BRUNEAU GRAND VIEW SCHOOL DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES

September 8, 2026 7:00 p.m.
Location: Rimrock Library

The Bruneau Grand View School District Mission: BGVSD will provide a high-quality education, prepare students for their futures, and enable them to be positive contributors to society.

BOARD MEMBERS PRESENT:
Scott McNeley, Chairman
Allen Merrick, Vice Chairman
Steve Boren, Trustee
Raelynn Mathews, Trustee
Elaine Eldridge, Trustee

ADMINISTRATION PRESENT:
Ken Higbee, Superintendent/Principal
JayDene Aquiso, Clerk/Treasure
Kailee McClure, Elementary Principal

I. WELCOME AND CALL TO ORDER

Vice Chairman Merrick called the meeting to order at 7:01p.m. and led the Pledge of Allegiance.

Clerk Aquiso confirmed that a quorum was present.

II. PUBLIC INPUT

Those individuals wishing to address the Board may sign up at the board materials table and must submit the completed form to the Board Clerk. Individuals will be given a maximum of three (3) minutes to present their views. Open Meetings requirements limit the ability of the Board to discuss or take action on any topic not previously on the agenda; however, the issue may be included on a future agenda if appropriate. Please note: The Board cannot receive complaints against personnel in open session and recommends that concerns be resolved through the following order: (1) Teacher or Staff, (2) Principal or Supervisor, (3) Superintendent, (4) Board of Trustees. District Office Phone: 208-834-226

Trustee Eldridge read a letter from a student.

III. APPROVAL OF AGENDA

MOTION: Trustee Mathews moved to approve the Agenda. Trustee Boren seconded the motion. Motion carried unanimously.

IV. APPROVAL OF CONSENT AGENDA

The following items were presented for approval:
Recommended Motion: Approve the Consent Agenda as presented.
Consent Agenda items include:

- Approval of payroll for Kellie McNeley, Ashley Merrick, Adam Eldridge, and Amee-Lynn Eldridge
- Approval of minutes of the August 11, 2026 regular meeting & August 31, 2026 special meeting
- Approval of Accounts Payable/Payroll for September 2026
- Approval of Bruneau Elementary, Grand View Elementary, District accounts for August 2026
- Approve coaching assignments:

- Rescind Varsity Football Coach -Ken Higbee
- Recind Jr. High Volleyball Coach-Dusti Scott
- Alexa Hurtado Jr High Volleyball Coach
- Ken Higbee Jr. High Football Coach
- Adam Eldridge Assistant Jr. High Football Coach

- **Approval of 2026–2027 Hires**
    1. Melissa Raymond, IDLA Parprofessional

Trustee Boren wanted to remove coaching assignments of Ken Higbee and Adam Eldridge from the consent agenda.

MOTION: Trustee Mathews moved to approve the Consent Agenda without the Jr. High and Assistant Jr. High Football coaches. Trustee Boren seconded the motion. Motion carried unanimously.

Junior High Football Coach

A motion was made to approve Ken Higbee as the Junior High Football Coach. Trustee Eldridge seconded the motion. The motion passed.

Discussion: Trustee Boren expressed concern regarding Dr. Higbee having multiple responsibilities. Dr. Higbee explained the steps being taken to build a football team and program. He stated that the team is currently focusing on drills, basic game concepts, and developing an understanding of the fundamentals of football.

Chairman McNeley asked what responsibilities could be removed from Dr. Higbee's workload to allow him more time to coach. Dr. Higbee explained that Ashley has stepped up to assist with additional athletic responsibilities. He also stated that he had reached out to staff members for assistance and that staff members have volunteered to help.

Dr. Higbee stated that he would like to transition out of the Athletic Director position beginning next year. He asked the Board to give him one year to establish his culture within Rimrock and the District.

Assistant Junior High Football Coach

A motion was made by Trustee Mathews to approve Adam Eldridge as the Assistant Junior High Football Coach. Trustee Merrick seconded the motion. The motion passed.

V. REPORTS TO THE BOARD (Information)

2025–2026 Audit – Dan Coleman, Quest CPAs PLLC

Dan Coleman of Quest CPAs PLLC presented the District's 2025–2026 audit at 7:21 p.m. Mr. Coleman reviewed the audit process, including attendance, staffing, invoicing, financial records, fund balances, and internal controls to ensure that accounts and balances were properly accounted for.

Mr. Coleman explained that the District received the best possible results on the four audit opinions and that the District's books are in good condition. Internal controls were reviewed, including budget reports and other financial procedures. The audit resulted in no findings and a clean report.

The auditor reviewed both major and non-major funds. The District's ending fund balance meets the auditor's recommended level.

Mr. Coleman discussed the Child Nutrition Fund and noted that the fund is operating at a deficit, which is common among school districts. He explained that many districts are transferring funds from the General Fund to address Child Nutrition Fund deficits, and this may continue to be necessary in the future.

The Bond Fund was discussed, including the use of property tax and certain state tax revenues. The Plant Facilities Fund was also reviewed. Mr. Coleman explained that the District may transfer interest earned in the School Moderation Fund to the General Fund for allowable routine maintenance expenses. He also discussed the option of retaining interest earnings in the Plant Facilities Fund to allow the balance to grow for future facility improvements. The Board discussed whether interest could remain in Fund 436 and accumulate for future facility needs, with the option of using only the interest earnings over several years.

Mr. Coleman stated that all funds reviewed had checked out appropriately. Upcoming changes and other audit-related matters had been discussed with JayDene.

Mr. Coleman exited the meeting at 7:46 p.m.

Bruneau Elementary and Grand View Elementary – Principal Kailee McClure

Principal Kailee McClure presented enrollment data and current enrollment numbers for Bruneau Elementary and Grand View Elementary. Principal McClure reported that both elementary schools are doing very well and recognized Ms. Wampler for the work she is doing.

Elementary Events

- September 9–22 – IRI Testing
- September 10 – Grandparents' Day at Bruneau Elementary
- October 5–8 – Fire Safety Week
- October 9 – All Staff Professional Development in Boise

Staff Shoutouts

Principal McClure recognized staff members for their new or expanded responsibilities:

- **Karla** – Added Food Service responsibilities
- **Claudia** – Added Janitorial responsibilities
- **Brea** – Now teaching Kindergarten
- **Susan** – Now teaching four grades
- **Summer** – Now teaching Upper Elementary
- **Madie** – Now teaching PE district-wide and coaching
- **Anna** – Teaching Music district-wide
- **Lois** – Now serving as a Title I paraeducator and assisting with the library
- **Cassie** – Added Library and Special Education responsibilities
- **AmeeLynn** – Serving as Lead Paraeducator
- **Laura** – Now serving as the district-wide K–12 Special Education Case Manager

Preschool Data and Assessment

The Board asked that preschool enrollment data also be included in future reports. The Board and administration discussed student data and testing results.

Rimrock Jr./Sr. High Principal and Superintendent Updates – Dr. Ken Higbee
Dr. Ken Higbee presented updates regarding Homecoming Week, enrollment numbers, and MAP data.

Dr. Higbee expressed his appreciation to the Board for their continued dedication, support, and commitment to the District.

Rimrock MAP Data-Dr. Higbee presented the Rimrock MAPS assessment data. He reported that the baseline data is solid and expressed optimism about demonstrating student growth as additional assessment data becomes available.

Enrollment Data-District is 238 students-Dr. Higbee reviewed current enrollment data for Rimrock Jr./Sr. High School with the Board.

Staff Shout-Outs-Dr. Higbee recognized the following staff members for their contributions and for using their experience to help fill staffing and operational needs at Rimrock:

- Brandi Lisle
- Haden Griggs
- Stephanie Danner
- Sariah Pearson
- Zack Dygert
- Ashley Merrick

Dr. Higbee expressed his appreciation to the staff members for stepping in and using their experience to support Rimrock and help fill gaps where needed.

Student Participation:
Cross Country: HS-8 JH -11
Volleyball: HS- 13-JH -16
Soccer Co-Op: HS- 1 Dominic Ontiveros
Football Co-Op:HS 2 Justin Yetzer, Mauricio Lopez
Intramural Football JH- 13 4/5 Grade- 11

Access Easement
The Board discussed the Access Easement for Ryan Jantz to file the easement on behalf of the District.

Blue Cross of Idaho Shortfall
The Board discussed the Blue Cross of Idaho insurance shortfall and the impact on the District's budget. We are not sure what the cost will be currently.

Projects
The Board discussed the following projects and upcoming activities:

- The Board discussed updates regarding the Grand View Elementary bleacher project. The estimated cost of the project was discussed, with projected costs ranging from $42,000 to $46,000. The Board declined to approve the expenditure for the bleachers.
- **ISBA Conference** – The upcoming Idaho School Boards Association Conference was discussed.
- **Bell and Emergency Systems** – The need to update the bell and emergency systems at all District schools was discussed.

Superintendent's Goals, including: Three roles one focus

1. District Direction – Establishing and communicating the district's direction and priorities.
2. Principal – Daily School Leadership – Strengthening daily school leadership and operations.
3. Athletic Director – Programs and Participation – Supporting athletic programs and increasing student participation.

1. **Student Achievement and Academic Growth**

Dr. Higbee discussed the importance of improving student achievement and increasing academic growth, with a focus on monitoring student data and supporting continued progress.

2. **Strengthen Culture, Communication, and Engagement**

Dr. Higbee discussed the importance of strengthening District culture, improving communication, and increasing engagement among students, staff, families, and the community. We need our students to be here. Advance a Culture of Attitude and Gratitude. We are also using the bookstudy Mindset.

3. **Lead the Cognia Accreditation Process**

Dr. Higbee discussed the District's Cognia accreditation process and the importance of leadership, preparation, and continued progress toward accreditation. A chance for the school district to grow.

VI. EXECUTIVE SESSION (Roll Call Vote)

Executive Session

At 9:23 p.m., Trustee Boren made a motion to convene in Executive Session pursuant to Idaho Code § 74-206(1)(b) and (d). Trustee Merrick seconded the motion. The motion passed unanimously by roll call vote.

The purpose of the Executive Session was to discuss:

- Personnel Matter: A personnel matter pursuant to Idaho Code § 74-206(1)(b), concerning the evaluation, dismissal, disciplining of, or complaints or charges brought against a public officer, employee, staff member, or individual agent.
- Open Enrollment: Records exempt from disclosure pursuant to Idaho Code § 74-206(1)(d), including confidential student records related to pending Open Enrollment applications for Student A and Student B.

Roll Call Vote:

- Board Member Scott McNeley — Yes
- Board Member Allen Merrick — Yes
- Board Member Steve Boren — Yes
- Board Member Raelynn Mathews — Yes
- Board Member Elaine Eldridge — Yes

The motion to enter Executive Session was approved by the required two-thirds (2/3) vote of the Board. The Board entered Executive Session at 9:24 p.m. in the Boardroom (Library).

The Board recessed for a five-minute break.

During the Executive Session, the Board discussed the personnel matter and confidential student records related to the pending Open Enrollment applications for Student A and Student B, consistent with Idaho Code § 74-206(1)(b) and (d).

No final action for Executive Session

VII. ACTION ITEMS I

The Board may take action to approve, deny, amend, modify, postpone, or take no action on any of the items listed below:

A. Open Enrollment application of Student A and B.
Trustee Merrick made a motion to approve payment of the Open Enrollment application of Student A and B. Trustee Boren seconded the motion. The motion passed unanimously. TrusteeBoren made a motion to approve Ingress/Egress Easement Agreement with Ryan Jantz. Trustee Merrick seconded the motion. The motion passed unanimously. Discussion was held on the Easement,

B. Ingress/Egress Easement Agreement
Trustee Boren made a motion to approve the Ingress/Egress Easement Agreement with Ryan Jantz. Trustee Merrick seconded the motion. Discussion was held regarding the easement. Trustee Boren tabled the motion to approve the Ingress/Egress Easement until the next meeting allowing Dr. Higbee to get more information. Trustee Merrick seconded the motion. The motion passed unanimously.

C. Merrick Diesel Solutions Invoice
Trustee Boren made a motion to approve payment of the Merrick Diesel Solutions invoice. Trustee Eldridge seconded the motion. Trustee Merrick left the meeting room and abstained from voting. The motion passed unanimously by the remaining voting members.
Trustee Merrick returned to the meeting room and resumed the duties of Vice Chairman.

D. Approve 2025-2026 Audit
Trustee Boren made a motion to approve 2025-2026 Audit. Trustee Mathews seconded the motion.
The motion passed unanimously.

E. Approve Superintendent Goals for 2026-2027
Trustee Boren made a motion to approve Superintendent Goals for 2026-2027. Trustee Merrick seconded the motion. The motion passed unanimously.

VIII. Trustee Boren moved to adjourn the meeting. Trustee Mathews seconded the motion. The motion was carried unanimously.

The meeting adjourned at 9:58p.m.

CHAIRMAN OF THE BOARD OF TRUSTEE

CLERK/TREASURER

September 8, 2026