

**Snake River School Board of Trustees
Held at Riverside Elementary
16 South 700 West, Blackfoot, ID 83221
Wednesday, March 18, 2026**

1. CALL MEETING TO ORDER

Chairman Lon Harrington called the meeting to order at 7:00 p.m. Other board members present were Larin Mortimer, Carol Hepworth, Toni Ibarra and Josh Sorensen. Also attending were Superintendent Mark Kress and Board Clerk Terisa Coombs.

2. PRAYER/PLEDGE OF ALLEGIANCE

Toni Ibarra opened the meeting with the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Josh Sorensen so moved and Toni Ibarra seconded to approve the agenda as presented. All board members voted aye. Motion passed 5-0.

4. WINTER ACTIVITIES PRESENTATION

The Snake River High School Wrestling program won the State Championship! Coach Ty Minto discussed their successful season and attributed it being a team effort. He also thanked the board for all of their support to their program. The board congratulated the wrestling team.



5. PUBLIC INPUT

There were no comments made during Public Input.

6. ACTION ITEMS

a. Consent Agenda

Minutes: Minutes of Regular Meeting of February 18, 2026 and Minutes of Special Meeting of March 2, 2026

Resignations: Becky Hone, SROHS Counselor; Shawnee Zelenka, SROHS Teacher; Selena Cruz, Middle School Special Ed Parapro

Budget Report, Reconciliation Report, Payroll, and Claims Payable for February 2026

A motion was made by Larin Mortimer and seconded by Carol Hepworth to approve the Consent Agenda as presented. All board members voted aye. Motion passed 5-0.

b. Idaho History Curriculum

The board reviewed a proposal to replace its outdated Idaho History textbook at the last meeting. The proposed cost is about \$17,582 for 150 textbooks, teacher materials, and digital licenses. The board wanted more time to review the curriculum and postponed a final decision until that could be done. The board was given the curriculum to review.

Josh Sorensen moved and Carol Hepworth seconded the purchase of the Idaho History curriculum called The Idaho Adventure, 3rd Edition, in the amount of \$17,582.53, as presented. All board members voted aye. Motion passed 5-0.

c. Jr. High Soccer Club

Jr. High Principal Rich Dunn explained the vision of a beginning a Jr. High Soccer Club. Last year, high school coaches partnered with nearby schools to begin an informal weekend soccer opportunity for junior high students, which saw very strong participation and family support. Due to its success, they are requesting approval to formalize it as an official junior high club for grades 6–8, with a \$40 travel fee and no paid stipends, as coaches volunteer their time. The club would be board-approved, allowing use of school facilities, transportation, and insurance coverage.

A motion was made by Carol Hepworth and seconded by Toni Ibarra to approve the Jr. High Soccer Club with the associated travel fee, as presented. All board members voted aye. Motion passed 5-0.

d. LGIP Statements/Investment Renewal

The 12-month CD at D.L. Evans is maturing on March 19, 2026. The board reviewed options for reinvesting including rates from local financial institutions and the LGIP. While LGIP rates have been slightly declining, around 3.8%, D.L. Evans has offered a competitive 3.9% 12-month CD, compounded quarterly and fully insured, with early withdrawal flexibility. Given the better rate, the board liked reinvesting locally rather than moving funds into LGIP at this time.

Carol Hepworth moved and Larin Mortimer seconded to reinvest the expiring CD with D.L. Evans Bank into a 12-month, fully insured CD at approximately 3.9% interest. All board members voted aye. Motion passed 5-0.

e. **Reschedule April Board Meeting:**

Superintendent Kress will be out of town on April 15th, the date of the April board meeting at Snake River High School. After discussion, the board decided that April 21, 2026 would be a good option.

A motion was made by Larin Mortimer and seconded by Carol Hepworth to approve moving the board meeting scheduled on April 15, 2026 to April 21, 2026 at Snake River High School at 7 p.m. All board members voted aye. Motion passed 5-0.

7. **INFORMATION ITEMS**

a. **Superintendent Report**

1. **Quest CPA Auditing Services:** The board reviewed a proposed contract from Quest CPA that conducts the district's annual audit. In the past, the district has used one-year agreements, but Quest is now requesting a three-year contract with annual fee increases. Quest CPA is well-established in school district auditing, offers competitive pricing, and has an effective working relationship with the district. The board would like the district to continue using Quest CPA.
2. **District and Building Updates/Legislative Updates:** The board reviewed district activities for March through May and noted that it is a very busy time of year with something happening almost every day. They talked about ongoing discussions at the district level including legislative updates and good progress in early literacy, especially efforts to help kids be more prepared before starting kindergarten.
3. **Supplemental Levy:** The board reviewed a flyer about the proposed replacement supplemental levy of \$700,000 over two years to support staffing, curriculum, activities, and other programs. They discussed how the actual taxpayer impact is low (around \$32 per \$100,000 of value) due to state funding offsetting costs, though this is difficult to clearly communicate on the ballot. The conversation also focused on how to share accurate information with the public through schools, email, and the newspaper while staying within legal limits that prohibit using public funds to advocate for the levy.

c. **Upcoming Events**

1. The Lightning Thief will be March 20, 21,23,24,26,27, and 28 at 7:00 p.m. at SRHS Auditorium
2. Teacher Inservice will be Friday, March 20, 2026
3. Spring Break will be March 30-April 2, 2026 pending no snow days
4. Distinguished Young Women will be April 3rd at High School Auditorium

8. **POLICY READINGS**

a. **Policy Reviews:**

Policy 1600, Code of Ethics for School Board Members
Policy 2200, School Year, Calendar, and Instructional Hours
Policy 2420, Parent and Family Engagement
Policy 2420P, Parent and Family Engagement Guidelines
Policy 3010, Open Enrollment by Students Who Reside Within or Outside the District
Policy 3060, Education of Homeless Children
Policy 3285, Relationship Abuse and Sexual Assault Prevention and Response
Policy 3295, Hazing Harassment, Intimidation, Bullying, Cyber Bulling
Policy 3300, Drug Free School Zone
Policy 3320, Substance and Alcohol Abuse
Policy 3330, Student Discipline
Policy 3345, Restraint and Seclusion Board Policy
Policy 3500, Student Health/Physical Screenings/Examinations
Policy 3530 Suicide
Policy 4210F1, Fee Schedule for Community Use of School Facilities
Policy 7215, Financial Accounting System (GASB Statement 54)
Policy 7500, New Fees or Increase of Fees
Policy 7710, Bond Continuing Disclosure and Certification Requirements
Policy 8300PL, Emergency and Disaster Preparedness
Policy 8320, Fire Drills and Evacuation Plans
Policy 8520, Inspection of School Facilities

A motion was made by Josh Sorensen and seconded by Larin Mortimer to approve the review of Policy 1600, Code of Ethics for School Board Members; Policy 2200, School Year, Calendar, and Instructional Hours; Policy 2420, Parent and Family Engagement; Policy 2420P, Parent and Family Engagement Guidelines; Policy 3010 Open Enrollment by Students Who Reside Within or Outside the District; Policy 3060 Education of Homeless Children; Policy 3285, Relationship Abuse and Sexual Assault Prevention and Response; Policy 3295, Hazing Harassment, Intimidation, Bullying, Cyber Bulling; Policy 3300, Drug Free School Zone; Policy 3320, Substance and Alcohol Abuse; Policy 3330, Student Discipline; Policy 3345, Restraint and Seclusion Board Policy; (Continued)

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Policy 3500, Student Health/Physical Screenings/Examinations; Policy 3530 Suicide; Policy 4210F1, Fee Schedule for Community Use of School Facilities; Policy 7215, Fund Accounting System (GASB Statement 54); Policy 7500, New Fees or Increase of Fees; Policy 7710, Bond Continuing Disclosure and Certification Requirements; Policy 8300P1, Emergency and Disaster Preparedness; Policy 8320, Fire Drills and Evacuation Plans; Policy 8520, Inspection of School Facilities. All board members present voted aye. Motion passed 5-0.

b. Second Readings:

Policy 5740P--Reduction in Force Procedures: This policy has been brought back as a second reading because there were a couple of options that were presented but not discussed at the last board meeting.

Policy 5740F—Reduction in Force Rubric: In your packet is the ISBA rubric for a reduction in force, should the need arise. Superintendent Kress is discussing the rubric with the administrative counsel and should have an updated version for you to view on Wednesday night.

A motion was made by Carol Hepworth and seconded by Toni Ibarra to approve the second readings of the second reading of Policy 5740—Reduction in Force and the first reading of Policy 5740F—Reduction in Force Rubric. All board members present voted aye. Motion passed 5-0.

c. First Readings

Policy 4260—Records Available to the Public: This update brings this policy into alignment with HB 253. This bill created separate requirements for responding to public records requests depending on whether they request is made by a person or entity in Idaho or whether they come from outside the state. The process for responding to in-state public records requests has not changed, but the response time for out-of-state requests is now permitted to be longer. The bill also exempts out-of-state requests from restrictions on charging fees for more easily fulfilled requests and for certain requests in the public interest. Fees for out-of-state requests still cannot exceed the cost of fulfilling the request. **This is a recommended update to a required policy.**

Policy 4260F—District Record Request Form: To help districts and charter schools determine whether HB 253's new in-state or out-of-state public records request requirements apply to a given request, we've added a section to this form for the requester to attest and demonstrate that they meet the requirements to be considered an in-state request or to indicate that the request is from out-of-state. It also modifies the portion where the employee fulfilling the request can indicate the timeline on which the request will be met, providing different sections for the in-state and out-of-state request timelines. **This is a recommended update to a required policy.**

Policy 7400P1—Miscellaneous Procurement Standards-Federal Award Requirements: The only substantive update to this item is a brief statement that the board should avoid using overly-detailed product descriptions. **This is a required update to a required item.**

Policy 7400P2—Miscellaneous Procurement Standards-Procurement Methods Under a Federal Award: This update includes a lot of new information about purchasing, including on micro-purchases, informal and formal procurement methods, and competitive and noncompetitive proposals as alternative purchasing processes allowable in some cases, **this is a required update to a required item.**

Policy 7400P4—Miscellaneous Procurement Standards-General Procurement Standards for a Federal Award: These changes make it clear that some conflict of interest restrictions apply to board members as well as employees. They also require subrecipients to have written standards of conduct that cover conflicts of interest. **This is a required update to a required item.**

Policy 7403—Procurement of Goods and Services for School Meal Programs: References to several transportation-related statutes were mistakenly added to this item in the last update. They have now been removed.

Policy 7405—Public Works Contracting and Procurement: This update changes threshold amounts for different requirements when it comes to the licensure of public works contracts. Raising these thresholds brings them into alignment with current Idaho Code. **This is a recommended update to a recommended policy.**

Policy 7430—Travel Allowances and Expenses: Edits to this policy add a paragraph noting the travel costs and reimbursement practices that will apply in the absence of a board policy on the topic. It also adds a paragraph on air travel by means other than commercial carriers. **This is a required update to a required item.**

Policy 7450—Federal Cash Management Policy: This item includes a handful of changes, including the addition of requirements to pay contractors in a timely manner, to track all federal funds the district/charter school is responsible for, and to maintain federal funds in insured accounts. **This is a required update to a required item.**

Policy 7450P2—Federal Cash Management Policy-Federal Program Income: This update adds a couple of new paragraphs outlining requirements on when and how income from federally-funded programs must be spent. **This is a required update to a required item.**

Policy 7455—Federal Debarment and Suspension: New language in this policy adds detail on federal information resources to ensure a contractor is permitted to work on federally-funded projects. It also includes requirements to use these resources. **This is a recommended update to a recommended policy.**

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A motion was made by Josh Sorensen and seconded by Larin Mortimer to approve the first readings of Policy 4260—Records Available to the Public; Policy 4260F—District Record Request Form; Policy 7400P1—Miscellaneous Procurement Standards-Federal Award Requirements; Policy 7400P2—Miscellaneous Procurement Standards-Procurement Methods Under a Federal Award; Policy 7400P4—Miscellaneous Procurement Standards-General Procurement Standards for a Federal Award; Policy 7403—Procurement of Goods and Services for School Meal Programs; Policy 7405—Public Works Contracting and Procurement; Policy 7430—Travel Allowances and Expenses; Policy 7450—Federal Cash Management Policy; Policy 7450P2—Federal Cash Management Policy-Federal Program Income; and Policy 7455—Federal Debarment and Suspension. All board members present voted aye. Motion passed 5-0.

9. EXECUTIVE SESSION

Under Idaho Code 74-206 (1)(b) To consider the evaluation, dismissal of or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent and (1)(d) to consider records that are exempt from disclosure, Toni Ibarra moved and Larin Mortimer seconded to go into Executive Session. A roll call vote was taken: Lon Harrington, aye; Larin Mortimer, aye; Josh Sorensen, aye; Toni Ibarra, aye; and Carol Hepworth, aye. Motion passed 5-0.

The board went into Executive Session at 8:00 p.m. Idaho Code 74-206 (1)(b) to consider the evaluation of the Superintendent was discussed until 8:05 p.m.

From 8:05 p.m. until 8:25 p.m., Idaho Code 74-206 (1)(b) and (1)(d) discussion was held about a personnel issue.

At 8:25 p.m., the doors were opened and the board returned to Regular Session.

10. CLOSING INFORMATION ITEMS

- a. **Board Training:** Superintendent Kress had a discussion with the board on public input and the dangers of allowing patrons to talk during the board meeting and not during the public input period set aside for them.
- b. **The next Board Meeting will be April 21, 2026 at Snake River High School at 7 p.m.**

11. ADJOURN

Larin Mortimer moved to adjourn and Josh Sorensen seconded.

The meeting was adjourned at 8:37 p.m.

ATTEST:

Terisa Coombs
Clerk

Lon Harrington
Chairman

March 18, 2026
Date