



Buhl Joint School District No. 412

Board of Trustees

Minutes of Regular Board Meeting

September 17, 2025 – 6:00 p.m.

The Board of Trustees of Buhl Joint School District No. 412, Twin Falls and Gooding Counties, State of Idaho, met in its properly posted monthly meeting in the Buhl High School Library, located at #1 Indian Territory, Buhl, Idaho on August 20, 2025. The regular session was called to order by Board Chair Melissa Kippes at 6:00 p.m. In attendance were Board Chair Melissa Kippes, Vice Chair Paul Pettit, and Trustees Carla Critchfield and Jenny Hopkins. Superintendent Angie Oparnico, Clerk of the Board Dena Felix, Business Manager Krista Moyer, and Administrators Cyndi Cooper and Kayla Kelly. Trustee Jennie Ridley and Administrators Mauri Gowans and Sandra Lobo were not in attendance. Administrator Kayla Kelly exited the meeting at 7:26 p.m.

Opening Items - The meeting began with a roll call to ensure a quorum was present, followed by the Pledge of Allegiance. Board Chair Melissa Kippes announced that public comments on agenda items require submission of Form 4105F to the Board Clerk prior to the start of the meeting.

Approval of Amended Agenda (*discussion/action*) - With no additions or deletions to the amended agenda, Trustee Paul Pettit moved and Trustee Carla Critchfield seconded a motion to approve the amended agenda as presented. The motion passed unanimously.

Public Comment – Board Chair Melissa Kippes opened the floor to public comments. No public comments were received.

REGULAR MEETING

Student Spotlight (*information*) - FFA President Walter Olsen and Reporter Lillian Womack, accompanied by Ag Teacher Derek Jones, presented information regarding this year's county fair participants and student leadership information. They have 19 members with 11 of those being new to Buhl or first time members. University of Idaho CALS days will be October 10-12, 2025 in Moscow and they anticipate 11 students attending.

Buhl Education Association Report (*information*) - BEA provided breakfast to teachers from 7:00-7:30 AM on Monday, September 15, 2025. No BEA representatives were present at the meeting.

REPORTS (*information*)

Superintendent's Report

Superintendent Oparnico reported:

Regular Board Meeting Minutes

September 17, 2025

Professional Learning Communities

- Implementing PLCs districtwide to increase student achievement (multi-year process), with focus on:
 - Essential standards
 - Vertical alignment
 - Assessments
 - Student achievement
 - Communication

Information

- Homecoming Week
- PLC – September 15, 2025: PLC meetings focused on essential standards.
- Projects:
 - Boiler installed; factory start scheduled for October 1, 2025
 - Sinks and faucets installed at Popplewell Elementary
 - HB 292 payment received: \$1,052,706

Upcoming Dates

- Buhl Middle School Chocolate Sale: September 30–October 17, 2025
- Parent/Teacher Conferences: October 13–14, 2025

District Reporting Requirements

- School District Facilities Fund Report: September 19, 2025
- Transportation Reimbursement Claim: October 1, 2025
- District and Charter School Salary Schedules: October 1, 2025
- CIP due to state: October 1, 2025
- ISEE Data Submission: October 15, 2025
- Annual Statement of Financial Condition: October 28, 2025
- Health Plan Report: October 28, 2025
- IFARMS Annual Financial Report: October 31, 2025

Professional Development & Training

- Region 4 Superintendent Meeting: September 18, 2025
- Math Best Practices: September 23, 2025
- ESEA/IDEA Director's Conference: October 2–3, 2025
- Idaho Superintendent Network: October 6–7, 2025
- National School Public Relations Association – Small District Superintendents Track

District Enrollment / Average Daily Attendance (ADA)

The comparison shows an overall increase in enrollment.

| School | 2024/25 Approved | 2025/26 Approved |
|---------------|-------------------------|-------------------------|
| PES | 22 | 30 |
| BMS | 25 | 19 |

| | | |
|--------------|----|----|
| BHS | 25 | 30 |
| Total Denied | 2 | 3 |

Maintenance – Doug Walker

- Work continues on the boiler, sinks, and HVAC units.

Athletics – Stacy Wilson

- **Football** – 50+ players; varsity 2–0, JV 1–1; largest incoming freshman class.
- **Volleyball** – 23 players; varsity 6–8 (1–1 conference); 2nd at Jerome Invitational.
- **Boys’ Soccer** – 26 players; record 2–1–1.
- **Girls’ Soccer** – 17 players; record 3–1; 2nd in conference.
- **Cross Country** – Full boys team; 4 girls; one meet completed.
- **Cheer** – 17 participants; preparing for Homecoming and mini cheer camp.

Food Service – Michelle Shaddy

Average Daily Participation (August):

- **Breakfast:** BHS – 130; BMS – 120; PES – 475
- **Lunch:** BHS – 85; BMS – 130; PES – 370

Upcoming Reviews: Procurement Review documents due September 30, 2025; Administrative Review scheduled February 24, 2026 at BHS.

Chobani Donations – We are grateful to Chobani for resuming their monthly deliveries. The “Let’s Eat Week” event is scheduled for October 20, 2025, during which approximately 300 meals will be distributed.

Staffing: Vacancy remains; interviews scheduled.

Financial Report

Financial Reports were given through August 31, 2025.

Financial reports through August 31, 2025, were presented. The General Fund’s primary expenses included:

- Annual Workers’ Compensation payment, which increased slightly by \$1,000 compared to the previous year
- \$19,000 for custodial supplies
- \$12,000 for technology supplies

The audit has been completed and is scheduled for presentation in October.

Trustee Paul Pettit inquired about a General Fund encumbrance exceeding \$600,000. Krista will follow up and provide clarification.

Student Achievement Report

Buhl Middle School – Principal Kayla Kelly

Principal Kayla Kelly presented information on the CSI Up Program for EL proficiency, noting significant growth at the middle school. Through individual student goal setting, strengthened

intervention classes, and vertical alignment, the teachers and students have made impressive progress. Principal Kelly proudly announced that the middle school has officially exited the CSI Up Program as of 2025, marking an important achievement for both staff and students.

Consideration to Approve the Consent and Confirmation Agenda (*discussion/action*) - Following discussion, Trustee Paul Pettit made a motion to approve the Consent and Confirmation Agenda, the motion was seconded by Trustee Jenny Hopkins.

- Waive the reading of the minutes of the previous board meeting as they were submitted to each board member.
- Approve the regular meeting minutes of August 20, 2025
- Approve the August financial statements
- Approve the August vouchers
- Approve the school building checking accounts for August
- Personnel Recommendations
 - Approve new hire/transfers:
 - Abigail Harvey (Elementary Para)
 - Jessica Banda (Middle School ESL Para)
 - Brian Floyd (Elementary SPED Teacher)
 - Jason Evenson (Technology Assistant)
 - Approval of resignations/retirements/terminations/leaves:
 - Brittney Eggleston (High School Para)
 - Leilani Meitzner (High School Para)

Motion carried unanimously.

DISCUSSION/ACTION

ADMINISTRATIVE AND CERTIFIED STAFF DUTIES AND STIPEND INFORMATION (*discussion/action*) - Superintendent Oparnico presented the proposed compensation plan addressing additional administrative duties and stipends:

High School Principal Duties: Divided among three staff members:

- Katie Horner: Vice principal responsibilities, student support, compliance, student drug testing, and behavior management. Stipend amount \$15,000.00
- Kayla Kelly: Main contact for students/families, major discipline, school culture, and leadership presence. Stipend amount \$20,000.00
- Superintendent Oparnico: Staff evaluations, IPLP oversight, CTE programs, Wakapa coordination, district/state reporting, and extracurricular supervision. Stipend amount \$25,000.00

Other Stipends:

- Special Education Staff: Due to staffing shortages – one at \$5,000.00, and one at \$2,000.00.

The trustees discussed the increased administrative responsibilities due to the shortage of qualified applicants for the high school principal position. They agreed to keep the position posted for the 2026/2027 school year to allow sufficient time to recruit a qualified candidate.

Discussion included how stipend amounts were determined, concerns about staff burnout due to the redistribution of principal responsibilities, and community perceptions regarding the Superintendent's involvement in high school leadership since she previously served as principal. Trustees emphasized the importance of ensuring that the Superintendent's role remains a priority and is clearly distinguished from principal duties.

The trustees also considered whether some responsibilities could be delegated to other staff members to reduce the workload placed on administrators. In addition, they addressed accountability measures for stipends, requesting that administrators receiving stipends provide regular reports documenting their time and additional responsibilities to justify the amounts and ensure transparency. There was discussion that the stipend amounts could be revisited every few months.

Trustee Jenny Hopkins moved and Trustee Carla Critchfield seconded a motion to approve the proposed stipend compensation for administrators: Vice Principal Katie Horner \$15,000, Principal Kayla Kelly \$20,000, and Superintendent Angie Oparnico \$20,000, with potential adjustments based on hours worked and ongoing evaluation. Special education stipends for one teacher and one para were also approved. Administrators will provide the Board with tracking of hours and explanations for stipend allocations.

Motion carried unanimously.

BOARD OPERATING GOALS / STRATEGIC PLAN (*discussion/action*) - The trustees agreed to postpone action due to potential upcoming changes in board membership.

No action taken.

CONTINUOUS IMPROVEMENT PLAN (*discussion/action*) - After discussion, Trustee Carla Critchfield moved and Trustee Paul Pettit seconded a motion to approve the continuous improvement plan as presented.

Motion carried unanimously.

REPORT OF POLICIES THAT IDAHO CODE REQUIRES TO BE REVIEWED ANNUALLY (*discussion*) - Superintendent Oparnico presented the following policies that are to be reviewed annually:

- 3285 *Relationship Abuse and Sexual Assault Prevention Response*
- 3295 *Hazing, Harassment, Intimidation, Bullying, Cyber Bullying*
- 3300 *Drug Free School Zone*
- 3320 *Substance and Alcohol Abuse*
- 3330 *Student Discipline*
- 3345 *Use of Restraint, Seclusion, and Aversive Techniques for Students (Sped Director)*
- 3500 *Student Health/Physical Screenings/Examinations*
- 3530 *Suicide*
- 4210F *Fee Schedule for Community Use of School Facilities*
- 7215 *Fund Accounting System (Auditor, Aug)*
- 7305 *Investment of Funds*
- 7500 *New Fees or Increase of Fees*
- 7710 *Bond Continuing Disclosure and Certification Requirements (Business Manager)*

8170 *District-Owned Vehicles*
8300P1 *Emergency and Disaster Preparedness*
8320 *Fire Drills and Evacuation Plans*
8520 *Inspection of School Facilities*

Superintendent Oparnico will review Policy 3345 *Use of Restraint, Seclusion, and Aversive Techniques* with Special Education Director Sandra Lobo and present as a first reading at the October 2025 board meeting.

No action taken.

CONSIDERATION TO APPROVE THE FIRST READING OF THE FOLLOWING POLICIES *(discussion/action)* -

Policy 2420 *Parent and Family Engagement*
Policy 2420P *Parent and Family Engagement Guidelines*

After reviewing the above policies, Trustee Paul Petti moved and Trustee Melissa Kippes seconded a motion to table the first reading of Policies 2420 and 2420P.
Motion carried unanimously.

CONSIDERATION TO APPROVE THE SECOND READING OF THE FOLLOWING POLICIES *(discussion/action)* -

Board of Trustees

1500P *Board Meetings Procedure*
1615 *Trustee Spouse Employment*

Instruction

2340 *Controversial Issues and Academic Freedom*
2435 *Advanced Opportunities*

Students

3000 *Entrance, Placement, Transfer*

Community Relations

4105 *Public Participation in Board Meeting*
4105F *Request to Address the Board*
4600P *Volunteer Assistance Procedures*

Financial Management

7405 *Public Works Contracting and Procurement*
7405P *Procuring Public Works, Services, and Personal Property*
7407 *Public Procurement of Goods and Services*
7408 *Entering into Professional Service Contracts*

After reviewing the above policies, Trustee Carla Critchfield moved and Trustee Jenny Hopkins seconded a motion to approve the second reading of Policies 1500P, 1615, 2340, 2435, 3000, 4105, 4105F, 4600P, 7405, 7405P, 7407, and 7408.

Motion carried unanimously.

Public Comment – Board Chair Melissa Kippes opened the floor to public comments.

- Technology Director Chris Fields addressed the Board, noting that the recommendation for the new hire of the technology assistant goes against his recommendation.
- Pam Osterkamp addressed the Board, expressing appreciation for the trustees' work.

Form 4105F was not submitted by either individual who addressed the Board.

Upcoming Events (*information*) – The next regular meeting of the Board of Trustees will be held on Wednesday, October 15, 2025, at 6:00 p.m. at the Buhl High School Library.

Adjourn (*action*) – There being no further business, Trustee Paul Pettit moved and Trustee Melissa Kippes seconded a motion to adjourn the meeting at 7:38 p.m.

Clerk of the Board

Date