

SCHOOL BOARD MEETING  
DECEMBER 18, 2007  
SCHOOL ADMINISTRATION OFFICE

TRUSTEES PRESENT: Chairman Alexander, Trustee House, Trustee Rodney

OTHERS PRESENT: Tim McMurtrey, Doug Johnson, Cliff Ogborn, Sharon Whitman, Connie Donahue, Phil Raney, Ernest Elliott, Albert Longhurst, Brian Hershey, Polly Sanders, James Gilbert, Nikki Crusier, Bill McCarrel, Jackie Harper, Joe Anderson, Anita Straw, Kathy LeFevre, Nancy Brletic, Paul Shrum, Nyla Norris

At 7:32 p.m., Chairperson 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 NOVEMBER 20, 2007, AND THE SPECIAL MEETING OF DECEMBER 4, 2007.** Chairman Alexander called for a motion to approve the minutes of the regular meeting of November 20, 2007, and the special meeting of December 4, 2007. There being no comment, Trustee Rodney moved to approve the minutes of the regular meeting of November 20, 2007, and the special meeting of December 4, 2007, with a second by Trustee House. Motion approved.
- II. **FINANCIAL REPORTS -** Cliff Ogborn. Mr. Ogborn reported on the financial statements for November 2007. The statements for November reflected a balance of \$1,103,643. Unobligated cash and investments are \$9,094,719 net of interfund payables. The Income Statement reflected revenue through November is \$15,426,399. This includes the November 15 foundation payment. Expenses show salaries are at \$6,002,312 of original budget, and benefits are \$1,978,792 of the approved budget. As of November 30, we have a net margin of revenues in excess of expenses of \$6,067,055. Trustee House moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee Rodney. Motion passed.
- III. **CONSIDERATION OF BILLS -** Cliff Ogborn. Mr. Ogborn presented the district bills for approval. Trustee Rodney moved to authorize payment of the district's bills as presented, with a second from Trustee House. Motion carried. (A full and complete listing of the District's bills may be reviewed at the District Office, Accounts Payable.)
- IV. **STAFF/STUDENT RECOGNITION – None**
- V. **DELEGATION – None**
- VI. **PUBLIC INPUT – None**
- VII. **REPORTS –**
  - A. **MOUNTAIN HOME AFB UPDATE –** Dennis Scott. Mr. Scott was unable to attend.
  - B. **POLICY REVIEW –** No Changes – Doug Johnson. Mr. Johnson reported that the Policy Committee reviewed Pupil Transportation Policy and determined that no changes needed to be made.
- VIII. **UNFINISHED BUSINESS –**
  - A. **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 of Contagious/Communicable/Parasitological Diseases and Infections for approval. The language was adopted regarding the concerns and procedures dealing with contagious diseases, parasites, fungi, and infections that could affect students and staff. There has been no staff or patron input. Trustee Rodney motioned to approve the second reading of the adoption of Contagious/Communicable/Parasitological Diseases and Infections as presented by Mr. Johnson. Trustee House seconded the motion. Motion carried.

## 1. Contagious/Communicable/Parasitical Diseases and Infections

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

**P O L I C Y**

**CONTAGIOUS/COMMUNICABLE/PARASITICAL DISEASES AND INFECTIONS**

Mountain Home School District No. 193 acknowledges the potentially adverse effects of contagious and communicable diseases. The District encourages safe and healthy practices, not only school district practices but individual personal practices as well, to reduce the chance of bacteria, viruses, or parasites spreading among the students and staff members of Mountain Home School District No. 193. It is the purpose of this policy to ~~establish procedures to~~ **increase the awareness about reducing** ~~reduce~~ the spread of such diseases through practical and hygienic practices.

ADOPTED:

- B. POLICY REVISION** – 2<sup>nd</sup> Reading – Doug Johnson. Mr. Johnson presented the second reading of the Mountain Home School District No. 193 policy revisions of Credit for Non-traditional Education and Remote Schools for approval. The language on Credit for Non-traditional Education was revised to clarify who qualifies for non-traditional credit to graduate high school; the language on the Remote Schools policy was revised to change the required number of students registered for the remote school to remain open. There has been no staff or patron input. Trustee House asked if anyone patrons from the Pine area asked about the revision to the Remote Schools Policy. Mr. Johnson stated that he hadn't heard from them but that he plans to visit the school this coming week and should hear something then. Trustee House motioned to approve the second reading of the revisions to Credit for Non-traditional Education and Remote Schools as presented by Mr. Johnson. Trustee Rodney seconded the motion. Motion approved.

## 1. Credit for Non-traditional Education

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

**P O L I C Y**

**CREDIT FOR NON-TRADITIONAL EDUCATION**

Non-traditional education occurs when students are **either** home-schooled, in the process of receiving a GED, or transfer from a non-accredited private school. When those students want to return to a traditional high school in order to graduate with a high school diploma, credit can be given for previous educational programs.

Those students, no older than twenty-one (21) years, who are working towards their GED, **have been home-schooled, or have transferred from a non-accredited private school** may receive automatic credit in the following manner:

**SIMULATED GED EXAM**

Interpreting Literature  
Writing Skills  
Social Studies

Math  
Science

**HIGH SCHOOL CLASS EQUIVALENT**

Reading  
English I or II  
American or World History  
or World Cultures  
General Math or Pre-Algebra  
Applied Science

Those students who have been in a non-traditional education programs will take a test(s) covering one or more of the high school equivalents. The test(s) requires a 70% pass rate to receive credit. The test(s) will be taken from simulated GED tests. ~~thus making the credit process like those students with GED's.~~ The student will receive a pass/fail grade and be able to attain a maximum of five (5) credits.

An essay in the social studies area may be required of anyone wishing to receive a credit. ~~This Such a~~ choice is up to the discretion of the administration.

Should anyone who has been home-schooled, **attended a non-accredited private school, or has been working towards a GED and or received a GED wishes** wish to return to high school for a diploma, the above credit regulations apply.

ADOPTED: July 20, 1999

Revised: December 21, 2004

Revised:

## 2. Remote Schools

### 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) five (5)** 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) two (2) or fewer** students **remain are** enrolled. When the enrollment of the school drops to **below five (5) two (2) or fewer** 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 five (5)~~ **eight (8)** students, or is closed during the school year, the ~~following~~ options will be **discussed with explained to** the parents/guardians of the remaining students. ~~and the option that best suits the needs of the student and the school district will be selected:~~
  - a. ~~District materials provided for home schooling purposes.~~
  - b. ~~Correspondence course approved by the Board of Trustees at District expense.~~
  - c. ~~Boarding the child in an area in which public schools are in session.~~
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.

ADOPTED: February 20, 1990

Reviewed: March 16, 2004

Revised:

## IX. NEW BUSINESS –

### A. TRAVEL REQUEST

1. Varsity/JV Boys Basketball – MHHS – Basketball Tournament, Baker City, Oregon, December 21-22, 2007 – Tony Kerfoot. Mr. James Gilbert, on behalf of Mr. Kerfoot, asked permission to take the Varsity/JV boys basketball teams to a basketball tournament in Baker City, Oregon.

Trustee Rodney motioned for approval for the travel request as presented by Mr. Gilbert. Trustee House seconded the motion. Motion approved.

2. Close Up Club – MHHS – Civic/Citizenship Education Classes, Washington, D.C., April 13-19, 2008 – Joe Anderson. Mr. Anderson requested permission to take his Close Up Club students to Washington, D.C., to attend citizenship classes. Trustee House asked what the cost to the school would be. Mr. Anderson replied that the cost was about \$1,953 all-inclusive, and that the students were paying for their trip themselves. Trustee House motioned for approval for the travel request as presented by Mr. Anderson, with a second from Trustee Rodney. Motion carried

- B. EMERGENCY MANAGEMENT PLAN** - James Gilbert. Mr. Gilbert presented the revised Emergency Management Plan (EMP) to the Board for approval. The language was revised to reflect present practices and to update proper procedures and responses. The color-coded alerts were deleted and replaced with Lockdown I, II, and Evacuation codes. Mr. Gilbert explained the different alert codes. He also presented the Emergency Response Plan (ERP), which is the abridged version of the EMP, and explained that this is a quick and easy reference for teachers and substitutes and should be included in all substitute packets and a copy kept in all classrooms. Chairman Alexander asked if each administrator determines what goes in the ERP, with an affirmative response from Mr. Gilbert. Mr. Gilbert also explained that each building had a Safe Team in place that also determines what goes in the ERP. He said that the EMP and ERP are working documents and will continually be revised as deemed necessary. Chairman Alexander stated that obviously, there is no possible way to address every situation that could arise. Trustee House addressed the issue of when a situation occurs in which two-way communication must cease according to the Fire and Police departments, the bomb squad, and/or Homeland Security, how do we keep students from using their cellular phones to contact their parents and visa versa? The Board stated that they would like each building to review the EMP and ERP more than once a year so that there is very minimal misinterpretation. Further discussion ensued regarding different situations, predicaments, interpretations, clarifications from local, state, and federal agencies, and possible solutions. Trustee House motioned to approve the revisions to the Emergency Management Plan for the 2007-08 school year as presented by Mr. Gilbert. Trustee Rodney seconded the motion. Motion passed.

- C. POLICY REVISION** – 1<sup>st</sup> Reading – Doug Johnson. Mr. Johnson presented the first reading of the Mountain Home School District No. 193 policy revision of Open Enrollment for approval. The language was revised to strike statement #7 from the policy regarding not being able to apply a second time if the application was approved the first time, but the applicant chose not to enroll. There has been no staff or patron input. Trustee Rodney motioned to approve the first reading of the revision to Open Enrollment Policy as presented by Mr. Johnson. Trustee House seconded the motion. Motion passed.

1. Open Enrollment

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

The Board of Trustees of Mountain Home School District No. 193 believes that to promote quality education for all students, students who reside out of the District may apply to attend school in Mountain Home School District. The Board of Trustees of the Mountain Home School District No. 193, in conformance with Idaho Code, Sections 33-1402 and 33-1404, hereby adopt the following written guidelines governing the admission of nonresident students by the District.

If a student resides in a district, that provides a full program for students of grades K-12 and any special program that the student would enroll in, that student may transfer to Mountain Home School District without payment of tuition as long as the following regulations are met.

1. The District is concerned about its class size and the effect that enlargement of the student-teacher ratios will have upon its educational program, and in that regard, the District has determined that admission of students in excess of the following ratios would work a hardship on the District, its teachers, staff, students, and educational programs.

| <u>Grades</u>                      | <u>Ratios</u>                   |
|------------------------------------|---------------------------------|
| Kindergarten – 3                   | 20 to 1                         |
| 4                                  | 25 to 1                         |
| 5 – 6                              | 28 to 1                         |
| Special Education – Resource Model | 25 to 1                         |
| Special Education – Special Design | 10 to 1                         |
| Special Education – Self Contained | 5 to 1                          |
| Secondary Schools                  | 25 to 1 average in the building |

2. For tuition to be waived, the student's resident district must offer the program, grade level, or similar educational opportunity in which the student wishes to enroll in Mountain Home School District. If the program, grade level, or similar educational opportunity is not offered in the resident district, the student may enroll with payment of tuition.
3. The parent or guardian fills out the request for transfer by February 1 of the year preceding the school year of enrollment. The student's parent or guardian must apply annually on a form provided by the State Department of Education. The application must contain the student's accumulative school record. The parent must notify the resident school district.
4. The parent or guardian is responsible for transportation to and from the school or an appropriate bus stop.
5. A pupil under suspension or expulsion is ineligible to transfer.
6. In order to attract and keep quality employees, any employee of Mountain Home School District may enroll their children at any time and without payment of tuition.
7. ~~A pupil who applies and is accepted can never apply again if he/she does not enroll in Mountain Home School District.~~

Applicant shall receive an answer as to acceptance or not within 60 days of receipt of the application.

ADOPTED: January 15, 1991

Revised: May 17, 2005

Revised:

- D. PERSONNEL** – Doug Johnson. Mr. Johnson requested approval of the personnel items. Trustee Rodney moved to approve personnel matters as presented by Mr. Johnson, with a second from Trustee House. Motion approved.

### **APPOINTMENTS**

Baker, Richard W. II, Security, MHJHS  
 Crossley, Karen M., Title 1 Paraeducator, North Elementary  
 DeVore, Sarah K, Assistant Varsity Softball Coach, MHHS  
 Handy, Tara A., BIC Teacher, West Elementary  
 Jones, Vera A, LEP Paraeducator, MHJHS  
 McBride, Randi M., Special Education Paraeducator, East Elementary  
 Roberts, Hiedi S., Print Technician/Free & Reduced Lunch Coordinator, MHSD  
 Stephens, Julie A., Title I Paraeducator, North Elementary  
 Wheeler, Juleen J., Title I Paraeducator, North Elementary

### **RESIGNATIONS**

Armstrong, Joseph, Head JV Soccer Coach, Mountain Home High School  
Casey, Brett D., Assistant Football Coach, Mountain Home High School  
DeVore, Sarah, Head Volleyball Coach, Mountain Home High School  
Ferring, Beth, Special Education Paraeducator, East Elementary

**TERMINATIONS**

Sterling, Patricia E., Cook II, East Elementary

- X. **EXECUTIVE SESSION** – The Board determined that no executive session was necessary.
- XI. **ADJOURNMENT** - All business of the Board having been completed, the meeting adjourned at 7:53 p.m.

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Chairman Alexander

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Clerk Whitman