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Dr. Charles J. Shackett, Superintendent

Marjean McConnell, Deputy Superintendent

Scott Woolstenhulme, Assistant Superintendent

Special Meeting/Executive Session

April 16, 2018

8:00 AM

District Office

I. Call to Order

Chairman Paul Jenkins called the meeting to order at 8:04 a.m.

II. Roll Call

Amy Landers	present
Chad Dance	present
Greg Calder	present
Scott Lynch	present
Paul Jenkins	present

III. Executive Session

A. Chairman Jenkins stated that the Board will enter into Executive Session pursuant to Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. The Executive Session will be closed to the public as permitted by law.

MOTION: Scott Lynch moved to enter into executive session for the reason stated. Greg Calder seconded. The roll call vote was:

IV. Roll Call Vote

Amy Landers	yes
Chad Dance	yes
Greg Calder	yes
Scott Lynch	yes
Paul Jenkins	yes

V. Superintendent Evaluation Discussion

Chairman Jenkins welcomed Attorney Doug Nelson to join the meeting and stated that the purpose of this meeting was to clarify specifics in the Superintendent's evaluation letter from the Board. He reiterated that the evaluation was complete as required by law. Mr. Nelson reviewed with the Board the state rules of the superintendent evaluation and his contract. It is a duty of the Board to articulate concerns of the superintendent's performance and to communicate ways to improve and strengthen the District and relationship with the Board. He stated that the superintendent contract is a State form and is interlaced with State statutes, Board policies, major rules of regulations of State DOE, and Professional Code of Ethics; the rolling contract can be written for one to three years and are to be set by June 1st and can be renewed yearly so it continues to roll forward from year to year. Dr. Shackett's current contract rolls forward through June 2019. The evaluation guidance and instruction from the Board becomes part of the superintendent's contract – therefore the letter. The term "key administrators" was defined as the Executive Team: Superintendent, Deputy Superintendent, Assistant Superintendent and the Chief Financial Officer. District administration can select the best for the job and offer open positions to new employees; however, the Board is ultimately the one that officially hires new employees. The Master Agreement includes and connects to Board policy and procedure and district job descriptions, thus the Board is recognized in negotiations. It is the administrations' responsibility to seek advice and to recommend solutions for district issues, but it is the Board's responsibility to deliberate and make a decision. Excepting the Board Chairman, information must be delivered to the Board as a whole and not individually; it is the chairman's responsibility to pass information

Board of Trustees ♦ Paul Jenkins ♦ Amy Landers ♦ Chad Dance ♦ Greg Calder ♦ Scott Lynch

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to the other board members. Mr. Nelson warned against polling the Board, either one on one, conference calls, and/or email/text solicitations. Deliberation outside of a public meeting can be a breach of the open meeting law. The Board suggested that draft documents be added to the board packet prior to the meeting and not given to the trustees at the start of the meeting. This allows time for the Board to preview items pertaining to upcoming discussions, deliberations, and decisions. The administration is to provide the facts, not to persuade and the Board is responsible for the decisions of the District. Mutual respect and open communication is most important to the Superintendent/Board relationship. Each side must be willing to give and take and be willing to talk about out the issues and acknowledge each view politically, practical or both. Mr. Nelson is reviewing the evaluation process and procedures in order to make it more user-friendly for both the key administration and Board; he reminded everyone that evaluation is not be historical. To help control discussion and deliberation, Chairman Jenkins encouraged the trustees to pass all questions through the chairman. Dr. Shackett's current contract is to show the yearly increase of compensation, but not to adjust the contract date until after re-evaluation at the end of August, 2018. This evaluation letter will be revised from information discussed in this meeting.

VI. Move Back Into Open Meeting

MOTION: Chad Dance moved to enter back into open session. Greg Calder seconded. The vote was 5 in favor with 0 opposed and 0 abstentions. Motion carried.

VII. Adjournment

Chairman Jenkins adjourned the meeting at 10:22 a.m.

MOTION: Chad Dance moved to adjourn. Greg Calder seconded. The vote was 5 in favor with 0 opposed and 0 abstentions. Motion carried.

APPROVED: _____
Chairman

ATTESTED: _____
Clerk

Date: _____