

Mountain Home School District No. 193

SCHOOL BOARD MEETING
JULY 19, 2011
DISTRICT ADMINISTRATION OFFICE

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

OTHERS PRESENT: Tim McMurtrey, James Gilbert, Cliff Ogborn, Sharon Whitman, Tara Handy, Phil Raney, Nikki Crusier

At 7:30 p.m., Chairman Alexander convened the regular meeting of the Board of Trustees.

Prior to the first agenda item, Chairman Alexander stated there was an addendum to the agenda regarding adding the SIC Vision for the Valley report under Reports. He asked for a motion to approve the addendum in accordance with Idaho Code 67-2343 (4)(b)(c). Trustee House called for a motioned to approve the addendum to personnel, with a second from Trustee Reynolds. Chairman Alexander called for a roll call vote:

Roll Call Vote as follows:

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

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

Chairman Alexander then called for the first item of business.

- I. **APPROVE THE MINUTES OF THE SPECIAL BOARD MINUTES OF JUNE 21, 2011, AND THE REGULAR BOARD MEETING OF JUNE 21, 2011, AND THE SPECIAL BOARD MEETING OF JULY 8, 2011.** Chairman Alexander called for a motion to approve the minutes of the special board meeting of June 21, 2011, and the regular board meeting of June 21, 2011, and the special board meeting of July 8, 2011. There being no comment, Trustee Murray moved to approve the minutes of the special board meeting of June 21, 2011, and the regular board meeting of June 21, 2011, and the special board meeting of July 8, 2011, with a second from Trustee Reynolds. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the unaudited financial statements for June 2011. Mr. Ogborn stated that this had been an interesting year financially because the revenue stream currently does not reflect the excess cash payment from the SDE of \$788,777, or the July 15 payment from the county from the supplemental levy. He went on to say we have gone an entire year without receiving an Impact Aid payment for the current year. Mr. Ogborn said the amount on the Income Statement is two payments of \$670,719 from FY2007 and \$382,852 from FY2008. Chairman Alexander clarified that we have not received any payment for 2011. Mr. Ogborn replied that we have only received Impact Aid for 2007 and 2008. He explained that the statements for June reflected a balance of \$852,847. Investments in the State Investment Pool are at \$717,775. Unobligated cash and investments are <\$491,298> net of interfund payables. The Income Statement reflected revenue through June is \$20,113,844. Expenses show salaries are at \$13,782,767 of original budget, and benefits are \$4,193,861. As of June 30, we have a net margin of expenses in excess of revenues of \$1,580,833. Trustee Checketts asked why we couldn't complain to the government as to why we haven't received our Impact Aid. Mr. Ogborn replied that we have been in contact with Washington D.C., and the lady to whom we send our Impact Aid cards said our Impact Aid cards were being audited and to date she is disallowing 66 cards; 20 of which she disallowed because she couldn't read the Base Commander's signature, three (3) of the cards she disallowed because they signed the cards ahead of the Impact Aid date, some of the cards from the National Guard deployed to Iraq she disallowed because she said that she needs proof of official orders sending them to Iraq based upon

the War Act of 2001, etc. He continued to say that amounts to about \$250,000 that she is arbitrarily denying. Mr. Ogborn stated that she has had our cards for nine months and is holding our payment based on the outcome of the audit. He plans to contact her office one more time to resolve this and then Mr. McMurtrey plans to call the Secretary of Education. Trustee House moved to approve the financial report as presented by Mr. Ogborn. Motion seconded by Trustee Murray. Motion passed.

- III. **CONSIDERATION OF BILLS** – Cliff Ogborn. Mr. Ogborn presented the district bills for approval. He asked the Board if they still wanted hard copies since the district has to post these items on the website, and the Board said they would like to have hard copies given to them. Trustee Checketts asked how many kids were registered in summer school because according to his calculation, he came up with 132 students, yet we paid for 3,200 meals. He asked why we have to provide transportation and meals to students that have to go to summer school to catch up on credits because they didn't do what they were supposed to do during the school year. Chairman Alexander said only some are in summer school to catch up on credits and that most of the other summer school students are migrant and special education. Mr. Ogborn replied that transportation is only for special education students and not high school students as required by law; the meals are part of a Federal program, which is open up to the entire community and not just our students. Trustee Murray moved to authorize payment of the district's bills as presented, with a second from Trustee Reynolds. 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** – Mike Jewell. Mr. Jewell reported that there was nothing to really report but he did offer to help the district with the Impact Aid cards.
- B. **SIC VISION FOR THE VALLEY** – Tim McMurtrey. Mr. McMurtrey reported that the SIC, members of the Idaho Business Coalition for Education Excellence, and the United Way have been meeting and discussing goals for education in the Treasure Valley. He went on to report that the vision is to expand the capabilities of our K-12 schools to graduate all students with the necessary skills to successfully complete college and/or career/technical education (CCTE). Mr. McMurtrey stated that the goal is to have at least 80% of our students continue on a CCTE pathway by 2016. He said this is a lofty goal but this is also a good thing for students. Trustee House asked how receptive was the Coalition and Mr. McMurtrey said they are on board with the SIC.

Discussion began about how this would work and examples were given such as the different school districts were somewhat doing their own thing and now this is to better organize how those things are done within the SIC schools. Another example was the online courses and as an example if Mountain Home offers an online course, other schools could piggyback off that course and no one loses ADA. Mr. McMurtrey also said that there are a lot of misconceptions out there and one of them is the Coalition believed that school counselors were pushing students to attend colleges outside of Idaho; they were told that is simply not true. Discussion continued regarding money issues, misconceptions, etc. Chairman Alexander asked Mr. McMurtrey to keep the Board up to date.

VIII. **UNFINISHED BUSINESS** –

- A. **WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)** – MHHS Track Renovation Partnership Challenge – Tim McMurtrey. Mr. McMurtrey stated that a copy of the WECRD letter, which arrived the day after the last board meeting and which no one at the district level was made aware of, was in their packets and in that letter, it states that the WECRD would

be willing to pay one-third of the cost of the track renovation. The WECRD also states in their letter that they feel the City should also pay one-third of the cost, with the school district paying the last one-third of the cost. Mr. McMurtrey stated he felt if we accept the WECRD's challenge of "partnering up" with them, we need to leave the track open to the public. Trustee House asked if there were any strings attached and Mr. McMurtrey responded that he didn't know because this was the first anyone from the district heard about this idea. Rumor has it that the City plans to decline paying 1/3 of the cost of repairing the track. Trustee House likes the idea of partnerships but doesn't want this to be the "floodgate" in which the community is inundated with requests for more money or contributions.

Chairman Alexander questioned whether we should take the money and open up the track to the public knowing that we would have to resurface the track again in four to five years; or do we refurbish the track ourselves and close the track to the public thus giving us about ten more years before the track needs to be resurfaced. He said the City could use the cinder track at Eastside Park for their events if they need to. Chairman Alexander also stated that we have no means of policing the track especially to keep bicycles off the track.

Trustee House mentioned that we had asked the community for monetary support or we would have no other choice but to start eliminating things. She continued to say that the public said they didn't want the Plant Facility, so this should come as no surprise that one of the eliminations would be the track being closed to the public in order for us to save money by reducing the wear and tear.

Trustee Checketts mentioned that he heard comments from the community that they were not going to support the Plant Facility because they thought the Plant Facility would give the teachers pay raises and they didn't want that to happen; the community didn't understand that the Plant Facility is for maintenance of the facilities and can't be used for salaries. The Mountain Home News Plant Facility article explained all that information.

Chairman Alexander stated that Plant Facility information as well as information on all of our other elections is printed in the Mountain Home News. He said all we can do is provide the information; we can't make people contact us if they don't understand it. Chairman Alexander continued by mentioning according to the list of registered voters, only some of our own staff actually voted and if we can't get our own staff to support the election then how are we supposed to expect the community to support it.

Mr. Gilbert suggested that if it's true that the City is unwilling to help pay for the track maybe we ask the WECRD if they would be willing to pay ½ the cost and we pay the other half, a 50/50 collaboration to fix the track. Chairman Alexander stated that it's a great idea to partner with the WECRD, but if they want to be partners then they need to be partners wholeheartedly. He said the WECRD needs to understand that this resurfacing isn't permanent and when it needs resurfacing again in about four or five years, we would ask again for them to split the cost.

Mr. McMurtrey asked Mr. Raney if there is anyway a gate could be installed that would allow people to get through but not bicycles. Mr. Raney said he doesn't see why not.

Trustee Checketts asked if that quality of track is required for high school sports. Mr. Gilbert replied that it is required for high school sports.

Trustee House stated that the school board would like to be informed by organizations planning to collaborate with the school district so that discussions could be had regarding what the expectations would be. The other board members concurred.

IX. **NEW BUSINESS –**

A. **ELECTION OF SCHOOL DISTRICT OFFICERS –**

1. **Appoint acting Chairperson.** Chairman Alexander appointed Clerk Whitman as the acting Chair, so that the business of nominating a Chairperson for the 2011-12 school year could be conducted.
2. **Nomination and election of Chairperson, Board of Trustees, 2011-12 school year.** Clerk Whitman, acting Chair, opened nominations for Chairperson. Trustee Murray nominated Trustee Alexander as Chairperson. Trustee Reynolds seconded the motion. Trustee House moved to close nominations. Clerk Whitman announced that nominations for the position of Chairperson were closed, and declared Trustee Alexander elected Chairperson for the 2011-12 school year.
3. **Chairperson-elect assumes duties of Chairperson**
4. **Nomination and election of Vice-Chairperson, Board of Trustees, 2011-12 school year.** Chairman Alexander opened nominations for Vice-Chairperson. Trustee House nominated Trustee Murray as the Vice-Chairperson. Trustee Reynolds seconded the motion. Chairman Alexander asked if there were any additional nominations. There being no additional nominations for Vice-Chairperson, Chairman Alexander declared Trustee Murray elected Vice-Chairperson for the 2011-12 school year.
5. **Election of Clerk, School District 193, for 2011-12 school year.** Chairman Alexander opened nominations for clerk. Trustee Checketts nominated Sharon Whitman as Clerk. Trustee Reynolds seconded the motion. Chairman Alexander asked for any additional nominations for Clerk. Chairman Alexander stated there being no additional nomination for Clerk, Chairman Alexander declared Sharon Whitman elected Clerk for the 2011-12 term.
6. **Election of Deputy Clerks, School District 193, for 2011-12 school year.** Chairman Alexander opened nominations for Deputy Clerks. Trustee House nominated James Gilbert and Cliff Ogborn as Deputy Clerks. Trustee Murray seconded the motion. There being no additional nominations, Chairman Alexander declared James Gilbert and Cliff Ogborn elected Deputy Clerks for the 2011-12 school year.
7. **Election of Treasurer, School District 193, for 2011-12 school year.** Chairman Alexander opened nominations for Treasurer. Trustee Murray nominated Cliff Ogborn as Treasurer. Trustee House seconded the motion. There being no additional nominations for Treasurer, Chairman Alexander declared Cliff Ogborn elected Treasurer for the 2011-12 school year.

- B. **ESTABLISH SCHEDULE FOR REGULAR MEETINGS –** Sharon Whitman. Clerk Whitman requested the annual approval to establish a uniform day of a uniform week at a uniform time for the regular board meetings. She asked that the Board keep the same schedule as used in the past. Trustee House moved to establish the third Tuesday of each month, 7:30 p.m., at the School Administration Office, 470 North 3rd East, as the regular meeting time, date, and location for the forth coming year as presented by Mrs. Whitman. Trustee Reynolds seconded the motion. Motion passed.

- C. **DESIGNATION OF PUBLIC POSTING LOCATIONS** – Sharon Whitman. Clerk Whitman requested the annual approval of the designated public posting locations. Trustee Murray moved to establish the following locations as the designated public posting locations for the forth-coming year as presented by Mrs. Whitman. Motion seconded by Trustee Reynolds. Motion carried.

1. School Administration Office, 470 North 3rd East
2. Elmore County Courthouse, 150 South 4th East
3. Mountain Home City Hall, 160 South 3rd East
4. www.mtnhomesd.org

- D. **DEPOSITORIES OF DISTRICT FUNDS** – Cliff Ogborn. Mr. Ogborn recommended that the Board approve the following list of public depositories for use by the school district for the fiscal year ending June 30, 2012:

1. Wells Fargo Bank
210 East Jackson
Mountain Home, Idaho
2. Idaho State Treasurer
P.O. Box 83720
Boise, Idaho
3. Columbus Bank & Trust
P.O. Box 120
Columbus, Georgia

Trustee House moved to approve the public depositories as listed above received a second by Trustee Murray. Motion approved.

- E. **PROPOSED APPOINTMENTS FOR THE 2011-12 SCHOOL YEAR** – Tim McMurtrey. Tim McMurtrey. A motion received by Trustee Murray to approve the following list of appointments for the 2011-12 school year, received a second from Trustee Checketts. Motion approved.

AHERA DIRECTOR	PHILLIP RANEY
DRIVERS EDUCATION	SUSAN WALKER
EASTSIDE PARK – SCHOOL SESSION	JEFF JOHNSON
EASTSIDE PARK – SUMMER SESSION	PHILLIP RANEY
IMPROVING TEACHER QUALITY FUND	ERIN ACARREGUI
NATIONAL SCHOOL LUNCH HEARING OFFICER	CLIFF OGBORN
SUBSTANCE ABUSE/SAFE SCHOOLS	ERIN ACARREGUI
TITLE 1 – MIGRANT	ERIN ACARREGUI
TITLE 1 – READING/MATH.....	ERIN ACARREGUI
TITLE VI – INNOVATIVE PRACTICES	ERIN ACARREGUI
TITLE VI-B AND 504 – HANDICAPPED.....	TARA HANDY
TITLE 8, PUBLIC LAW 103-382	TIMOTHY MCMURTREY
TITLE IX AND AFFIRMATIVE ACTION	JAMES GILBERT
TRANSPORTATION DIRECTOR	JAMES GILBERT
VOCATIONAL EDUCATION	JEFF JOHNSON

- F. **RESOLUTION 12-01 AUTHORIZATION FOR SUPERINTENDENT TO APPLY FOR TITLE 8, PUBLIC LAW 103-382 FUNDS** – Tim McMurtrey. Resolution 12-01 designates the superintendent as the authorized representative of the Board, which allows him to apply for Impact Aid funding. Trustee House made a motion to approve Resolution 12-01, Title 8, Public Law 103-382 Funds, received a second by Trustee Murray.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO
RESOLUTION 12-01
AUTHORIZATION TO APPLY FOR
TITLE 8, PUBLIC LAW 103-382 FUNDS

BE IT SO RESOLVED that Timothy W. McMurtrey, superintendent, is hereby designated as the authorized representative of the Board of Trustees of Mountain Home School District No. 193, Elmore County, Idaho, in connection with filing said district's application under Title 8, Public Law 103-382 for the 2011-12 school year.

Chairman Alexander

Vice Chairman House

Trustee Reynolds

Trustee Murray

Trustee Checketts

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 House	Aye
Trustee Reynolds	Aye
Trustee Murray	Aye
Trustee Checketts.....	Aye

and no less than two-thirds (2/3) of the membership in favor thereof, Chairman Alexander declared said resolution adopted.

- G. **RESOLUTION 12-02 – DELEGATING AUTHORITY TO SUSPEND STUDENTS** – Tim McMurtrey. Mr. McMurtrey requested the adoption of this resolution allowing administrators or their designee to suspend students as according to Idaho Code 33-205 and 22-206. This formality is juvenile court driven. Trustee Checketts motioned for the adoption of Resolution 12-02 Delegating Power to Suspend Students. Trustee Reynolds seconded the motion.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO
RESOLUTION 12-02
RESOLUTION FOR DELEGATING AUTHORITY TO SUSPEND STUDENTS

WHEREAS, The Board of Trustees is granted the power to deny attendance to any pupil who is an habitual truant, or who is incorrigible, or whose conduct is such as to be continuously disruptive of school discipline, or of the instructional effectiveness of the school, or whose presence in a public school is detrimental to the health and safety of other pupils, by Idaho Code 33-205 and as defined by Idaho Code Section 33-206; and

WHEREAS, The Board is of the opinion that there may be times that it is in the best interest of the school district to allow administrative staff to take immediate action against a pupil who is habitually truant, or who is incorrigible, or whose conduct is such as to be continuously disruptive of school discipline, or of the instructional effectiveness of the school, or whose presence in a public school is detrimental to the health and safety of other pupils, without the necessity of first appearing before the Board of Trustees; and

WHEREAS, The Board desires to grant authority to certain school district administrators to suspend students and to bring notice of such action to the Board at the regularly scheduled meetings.

NOW THEREFORE, BE IT RESOLVED That the Board of Trustees of Mountain Home School District No. 193 hereby grant authority to the below named administrators, or their designees, to suspend students who are habitual truants:

Timothy W. McMurtrey, Superintendent
 James G. Gilbert, Assistant Superintendent
 Tara A. Handy, Director of Student Services & Principal, Base Primary
 Jeff M. Johnson, Principal, Mountain Home High School
 Tilli Abbott, Vice-principal, Mountain Home High School
 Lyle J. Bayley, Vice-principal, Mountain Home High School
 Albert J. Longhurst, Mountain Home Junior High School
 Nichole C. Crusier, Principal, Hacker Middle School
 Phillip D. McCluskey, Vice-principal, Mountain Home Junior High School & Hacker Middle School
 Anita S. Straw, Principal, East Elementary
 Polly S. Sanders, Principal, North Elementary
 Sherri A. Ybarra, Principal, West Elementary

BE IT FURTHER RESOLVED That the Board of Trustees is to be notified at their next regularly scheduled meeting of all student suspensions.

Authorized this 19th day of July 2011.

 Chairman Alexander

 Vice Chairman House

 Trustee Reynolds

 Trustee Murray

 Trustee Checketts

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 House Aye
 Trustee Reynolds Aye
 Trustee Murray Aye
 Trustee Checketts..... Aye

and no less than two-thirds (2/3) of the membership in favor thereof, Chairman Alexander declared said resolution adopted.

- H. **IN LIEU OF TRANSPORTATION REQUEST** – James Gilbert. Mr. Gilbert presented transportation reimbursement requests from Melanie Schell for Kyle Beddingfield, 12th grade, MHHS. A motion by Trustee Murray to approve the In Lieu of Transportation request from Melanie Schell for Kyle Beddingfield, as presented by Mr. Gilbert, with a second by Trustee Reynolds. Motion passed.

1. Melanie Schell for Kyle Beddingfield, 12th grade, MHHS

- I. **POLICY REVISION** – 1st Reading – James Gilbert. Mr. Gilbert presented the first reading of the proposed revisions to Mountain Home School District No. 193 Grievance Policy for Certified Employees. He stated that with all the changes to Idaho Code, we are required to revise and amend

any policy that goes against Idaho Code; this is just one of the many to come. Mr. Gilbert said the revisions are in alignment with Idaho Code and it provides more local control to school boards. There has been no staff or patron input. Trustee House motioned to approve the first reading of the revisions to the Grievance Policy for Certified Employees, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion granted.

1. Grievance Policy for Certified Employees

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
GRIEVANCE POLICY FOR CERTIFIED EMPLOYEES**

PURPOSE

The purpose of this grievance policy is to provide an equitable method for **certified staff teachers** of School District No. 193, who have reason to believe the District is in violation of any District policy or terms of this employment contract, to bring their grievance to the attention of the proper authority.

GUIDELINES

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level shall constitute the maximum and every effort will be made to expedite the process. Time limits herein designated may be extended by mutual written agreement between the individual(s)/grievant(s) and the superintendent.

In the event a grievance is filed after May 10th of any school year and strict adherence to the time limits may result in hardship to any party, all parties should work towards an expedient solution to the grievance.

Any grievance not commenced under the provisions herein stipulated within fifteen (15) days after the grievant knew of the conditions upon which such grievance is based shall be null and void.

If a grievant fails to appeal a decision at any level within the prescribed time limits, the grievant shall be deemed to have waived the right to further processing of that grievance. Such time limit shall be ten (10) days after the conclusion of the preceding step.

If the administration, at any level, fails to respond within the prescribed time limits, the grievance may be advanced to the next step of the procedure.

Problems connected with evaluation, probation, and discharge procedures of certificated personnel **as well as for hearings and appeals, including legal representation, for certificated staff members who feel that their rights in relation to employment have been violated** are not considered grievable under this procedure. Provisions **for such** are provided **for** in Sections 33-513, 33-514, 33-514A, 33-515, 33-515A, 33-516, 33-1209, Idaho Code, for hearings and appeals, including legal representation, for certificated staff members who feel that their rights in relation to employment have been violated.

Copies will be filed in triplicate by the grievant as follows:

- ◆ One (1) copy to the party against whom the grievance is being filed,
- ◆ One (1) copy to the appropriate administrator,
- ◆ One (1) copy to the Clerk of the Board, who in turn, is responsible for distributing copies to the District Superintendent, **District Assistant Superintendent**, and each trustee. **A copy may also be given to District Contracted Lawyers.**

No other copies of the grievance will be released to a third party, without mutual written agreement of the parties involved.

No reprisals of any kind will be taken by the Board or administration against any employee because of his

or her participation in this grievance procedure.

A written grievance shall meet the following specifications:

- a. It shall be specific.
- b. It shall contain a synopsis of the facts giving rise to the violation or misinterpretation.
- c. It shall contain the specific section of the policy or regulation, which shall allegedly have been violated.
- d. It shall state the relief requested.
- e. It shall contain the date of the alleged violation.
- f. It shall be signed by the grievant.

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

A grievance may be withdrawn at any level without establishing precedent.

At any step in the grievance process, representatives and/or witnesses may be present if requested by either party.

DEFINITIONS

A grievance is a belief that an agent of the Board of Trustees of School District No. 193 has violated District policy or terms of ~~the~~ **this** employment contract.

Aggrieved party or person: "aggrieved party or person" is ~~an~~ **a certified** employee of School District No. 193, ~~or is the Mountain Home Education Association.~~

Party in interest: a "party in interest" is ~~an~~ **a certified** employee who might be required to take action, or against whom action might be taken or the Board of Trustees in order to resolve a grievance.

Day: a "day," as used in this grievance policy, means any day **Monday through Sunday exclusive of holidays.** ~~school is in session within the regular school year, as shown on the official school calendar. If the grievance extends beyond the regular school year, a "day" means any day, Monday through Friday, exclusive of holidays.~~

LEVELS OF RESOLUTION

1. Grievance is submitted to the building principal for potential resolution.
2. Grievance is submitted to the superintendent or designee for potential resolution.
3. Grievance is submitted to the school board for potential resolution.
4. ~~Grievance is submitted by the Association to advisory arbitration for resolution.~~

PROCEDURES - These procedures are to be followed:

1. At each step, the grievance and the response to the grievance will be in writing.
2. The grievant will, at their discretion, have the right to Association and/or legal representation at each step.
3. Unless mutually agreed, no more than ten (10) ~~working~~ days shall pass between each level. Failure to answer at any step will allow the grievant to proceed to the next level.
4. **It is mandatory that the Grievance Procedure Form itself be completed and submitted along with other written correspondence for the grievance to be valid, if the form isn't submitted, the grievance will be considered null and void.**
5. **The Board's decision is final and no further action(s) will be taken.**

6. ~~If the grievant is not satisfied with the disposition of their grievance at Level 3, or if no written decision has been rendered within ten (10) days, the grievant(s) may, within not more than ten (10) days following the deadline for a written decision from the Board of Trustees, request in writing that the grievance be submitted to advisory arbitration under the auspices of the Federal Mediation and Conciliation Service, U. S. Department of Labor. If a demand for arbitration is not filed within the ten (10) day period established for such filing, then the grievance shall be deemed withdrawn.~~
- a. ~~Neither the Board nor the grievant(s) shall be permitted to assert any grounds or evidence before the arbitrator, which has not previously been disclosed to the other party.~~
 - b. ~~The arbitrator shall have no power to alter the terms of any established policy of the Board of Trustees, the Negotiation Agreement, and/or negotiated provisions of employment.~~
 - c. ~~The arbitrator is empowered to recommend in any award such financial reimbursements or other remedies as he/she judges to be proper.~~
 - d. ~~Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator shall be divided between the Board and the grievant(s).~~
 - e. ~~If either party requests a transcript of the proceedings, that party shall bear the full costs for that transcript. If both parties order a transcript, the costs of the two (2) transcripts shall be divided equally between the Board and the grievant(s).~~
 - f. ~~The arbitrator's recommendation shall be advisory and made to the Board of Trustees of School District No. 193 and the grievant.~~

PROCEDURE BY-PASS

Grievances involving two (2) or more employees, grievances involving an administrator above the building level, or those grievances promulgated by the Board may be initially filed at Level 2 of the procedure.

ADOPTED: December 21, 1976
Revised: December 19, 2006

Revised: April 17, 1984
Reviewed: November 16, 2010 Revised:

Revised: December 29, 1993

- J. **PERSONNEL** – James Gilbert. Mr. Gilbert mentioned that anticipated positions should be filled within the next ten days. He then requested approval of the personnel items. Chairman Alexander said it's great to see Linda come back (Linda Cauffman had previously retired). Trustee Murray motioned to approve the personnel items as presented by Mr. Gilbert, with a second from Trustee Reynolds. Motion carried.

APPOINTMENTS

Cauffman, Linda, 2nd Grade Teacher, West Elementary
Johnson, Mary Kaye, Counselor, MHJH
Ogaard, Kent, Assistant Varsity/Head JV Girls' Soccer Coach, MHHS

RESIGNATIONS

Fisher, Mike, Varsity Girls' Soccer Coach, MHHS
Lindsay, Amber, Assistant Varsity/Head JV Cheerleading Coach, MHHS
Parke, Richard E., 6th Grade, HMS

- X. **EXECUTIVE SESSION** – Personnel Matters. Chairman Alexander called for a motion for the purpose of allowing the Board to retire into executive session to discuss personnel matters regarding whether the Board would or would not hold a grievance hearing. After a full and complete discussion and upon motion duly made by Trustee House and seconded by Trustee Reynolds, 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 the following executive session(s) pursuant to Section 67-2345, Idaho Code, in order to discuss a personnel matter regarding whether the Board will or will not hold a grievance hearing 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 House	Aye
Trustee Reynolds	Aye
Trustee Murray	Aye
Trustee Checketts.....	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 8:20 p.m. to discuss whether the Board will or will not hold a grievance hearing. Others present: The attending board members, Superintendent McMurtrey, Assistant Superintendent Gilbert, Clerk Whitman, Tara Handy, and Cliff Ogborn. Following a full and complete discussion of the personnel matter, the Board reconvened into open session at 8:31 p.m. A motion by Trustee House to deny a grievance hearing as requested by Raegan Sugden, received a second by Trustee Reynolds. Trustee Murray abstained. Motion granted.

- XI. **ADJOURNMENT** – All business of the Board having been completed, Chairman Alexander called for a motion to adjourn. A motion from Trustee Murray to adjourn was seconded by Trustee Reynolds. Motion carried. Meeting adjourned at 8:32 p.m.

Chairman Alexander

Clerk Whitman