

SCHOOL BOARD MEETING
OCTOBER 18, 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 stated that all cell phones need to be off or muted.

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

- 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 Monasterio moved to approve the agenda as published, with a second from Trustee Binion. Agenda approved.

- III. **CONSENT AGENDA ITEMS** – Board of Trustees. Chairman Abrego called for a motion to approve the consent agenda items. Chairman Abrego asked for clarification about the bill regarding Northwest Abatement; Mr. Ogborn stated that the check had to be voided and repaid. Chairman Abrego also asked for clarification on the bill item Hiler Brothers Diesel; Mr. Ogborn replied that the fuel was for the lawnmowers. Chairman Abrego again asked why were the special-ed bus routes separated out from the rest of the routes. Mr. Gilbert said we had to separate them out because the special-ed routes typically fall in the 1.5-mile barrier. Trustee Donahue moved to approve the consent agenda, with a second from Trustee Monasterio. Motion granted.

- A. **APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF SEPTEMBER 20, 2016.**
 B. **FINANCIAL REPORTS**
 C. **CONSIDERATION OF BILLS**
 D. **PRINCIPAL'S DATA REPORT**
 E. **POLICY ADOPTION** – 3rd and Final Reading
 1. Protection of Pupil Rights Act (PPRA), Student Privacy, & Parental Access to Information Policy
 2. Family Educational Rights & Privacy Act (FERPA) & Management of Student Records Policy
 3. Immunizations Requirements Policy

- 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. Colonel Blackwell asked what the board planned to do to fix the playground at SES. He said if the playground was operated by the air force, the playground would be closed, and that the air force would not pay for the replacement of playground equipment. Colonel asked if there was a plan to replace or repair the playground on base as was done in the town schools. Superintendent Gilbert stated that he would speak to Colonel Blackwell on the matter.

Mr. Niksich, school liaison officer, reported on the activities at MHAFB including such activities as the SAC committee teen dynamics and how to get along; the MCEC (Military Child Education Coalition) training they plan to hold for teachers; the Military Family Life Counselor (MFLC) and where each of the three counselor would focus their time to help military children; the Christmas Cards for deployed troops project; Veteran's Day assembly options for the schools; the much welcomed volunteer work of the airmen in the schools.

Trustee Monasterio asked who did they hope to attract with the MCEC training and the response was to train teachers how to recognize the dynamics of the constant changes to military children such as deployments, change of stations, etc.

Trustee Donahue asked for clarification on the military counselors and how the town schools might be able to access them. The response was that the counselors each had schedules of what schools they would assist in. Trustee Donahue asked that she be kept up to speed on the schedules of the military counselors.

Trustee Binion asked for clarification on whether the military counselors were just for the military students or for all students. The response was they were hired to see military students, but they can see some non-military students on a limited basis.

- B. LITERACY INTERVENTION PLAN** – Jeff Johnson. Mr. Johnson informed the board that he submitted the MHSD Literacy Intervention Plan along with the Continuous Improvement Plan to the SBE. He explained that each school district had to establish an extended time literacy intervention program for students who score basic or below basic on the fall reading screening assessments or alternate reading screening assessment in Kindergarten through third grade. Mr. Johnson added that plans and effectiveness of the plans must be submitted and reported annually to the SBE. He then said the SBE wants the Literacy Intervention Plan submitted as an appendix to the Continuous Improvement Plan to keep the submittal process and reporting as simple as possible.

Mr. Johnson reported on the different activities and programs that the Literacy Intervention Plan included such as intervention for the most at risk students using our very best teachers, being able to purchase a variety of instruction materials to keep the instruction appealing to students, the plan includes parental involvement, etc. He also reported that the intervention plan, thanks to Will Goodman and the DoDEA grant, including purchasing Chromebooks and a variety of online educational programs and resources, etc. Mr. Johnson continued to review the intervention plan and all the positive components of the plan.

Trustees Donahue stated that she liked that differentiating would be done and that Mr. Johnson was zeroing down what works best. Trustees Monasterio and Binion concurred.

- C. BUILDING HIGHLIGHTS** – North Elementary – Anita Straw



North Elementary
Home of the North Stars

North Demographics 441 total students as of 9/26/16

- Kindergarten: 67 Students –4 Classes of 16 to 18 Students
- 1st Grade: 69 students –3 Classes of 22 to 23 Students
- 2nd Grade: 104 students –4 Classes of 25 to 27 Students
- 3rd Grade: 76 students –3 Classes of 25 to 26 Students
- 4th Grade: 74 students –3 Classes of 24 to 25 Students
- Special Programs: 6 Structured Learning Center Students; 8 Extended Resource Room Students; 19 Special Ed Students; 4 GT Students; 5 504 Students; and 31 English Language Learners

School Goals

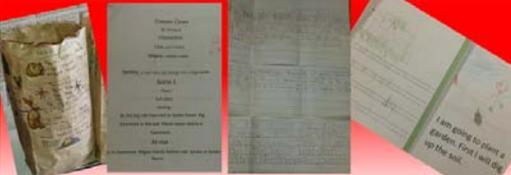
Goal #1

- Percentage of North Elementary 3rd and 4th grade students scoring proficient on the ELA/Literacy ISAT Assessment will increase from 30% to 55% by the spring assessment of 2017 as measured by the 2017 ISAT.
- 4th Grade State-wide ELA Test: 91 students took the test. 27% of the students scored in the proficient category.
- 3rd Grade State-wide ELA Test: 73 students took the test. 30% of the students scored in the proficient category.

*Interim Testing *Cross Grade Level Interventions

Goal #2

- **Goal #2** Percentage of North Elementary students receiving instruction and completing at least 3 writing projects will increase from 38% to 60% by the end of the 2016/17 school year



Goal #3

Percentage of North Elementary students scoring 80% or higher on the Grade Level GUM (Grammar, Usage, and Mechanics) test given monthly will increase from 50% to 80% by the end of the 2015/16 school year.

	October		
	# of Students Tested	# of Students Receiving 80%	% of Students at 80% Proficient
Kindergarten	65	36	55%
1st Grade	62	57	92%
2nd Grade	96	27	28%
3rd Grade	65	37	57%
4th Grade	60	11	18%

IRI Data

	FALL			
	# of Students Scoring 1	# of Students Scoring 2	# of Students Scoring 3	% of Students At Grade Level
Kindergarten	16	19	31	47%
1st Grade	7	17	41	63%
2nd Grade	16	30	56	55%
3rd Grade	8	22	43	59%

Students Working Hard



Students Working Hard



Students Working Hard



Students Working Hard



Students Having Fun



Strong Standing

Strong Standing helps me calm down and helps the two sides of my brain start to communicate so that I am ready to learn.



Strong Standing



New in the Lunchroom



Damage to the Kitchen, Halls, and Office



Damage to the Teachers Lounge



Damage to the Classrooms



Cleanup



Windows Fixed

New Carpet

Walls Cleaned



Our New Teachers Lounge



Playground



Parking Lot



Staff Development

Early Morning Trainings

Teachers Training Teachers

Milepost Data Entry



Staff and Spouse BBQ





Chairman Abrego asked how personnel are dedicated to the Gifted & Talented (GT) students and how many personnel are dedicated to special education students. Mrs. Straw replied that her GT student are bussed to HMS for GT class (Mr. Holland) that is shared by all the elementary schools; special ed has dedicated personnel including paraprofessionals.

- D. SUPERINTENDENT'S REPORT** – James Gilbert. James updated the board on the Parent/Teacher Conferences on Thursday. He said that Thursday counts as 2-days for certified staff since Friday is no school.

Mr. Gilbert reported that a spray on material was being applied to East Elementary, over the kitchen/gym area, should give us several years of protection from leaks. He added that the roof was structurally sound and didn't need to be replaced at this time.

Mr. Gilbert continued to report on some of the different activities going on in the district, including the DoDEA program allowing the school district to hire an elementary counselor, who would work with the military affiliated counselors, and to provide resources for principals.

Trustee Binion asked what was the life expectancy of the spray. Mr. Gilbert responded about 20-years.

VII. UNFINISHED BUSINESS – None

VIII. NEW BUSINESS –

- A. ANNUAL AUDIT - 2016 Eide Bailly (ACTION)** – Cliff Ogborn.

Chairman Abrego called upon the Scott Phillips, auditor with Eide Bailly, to present the audit. Mr. Phillips gave a quick review of the audit. He stated that the audit again showed a “clean bill of health.” He also stated that Eide Bailly recommends the school district have a fund balance of around \$1 million to \$2 million dollars, whereas the district only has a \$530,000 fund balance to cover costs and emergencies. Trustee Binion made a motion to accept the annual audit for FY 2016 as presented by the firm of Eide Bailly, with a second from Trustee Donahue. Motion passed. (A full and complete copy of the District's audit may be reviewed at the District Office.)

- B. POLICY ADOPTION** – 1st Reading – James Gilbert. Trustee Binion motioned to approve the 1st reading of the proposed adoption of the Diseases – Exclusion of Head Lice, Parasites, & Other Transmittable & Infectious Conditions Policy, and the Patron Grievance Policy, as presented by Mr. Gilbert. Trustee Monasterio seconded the motion. Motion approved.

1. **Diseases – Exclusion of Students with Head Lice, Parasites, & Other Transmittable & Infectious Conditions Policy.** Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Diseases – Exclusion of Head Lice, Parasites, & Other Transmittable & Infectious Conditions Policy. He said this policy takes all of the numerous procedures we have regarding childhood parasites and transmittable conditions and combines it into one policy. Mr. Gilbert also stated that the language is a combination of MSBT and the current district procedures; the language follows Idaho Code, CDC, and Idaho Central District Health requirements.
2. **Patron Grievance Policy.** Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Patron Grievance Policy. He said this policy converts the non-policy procedure in place to a policy using the suggested language of MSBT.

C. POLICY REVISION – 1st Reading – James Gilbert

1. **Medications Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Medications Policy. He said this policy was revised to update the language as suggested language of MSBT to ensure we are in compliance with Idaho Code. Trustee Monasterio motioned to approve the 1st reading of the proposed revision of the Medications Policy, as presented by Mr. Gilbert. Trustee Binion seconded the motion. Motion granted.
2. **Personnel Files Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Personnel Files Policy. He said this policy was revised as required to comply with all regulations. Trustee Donahue motioned to approve the 1st reading of the proposed revision of the Personnel Files Policy, as presented by Mr. Gilbert. Trustee Knox seconded the motion. Motion carried.
3. **Assignment or Reassignment of Administrative Employees Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Assignment or Reassignment of Administrative Employees Policy. He said this policy was revised to clarify salary expectations and that the superintendent has the authority to assign personnel as needed, and to delete some old procedures. Trustee Monasterio motioned to approve the 1st reading of the proposed revision of the Assignment or Reassignment of Administrative Employees Policy, as presented by Mr. Gilbert. Trustee Binion seconded the motion. Motion passed.
4. **Assignment, Reassignments, Transfers, & Vacancy of Certificated Employees Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Assignment, Reassignments, Transfers, & Vacancy of Certificated Employees Policy. He said this policy was revised to clarify that the superintendent has the authority to assign personnel as needed and to delete some old procedures. Trustee Monasterio motioned to approve the 1st reading of the proposed revision of the Assignment, Reassignments, Transfers, & Vacancy of Certificated Employees Policy, as presented by Mr. Gilbert. Trustee Binion seconded the motion. Motion approved.
5. **Diseases – Exclusion of Students with ~~for~~ Communicable, Contagious, & Infectious Diseases Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Diseases – Exclusion for Communicable, Contagious, & Infectious Diseases Policy. He said the title of this policy changed from Contagious/Communicable to make it easier for staff and patron to find the policy on the district website. Trustee Monasterio motioned to approve the 1st reading of the proposed revision of the Diseases – Exclusion for Communicable, Contagious, & Infectious Diseases Policy, as presented by Mr. Gilbert. Trustee Donahue seconded the motion. Motion carried.
6. **Student Grievance Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Student Grievance Policy. He said this policy was revised to incorporate the procedure and to update the language as suggested by MSBT. Trustee Donahue motioned to approve the 1st reading of the proposed revision of the Student Grievance Policy, as presented by Mr. Gilbert. Trustee Knox seconded the motion. Motion granted

NOTE: Clerk Whitman suggested changing the titles of the Diseases – Exclusion of Head Lice, Parasites, & Other Transmittable & Infectious Conditions Policy and Diseases – Exclusion for Communicable, Contagious, & Infectious Diseases Policy to Diseases – Exclusion of **Students with** Head Lice, Parasites, & Other Transmittable & Infectious Conditions Policy and Diseases – Exclusion of **Students with** ~~for~~ Communicable, Contagious, & Infectious Diseases Policy. The board concurred.

D. PERSONNEL – James Gilbert. Mr. Gilbert requested approval of the personnel items including the Declaration of Hiring Emergency. Trustee Binion motioned to approve the personnel items including the Declaration of a Hiring Emergency, as presented by Mr. Gilbert, with a second from Trustee Donahue. Motion passed.

1. DECLARATION OF HIRING EMERGENCY

a. Special Education Eat Elementary – Mr. Gilbert explained that there was a special education position that the district hasn’t been able to fill with a fully certificated teacher, but the state would allow the district to use the alternate authorization route to fill the position as long as the board declares it a hiring emergency.

2. APPOINTMENTS

Austin Ann; Custodial Supervisor, MHJH
 Chamberlain, Cheryl; Computer Paraeducator, BMHS
 Fanning, Mykayla; Special Education Paraeducator, North Elementary
 Griggs, Emily; Special Education Teacher, East Elementary
 Jackson, Jeanette, Special Education Paraeducator, HMS
 Taylor, Tracee; Behavioral TEAM Paraeducator, MHHS

RESIGNATIONS

Wells, Melani; Special Education Paraeducator, HMS

IX. EXECUTIVE SESSION – Student Matters

Executive Session – Section 74-206(1)(b) – To consider the evaluation of an employee and/or public school student, and Section 33-4064(4)(a) to hear an early graduation request, IDAPA 08.02.01.350 – Early Graduation, and IDAPA 08.02.03.105 – High School Graduation Requirements.

Chairman Abrego called for a motion for the purpose of allowing the board to enter into executive session to discuss a student matter. Trustee Binion motioned to enter into executive session in accordance with Idaho Code to discuss a student matter, received a second from Trustee Donahue, the following resolution was presented:

RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION

BE IT SO RESOLVED That the Board of Trustees of School District No. 193 recess from an open meeting into the following executive session(s) pursuant to Idaho Code, Title 74, Chapter 2, Section 74-206(1)(b) – To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent, or public school student; IDAPA 08.02.01.350 – Early Graduation; IDAPA 08.02.03.104 – Other Required Instruction; IDAPA 08.02.03.105 – High School Graduation Requirements.

BE IT FURTHER RESOLVED That following the executive session, the Board of Trustees will convene into public session for further business or adjournment of the meeting.

Chairman Abrego called upon Clerk Whitman to do a roll call vote. 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 Knox 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, the Chairman declared said resolution adopted and the board recessed into executive session at 8:52 p.m.

ACTION ITEM(S):

A. Early Graduation Request:

Others present: The attending board members, Superintendent Gilbert, Clerk Whitman, Treasurer.

Following a full and complete discussion of the early graduation request, the Board reconvened into open session at 9:17 p.m. A motion by Trustee Binion to grant an early graduation request to (Name on File), received a second from Trustee Donahue. Motion granted.

NON-ACTION ITEM(S): 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 Knox. Motion carried. Meeting adjourned at 9:18 p.m.

Chairman Abrego

Clerk Whitman