

SCHOOL BOARD MEETING
OCTOBER 15, 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, Jeff Johnson, Stehvn Tesar, Albert Longhurst, Lyle Bayley, Anita Straw, Polly Sanders, Nikki Cruser, Colonel Griswold, Mike Jewell, Christine Negri, Marilyn Kellerman, Anne Bowlden, Mr. & Mrs. Clark and family

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 SEPTEMBER 17, 2013.** Chairman Alexander called for a motion to approve the minutes of the regular board meeting of September 17, 2013. There being no comment, Trustee Checketts moved to approve the minutes of the regular board meeting of September 17, 2013, with a second from Trustee Donahue. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for September 30, 2013. The statements for September reflected a balance of \$1,500,000. Unobligated cash and investments are \$3,405,356 net of interfund payables. The Income Statement reflected revenue through September as \$8,586,463. Expenses show salaries are at \$4,074,737 of original budget, and benefits are \$1,267,280. As of September 30, we have a net margin of revenue in excess of expenses of \$2,579,889. 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 moved to authorize payment of the district's bills as presented, with a second from Trustee Reynolds. Motion carried. (A full and complete listing of the District's bills may be reviewed at the District Office, Accounts Payable.)
- IV. **DELEGATION** – None
- V. **PUBLIC INPUT** – None
- VI. **REPORTS** –
 - A. **MOUNTAIN HOME AFB UPDATE** – MHAFB Liaison. Colonel Griswold informed the Board that the demolition of the two base schools was under way. He added that they plan to give the flagpole to Base Primary school. Colonel Griswold also reported that one of the deployed squadrons recently returned. He concluded by notifying the Board that Colonel Estes sent his greetings and that he should be back in a couple of months.
 - B. **COMMON CORE STANDARDS REPORT** – Sherri Ybarra. Mrs. Ybarra gave a presentation to the Board regarding the Common Core State Standards Strategic Plan. She started by giving an overview. She said that Common Core is geared for grades K-12 English/Language Arts and Math. Mrs. Ybarra explained that it would be a “staircase” approach with an increase in complexity. She added that this will prepare students with the knowledge and skills they need to succeed in college and work. Mrs. Ybarra noted that Common Core ensures consistent expectations regardless of where a student lives.

Mrs. Ybarra described the ELA (English/Language Arts) Shift Advancement and that the standards devote as much attention on what students read, in terms of complexity, quality, and range, as they do on how students read. She said that as students progress through the grades (staircase), they must develop their comprehension skills and apply them to increasingly complex texts. Mrs. Ybarra continued to describe that the progression of the standards is based on evidence and that students are required to learn certain critical content, including classic myths and stories from around the world, America's Founding Documents, and foundational American literature. She added that the standards also require that students systematically develop knowledge of literature as well as knowledge in other disciplines through reading, writing, speaking, and listening in history, social studies, and science.

Mrs. Ybarra then described the Math Shift Advancement and that it focuses on core conceptual understandings and procedures starting in the early grades. She said that this enables teachers to take the time needed to teach core concepts and procedures well and give students the opportunity to master them. Mrs. Ybarra explained that in grades K-5, students gain a solid foundation in whole numbers, addition, subtraction, multiplication, division, fractions, and decimals. She continued by saying that in the middle grades, students build upon the strong foundation from grades K-5 through hands on learning in geometry, algebra, probability, and statistics. Mrs. Ybarra added that the high school standards require students to practice applying mathematical ways of thinking to real world issues and challenges and emphasize mathematical modeling.

Mrs. Ybarra informed the Board on Mountain Home's Strategic Plan and that it is a three-year plan that started last year with discussion on the negative and positive impact on testing results and professional development training. She informed the board that this school year is the planning phase of the plan. She explained that it will include putting together strategic teams, have training on the Smarter Balance Assessment (SBA); phase in instructional shifts, strategies, and alignment such as revising curriculum guides, planning writing units to place an emphasis on arguing, informing and explaining; working with Idaho State University on integrating Common Core down to the classroom. Mrs. Ybarra concluded that all of this will be implemented next school year.

Chairman Alexander asked how common core measure is made; how is a student assessed. Mrs. Ybarra responded that was what the Smarter Balance Assessment will tell us. She said that before the answers were either right or wrong, but now students will receive a 5, 4, 3, 2, or 1 depending on the complexity and accuracy of their answers. Discussion continued regarding assessment. The Board thanked her for her presentation.

- C. SHOWCASE - Base Primary – Tara Handy.** Mrs. Handy gave a PowerPoint presentation to the Board showcasing Base Primary. She started by informing the Board that the Base Primary school never had a motto so they had a contest during the Month of the Military Child (April) and one little girl won with the motto, "We are the Eagles and we have the Courage to Fly."

Mrs. Handy gave the demographics of the school. She informed the Board that they have a student population of 313, up from the year before (289) and that there isn't any way of determining whether the population will increase or decrease. She said that this year Base Primary has had more students transfer in than transfer out. Colonel Griswold explained that the movement of airman from base to base is budget driven. She said that Base Primary has 17 certified staff, 14 classified staff, and one military liaison. Mrs. Handy reported on the programs, they have 9 (2%) students in RTI, which are students who are struggling academically and need some sort of intervention versus just placing them into special education; there are 75 (24%) students that qualify for Title I intervention and that can change every year depending on the socioeconomic status of the students; they have 17 (5%) special education students.

Mrs. Handy informed the Board of the changes that have occurred since last school year including Base Primary's Strategic Plan in which the end goal is to increase student achievement. She reviewed their school's goals such as maintaining their school-wide behavior plan, maintaining their

Title I interventions, monitoring their benchmarks and progressions, analyzing the IRI/ISAT data, and all of the changes and implementations at Base Primary.

Mrs. Handy discussed their strategic plan such as ways to increase attendance, enhance and strengthen communication, and have ongoing professional development for certified staff, especially in Language Arts. She explained how they have implemented an incentive program to increase attendance, which should enhance student achievement, is that once a quarter all those students who haven't missed more than one day of school for that quarter get an ice cream sandwich; there were 201 students this quarter. Mrs. Handy mentioned that they are increasing their communication with stake holders as a means to improving student achievement. She said that they are using their school website, the reader board on Gunfighter Avenue, and publishing monthly/weekly newsletters, etc. Mrs. Handy concluded by telling the Board that Base Primary plans to use Professional Development as a tool to enhance student achievement. She said that she believes that by scheduling trainers in the area of Language Arts and by purchasing supplemental materials will strengthen teachers' knowledge, and through those types of training enhance student achievement. Mrs. Handy also plans to use their Wednesday morning collaborations, PLC Days, and monthly grade level meetings as tools to enhance and measure student achievement.

Chairman Alexander asked about the special education numbers in that 5% is very low and why so. Mrs. Handy explained that she attributes part of it to the fact that the preschool programs were relocated to West Elementary, those children were moved to West; another thing is that the interventions that are going into the RTI procedure has minimized the amount of students who are placed into the special education program.

VII. UNFINISHED BUSINESS –

A. POLICY ADOPTION - 2nd Reading – James Gilbert

1. **Graduation Requirements Policy - BMHS** - Mr. Gilbert presented the 2nd 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. He also mentioned that additional revisions were made to add language explaining the procedure for credits received prior to a student entering into 9th grade, in accordance with Idaho Code. Trustee House motioned to approve the 2nd reading, with the revisions, of the proposed adoption of Graduation Requirements Policy – BMHS, as presented by Mr. Gilbert. Trustee Donahue seconded the motion. Motion granted.

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:
- Has been through a substance abuse behavior program
 - Is pregnant or a parent
 - Is an emancipated teen (not living with parent(s) for 30 days)
 - Is a previous dropout, voluntary or involuntary
 - Has serious personal, emotional, or medical problems
 - Is a court or agency referral
 - 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
TOTAL	46 credits

(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 10th, 11th, or 12th 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:

- 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
- The sending school is an accredited high school with membership in the National Association of Private Schools; or
- 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 - 2nd Reading – James Gilbert.

1. **Attendance, Absence, & Truancy Policy** - Mr. Gilbert presented the 2nd reading of the proposed revision of Mountain Home School District No. 193 Attendance, Absence, & Truancy Policy. He stated that this policy was revised to incorporate absence and truancy definitions, add language, and clarify 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. Mr. Gilbert informed the Board of added language regarding the amount of days a BMHS student was allowed to miss per block, the amount of tardies per block, and that petition of credits doesn't pertain to BMHS students. Mr. Gilbert added that this might increase the number of hearings we would have to hold due to attendance issues. Trustee Checketts motioned to approve the 2nd reading, as amended, of the proposed revision of Attendance, Absence, & Truancy Policy, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion approved.

**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** ~~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 *five (5)* ~~four (4)~~ days of school per block. Those students in excess of *five (5)* ~~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: Collectively any four (4) tardy arrivals to one or more classes are considered as one (1) absence for calculating block attendance. ~~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): Does not pertain to BMHS**

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.

~~Mr. Gilbert asked for approval of the third and final reading of the following three policy revisions, PPRA, Special Education and/or Related Services, and Restraint or Seclusion of Students.~~

~~Mr. Gilbert presented the third and final reading of the proposed revisions to the PPRA, Special Education and/or Related Services, and Restraint or Seclusion of Student Policies. He said that language was revised to meet federal regulations and to help clarify the policies. There has been no staff or patron input and all the revisions meet Idaho Code.~~

~~Trustee Checketts motioned to approve the third and final reading of the proposed revision to the PPRA, Special Education and/or Related Services, and Restraint or Seclusion of Students Policies as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion approved.~~

~~Mr. Gilbert also asked for approval of the following three policy revisions at the same time instead of making individual motions. The Board agreed.~~

~~Mr. Gilbert presented the second reading of the proposed revisions to the Drug/Alcohol Free Workplace for Employees & Students Policy, FERPA Policy, and Grievance Policy for Classified Employees. He said that with the exception of the FERPA Policy, there has been no staff or patron input and all the revisions meet Idaho Code.~~

~~Mr. Gilbert explained the revisions to the Drug/Alcohol Free Workplace for Employees & Students were to better define the policy and to incorporate language from Eberharter Maki, & Tappen, as well as add "Employees & Students" to the policy title; the FERPA policy was revised to add that the required Annual Notice is published on the school district website, and he explained that the federal government recently revised the FERPA, so the statement, "...and within 45 days of a written request...", was added to establish a definite time period for a parent to access their student's records, as was the statement, "...unless a school is provided with evidence that there is a court order or State law that specifically provides to the contrary." regarding information given to a non custodial parent; the Grievance Policy for Classified Employees was revised to add a statement defining workday or working day.~~

~~Trustee House motioned to approve the second reading of the proposed revision to the Drug/Alcohol Free Workplace for Employees & Students Policy and the Grievance Policy for Classified Employees as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion approved.~~

2. **Guaranteed Policy Input: Teachers/Staff/Patrons** - Mr. Gilbert presented the 2nd 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. Trustee House motioned to approve the 2nd reading of the proposed revision of Guaranteed Policy Input: Teachers/Staff/Patrons, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion carried.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
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~~ 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 15th 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.~~

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 2nd 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. Trustee House motioned to approve the 2nd reading of the proposed revision to the Sick and Other Leave Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion granted.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
POLICY
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-certificated 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.

VIII. NEW BUSINESS –

- A. **DISTRICT CALENDARS - MHSD & BMHS - 2014-2015** – Tim McMurtrey. Mr. McMurtrey presented the proposed 2014-2015 District and BMHS Calendars for approval. He explained that teacher would like to attend the state in-service training, but the district would like for teachers to attend our district in-service too, so we moved the two district in-service days from the beginning of October to one day on September 15 and the other to October 13; should teachers want to attend the state in-service days, they may now take personal leave to attend. A motion by Trustee Checketts to approve the 2014-2015 District Calendars as presented by Mr. McMurtrey, with a second by Trustee Reynolds. Motion passed.

- B. **POLICY ADOPTION - 1st Reading** – James Gilbert

1. **Denying Enrollment - Board of Trustees Statement Policy** – James Gilbert. Mr. Gilbert presented the 1st 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 1st reading, as amended, of the proposed adoption of Denying Enrollment – Board of Trustees Statement Policy, as presented by Mr. Gilbert. Trustee Donahue 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.

C. POLICY REVISION - 1st Reading – James Gilbert

- 1. Remote School Policy** – Mr. Gilbert presented the 1st 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 1st reading of the proposed revision of the Remote School Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion carried.

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

D. **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 Jury Duty Policy, Asset maintenance Policy, Authorization for District Purchasing Policy, and Budgeting and Ordering of Instructional materials and Supplies Policy. No motion required.

1. Jury Duty Policy
2. Asset Maintenance Policy
3. Authorization for District Purchasing Policy
4. Budgeting and Ordering of Instructional Materials and Supplies Policy

E. **ANNUAL AUDIT - REQUEST FOR SPECIAL BOARD MEETING** – Cliff Ogborn. Mr. Ogborn informed the Board that the district’s audit is now ready and requested the Board schedule a special board meeting on October 29, 2013. Trustee Checketts motioned to hold a special board meeting for the annual audit on October 29, 2013, at 9:30 a.m., received a second from Trustee Reynolds. Motion accepted.

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

APPOINTMENTS

Brooks, Diana, Cook II, MHJH
 Butler, Rose, Cook II, HMS
 Cash, Ryan, Junior High Assistant Wrestling Coach, MHJH
 Cristobal, John, 7th Grade “A” Girls Basketball Coach, MHJH
 Day, Connie, Cook II, North Elementary School
 Delgado, Neil, Assistant Varsity Football Coach, MHHS
 Dolan, Karen, Special Education Paraeducator, HMS
 Holden, Bethany, Part Time Title I Paraeducator, East Elementary School
 James, Daniel, Junior High Assistant Wrestling Coach, MHJH
 Lord, Blas, Assistant Varsity/Head Sophomore Girls Basketball Coach, MHHS
 Main, James, 2nd Grade Teacher, West Elementary School

Nichelson, Holland, 8th Grade “B” Girls Basketball Coach, MHJH
Rodriguez, Merlena, Cook Manager, MHHS
Smith, Taylor, Paraeducator, Base Primary School

RESIGNATIONS

Heckathorn, Irene, Cook Manager, MHHS
Rosencrans, Rachel, Cook II, North Elementary School

- IX. **EXECUTIVE SESSION** – Student Matters. Chairman Alexander called for a motion for the purpose of allowing the Board to retire into executive session to hear student early graduation 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 hear student early graduation requests as authorized by Title 33, Section 33-510, 33-1623, and Title 67, Section 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 8:26 p.m. to hear the first student early graduation request. Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, Cliff Ogborn, Principal Johnson, and (Names on File) and family. Following a full and complete discussion of the early graduation request, the Board reconvened into open session at 8:30 p.m. A motion by Trustee House to approve the early graduation request of (Name on File), received a second from Trustee Reynolds. Motion approved.

The Board entered back into executive session at 8:31 p.m. to discuss the remaining student early graduation requests. Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, Cliff Ogborn, and Principal Johnson. Following a full and complete discussion of the remaining student early graduation requests, the Board reconvened into open session at 9:03 p.m. A motion by Trustee Reynolds to approve the early graduation requests of (Name on File) and (Name on File), and deny approval of (Name on File) and (Name on File) until the two students submit additional evidence in support of their early graduation request, received a second from Trustee Donahue. Motion passed.

The Board requested that the Early Graduation Policy be revised to increase the GPA and that a student is required to take and successfully complete upper level core classes for the student to be considered a candidate for early graduation.

- X. **ADJOURNMENT** – All business of the Board having been completed, Chairman Alexander called for a

motion to adjourn. A motion from Trustee Reynolds to adjourn was seconded by Trustee Donahue. Motion carried. Meeting adjourned at 9:07 p.m.

Chairman Alexander

Clerk Whitman