

SCHOOL BOARD MEETING  
 NOVEMBER 19, 2013  
 SCHOOL ADMINISTRATION OFFICE

TRUSTEES PRESENT: Chairman Alexander, Trustee House, Trustee Reynolds, Trustee Checketts, Trustee Donahue

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Cliff Ogborn, Sharon Whitman, Tara Handy, Sherri Ybarra, Will Goodman, Mike Jewell, Stehvn Tesar, Mary Kaye Johnson, Sharon Goldsby, Albert Longhurst, Anita Straw, Polly Sanders, Nikki Crusier, Bobbie Lockett, Anne Bowlden, Ty Larson, Cara & Harvey McLean, Marilyn Kellerman, Denise Weis

At 7:30 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 OCTOBER 15, 2013, AND THE SPECIAL BOARD MEETING OF OCTOBER 29, 2013.** Chairman Alexander called for a motion to approve the minutes of the regular board meeting of October 15, 2013, and the special board meeting of October 29, 2013. There being no comment, Trustee Reynolds moved to approve the minutes of the regular board meeting of October 1, 2013, and the special board meeting of October 29, 2013, with a second from Trustee Donahue. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for October 31, 2013. The statements for October reflected a balance of \$822,730. Unobligated cash and investments are \$4,360,859 net of interfund payables. The Income Statement reflected revenue through October 10,713,775. Expenses show salaries are at \$4,655,870 of original budget, and benefits are \$1,467,615. As of October 31, we have a net margin of revenue in excess of expenses of \$3,635,393. Trustee House moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee Checketts. Motion passed.
- III. **CONSIDERATION OF BILLS** – Cliff Ogborn. Mr. Ogborn presented the district bills for approval. Trustee Checketts asked for clarification on the monthly transportation expense. Trustee House added that the district is reimbursed some of the transportation cost. Mr. Ogborn replied that the district used to be reimbursed 85% of the transportation cost, but the state decreased reimbursement to 75% of the transportation cost. Trustee Checketts moved to authorize payment of the district's bills as presented, with a second from Trustee Donahue. 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. Mr. Mike Jewell stated that there was nothing new to report.
  - B. **SHOWCASE** – North Elementary School – Polly Sanders. Mrs. Sanders presented her showcase on North Elementary School.

Mrs. Sanders began by describing North Elementary and description of the building, classrooms, and playground. She stated that North was first utilized in 1964, and that the building received a new roof and air conditioning in 2002.

Mrs. Sanders reviewed North's student demographics. She said that enrollment increased from 413 students in 2012-13 to 424 student this school year (2013-14). North currently has 33 special education students with an IEP (Individualized Education Plan). Those 33 students are serviced by 3 certified staff and that additionally, those students also receive services form 1 Occupational Therapist, 1 Physical Therapist, and 4 paraprofessionals. Mrs. Sanders added that because of their effective RTI process, IEPs have been reduced from about 21 students to about 16 students.

Mrs. Sanders commented on North's very supportive parent group. She stated that the parent group raised about \$11,000 from the Math-a-thon fundraiser. She continued to say that with the money, the parents group purchased trinkets that students can buy with their North "Star Bucks" incentive reward money, they also help fund fieldtrips, purchase certain supplies, and they feed staff during conference days. Mrs. Sanders also commented on North's great office staff, paraprofessional staff, kitchen staff, custodial staff, and of course teacher staff.

Mrs. Sanders reviewed the North Elementary Strategic Plan and some of the incentive plans for students. She said that attendance is North's main focus area at the moment

Mrs. Sanders went on to report that North Elementary School maintained their "3" STAR Rating. She then concluded with North Elementary School's ISAT and IRI data. The Board thanked her.

## VII. UNFINISHED BUSINESS –

### A. POLICY ADOPTION – 3<sup>rd</sup> and Final Reading – James Gilbert

1. **Graduation Requirements Policy - BMHS** – Mr. Gilbert presented the 3<sup>rd</sup> and final reading of the proposed adoption of Mountain Home School District No. 193 Graduation Requirements Policy - BMHS. He stated that this policy was drafted to address the graduation requirements for the district's alternative school. There has been no staff or patron input since the last board meeting. Trustee House motioned to approve the 3<sup>rd</sup> and final reading of the proposed adoption of Graduation Requirements Policy - BMHS, as presented by Mr. Gilbert. Trustee Donahue seconded the motion. Motion carried.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193**  
**MOUNTAIN HOME, IDAHO 83647**  
**P O L I C Y**  
**GRADUATION REQUIREMENTS - BMHS**  
 Bennett Mountain High School

The Board of Trustees of Mountain Home School District is committed to maintaining a rigorous curriculum and performance standards designed to promote student achievement. Toward that end, all students graduating from Mountain Home School District will meet the State of Idaho, Mountain Home School District's, and Bennett Mountain High School's (BMHS) graduation requirements or alternative graduation requirements.

Students who wish to enroll in BMHS must meet certain criteria.

1. Students must meet any **THREE** of the following five criteria:
  - a. Has repeated at least one grade
  - b. Has absenteeism that is greater than 10% (missed more than nine days) during preceding semester
  - c. Has an overall grade point average less than 1.5 prior to enrollment in an alternative school
  - d. Has failed one or more academic subjects (English, Math, Science, Reading)
  - e. Is two or more semester credits behind the rate required to graduate on time

OR
2. Students must meet any **ONE** of the following six criteria:
  - a. Has been through a substance abuse behavior program
  - b. Is pregnant or a parent

- c. Is an emancipated teen (not living with parent(s) for 30 days)
- d. Is a previous dropout, voluntary or involuntary
- e. Has serious personal, emotional, or medical problems
- f. Is a court or agency referral
- g. Has been suspended two or more times for behavior problems

Students must be enrolled for a minimum of one (1) credit during one of the four blocks of study of their senior year to participate in the graduation ceremony and to receive a Mountain Home School District diploma.

Definition: Credit – Successful completion of one block = 1 credit.

**1. GRADUATING STUDENTS ARE REQUIRED TO HAVE SUCCESSFULLY COMPLETED THE FOLLOWING CREDITS:**

<u>English</u>	8 credits
<u>Speech</u>	1 credit
<u>Mathematics</u>	6 credits
<u>Science</u>	6 credits
<u>Economics</u>	1 credit
<u>Humanities</u>	2 credits
<u>Social Studies</u>	4 credits
<u>Health</u>	1 credit
<u>Electives</u>	17 credits
<b>TOTAL</b>	<b>46 credits</b>

(See *Procedures for Graduation Requirements - BMHS* for detailed explanation of credits)

**Note:** No credit will be received when repeating a class if previous credit was earned. The higher grade earned will be used to calculate the GPA.

and

Proficiency Assessment - Idaho State Assessment Test (ISAT): Score proficient or higher on the Grade 10 ISAT in the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade in math, science, reading, and language arts unless the student is exempt (see Graduation Requirements Procedure or Alternative Graduation Procedure),

and

College Entrance Examination: All students must take a college entrance examination (ACT, SAT, or COMPASS),

and

Senior Project: (see Graduation Requirements Procedures).

**2. TRANSFER CREDITS FROM TRADITIONAL SCHOOLS**

The Board recognizes that mobility can affect a student's educational program. To meet the Mountain Home School District's graduation requirements, transfer credits from other secondary schools will be accepted provided:

- a. The sending school is an accredited high school with membership in the Northwest Association of Schools and Colleges or its approved counterparts in other states; or
- b. The sending school is an accredited high school with membership in the National Association of Private Schools; or
- c. The sending school is a high school approved by the Idaho State Department of Education and passes a standards review as determined by the high school principal and/or the superintendent, or designee. The administration shall accept transfer credits from any home study, home instructional program, or private school that meets the above standards is approved by the Idaho State Department of Education.

**3. TRANSFER CREDITS FROM CORRESPONDENCE / VIRTUAL SCHOOLS**

The Mountain Home School District will accept credits toward high school graduation from any accredited correspondence or virtual high school course, provided the credits were earned in grades 9 through 12.

4. **HIGH SCHOOL CREDIT PRIOR TO GRADE NINE (I.C. 33-512C)**

**DEFINITIONS:**

**Graduation Credits:** Credits applied to the Mountain Home School District's graduation requirements must be earned in grades 9 through 12.

**Transcripted Credits:** Credits will be awarded to any student who completes any required high school course with a grade of C or higher before entering grade nine (9), if the following criteria are met:

1. The course meets the same standards that are required in high school as demonstrated by the successful completion of the End of Course examination with a grade of C or above;
2. The course is taught by a properly certified teacher who meets the federal definition of being highly qualified for the course being taught; and
3. The school providing the school is accredited as recognized by the Idaho State Board of Education.

Upon successful completion of the course, the student's grade and the number of credit hours assigned to the course will be transferred to the student's high school transcript.

**EXCEPTIONS:**

Students must take two (2) semester credits of the required six (6) semester mathematics credits during the final year of high school.

This policy does not apply to obtaining credit for senior projects.

- B. POLICY REVISION** – 3<sup>rd</sup> and Final Reading – James Gilbert. Mr. Gilbert presented the third and final reading of the proposed revisions to the Attendance, Absence, & Truancy Policy, Guaranteed Policy Input: Teachers/Staff/Patrons Policy, and the Sick and Other Leave Policy. He said that language was revised to meet federal regulations and current practice, and to help clarify the policies. There has been no staff or patron input and all the revisions meet Idaho Code. Trustee House motioned to approve the 3<sup>rd</sup> and final reading of the proposed revision of the Attendance, Absence, & Truancy Policy, the Guaranteed Policy Input: Teachers/Staff/Patrons Policy, and the Sick and Other Leave Policy, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion granted.

1. **Attendance, Absence, & Truancy Policy** – Mr. Gilbert presented the 3<sup>rd</sup> and final reading of the proposed revision of Mountain Home School District No. 193 Attendance, Absence, & Truancy Policy. He stated that this policy was revised to incorporated absence and truancy definitions, language, and the procedures should a student not meet the attendance requirements and exceed the amount of absences, as well as identify some of the repercussions of being truant. There has been no staff or patron input.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193  
MOUNTAIN HOME, IDAHO 83647  
P O L I C Y  
ATTENDANCE, ABSENCE, & TRUANCY**

Mountain Home School District No. 193 recognizes that because time on task is very important to the education of students. The Board of Trustees firmly believes that it is necessary for students to develop the essential skills to enable them to succeed in the world of work. In order to help meet this goal, it is important that students realize

the necessity and importance of consistent **school** attendance. From an early age, students need to realize that work attendance will directly affect their employment prospects and degree of success realized in the world of work. Therefore, the Mountain Home School District's Attendance Policy requires students to be in attendance for at least 90% of each school semester. Mountain Home High School students, grades 9-12, and Mountain Home Junior High School students, grades 7-8 exceeding nine (9) days of absences in each class period of the semester may result in retention or a denial of credit. **In enforcing the attendance requirements, the Board may deny a promotion to the next grade or deny credit to any student who is not in school for this required time. If a student is determined to be a habitual truant, the Board may expel or disenroll the student (I.C. 33-205).**

- **BMHS Students may only miss four (4) days of school per block. Those students in excess of four (4) days will be disenrolled from BMHS. A Board hearing is not necessary to disenroll a BMHS student for absence violations.**

**SCHOOL AGE:** (I.C. 33-201)

All students enrolling kindergarten must be five (5) years old on or before September 1 of the school year in which the student enrolls. All students enrolling in first grade must be six (6) years old on or before September 1 of the school year in which the student enrolls. Any student five (5) years old who completed a private or public out-of-state kindergarten for the required four hundred fifty (450) hours, but has not reached the "school age" requirement will be allowed to enter the first grade.

**PROOF OF IDENTIFICATION AND AGE REQUIRED:** (I.C. 18-4511)

Upon enrolling a student for the first time in this district's elementary or secondary schools, the school will notify, in writing, the person enrolling the student that within thirty (30) days a certified copy of the student's birth certificate or other reliable proof of a student's identity and birth date must be provided to the school.

- If other reliable proof is provided, rather than a birth certificate, that proof will be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.
- Other reliable proof of a student's identity and birth date may include, but is not limited to, a passport, visa, or other governmental documentation.

Should a parent/guardian/student fail to produce proof of identification and age, the school will immediately notify the local law enforcement agency of such, and will notify the parent/guardian/student, in writing, that he/she has thirty (30) days to comply.

**SCHOOL ATTENDANCE:**

All state laws pertaining to school age and compulsory attendance must be followed as well as this "Attendance Policy." Except in extraordinary cases, students are expected to be present at school and in their assigned grade or subject.

Any student who is not in school up to 90% of the days/classes that school is in session may be denied promotion/credit subject to the District's promotion policy(ies).

When a student has been absent 5% of a school semester, or 5% of a single class period, the principal or designee will send the parent/guardian written notice of the fact that the student is in jeopardy of retention or loss of credit due to excessive absence.

- **When a BMHS student has been absent 5% of a school block, or 5% of a single class period, the principal or designee will send the parent/guardian written notice of the fact that the student is in jeopardy of retention or loss of credit due to excessive absence.**

In determining whether to deny a student's promotion to the next grade or deny credit, the reasons for the student's absences, the student's academic achievement, the fact that the student submitted make-up work, and other relevant factors will be considered.

The following definitions will govern the district-wide Attendance, **Absence, & Truancy** Policy:

1. **ABSENCE:**

Absences from class for any reason, including family convenience, will be counted when the percentage of attendance and consequent eligibility for promotion or credit is being considered. Absence due to school-approved activities will not be counted. **(Absences due to school sponsored activities will be marked as such and considered excused.)**

**In order for an absence to be excused, oral or written communication from the student's parent/guardian must be received within 48-hours of the last day of the absence, except for school approved activity absences.**

**SCHOOL SPONSORED ACTIVITIES:**

**A school sponsored activity is defined as those events that are sponsored and supervised by the school. School activities shall be approved in advance by the principal, and designees.**

2. **TARDY:**

A tardy is assessed to a student in grades K-12 when the student is not in the assigned classroom when the tardy bell rings. **Tardy procedures and consequences specific to each building will be explained in the school's student handbook.**

- **BMHS students are only allowed four (4) tardies per block; anything in excess of four (4) tardies will count as an absent.**

3. **TRUANT:**

A truancy occurs when a student is absent from class without consent of the parent/guardian or school officials; **that absence is marked unexcused.** If a student is truant, action pursuant to the **school's student handbook** District's disciplinary policy will apply.

**HABITUAL TRUANT: (I.C. 33-202, 33-206)**

**A habitual truant means any student who, in the judgment of the Board, or the Board's designee, repeatedly has violated this attendance policy, or any child whose parent/guardian has failed or refused to cause the pupil to be instructed as provided by Idaho Code Section 33-202 and 33-206.**

**Pursuant to Idaho Code Section 33-205, the Board may expel, or deny enrollment, a student because (s)he is a habitual truant, as defined by law and this policy. The student will be allowed to continue to attend classes pending the Board's determination in this matter.**

**Pursuant to Idaho Code Section 33-207, proceedings shall be brought against parents/guardians who failed or refuse to cause the pupil to be instructed as provided by Idaho Code Section 33-202 and 33-206. Under the provisions of the Juvenile Corrections Act or as otherwise provided, an authorized representative of the Board shall notify in writing the Elmore County prosecuting attorney of student's name and address and the same of the parent/guardian.**

4. **NOTICE TO PROSECUTING ATTORNEY:**

**A habitually truant student who was between the ages of seven (7) and sixteen (16) years of age at the time of the violation(s) comes under the purview of the Juvenile Corrections Act.**

**If the Board determines that a student is a habitual truant, whether or not the student is expelled or disenrolled, the Board or its designee, will notify in writing the Elmore County prosecuting attorney pursuant to Idaho Code Section 33-207.**

## 5. PETITION FOR CREDIT(S):

**All students who miss more than nine (9) days of attendance in one semester may have to petition for credit(s) as outlined in the Attendance, Absence, & Truancy Procedure.**

2. **Guaranteed Policy Input: Teachers/Staff/Patrons** – Mr. Gilbert presented the 3<sup>rd</sup> and final reading of the proposed revision of Mountain Home School District No. 193 Guaranteed Policy Input: Teachers/Staff/Patrons. He stated that this policy was revised to update the language and add additional ways for our patrons and staff to give input on district policies. There has been no staff or patron input.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193  
MOUNTAIN HOME, IDAHO 83647  
P O L I C Y  
GUARANTEED POLICY INPUT: TEACHERS / STAFF / PATRONS**

The Board shall comply with the following procedures in reviewing, revising, adopting, deleting, and/or substituting any official Board policy:

All policies that are in cycle for review, revision, adoption, deletion, and/or substitution will be published annually **on the school district website, under Policy Review** ~~in the Mountain Home News~~. Teachers and staff **should visit the website on a regular basis to keep informed of the policies in cycle for review, revision, adoption, or deletion** ~~will be notified via electronic mail~~. Patrons may get a copy from the school's web site or a copy shall be made available upon request from the District Office.

1. **Most policy revisions and adoptions require three board readings; one reading a month for three months. The School Board of Trustees will vote to approve the proposal on the third reading.**
2. A vote on the proposal to review, revise, adopt, delete, and/or substitute any Board policy shall not be taken until the proposal has been **published distributed** ~~distributed~~ as stated above and until the proposal has been presented for discussion at not less than three (3) regular Board meetings. **Exceptions to this would be to comply with state or federal requirements and guidelines, address safety and/or health issues, or detrimental to the day-to-day business of the school; policy reviews and deletions only require one reading.**
  - **Patrons and employees may give input regarding policies in cycle by giving Public Input during one of the school board meetings while the policy is in one of its three readings, or by contacting the Clerk of the School Board through the school district website, via mail, or by contacting one of the Policy Committee members via mail or electronically.**
  - **All input must be received by 4:30 p.m., the 15<sup>th</sup> of each month, or prior to the third reading and approval of the Board of Trustees.**
3. **A copy of all policies and procedures can be found on the school district website, under District Policies. A copy of all policies, procedures, and non-policy procedures can be accessed by school district employees through the G-drive. An updated copy of the School District No. 193 Policy Manual shall be provided to the Association and shall be maintained via computer database, on a drive accessible by the Association.** Policies will be published on the school web site, [www.mtnhomesd.org](http://www.mtnhomesd.org).

Board policies are framed and are meant to be interpreted in terms of state laws, State Board of Education Rules and Regulations, and the requirements of all other regulatory agencies within our local, county, state, and federal levels of government. Whenever inconsistencies of interpretation arise, the law will prevail. The policies are also framed and are meant to be interpreted, in terms of those educational objectives, procedures, and practices that are broadly accepted by leaders and authorities in the public education field.

3. **Sick and Other Leave Policy** – Mr. Gilbert presented the 3<sup>rd</sup> and final reading of the proposed

revision of Mountain Home School District No. 193 Sick and Other Leave Policy. He stated that this policy was revised to address accumulated sick leave and to notify the staff and patrons that sick leave will not be used at the end of employment as a payout. Mr. Gilbert said that this is because employees with Tricare have been using the unused sick leave at the end of employment to continue insurance through PERSI. There has been no staff or patron input.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193**  
**MOUNTAIN HOME, IDAHO 83647**  
**P O L I C Y**  
**SICK AND OTHER LEAVE**

Each certificated employee of MHSD 193 who works halftime or more per week, and each non-certificated employee of MHSD 193 who regularly work twenty (20) hours or more per week shall be entitled to sick leave with full pay of one (1) day for each month of service, as projected for the employment year for each month of service in which they work a majority portion of that month, subject to the limitations provided by Idaho Code 33-1216.

“Employment year” is defined by the language in the certificated employee’s contract, and the job code indicator of non-certified employees.

“Month of service” is the individual employee’s monthly work schedule for which they are hired to work.

“Substitute and Temporary employee” is defined as an employee who works on an as-needed basis and who is not given a regular work schedule.

Sick leave for non-certificated employees shall be calculated proportionate to the average hours worked per day. Sick leave for certificated employees shall be calculated by the day, or percentage thereof, as defined in their individual employment contracts. Sick leave benefits will not be credited for those months in which the employee is not projected to work a majority portion of his/her month of service.

The Board of Trustees ~~will shall~~ not provide compensation for unused sick leave.

The Board of Trustees may require proof of illness adequate to protect the district against malingering and false claims of illness.

The Board of Trustees may establish a policy governing leave for certificated and non-certificated employees in the case of illness or death of members of the families of such employees, for professional conferences and workshops, and for such other purposes as the Board may determine.

Each employee is entitled to the maximum allowance of sick leave as per Idaho Code 33-1216,-commencing on his or her first day of employment.

Once the employee has used all of his/her leave, a day’s salary will be deducted for each day of sick leave taken. Should an employee cease to work for the school district prior to the completion of the employment year, and the maximum allotted sick leave has been used, the employee shall forfeit a day’s salary for each sick day in excess of the entitlement as per Idaho Code 33-1216.

**Unused sick leave will be accumulated from year-to-year, as long as an employee remains continually in the service of this district.**

**Sick leave may not be used at the end of employment unless a legitimate medical excuse is provided.**

**C. POLICY ADOPTION – 2<sup>nd</sup> Reading – James Gilbert**

1. **Denying Enrollment - Board of Trustees Statement Policy – James Gilbert.** Mr. Gilbert presented the 2<sup>nd</sup> reading of the proposed adoption of Mountain Home School District No. 193

Denying Enrollment - Board of Trustees Statement Policy. He stated that this policy was drafted to address our recent Sequel issues and by the advice of our attorney. There has been no input. Trustee Reynolds motioned to approve the 2<sup>nd</sup> reading of the proposed adoption of Denying Enrollment - Board of Trustees Statement Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion approved.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193**  
**MOUNTAIN HOME, IDAHO 83647**  
**P O L I C Y**  
**DENYING ENROLLMENT – BOARD OF TRUSTEES STATEMENT**

Mountain Home School District No. 193 Board of Trustees considers the health, safety, morals, educational environment, etc., of the utmost importance and in high standard.

The Board understands that the parents/guardians/patrons/community of Mountain Home considered and hold responsible the Mountain Home School District for the health, safety, morals, educational environment, etc., of its children.

Idaho Code Title 33, Chapter 14, authorizes the MHSD Board of Trustees to opt not to receive individuals in the enrollment options program.

Idaho Code Title 33, Chapter 5, gives the MHSD Board of Trustees the powers and duties to prohibit the entrance to each schoolhouse or school grounds, to prohibit loitering in schoolhouses or on school grounds, and to provide for the removal from each schoolhouse or school ground of any individual or individuals who disrupt the educational processes, or whose presence is detrimental to the morals, health, safety, academic learning, or discipline of the pupils.

Idaho Code Title 33, Chapter 2, allows MHSD Board of Trustees to deny enrollment to any pupil who is an habitual truant, or who is incorrigible, or whose conduct, in the judgment of the board, is such as to be continuously disruptive of school discipline, or of the instructional effectiveness of the school, or whose presence in a public school is detrimental to the health and safety of other pupils and staff;

The Board of Trustees of Mountain Home School District No. 193 may deny enrollment to all individuals who fall within any of the above parameters, including but not limited to individuals who reside in, are assigned to, or adjudicated to, but not limited to, facilities owned or operated by state or private businesses/companies that are identified as secure residential treatment facilities for individuals, including adolescences, who are or might be, have been or suspected of, having maladaptive behavior problems; are considered or might be considered a sexual predator/deviant; suffer from substance abuse; have emotional disorders and/or have conduct disorders, and therefore are considered individuals who pose a risk to the health and safety of MHSD's student population and staff.

**D. POLICY REVISION – 2<sup>nd</sup> Reading – James Gilbert**

1. **Remote School Policy** – Mr. Gilbert presented the 2<sup>nd</sup> reading of the proposed revision to Mountain Home School District No. 193 Remote School Policy. He said the revision was to strike all references to Atlanta School. Trustee House motioned to approve the 2<sup>nd</sup> reading of the proposed revision of the Remote School Policy, as presented by Mr. Gilbert. Trustee Donahue seconded the motion. Motion carried.

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

The Board of Trustees recognizes the need to provide a well-balanced educational program to students living in remote areas of the school district.

In order to facilitate the orderly operation of the remote schools, specifically ~~the Atlanta School and~~ the Pine School, the following guidelines will be followed:

1. Application will be made in May of each year to the State Board of Education for approval to hold school in Pine ~~and/or Atlanta~~ if there is any indication that eligible students will be living in those attendance zones the following school year.
2. Given approval to open the school, eight (8) students must register on or before the date published for elementary student registration throughout the District.
3. The school(s) will remain open until fewer than five (5) students remain enrolled. Should the enrollment of the school drops to below five (5) students, the school will be closed for the remainder of the school year.
4. In the event that a remote school is not opened due to having fewer than eight (8) students, or is closed during the school year, the options will be discussed with the parents/guardians of the remaining students.
5. In the event that students of sufficient number to open a school (see item #2) move into a remote area after the start of school, the Board of Trustees will hear all information regarding the situation and make a decision to open the school, or cause it to remain closed.
6. In the event that a teacher is under contract to teach in a remote school and the prerequisite number of students is not met, that teacher will be given the opportunity to transfer to another position within the school district. Assistance in moving will be provided by the District.

#### VIII. **NEW BUSINESS** –

- A. **ESTABLISH A DAYCARE IN BMHS** – Stehvn Tesar/Mary Kaye Johnson. Mr. Tesar and Mrs. Johnson approached the Board to request permission to establish a daycare within the BMHS building. Mrs. Johnson said that having a daycare in BMHS would greatly help our student-parents, and our student-parents would be able to finish school, get a high school diploma, and possibly go onto college. They presented some of the renovation costs.

Mrs. Johnson began by explaining that currently BMHS has ten (10) parents attending school and there will be three (3) more parents enrolled in school in January (3<sup>rd</sup> Block), for a total of 13 student-parents. She added that some of these student-parents dropped out of school because the regular high school setting prior to BMHS wasn't working, mainly due to attendance issues.

Mrs. Johnson stated that with the opening of BMHS, we not only prevented ten (10) of these student-parents from dropping out of school, we re-enrolled some of them and come January we'll have thirteen student-parents; they get a second chance to be educated. She continued to say that unfortunately, daycare is one of the major issues with our student-parents; they don't have regular and reliable daycare. Mrs. Johnson explained that many of these students would like to go onto college and they now have a chance to pursue a college education; having a daycare would increase that opportunity.

Mrs. Johnson explained the licensing procedures, requirements, and codes that BMHS has to follow to be licensed for daycare. She also said that licensed and trained professionals would inspect the facilities, train the daycare providers, and provide additional professional development. Mrs. Johnson then explained how they foresee the day-to-day operation of the daycare including using sliding-scale fees to determine what to charge their student-parents, the expectations and requirements of the student-parents operation, etc.

Mrs. Johnson also explained that the benefit of having a daycare on campus for their student-parents is that it's on campus; parents have easy access to their children to feed, change, etc.; parents have the peace of mind knowing their children are close, safe, and being cared for by trained providers;

parents can better concentrate on their studies and reduce their absenteeism; student-parents have affordable daycare. She continued to explain the slide-scale fee

Mrs. Johnson went on to explain that there is funding available through the Idaho Child Care Program for the daycare once it's established and what is required to receive the funding. She informed the Board that the student-parents pay for their child's daycare based on the sliding-scale.

Mr. Tesar added that other alternative school principals have been in communication, especially regarding how to STAR rate alternative schools, and the big push is on engagement and re-engagement of students; having a daycare would provide BMHS the opportunity to engage these student-parents along with the other alternative students thus keeping the students from dropping out of school; we are educating kids and now there is no excuse not to educate kids.

Chairman Alexander responded that we're in an era in which we aren't' as conservative as before and teen parents are a part of life. He said that the Caldwell daycare has proven beneficial to its students. He stated that any way we can assist in the education of kids and student-parents is important and to assist them with the challenges that put some of these students at risk is important. Chairman Alexander explained that without something like the daycare, these students are at risk of failure. He said that this is something we really need to do so that we can make these students productive.

Trustee Donahue asked about the logistics of the daycare. Mrs. Johnson explained that once the hiring is done, the daycare director will use a point system.

Discussion continued regarding training, facilities, building codes, creditability, drafting policies regarding the daycare, etc. Mr. Tesar informed the Board that much of the daycare would be modeled after Canyon Springs, in Caldwell.

Mr. Tesar brought to everyone's attention that there are many local organizations and private citizens who have come forward to donate money, furniture, toys, etc. He added that they plan to approach other organizations and such for donations, and that the BMHS students would help assist with the renovation; it would be one of their projects.

Trustee Checketts motioned to approve the request to establish a daycare at Bennett Mountain High School as presented. Trustee Donahue seconded the motion. Motion granted.

**B. POLICY REVISION – 1<sup>st</sup> Reading – James Gilbert**

- 1. Leave of Absence - Public Office Policy** – Mr. Gilbert presented the 1<sup>st</sup> reading of the proposed revision to Mountain Home School District No. 193 Leave of Absence - Public Office Policy. He said the revision was to replace the verbiage teacher salary with the word pay to cover all employees. Trustee House motioned to approve the 1<sup>st</sup> reading of the proposed revision of the Leave of Absence - Public Office Policy, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion carried.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193  
MOUNTAIN HOME, IDAHO 83647  
POLICY  
LEAVE OF ABSENCE – PUBLIC OFFICE**

The Board of Trustees recognizes it is an employee's right to seek and serve public office and encourages employees to do so with the following understanding:

- Candidates and elected or appointed officials will receive their regular ~~pay teacher salary~~, minus the daily cost for substitutes. This is contingent upon the employee continuing to perform and being responsible for specified duties of their teaching position.
- Candidates and elected or appointed officials shall make arrangements with the building principal and superintendent so that plans can be made to fill assignments during absence.
- Candidates and elected or appointed officials shall not let campaign activities and/or official public duties interfere with the employee's effectiveness in their position or instructional program of the school.
- Candidates and elected or appointed officials are expected not to bring their campaign and/or official duties into the classroom and/or school nor make use of students in campaign or political activities during the time school is in session.

2. **Leave of Absence Without Pay Policy** – Mr. Gilbert presented the 1<sup>st</sup> reading of the proposed revision to Mountain Home School District No. 193 Leave of Absence Without Pay Policy. He said the revision was to delete references to the old master agreement. Trustee Donahue motioned to approve the 1<sup>st</sup> reading of the proposed revision of the Leave of Absence Without Pay Policy, 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**  
**LEAVE OF ABSENCE WITHOUT PAY**

It is the intent of this policy to provide full time employees an opportunity to apply for a leave of absence without pay, define the reasons for which a leave of absence without pay may be granted, and state the limitations upon which the employee may be granted or denied a leave of absence without pay.

A leave of absence without pay may be requested. The request shall state the reason for making application. A leave of absence may be granted by the Board of Trustees for extended illness, as determined by a physician's statement; professional improvement, as determined by transcripts and professional papers, etc.; child rearing, and other reasons of an appropriate **and/or** personal nature. The length of the leave of absence shall not exceed one (1) year, although extensions may be granted under special circumstances and approval by the Board. The granting of the leave of absence is dependent upon the availability of a qualified substitute and Board approval.

Application for leave of absence without pay must be received by the District Office by April 1, except in the case of extended illness.

~~Certified employees will follow section 4.8 of the Collective Bargaining Agreement.~~

- C. **POLICY REVIEW** – No Changes – James Gilbert. Mr. Gilbert reported that the Policy Committee reviewed and determined no changes needed to be made to MHSD's Certified Workday Requirements Including Extended Employment, Prep Time, & In-service Policy, Classified Workday Requirements Including Extra Duty & In-service Policy, Personal Leave - Certified Employee Policy, Personal Leave - Non-certified Employee Policy, and Sabbatical Leave of Absence Policy. No motion required.
  1. Certified Workday Requirements Including Extended Employment, Prep Time, & In-service Policy
  2. Classified Workday Requirements Including Extra Duty & In-service Policy
  3. Personal Leave - Certified Employee Policy
  4. Personal Leave - Non-certified Employee Policy
  5. Sabbatical Leave of Absence Policy

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

**APPOINTMENTS**

James, Daniel, 7<sup>th</sup> Grade “B” Boys Basketball Coach, MHJH  
 Long, Lisa, 7<sup>th</sup> Grade “B” Girls Basketball Coach, MHJH  
 Prouty, Frederick Mitchell, Assistant Varsity/Head Sophomore Boys Basketball Coach, MHHS  
 Wallace, Chad, Assistant Varsity/Head Junior Varsity Tennis Coach, MHHS  
 Whitaker, George, 7<sup>th</sup> Grade “A” Boys Basketball Coach, MHJH

**RESIGNATIONS**

Huey, Lisa, 7<sup>th</sup> Grade “B” Girls Basketball Coach, MHJH; Effective: October 22, 2013

- IX. **EXECUTIVE SESSION** – Student Matters. Chairman Alexander called for a motion for the purpose of allowing the Board to retire into executive session for student matters regarding two early graduation requests, and two re-admittance requests. After a full and complete discussion and upon motion duly made by Trustee House and seconded by Trustee Reynolds, the following resolution was presented:

**RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION**

BE IT SO RESOLVED That the Board of Trustees of School District No. 193 recess from an open meeting into the following executive session(s) pursuant to Section 67-2345, Idaho Code, in order to discuss personnel matters regarding staffing as authorized by Title 33, Sections 33-205, 33-510, 33-512, 33-1623, and Title 67, Sections 67-2341 through 67-2345(1)(b), Idaho Code.

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 Checketts.....	Aye
Trustee House .....	Aye
Trustee Reynolds .....	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 8:20 p.m. to the first re-admittance request. Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, Cliff Ogborn, and (Name on File) and son. Following a full and complete discussion of the re-admittance request, the Board reconvened into open session at 8:37 p.m. A motion by Trustee Checketts to re-admit (Name on File) to Mountain Home School District provided he adhere to a signed Attendance and Behavior Contract, received a second by Trustee Reynolds. Motion granted.

No executive session needed for the second re-admittance hearing.

The Board entered back into executive session at 8:38 p.m., to hear the first request for early graduation. Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, Cliff Ogborn, (Name on File) and daughters. Following a full and complete discussion of the student early graduation request, the Board reconvened into open session at 9:07 p.m. No motion needed.

The Board went back into executive session at 9:08 p.m., to hear the second request for early graduation.

Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, Cliff Ogborn, (Name on File). Following a full and complete discussion of the request for early graduation, the Board reconvened into open session at 9:35 p.m. A motion by Trustee Checketts to grant the early graduation requests of (Name on File), received a second by Trustee Donahue. Motion granted.

- X. **ADJOURNMENT** – All business of the Board having been completed, Chairman Alexander called for a motion to adjourn. A motion from Trustee Checketts to adjourn was seconded by Trustee Reynolds. Motion carried. Meeting adjourned at 9:38 p.m.

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Chairman Alexander

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Clerk Whitman