

SCHOOL BOARD MEETING
 APRIL 16, 2013
 SCHOOL ADMINISTRATION OFFICE

TRUSTEES PRESENT: Chairman Alexander, Trustee House, Trustee Donahue, Trustee Checketts (arrived 7:35 p.m.)

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Cliff Ogborn, Sharon Whitman, Tara Handy, Jeff Johnson, Albert Longhurst, Nikki Crusier, Anita Straw, Polly Sanders, Colonel Griswold, Mike Jewell, Boy Scouts (Sam Noyce, Parker Noyce, Hank Parrett, Clayton Winn, Therrill Owens), Katherine Hudson

At 7:31 p.m., Chairman Alexander convened the regular meeting of the Board of Trustees and called for the first item of business.

- I. **APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF MARCH 19, 2013, AND THE SPECIAL BOARD MEETING OF MARCH 27, 2013.** Chairman Alexander called for a motion to approve the minutes of the regular board meeting of March 19, 2013, and the special board meeting of March 27, 2013. There being no comment, Trustee Donahue moved to approve the minutes of the regular board meeting of March 19, 2013, and the special board meeting of March 27, 2013, with a second from Trustee House. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for March 2013. The statements for March reflected a balance of \$1,217,364. Unobligated cash and investments are \$4,179,845 net of interfund payables. The Income Statement reflected revenue through March is \$17,766,802. Expenses show salaries are at \$9,771,616 of original budget, and benefits are \$3,066,469. As of March 31, we have a net margin of revenue in excess of expenses of \$2,131,972. Trustee House moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee Donahue. Motion passed.
- III. **CONSIDERATION OF BILLS** – Cliff Ogborn. Mr. Ogborn presented the district bills for approval. Trustee Donahue moved to authorize payment of the district's bills as presented, with a second from Trustee House. Motion carried. (A full and complete listing of the District's bills may be reviewed at the District Office, Accounts Payable.)
- IV. **DELEGATION** – None
- V. **PUBLIC INPUT** – None
- VI. **REPORTS** –
 - A. **MOUNTAIN HOME AFB UPDATE** – MHAFB Liaison. Colonel Griswold reported that the Governor signed into law the Interstate Compact on Military Children's Education. He said he appreciated the support that the MHSD gave during this time. Colonel Griswold also mentioned that April is the month of the military child with the day of recognition being on April 17. He thanked Tara Handy and the staff of Base Primary for all of the different celebratory projects they did during April. Colonel Griswold ended by informing the Board that a large contingent of MHAFB personnel will be deploying soon for approximately six months. Mr. Jewell added that he has some resources for teachers to assist them in dealing with the students of deployed personnel.
 - B. **SHOWCASE** - Mountain Home High School - Jeff Johnson. Mr. Johnson presented data from MHHS. He gave a brief profile of MHHS's demographics before reviewing the data presented to the Board.

Mr. Johnson began by stating that he felt that standardize testing is a measuring stick and not a defining indicator of a student's abilities. He believes the "big picture" is to prepare students for a successful life after high school, be it attending college, going to a trade school, or joining the military.

Mr. Johnson informed the Board that their Hispanic population increased from 12% to 19.6%. He continued to say that MHHS students earned almost 500 BSU credits this year; not including the credits earned through ISU, NNU, and CSI. Mr. Johnson reviewed the AYP results and made mention that a few years ago, the Board made the highly critical decision to move the 9th grade students to MHHS. He stated that MHHS made AYP the first two years that the 9th graders were in attendance and it has made a difference to not only the 9th graders, but to MHHS having the 9th graders as part of the high school.

Mr. Johnson reviewed the ACT and SAT data. He pointed out that MHHS ACT English scores are 5% higher than the state scores. Mr. Johnson informed the Board that last year, the SDE required all students must take the SAT. He said that he initially wasn't in favor of the mandatory SAT tests, but has since changed his perception due to the students who otherwise would not have considered going to college, because they felt they would not be successful, are now deciding to attend due to the fact that they scored better than they expected; they now feel that they are very capable of going to college, not to mention the number of scholarships opportunities that came about.

Mr. Johnson said that 58% of Hispanic students have a D or an F as grades, they have a very high absentee rate an, and a high discipline referral rate, all of which is concerning. He continued to inform the Board that there were/are many wrong assumptions being made regarding the Hispanic parents, such as many of them don't understand the reasoning and purpose of all of the different tests like the ISAT or IELA. Mr. Johnson explained that they are starting to address this through improved communication with the Hispanic parents during a monthly Hispanic Parents as Partners meetings.

Mr. Johnson reviewed and explained the initiatives of the Treasure Valley Education Partnership (TVEP). He gave his kudos to the SIC Superintendents Group for starting this initiative and said this is the best initiative that he has witnessed and is very proud to be part of this group. He continued to explain that in the particular group he is assigned to, the group includes four different universities in Idaho, business people/organizations, YMCA, etc., and everyone is working together to identify the weaknesses as well as provide resources for success. Mr. Johnson noted that MHHS is near the top on about every statistic presented; not to mention that 66% of MHHS students have gone onto post secondary schools, and that of those 66%, 70% of our college freshman continue college or graduate from college. Mr. Johnson spoke about how the SIC is going to try to track the number of students joining the military, and how many of them continue with their education, as well as address those students on LDS missions and their continuing education.

Mr. Johnson informed the Board that MHHS's success starts with his staff. He said he has great staff and that he would love to acknowledge all of his staff, but there are three teachers he would like to bring to the forefront and they are Mara Brantley, English teacher, was selected to speak at the National English Association Convention; John Petti, Debate Teacher of the Year; Tanya Paige, Drama Teacher of the Year.

Mr. Johnson and the Board continued to discuss the data presented to them including statistics; the significant monetary amount of scholarships given to MHHS students, in large part due to the purchase of the Naviance program for students and parents, and that some senior projects would be run through this program starting next year; his appreciation of the Board approving establishing BMHS and its success rate, as well as the success rate of the Alternative Summer

School program; the amount of dual credit classes and plans to increase the number; MHHS's partnership with BSU at MHAFB; the 9th grade character building class; the implementation of AVID next year; MHHS's concerns and interventions regarding the low grades, tardiness, and high absenteeism of the Hispanic students; MHHS's concerns regarding the low-income students low success rate and what they have implemented to assist them becoming more successful; the need for technology; improving communication; etc.

VII. UNFINISHED BUSINESS –

A. POLICY ADOPTION - 3rd and Final Reading – James Gilbert

- 1. **Insurance for Educators Policy** - Mr. Gilbert presented the 3rd and final reading of the proposed adoption of Mountain Home School District No. 193 Insurance for Educators Policy. He informed the Board that the state requires all school districts have an insurance policy in place. There has been no patron or staff input. Trustee Donahue motioned to approve the third and final reading of the adoption of the Insurance for Educators Policy, as presented by Mr. Gilbert. Trustee House seconded the motion. Motion carried.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
INSURANCE FOR EDUCATORS

The Board of Trustees, in compliance with the action of the Idaho Legislature, seeks to protect its employees from harmful liability and informs those employees of protections available to those employees.

A list of providers of professional liability insurance for educators will be annually made available to employees. Employees who interact with students are encouraged to have such insurance but are not in any way required to have such insurance. Information regarding the professional liability insurance for educators, to be made available to employees shall include the name of the providers, business mailing address, telephone number, and website information regarding providers meeting the requirements of Idaho Code Section 33-524(4) who have submitted such information to the district by June 30 of the year. The district shall make such information available for the ensuing school year.

ACKNOWLEDGMENT OF RECEIPT OF LISTING OF PROFESSIONAL LIABILITY PROVIDERS

In compliance with Idaho Code Section 33-524, the district is required to provide all employees with a list of professional insurance options and those employees who have interaction with students are encouraged to have such insurance although there is not a requirement that employees do so.

I acknowledge that the district has provided this listing to me on the first day that I was required to report for employment this school year and that I have reviewed the listing.

Signature of Employee Date

Printed Name of Employee

B. POLICY REVISION - 3rd and Final Reading - James Gilbert.

Mr. Gilbert also asked for approval of the 3rd and Final reading of the revisions of the School Safety and Discipline Policy and School Wellness Policy. There has been no additional input from the last board meeting. Trustee Checketts motioned to approve the third and final reading of the revisions to the School Safety Discipline Policy and the School Wellness Policy as presented by Mr. Gilbert. Trustee House seconded the motion. Motion approved.

1. **School Safety and Discipline Policy -**

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
SCHOOL SAFETY AND DISCIPLINE

In addition to Idaho Code 18-3302D (see attachment 1), Idaho Code 18-917A (see attachment 2), and Idaho Code 18-3313 false reports of explosives in public or private places is a felony, the Board of Trustees of Mountain Home School District No. 193 sanctions the following policy concerning school safety and discipline for the School District.

Mountain Home School District No. 193 believes each student deserves the opportunity to learn to his/her full potential. In order to achieve this, no student will be allowed to hinder any other student's opportunities to learn and/or cause any unsafe conditions or acts that hinder any other student's opportunities to learn.

SCHOOL SAFETY - (I.C. 18-3302D, 18-3302I, 18-3313)

- A. **ZERO TOLERANCE:** Students in violation of zero tolerance guidelines will be referred to the District Review Committee or recommended for expulsion and referred to the appropriate authorities. (Idaho Code 33-205)

Mountain Home School District No. 193 has adopted a zero tolerance stand against:

1. Weapons and violent acts (see attachments) at school, on or near owned or contracted school property, or at school sponsored events, as interpreted by the Board of Trustees
2. Verbal or written bomb threats, or placing or detonating a bomb
3. Students found to be distributing, either by selling or sharing, dangerous drugs or students engaged in drug related behavior on or near owned or contracted school property, or at school sponsored events, as interpreted by the Board of Trustees

- B. **WEAPONS** – (I.C. 18-3302A-J, 18-3313)

1. Weapons are defined as follows:
 - a. Any device, instrument, material, or substance designed to cause serious physical injury, or any item, which under the circumstances it is used, attempted, or threatened to be used, is readily capable of causing serious physical injury. Weapons may include, but are not limited to: firearm; dirk knife, bowie knife, dagger, or straight razor; metal knuckles; any explosive, incendiary, or poisonous gas; any combustible or flammable liquid; or any other item which is used to threaten, strike terror, or cause bodily harm or death even though it is normally considered to not present a danger to others.
2. Students who possess, store, or use firearms as defined in section A.1, will be expelled. The Board of Trustees reserves the right to expel a student permanently.

Mountain Home School District will not admit, prior to a hearing at the end of a one-year expulsion period, any student who has been expelled from another school district for violating the Gun-Free Schools Act of 1994. Students expelled for possession, storing, or using a firearm as defined in Section A.1 will be referred to the appropriate criminal or juvenile justice system.

3. Students who possess, store, or use look-a-like weapons, or other objects or substances capable of being used as weapons, without permission from school officials, **may will** be immediately suspended

for up to five (5) days. The administrator in charge of the case will meet with the superintendent of schools, or designee, as soon as possible to consider the evidence. Those determined to be in violation will be referred to the District Review Committee or the Board of Education with recommendation for further suspension and/or expulsion, and the proper authorities will be notified.

C. **VIOLENT, ABUSIVE, & HARRASSMENT ACTS INLCUDING TEEN DATING VIOLENCE/ABUSE (UNHEALTHY RELATIONSHIPS)** – (I.C. 16-1619, 18-917A, 18-3302I, 18-3313, 33-205, 33-512)

1. Threats, written or verbal, **graphic or photographic, acts of creating an intimidating or hostile environment**, or acts including bullying, cyber-bullying, and physical abuse, **be it violent or potentially violent**, which pose a threat to the health and safety of students, staff members, or visitors, or are disruptive to the educational process of the Mountain Home School District, may result in formal suspension procedures and possible expulsion. (See attachment 2)
 - Physical abuse against a student, including, but not limited to, hitting, pushing, tripping, kicking, blocking, or restraining another's movement; **aggression or intimidation to someone's demographics**; sexual misconduct; causing damage to another's clothing or possessions; and taking another's belongings.
 - Verbal abuse against a student, including, but not limited to, name-calling, threatening, sexual misconduct, taunting, **derogatory remarks or acts to a student's demographics**, and malicious teasing.
 - Psychological abuse against a student including, but not limited to, spreading harmful or inappropriate rumors regarding another, drawing inappropriate pictures or writing inappropriate statements regarding another, and intentionally excluding another from groups, or similar activities.
 - Harassment, intimidation, and/or bullying/cyber-bullying, including, but not limited to, any intentional gesture or any intentional written, verbal, or physical acts or threats, against another student may be committed through any technology included, but not limited to, the use of landlines, car phones or wireless telephones, or through the use of data or computer software that is accessed through a computer, computer system, or computer network.
 - **Acts of retaliation taken against any person bringing a complaint, or any person assisting in bringing a complaint, or any person participating in an investigation.**
 - In the event that cyber-bullying was committed by a school district pupil on school grounds and/or using school district technologies, the pupil will be subjected to appropriate discipline.
 - In the event that cyber-bullying was committed by a school district pupil using non-school district technologies away from school grounds, the Building Principal or designee may report the incident to local law enforcement. In addition, school authorities have the right to impose a consequence on a pupil for conduct away from school grounds, including on a school bus or at a school-sponsored function.
 - ***MHSD encourages students who are involved in an abusive relationship, and/or knows of a student in an abusive relationship, and/or knows of a student who is the perpetrator of abuse either mental, physical, or cyber to report such abuse to Law Enforcement and also notify a teacher, counselor, or school administrator of such.***
 - ***MHSD expects and requires district employees to report all suspected cases of abuse to Law Enforcement and to the school building administrator(s). Failure to report suspected abuse may result in disciplinary actions as deemed appropriate by the School Board of Trustees.***
2. Following a minimal due process hearing, a student found to be in violation of this section of the School Safety and Discipline policy will be immediately suspended for up to five (5) days. The administrator in charge of the case will meet with the superintendent of schools, or designee, as soon as possible to consider the evidence. Those determined to be in violation will be referred to the District Review Committee or the Board of ~~Trustees Education~~ with recommendation for further suspension and/or expulsion, and the proper authorities will be notified.

D. **BOMB THREAT** - (I.C. 18-3313, 18-3302I)

Any student involved in bomb threats against a school shall be referred to the Board of Trustees for recommended expulsion, and the proper authorities will be notified. A bomb threat includes, but is not limited to, placing or detonating a bomb **or look-alike bomb**, or verbal or written threats of bombs.

E. **DRUG/ALCOHOL/CONTROLLED SUBSTANCES POLICY** – (I.C. 33-210)

Students found to be distributing dangerous drugs, **including but not limited to look-alike or synthetic drugs**, or engaged in drug related behavior will be referred to the District Review Committee for disposition or to the Board of Trustees for a hearing for possible expulsion.

DEFINITION OF TERMS:

Dangerous Drug: Any drug, obtainable with or without a prescription, which can be used in a manner dangerous to the health of the user. This includes, but is not limited to, marijuana, amphetamines, (stimulants), barbiturates (depressants), cocaine, inhalants, heroin, and hallucinogens.

Distribution: Students who share and/or sell alcohol or other dangerous drugs to other students or persons on or near district property any time during school hours or at a school-sponsored activity are considered to be distributors.

Found: Positive proof has been established that the student is involved in the use, possession, or distribution of alcohol or other drugs.

F. **DISCIPLINE** – (I.C. 33-205, 33-512)

1. The District has the authority to control student conduct and to adopt rules necessary to maintain proper discipline (Idaho Code 33-512).

Each school **will review the discipline plan annually**, ~~shall establish a discipline committee to develop a discipline plan~~, which includes procedures for due process. The discipline plan must be provided, in writing, at the beginning of each school year to the students, staff, and parents.

All staff members will be notified that they are responsible to take appropriate action for discipline situations that may arise in their presence.

Building administrators may temporarily suspend any student for disciplinary reasons, or for other conduct disruptive of good order, or which impedes the effectiveness of the school (Idaho Code 33-205).

2. Excessive physical contact and public displays of affection are not acceptable on owned or contracted school property, or at school sponsored events.
3. Students with disabilities violating this policy will be dealt with within the guidelines of Individuals with Disabilities Educational Act (IDEA) and/or Section 504. Each incident will be addressed on a case-by-case basis.

G. **RELEASE OF A STUDENT TO LAW ENFORCEMENT OFFICIALS** – (I.C. 18-705)

The school administrator, or designee, may release a student to law enforcement officials if a warrant is issued, or if the officer is arresting the student without a warrant, or the officer requires the removal of a student from school district property. In the absence of parental or guardian consent, the school

administrator, or designee, shall document the release by using the Juvenile Release Form (**page 308a**).

H. **DENIAL OF ENROLLMENT** – (I.C. 33-205)

Students, who have been expelled from any school district, including Mountain Home School District No. 193, must notify school authorities of this expulsion upon requesting admittance to the Mountain Home School District. A hearing before the Board of Trustees must be held, and permission given by that body, prior to the admittance of a student who has been expelled from any school district, as described above.

I. **RIGHT OF APPEAL**

Should the student wish to challenge an administrative decision, (s)he may request a hearing before District administration with right of appeal to the Board of Trustees via the Student Grievance Policy.

2. **School Wellness Policy -**

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
SCHOOL WELLNESS**

Mountain Home School District No. 193 (MHSD) is committed to promoting and encouraging students and staff to adopt a life-long healthy lifestyle through education and modeling good eating and exercise habits. The superintendent will appoint a committee, the membership of which will include one (1) or more individuals representing each of the following interest groups: school board, administration and staff, school lunch program, parents, students, and the public. The appointed committee will seek public input in the ~~continued~~ development of the school wellness policy and procedure(s). The Wellness Committee will also submit to the Policy Committee any proposed policies and procedures for approval.

The goal of the Wellness Committee is to ~~annually~~ review the needs of the district relative to school wellness, and develop procedures that teach and encourage students and staff to adopt a healthy and nutritious lifestyle habit.

1. Nutritional guidelines **selected by the school district** for all foods available on each school campus during the school day ~~will be selected~~ with the objectives of promoting student health and reducing childhood obesity.
2. MHSD assures that guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to subsections (a) and (b) of Section 10 of the Child Nutrition Act (42 U.S.C. § 1779) and Sections 9(f)(1) and 17(a) of the Richard B. Russell National School Lunch Act (42 U.S.C. §§ 1758(f)(1) and 1766(a)), as those regulations and guidance apply to schools.

The superintendent, or designee, will establish a plan for measuring implementation of the local wellness policy, **including designation of one (1) or more persons within the district or at each school charged with operational responsibility for ensuring that the school meets the local wellness policy.**

- C. **RESOLUTION 13-06 – DECLARATION OF CANDIDATE ELECTED** – Zones 2 & 4 – Sharon Whitman. Clerk Whitman requested the adoption of this resolution allowing the Clerk of the Board of Trustees to declare a candidate(s) elected if that candidate(s) runs unopposed in accordance with Idaho Code Sections 34-1407 & 33-502(B). Clerk Whitman stated that Luise House, candidate Zone-2, and Connie Yrazabal Donahue, candidate Zone-4, submitted their declarations as candidates for Zone-2 and Zone 4 respectfully, and after all dates for declarations to include write-in expired, both candidates were unopposed. Trustee Checketts motioned for the adoption of Resolution 13-06 Declaration of Candidate Elected as presented by Clerk Whitman. Trustee Donahue seconded the motion. Roll call vote followed:

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO
RESOLUTION 13-06
DECLARATION OF CANDIDATE ELECTED AS TRUSTEE – ZONES 2 AND/OR 4
(AUTHORIZATION FOR CLERK)

WHEREAS, the date for filing written nomination for the office of School District No. 193 Trustee in Zone 2 and Zone 4 has expired, and the date for filing a declaration of intent as a write-in has also expired, therefore leaving only one (1) qualified candidate for Zone 2 and only one (1) qualified candidate for Zone 4 as nominees;

NOW THEREFORE, be it resolved that in accordance with Idaho Code Section 34-1407 and Section 33-502(B), if no qualified candidate(s) files a declaration of intent as a write-in candidate, no later than 5:00 p.m., on April 5, 2013 (45-days prior to election), the Clerk of School District No. 193 is hereby given permission to declare the single candidate from Trustee Zone 2 and Trustee Zone 4 as elected.

BE IT FURTHER RESOLVED that following the official Canvass of Election, the Clerk shall prepare and deliver to the candidate a certificate of election, which is signed by the Clerk, and bears the seal of the school district.

Authorized this 16th day of April 2013.

Chairman Alexander

Vice-Chairman Checketts

Trustee House

Trustee Reynolds

Trustee Donahue

Clerk Whitman

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

Trustee Alexander..... Aye
Trustee House Aye
Trustee Reynolds Absent
Trustee Checketts..... Aye
Trustee Donahue..... Aye

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

VIII. **NEW BUSINESS –**

A. TRAVEL REQUEST –

1. Speech and Debate Team - MHHS - National Forensic League’s National Debate Tournament - Birmingham, Alabama, June 16-21, 2013 - John Petti. Mr. Johnson, on behalf of Mr. Petti, requested permission to take the qualifying Speech and Debate Team to the National Debate Tournament in Birmingham, Alabama, from June 16-21, 2013. Trustee Checketts motioned for approval of the travel request for the Speech and Debate Team to attend the National Forensic League’s National Debate Tournament, in Birmingham, Alabama, June 16-21, 2013, as presented by Mr. Johnson. Trustee House seconded the motion. Motion passed.

2. Boys Soccer Team - MHHS - Oregon Timber Camp, Portland, Oregon, July 14-18, 2013 - Jay Lockett. Mr. Lockett didn’t attend, so this request is tabled.

B. POLICY ADOPTION - 1st Reading - James Gilbert

1. **Special Education - 504 Extracurricular Activities Policy** - Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Special Education - 504 Extracurricular Activities Policy. Mr. Gilbert informed the Board that the federal and state government requires that we have a policy for parents of special needs students to be able to make a grievance should they feel that their child wasn't given an equal opportunity to participate in after school sports and activities. There has been no patron or staff input. Trustee House motioned to approve the first reading of the adoption of the Special Education - 504 Extracurricular Activities Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion, Trustee Checketts voted nay. Motion carried.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
SPECIAL EDUCATION - 504 EXTRACURRICULAR ACTIVITIES**

The Mountain Home School District (MHSD) recognizes that access to and participation in extracurricular activities opportunities provides important health and social benefits to all students, particularly those with disabilities.

MHSD's intentions are to ensure that students with disabilities consistently have opportunities to participate in extracurricular activities equal to those of other students

504 REQUIREMENTS:

School districts are required to provide qualified students, as identified in accordance with 29 U.S.C. § 794(a)(b) with disabilities opportunities to benefit from the school district's programs equal to that of students without disabilities.

For purposes of Section 504, a person with a disability is one who:

1. Has a physical or mental impairment that substantially limits one or more major life activities
2. Has a record of such an impairment
3. Is regarded as having such an impairment

For purposes of Section 504, a person who has been identified as "qualified" is one who:

1. Is of an age during which persons without disabilities are provided such services.
2. Is of any age during which it is mandatory under state law to provide such services to persons with disabilities.
3. A state is required to provide a free appropriate public education under the Individual with Disabilities Education Act (IDEA).

With the understanding that because a student is a "qualified" student with a disability does not mean that the student must be allowed to participate in any selective or competitive program offered by a school district; school districts may require a level of skill or ability of a student in order for that student to participate in a selective or competitive program or activity, so long as the selection or competition criteria are not discriminatory.

A level of skill or ability for participation in a competitive program or activity does not mean that every student with a disability is guaranteed a spot on an athletic team for which other students must try out. A school district should make reasonable modification to its policies, practices, or procedures whenever such modifications are necessary to ensure equal opportunity, unless the school district can demonstrate that the requested modification would constitute a fundamental alteration of the nature of the extracurricular athletic activity. No modifications need be made that would give a particular player with a disability an unfair advantage over others; fundamentally alter the character of the competition.

504 EXTRACURRICULAR ACTIVITIES COMPLAINTS:

Parents/Guardians and Patrons of the District having concerns or complaints regarding any aspect of this school district and/or the services it provides may submit those concerns or complaints following the Mountain Home School District No. 193 Patron Complaints Non-policy Procedure (Section 600.1, Pages 1-2).

C. POLICY REVISION - 1st Reading - James Gilbert

1. **Reduction in Force (RIF) Policy** - Mr. Gilbert presented the 1st reading of the proposed revision to the Mountain Home School District No. 193 Reduction in Force (RIF) Policy. He stated that the revisions meet Idaho Code and adjust the language changed by the defeat of Students Come First. There has been no patron or staff input. Trustee Donahue motioned to approve the first reading of the revisions to the Reduction in Force (RID) Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion, Motion carried.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
REDUCTION IN FORCE (RIF)**

I. General Statement of Policy

It is recognized that the Board of Trustees of Mountain Home School District No. 193 (MHSD 193) has the responsibility to maintain good public elementary and secondary schools and to implement the educational interest of the state, consistent with state and federal educational requirements, including the district and school attainment of Adequate Yearly Progress (AYP), school and district improvement plans, accreditation requirements, and other school-based specific issues. However, recognizing also that it may become necessary to eliminate certificated staff positions in certain circumstances, this policy is adopted to provide a fair and orderly process should such elimination become necessary.

Retention will not be based solely on seniority or contract status. Grandfathered renewable contract employees may be subject to a reduction in force. The Board is not required to place a grandfathered renewable contract employee on probation prior to not renewing the contract due to a reduction in force. Such employee is not entitled to a due process hearing.

The Board may, at its discretion, terminate a Category II contract in the event of a reduction in force, at the end of the first or second year of a two (2) year contract. A written evaluation is not required when the Category II employee is terminated subject to a reduction in force. Upon request, the Category II employee will be given an opportunity for an informal review by the Board.

If the Board terminates a Category I employee pursuant to a reduction in force, a written evaluation is not required, and the Category I employee is not entitled to a review by the Board of the decision to not reemploy the individual.

Staff retention will be based on a review of relevant factors including, but not limited to, highly qualified status, certification(c), endorsement(s), leadership roles in the school/district, effectiveness in the classroom, master teacher status, and graduate education degree, as well as eligible veteran or preference eligible status. Employees subject to reduction in force under this policy will be presumed to have been performing satisfactorily.

II. Reasons for Elimination of Certificated Staff Positions

It is recognized that the Board of MHSD 193 has the sole and exclusive prerogative to eliminate certified staff positions consistent with the provisions of the state statutes.

Elimination of certificated staff positions may result from the following examples **including but not limited to** ~~or from other conditions necessitating reductions:~~

- a. Decreases in student enrollment
- b. Changes in curriculum
- c. Financial **emergency, financial** conditions, or limitations of the District
- d. **Reorganization or consolidation**
- e. From other conditions necessitating reductions

The need for implementation of a Reduction in Force and/or the elimination of certificated positions is left to the sole discretion of the Board of Trustees of MHSD 193.

The Board of Trustees of MHSD 193 may choose to implement a RIF through:

- a. The elimination of an entire program or portions of programs;
- b. The elimination of positions in certain grade levels only;
- c. The elimination of positions by category;
- d. The elimination of positions in an overall review of the District;
- e. The elimination of positions through other considerations and implementation decisions;
- f. The elimination of a portion or percentage of a position(s) or
- g. Any combination of the above.

III. Definitions

As used in this policy, “teacher” shall apply to any employee of the District who holds a certificate issued by the State Board of Education who is employed in a teaching, directorial, or administrative position, below the rank of Superintendent.

IV. Procedures

- a. Prior to commencing action to terminate teacher contracts under this procedure, the Board will give due consideration to its ability to effectuate position elimination and/or reduction in staff by:
 1. Voluntary retirements
 2. Voluntary resignations
 3. Transfer of existing staff members
 4. Voluntary leaves of absence
- b. In the event a reduction in staff is required, teachers who are retained pursuant to this policy may be reassigned if suitable position openings are available in instructional areas for which they are Highly Qualified and for which the principal has approved transfer as per the requirements of Title 33, Chapters 5, 10, and 12, Idaho Code.
- c. In the Board making a determination as to the individuals to be released pursuant to the Reduction in Force (RIF), consideration will be given to the following criteria:
 1. Area(s) of certification for which the teacher is Highly Qualified, which are classified by the District as Hard to Fill positions
 2. Number of areas of certification for which the teacher is Highly Qualified
 3. Educational/Degree status
 4. National Certifications held
 5. Position as a Lead or Master Teacher within the District
 6. Whether or not the teacher is Highly Qualified in a course necessary for High School Graduation requirements

7. Whether or not the teacher is Highly Qualified in a course necessary for Junior School advancement
8. Instructs a college credited course
9. Contribution and/or involvement in extra-curricular or co-curricular positions with students
10. Compliant with Professional Standards and Conduct and District Policy.
11. Teacher evaluation, including components required by state statute to be encompassed in teacher evaluation

12. Seniority

It is the intention of the Board that each of the above criteria be given a point value for consideration of the implementation of this RIF. The appended chart, which is adopted and incorporated as part of this policy, identifies the specific point values for each of these areas of consideration.

It is further the intent of the Board that primary consideration be the quality of instruction and the progress that students are making throughout the course of the school year as well as properly endorsed Highly Qualified instructors to be in classroom positions in order for the District to be compliant with federal and state education requirements.

For each teacher subjected to RIF consideration based upon the Board's method of implementation, a Teacher Profile shall be developed by the Superintendent or designee applying the criterion to each respective teacher.

The factors for consideration shall be reviewed on an annual basis by the District's Administration and Administrative/PLC Committee to determine whether factors should be added or eliminated, or weighted differently. Such recommendations for modification will then be brought to the District Policy Committee for actual revision and then before the Board for consideration.

- d. If possible, advanced notice of the possible RIF shall be given to all teachers who may be released, based upon the number of teachers who may be released, in whole (full) or in part, and the school programs, teacher positions, or categories of positions that may be affected.
- e. With this notification, the Superintendent or designee Department shall provide a copy of the Teacher's Profile, utilizing the established point system, and the steps a teacher should take if they believe that there is an error in their individual Teacher Profile.
 1. It is recommended that the subject teachers review their personnel file materials with the District's Administrative Office and/or Human Resources Department to assure that the school has appropriate information relating to the various criteria referenced above.
 2. If a teacher receiving a Teacher Profile believes that there is an error that has been made on their individual profile, the teacher shall notify the Superintendent or designee of their concern of an error, *in writing*, by the close of the school day on the third school day after the Teacher Profile has been delivered to the teacher or the teacher's mailbox and/or has received notice of the possible RIF.
 3. This written notice from the teacher shall specifically identify what element or elements of the Teacher Profile/Personnel File are believed to be erroneous and explain specifically why the element(s) is believed to be in error.
 4. If the Superintendent or designee receives notice of possible error, each such written notice, timely received, shall be individually reviewed for possible reconsideration or evaluation of the information used to create the Teacher Profile or the information used in consideration of the RIF. This may include a member of the District or School Building's Administration communicating directly with the teacher to obtain more information or documentation relating to the alleged error. If the Superintendent or designee determines that an error was made in completion of the Teacher Profile, a new profile will be created and forwarded to the teacher in question.
 5. If the Superintendent or designee determines that no error was made in completion of the Teacher

Profile, the teacher shall be notified of this determination.

6. The teacher shall have a period of three school days to file written notice of an appeal of this decision to the District's Superintendent. Thereafter the Superintendent or designee of the Superintendent shall review the dispute, in whatever manner the Superintendent/designee deems appropriate for the circumstance, and make a final decision on the issue of the appeal and questioned error of the Teacher Profile.
- f. If the Board determines that a RIF in fact will be implemented, the superintendent shall submit a list of the teachers recommended for release, through use of the above process, and shall make recommendation to the Board as to what due process, if any, the Board needs to implement for each individual personnel situation.
- g. All releases shall be done in conformance with the applicable provisions of Title 33, Chapters 5, 10, and 12, Idaho Code, and all affected teachers will be promptly notified, in writing, of the Board's decision or actions that need to be taken by the Board relating to applicable due process activities, if any.

V. **Recall Provisions**

If the contract of employment of a teacher is terminated because of the implementation of this RIF policy, the name of the teacher shall be placed upon a reappointment list and remain on such list for a period of one year(s).

If a position becomes open during such period, and the teacher has been selected by the Board as a person on the recall list who is Highly Qualified and most capable of holding the position, then the teacher will be notified in writing by certified mail, sent to the last known address, at least thirty (30) days prior to the anticipated date of employment, when possible.

In determining whether a teacher is qualified for reappointment, the Board of Trustee shall consider the criteria as set forth. The teacher shall accept or reject the appointment in writing within even (7) days after receipt of such notification. If the appointment is accepted, the teacher shall receive a written contract within twenty (2) days of receipt of the teacher's reply by the Board. If the teacher rejects the appointment offer or does not respond according to this procedure within seven (7) days after receipt of such notification, the name of the teacher will be removed from the recall list.

- D. PERSONNEL** – James Gilbert. Mr. Gilbert requested approval of the personnel items. Trustee Checketts motioned to approve the personnel items as presented by Mr. Gilbert, with a second from Trustee Donahue. Motion carried.

APPOINTMENTS

Shrum, Jacob P., Assistant Varsity Football Coach, MHHS
Wallaert, Kristopher K., Assistant Junior Varsity Softball Coach, MHHS

RETIREMENTS

Cauuffman, Linda R., 2nd Grade Teacher, West Elementary School; effective: August 31, 2013
Johnson, Nancy J., 1st Grade Teacher, Base Primary School; effective: August 31, 2013

RESIGNATIONS

Ajjawi, Shannon A., Part-Time Receptionist, Maintenance Department
Brown, Connie D., Part-Time Title I Paraeducator, North Elementary School
Caines, Ashlynn W., Kindergarten Teacher, Base Primary School
Leonard, Amanda R., French Teacher, MHHS

Percy, Suzanne M., 8th Grade Science, MHJH
 Sanchez, Alisha N, Title I Paraeducator, North Elementary School

TEACHER APPOINTMENTS - 2013-2014 SCHOOL YEAR

CONTINUING CONTRACTS

ACKLEY, SHARON L	LOCKETT, ROBERTA J
ANDERSON, JOE R	LOPEZ, JOSE N
ARMSTRONG, VICTORIA D	LORD, LINDA D
ASBURY, CHRIS W	LYONS, REBECCA S
ASH, ROSEMARY R	MARTIN, SUSAN J
BAIRD, GWENDOLYN A	MCLEAN, CARA L
BELK, ROBBIE S	MCCLUSKEY, TRACY L
BLUEMER, PAULA A	MCMURTREY, CHERYL K
BOWLDEN, ANNE M	MEDERIOS, SCOTT H
BOWMAN, DARRELL L	MESERVY, LISA M
BRANTLEY, MAURA N	MILLIGAN, ROBIN L
BRANTLEY, MICHAEL J	MODDE, AMANDA A
BRUNGARDT, VALERIAN	MOLONEY, NANCY S
BUNDY, MATTHEW J	MONNIER, KIM M
BURGESS, TED E	MOOREHEAD, NAUDIA P
BURKE, BETTY L	MOSLEY, ELIZABETH A
BURNINGHAM, ANNA D	MULALLEY, LARRY J
CAMPBELL-HUGHES, JANET E	MURPHY, DIANE
CHERRY, HEATHER	MURPHY, STEPHEN R
CLARK, ELISABETH	NICHOLAS-SANDBERG, DENISE L
CLARK, JAMES R	NORRIS, NYLA L
CLARK, JAMES W	OLSON, RITA A
COOK, DAVID L	PAGE, TAUNYA L
COOK, WILLIAM F	PETTI, JOHN H
CORDER, JULIA A	POLLAUFG, JOAN M
COTTON, ANDREA J	PRIOR, REBECCA N
COX, SUZANNE M	RAEZER, GEORGE L
DARKES, CARRIE L	RAUB, BRENDA L
DAWSON, SAM E	REKOW, LUCAS E
DAY, DAN E	REYNOLDS, KERRI L
DEVORE, SARAH K	RILEY, BROOKE M
DEVORE, TRAVIS A	ROSE, ROCHELLE A
DICKINSON, JOSH L	SANDERS, TERRI M
DINGUS, JANET L	SAYER, JEREMY B
DUNCAN, CRAIG C	SCHAUFLELE, PAUL R
FEEKES, REBECCA A	SCHIPANI, ROBYNN M
FEENSTRA, ANDREA M	SCHROEDER, KENDA L
FISH, ANGELA E	SEXAUER, KATHY A
FLOYD, BRIAN T	SIEVERS, ALICIA J.
FREEMAN, DEBORAH L	SMITH, ERIKA A
GAINES, KRISTIN K	SMITH, DEENA R
GALLOWAY, STEVEN D	STARKEY, PATRICK L.
GILLIES, MERLA J	STOVER-RUSSELL, LISA A
GOODSELL, BRENDA A	STOWELL, MARSHA L
GORDON, KAREN S	STROHM, JENNIFER L

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| GORMAN, DEBRA S | SUGDEN, RAEGAN S |
| HAFNER, JOHN A | SULFRIDGE, DONNA R |
| HANKINS, SANDRA A | TESAR, STEHVN J |
| HARRIS, HEIDI R | TIPPETS, JERRY C |
| HENKE, TRAVIS J | TULLMAN, ELENA |
| HENKE, TRICIA N | URQUIDI, RHONDA L |
| HENKES, JULIA L | URQUIDI, RICHARD J |
| HENNESSEY, SHANA L | VALERIO, ERLINDA |
| HERRBOLDT, AMY L | VANDEBERG, KIMBERLI A |
| HILER, STEPHANIE M | VIALI, CAROL A |
| HOLLAND, DAVID M | VOGT, GINGER L |
| HOLLAND, KATHRYN Y | VOGT, ERIC A |
| HOYE, MICHELE M | WAGGONER, JANET L |
| HUDSON, KATHERINE A | WALKER, SUSAN J |
| JACKSON, LEN C | WALKER, ROBIN H |
| JETT, SANDRA J | WARD, JESSICA A |
| JOHNSON, MARY KAYE | WARTHEN, PAM M |
| KEENER, BRENT J | WEBER-PATZKOWSKY, LAURA R |
| KELLERMAN, MARILYN J | WEIS, DENISE J |
| KERFOOT, TONY R | WEYGINT, ALLEN W |
| KNOWLTON, SARA D | WEYGINT, ELLEN L |
| KNUDSON, LYNN J | WHITE, SAMMY A |
| KNUTSON, MELISSA A | WILCOX, KENDRA L |
| KOHRING, KAREN M | YOUNG, DANIEL B |
| LAY, JOHN P | YOUNG, VICKI L |
| LEE, CHRISTINE A | ZIELKE, PAMELA |

Prior to the executive session, Trustee Checketts thanked the Boy Scouts for their attendance.

- IX. **EXECUTIVE SESSION** – Personnel Matters. Chairman Alexander called for a motion for the purpose of allowing the Board to retire into executive session for personnel matters regarding staffing. After a full and complete discussion and upon motion duly made by Trustee House and seconded by Trustee Checketts, 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 sessions pursuant to Section 67-2345, Idaho Code, in order to discuss personnel matters regarding staffing as authorized by Title 33, Sections 33-511(2), 33-512, 33-513, and Title 67, Sections 67-2341 through 67-2345(1)(a)(b), Idaho Code.

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.

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

NAME OF TRUSTEES

Chairman Alexander.....	Aye
Trustee House	Aye
Trustee Reynolds	Absent

Trustee Checketts..... Aye
Trustee Donahue..... Aye

And no less than two-thirds (2/3) of the membership in favor thereof, the chairman had declared said resolution adopted, and the Board recessed into executive session at 8:25 p.m. to discuss staffing. Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, and Cliff Ogborn. Following a full and complete discussion of personnel matters, the Board reconvened into open session for the purpose of adjournment at 9:08 p.m.

- X. **ADJOURNMENT** – All business of the Board having been completed, Chairman Alexander called for a motion to adjourn. A motion from Trustee House to adjourn was seconded by Trustee Donahue. Motion carried. Meeting adjourned at 9:09 p.m.

Chairman Alexander

Clerk Whitman