

Mountain Home School District No. 193

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SCHOOL BOARD MEETING  
 JANUARY 19, 2016  
 SCHOOL ADMINISTRATION OFFICE

- I. **CALL MEETING TO ORDER** – Chairperson/Vice-chairperson. Chairman Walborn convened the regular meeting of the Board of Trustees at 7:30 p.m., and informed the audience that a quorum was present.

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

- II. **APPROVAL OF AGENDA OR ADDENDUMS** – Chairman/Vice-chairman. Prior to the agenda items, Chairman Walborn asked if there was an addendum to the agenda, or anything to add or remove. Trustee Abrego motioned to approve the agenda, with a second from Trustee Donahue. Motioned approved.

- III. **CONSENT AGENDA ITEMS (ACTION)** – Board of Trustees. Chairman Walborn called for a motion to approve the consent agenda items. Trustee Abrego requested that the III. C. Consideration of Bills be removed from the consent agenda and placed under New Business. Trustee Binion moved to approve the remainder of the consent agenda items with the exception of Consideration of Bills, with a second from Trustee Donahue. Motion carried.

- A. **APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 15, 2015.**

- B. **FINANCIAL REPORTS**

- ~~C. **CONSIDERATION OF BILLS**~~

- D. **PRINCIPAL'S DATA REPORT**

- E. **POLICY ADOPTION** – 3<sup>rd</sup> and Final Reading

1. Bullying, Harassment, & Abuse Against Students Policy
2. Homebound & Hospital Student Services Policy

- F. **POLICY REVISION** – 3<sup>rd</sup> and Final Reading

1. Certified Workday Requirements Including Extended Employment, Prep Time, & In-service Policy
2. Extra Duty & Extra Duty Assignments for Certified Employees Policy
3. Paraprofessional Qualifications and Evaluation Policy
4. Promotions Grades Kindergarten-Eight Policy
5. School Safety & Discipline Policy

- G. **POLICY REVISION** – 2<sup>nd</sup> Reading

1. Dual Enrollment Policy
2. Leave of Absence Without Pay Policy
3. Personal Leave Policy – Certified Employee
4. Personal Leave Policy – Non-certified Employee

- IV. **DELEGATION (COMMENTS – NO ACTION/POSSIBLE DIRECTION)** – None

- V. **PUBLIC INPUT** –

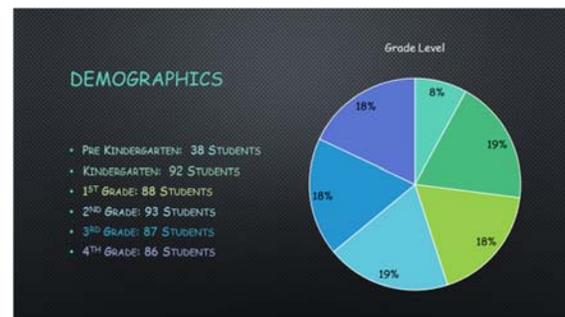
- A. DeShawn Smith – MHAFB School Advisory Committee – Mr. Smith awarded the 2<sup>nd</sup> Quarter Outstanding Educator award to Dave Holland. He congratulated Mr. Holland for his accomplishments and informed him that parents of MHAFB wanted to thank him for everything he does for all students and not just the Gifted & Talented students. Colonel Kubat gave Mr. Holland a mission group coin and congratulated him. Board and Audience applauded.

VI. **REPORTS –**

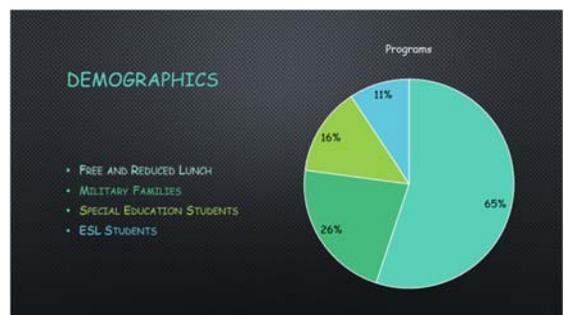
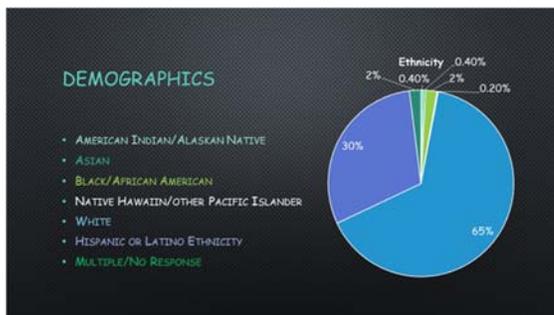
**A. MOUNTAIN HOME AFB UPDATE –** MHAFB Liaison. Colonel Kubat. Colonel Kubat had nothing new to report from the airbase. He thanked the board for the good communication flow regarding the emergency closure of HMS. He suggested the school district follow up with the details the next day. Colonel Kubat expressed how impressed the airbase was with the XQ Grant writing, and the new vision of how a high school should look compared to what we have now. Colonel Kubat reported that Mike Jewell, MHAFB School Liaison Officer, was coordinating showing the movie “Most Likely to Succeed” that was recently shown in town, but instead have it at the airbase movie theater, because many parents weren’t able to view the movie due to the timing not lining up with parent available. He then informed the board on his thoughts of how the board should proceed with improving education in Mountain Home by collaborating with the local organizations that have been expressing an interest in changing and improving education in Mountain Home for some time. Colonel Kubat added that some of the organizations don’t always get along, teachers don’t always get along with other teachers or administration, and administrators don’t always get along with other administrators, but he felt the common goal was to improve the education of the students of Mountain Home. He continued to discuss how he thinks the school district needs to capitalize on getting all the local groups together to get the job done; he encouraged the board and superintendent to keep up with their progress and not to give up.

**B. BUILDING HIGHLIGHTS –** West Elementary – Nikki Crusier. Mrs. Crusier presented West Elementary School’s highlights.

- Mrs. Crusier started with the demographics of West
- West has 480 students
- West is the only elementary school with a prekindergarten program



- Mrs. Crusier broke the enrollment numbers down by grade



- West is 65% white and 30% Hispanic
- 65% of student are on the Free and Reduced Lunch Program not including prekindergarten students
- West’s enrollment number show that 16% are special education students and 11% of ESL students

WEST ELEMENTARY ADMINISTRATION AND STAFF WILL STRENGTHEN STUDENT WRITING, THROUGH FOCUSED PROFESSIONAL DEVELOPMENT, CLASSROOM ACTIVITIES, AND SHARED EXPERIENCES.



- Mrs. Cruser explained the three Goals for West Elementary.
- 1<sup>st</sup> Goal – strengthen student writing
- West started by having students do “Quick Writes” on topics given to the students that didn’t include punctuation and grammar.
- Even though punctuation and grammar weren’t considered in the beginning, the students made a huge growth and the punctuation and grammar improved as time went on.
- Mrs. Cruser handed out samples of the student quick writings

WEST ELEMENTARY ADMINISTRATION AND STAFF WILL STRENGTHEN PARENT & COMMUNITY INVOLVEMENT THROUGH PLANNED QUARTERLY ACTIVITIES AND INCREASED COMMUNICATION.



- 2<sup>nd</sup> Goal – increase achievement in reading, math, and language
- West built a 30-minute block of time (Intervention) into the daily schedule to address increasing achievement
- Teachers use several strategies to increase the achievement using such things as hand puppets, books, technology, cross grade activities, etc.
- West has a “social group” that meets every morning to work with students who are struggling with behavior

WEST ELEMENTARY ADMINISTRATION, TEACHERS, AND PARAPROFESSIONALS WILL CONTINUE TO WORK TOGETHER TO INCREASE STUDENT ACHIEVEMENT, IN THE AREAS OF READING, MATH, AND LANGUAGE ARTS.



- 3<sup>rd</sup> Goal – increase parent and community involvement
- West has had groups such as the Metales M-5 Mexican Brass Band come in to play for the students and they spoke in both Spanish and English, a group from the airbase came in to discuss Memorial Day, as well as other local organizations

- Mrs. Cruser thanked the West PTT group for the extensive painting and playground project.
  - ~ They painted the playground, the parking lot, crosswalks; they rebuilt the frame of the playground area, etc.
- Mrs. Cruser informed the board on all of the other activities at West such as the end-of-year BBQ; the first annual Carnival; local fire and police department, MHAFB, etc., who came in to volunteer, help serve food, and interact with the students.
- Mrs. Cruser explained some of the other programs that West has like the Bengal of the Month, and having the MHHS Drama students come to interact with the students, etc. West Elementary collected \$300 to split between the Giving Tree and Shop with a Cop
- She then presented a slide show to the board.
- Two West students approached the board to read their letters of why they enjoy going to West Elementary.

The board thanked her for a very nice job. Trustee Abrego asked if there was anything that West needed, especially with the having the highest Hispanic population. Mrs. Cruser replied that with federal funds, they were able to purchase 20 iPads for the Hispanic students to use.

- C. SUPERINTENDENT’S REPORT** – James Gilbert. Mr. Gilbert updated the board on the HMS roof repairs project and the recent flooding at HMS. He added that the contractor was very good to work with and he plans to help with the costs of the damage. Mr. Gilbert thanked the HMS staff for they expedite action of removing library books and equipment, thus saving thousands of dollars.

Mr. Gilbert informed the board on how well things are going regarding the XQ (\$10 million) Grant application and that MHSD along with about 2,000 other school districts that we are in completion. He thanked Mr. William Goodman for the numerous amount of hours he has put into this grant and for his vision with building an innovative high school. He added that without Mr. Goodman’s involvement, this grant would go nowhere. Mr. Gilbert added that Mr. Goodman’s vision with building an innovative high school is nothing short of extraordinary, and it hasn’t gone unnoticed the amount of time he has put into this project even with a fulltime job as Technology Director. He continued to thank the patrons who have taken the time to attend the meetings, and he thanked Mr. Ceccarelli for his donation of time, man-hours, equipment, and money to the making of the video that goes along with the grant application.

Mr. Gilbert concluded by reporting that on January 5, the district held a screening of “The Most Likely to Succeed” for staff and parents. He added that for those who haven’t seen the video, it was well worth watching on what our children will be doing in the next 20-years. He continued to report that the district survey closed and the data from the survey will be presented at a later board meeting. A short discussion continued regarding some recent district activities and events.

Trustee Abrego asked how much damage was done to HMS. Mr. Gilbert responded around \$5,200. Trustee Binion inquired if there were any leaks with the night’s storm and Mr. Clark replied that it was all good with the exception of one very small leak in his office, which stopped. Trustee Binion then asked what projects were up next using the Plant Facility money. Mr. Gilbert replied the roof over East kitchen and part of the gym, and repaving of the elementary school playgrounds.

**VII. UNFINISHED BUSINESS – None**

**VIII. NEW BUSINESS –**

- A. APPOINTMENT TO TRUSTEE ZONE-2 POSITION (ACTION)** – Chairman Walborn. Chairman Walborn asked if there was any discussion or motions. Trustee Donahue stated that she thought it was commendable to the two gentlemen who stepped forward to apply. Trustee Abrego concurred with Trustee Donahue. Chairman Walborn then asked if there was a motion to appoint a trustee. Trustee Binion motioned to appoint Frank Monasterio as Trustee Zone 2, with a second from Trustee Donahue. Trustee Abrego motioned to appoint Brian Thayer as Trustee Zone 2, without a second. Chairman

Walborn called the question of all in favor of appointing Frank Monasterio as Trustee Zone-2. Trustee Binion, Trustee Donahue, and Chairman Walborn were all in favor of appointing Frank Monasterio as Trustee Zone-2; Trustee Abrego gestured that he was against. Chairman Walborn stated that the motion to appoint Frank Monasterio as Trustee Zone 2 was granted.

- B. ADMINISTER OATH TO APPOINTED TRUSTEE** – Clerk Whitman. Clerk Whitman administered the Trustee Oath of Office to Mr. Frank Monasterio, Zone-2. *(The Trustee Oath of Office will be on file in the district office, with the Clerk of the Board.)*

Trustee Monasterio would sign the Trustee Code of Ethics at the end of the board meeting. *(The Trustee Code of Ethics will be on file in the district office, with the Clerk of the Board.)*

- C. RESOLUTION 16-03 - EMERGENCY CLOSURE OF HMS – FLOODING** – James Gilbert. Mr. Gilbert presented Resolution 16-03 that called for the District to close HMS on January 6, 2016, due to flooding from the previous night’s rainstorm. He added that this resolution would keep the district from losing ADA funding. Mr. Gilbert then asked approval of Resolution 16-03. Trustee Binion motioned for the adoption of Resolution 16-03 – Calling for an Emergency Closure of HMS due to flooding. Trustee Donahue seconded the motion. Chairman Walborn called for Clerk Whitman to complete a roll call vote:

Roll Call Vote as follows:

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

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

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193  
MOUNTAIN HOME, IDAHO  
RESOLUTION 16-03  
EMERGENCY CLOSURE OF HACKER MIDDLE SCHOOL – FLOODING**

BE IT SO RESOLVED that the Board of Trustees of Mountain Home School District No. 193 takes the needs of the safety and well-being of the District’s students in the highest regards, did declared an emergency closure of Hacker Middle School on January 6, 2016, due to flooding.

Authorized this 19<sup>th</sup> day of January 2016.

\_\_\_\_\_  
Chairman Walborn – Zone 5  
\_\_\_\_\_  
Trustee Monasterio – Zone 2  
\_\_\_\_\_  
Trustee Donahue – Zone 4

\_\_\_\_\_  
Vice Chairman Abrego – Zone 1  
\_\_\_\_\_  
Trustee Binion – Zone 3  
\_\_\_\_\_  
Clerk Whitman

- D. CONSIDERATION OF BILLS** – Cliff Ogborn. Mr. Ogborn presented the district bills for approval. Trustee Abrego asked about the MHHS roof repair payment and if it was under warranty. Mr. Magnusson said that one area was the older section and the other was on the units, but neither was under warranty. Trustee Binion moved to authorize payment of the district’s bills as presented, with a second from Trustee Abrego. Motion carried. (A full and complete listing of the District’s bills may be reviewed at the District Office, Accounts Payable.)

- E. POLICY ADOPTION** – 1<sup>st</sup> Reading (**ACTION**) – James Gilbert. Mr. Gilbert presented the 1<sup>st</sup> reading

of the proposed adoption of the Trustee Nomination, Election, & Financial Reporting Policy. He explained that the legislators require school districts adopt this policy prior the May elections. He presented the 1<sup>st</sup> reading of the proposed adoption of the Continuous Improvement Plan Policy. Mr. Gilbert informed the board that this policy addressed the district being required to have a Continuous Improvement Plan in place, as well as approved annually before October. He added that the board is currently drafting the Continuous Improvement plan and it should be completed by the end of the school year. Mr. Gilbert presented the 1<sup>st</sup> reading of the proposed adoption of the Name/Gender Change Policy. He explained that this is a federal requirement in which all school districts must abide. Mr. Gilbert presented the 1<sup>st</sup> reading of the proposed adoption of the Transgender & Gender Nonconforming Students Policy. He informed the board that all school districts are required to follow this federal requirement. Trustee Abrego questioned whether the Name/gender Change Policy and the Transgender & Gender Nonconforming Students Policy were at state of federal level. Mr. Gilbert responded federal level, but the state and school districts are already adopting these types of policies. He added that we have had this issue come up a couple of times and we had an issue this summer in which we worked closely with the ACLU on a transgender student, and he informed the board the ACLU were satisfied and fair and that we did everything we needed to do. He added that our staff and our students are very proactive with this matter. Chairman Walborn asked if there was a budgetary impact with this and Mr. Gilbert stated not yet, but there would probably be some in the future such as adding restrooms. Trustee Abrego questioned what was being done regarding locker rooms. Mr. Gilbert answered that the IHSSA has addressed that in their requirements. Trustee Abrego then asked about the statement “consistently” and if that meant a student could go back and forth on changing their sexual identity. Mr. Gilbert stated no a student wouldn’t be able to change their gender every month and they wouldn’t qualify under these policies. Discussion continued regarding the Name/Gender Change Policy, and the Transgender & Gender Nonconforming Students Policy. Trustee Donahue motioned to approve the 1<sup>st</sup> readings of the proposed adoptions of the Trustee Nomination, Election, & Financial Reporting Policy, the Continuous Improvement Plan Policy, the Name/Gender Change Policy, and the Transgender & Gender Nonconforming Students Policy, as presented by Mr. Gilbert. Trustee Monasterio seconded the motion. Motion granted

## 1. Trustee Nomination, Election, & Financial Reporting Policy –

### **TRUSTEE NOMINATION, ELECTION, & FINANCIAL REPORTING**

#### **NOMINATION OF TRUSTEES**

Any person legally qualified to hold the office of school trustee may file a declaration of candidacy for the office. The declaration must bear the name of the candidate, state the term for which declaration of candidacy is made, and bear the signature of not less than five (5) school district electors resident of the trustee zone of which the candidate is resident. The declaration of candidacy must be filed with the clerk of the board not later than five (5) o’clock p.m. on the ninth (9<sup>th</sup>) Friday preceding the day of election of trustees.

Any person interested in being a write-in candidate for a school trustee position must file a declaration of intent indicating that the person desires the trustee office and is legally qualified to assume the duties of school trustee if elected. The declaration of intent for write-in candidates must be filed with the county clerk not later than forty-five (45) days before the day of election. No write-in vote will be counted unless a declaration of intent has been properly filed.

Any person who filed a declaration of candidacy may withdraw from the election by filing a notarized statement of withdrawal with the county clerk. The notarized statement must contain all the information necessary to identify the person and the office sought, and the reason for the withdrawal. The candidate may not withdraw later than forty-five (45) days prior to the day of the election. The board is prohibited from appointing any candidate who filed a statement of withdrawal, unless the vacancy occurs because of the death of a previous candidate.

#### **ELECTION OF TRUSTEES**

If a district is located in one (1) county, the election of the trustees shall be conducted by the county clerk in which the district is located, in compliance with Title 34, Idaho Code.

If the district is a joint district located in two (2) counties, the election of the trustees shall be conducted by the county clerks of the respective counties in which the district is located, in compliance with Title 34, Idaho Code.

If the date for filing written nominations for the office of trustees has expired, and it appears that only one (1) qualified candidate has been nominated for a trustee position, or if only one (1) candidate has filed a write-in declaration of intent, no election will be held for that position, and the board, or the school district clerk with the written permission of the board, will declare such candidate elected as trustee. A certificate of election bearing the seal of the district will be prepared by the school district clerk and delivered to the person declared as elected.

Trustee elections will be held on the third (3<sup>rd</sup>) Tuesday in May in odd-numbered years. In each trustee zone, the person receiving the greatest number of votes cast in his or her trustee zone will be declared by the board as the trustee elected from that trustee zone. The elected trustee will assume office on July 1, next following the election.

If any two (2) or more persons have an equal number of votes in any trustee zone and a greater number than any other nominee in that trustee zone, the board will determine the winner by a toss of a coin.

#### **TRUSTEE CANDIDATE REPORTING REQUIREMENTS**

In school districts with 500 or more students, the candidate disclosure and reporting requirements of sections 67-6601 through 67-6616, Idaho Code, and sections 67-6623 through 67-6630, Idaho Code shall apply to all elections of school district trustees. Any report or filing required to be filed by or for a candidate shall be filed with the county clerk of the county wherein the district lies or, in the case of a joint district, with the county clerk of the home county as designated pursuant to section 33-304, Idaho Code.

## **2. Continuous Improvement Plan Policy –**

### **CONTINUOUS IMPROVEMENT PLAN**

Mountain Home School District No. 193 will develop an annual plan that is part of a continuous focus on improving student performance through the analysis of data to assess and prioritize needs and measure outcomes. The board and the superintendent will collaborate on the plan and engage students, parents, educators, and the community as appropriate.

The Continuous Improvement plan must be reviewed and updated annually no later than October 1 each year.

#### **CONTINUOUS IMPROVEMENT PLAN REQUIREMENTS**

The annual continuous improvement plan will:

1. Be data driven, specifically in student outcomes, and include, but not be limited to, analysis of demographic data, student achievement and growth data, graduation rates, and college and career readiness;
2. Set clear and measurable targets based on student outcomes;
3. Include a clearly developed and articulated vision and mission; and
4. Include key indicators for monitoring performance;
5. Include a report of progress toward the previous year's improvement goals.

The board will continuously monitor progress toward the goals by utilizing relevant data to measure

growth. The progress will be included in the superintendent's evaluation.

## **TRAINING**

This district will seek reimbursement for actual expenditures related to training delivered by state-approved trainers from the Idaho State Department of Education (SDE) to the extent money is appropriated. To be eligible for reimbursement, the training will cover one (1) or more of the follow subjects:

1. Strategic planning including, but not limited to, training on continuous process improvement, use and analysis of data, and methods for setting measurable targets based on student outcomes;
2. School finance;
3. Administrator evaluations including, but not limited to, specifics on the Idaho state evaluation requirements and framework;
4. Ethics; and/or
5. Governance.

Training records will be kept by the district for reimbursement purposes showing the following:

1. The length of the training in hours;
2. The subject(s) covered by the training;
3. The participants included in the training or validation of attendance of specific participants as applicable; and
4. The curriculum, agenda, or other documentation detailing the content of the training.

Strategic planning training sessions for which reimbursement is sought will include a majority of the board and the superintendent. All training will include students, parents, educators, and the community as applicable to the training subject and format. The training facilitator will be physically present or have the ability to interact directly with all training participants. Time will be included to give participants the opportunity to discuss issues specific to the district.

## **NOTICE**

The strategic plan will be made available to the public and posted on the school district website.

### **3. Name/Gender Change Policy –**

#### **NAME/GENDER CHANGE**

State and federal law and District policy require that all District programs, activities, and practices be free from discrimination. This policy is designed in keeping with these mandates to create a safe learning environment for all students and to ensure that every student has equal access to all school programming and activities.

The Mountain Home School District respects the right of a student to be addressed by a name or pronoun that corresponds to the student's gender identity. A court-ordered name or gender change is not required, and the student need not change his/her official records. All such requests will be assessed on a case-by-case basis. In all cases, the goal is to ensure the safety, comfort, and healthy development of the student, considering the student's social integration while minimizing stigmatization of the student.

Due to federal and state laws protecting student records, any substantive changes to a student's name and/or gender in the student's official record must follow proper procedures as set forth in this policy. The Mountain Home School District will process requests for name/gender changes for currently enrolled students only.

### **Name Changes**

To request that educational records reflect a name change, a student or parent/guardian must complete and submit the Request for Name/Gender Change Form, along with supporting documentation, to the School District administration.

A student's "name-of-record" is defined as the legal name under which the student was initially enrolled in the Mountain Home School District. "Legal name" is defined as that name verified by a birth certificate, marriage certificate, social security card, passport, or court order. Students wishing to change their name in their official educational record from the name of record under which they were enrolled in the School District must provide the School District with legal documentation stating their new legal name.

Upon receipt and verification of this documentation, the School District will change the student's name in the student's official educational record. "Official educational record" in this section is defined as the School District's computerized Student Information System. At the District's discretion, minor changes in name (e.g., spelling corrections) may also be made at any time. In such instances, the student may be expected to provide documentation such as a current driver's license with photo, social security card, or resident alien card.

### **Gender Changes**

A student's official educational record reflects the gender the student was identified as when s/he enrolled in the School District. Students who subsequently wish to change the gender designation in their official educational record must complete and submit the Request for Name/Gender Change Form (See Name/Gender Change Procedure – Request Form) to the School District administration, along with at least one of the following documents:

1. A certified copy of a court order recognizing a change of gender;
2. Medical certification of appropriate clinical treatment for gender transition in the form of a certified copy of a letter from a licensed physician and an affidavit certifying such change of gender from the vital statistics office; or
3. Other government issued identification reflecting their new gender.

The signed statement from the attending medical physician must be on office letterhead and include (*See Transgender & Gender Nonconforming Students Procedure - Sample Physician Letter Form*):

1. Physician's full name;
2. Medical license or certificate number;
3. Issuing state or other jurisdiction of medical license/certificate;
4. Address and telephone number of the physician;
5. Language stating the s/he is the student's attending physician and that s/he has a doctor/patient relationship with the student;
6. Language stating that the student had appropriate clinical treatment for gender transition to the new gender; and
7. Language stating, "I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct."

### **Student Privacy**

All students have a right to privacy. Information about a student's gender status, legal name, or gender assigned at birth may constitute confidential information. School personnel should not disclose information that may reveal a student's gender status to others unless legally required to do so or unless the parent/guardian, or student over the age of 18, has authorized such disclosure. School personnel should use the student's legal name and student's gender assigned at birth unless the student, parent, or

guardian has specified otherwise.

#### **4. Transgender & Gender Nonconforming Students Policy –**

##### **TRANSGENDER & GENDER NONCONFORMING STUDENTS**

State and federal law and District policy require that all District programs, activities, and practices be free from discrimination. This policy is designed in keeping with these mandates to create a safe learning environment for all students and to ensure that every student has equal access to all school programming and activities.

This policy sets out guidelines for schools and district staff to address the needs of transgender and gender nonconforming students in situations where questions may arise about how to protect the legal rights or safety of such students.

##### **Definitions**

The definitions provided herein are not intended to label students, but rather to assist in understanding this policy and the obligations of school personnel. Students may or may not identify with the definitions used here.

“Gender expression” refers to the way a person expresses gender, such as clothing, hairstyles, activities, or mannerisms.

“Gender identity” is a person’s deeply held sense or psychological knowledge of their own gender, regardless of the gender they were assigned at birth.

“Gender nonconforming” describes a person whose gender expression differs from stereotypical expectations, such as “feminine” boys, “masculine” girls, and those who are perceived as androgynous.

“Transgender” describes a person whose gender identity is different from their gender assigned at birth.

##### **Gender Segregated Activities**

To the extent possible, the District will reduce or eliminate the practice of segregating students by gender for school activities. Transgender and gender nonconforming students shall not be denied the right to participate in school activities because of the student’s gender identity or gender expression. In situations where students are segregated by gender, such as for health education classes, students should be included in the group that corresponds to their gender identity or gender expression consistently asserted at school.

##### **Restroom/Facilities Accessibility**

Students shall have access to the restroom/facilities that corresponds to the gender identity or gender expression consistently asserted at school. Any student with a need or desire for increased privacy or for safety reasons, may be provided access to a single stall restroom. No student shall be required to use such separate facilities.

##### **Interscholastic Competitive Sports Teams**

Transgender and gender nonconforming students shall be allowed to participate in interscholastic sports as set forth by the Rules and Regulations of the Idaho High School Activities Association (IHSAA).

##### **Dress Codes**

Schools within the District may not adopt dress codes that restrict students' clothing or appearance on the basis of gender. Transgender and gender nonconforming students shall be allowed to dress in a manner consistent with their gender identity or gender expression consistently asserted at school within the constraints of gender-neutral dress codes or other rules regarding student attire.

### **School Trips**

Transgender and gender nonconforming students shall not be denied the right to participate in overnight school trips because of the student's gender identity or gender expression. Students shall be assigned sleeping rooms that correspond to the gender identity or gender expression consistently asserted at school. Any student with a need or desire for increased privacy or for safety reasons, may be assigned a private sleeping room. No student shall be required to use such separate sleeping rooms.

### **Discrimination/Harassment**

The District shall ensure that transgender and gender nonconforming students have a safe school environment. Complaints alleging discrimination or harassment based on a person's actual or perceived transgender status or gender nonconformity will be handled in the same manner as other discrimination or harassment complaints pursuant to District policy.

- F. POLICY REVISION** – 1<sup>st</sup> Reading – James Gilbert. Mr. Gilbert presented the 1<sup>st</sup> reading of the proposed revision to the Library-Media Materials Selection Policy and the Library-Media Materials Reconsideration Policy. He explained that language referencing school librarians and classroom curriculum was deleted because we no longer have certified librarians and we already have a policy that addresses curriculum. Trustee Abrego motioned to approve the 1<sup>st</sup> reading of the proposed revisions of the Library-Media Materials Selection Policy and the Library-Media Materials Reconsideration Policy, as presented by Mr. Gilbert. Trustee Donahue seconded the motion. Motion approved.

#### **1. Library-Media Materials Selection Policy –**

### **LIBRARY/MEDIA MATERIALS SELECTION**

School libraries are centers for information and ideas. Books and other library materials are provided for the interest, information, and enjoyment of all students in the school. It is the policy of Mountain Home School District No. 193 to have materials for these purposes selected ~~by school librarians~~ in accordance with the American Library Association School Library Bill of Rights as follows:

1. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
2. To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. To provide a background of information that will enable pupils to make intelligent judgments in their daily lives.
4. To provide materials representing a variety of different literary genres.
5. To provide materials on opposing sides of controversial issues so that young citizens may develop the practice of critical reading and thinking.
6. To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
7. To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

### **Gifts and Donations**

Materials given or donated to the library will be accepted with the understanding that each piece will be

evaluated against the District's Selection Policy. Donated materials not meeting **the school district's** ~~our~~ needs or requirements will be disposed of ~~at the building librarian's discretion.~~

### **Discards**

Materials no longer meeting the criteria of our Selection Policy will be weeded according to the standards used by all libraries, i.e., age of material, worn out, defaced, or replaced by more appropriate or up-to-date material.

## **2. Library-Media Materials Reconsideration Policy –**

### **LIBRARY-MEDIA MATERIALS RECONSIDERATION OF MATERIALS**

Patrons of the Mountain Home School District may register their criticisms of ~~curriculum, library, or other enrichment or supplemental instructional~~ materials with the school authorities by complying with the following procedures. All materials in question will remain in circulation until final resolution of the complaint is made.

1. All criticisms must be presented in writing within 10 days of receipt of Form A. (See attached Form A.) The statement must be complete, with address information included, which will allow for a proper reply to be made.
2. A committee shall be established, as needed, to evaluate materials, making recommendations thereof. The committee shall consist of:

A. One member of the building administration, or his/her representative

B. The building librarian or library manager if the materials being evaluated are library materials

In the case of elementary schools, a ~~certified~~ media specialist from the secondary level may also sit on the committee.

C. Two faculty members - In a situation involving a secondary level school, and the evaluation is of specific curriculum related materials, one faculty member shall be from subject area department, and one from outside the department. In other circumstances, two faculty members from different departments will serve. In a situation involving elementary level materials or schools, faculty members from two different grades or programs will serve.

D. A knowledgeable community member

The committee will evaluate the material in question and present its findings to the building administration using Form B (attached). The administrator will then notify the complainant of the recommendation and the action taken. A report concerning the complaint and the recommendation will be made to the superintendent or his designee.

3. Each committee member will have the opportunity to examine the material in question in its entirety.
4. The committee will evaluate the complaint as filed on Form A. The complainant may request the opportunity to speak with the committee, as may the building librarian or his/her representative. The committee will weigh the values, strengths, and faults of the material and will base its opinion on the merit of the material as a whole rather than on passages or sections taken out of context.
5. When the committee has reached a decision, it will present its findings to the building administration using Form B (attached). The administrator will then notify the complainant of the recommendation and the action taken. A report concerning the complaint and the recommendation will be made to

the superintendent or his designee. Every effort will be made to deal with complaints in a timely manner, preferably within ten (10) working days of receiving the initial complaint. However, depending on the length of the material and the number of copies available to the committee, more than ten (10) days may be required in order to give each committee member the opportunity to examine the material in question.

6. If the complainant or any of the committee members is not satisfied with the resolution at the building level, (s)he must notify the building principal, who will take the complaint and proposed resolution to the superintendent, or his designee, for review and recommendation. All interested parties will be notified of the recommendation and proposed resolution of the superintendent.
7. If a satisfactory resolution is not attained at the district level, all complaints, recommendations, and related information will be forwarded to the school district Board of Trustees for final resolution. All interested parties will be notified of the final resolution.

**G. APPROVAL OF THE EDUCATION PROGRAM – 2015-2016** – James Gilbert. Mr. Gilbert submitted the Education Plan for the 2015-2016 school year, which includes all offered courses, course length, pre-requisites, required courses, and electives, to the Board for approval. The SDE asks for the Educational Plans this time every year. Chairman Walborn asked whether the elementary schools were able to track the minutes spent on each subject, the response was yes. Trustee Abrego asked whether the times meet the state minimums and the response was yes. Trustee Monasterio asked if these times and subjects recently revised. Mr. Gilbert said, no major changes, but the SDE requires the board to approve the Education Plan annually. Trustee Abrego motioned to approve the Education Program - 2015-16, as presented by Mr. Gilbert, received a second from Trustee Donahue. Motion carried.

**H. STUDENT FEES & SCHOOL SUPPLIES DISCUSSION (ACTION)** – James Gilbert. Mr. Gilbert addressed the student fee issue first and reminded that board that the judgement regarding the Meridian lawsuit stated that school fees were unconstitutional, but we felt school fees amounting to around \$19,000 for credit bearing classes should be free, so he asked the board to consider eliminating school fees for credit bearing classes for the 2016-17 school year. He added that this does not include sports, extracurricular activities, groups, and clubs; the only gray area is band and choir. Mr. Gilbert added that eliminating the fees for credit bearing classes would help parents financially. Trustee Donahue commented that even though the school fees judgement was only for the Meridian school district, one could ascertain that that will affect all school districts. Trustee Binion clarified credit-bearing classes and asked for clarification for band and choir. Mr. Gilbert said that the academic portion wouldn't have fees, but the competition portion could. Trustee Monasterio asked the history of the school fees and Mr. Gilbert replied that the fees were used to offset the supplies like paint, clay, science lab materials, etc.

Mr. Gilbert then discussed school supplies. He said that principals are really trying to whittle down the supply list, but he would like a minimum supply list or at least a dollar amount. Mr. Gilbert stated that it was unrealistic not to have students bring paper, pens/pencils, and basic school supplies, but to expect students to provide Kleenex, hand sanitizer, classroom cleaning supplies, etc., was not. Trustee Donahue asked what we do about impoverished children and then added that we know we have some teachers who pay for supplies out their own pocket, and that shouldn't be the case either. Discussion continued regarding the supply list, maybe have a minimal supply list, possibly assign a monetary amount, make it optional, etc. Mr. Gilbert stated that teachers needed to know that we would provide them what they need for their classroom and that it is on us the taxpayer to provide the teachers with what they need. Trustee Abrego said that the district should ask for donations instead of mandate it and he said that there were many organizations that would donate supplies. Chairman Walborn asked what the budgetary impact would be to the district should school supplies be eliminated; the response was that it was too vague to determine at this time; discussion continued. Mr. Gilbert suggested the board require the principals to provide a whittled down supply list and bring it to the board.

Trustee Binion motioned to eliminate academic fees for credit-bearing classes and table the school supply list until input is received from the principals. Trustee Donahue seconded the motion. Motion

granted.

- I. SUPPLEMENTAL LEVY ELECTION DISCUSSION (ACTION)** – Chairman Walborn. Mr. Gilbert informed the board that the current supplemental levy amount was for \$2.7 million per year for two years and that we are on the second year. He added that the supplemental levy goes into the General Funds to help defray costs in areas such as student programs like AVID, all student activities, salaries, and benefits for staff. Mr. Gilbert stated that the district is aware that it causes heartache among the community when it comes to salaries, but our salaries are line with the rest of the state and without the supplemental money, we would have to significantly reduce salaries and benefits to staff. He continued to inform the board that with the supplemental levy, we should be able to reduce the cost of school supplies and student fees to parents. Discussion continued. Mr. Gilbert added that our goal is to reduce the amount of the supplemental levy by the in accordance with the increase from the state, yet ensure we don't under levy. Discussion began regarding what all the supplemental levy money would be used such as textbooks. Mr. Gilbert asked the board for a direction on the supplemental levy. Trustee Donahue motioned for the district to move forward with the supplemental levy on the May 2016 ballot, with a second from Trustee Binion. Motioned approved.
- J. SCHEDULE A SCHOOL MEALS FEE INCREASE HEARING – 2016-2017 School Year** – Cliff Ogborn. Mr. Ogborn requested permission to hold a School Meal Price Increase Hearing to receive input on proposed price increases. He stated that the federal government requires that we raise our meal fees every year until we meet the federal reimbursable rate, which coincidentally increases every year, and that according to the Healthy and Hunger-Free Act of 2010, students are required to match the Federal contribution for school lunch. Mr. Ogborn asked the Board to hold the hearing on February 16, 2016, at 7:15 p.m., just before the regular board meeting. Trustee Binion asked if the district knew ahead of time what the federal meal fee increase increment would be. Mr. Ogborn said not really, and then explained to the board how the federal government proceeds with the annual meal fee increases and how our lunch program is affected. He added that the district is still below what we should be paying, but the federal government is fine with that as long as we are showing progress. Discussion continued regarding the cost to the district and the reimbursement amount. Trustee Abrego asked if there was a limit on how many families could apply for the Free & Reduced Meals. Mr. Ogborn replied no. Trustee Abrego motioned to hold a public hearing on February 16, 2016, at 7:15 p.m., to receive public input, with a second from Trustee Donahue. Motion carried.
- K. 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 Abrego. Motion granted.

#### **APPOINTMENTS**

Blanksma, Jeffery; 7<sup>th</sup> Grade “A” Boys Basketball Coach, MHJH  
 Briggs, Carolyn; Special Education Paraeducator, East Elementary  
 Mayo, Amanda; Special Education Paraeducator, West Elementary  
 Perez, Celeste; JV Assistant Softball Coach, MHHS  
 Pesola, Lee; Cook II, West Elementary  
 Walker, Louis; Behavioral Supports Paraeducator, East Elementary

#### **RETIREMENTS**

Brungardt, Valerian; Science Teacher, MHHS; effective: May 27, 2016  
 Sanders, Terri; Special Education Teacher, HMS; effective: May 27, 2016

#### **RESIGNATIONS**

Hufford, Timothy; Custodial Supervisor, MHJH; effective: January 4, 2016  
 Jennings, Rachel; Special Education Para, West Elementary; effective: January 8, 2016

McGill, Yoshie; Cook II, Stephensen Elementary; effective: December 18, 2015  
Tucker, Jaimie; Cook II, West Elementary; effective: January 4, 2016

IX. **EXECUTIVE SESSION** – Personnel Matters. Chairman Walborn called for a motion for the purpose of allowing the Board to retire into executive session in order to discuss personnel matters pertaining to the 1-year extension of the Superintendent’s contract, as authorized by Idaho Code, Title 74, Chapter 2, Section 74-206(1)(b) – To consider the evaluation of an employee, and Section 33-513(2) – To employ a superintendent. After a full and complete discussion and upon motion duly made by Trustee Donahue and seconded by Trustee Binion, the following resolution was presented:

**ACTION ITEM(S):**

**1. 1-year Extension of the Superintendent’s Contract**

**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, Section 74-206(1)(b) – To consider the evaluation of an employee, and Section 33-513(2) – To employ a superintendent.

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 Walborn called on Clerk Whitman to complete 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

Chairman Walborn..... Aye  
Trustee Monasterio ..... Aye  
Trustee Binion ..... Aye  
Trustee Donahue..... Aye  
Trustee Abrego ..... 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 9:06 p.m. to discuss personnel matters pertaining to the 1-year extension of the Superintendent’s contract. Others present: The attending board members, Superintendent Gilbert, Clerk Whitman. Chairman Walborn asked Superintendent Gilbert and Clerk Whitman to leave the room at 9:15. Superintendent Gilbert and Clerk Whitman reentered the room at 9:40. Following a full and complete discussion of the personnel matters, the Board reconvened into open session at 9:42 p.m. Trustee Binion motioned to approve the 1-year extension of the Superintendent’s contract, with a second from Trustee Donahue. Motion granted.

X. **ADJOURNMENT** – All business of the Board having been completed, Chairman Walborn called for a motion to adjourn. A motion from Trustee Binion to adjourn was seconded by Trustee Donahue. Motion carried. Meeting adjourned at 9:43 p.m.

\_\_\_\_\_  
Chairman Walborn

\_\_\_\_\_  
Clerk Whitman