

SCHOOL BOARD MEETING
JUNE 17, 2008
SCHOOL ADMINISTRATION OFFICE

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

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Cliff Ogborn, Sharon Whitman, Ray and Erin Hoobing of CM Company, Inc., Phil Raney, Doug Johnson, Matt Johnson, Brian English, Anita Straw, Brian Hershey, Sandy Herrboldt, Nikki Cruser, Jackie Harper, Connie Donahue, Kathy LeFevre, Jeff Johnson

At 7:30 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 MAY 20, 2008 AND THE SPECIAL BOARD MEETING OF MAY 22, 2008.** Chairman Alexander called for a motion to approve the minutes of the regular board meeting of May 20, 2008, and the special board meeting of May 22, 2008. There being no comment, Trustee Gridley moved to approve the regular board meeting of May 20, 2008, and the special board meeting of May 20, 2008, with a second from Trustee Reynolds. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for May 2008. The statements for May reflected a balance of \$4,359,976. Unobligated cash and investments are \$4,804,818 net of interfund payables. The Income Statement reflected revenue through May is \$23,377,841. The district received several years of Impact Aid payments amounting to \$3,726,221. The majority is due to payment for the housing being renovated on the base and payment for students that otherwise would have lived on base instead of town. The district also received the State foundation payment for May. Expenses show salaries are at \$13,564,286 of original budget, and benefits are \$4,347,772. The end of year estimates have been revised to better reflect where the district might be at the end of the year. Including the Impact Aid payment, the district will still break even for the year. As of May 31, we have a net margin of revenues in excess of expenses of \$1,640,986. Trustee Rodney moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee Reynolds. 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** – None
- V. **DELEGATION** – None
- VI. **PUBLIC INPUT** – None
- VII. **REPORTS** –
 - A. **MOUNTAIN HOME AFB UPDATE** – Mr. Dennis Scott. Mr. Scott was unable to attend.
 - B. **STATE FACILITIES SAFETY INSPECTION REPORT** – Phil Raney. Mr. Raney reported on the annual State Facilities Safety Inspection report. He stated that the district did really well this year and that this inspection is one of the best. There were some wiring issues regarding the overhead projectors because we hard wired them in and the state wants the connection made to power. The bleacher write-ups have been addressed. Mr. Raney thanked the custodial and maintenance staff for all of their hard work. He mentioned that in regards to the MHHS gym roof project teaming with the CM Company, Inc., has been enjoyable, especially with the district being new to this type of project. Mr. Raney said that in partnership with CM, he and his staff were salvaging as much material and parts as they could.

They have salvaged some roof joists, all the HVAC controls and time clocks, returned and received credit for two bunts of extra subflooring, salvaged 2x4's, carpet pads, etc.

- C. **MHHS GYM ROOF REPLACEMENT PROJECT UPDATE** – CM Construction, Inc. Mr. Ray Hoobing, vice president, and Ms. Erin Hoobing, project manager, reported on the MHHS gym roof replacement project. Mr. Hoobing stated that CM Company, Inc. enjoys working with the MHSD. Ms. Erin Hoobing reported that the demolition part of the project is almost completed. Presently, the building is now being prepared to take the first half of the roof off and installing the new steel pod; the second half of the roof will be completed immediately afterward. The project is going really well and is on time. Mr. Hoobing mentioned that the biggest concern is safety and asked the community to please abide and respect the safety fencing and barriers. This type of project doesn't happen often in Idaho, so it is exciting to have this type of project. He also reported to the Board that he is considering starting the day at 2:00 a.m. because of the heat and his concern for safety of his workers. He will notify the Board and the surrounding community of this decision. Mr. Hoobing thanked Mr. Phil Raney and his staff for their cooperation and work. The Board thanked CM Company for the update

VIII. UNFINISHED BUSINESS –

- A. **POLICY REVISION** – 2nd Reading – James Gilbert. Mr. Gilbert presented the second reading of the Mountain Home School District No. 193 policy revision of Dispensing of Medications. The Policy Committee, as directed by the state legislators, added a statement regarding epinephrine pens, "...or by way of an epinephrine auto-injector for severe allergic reaction (anaphylaxis) is authorized and may be carried by the student who is permitted to self-administer these medications (IC 33-520)." There has been no other staff or patron input. Trustee Gridley motioned to approve the second reading of the revision to Dispensing of Medications, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion granted.

1. Dispensing of Medications

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

The Board of Trustees of the Mountain Home School District will permit the dispensing of medication that is necessary for the health and well-being of students in schools in its jurisdiction. This policy is intended to provide for medication of a student to permit the student's attendance at school and is not intended to provide a treatment service.

1. PRESCRIPTION MEDICATIONS

- A. The parent/guardian of a student must submit yearly the *Physician's Medication Orders for Dispensing of Medication in the School* for each student needing medication dispensed at school. The Physician's request must be on this form or attached to this form for each medication to be administered. The form will be submitted to the office of the school being asked to administer the medication.
- B. The medication must be in its original container.
- C. The container label must clearly state the student's name, medication prescription number, medication name, doctor's name, dosage, and directions for dispensing.
- D. A record of dispensed medication will be kept in the *Medication Book* and signed by the personnel who dispensed the medication.
- E. Self-administration of medication administered by way of a metered-dosed inhaler by a pupil for asthma or other potentially life-threatening respiratory illness **or by way of an epinephrine auto-injector for severe allergic reaction (anaphylaxis) is authorized and may be carried by the student who is permitted to self-administer these medications.** (IC 33-520)

2. NON-PRESCRIPTION (OVER THE COUNTER) MEDICATIONS

- A. The parent/guardian must submit the *Authorization for Non-Prescription Medication Dispensing* form. Specific directions for dispensing the medication and the parent/guardian's signature must be received before any medication will be dispensed to the student.
- B. The medication must be in the original container and the student's name and directions for dispensing the medication must be written on the container.
- C. Students in grades eight and above may keep and administer their own non-prescription medications. The *Authorization* form must be on file in the office stating the name of the medication, the reason for taking it, and the dosage.
- D. For students in grades K-7, a record of dispensed medication will be kept in the *Medication Book* and signed by the personnel who dispensed the medication.

3. ADDITIONAL GUIDELINES

- A. It is recommended that medications kept in the school will be in a secured area in the school office.
- B. It is the student's responsibility to come to the office at the appropriate time to take his or her medication unless a disability requires other procedures. For students in the lower elementary grade levels, an effort will be made to remind them when deemed necessary.
- C. School district employees will dispense no medications to a student, prescription or non-prescription, without written permission from the student's parent or guardian.
- D. All medications must be supplied by the student's parent/guardian. Non-prescription medications will not be supplied.
- E. Non-prescription medications will not be dispensed to lower a fever. Pain relieving medications should be given for headaches, pain related to dental work, etc., and not illnesses that would require a student to be kept home.
- F. An effort will be made to remind parents/guardians to pick up excess medication at the end of the school year. The office personnel will dispose of all medications left in the office one week after students are dismissed from school.
- G. Mountain Home School District No. 193 and its employees will accept no responsibility for any ill effects that may result from medication dispensed to students while following this policy.

ADOPTED: 19 December 2000

Revised: 20 July 2004

Revised: 17 April 2007

Revised:

IX. NEW BUSINESS –

- A. **PROPOSED 2008-2009 BUDGET** – Cliff Ogborn. Mr. Ogborn presented the proposed 2008-2009 budget to the Board for approval. There being no input from the budget hearing, Mr. Ogborn requested approval of the budget. Trustee House thanked Mr. Ogborn for his diligent work. Trustee Gridley moved to approve the proposed 2008-2009 budget as presented by Mr. Ogborn. Trustee Reynolds seconded it. Motion passed.
- B. **BID PROPOSAL** – MHSD 193 School Bus Transportation – Cliff Ogborn. Mr. Ogborn presented the one and only bid from First Student, Inc., in the amount of \$1,250,000. Mr. Ogborn requested the Board approve First Student, Inc., as our school bus providers for the next five years. Trustee Rodney moved to approve awarding the MHSD 193 School Bus Transportation bid to First Student, Inc., in the amount of \$1,250,000, as presented by Mr. Ogborn, with a second from Trustee House. Motion approved.
- C. **PERSONNEL** – James Gilbert. Mr. Gilbert requested approval of the personnel items including the addendum. He stated that this month's personnel items included administrative appointments, administrative internship, appointments, terminations, resignations, and retirements. Trustee Rodney motioned to approve the administrative appointments, administrative internship, regular personnel appointments, resignations, terminations, and retirements along with the addendum as presented by Mr. Gilbert, with a second from Trustee Gridley. Motion carried.

ADMINISTRATIVE APPOINTMENTS 2008-2009

Straw, Anita S., Assistant Principal, Hacker Middle School
 Ybarra, Sherri A., Assistant Principal, Mountain Home Junior High School

ADMINISTRATIVE INTERNSHIP

Raines, Kerri I. – Summer Semester 2007 to Fall Semester 2008 – Base Primary, Supervisor –
 Ernie Elliott

APPOINTMENTS

Bowman, Darrell L., Business Technology Teacher, Mountain Home Junior High School
 Boyce, Susan M., Second Grade Teacher, West Elementary
 Daugherty, Trent R., Summer Overhire, Maintenance
 Durand, Anita M., ISAT Teacher, Mountain Home High School
 Gingerich, Craig, 5th grade Math/Science Teacher, Hacker Middle School
 Handy, Craig A., Study Hall Paraeducator, Mountain Home Junior High School
 Hiler, Stephanie M., P.E. Teacher, Base Primary
 Kerfoot, Tony, Varsity Football Wide Receiver Coach, Mountain Home High School
 Lockett, Jay, Assistant Varsity Boys Soccer Coach, Mountain Home High School
 Moore, Bonnie, 6th grade Social Studies/Science Teacher, Hacker Middle School
 Perez, Jessica, 6th grade Science Teacher, Hacker Middle School
 Price, Donald, Assistant Light Weight Football Coach, Mountain Home Junior High School
 Prouty, Mitchell, Light Weight Football Coach, Mountain Home Junior High School
 Reynolds, Jessie A., Speech/Drama Teacher, Mountain Home Junior High School
 Snelgrow, Daniel W., Head Varsity Girls Soccer Coach, Mountain Home High School
 Snoderly, De'Borah J., K-8 Teacher, Pine School
 Stabler, Kevin, Junior Varsity Football Assistant, Mountain Home High School
 Vassar, Edward J., Summer Grounds Overhire, Maintenance
 Viall, Carol, 5th grade Language Arts/Social Studies Teacher, Hacker Middle School
 Watkins, Leah, English Teacher, Mountain Home Junior High School

RESIGNATIONS

Bundy, Matt, Assistant Sophomore Boys Basketball Coach, Mountain Home High School
 Devore, Sarah, Assistant Softball Coach, Mountain Home High School
 Everts, Julie, K-8 Teacher, Pine School
 Hodgerson, Kevin, Assistant Coach Light Weight Football, Hacker Middle School/MHJH
 Ledoux, Jeffrey E., Assistant Varsity Cheer Coach, Mountain Home High School
 Oliva, John, Head Lightweight Football Coach, Grades 6-8
 VanGundy, Catherine, Fourth Grade Teacher, North Elementary

TERMINATIONS

Bish, Sandi, Junior Varsity Softball Coach, Mountain Home High School

RETIREMENTS

Ascuena, David G., Natural Science Teacher, Mountain Home High School, Effective August 25,
 2008

- X. **EXECUTIVE SESSION** – Student and Personnel Matters. Chairman Alexander called for a motion for the purpose of allowing the Board to retire into an emergency executive session for student matters. After a full and complete discussion and upon motion duly made by Trustee House and seconded by Trustee Gridley, 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 an executive session pursuant to Section 67-2345, Idaho Code, in order to discuss student and personnel matters as authorized by Section 67-2345(1)(a)(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	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 7:47 p.m. Others present: The attending board members, Tim McMurtrey, James Gilbert, Doug Johnson, Sandy Herrboldt, Nikki Cruser, and Sharon Whitman. Following a full and complete discussion of student and personnel matters, the Board reconvened into open session at 8:16 p.m. A motion by Trustee House to deny attendance to Jayce Ralls to Mountain Home School District for actions deemed detrimental to the health and safety of students and staff received a second by Trustee Gridley. Motion passed

XI. **ADJOURNMENT** - All business of the Board having been completed, the meeting adjourned at 8:17 p.m.

Chairman Alexander

Clerk Whitman