

SPECIAL BOARD MEETING
MAY 2, 2011
DISTRICT ADMINISTRATION OFFICE

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

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Connie Donahue, Cliff Ogborn, Sharon Whitman, Erin Acarregui, Jeff Johnson, Karen Kohring, Judy Case, Tilli Abbott, Katherine Hudson, Robin Walker, Mike Curtis

A special meeting of the Board of Trustees of Mountain Home School District No. 193 was convened at 7:32 p.m., on the 2nd day of May 2011, at the District Administration Office, 470 North 3rd East, Mountain Home, Idaho, in said district, pursuant to authority provided by Title 33 Chapter 5, Sections 33-506, 33-510, 33-512, and Title 67-2340 through 67-2347 Idaho Code, and pursuant to affirmation by the Clerk that notice of the special meeting had been given to each trustee and had been announced by written and posted public notice as required by law. A copy of the Notice of a Special Meeting of School Trustees so posted follows:

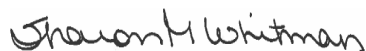
**NOTICE OF SPECIAL MEETING
BUDGET WORKSHOP MEETING OF THE BOARD OF TRUSTEES
MOUNTAIN HOME SCHOOL DISTRICT NO. 193
Mountain Home, Elmore County, Idaho**

NOTICE IS HEREBY GIVEN that a special meeting – Budget Workshop, of the Board of Trustees of Mountain Home School District No. 193, will be held on Monday, May 2, 2011, at 7:30 p.m., at the District Administration Office located at 470 North 3rd East, Mountain Home, Idaho, in said District, during which the following business will be conducted:

- I. Budget Workshop
- II. Adjourn

This Special Meeting of the Board of Trustees of Mountain Home School District No. 193 is called pursuant to Title 33 Chapter 5, Section 33-506, 33-510, 33-512, and Title 67-2342 through Title 67-2345, Idaho Code.

Dated the 28th day of April 2011.



Sharon M. Whitman
Clerk, School District No. 193
Mountain Home, Elmore, Idaho

At 7:32 p.m., Chairman Alexander convened the special meeting of the Board of Trustees to discuss what actions the district must do to stay within the newly directed state education budget for the 2011-2012 school year.

Prior to the first agenda item, Chairman Alexander stated there was an addendum to the agenda regarding adopting a Reduction in Force policy. He asked the trustees that if there were no objections, the Reduction in Force policy adoption be added to the agenda in accordance with Idaho Code 67-2343 (4)(b)(c). Trustee House agreed and the remaining trustees concurred.

- I. **BUDGET WORK SESSION** – Mr. Ogborn started the budget workshop by reviewing FY12 SDE Reimbursement and the Variance Analysis sheets. He compared the enrollment figures starting at the actual figures from 2010 and 2011 through the projected 2012 enrollment figures and how the

enrollment figures affect our district regarding the legislative change. Mr. Ogborn predicted a -1.20% decrease in student enrollment from 2011 to 2012. He projected grades Kindergarten through 3rd grade would decline from 1,035 students in 2010 to 930 students in 2012, with Base Primary's enrollment dropping from 215 students in 2010 to 165 students in 2012; grades 4th through 6th are projected to go from 936 students in 2010 to 920 students in 2012; the secondary enrollment figures, grades 8-13, are projected to drop from 1,711 students in 2010 to 1,630 students in 2012. Mr. Ogborn also mentioned that Kindergarten students would drop from 353 students in 2010 to 330 students in 2012; Pre-Kindergarten would actually increase from 47 students in 2010 to 50 students in 2012; Pine school would go from 6 students in 2010 to 5 students in 2012.

Mr. Ogborn then reviewed how the Average Daily Attendance (ADA) of each grade is formulated and then included as part of the equation determining our allowable Support Units by grade. He also explained the Enrollment to ADA Conversion along with the state determined divisors as part of the equation determining our Support Units for each grade including special education and Pine School. Mr. Ogborn reported that our district would go from 189.79 Support units down to 184.94 Support Units for a -2.56% reduction in Support Units or \$854,443.

Mr. Ogborn also reviewed how our Support Units are multiplied by the SDE determined Allowance Factor giving us the maximum total amount of administrators for which we are reimbursed, the maximum total amount of certified for we are reimbursed, and the maximum total amount of classified for which we are reimbursed. He said we would be reimbursed for 286.01 staff members in 2012 from 293.51 staff members in 2010

Mr. Ogborn then reviewed the FY Variance Analysis sheet. He reported that our Entitlement funding per support unit has decreased from \$25,459 in 2010 to \$19,626 in 2012, a drop of \$5,833 in two years. Mr. Ogborn said that this is theoretically is our discretionary money we use to pay utilities, health insurance, etc. He said our Support Units have decreased by 4.7% in two years and that combined with the decreased Entitlement funding is a reduction of \$1,198,762 in two years of which \$732,112 came last year.

Mr. Ogborn discussed the Salary Based Apportionment section. He said our Allowable Base for administrators has decreased from \$34,705 in 2010 to \$31,833 in 2012; certified has decreased from \$24,567 in 2010 to \$23,123 in 2012; classified has decreased from \$19,840 in 2010 to \$18,684 in 2012. Mr. Ogborn also reported that the Salary Reimbursement has decreased by \$854,443 in two years, administrative salary reimbursement has decreased from \$864,089 in 2010 to \$772,945 in 2012; certified has decreased from \$7,894,650 in 2010 to \$7,246,517 in 2012; classified has decreased from \$1,411,368 in 2010 to \$1,296,203 in 2012. He said the majority of the decreased in funding is because of the amount the state is funding us for each one of our support units.

Mr. Ogborn ended by reviewing the Volume Adjustments or how many staff members we are reimbursed. He said the state would only reimburse us for 13.88 administrators in 2012 from 14.23 administrators in 2010, a decrease of .35 administrative positions; 203.50 certified in 2012 from 208.67 in 2010, a decrease of 5.17 classified positions; 69.38 classified staff in 2012 from 71.14 in 2010, a decrease of 1.76 classified positions.

Chairman Alexander asked if there were any questions with a negative response. He then asked Mr. Ogborn if these numbers were new. Mr. Ogborn replied no, they came from the legislative session.

Chairman Alexander then asked Mr. McMurtrey to give his input.

Mr. McMurtrey explained that given the dilemma we are faced with, we have no other choice but to cut. He said we've discussed in length what programs to cut, what to look at, what areas the Board felt we need to look at more closely, and what direction to head, and implementing a modified seven-period block schedule. Mr. McMurtrey said we have done that and handed out the suggested changes and cuts to the trustees to review.

Mr. McMurtrey reviewed the suggested changes and cuts. He explained we require 52 credits to graduate whereas the state only requires 46. Mr. McMurtrey explained that we match the state on the English Speech, Math, Science, Humanities, and Health credits, but we have 7 Social Studies credit requirements and the state has 5; we have 16 Electives credit requirements and the state has 17; we have 2 Physical Education (PE) credit requirements and the state has none; we have 1 Computer Technology credit requirement and the state has none, yet the SDE are the ones promoting technology; we have 2 Elective credit requirements and the state has none. He then said we could cut credits or adjust our schedule, and if we go to a modified 7-period block, the students could still earn 56-credits, but we could drop our requirements to 50-credits. Chairman Alexander what is a Qualifying Elective and the response was mostly the Vocational-Technical classes, PE, and humanities.

Chairman Alexander stated that we offer 64-credits but require 52, so students have twelve additional opportunities to attain the credits required to graduate. He then asked how would cutting the requirements affect the opportunities for students, especially those who might be struggling, to graduate. Mr. Johnson replied that with summer school, they would have an opportunity, but he is more concerned about those students who don't have a first hour so they can attend seminary class. He said that with the current block schedule, it isn't a problem, but with a 7-class block, those students would be short 4-credits and would have to go to summer school or find alternative ways to get the required amount of credits. Chairman Alexander stated that we need to worry about the high school students first and seminary is going to have to find a way to work around our schedule under these circumstances and then asked if any board member had a problem with that. The trustees concurred, but Trustee House said this would not be received well because every time there has been a suggestion to change the seminary schedule, it has been controversial. Chairman Alexander responded Trustee Murray stated, "With the state rule being they are allowed x number of hours how will that affect the required time to go to seminary class." Mr. Johnson said state code just says they are allowed a release time. Chairman Alexander stated he didn't think it was our problem; it's our rules and they can work around us; I don't wish anyone ill will but the time has come time for us to lose many of those nice things that we've been able to offer, but we have to worry about the district first and foremost. Mr. McMurtrey asked could a student take seminary during a regular school day and still meet graduation requirements. Mr. Johnson replied not all four years, they wouldn't meet graduation requirements and we lose ADA. Discussion continued about seminary release.

- II. **POLICY ADOPTION – Reduction in Force** – Chairman Alexander. Chairman Alexander read aloud the draft of the Reduction in Force policy. Mr. Gilbert reviewed the rubric with the Board. He began by stating that this was brought about by the changes to state code, we are not allowed to use seniority or contract status to conduct a RIF, and with that being said, it wasn't something that we supported, but this is the fairest way to conduct a RIF. Mr. Gilbert said and this gives credence to those who have taught for a long period of time as long as they have performed proficiently and their evaluations reflect such. Chairman Alexander stated that with a caveat that seniority cannot enter into it. Mr. McMurtrey stated that at the bottom of the rubric it states that special education is considered a hard to fill category. Chairman Alexander said this is a policy that needs to be in place immediately and he suggested they suspend the traditional three readings. Chairman Alexander asked if the Board had any questions and with Trustee House's response of needing a few more minutes to finish reading the policy, the Board took a few minutes to finish reading the draft policy and rubric. Chairman Alexander asked if there were any objections to suspend the three readings and with that, Trustee House motioned to suspend the traditional three readings and to approve the first and only reading of the Reduction in Force policy, as presented. Trustee Rodney seconded the motion.

Roll call vote as follows:

NAME OF TRUSTEES

Chairman Alexander Aye
Trustee House Aye

Trustee Rodney Aye
 Trustee Reynolds Absent
 Trustee Murray Aye

And no less than two-thirds (2/3) of the membership in favor thereof, the chairman had declared said policy adopted and in place.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
REDUCTION IN FORCE (RIF)

I. General Statement of Policy

It is recognized that the Board of Trustees of Mountain Home School District No. 193 (MHSD 193) has the responsibility to maintain good public elementary and secondary schools and to implement the educational interest of the state, consistent with state and federal educational requirements, including the district and school attainment of Adequate Yearly Progress (AYP), school and district improvement plans, accreditation requirements, and other school-based specific issues. However, recognizing also that it may become necessary to eliminate certificated staff positions in certain circumstances, this policy is adopted to provide a fair and orderly process should such elimination become necessary.

II. Reasons for Elimination of Certificated Staff Positions

It is recognized that the Board of MHSD 193 has the sole and exclusive prerogative to eliminate certified staff positions consistent with the provisions of the state statutes.

Elimination of certificated staff positions may result from the following examples or from other conditions necessitating reductions:

- a. Decreases in student enrollment
- b. Changes in curriculum
- c. Financial conditions or limitations of the District

The need for implementation of a Reduction in Force and/or the elimination of certificated positions is left to the sole discretion of the Board of Trustees of MHSD 193.

The Board of Trustees of MHSD 193 may choose to implement a RIF through:

- a. The elimination of an entire program or portions of programs;
- b. The elimination of positions in certain grade levels only;
- c. The elimination of positions by category;
- d. The elimination of positions in an overall review of the District;
- e. The elimination of positions through other considerations and implementation decisions;
- f. The elimination of a portion or percentage of a position(s) or
- g. Any combination of the above.

III. Definitions

As used in this policy, "teacher" shall apply to any employee of the District who holds a certificate issued by the State Board of Education who is employed in a teaching, directorial, or administrative position, below the rank of Superintendent.

IV. Procedures

- a. Prior to commencing action to terminate teacher contracts under this procedure, the Board will give due consideration to its ability to effectuate position elimination and/or reduction in staff by:
 1. Voluntary retirements
 2. Voluntary resignations
 3. Transfer of existing staff members
 4. Voluntary leaves of absence
- b. In the event a reduction in staff is required, teachers who are retained pursuant to this policy may be reassigned if suitable position openings are available in instructional areas for which they are Highly Qualified and for which the principal has approved transfer as per the requirements of Title 33, Chapters 5, 10, and 12, Idaho Code.
- c. In the Board making a determination as to the individuals to be released pursuant to the Reduction in Force (RIF), consideration will be given to the following criteria:
 1. Area(s) of certification for which the teacher is Highly Qualified, which are classified by the District as Hard to Fill positions
 2. Number of areas of certification for which the teacher is Highly Qualified
 3. Educational/Degree status
 4. National Certifications held
 5. Position as a Lead or Master Teacher within the District
 6. Whether or not the teacher is Highly Qualified in a course necessary for High School Graduation requirements
 7. Whether or not the teacher is Highly Qualified in a course necessary for Junior School advancement
 8. Instructs a college credited course.
 9. Contribution and/or involvement in extra-curricular or co-curricular positions with students
 10. Compliant with Professional Standards and Conduct and District Policy.
 11. Teacher evaluation, including components required by state statute to be encompassed in teacher evaluation

It is the intention of the Board that each of the above criteria be given a point value for consideration of the implementation of this RIF. The appended chart, which is adopted and incorporated as part of this policy, identifies the specific point values for each of these areas of consideration.

It is further the intent of the Board that primary consideration be the quality of instruction and the progress that students are making throughout the course of the school year as well as properly endorsed Highly Qualified instructors to be in classroom positions in order for the District to be compliant with federal and state education requirements.

For each teacher subjected to RIF consideration based upon the Board's method of implementation, a Teacher Profile shall be developed by the Superintendent or designee applying the criterion to each respective teacher.

The factors for consideration shall be reviewed on an annual basis by the District's Administration and Administrative/PLC Committee to determine whether factors should be added or eliminated, or weighted differently. Such recommendations for modification will then be brought to the District Policy Committee for actual revision and then before the Board for consideration.

- d. If possible, advanced notice of the possible RIF shall be given to all teachers who may be released, based upon the number of teachers who may be released, in whole (full) or in part, and the school programs, teacher positions, or categories of positions that may be affected.
- e. With this notification, the Superintendent or designee Department shall provide a copy of the Teacher's

Profile, utilizing the established point system, and the steps a teacher should take if they believe that there is an error in their individual Teacher Profile.

1. It is recommended that the subject teachers review their personnel file materials with the District's Administrative Office and/or Human Resources Department to assure that the school has appropriate information relating to the various criteria referenced above.
 2. If a teacher receiving a Teacher Profile believes that there is an error that has been made on their individual profile, the teacher shall notify the Superintendent or designee of their concern of an error, *in writing*, by the close of the school day on the third school day after the Teacher Profile has been delivered to the teacher or the teacher's mailbox and/or has received notice of the possible RIF.
 3. This written notice from the teacher shall specifically identify what element or elements of the Teacher Profile/Personnel File are believed to be erroneous and explain specifically why the element(s) is believed to be in error.
 4. If the Superintendent or designee receives notice of possible error, each such written notice, timely received, shall be individually reviewed for possible reconsideration or evaluation of the information used to create the Teacher Profile or the information used in consideration of the RIF. This may include a member of the District or School Building's Administration communicating directly with the teacher to obtain more information or documentation relating to the alleged error. If the Superintendent or designee determines that an error was made in completion of the Teacher Profile, a new profile will be created and forwarded to the teacher in question.
 5. If the Superintendent or designee determines that no error was made in completion of the Teacher Profile, the teacher shall be notified of this determination.
 6. The teacher shall have a period of three school days to file written notice of an appeal of this decision to the District's Superintendent. Thereafter the Superintendent or designee of the Superintendent shall review the dispute, in whatever manner the Superintendent/designee deems appropriate for the circumstance, and make a final decision on the issue of the appeal and questioned error of the Teacher Profile.
- f. If the Board determines that a RIF in fact will be implemented, the superintendent shall submit a list of the teachers recommended for release, through use of the above process, and shall make recommendation to the Board as to what due process, if any, the Board needs to implement for each individual personnel situation.
- g. All releases shall be done in conformance with the applicable provisions of Title 33, Chapters 5, 10, and 12, Idaho Code, and all affected teachers will be promptly notified, in writing, of the Board's decision or actions that need to be taken by the Board relating to applicable due process activities, if any.

V. Recall Provisions

If the contract of employment of a teacher is terminated because of the implementation of this RIF policy, the name of the teacher shall be placed upon a reappointment list and remain on such list for a period of one year(s).

If a position becomes open during such period, and the teacher has been selected by the Board as a person on the recall list who is Highly Qualified and most capable of holding the position, then the teacher will be notified in writing by certified mail, sent to the last known address, at least thirty (30) days prior to the anticipated date of employment, when possible.

In determining whether a teacher is qualified for reappointment, the Board of Trustee shall consider the criteria as set forth. The teacher shall accept or reject the appointment in writing within even (7) days after receipt of

such notification. If the appointment is accepted, the teacher shall receive a written contract within twenty (2) days of receipt of the teacher's reply by the Board. If the teacher rejects the appointment offer or does not respond according to this procedure within seven (7) days after receipt of such notification, the name of the teacher will be removed from the recall list.

Legal References: Idaho Code 33-522, Reduction in Force
ADOPTED:

CRITERIA AND MEASURE POINT VALUE

Name: _____

Location: _____

Subject of Instruction: _____

EDUCATIONAL CERTIFICATION AND CREDENTIALS			
Highly Qualified in Subject Matter of Instruction	_____ points	One point total	
Highly Qualified in Hard to Fill Position as Determined by Board*	_____ points	One point total	
Highly Qualified in Multiple Subject Matters of Instruction	_____ points per each subject matter of instruction for which Highly Qualified	One point per each	
Advanced Degree – MA/MS	_____ points per degree	One point per each	
Advanced Degree – Doctorate	_____ points per degree	One point per each	
Other Advanced Degree	_____ points per degree	One point per each	
National Board Certification	_____ points	One point total	
Instructs in a course necessary for High School Graduation Requirements	_____ points	One point total	
Instructs in a course necessary for Junior High School advancement	_____ points	One point total	
Instructs a college credited course	_____ points	One point total	
PROFESSIONAL CONTRIBUTIONS			
Lead Teacher/ Department Head	_____ points	One point total	
Advisor of co-curricular activity	_____ points	One point per activity	
Advisor of extra-curricular activity	_____ points	One point per activity	
SUBTOTAL POINTS	_____ Subtotal Points		
TEACHER EVALUATION			

For every evaluation determination of exceeding expectations on District Evaluation	_____ points	Two points per evaluation	
For every evaluation determination of meeting expectations on District Evaluation	_____ points	One point per evaluation	
PROFESSIONAL STANDARDS AND CONDUCT			
No documented offenses in violation of professional standards or District Policies.			
For each documented offense in violation of professional standards or District Policy, as documented through a reprimand, suspension or other documented notation, subtract 2 points from the total possible points.	_____ points	One point	
TOTAL POINTS	_____ Total Points		
TIE BREAKER CONSIDERATIONS			
Number of Certifications for which Highly Qualified	_____ points	One point per certificate	Total Points

*Highly Qualified Hard to Fill Positions have been determined by the Board to include: Special Education
ADOPTED:

Mr. McMurtrey then reviewed the suggested cuts. He started by stating that this is something none of them wanted to do, but they have made a 3-year plan for certified and program cuts as directed by the Board. Mr. McMurtrey reminded everyone that the cuts depend on the funding and amount of retirements. He then listed all the suggested cuts:

2011-2012 Certified Cuts		2012-2013 Certified Cuts *		2013-2014 Certified Cuts *	
1	District G/T Teacher	1	MHHS Foreign Language	Reduce number of elementary Music/PE Teachers	
1	HMS Applied Math	1	MHHS Business	.5	District Activities Director
1	HMS Applied Reading	1	MHHS Social Studies		
1	HMS Art	.5	BP Kindergarten Teacher		
1	HMS PE	.5	District Activities Director		
1	HMS Team Building	1	BP First Grade Teacher		
1	HMS SPED	1	BP Second Grade Teacher		
1	BP SPED				
1	MHHS Librarian – change into a classified position				
1	MHJH Video Production				
1	MHHS Video Production				
1	MHHS Carpentry				
1	MHHS ISAT				
2	MHHS PE				
1	East Elementary Certified				
1	North Elementary Certified				

1	West Elementary Certified		
1	BP Certified		
1	District PAT		
1	Administrator		
2011-2012 Certified Additions			
1	MHJH Counselor		
1	MHJH Health Teacher		
		* Subject to change depending upon funding and retirements	

Mr. Gilbert said most of the cuts at HMS are because we went to the self-contained 5th and 6th grade classrooms.

Mr. McMurtrey continued to explain that the case load for the G/T teachers isn't extremely high so we'll have to cut one position; the BP special education teacher resigned earlier this year and we haven't replaced that position and BP doesn't have a large case so they only need one special education teacher; the MHHS Librarian is retiring this year and he suggested the position be filled with a classified staff, which has been approved through the Northwest Accreditation; we cut some MHHS and MHJH programs; we cut two PE teachers; we cut one teacher for each of the elementary schools, but we will hold these positions depending on the fall enrollment; we eliminated the PAT program; we cut one district administrator; we combined the Student Services (Special Education) Director and the BP principal positions. He said we do have some additions because MHJH desperately needs a counselor for the students and needs a Health elective. Discussion continued regarding possible future cuts depending on funding and enrollment.

Mr. McMurtrey said that these cuts only affect certified staff; we haven't even looked at what cuts will be made to the classified staff. He said classified staff members have been told that if they find employment opportunities elsewhere, they should take it.

Chairman Alexander asked about the one position at each of the elementary schools and whether it was speculative. Mr. McMurtrey said yes, due to enrollment and retirements. He said this is no way good for students but there is a possibility of combining four 1st grades classes into three first grade classes at East Elementary, and it would be the same at North Elementary.

Discussion continued regarding some of the program cuts, teacher cuts, student enrollment, etc.

Trustee Murray asked why are we keeping an athletic [activities] director and still making all the cuts. Mr. McMurtrey responded by saying there is an issue of who would do all the scheduling, the game management, the coaches, the parents, etc., and that is why we are keeping the AD fulltime this year and making the position by ½ and the following year by the other ½; we've already cut one administrative position. Mr. Gilbert referred Trustee Murray back to the budget entitlement, salary apportionment, and adjustments and then referred him to where it stated we would be paid for 13.88 administrators and we are already below that. Trustee Murray then said he was okay with that because we are already cutting an administrator and he was wondering, why we are cutting a special education director and a principal, and keeping an athletic [activities] director. Mr. Gilbert responded that the big thing is basically, where the retirements happened, and we have stated that if the special education director/principal doesn't work, we are willing to change something else. He said we had two retirements that happened that allowed for us to make that combination to allow us to at least give it a try. Mr. McMurtrey said it could be the activities director goes to a fulltime position or a fulltime cut should the ½-time position not work and that is why it is difficult for us to state what cuts we are going to make down the road. Trustee Murray said, "That in my opinion, if it comes to an administrator and

the athletic [activities] director is [are] the first one[s] to go because we have special ed problems already and we have principals that are given an increased work load and we need them certifying or reviewing teachers more than we need an athletic [activities] director doing a sports schedule.”

Chairman Alexander said that it is important for everyone to understand that one way or another these numbers have to happen. He then asked if there were any more questions.

Mr. McMurtrey asked for direction on what the Board would like them to do with the certified cuts. Chairman Alexander and Trustee House said we don’t have a choice, there might be a position that changes in one place or another; this is an outline and it makes sense. Mr. McMurtrey asked if the Board wanted to re-examine the ½ position of special education director and principal and AD. Trustee House said we needed to look at enrollment. Trustee Murray asked how hard would it be to find an administrator that is special education certified. Mr. Gilbert responded that position had already been filled.

Mr. McMurtrey asked Mr. Jeff Johnson since he had been the AD and is now the high school principal, what happens if the AD goes away. Mr. Johnson replied that it was probably one of most difficult jobs he has had. He said it was very time consuming with the scheduling and the parents, and the parent complaints along with all the other issues that go with extra-curricular activities.

Mr. McMurtrey then asked Mrs. Donahue her thoughts, as she was a Special Education Director and a principal. Mrs. Donahue replied that enrollment at the base is very low and combining the principal job and special education director job is very doable. She said it is well worth trying. Trustee Murray asked if she thought observations could be accomplished. Mrs. Donahue said absolutely, especially with the current enrollment. She said the person could be at the base fulltime as the principal and still be able to handle the logistics of the state reporting for special education; the special education employees would have to step up and help with the special education issues. Mr. McMurtrey said that is the reason we even considered it, it was the declining enrollment at the base. He said the base’s low enrollment numbers don’t justify them having small classrooms. Mr. McMurtrey asked Trustee Murray to look at their numbers compared to the other elementary schools, we wouldn’t even dream of doing that with one of the other elementary schools.

Mrs. Donahue then stated when she was first assigned the principal of East Elementary, it was kindergarten through 6th grade, nearly 500 students, but now the elementary schools are kindergarten through 4th and much more manageable, so with the low enrollment at the base, combining the two positions should be tried.

Mr. McMurtrey continued by giving an example of what did not work this year was splitting the assistant principal job between HMS and MHJH. He said that he has a list of things Mr. Longhurst dealt with at MHJH and he is not saying Mrs. Cruser didn’t have issues as well, but the students are at a different age level in which they truly need a counselor. Mr. Gilbert stated to Trustee Murray that regarding the base principal job, should special education issues come up in town he and Mr. McMurtrey planned on picking up those duties. He then said that he and Mr. McMurtrey have thrown everything on the table including having a ½-time teacher/ ½-time principal at the base; they’ve even discussed he and Mr. McMurtrey alternating days at the base, so they have been trying to cut an administrator and this is the least, worse scenario.

Discussion continued briefly regarding the cuts, changes, and suggestions.

Chairman Alexander asked if a motion was needed and Mr. McMurtrey said it was a timing issue because we need to let staff have enough time to seek other employment, especially the Category I staff, they need to know they would not have a job with our district next year. Mr. Gilbert said we could start the involuntary transfers tomorrow and then look at the RIF. He said we are essentially eliminating 14 positions and many of those are Category I teachers, so with the retirements, that means

about six teachers losing their jobs. Mr. Gilbert and Mr. McMurtrey explained to Trustee Murray how retirements affect positions through attrition.

Chairman Alexander ended by saying that now there is a RIF policy in place so now Mr. McMurtrey and Mr. Gilbert need to get started on this awful process so those losing their job will have a chance to find employment elsewhere.

- III. **ADJOURN** – 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 Murray. Motion passed. Meeting adjourned at 8:25 p.m.

Chairman Alexander

Clerk Whitman