is to be a district of exemplary quality by providing strong leadership, the motivation to succeed, the tools needed for success, and a safe and healthy environment for our students.

## MISSION STATEMENT

The mission of the Kellogg School District in a partnership of students, parents, educators, and community members is to ensure a safe, nurturing environment where people are challenged to achieve:

- Individual responsibility
- Academic excellence
- Personal success, and
- Life-long learning

## 2009-2010 THEME



**Physically & Mentally Present**