

SCHOOL BOARD MEETING
 JULY 19, 2016
 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 informed the audience that this was the official board meeting and as such, elections would convene to elect a chairperson, vice-chairperson, clerk, deputy clerk, and treasurer.

Trustees Present: Chairman Walborn, Trustee Monasterio, Trustee Binion, Trustee Donahue, Trustee Abrego

A. **ELECTION OF SCHOOL DISTRICT OFFICERS** –

1. **Appoint acting chairperson.** Chairman Walborn appointed Clerk Whitman as the acting Chair, so that the business of nominating a Chairperson for the 2016-17 school year could be conducted.
 2. **Nomination and election of Chairperson, Board of Trustees, 2016-17 school year.** Clerk Whitman, acting Chair, opened nominations for Chairperson. Trustee Walborn nominated Eric Abrego as chairperson with a second from Trustee Donahue. Trustee Abrego nominated Trustee Donahue as Chairperson, but Trustee Donahue declined. There being no other nominations, Clerk Whitman closed nominations. Clerk Whitman declared Trustee Abrego as Chairperson for the 2016-17 school year.
 3. **Chairperson-elect assumes duties of acting chairperson**
 4. **Nomination and election of Vice Chairperson, Board of Trustees, 2016-17 school year.** Chairman Abrego opened nominations for Vice-Chairperson. Trustee Monasterio nominated Trustee Binion as vice-chairperson with a second from Trustee Walborn. Chairman Abrego nominated Trustee Donahue as vice-chairperson, but Trustee Donahue declined. With there being no other nominations, Chairman Abrego closed nominations and declared Trustee Binion as Vice-Chairperson for the 2016-17 school year.
 5. **Election of Clerk, School District 193, for 2016-17 school year.** Chairman Abrego opened nominations for Clerk. Trustee Binion nominated Sharon Whitman as Clerk. Trustee Donahue seconded the motion. With there being no other nominations, Chairman Abrego declared Sharon Whitman elected Clerk for the 2016-17 term.
 6. **Election of Deputy Clerk, School District 193, for 2016-17 school year.** Chairman Abrego opened nominations for Deputy Clerk. Trustee Monasterio nominated Cliff Ogborn as Deputy Clerk, with a second from Trustee Binion. With there being no other nominations, Chairman Abrego declared Cliff Ogborn as Deputy Clerk for the 2016-17 school year.
 7. **Election of Treasurer, School District 193, for 2016-17 school year.** Chairman Abrego opened nominations for Treasurer. Trustee Binion nominated Cliff Ogborn as Treasurer, with a second from Trustee Donahue. With there being no other nominations, Chairman Abrego declared Cliff Ogborn elected Treasurer for the 2016-17 school year.
- 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 Abrego asked for clarification on the lunch account refund. Mr. Ogborn explained that when a student leaves the district and they have money remaining in their lunch account, they are reimbursed that money; otherwise the money rolls over into the next school year. Trustee Monasterio moved to approve the consent agenda, with a second from Trustee Binion. Chairman Abrego asked for

clarification on the MHHS's multiple credit card reimbursements and why so many. Mr. Ogborn explained that the high school waited until the end of the school year to turn in their request for their credit card reimbursement and they requested a lump sum. Chairman Abrego also asked for clarification of what looked to be a double payment to the carpet people. Mr. Ogborn explained that the payments were for different invoices for two different areas of HMS, but similar amounts. Motion carried.

- A. APPROVE THE MINUTES OF THE SPECIAL BOARD MEETING – BUDGET HEARING OF JUNE 21, 2016, AND THE REGULAR BOARD MEETING OF JUNE 21, 2016.**
- B. FINANCIAL REPORTS**
- C. CONSIDERATION OF BILLS**
- D. IN LIEU OF TRANSPORTATION REQUEST**
- E. POLICY ADOPTION – 3rd and Final Reading**
 - 1. Title I Program – Parental Involvement Policy – Development of District Policy
- F. POLICY REVISION – 3rd and Final Reading**
 - 1. Title I Program Policy
 - 2. Title I Program Policy – Parental Involvement – District
 - 3. Computer & Network Services Policy – Acceptable Internet Use
 - 4. Computer & Network Services Policy – Student Data Privacy & Security
 - 5. Student Activities Funds Control Policy

IV. DELEGATION – None

V. PUBLIC INPUT –

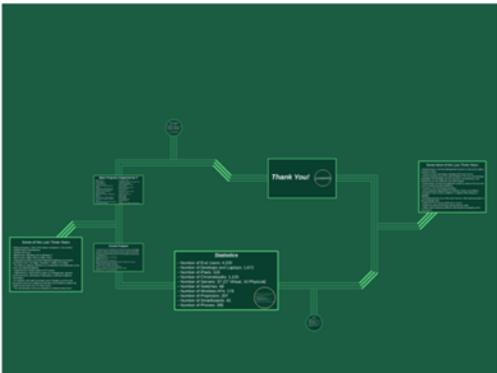
- A.** Rhonda Urquidi – MHEA President 2016-17, introduced herself as the new MHEA president. She explained all that she has done this summer and explained what all the association has done over the summer and then handed the board the brochure that the association plans to hand out to staff during the new teacher orientation. Mrs. Urquidi then reviewed the brochure and thank the board for their collaborative partnership and partnership.
- B.** Chris Alzola – patron, explained her concerns about budget and asked board to pay attention to getting a balanced budget. She informed the board that she read the minutes from the April [budget workshop] meeting and asked the board that if there were a balanced budget why does the school district need to make a corrective action to the state. Mrs. Alzola said that the district needs to pay attention and she would like the budget to be corrected before asking for people to contribute [additional money] from the community.

VI. REPORTS –

- A. MOUNTAIN HOME AFB UPDATE – MHAFB Liaison.** Allen Niksich, Air Force Liaison, reported that Colonel O'Donald (366TFW/CC) and Colonel Blackwell (366MSG/CC) and are the new commanders. He added that he felt that Colonel Blackwell and Colonel O'Donald will be great assets to work with. Mr. Niksich also informed the board that there is a larger than normal new comers briefing (influx of personnel) and new students to the base; due to amount of new students, the base (SAC) is putting on an event for new students grades 7-12 to meet other students before school starts, on August 13. He continued to explain the different upcoming activities on the base, including the base receiving approval for two additional family liaison counselors in addition to the counselor already on staff, upcoming deployment, etc. The board thanked him.
- B. TECHNOLOGY PRESENTATION –** Will Goodman (*Please visit the district webpage at www.mtnhomesd.org for the audio and visual presentation.*)

Mountain Home Technology Department

Mountain Home Technology Department



Goals

- To improve equity of access to technology.
- To improve the quality of learning through the use of technology.
- To institute and support best practice in technology integration.
- To improve student higher order thinking skills and the learning of content.
- To improve student ability to become lifelong learners.

Major Programs Supported by IT

- Google Apps
- Google Classroom
- Microsoft Office
- Microsoft Office 365
- Milepost (Learning Management System)
- Renaissance Learning (Star and Accelerated Math and Reading)
- Skyward (Finance System)
- Weebly (Website)
- Blackboard (Emergency Notification System)
- Buzz (Distance Learning Platform)
- PowerSchool (Student Information System)
- InformaCast (Paging and Bell System)
- ISEE (State Reporting)
- Exchange (E-Mail)
- LightSpeed (Content Filter, Spam Filter, and E-mail Archiving)
- AESOP (Substitute Finder)
- Printer System
- Unirend's (Backup System)
- File Share System
- Voice System
- SpiceWorks (Ticket System)
- Avast (Anti-virus)
- Climate System Server
- Enrich Upload
- Meraki (MDM)
- DiscoveryEd Upload
- MealTime Upload
- Testing
- Various other Databases and Programs

Statistics

- Number of End Users: 4,200
- Number of Desktops and Laptops: 1,672
- Number of iPads: 328
- Number of Chromebooks: 1,120
- Number of Servers: 37 (27 Virtual, 10 Physical)
- Number of Switches: 68
- Number of Wireless APs: 178
- Number of Projectors: 207
- Number of Smartboards: 42
- Number of Phones: 395

2015 Top 5 Private Idaho Employers (No Ed)

1. St. Luke's Health System - 12,000+
2. Wal-Mart - 7,000+
3. Micron Technology - 6,000+
4. Saint Alphonsus Health System - 4,000+
5. Battelle Energy Alliance - 3,000+

Idaho Department of Labor (Updated May 2016)

The Team

Will Goodman - Director
 Marsha Baker - Database Manager
 James Bailey - Field Technician
 Lynne Burks - Field Technician
 Kerri Reynolds - Field Technician

IT Staff Average per Student
 State Average 2,000 - 6,000 Students: 559
 MHSD IT Staff per Student: 765

Some of the Last Three Years

- Replaced about 1,000 of the oldest computers in the district;
- Added 1020 Chromebooks;
- Added 328 iPads;
- Moved from Windows XP to Windows 7;
- Moved from Office 2003 to Office 2013;
- Upgrade the WAN connection between buildings to bring the connection from 100 Mbps (installed in 1998) to 10 Gbps;
- The districts website software has moved from SchoolCenter to the more user-friendly Weebly;
- Implemented a ticket system for IT issues;
- Implemented a notification system for emergencies, general announcements, attendance notifications, and lunch balance information;
- All students and staff have been given Google accounts and Microsoft accounts to allow the teachers and student to select the platform that works best for their needs;
- The elementaries have put projectors in almost every room;

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Some More of the Last Three Years

- Implemented a Learning Management System to help track student academic needs;
- Started monthly technology meetings with every school;
- Started teaching classes for staff members in the use of technology, integration of technology into the classroom, best-practices, and introduction to new softwares and technologies;
- Implemented a remote management system to reduce the time and cost of traveling between buildings;
- Created a new technology use policy;
- Setup automatic deployment for software, drives, and printers;
- Created a class to teach students IT support skills and get A+ certified;
- Partnered with the City of Mountain Home to offer adult education in the technology field;
- Applied for and received \$500,000 in grants;
- Organized yearly technology training days for staff;
- Added various learning softwares and academic websites to the classrooms;

Current Projects

- Implementing new K-6 technology curriculum to increase the technology education of students, and increase the number of available high-skilled technology classes that offer real-world industry certifications at the HS;
- Preparing and implementing the new 700 Chromebooks purchased with the DODEA grant;
- Upgrading the wireless in buildings;
- Upgrade Switching
- Pilot Windows 10 and Office 2016;
- Moving the district from SubFinder to AESOP (SubFinder is being discontinued by Frontline 7/1/2016);
- Continue with XQ Super School grant;
- Apply for E-rate and other available grants;
- Ongoing support for end users (students and staff);
- Maintenance of existing technology.

Thank You!

Questions?

- Trustee Binion asked why the district was so far behind in the OS technology. Mr. Goodman responded that the district is using Windows 7 so the district isn't that behind, and that the district is getting ready to go to Windows 10 and getting ready for Office 16.
- Mr. Goodman updated the board on the XQ grant, the K-6 curriculum, the DoDEA grant and being able to purchase 700 Chromebooks using the DoDEA grant money.
- Trustee Binion questioned the decision to purchase the Office programs being used by the district (subscription vs licensing) possibly costing more. Mr. Goodman explained that the district belongs to the Microsoft School Campus Agreement, so we pay almost nothing to purchase the licenses and nothing for Office. He then began to explain all that is included by belonging to the Microsoft School Campus Agreement.
- Discussion continued regarding IT and Technology., the difference between virtual and physical servers, what is going on with technology, student data privacy, password security, etc.
- Chairman Abrego informed Mr. Goodman that his team was doing very well and that the board is thankful that he is part of the MHSD team.

C. FOOD SERVICE REPORT – Adrian Carcas. Mr. Carcas reported on the food service program. He reviewed their mission and vision statement, and their goals for the upcoming year. He gave an informative presentation that included demographics, number of meals served, including a 4% increase from the year prior, nutritional and food choices for students, encouraging student input, food philosophy and presentation, implementing a “café” environment to encourage students to eat lunch at school, implement an after school “dinner” program for students enrolled in extracurricular activities or

enrichment programs, digital access for parents and students including apps for smart phones, community involvement, the quality and hard work of his staff, and much more. The board asked for clarification on the after school dinner program and Mr. Carcas explained the process and procedure of the program. The board inquired as to the reasons for the 4% increase at MHSD and the 2% national decrease. Mr. Carcas replied that federal regulations have become very restrictive with regards to nutrition. Discussion continued. Chairman Abrego thanked him.

- D. SUPERINTENDENT’S REPORT** – James Gilbert. Mr. Gilbert reported on the paving projects. He added that there have been additional costs due to the large amount of water that had been pooling over the last probably 30-years and BCI having to remove an additional 3,200 cu yd of material and replace it in order to pave the playgrounds. He added that the change order cost about \$50,000. Mr. Gilbert informed the board the BCI will make all the repairs to any damage of fencing, sidewalks, etc. He added that watering at the elementary schools would begin again after the asphalt has been laid.

Mr. Gilbert reported that there has been issues with American Legion baseball at East Side park in which American Legion starting adjusting sprinklers without the approval of the school district; this caused a large problem as they had set both sides of the field on at once and our system cannot produce enough water pressure to cover the grass. He added that they have been directed to not touch any of the sprinklers.

Mr. Gilbert informed the board that the city is reducing water usage by 10%, so the school district felt that we should do our part and we have reduced our water usage to help conserve water. He also informed the board that kids have been “adjusting” sprinklers at North to have the sprinklers water the roads, the buildings, etc.; maintenance has been going by every morning to readjust the sprinklers.

Mr. Gilbert notified the board that even though some people in the community accuse the district of watering 24/7, that isn’t the case. We have to run our sprinklers 24 hours to cover all of the zones, but the zones are not water 24-hours and we have mirrored the city in water conservation by reducing our water usage.

Discussion continued regarding personnel, hiring, and the status of certified contracts. The board thanked him.

VII. UNFINISHED BUSINESS – None

VIII. NEW BUSINESS –

- A. ESTABLISH SCHEDULE FOR REGULAR MEETINGS** – Sharon Whitman. Clerk Whitman requested approval to hold the regular board meeting on the third Tuesday of every month, starting at 7:30 p.m. Trustee Donahue moved to establish the third Tuesday of each month, 7:30 a.m., at the School Administration Office, as the regular meeting time, date, and location for the forth-coming year as presented by Clerk Whitman. Trustee Binion seconded the motion. Motion passed.

- B. DESIGNATION OF PUBLIC POSTING LOCATIONS** – Sharon Whitman. Clerk Whitman requested approval of the designated public posting locations. Trustee Binion moved to keep the following locations as the designated public posting locations for the 2016-17 school year as presented by Clerk Whitman. Motion seconded by Trustee Walborn. Motion granted.

1. School Administration Office, 470 North 3rd East
2. Elmore County Courthouse, 150 South 4th East
3. Mountain Home City Hall, 160 South 3rd East
4. www.mtnhomesd.org

- C. DEPOSITORIES OF DISTRICT FUNDS** – Cliff Ogborn. Mr. Ogborn recommended that the Board approve the following list of public depositories for use by the school district for the fiscal year ending June 30, 2017:

1. Bank of the Cascades
400 North 3rd East
Mountain Home, Idaho

- a) Payroll Account:
Two signers: Chairman, Trustee, Superintendent, Treasurer
Purpose: to segregate payment of wages from operations and invest cash overnight
Account 157619
 - b) Accounts Payable Account:
Two signers: Chairman, Trustee, Superintendent, Treasurer
Purpose: to segregate payment of invoices from salary and invest cash overnight
Account 157562
 - c) Contingent Fund Checking Account:
One signer: Chairman, Trustee, Superintendent, Treasurer
Purpose: to allow access to a small fund for emergency usage
Account 157635
 - d) Food Service Fund:
Two signer: Chairman, Trustee, Superintendent, Treasurer
Purpose: to track Food Service deposits separately
Account 157651
2. Idaho State Treasurer
P.O. Box 83720
Boise, Idaho
- a) 1187 Mtn. Home School District #193 investments
Signers not required
Purpose: to invest funds for a longer duration than overnight to maximize income

Trustee asked why the district moved from Wells Fargo Bank to the Bank of the Cascades and Mr. Ogborn replied that after being a customer of Wells Fargo for more than 30-years, Wells Fargo would not help us with a short-term loan last year, and can't service our needs so in the best interest of the school district, we change to Bank of the Cascades in which is costs the district less money to bank with them, and we have a great business relationship with them, and great service. Trustee Monasterio moved to approve the public depositories as listed above, as presented by Mr. Ogborn. Trustee Donahue seconded the motion. Motion approved.

D. RESOLUTION 17-01 AUTHORIZATION FOR SUPERINTENDENT TO APPLY FOR TITLE 8, PUBLIC LAW 103-382 FUNDS – James Gilbert. Mr. Gilbert explained that this resolution is an annual federal requirement for our district to receive Impact Aid Funds. Trustee Walborn motioned to approve James Gilbert as the authorized representative for filing the district's application under Title 8, and Public Law 103-382, for the 2016-17 school year. Trustee Binion seconded the motion, the following resolution was presented:

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO
RESOLUTION 17-01
AUTHORIZATION TO APPLY FOR
TITLE 8, PUBLIC LAW 103-382 FUNDS**

BE IT SO RESOLVED that James G. Gilbert, superintendent, is hereby designated as the authorized representative of the Board of Trustees of Mountain Home School District No. 193, Elmore County, Idaho, in connection with filing said district's application under Title 8, Public Law 103-382 for the 2016-17 school year.

Trustee Walborn

Trustee Monasterio

Trustee Binion

Trustee Donahue

Trustee Abrego

Clerk Whitman

Vote being had on the above and foregoing resolution, and the same having been counted and found to be as follows:

NAME OF TRUSTEES

Trustee Walborn Aye
 Trustee Monasterio Aye
 Trustee Binion Aye
 Trustee Donahue..... Aye
 Chairman Abrego..... Aye

and no less than two-thirds (2/3) of the membership in favor thereof, Chairman Abrego declared said resolution adopted.

- E. PROPOSED APPOINTMENTS FOR THE 2016-17 SCHOOL YEAR** – James Gilbert. Mr. Gilbert requested approval of the proposed appointments for the 2016-17 school year. A motion received by Trustee Donahue to approve the following list of appointments for the 2016-17 school year, received a second from Trustee Binion. Motion carried.

AHERA DIRECTOR WILLIAM MAGNUSSON
 DRIVERS EDUCATION PAUL SCHAUFELE
 EASTSIDE PARK – SCHOOL SESSION SAM GUNDERSON
 EASTSIDE PARK – SUMMER SESSION WILLIAM MAGNUSSON
 IMPROVING TEACHER QUALITY FUND JEFF JOHNSON
 NATIONAL SCHOOL LUNCH HEARING OFFICER CLIFF OGBORN
 SUBSTANCE ABUSE/SAFE SCHOOLS JEFF JOHNSON
 TITLE 1 – MIGRANT JEFF JOHNSON
 TITLE 1 – READING/MATH JEFF JOHNSON
 TITLE VI – INNOVATIVE PRACTICES JEFF JOHNSON
 TITLE VI-B AND 504 – HANDICAPPED ALBERT L. LONGHURST
 TITLE 8, PUBLIC LAW 103-382 JAMES GILBERT
 TITLE IX AND AFFIRMATIVE ACTION JAMES GILBERT
 TRANSPORTATION DIRECTOR JAMES GILBERT
 VOCATIONAL EDUCATION SAM GUNDERSON

- F. PERSONNEL** – James Gilbert. Mr. Gilbert requested approval of the personnel items. Trustee Binion motioned to approve the personnel items, as presented by Mr. Gilbert, with a second from Trustee Monasterio. Motion granted.

ADMINISTRATIVE APPOINTMENTS – 2016-2017 SY

Schipani, Robyn, Assistant Principal
 Tom Hacker Middle School

APPOINTMENTS

Bishopp, Jaime; 8th Grade English Teacher, MHJH
 Gump, Justice; B Custodian, MHHS
 Hughes, Katherine; 2nd Grade Teacher, East Elementary School
 Jansen, Lauren; 1st Grade Teacher, North Elementary School
 Miller, Karla; 6th Grade Teacher, HMS
 Shull, Jacqueline; 2nd Grade Teacher, North Elementary School
 Shain, Kristina; 2nd Grade Teacher, East Elementary School

RESIGNATIONS

Dickinson, Amanda; Part-Time Title I Paraeducator, North Elementary; effective: July 12, 2016
 Dooley, Jack; Special Education Paraeducator, East Elementary/HMS; effective: June 16, 2016
 Gussenhoven, Kaye; 1st Grade Teacher, Stephensen Elementary; effective: June 27, 2016

RETIREMENTS

Bowlden, Anne; 3rd Grade Teacher, North Elementary; effective: July 8, 2016

- 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 Binion to adjourn was seconded by Trustee Walborn. Motion approved.

Chairman Abrego

Clerk Whitman