

Arbon School Board Meeting

School District 383
Wednesday September 10, 2025
7:00 PM

Regular Board Meeting Minutes

Board Attendance: t, Debbie Curry, Ashlee Fitch

Absent: Trustee Zach Tarbet

Teachers: Jessica Ward, Dejanet Williams

Other Administration: Superintendent Bob Vian

Staff: Business Manager/ Board Clerk Camissa Larsen, Chelsea Hubbard- Maintenance

Patrons: Justin Worton

The meeting was called to order at 7:01p.m. by Chairman Ashlee Fitch. A quorum was present.

PROCEDURAL MATTERS :

The Chairman Ashlee Fitch made a motion to approve the agenda. The motion was seconded by Vice Chairman Debbie Curry. The motion passed unanimously. All “ayes,” motion carried.

CONSENT AGENDA : Chairman Ashlee Fitch made a motion to approve the consent agenda which included: board August meetings minutes, August M&O Expenses and financial statements. The motion was seconded by Vice Chairman Debbie Curry. All “ayes,” motion carried.

INFORMATION/REPORTS:

- A. Superintendent Report- Testing, different techniques being used this year
- B. Maintenance:
- C. Teaching staff: Enrollment, 2 (out of district) kids left to go to school in Malad
- D. Business Manager: Completed Audit submission, Converting the district to paperless filing with approval from the superintendent and Auditor.

PUBLIC INPUT:

Patron/ Employee express concerns with terms of employment Issues

DISCUSSION ITEMS:

ACTION ITEMS:

- a. First Reading Policy 3025 Open Enrollment- Chairman Ashlee Fitch made a motion to accept the first reading. Debbie Curry seconded the motion. All “ayes” Motion carried

- b. Amend Budget -Chairman Ashlee Fitch made a motion to accept the Amended Budget that was posted in The Power County Press. Debbie Curry seconded the motion. All “ayes” Motion carried

Policies-**Board Comment:****ADJOURNMENT:**

Chairman Ashlee Fitch moved to adjourn the meeting. The motion was seconded by Vice chairman D. Curry Motion passed unanimously. All “ayes,” motion carried. The meeting adjourned at 7:50 pm. The next board meeting will be Monday October 13th, 2025 at 7:00 p.m.

Approved:

School Board Meeting Notes – Sep 10, 2025

Topic: Terms of Employment Clarification – Chelsea Hubbard

Chelsea Hubbard, a staff member in the Maintenance Department, attended the school board meeting to address a concern regarding her terms of employment. Ms. Hubbard stated that for the month of August, she believes she is owed both her contracted monthly wage and hourly wages, based on the hours she worked. She explained that she felt she had worked enough during August to qualify for compensation under both pay structures.

The Board reviewed the current employment terms, which state:

*“Employment is for August through May on a monthly basis, twice each week.
During June and July on an hourly basis.”*

After discussion, the Board acknowledged that the existing verbiage in the terms of employment was unclear, which may have led to the misunderstanding. As a result, the Board decided to approve both the contracted and hourly wages for Ms. Hubbard for the month of August as a one-time exception.

The Board agreed to revise the terms of employment to provide clearer language and avoid similar confusion in the future.