

Mountain Home School District No. 193

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SCHOOL BOARD MEETING  
JANUARY 18, 2011  
SCHOOL ADMINISTRATION OFFICE

Corrected Copy

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

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Cliff Ogborn, Sharon Whitman, Connie Donahue, Phil Raney, Albert Longhurst, Nikki Cruser, Anita Straw, Polly Sanders, Sherri Ybarra, Ernie Elliott, Tara Handy, Katherine Hudson, Robin Walker, Elyse Pearlman

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 DECEMBER 21, 2010.**  
Chairman Alexander called for a motion to approve the minutes of the regular board meeting of December 21, 2010. There being no comment, Trustee Rodney moved to approve the regular board meeting of December 21, 2010, with a second from Trustee Reynolds. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for December 2010. The statements for December reflected a balance of \$858,769. Investments in the State Investment Pool are at \$4,106,894. Unobligated cash and investments are \$4,557,101 net of interfund payables. The Income Statement reflected revenue through December is \$14,286,626, including an Impact Aid payment from FY2008 of \$382,852. Expenses show salaries are at \$6,905,797 of original budget, and benefits are \$2,255,825. As of December 31, we have a net margin of revenues in excess of expenses of \$3,630,702. 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 Murray 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** – Colonel Moser. Colonel Moser didn't attend.
- VIII. **UNFINISHED BUSINESS** – None
- IX. **NEW BUSINESS** –
  - A. **OUT-OF-DISTRICT OPEN ENROLLMENT APPLICATIONS** – James Gilbert. Mr. Gilbert requested approval of the open enrollment applications for the 2011-2012 school year.
    1. Bruce & Rebecca Lampman for Matthew, 9<sup>th</sup> grade, MHHS; Emily, 6<sup>th</sup> grade, HMS; and Rachel, 3<sup>rd</sup> grade, East Elementary
    2. Rick & Marilyn Peak for Gage, 2<sup>nd</sup> grade, North Elementary

The parents will provide transportation to and from school.

Trustee House motioned to approve the Out-of-District Open Enrollment Application of Bruce and Rebecca Lampman for Matthew, Emily, and Rachel, and of Rick and Marilyn Peak for Gage, as presented by Mr. Gilbert, with a second from Trustee Rodney. Motion granted.

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

1. Bereavement Leave Bank Policy - Mr. Gilbert presented the 1<sup>st</sup> reading of the proposed adoption Mountain Home School District No. 193 Bereavement Leave Bank Policy. This policy covers all staff members certified and classified. There has been no staff or patron input. Trustee Rodney motioned to approve the 1<sup>st</sup> reading of the adoption of the Bereavement Leave Bank Policy, as presented by Mr. Gilbert. Trustee Murray seconded the motion. Chairman Alexander called for a Roll Call Vote.

Roll Call Vote as follows:

Chairman Alexander.....	Aye
Trustee House.....	Aye
Trustee Rodney.....	Aye
Trustee Reynolds.....	Aye
Trustee Murray.....	Aye

and no less than two-thirds (2/3) of the membership in favor thereof, motion approved.

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

The Bereavement Leave Bank is created for the purpose of alleviating economic hardship incurred by bank members due to the death of a family member. Other catastrophic events such as, but not limited to, the abduction of a child or the loss of a home due to fire or natural disaster may also be covered under this bank.

**1. MEMBERSHIP IN THE BEREAVEMENT LEAVE BANK**

Membership in the Bereavement Leave Bank is voluntary and is open to all employees of School District 193. To be eligible for a grant during any school year, each eligible employee must become a Bereavement Leave Bank member no later than October 1, or within thirty (30) days following initial employment, as is appropriate. Membership in the bank shall continue until the employee is no longer employed by School District 193, or until the employee withdraws his or her membership by submitting a written request to the Bereavement Leave Bank Committee. A member may not withdraw those days of sick leave already contributed to the Bereavement Leave Bank.

**2. ADMINISTRATION OF THE BEREAVEMENT LEAVE BANK**

The Bereavement Leave Bank Committee shall manage the School District 193 Bereavement Leave Bank program and shall consist of the following members:

- Three (3) members appointed by the Mountain Home Education Association
- One (1) trustee appointed by the Board of Trustees
- One (1) administrator appointed by the Board of Trustees
- One (1) classified employee appointed by the Classified Steering Committee

Bereavement Leave Bank Committee members shall serve from September 1 to August 31, with committee appointment to be made by April 1. Bereavement Leave Bank Committee members may be re-appointed to the Committee.

Days granted to members will be drawn from a pool of days established by the donation of one (1) day of sick leave per member upon his or her initial entry into the Bereavement Leave Bank. In addition, the District shall make an initial contribution of sixty (60) days of leave to establish the pool. The Bereavement Leave Bank Committee shall determine the number, if any; of additional sick leave days each participant must contribute to keep the bank solvent with the following limitations:

- A. Each participant must contribute the same number of additional days as declared by the Bereavement Leave Bank Committee to remain a member of the bank.
- B. All days contributed may be whole or fractional days.
- C. Partial days may be granted to applicants at the discretion of the Bereavement Leave Bank Committee.
- D. The Bereavement Leave Bank Committee shall report all days granted by the Bank to the School District Administration Office and all other information necessary for the employee's records.

### 3. APPLICATION FOR BEREAVEMENT LEAVE GRANTS

Bereavement leave may be used to cover an employee's absence from school due to the death of a family member. Other catastrophic events as outlined above may also be eligible for bereavement leave coverage.

Each member of the Bereavement Leave Bank may, upon approval of his or her administrator, use two (2) days of bereavement leave per year without applying to the Bereavement Leave Bank Committee. In the event of an extended bereavement, the employee must contact a member of the Bereavement Leave Bank Committee or the School District Office to obtain approval. Days taken in excess of the two (2) day allowance, without prior approval by the Bereavement Leave Bank Committee, may not be approved, and may be subject to loss of pay.

### 4. MAXIMUM DAYS

The maximum number of days that may be granted to any one employee during a school year is ten (10) days. This limit may be extended up to an additional ten (10) days in the event of extenuating circumstances.

Legal Reference: Idaho Code 33-1216(b)

ADOPTED:

- C. **POLICY REVIEW** – No Changes – James Gilbert. Mr. Gilbert reported the Policy Committee reviewed and determined no changes needed to be made to MHSD's Professional Staff Development Plan Policy and School Safety and Discipline Policy. Trustee Rodney motioned to approve the policy review of Professional Staff Development Plan Policy and School Safety and Discipline Policy with no changes as presented by Mr. Gilbert. Trustee Murray seconded the motion. Motion passed.
  - 1. School Safety and Discipline
  - 2. Professional Staff Development Plan
- D. **DISTRICT CALENDAR – 2011-2012** – Tim McMurtrey. Mr. McMurtrey submitted the proposed district calendar for the 2011-2012 school year, along with the recommended PLC Early Release Days and with the understanding that the calendar may change depending on the outcome of the JFAC, legislation, and Superintendent Luna's plans. Trustee House motioned for approval of the 2011-12 District Calendar as presented by Mr. McMurtrey, with a second from Trustee Murray. Motion granted.
- E. **EDUCATION PROGRAM – 2010-2011** – Tim McMurtrey. Mr. McMurtrey submitted the Education Plan for the 2010-2011 school year, which includes all offered courses, course length, pre-requisites, and courses required versus electives, to the Board for approval. The SDE asks for the Educational Plans this time every year. Trustee Rodney motioned for approval to the 2010-

2011 Educational Program as presented by Mr. McMurtrey, with a second from Trustee Reynolds. Motion approved.

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

**ADMINISTRATIVE APPOINTMENTS – 2011-2012 SCHOOL YEAR**

McMurtrey, Tim W. – Superintendent, Appointment through June 30, 2014,  
Mountain Home School District

Gilbert, James G. – Assistant Superintendent-District Operations, Appointment through  
June 30, 2013, Mountain Home School District

Donahue, Connie – Director of Educational Services, Appointment through June 30, 2012,  
Mountain Home School District

**APPOINTMENTS**

Johnson, Kaitlen E., Special Ed Paraeducator, East Elementary  
Romero, Belinda, ESL Paraeducator, North Elementary

**RESIGNATIONS**

Cigich, Sheila M., Special Education Teacher, Base Primary  
Miracle, Patricia A., 5<sup>th</sup> Grade Teacher, HMS  
Miracle, Patricia A., Varsity Cheerleading Coach, MHHS

- X. **ADJOURNMENT** – All business of the Board having been completed, Chairman Alexander called for a motion to adjourn. A motion from Trustee Rodney to adjourn was seconded by Trustee House. Motion carried. Meeting adjourned at 7:42 p.m.

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Chairman Alexander

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Clerk Whitman