

SCHOOL BOARD MEETING
 FEBRUARY 20, 2018
 SCHOOL ADMINISTRATION OFFICE

- I. **CALL MEETING TO ORDER** – Chairperson/Vice-chairperson. Chairman Abrego convened the regular meeting of the Board of Trustees at 7:30 p.m., and asked that everyone stand for the Pledge of Allegiance.

Trustees Present: Chairman Abrego, Vice-Chair Binion, Trustee Donahue, Trustee Monasterio, Trustee Knox

A. PLEDGE OF ALLEGIANCE

- II. **APPROVAL OF AGENDA OR ADDENDUMS** – Chairman/Vice-chairman. Prior to the consent agenda items, Chairman Abrego asked if there was an addendum to the agenda, or if there was anything to add or remove. Chairman Abrego called for a motion to approve or amend the agenda. Trustee Binion moved to approve the agenda as published, with a second from Trustee Donahue. Agenda approved.

- III. **CONSENT AGENDA ITEMS** – Board of Trustees. Chairman Abrego called for a motion to approve the consent agenda items. Trustee Monasterio moved to approve the consent agenda, with a second from Trustee Binion. Motion carried.

- A. APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 16, 2018.**
B. FINANCIAL REPORTS
C. CONSIDERATION OF BILLS
D. PERSONNEL
E. PRINCIPAL'S REPORTS

- IV. **DELEGATION – None**

Any group wishing to be a delegation must submit a letter to the Administrative Secretary/Clerk of the Board no later than the Tuesday prior to the next regular board meeting; the letter must include the reason for asking to be a delegation.

- V. **PUBLIC INPUT – None**

*Those wishing to speak on any topic of their interest should complete and submit to the chairperson the **MHSD Request to Address Board of Trustees Form** located at the Board Materials table. The Individuals will be allowed a maximum of three minutes to present their views. The board will not hear complaints against school district employees by name or against students by name in open session. If you have a complaint against personnel or students by name, you need to schedule an appointment with the Superintendent. There will be no action taken at this time, but action on a problem area could be scheduled for a subsequent meeting of the board.*

- VI. **REPORTS –**

- A. MOUNTAIN HOME AFB UPDATE** – MHAFB Liaison. Mr. Niksich reminded everyone that the SAC Educator of the Quarter nominations are due March 11. He added that they presented Mr. Rayfield, MHHS, and Ms. Barney, West Elementary, with their SAC Educator of the Quarter awards a couple of weeks ago.

Mr. Niksich reported that the base had many volunteers for the MHHS Debate Tournament, as well as the HMS Science Fair. He added that the base is getting ready to volunteer for the upcoming STEAM night in which many military career fields would be represented for students to ask questions. Mr. Niksich also reported that he has fifty (50) volunteers from the Air Force Leadership School who will be judges for the upcoming Debate Tournament in April.

Mr. Niksich has been working with the Base Community Center and Base Theater to coordinate the possibility for more students from town accessing those facilities, as well as touring the airbase including fighter squadrons, EOD, SFS, and Fire Department. He thanked Lisa at the Youth Center and Paul at the Theater for their enthusiastic assistance. He added that principals needed to contact him so that he could coordinate base pass for everyone.

Mr. Niksich informed the board that the MHAFB Air Show is coming up and the base will have STEM activities all three days of the airshow in Hanger 211. He added that they are trying to get companies to participate in the STEM activities as well as the different base squadrons.

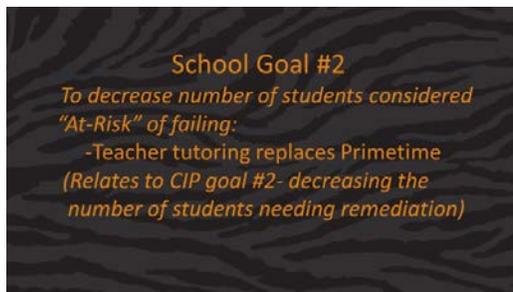
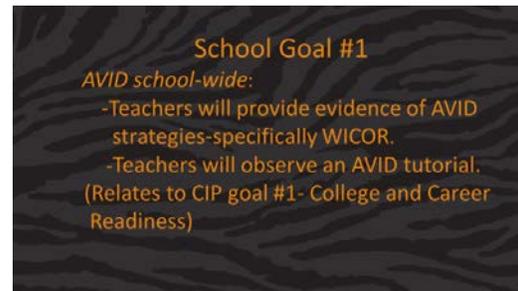
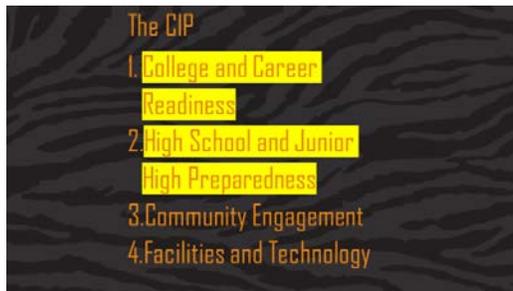
Mr. Niksich mentioned that the base would like to have a Teacher Appreciation day tentatively June 1, which is the day before the MHAFB Airshow (Thunderbirds) and would include a BBQ and a band. He added that the Airshow Committee would open it up to just teachers and administrators. He added that there wasn't any interest last year, but the base would like teachers to attend this year.

Mr. Niksich reminded everyone to sign up for the SPARC Class, scheduled for April 18, 2018.

Chairman Abrego thanked Mr. Niksich for all of his support, coordination between the base and the school district, and for keeping the base informed on district operations and state and federal requirements. The board thanked him for his solicitation of the many base volunteers that help all of the schools.

B. BUILDING PRESENTATIONS – MHJH – Dan Cochran

(A full recording and the presentation can be found on the website, under the tab Parent and Students. Please take the time to listen to the recording.)





- Chairman Abrego asked how the new staff members are doing in the front office. Mr. Cochran stated that they have come along nicely since the beginning of the year.
- Trustee Knox asked how the adoption of the Chromebooks has been. Mr. Cochran answered better than expected. He also explained the building procedure for repairing Chromebooks.
- Trustee Binion asked if the students were allowed to take the Chromebooks home and Mr. Cochran replied that students leave their Chromebooks in their 7th hour class to charge overnight and then collect them the next morning.
- Trustee Donahue and Trustee Monasterio relayed how nice the front entrance to the building looks with the college banners, school posters, etc.
- The board thanked him for his presentation.

C. SUPERINTENDENT'S REPORT – James Gilbert. Mr. Gilbert reported that with the recent shootings in Florida, he wanted to reassure the community that the district has emergency procedures in place and the district is in the process of purchasing and installing security access doors at all but the high school. He added that securing the access doors will be very expensive, but it has to be done to create a safer environment for our schools. Mr. Gilbert stated that the high school will be a challenge with all of the afterschool programs, athletics, events, clubs, etc., but we are looking at options. Mr. Gilbert informed everyone that staff has continual training and we work closely with the MHPD. He then explained some of the details of securing the access doors. He added that we could never do enough to secure our buildings. Mr. Gilbert feels confident that MHSD employees are capable of keeping our students safe.

Mr. Gilbert reported that the MHSD Bond Survey began. He said that the district contracted with a survey company who will randomly call about 750 community members to see if they would support a bond. Mr. Gilbert stated that dependent on the outcome of the survey would determine if the district runs a Bond Election.

Mr. Gilbert informed everyone that an after school physical activity program for students in the three town elementary schools will start February 26 until May 17, from Monday through Thursday from 3:15 p.m. – 4:45 p.m.; the airbase school currently has an activities program for the on base students.

Trustee Donahue asked for details about the physical activities program. Mr. Gilbert explained that the program was similar to a PE class and he explained what all was included in the program; the students would also be provided snacks.

Trustee Binion asked if transportation was included and Mr. Gilbert's response was the grant didn't provide the ability to offer transportation at this time.

Chairman Abrego asked if the district schools trained on an active shooter scenario. Mr. Gilbert explained that yes, the buildings have active shooter training as well as monthly emergency scenarios drills within the building. He added that was one of the reasons for purchasing and installing access control in the buildings. Mr. Gilbert stated that there was a time when parents and family could come into a school, as they wanted, but those days are over; we now have to control who comes into the buildings; that is the reality.

Trustee Donahue asked for clarification on the access security. Mr. Gilbert informed everyone that there would be issues over the next several years to address security. He said that in addition to access control, the buildings need intercom systems, which is very expensive to install. He added that some heavy capital would be needed to secure our buildings, and it will take time. Discussion continued including the amount of doors districtwide that needed to be secured, MHHS alone has 26 exterior doors to try to secure and the building is used almost 7-days a week evening and day; reduced traffic flow into the buildings; the necessary astronomical expense of access control, etc. Mr. Gilbert explained that he has had patrons ask why the district doesn't have armed security at every building. He continued to explain that having armed security at every building was a good idea, but he didn't know how Idaho would fund the cost. He added that he was grateful that the MHPD provides SRO Officers and that their presence does make a difference, but when they get a call from police dispatch, they must go as directed by dispatch.

Chairman Abrego asked what sort of communication would go out; he asked how the parents would be notified. Mr. Gilbert replied that there are procedures in place. He added that he only received one phone call from a parent asking what the procedures were. He concluded by saying that we will never be able to eliminate all threats, but we will do the best we can to minimize any threat. Mr. Gilbert continued to explain that security would be an ongoing project and hopefully, the Plant Facility would pass to help fund the necessary security that is need in all of the buildings. Discussion continued.

VII. **UNFINISHED BUSINESS – None**

VIII. **NEW BUSINESS –**

- A. **OUT-OF-DISTRICT OPEN ENROLLMENT APPLICATIONS – 2018-2019** – James Gilbert. Mr. Gilbert requested approval of the open enrollment application for the 2018-2019 school year. The parents will provide transportation to and from school.

1. Zachary & Darcy Braithwaite for their 10th grader, MHHS

Trustee Binion motioned to approve the Out-of-District Open Enrollment Application as presented by Mr. Gilbert, with a second from Trustee Knox. Motion carried.

- B. **RESOLUTION 18-04 – EMERGENCY CLOSURE OF STEPHENSEN ELEMENTARY SCHOOL – POWER OUTAGE (ACTION)** – James Gilbert. Mr. Gilbert presented Resolution 18-04 that called for the emergency closure of Stephensen Elementary School due to a power outage, on January 22, 2018. Trustee Monasterio motioned for the adoption of Resolution 18-04 – Calling for an Emergency Closure of Stephensen Elementary School due to a power outage. Trustee Donahue seconded the motion. Motion approved.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO
RESOLUTION 18-04
EMERGENCY CLOSURE OF STEPHENSEN ELEMENTARY SCHOOL IN MOUNTAIN HOME
SCHOOL DISTRICT NO. 193**

BE IT SO RESOLVED that the Board of Trustees of Mountain Home School District No. 193 takes the needs of the safety and well-being of the district's students in the highest regards, did declared an emergency closure of Stephensen Elementary School on January 22, 2018, due to a power outage.

Authorized this 20th day of February 2018.

Chairman Abrego – Zone 5

Vice Chairman Binion – Zone 3

Trustee Donahue – Zone 4

Trustee Monasterio – Zone 2

Trustee Knox – Zone 1

Clerk Whitman

C. DECLARATION OF HABITUAL TRUANCIES – James Gilbert. Mr. Gilbert presented the list of students who have not met the 90% attendance requirement, or who have numerous unexcused absences, or truancies to the board to be declared as habitually truant in accordance with Idaho Code and turned over to the Prosecuting Attorney's office. He explained that the PA said that they would enforce the students going to school, and if the student begins to attend school regularly, the truancy would be put on hold, but if the student continues to miss school, the PA's office would continue to prosecute. Chairman Abrego called for a motion. Trustee Donahue motioned to approve the Declaration of Habitual Truancies as presented, with a second from Trustee Binion. Motion granted.

D. POLICY ADOPTION – 1st Reading – James Gilbert. Mr. Gilbert presented the 1st reading of the proposed adoptions of Mountain Home School District No. 193 Purchasing Policy 2 – Public/Personal Property, Purchasing Policy 3 – Service Contracts, Purchasing Policy 4 – Public Works Construction, Transportation Policy 4 – Duties of School Bus Drivers, and Purchasing Policy 5 – Supplemental Bidding for approval. He stated that these policies were drafted using the suggested language of MSBT. He added the policies are all compliant with state and federal purchasing requirements. Trustee Binion motioned to approve the 1st reading of the proposed adoption of the Purchasing Policy 2 – Public/Personal Property, Purchasing Policy 3 – Service Contracts, Purchasing Policy 4 – Public Works Construction, Transportation Policy 4 – Duties of School Bus Drivers, and Purchasing Policy 5 – Supplemental Bidding, as presented by Mr. Gilbert. Trustee Knox seconded the motion. Motion passed.

1. **Purchasing Policy 2 – Public/Personal Property** – Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Purchasing Policy 2 – Public/Personal Property. He said this policy governs the requirements of the district when purchasing or leasing public or personal property.
2. **Purchasing Policy 3 – Service Contracts** – Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Purchasing Policy 3 – Service Contracts. He said this policy governs the requirements of the district when purchasing services, transportation services, food services, educational services, etc.
3. **Purchasing Policy 4 – Public Works Construction** – Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Purchasing Policy 4 – Public Works Construction. He said this policy governs how the district contracts and requests bids with a public works construction company for new buildings, building repair, etc.
4. **Purchasing Policy 5 – Supplemental Bidding** – Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Purchasing Policy 5 – Supplemental Bidding. He said this policy governs the bidding process, RFPs, and awarding bids.

E. POLICY REVISION – 1st Reading – James Gilbert. Mr. Gilbert presented the 1st reading of the proposed revisions of Mountain Home School District No. 193 Board Meeting Agenda Preparation Policy, School Wellness Policy, and Purchasing Policy 1 – District Purchasing for approval. He stated that these policies were revised using the suggested language of MSBT and district operating procedures.

1. **Board Meeting Agenda Preparation Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Board Meeting Agenda Preparation Policy. He said this policy was revised to reflect the current agenda items in the consent portion of the school board agenda for board meetings. Trustee Monasterio motioned to approve the 1st reading of the proposed revision of the Board Meeting Agenda Preparation Policy, as presented by Mr. Gilbert.

Trustee Binion seconded the motion. Motion approved.

2. **School Wellness Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 School Wellness Policy. He said this policy was revised to incorporate all of the federal and state school wellness requirements. Trustee Monasterio motioned to approve the 1st reading of the proposed revision of the School Wellness Policy, as presented by Mr. Gilbert. Trustee Binion seconded the motion. Motion carried.
 3. **Purchasing Policy 1 – District Purchasing** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Purchasing Policy 1 – District Purchasing. He said this policy was revised to update the language so that we are compliant with state and federal requirements regarding district purchasing. Trustee Donahue motioned to approve the 1st reading of the proposed revision of the Purchasing Policy 1 – District Purchasing, as presented by Mr. Gilbert. Trustee Knox seconded the motion. Motion passed.
- F. POLICY REVIEW – No Changes – James Gilbert.** Mr. Gilbert informed the Board that the Nondiscrimination Policy was reviewed by the Policy Committee and they determined that no revisions were necessary. Trustee Knox motioned for approval of the review with no changes of the Nondiscrimination Policy, as presented by Mr. Gilbert, with a second from Trustee Donahue. Motion authorized.
1. **Nondiscrimination Policy**
- G. POLICY DELETION – James Gilbert**
1. **Exchange for Free Lunches Policy** – James Gilbert. Mr. Gilbert informed the Board that the Exchange for Free Lunches Policy was incorporated as a procedure into the School Wellness Policy and no longer needed to be a stand-alone policy. He then requested permission to delete this policy. Trustee Donahue motioned to delete the Exchange for Free Lunches Policy, as presented by Mr. Gilbert, with a second from Trustee Knox. Motion granted.
- H. APPROVAL OF THE EDUCATION PROGRAM – 2017-18 (ACTION)** – James Gilbert. Mr. Gilbert submitted the Education Plan for the 2017-2018 school year, which includes all offered courses, course length, pre-requisites, required courses, and electives, to the Board for approval. The SDE asks that the board approve the Education Plan this time every year. Trustee Binion motioned to approve the Education Program - 2017-18, as presented by Mr. Gilbert, received a second from Trustee Donahue. Motion carried.
- I. DRIVERS EDUCATION BUDGET (ACTION)** – Levi Vick. Mr. Vick presented the Driver’s Education Budget for FY2019 to the Board for approval. He stated that he worked with the Drivers Education Director to build the budget. He added that that this is a self-sustaining fund; all expenses come from student fees and the small reimbursement from the state. Mr. Vick stated that there is no supplemental funding from the General Fund. He added that the district runs approximately 270 students through Drivers Education annually and that he didn’t believe there would be an increase from the state funds. Mr. Vick stated that the student fees and instructors salaries would remain the same; instructor salaries and benefits are dependent on the amount of total class hours. Mr. Vick continued to review the Drivers Education budget. Chairman Abrego called for a motion. Trustee Knox motioned for the approval of the Drivers Education Budget for 2018-2019, as presented. Trustee Binion seconded the motion. Motion granted.
- J. APPROVAL OF AUDITOR** – Levi Vick. Mr. Vick asked for approval of independent auditing firm of Harris & Company again this year as the auditors for the FY18 District audit. He recommended the District use Harris & Company for the audit. Trustee Binion motioned for approval of Harris & Company, as the auditors for the FY17-18 District audit. Trustee Donahue seconded it. Motion approved.
- K. SCHEDULE BUDGET WORKSHOP** – Levi Vick. Mr. Vick requested the budget workshop be held on Tuesday, April 24, 2018, at 6:00 p.m. He added that by April, the district would know the results of the supplemental levy and the legislature should be finished. Mr. Vick informed the board that this gives the district enough time to make changes as needed before the budget hearing. Trustee Monasterio motioned to hold the budget workshop on Tuesday, April 24, 2018, at 6:00 p.m., at the district office. Trustee Knox seconded the motion. Motion carried.

- L. SCHEDULE BUDGET HEARING** – Levi Vick. Mr. Vick requested that the District Budget Hearing date be set for June 19, 2018, at 7:00 p.m., preceding the regular board meeting. Trustee Binion motioned to hold the budget hearing for June 19, 2018, at 7:00 p.m., at the district office. Trustee Donahue seconded the motion. Motion passed.
- IX. EXECUTIVE SESSION** – None
- X. ADJOURNMENT** – All business of the Board having been completed, Chairman Abrego called for a motion to adjourn. A motion from Trustee Donahue to adjourn was seconded by Trustee Knox. Motion carried. Meeting adjourned at 8:30 p.m.

ATTACHMENT

ADMINISTRATIVE APPOINTMENTS – 2018-2019 SCHOOL YEAR

Gilbert, James G., Superintendent, Appointment through June 30, 2021, MHSD
 Longhurst, Albert J., Director of Educational Services, Appointment through June 30, 2019, MHSD
 Johnson, Jeff M., Director of Instruction, Appointment through June 30, 2019, MHSD
 Goodman, William A., Director of Operations, Appointment through June 30, 2019, MHSD

APPOINTMENTS

Arel, Derek; Maintenance Technician, MHSD
 Jackson, John; Head Varsity Girls Soccer Coach, MHHS

RESIGNATIONS

Gibson, Madison; Cook 2, MHJH; effective: February 15, 2018

RETIREMENTS

Cook, William; Special Education Teacher, MHHS, effective: February 6, 2018
 Goodsell, Brenda; 1st Grade Teacher, North Elementary School, effective: August 31, 2018
 Harris, Allen; Softcop Security, MHHS, effective: May 25, 2018

STUDENT TEACHING ASSIGNMENTS 2018-2019 SY

Bergh, Britani, – Western Governors University – August 9, 2018 – December 20, 2018 –
 West Elementary School; Co-operating Teacher – Kimberly McCluskey, 2nd Grade

Chairman Abrego

Clerk Whitman