

## SCHOOL BOARD MEETING

May 16, 2006

## SCHOOL ADMINISTRATION OFFICE

TRUSTEES PRESENT: Chairman Alexander, Trustee Gridley, Trustee House, Trustee Rodney

OTHERS PRESENT: Tim McMurtrey, Doug Johnson, Cliff Ogborn, Sharon Whitman, Phil Raney, John Clark, Jackie Harper, Kathy LeFevre, Col. Tom Laffey, Sandy Herrboldt, Judy Blanchard, Joyce Wright, Connie Donahue, Sam Fields, James Gilbert, Barry Cahill, Ernie Elliott, Suzanne Pratt, Bill McCarrel, Jeff Johnson, Angie and Ethan Lane, Marsha Baker, Wanda Warren, Mary Dills, Maria Rodriguez, Celeste Calderon, Juan Sotelo, Olga Sotelo, Nikki Crusier, Eric and Stacy Olson, James Bird, Jose Lopez, Nancy Brletic

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 MEETING OF APRIL 18, 2006.** Chairman Alexander called for a motion to approve the minutes of the regular meeting of April 18, 2006. There being no comment, Trustee Gridley moved to approve the minutes of the regular meeting of April 18, 2006, with a second by Trustee Rodney. Motion approved.
- II. **FINANCIAL REPORTS -** Cliff Ogborn. Mr. Ogborn reported on the financial statements for April 2006. The statements for April reflected a balance of \$1,330,616.00. Unobligated cash and investments are net \$2,183,145.00 of interfund payables. The Income Statement reflected revenue through April is 80.5% of the budgeted revenue. Expenses show salaries are at 84.3% of original budget, and benefits are at 80.1% through the first 10 months of the fiscal year. Total expenses are at 83.2% of budget. As of April 30, we have a net margin of expenses in excess of revenues of \$1,970,205.00. Trustee Rodney moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee House. Motion passed.
- III. **CONSIDERATION OF BILLS -** Cliff Ogborn. Mr. Ogborn presented the district bills for approval. Trustee House moved to authorize payment of the district's bills as presented, with a second from Trustee Rodney. Motion carried. (A full and complete listing of the District's bills may be reviewed at the District Office, Accounts Payable.)
- IV. **STAFF/STUDENT RECOGNITION –** Suzanne Pratt and two HMS ESL students, Maria Rodriguez and Juan Sotelo, along with Celeste Calderon (prior HMS student), presented their 2<sup>nd</sup> place project to the Board. The students were recently awarded 2<sup>nd</sup> place at the statewide National History Day competition in their division, for a documentary they created entitled, "Rosa Parks: Taking a Stand in Segregation." The students were invited to the University of Maryland to participate at a nationwide competition representing the state of Idaho and Mountain Home. Ms. Pratt thanked the junior high school leadership class and Mrs. Gorman's 7<sup>th</sup> grade math class for their donation amounting to over \$1,800.00. The documentary was shown to all in attendance. At the end of the presentation, the Lion's Club presented a check for \$1,000.00 to defray costs of the trip to Washington, D.C. The Board presented Certificates of Recognition to the students and congratulated them for their award and hard work.  
  
Barry Cahill reported to the Board that the MHHS Baseball team and Girls' Golf team won the 2006 4A Academic State Championship with the baseball team having a cumulative GPA of 3.215 and the girls' golf team having a cumulative GPA of 3.601. The Board applauded both teams for winning the Academic State Championship award.
- V. **DELEGATION – None**

- VI. **PUBLIC INPUT** – Joyce Wright, Ethan Lane, and Eric Olson approached the Board to voice their concerns regarding rumors of closing one of the base schools and combining classes causing overcrowding in the classrooms. Ms. Wright, Liberty library manager, approached and stated that her concern was having kindergarten through sixth grade in one building and possible bullying issues. She also expressed her concern for the library and the amount of work it would take to combine both libraries, index all the books, and find a room large enough to hold all the books required for kindergarten through sixth grade. Ethan Lane, Liberty music teacher, approached the Board and stated that he was concerned about the music program at the base schools and the effects of combining everything into one building. He was concerned that there wouldn't be enough room to have a music program and that storing all the instruments would be costly, not to mention the damage that could occur to stored instruments. He went on and stated his concerns regarding room issues, band students, and music activities. Eric Olson, a concerned parent, expressed his concerns regarding overcrowded classrooms and the safety of the base students. He also stated that he felt the base schools are treated secondary to the town schools. Chairman Alexander stated that no decision has been made, but that enrollment at the base schools has declined by a 1000 students in the last eight years or so, and that some adjustments must be made. He also said that the student ratio is about the same at the base schools as they are in the town schools, and the difference being that when a school has fewer students some programs can't be offered. Everything is predicated on enrollment.

VII. **REPORTS –**

- A. **MOUNTAIN HOME AFB UPDATE** - Colonel Tom Laffey. Col. Laffey, the new Mission Support Commander, introduced himself and briefed the Board about the activities of the base, especially the realignment of MHAFB. The realignment implementation (BRAC) phases have begun. Depending on the airframe that comes to the base and the support personnel required to maintain the airframe, along with other BRAC realignment issues, would determine how many personnel losses or gains the base would have. Personnel will start receiving their new assignments starting now through the fall. Many deployed base personnel are starting to return to MHAFB. The Air Force still plans to reduce personnel by about and up to 57,000 personnel. The affects of this draw-down on MHAFB won't be known for a couple of years. Theoretically, the base should know where the base stands sometime next year. The base housing project is going as planned. Chairman Alexander inquired about the occupancy rate of base housing.
- B. **DECLARE TRUSTEE(S) CANDIDATE ELECTED** – Sharon Whitman. Mr. McMurtrey, on behalf of Clerk Whitman, stated that according to Idaho Code 33-502B, a candidate for trustee that is unopposed can be declared elected thirteen (13) days prior to the election date; therefore, Trustee House, Zone 2, and Trustee Gridley, Zone 4, were declared elected on May 3, 2006. Shortly thereafter, each trustee was presented with a Certificate of Election. Mr. McMurtrey congratulated both Trustees and stated that they will be officially sworn in as the elected trustee during the July 2006 annual board meeting.

VIII. **UNFINISHED BUSINESS –**

- A. **POLICY ADOPTION** – 3<sup>rd</sup> and Final Reading – Doug Johnson. Mr. Johnson presented the third and final reading of the Mountain Home School District No. 193 policy adoption of School Wellness for approval. The purpose of this policy is to encourage students and staff to adopt a healthy and nutritious lifestyle habit. The policy statement was developed to meet the requirements of state and federal law. Trustee Gridley moved to approve the third and final reading of the adoption of the School Wellness as presented by Mr. Johnson. Trustee Rodney seconded it. Motion approved.

1. School Wellness Policy

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193**

**MOUNTAIN HOME, IDAHO 83647**  
**P O L I C Y**  
**SCHOOL WELLNESS**

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

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

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

**LEGAL REFERENCE:**

Child Nutrition and WIC Reauthorization Act of 2004

Child Nutrition Act (42 U.S.C. § 1779) (subsections (a) and (b) of Section 10)

Richard B. Russell National School Lunch Act (42 U.S.C. §§ 1758(f)(1) and 1766(a), and Sections 9(f)(1) and 17(a))

PL (Public Law) 108-265 Section 204

**ADOPTED:**

- B. POLICY REVISION** – 3<sup>rd</sup> and final Reading – Doug Johnson. Mr. Johnson presented the third and final reading of the Mountain Home School District No. 193 policy revision of Graduation Requirements for approval. This revision was tabled during the last board meeting to clarify the number of social studies credits that were needed for graduation in accordance with new state standards. The original language was revised to add a residency clause to participate in the graduation ceremony and to receive a MHHS diploma. Additional revisions were made to abide by the high school reform bill; social studies credits have been reduced from six (6) credits to four (4) credits, and adding the two (2) remaining credits to electives. Elective credits have changed from 20 credits to 22 credits. The total number of required credits for graduation remains the same at fifty-two (52). Trustee House moved to approve the third and final reading of the revisions to Graduation Requirements as presented by Mr. Johnson. Trustee Rodney seconded it. Motion passed.

1. Graduation Requirements

## POLICY GRADUATION REQUIREMENTS

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's and Mountain Home School District's graduation requirements. **Students must be enrolled for a minimum of six (6) credits during the second semester of their senior year to participate in the graduation ceremony and to receive a Mountain Home High School diploma.**

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

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

<u>English</u>	8 credits
<u>Speech</u>	1 credit
<u>Mathematics</u>	4 credits
<u>Science</u>	4 credits
<u>Economics</u>	1 credit
<u>Humanities</u>	2 credits
<u>Social Studies</u>	<del>6</del> 4 credits
<u>Health</u>	1 credit
<u>Physical Education</u>	2 credits
<u>Computer Technology</u>	1 credit
<u>Qualified Electives</u>	2 credits
<u>Electives:</u> (see Procedure for Graduation Requirements)	<del>20</del> 22 credits
<b>TOTAL</b>	52 credits

(See *Procedures for Graduation Requirements* 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.

### **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 also 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 are approved by the Idaho State Department of Education and meets the above standards.

### **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**

**DEFINITIONS:**

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

Transcripted Credits: Courses typically taken in high school, but taken before 9<sup>th</sup> grade, are posted on a student's high school transcript. These courses do not meet the requirements towards graduation.

Transcripted credits for courses typically taken in high school, but earned before grade 9, are allowed by existing Administrative Rules of the State Board of Education (Sections 104, 105 and 107). Credits earned before 9<sup>th</sup> grade will be on a student's transcript provided:

- a. Student must complete Board approved required credits for graduation during grades 9 through 12.
- b. The instructor must have proper certification at the time the course was taken.

REFERENCE: Mountain Home School District Policy: Credit for Non-Traditional Education State Board of Education Administrative Rules, Sections 104, 105 and 107  
([www.sde.state.id.us](http://www.sde.state.id.us))

LEGAL REFERENCE: Idaho Code Sections  
33-119  
33-603  
33-1601, et seq.  
18-4511

ADOPTED: March 20, 1984

Revised: August 19, 2003

Revised: February 17, 2004

Revised: December 21, 2004

Revised:

- C. **POLICY ADOPTION** – 2<sup>nd</sup> Reading – Doug Johnson. Mr. Johnson presented the second reading of the Mountain Home School District No. 193 policy adoption Investment Policy for approval. This policy is required by the Government Accounting Standards Board (GASB) to control how school districts will govern investment objectives and the parameters for the management of public funds of school districts. Trustee Gridley suggested some grammatical amendments. Trustee Rodney moved to approve the second reading of the adoption of the Investment Policy with the suggested amendments, as presented by Mr. Johnson. Trustee House seconded it. Motion carried.

1. Investment Policy

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

This policy is to establish investment objectives and parameters for the management of public funds of the Mountain Home School District. These objectives and parameters are designed to safeguard funds through the minimization of credit risk and investment rate risk, to assure availability of funds when needed and provide an investment return competitive with comparable funds and financial market indexes. This policy does not apply to funds related to issuance of debt where there are other indentures and covenants in effect for such funds.

The Board shall designate the District's Treasurer to manage investment funds in accordance with this policy in the priority order of safety, liquidity, and yield. The Treasurer shall refrain from personal business activity, **which that** could conflict with proper execution of the investment program. The Treasurer shall disclose to the Board any material

financial interests in any qualified institutions that conduct business with the Board or the District and they shall further disclose any material personal financial investment positions that could be related to the performance of the District's investment program.

The Treasurer shall invest and manage all funds (except from debt when other indentures apply) under the direction and control of the Board with the objective to minimize risk, maintain liquidity and maximize yield. The foremost objective of this investment program is the safety of the principal of funds. The District will achieve this objective by minimizing credit risk and interest rate risk.

### **CREDIT RISK**

The District will minimize Custodial Credit Risk, which is the risk of loss due to the failure of a security issuer or backer, by limiting investments to the types of securities listed in this investment policy, and prequalifying the financial institutions, brokers/dealers, intermediaries, and advisors with which the District will do business.

The District will minimize Concentration of Credit Risk, which is the risk of loss attributed to the magnitude of the district's investment in a single issuer, by diversifying the investment portfolio so the impact of potential losses from any one type of security or issuer will be minimized.

### **INTEREST RATE RISK**

The District will minimize Interest Rate Risk, which is the risk ~~that~~ that market value of securities in the portfolio will fall due to changes in market interest rates, by structuring the portfolio so ~~that~~ the securities mature to meet cash requirements for ongoing operations; thereby avoiding the need to sell securities in the open market, and investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the District's cash requirements. The funds shall be managed such that they are available to meet reasonably anticipated cash flow requirements.

### **YIELD/RETURN ON INVESTMENT**

Investment portfolios shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. It is understood that return on equity is of secondary importance when compared to the safety and liquidity objectives described above.

### **FOREIGN CURRENCY RISK**

The District will not invest in investments denominated in foreign currency, and the potential risk of loss arising from changes in exchange rates.

### **AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS**

Only firms meeting the following requirements shall be eligible to serve as "Authorized Institution":

1. Primary and regional dealers ~~who that~~ qualify under the Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule), and
2. Capital of no less than \$10,000,000.00, and
3. Registered as a dealer under the Securities Exchange Act of 1934, and
4. A member of the National Association of Securities Dealers (NASD), and
5. Registered to sell securities in the State of Idaho, and
6. The firm and assigned broker have been engaged in the business of effecting transactions in U.S. Government and agency obligations for at least five consecutive years or,
7. Any Public Depository qualified in accordance with Idaho Code (I.C.) 67-1210.

All brokers, dealers, and other financial institutions deemed to be Authorized Institutions shall be provided with current copies of the investment policy, and any related procedure(s), and shall provide in return to the Board, certification of having read, understood, and agree to comply with the terms and conditions thereof.

### **AUTHORIZED INVESTMENTS AND PORTFOLIO COMPOSITION**

Investments and Depositories are restricted to those complying with I.C. 67-1210. These include:

1. United States Government Securities
2. United States Government Agencies
3. Federal Instrumentalities
4. Certificates of Deposit
5. Repurchase Agreements of government securities
6. Bankers Acceptance
7. Registered Investment Companies (Money Market Mutual Funds)
8. Investment Pools composed entirely of instruments that are legal for direct investment by an intermediate school district (Idaho State Investment Pool).

A maximum of 50% of the investment portfolio can be composed of Certificates of Deposit, Bankers Acceptance, non-government money market mutual funds, or any combination thereof. No investment portfolio may contain any Commercial Paper. Short-term investments are required to be made in corporations organized in the United States with assets exceeding \$500,000,000.00, and whose obligations are rated with one of the top two classifications (AAA or AA) at the time of the purchase as rated by both S&P and Moody's. Short-term obligations must have a maturity life not to exceed 185 calendar days. Government Securities (as defined by the Government Securities Act of 1986) must be purchased from a custodial bank , **which** ~~that~~ is a member of the Federal Reserve System and authorized to conduct business in the State of Idaho. Repurchase Agreements must have a maturity not to exceed one day.

Securities shall be registered and collateralized in the District's name and held by a third party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board Statement # 3 and Statement # 40.

The policy shall be reviewed from time to time. The District's Board of Trustees must adopt any changes to the policy.

LEGAL REFERENCES: Governmental Accounting Standards Board (GASB) Statement # 3 and Statement # 40  
ADOPTED:

#### **IX. NEW BUSINESS –**

##### **A. TRAVEL REQUEST –**

1. Boys' Varsity/Junior Varsity Basketball – MHHS – June 2 and 3, 2006, in Ontario, Oregon, and June 30 and July 1, 2006, in Elko, Nevada – Tony Kerfoot. Mr. Clark, for Mr. Kerfoot, requested permission to take the boys' varsity/junior varsity basketball team to Oregon and Nevada for basketball tournaments. He also requested use of the school vans as their means of transportation to each tournament. Trustee Gridley motioned for approval of the travel request as presented by Mr. Clark. Trustee Rodney seconded it. Motion approved.

##### **B. REAFFIRMATION OF AUDITOR –** Eide Bailly - Cliff Ogborn. Mr. Ogborn asked for approval of Eide Bailly as the auditors for the FY 06 District audit. Trustee House motioned for approval of the reaffirmation of Eide Bailly as the auditors for the FY 06 District audit. Trustee Rodney seconded it. Motion passed.

##### **C. PERSONNEL –** Doug Johnson. Mr. Johnson requested approval of the personnel items including the

administrative appointment of Jeff Johnson as the MHHS principal, and addendum items. Trustee Gridley motioned to approve the administrative appointment of Jeff Johnson as the MHHS principal, regular personnel appointments, student teacher assignments, resignations, retirements, and addendum as presented by Mr. Johnson, with a second from Trustee Rodney. Motion carried.

### **ADMINISTRATIVE APPOINTMENTS**

Jeff Johnson, Principal, Mountain Home High School

### **APPOINTMENTS**

Bradley, Catherine, School Psychologist, Educational Services  
 Casey, Melissa, Special Education, North Elementary  
 Conrow, Ranaye, Base Primary, First Grade Teacher  
 Freeman, Deborah, First Grade Teacher, East Elementary  
 Kritzeck, Tonia, Third Grade Teacher, Base Primary  
 Link, Jennifer, Kindergarten Teacher, North Elementary  
 Lord, Linda, First Grade Teacher, North Elementary  
 McGill, Yoshie G., Cook II, Base Primary  
 Petti, John H., Speech/Debate Teacher, Mountain Home High School, Mountain Home Junior High School  
 Tesar, Stehvn, Social Studies Teacher, Mountain Home High School  
 Webb, Tamara, Special Education Teacher, Mountain Home Junior High School  
 Zielke, Pam, 8<sup>th</sup> & 9<sup>th</sup> English Teacher, Mountain Home Junior High School

### **STUDENT INTERN/TEACHING ASSIGNMENTS**

Patrick Starkey – Boise State University – August 20, 2006 – May 25, 2007 – Mountain Home Junior High  
 Co-operating Teacher – Charles Durand – Social Studies

### **RESIGNATIONS**

Bartholomew, Kate M., ELL Paraeducator, Mountain Home High School  
 Chairez, Maira G., Receptionist, West Elementary  
 Charters, Jeanne, Library Assistant, Liberty Elementary  
 Clark, Elisabeth, Cross Country Assistant Coach, Track Assistant Coach, Mountain Home High School  
 Durrence, Kellis, B Custodian, Base Primary  
 Grider, Kirsten, Speech Language Pathologist, Educational Services  
 Johnson, Kari, Special Education Paraeducator, Hacker Middle School  
 Keener, Brent, Assistant Football Coach, Mountain Home High School  
 LeFevre, Ellen, A Custodian, Mountain Home High School  
 Lenzi, Kendra, Occupational Therapist, Educational Services  
 Martin, Amy, B Custodian, Hacker Middle School  
 Nestor, Danielle, Resource Teacher, West Elementary  
 Parkkila, Helen, Cook II, Hacker Middle School  
 Prand, Wendy L., Cook II, Hacker Middle School  
 Riley, Tracy L., BIC Paraeducator, Mountain Home Junior High School  
 Salvagno, Erica, Special Education Paraeducator, Hacker Middle School  
 Salinas, Dalila, LEP Paraeducator, West Elementary  
 Sandoval, Brendalynn, Title I Paraeducator, Base Primary  
 Zimmerman, Stephanie, Second Grade Teacher, Base Primary



**RETIREMENT**

Kite, Judy, 6<sup>th</sup> Grade Teacher, Hacker Middle School

Toy, Genera, Special Education Instructional Assistant, Mountain Home Junior High School

- X. **EXECUTIVE SESSION** – Chairman Alexander called for a motion for the purpose of allowing the Board to retire into executive session for student and personnel matters. After a full and complete discussion and upon motion duly made by Trustee House and seconded by Trustee Rodney, 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 executive session pursuant to Section 67-2345, Idaho Code, in order to discuss student and personnel matters as authorized by Section 67-2345(1)(b), Idaho Code.

BE IT FURTHER RESOLVED That following the executive session, the Board of Trustees will convene into public session for further business or adjournment of the meeting.

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

**NAME OF TRUSTEES**

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

And no less than two-thirds (2/3) of the membership in favor thereof, the chairman had declared said resolution adopted, and the Board recessed into executive session at 8:25 p.m. Following a full and complete discussion of student and personnel matters, the open meeting reconvened at 9:00 p.m. Trustee House motioned for the approval of assigning James Gilbert as the assistant principal of Mountain Home High School. Trustee Rodney seconded the motion. Motion approved.

- XI. **ADJOURNMENT** - All business of the Board having been completed, the meeting adjourned at 9:03 p.m.

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Chairman Alexander

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Clerk Whitman