

SCHOOL BOARD MEETING
AUGUST 21, 2012
SCHOOL ADMINISTRATION OFFICE

TRUSTEES PRESENT: Chairman Alexander, Trustee Reynolds, Trustee Murray, Trustee Checketts

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Cliff Ogborn, Sharon Whitman, Tara Handy, Erin Acarregui, Phil Raney, Albert Longhurst, Nikki Crusier, Anita Straw, Polly Sanders, Sherri Ybarra, Ty Larson, LTC Estes, Deena Smith, Mike Jewell

At 7:30 p.m., Chairman Alexander convened the regular meeting of the Board of Trustees and called for the first item of business.

Prior to the first agenda item, Chairman Alexander stated there was an addendum to the agenda to add a name to the out-of-district enrollment applications and add two names to personnel under New Business, as well as add Executive Session - Student Matters regarding an early graduation request. He asked for a motion to approve the addendum in accordance with Idaho Code 67-2343 (4)(b)(c). Trustee Reynolds called for a motioned to approve the addendum, with a second from Trustee Checketts. Chairman Alexander called for a roll call vote:

Roll Call Vote as follows:

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

and no less than two-thirds (2/3) of the membership in favor thereof, motion approved.

- I. **APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF JULY 17, 2012.** Chairman Alexander called for a motion to approve the minutes of the regular board meeting of July 17, 2012. There being no comment, Trustee Checketts moved to approve the minutes of the regular board meeting of July 17, 2012, a second from Trustee Reynolds. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for July 2012. The June numbers are still unaudited and year-end accruals and receivables are still being booked. The statements for July reflected a balance of \$5,057,350. Unobligated cash and investments are \$1,747,999 net of interfund payables. The Income Statement reflected revenue through July is \$1,215,450, primarily from property taxes received. Expenses show salaries are \$1,010,782 of original budget, and benefits are \$311,470. As of July 31, we have a net margin of expenses in excess of revenues of \$230,712. Trustee Murray moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee Reynolds. Motion passed.
- III. **CONSIDERATION OF BILLS** – Cliff Ogborn. Mr. Ogborn presented the district bills for approval. Trustee Checketts moved to authorize payment of the district’s bills as presented, with a second from Trustee Murray. Motion carried. (A full and complete listing of the District’s bills may be reviewed at the District Office, Accounts Payable.)
- IV. **STAFF/STUDENT RECOGNITION – None**
- V. **DELEGATION – None**
- VI. **PUBLIC INPUT – None**

VII. REPORTS –

- A. MOUNTAIN HOME AFB UPDATE –** MHAFFB Liaison. LTC Estes reported that starting next month, the base will have operational readiness exercises and to expect the exercises to continue until the inspection in the spring.
- B. ADEQUATE YEARLY PROGRESS (AYP)/STAR RATING 2012-2013 -** Tim McMurtrey. Mr. McMurtrey reported that MHJH, West Elementary, North Elementary, Base Primary, and Pine School all made AYP. He also said that MHHS and East Elementary are appealing their status, but that HMS's appeal was denied and they didn't make AYP.

Mr. McMurtrey informed the Board that MHHS did not make AYP in the following: Economically Disadvantaged - Math Proficiency. He said that HMS did not make it in the following: Hispanic - Math and Reading, Economically Disadvantaged - Math and Reading, and Students with Disabilities - Math and Reading Proficiency. Mr. McMurtrey also stated that East Elementary did not make AYP in the following areas: Economically Disadvantaged - Math and Hispanic - Math. He continued to report that the district therefore did not make AYP in the following areas: Hispanic - Math Proficiency, LEP - Reading and Math, Economically Disadvantaged - Math, and Students with Disabilities - Math and Reading. Mr. McMurtrey concluded by informing the Board that there has been tremendous growth this year in AYP at all schools.

Mr. McMurtrey continued to report that the new Star Rating system is in place this year and that the SDE rates the schools according to ISAT scores and AYP. The schools rate as the following:

- MHHS - 3 stars; MHJH - 4 stars; HMS - 3 stars; East - 1 star, North - 3 stars, West - 4 stars, Base Primary - 5 stars. Pine School has no determination on Star ratings.

Mr. McMurtrey then congratulated the teachers, administrators, and staff and stated that their hard work and persistence has paid off and that he is very pleased with the results.

Chairman Alexander congratulated those schools making AYP.

Trustee Murray asked if parents from a non-AYP school could bus their students to an AYP school and the answer was no. Mr. McMurtrey explained that the non-AYP schools were only on alert and therefore SES didn't need to be offered.

Trustee Reynolds asked how HMS could have a 3-star rating and not make AYP. Mr. McMurtrey and Mr. Gilbert explained that the SDE gives the star ratings based on a long and complex formula but the simple answer is that the star ratings are based on student growth and not benchmark scores.

VIII. UNFINISHED BUSINESS –

- A. POLICY ADOPTION –** 2nd Reading – James Gilbert
1. **Relieving MHSD, Staff, and Coaches of Liability by Participants in Extracurricular Activities** - Mr. Gilbert presented the 2nd reading of the proposed adoption of Mountain Home School District No. 193 Reliving MHSD, Staff, and Coaches of Liability by Participants in Extracurricular Activities Policy. He stated that this policy was drafted in response to the legislation regarding concussions. Mr. Gilbert feels this clarifies the liability to parents. He informed the Board that the Clerk requested that title of the policy be changed to Liability Release Regarding Extracurricular Activities, but other than that, there has been no other input. Trustee Checketts motioned to approve the 2nd reading of the proposed adoption of Relieving MHSD, Staff, and Coaches of Liability by Participants in Extracurricular Activities with revisions, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion carried.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647**

P O L I C Y

**LIABILITY RELEASE REGARDING RELIEVING MHS D, STAFF, COACHES, AND/OR ACTIVITY
ADVISOR/LEADER/MENTOR OF LIABILITY BY PARTICIPANTS IN EXTRACURRICULAR
ACTIVITIES**

All parents and/or guardians of students for whom they have given permission for their student to participate in extracurricular activities and who have been made aware of the dangers and possible injuries that may occur while participating in the extracurricular activities must submit proof of medical/health insurance to the Athletic Director, head coach, or Activity Advisor/Leader/Mentor prior to their student participating in any extracurricular activity.

Should the parent/guardian not carry any medical/health insurance, the parent/guardian will be required to contact the Activities Director to make other arrangements or agreements.

All parents and/or guardians of students for whom they have given permission for their student to participate in extracurricular activities and who have been made aware of the dangers and possible injuries that may occur while participating in the extracurricular activities must sign and submit a letter relieving the School District, School, Athletic Director, Coaches, and Advisors/Leaders/Mentors of any responsibility and negligence should the student be injured while participating in the extracurricular activity, and as long as the School District, Athletic Director, Coaches, and Advisor/Leaders/Mentors acted in accordance with the protocol developed pursuant to subsection (4) and (6) of Idaho Code 33-1625, and there being no substantiated proof of negligence.

Should a parent/guardian suspect that their student's injury was due to the negligence of the School District, School, Activities Director, Coaches, and Advisors/Leaders/Mentors, the parent/guardian and/or student should contact School District Administration **within 48-hours of suspected injury as soon as possible.**

Definition:

Extracurricular Activities - includes any and all athletic types of activities and events, any and all student spirit week/homecoming activities and events, any and all classroom activities and events, any and all student body activities and events, and any and all academic activities and events.

Legal Reference: Idaho Code 33-1625

2. **Access to Applicant's Employment History** - Mr. Gilbert presented the 2nd reading of the proposed adoption of Mountain Home School District No. 193 Access to Applicant's Employment History Policy. He stated that this policy is also required by Idaho Code and was drafted by the law firm of Eberharter-Maki, & Tappen. There has been no staff or patron input. Trustee Checketts motioned to approve the 2nd reading of the proposed adoption of Access to Applicant's Employment History received a second from Trustee Reynolds. Motion approved.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647**

P O L I C Y

ACCESS TO APPLICANT'S EMPLOYMENT HISTORY

Pre-hiring Reference Process

Prior to final selection and/or hiring of any applicant who is currently or was previously employed by a district in or out of the state of Idaho, for a certificated or non-certificated position with this district, the district shall request that the applicant sign a statement authorizing the applicant's current and past employers to release to the district all information relating to the job performance and/or job related conduct, if any, of the applicant and make available to the district copies of all documents in the previous employer's personnel, investigative, or other files relating to the job performance of the applicant. The district shall not hire any applicant who does not sign the statement described above.

The district shall request the information described above in writing, or electronically. The district shall additionally request from the State Superintendent of Public Instruction verification of the certification status, and past or pending violations of the professional code of ethics, and information relating to job standards performance, verbal or physical abuse or sexual misconduct pursuant to the rules adopted by the state board of education, and shall include whether the then employing district concluded that the abuse or misconduct resulted in the employee's leaving his or her position with that district.

This district may request additional information regarding any applicant as it determines appropriate.

Applicants who have signed the required statement shall not be prevented from being employed by the district if the relevant out of state employers are prevented from making the requested materials available due to policy or law of the other state, or if the out of state district fails or refuses to cooperate with the request.

Conditional Hire

The district may hire an applicant on a conditional basis pending the completion of review of the information obtained pursuant to the requests.

Permitted Use of Information

All information received by the district pursuant to the above request may be used only for the purpose of evaluating an applicant's qualifications for employment for the position for which the applicant has applied. Such information may be disclosed only consistent with law. Any person who discloses such information other than as necessary in the evaluation and hiring process may be civilly liable for damages for such violation.

Requests for Information Regarding Current or Previous Employees

Not later than 20 business days after receipt of a written or electronic request from another Idaho district pursuant to the above signed statement, the district shall provide the information requested and shall provide copies of all documents in the applicant's personnel record relating to job performance.

Immunity

The district or an employee acting on behalf of the district, who in good faith discloses information pursuant to a request, is immune from civil liability for the disclosure. The district employee will be presumed to be acting in good faith at the time of this disclosure unless the evidence disclosed was false or misleading; that the district disclosed the information with reckless disregard for the truth; or, that the disclosure was specifically prohibited by a state or federal statute.

Legal Reference: Idaho Code Section 33-1210
Eberharter-Maki & Tappen, PA

IX. NEW BUSINESS –

- A. **OUT-OF-DISTRICT OPEN ENROLLMENT APPLICATIONS** – James Gilbert. Mr. Gilbert requested approval of the open enrollment application and addendum for the 2012-2013 school year.

1. James Greenfield for Naomie, 11th grade, MHHS, and Tony, 10th grade, MHHS
2. **Brett and Jennifer Schildgen for Cody, Kindergarten, East Elementary**

The parents will provide transportation to and from school.

Trustee Murray motioned to approve the Out-of-District Open Enrollment Applications for Naomie and Toni Greenfield and Cody Schildgen as presented by Mr. Gilbert, with a second from Trustee Reynolds. Motion carried.

- B. **EMERGENCY LEVY/ENROLLMENT FIGURES** - Tim McMurtrey. Mr. McMurtrey gave the Board the most recent enrollment figures; the district is currently down 60 students, but we

usually get more students after Labor Day. He informed the Board that if there is a significant increase in enrollment, by law, we could qualify for an Emergency Levy. Mr. McMurtrey said that the timeline to meet the Emergency Levy is the second Monday in September, but we have asked the County Commissioners to extend that date to September 10. He asked the Board to authorize Chairman Alexander to invoke an Emergency Levy as dictated by enrollment.

Mr. McMurtrey reported that the town schools' enrollment numbers are high in most grade levels. He informed the Board that East Elementary kindergarten numbers are 23 students per teacher, East Elementary 1st grade is 29 students per teacher, West Elementary 2nd graders are at 27 students per teacher, North Elementary has 30 3rd graders per teacher, and East Elementary has 30 4th graders per teacher.

Trustee Murray moved to authorize Chairman Alexander to invoke an emergency levy, as dictated by enrollment and law, received a second by Trustee Checketts. Motion approved.

- C. **DECISION TO REJOIN ISBA** - Tim McMurtrey. Mr. McMurtrey stated that at the last board meeting the ISBA approached you and requested that we rejoin their organization. The ISBA presented the benefits of membership and encouraged you to join.

The Board discussed the pros and cons of spending the money to become members of the ISBA even though we are one of the two districts in the state that are not members. They discussed the cost of the membership, the free legal assistance, policy assistance and suggestions, ongoing training, the benefits of the seminars, the resources, the networking with other school districts, the access to our state representatives, the ISBA as a lobby group for school districts, etc.

After a lengthy discussion, the Board agreed to table this until a later date.

- D. **SCHOOL BUS TRANSPORTATION ROUTES** - 2012-13 - James Gilbert. Mr. Gilbert requested approval of the 2012-13 school bus route descriptions, timelines, and turnarounds. He stated that these routes are the same as last year's thanks in a large part to the passage of the levy by the patrons of the district. Mr. Gilbert did affirm that all of our routes comply with Idaho Code. Trustee Murray moved to approve the 2012-13 school bus transportation routes as presented by Mr. Gilbert. Trustee Reynolds seconded it. Motion granted. (Complete listings of Bus Route Description's are on file at the District Office, at the Clerk's desk.)
- E. **SAFETY BUS ROUTES REQUEST** - 2012-13 - James Gilbert. Mr. Gilbert requested approval for the annual Safety Routes for 2012-2013 for student transportation. Idaho Code calls for the district to provide transportation for students living more than one and one-half (1½) miles from the nearest appropriate school. The Board of Trustees may approve the transportation of students living less than one and one-half (1½) miles from school when it believes it is warranted because of the age, health, or safety of the students. Mr. Gilbert stated that the safety bus routes are the same four (4) routes used for many years that have many safety issues such as lack of sufficient sidewalks, students having to cross irrigation ditches or canals, high traffic area(s), etc. He said all four of the safety routes were put in a scoring rubric that was approved by the state and the district is reimbursed for the routes. A motion by Trustee Murray to accept the four-safety busing routes for 2012-2013 as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion carried.
- F. **PERSONNEL** – James Gilbert. Mr. Gilbert requested approval of the personnel items including addendum. Trustee Murray motioned to approve the personnel items and addendum, as presented by Mr. Gilbert, with a second from Trustee Reynolds. Motion carried.

APPOINTMENTS

Aubert, Kristina L., 1st Grade Teacher, West Elementary School
 Barnett, Nicole C., Cook II, MHHS
 Caines, Ashlynn W., Kindergarten Teacher, Base Primary School
 Cameron, ReNae L., Assistant Jr. High Cross Country Coach, MHJH

Clark, Laura E., Pre-School Paraeducator, Base Primary School & West Elementary School
 Cochran, Krista L., 4th Grade Teacher, North Elementary School
 Gussenhoven, Kaye M., 1st Grade Teacher, Base Primary School
 Lockett, Jay A., Behavioral Supports Paraeducator, West Elementary School
 Nelund, Elizabeth C., Cook II, West Elementary School
Ottoway-Thibedeau, Margaret M., Pre-School Paraeducator, East Elementary School
 Ramos, Anthony D., Special Education Paraeducator, MHHS
 Rodney, Aaron K., Business Teacher, MHHS
 Schultz, Amanda D., 2nd Grade Teacher, North Elementary School
 Simundson, Aubrey R., Title I, Paraeducator, Base Primary School
 Sutton, Melonie C., Special Education Teacher, MHJH
 Wallaert, Kristopher K., 5th Grade Teacher, HMS
 Windes, Samantha J., Special Education Paraeducator, MHHS

RESIGNATIONS

Asbury, Christopher W., Head Varsity Softball Coach, MHHS
 Berry, Patricia L., 5th Grade Teacher, HMS
 Jacome, Jane S., Title I Paraeducator, West Elementary School
 Pelkey, Morgan A., Kindergarten Teacher, HMS
 Rodney, Tommy F., 7th Grade "A" Girls' Basketball Coach, MHJH
Weygint, Ellen L., Junior High Track Coach, MHJH

DISTRICT OFFICE – SUPERINTENDENT INTERNSHIP

Ybarra, Sherri A. - University of Idaho - Fall 2012 & Spring 2013

- X. **EXECUTIVE SESSION – STUDENT MATTER** - Mr. Johnson wasn't in attendance to present so the Board determined that no executive session was necessary.
- XI. **ADJOURNMENT** – All business of the Board having been completed, Chairman Alexander called for a motion to adjourn. A motion from Trustee Murray to adjourn was seconded by Trustee Reynolds. Motion carried. Meeting adjourned at 8:02 p.m.

Chairman Alexander

Clerk Whitman