

SCHOOL BOARD MEETING
 APRIL 17, 2012
 SCHOOL 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, Jeff Johnson, Albert Longhurst, Nikki Cruser, Anita Straw, Polly Sanders, Sherri Ybarra, LTC Estes, Mike Jewell, John Petti, Rachele Asbury, Stehvn Tesar, Mike Curtis

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 MARCH 20, 2012, THE SPECIAL BOARD MEETING OF APRIL 4, 2012, AND THE SPECIAL BOARD MEETING OF APRIL 10, 2012.** Chairman Alexander called for a motion to approve the minutes of the regular board meeting of March 20, 2012, the special board meeting of April 4, 2012, and the special board meeting of April 10, 2012. There being no comment, Trustee Checketts moved to approve the minutes of the regular board meeting of March 20, 2012, the special board meeting of April 4, 2012, and the special board meeting of April 10, 2012, with a second from Trustee Murray. Motion approved.
- II. **FINANCIAL REPORTS** – Cliff Ogborn. Mr. Ogborn reported on the financial statements for March 2012. The statements for March reflected a balance of \$2,460,796. Investments in the State Investment Pool are \$5,680,543. Unobligated cash and investments are \$5,265,871 net of interfund payables. The Income Statement reflected revenue through March is \$18,448,677. Expenses show salaries are at \$9,537,055 of original budget, and benefits are \$2,902,024. As of March 31, we have a net margin of revenues in excess of expenses of \$3,464,596. Trustee House 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 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** – MHAFB Liaison. LTC Estes reported that Colonel Chris Short would replace Colonel Ron Buckley as Wing Commander.
- VIII. **UNFINISHED BUSINESS** –

Mr. Gilbert asked for approval of the third and final reading of the following three policy revisions, PPRA, Special Education and/or Related Services, and Restraint or Seclusion of Students.

Mr. Gilbert presented the third and final reading of the proposed revisions to the PPRA, Special Education and/or Related Services, and Restraint or Seclusion of Student Policies. He said that language was revised to meet federal regulations and to help clarify the policies. There has been no staff or patron input and all the revisions meet Idaho Code.

Trustee Murray motioned to approve the third and final reading of the proposed revision to the PPRA, Special Education and/or Related Services, and Restraint or Seclusion of Students Policies as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion approved.

A. POLICY REVISION – 3rd and Final Reading – James Gilbert.

1. Protection of Pupil Rights Act (PPRA), Student Privacy, and Parental Access to Information Policy –

MOUNTAIN HOME SCHOOL DISTRICT NO. 193

MOUNTAIN HOME, IDAHO 83647

P O L I C Y

PROTECTION OF PUPIL RIGHTS ACT (PPRA), STUDENT PRIVACY, AND PARENTAL ACCESS TO INFORMATION

The Protection of Pupil Rights Act (PPRA) affords certain rights to parents and students eighteen (18) years of age or older (“eligible students”) with regard to ~~the surveying of students~~ **surveys**, if the survey is funded in whole or in part by a program of the U.S. Department of Education **that ask questions of a personal nature.**

PPRA requires schools and contractors make instructional materials available for inspection by parents if those materials will be used in connection with a Department of Education funded in whole or part, survey, analysis, or evaluation in which their children participate, and that schools and contractors obtain prior written parental consent before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the eight areas identified below. ~~Further, the PPRA addresses the collection and use of information from students for marketing purposes and certain non-emergency medical examinations.~~

The PPRA governs the administration to students of a survey, analysis, or evaluation that concerns one or more of the following eight areas:

1. Political affiliations or beliefs of the student or the student’s parent;
2. Mental **and/or** psychological problems of the student or the student’s family, **or potentially embarrassing to the student or the student’s family;**
3. Sex behavior **and/or** attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student’s parent; or
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

Further, the PPRA addresses the collection and use of information from students for marketing purposes and certain non-emergency medical examinations. The requirements of PPRA do not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (IDEA).

These requirements do not supersede any of the requirements of FERPA.

ANNUAL NOTIFICATION REQUIREMENTS

The PPRA requires that parents or eligible students be directly notified at least annually at the beginning of the school year, by direct mailing, e-mail, website, or etc., of their right to consent or opt-out of the participation in certain school activities, **physical examinations or screenings that the school may administer to students**, and the specific or approximate dates of each activity. Mountain Home School District (MHSD) will meet this requirement by publishing this notification, **at the beginning of the school year**, on the school webpage and in the Mountain Home Newspaper, as well as having it available during registration.

RIGHT TO INSPECT

Parents or eligible students ~~upon request~~, have the right to inspect, upon request, **and** prior to any administration or use: protected information surveys of students; instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; **or any instrument used in the collection of information; a survey created by a third party before the survey is administered or distributed by a school to students;** any instructional materials used in connection with any survey that concerns one or more of the protected areas; and any instructional material used as part of the educational curriculum for the district **and students; any physical examinations or screenings that the school may administer to students.** This does not apply to academic tests or academic assessments.

RIGHT TO CONSENT OR OPT OUT

Parents or eligible students, upon completion of the Consent/Opt-Out for Specific Activities Form, have the right to opt-out of participating in events or activities involving the collection, disclosure, or use of personal information for marketing, sales, **or providing the information to others for these purposes**, or distribution purposes; any non-emergency, invasive physical examination or screening (any physical examination or screening that is permitted or required by state law is permitted without parental notification) that is an attendance requirement, or administered by the school and scheduled by the school in advance, or not necessary to protect the immediate health and safety of the student, or of other students; the administration of any survey containing one or more of the eight protected areas of information listed above and that is not funded in whole or in part by Department funds **to include a third party (non-Department of Education funded) survey.** If the survey is funded in whole or in part by Department of Education funds, the district must obtain active consent, and may not use an opt-out form.

The requirements concerning activities involving the collection and disclosure of personal information from students for marketing purposes do not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment;
2. Book clubs, magazines, and programs providing access to low-cost literary products;
3. Curriculum and instructional materials used by elementary schools and secondary schools;
4. Tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students;
5. The sale by students of products or services to raise funds for school-related or education-related activities; and
6. Student recognition programs.

It is the policy of MHSD to assure the provisions of PPRA are adhered. To facilitate implementation of this policy, procedures have been established. These procedures are available to all patrons, students, and school district employees.

DEVELOPMENT OF POLICIES

MHSD will, when necessary or as required, and with parental input, adopt policies regarding the rights set forth in the PPRA, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or distribution purposes and in compliance with FERPA.

2. Special Education and/or Related Services Policy –

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
SPECIAL EDUCATION AND/OR RELATED SERVICES**

School District No. 193 will provide for the educational needs of all ~~resident-exceptional~~ students **with disabilities who reside** within the **geographical** boundaries of this district. All exceptional students, between the ages of three and **the semester they turn** twenty-one, shall receive a free and appropriate public education designed to meet their unique learning needs in accordance with State and Federal rules and regulations.

It is the responsibility of School District No. 193 to have a plan to **locate**, identify, and evaluate any **student who is suspected of having a disability** ~~resident-exceptional student~~, between the ages of three and **the semester they turn** twenty-one, **and** who may be in need of special education and/or related services. Students with a disability may require special education and/or related services that are supplemental to, and different from, regular **general education** class instruction in order to provide appropriate educational opportunities under the concept of a free and appropriate public education. School District No. 193 will provide a **continuum of services and programming in order** ~~broad spectrum of programs~~ to serve ~~these~~ students with ~~varied~~ disabilities in a ~~wide~~ variety of delivery models.

The district administration will implement this policy through a specific procedure manual, approved by the **Idaho** State Department of Education, **Division of Student Achievement and School Accountability** ~~Bureau of Special Populations Services~~, to ensure compliance with all pertinent laws, rules and regulations governing special education and related services.

SECTION 504 OF THE 1973 REHABILITATION ACT

The district acknowledges that some students needing assistance may not be eligible for special education services under Federal and State regulations. It is the responsibility of the district to determine if these students are eligible for ~~special education or~~ reasonable accommodations, within the context of **general regular** education, under Section 504 of the 1973 Rehabilitation Act.

3. Restraint or Seclusion of Students Policy –

MOUNTAIN HOME SCHOOL DISTRICT NO. 193 MOUNTAIN HOME, IDAHO 83647 P O L I C Y PHYSICAL RESTRAINT OR SECLUSION OF STUDENTS

PURPOSE:

The Mountain Home School District recognizes our responsibility in providing an appropriate education program in a safe environment conducive to learning for all students enrolled in the district. **As some students may exhibit behavior that poses a risk of harm to the student, other students, staff members, or district property, the Board recognizes that it may be necessary for a qualified staff member to place in seclusion or restrain a student to protect students, staff, and/or district property from harm.** The following policy is to assure that our commitment to providing an education program is not disrupted and that a safe learning environment is maintained at all times.

EMERGENCY BEHAVIORAL INTERVENTIONS:

Emergency Behavioral Interventions may only be used to control unpredictable, spontaneous behavior, which poses **imminent** danger of physical harm to the individual or others, or results in property damage endangering student safety. This **imminent** danger and damage is that which cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior; i.e. physical restraint of the individual exhibiting the behavior **or placing the individual into a clean and safe area or room.**

Legal Reference: Idaho Code Section 33-512

- B. REQUEST AUTHORIZATION TO ESTABLISH AN ALTERNATIVE SCHOOL** – Jeff Johnson. Mr. Johnson had previously given a copy of the drafted alternative school handbook to the Board, and he requested permission to establish an alternative school. He stated that he is aware that this school needs to be self-sustaining. Mr. Johnson held meetings with students and staff to discuss the alternative school and to receive input from those most affected by an

alternative school. He said that there are more than enough students committed to enrolling in the alternative school.

Mr. Johnson said that the target students are those high school students, 9th-12th grade, at risk of not having enough credits for a promotion to the next grade level or to graduate, those students at risk of dropping out of school, those students not functioning in a mainstream high school environment, students who have already dropped out of school, etc.

Mr. Johnson stated that information has been mailed to parents of students who have been identified as failing multiple core classes about summer school and the alternative school.

Mr. Johnson informed the Board that the handbook for the alternative school is still in draft form as are the forms. He also stated that he wasn't sure of how or the legalities of naming the alternative school, but felt the high school students and staff should have input as this school will be part of the high school.

Discussion began regarding the middle school annex building and small projects that would enhance and present a warmer learning environment, school uniforms, schedules, Vocational-Technical and elective classes, scheduling, etc.

Chairman Alexander said that regarding the naming, we would need to meet because once the alternative school is named; it is named for good, so we will need to meet to discuss naming the school. He then said that other than that, the alternative school is a great idea. Discussion ensued about student body, successful environments, etc.

Chairman Alexander wanted it understood that we need to keep this alternative school from becoming an "us" versus "them" kind of school, that the alternative students are part of the high school student body, that they need to be able to access the regular high school for some of the electives, and that they can go back to the high school once they've taken care of the issues that caused them to enroll in the alternative school. He also stated that the alternative students needed to understand that they would graduate with the same quality "A" diplomas that the regular high school students receive, unlike McKenna whose diplomas are considered substandard and are not accepted by the United States Armed Forces.

Trustee House wanted assurance that the alternative students wouldn't have a lot of free time on their hands. Mr. Johnson replied that the alternative students would have a four class schedule, which would not allow them free time. He explained what the schedule would ideally look like including electives. He also informed the Board that the students were accepting of having a school uniform. Discussion began regarding credits, classes, schedules, opportunities, bussing, etc. Mr. Johnson stated that he felt that all students should have their first semester at the high school; that all freshmen should start at the high school, but for obvious reasons, it would be a case-by-case basis.

Trustee Checketts motioned to direct Mr. Jeff Johnson to establish a MHSD Alternative School as discussed, with a second from Trustee House. Motion granted.

IX. NEW BUSINESS –

A. TRAVEL REQUEST –

1. Business Professionals of America (BPA) – MHHS – National BPA Conference, Chicago, Illinois, April 25-29, 2012 – Rachele Asbury. Ms. Asbury requested permission to take two qualifying students to the National BPA Conference in Chicago. Trustee Murray motioned for approval of the travel request for the two BPA students to attend the National BPA Conference in Chicago, Illinois, April 25-29, 2012, as presented by Ms. Asbury. Trustee Reynolds seconded the motion. Motion passed.
2. Speech and Debate Team – MHHS – National Forensic League's National Debate

Tournament – Indianapolis, Indiana, June 10-16, 2012 – John Petti. Mr. Petti requested permission to take some of his qualifying Speech and Debate Team members to the National Forensic League’s National Tournament in Indiana. Trustee Murray motioned for approval of the travel request for the Speech and Debate Team to attend the National Forensic League’s National Tournament in Indianapolis, Indiana, June 10-16, 2012, as presented by Mr. Petti. Trustee Reynolds seconded the motion. Motion passed.

- B. **LEASE AGREEMENT WITH MHAFB** – Tim McMurtrey. Mr. McMurtrey requested a formal motion to instruct him to write a letter to MHAFB stating that the school district would like to renegotiate the lease agreement with the base and that we would donate the old Primary School building and Stephensen Middle School building and only require the area around the current Base Primary (old base intermediate school building). He also wanted MHAB to know that the school district cannot afford to demolish the buildings in accordance to the signed Lease Agreement that has expired. He said that MHAFB is cognizant of the school district’s finances and they suggested that the school district include the fact that the school district cannot afford to demolish the buildings in our reply letter, and that the airbase might be able to solve that issue. Chairman Alexander inquired as to whether the school district would receive a letter from Colonel Moser addressing and stating such. LTC Estes replied that he could ensure the school district receives such letter stating the airbases intentions of demolishing the two old school buildings once all the legal channels have approved it. Chairman Alexander thanked LTC Estes and stated that the letter would help the district tremendously. Chairman Alexander stated that when the buildings are demolished that the Stephensen name be taken from the old junior high building and given to the current Base Primary building. Trustee House motioned for Tim McMurtrey to write a renegotiating letter to MHAFB informing them of our willingness to donate the old Base Primary and Stephensen school buildings to them with the understanding that the school district cannot afford to demolish these buildings in accordance with code. Trustee Murray seconded the motion. Motion granted.
- C. **POLICY ADOPTION** – 1st Reading – James Gilbert
1. **Positive Time Reporting Policy** – Mr. Gilbert presented the 1st reading of the proposed adoption of Mountain Home School District No. 193 Positive Time Reporting Policy. He stated that the SDE requires each district adopt a similar policy explaining how to report federal hours actually used on time sheets. There has been no staff or patron input. Trustee Checketts motioned to approve the first reading of the proposed adoption of Positive Time Reporting Policy, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion granted.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
POSITIVE TIME REPORTING POLICY

FEDERAL TIME REPORTING

Many programs administered by Mountain Home School District No. 193 are funded through federal sources and are obligated to meet Federal Guidelines in order to qualify. If Federal Funds are used for an employee’s salary, the employee is required to record time spent working on a federal program on their timesheet as hours worked through means of “Positive Time Reporting.”

“Positive Time Reporting” is recording the *actual* time spent working on a set of activities that are applicable and allowable under the terms and conditions of the funding source.

Any vacation, sick leave, compensatory time taken, holiday pay, or other non-worked pay will be distributed according to the default index(es) assigned to the employee’s position.

A quarterly review and reconciliation will be performed by Payroll Clerk to ensure time is being charged appropriately.

EMPLOYEE RESPONSIBILITY

Employees are responsible to correctly charge actual time worked to the appropriate funding source(s) associated with any federal programs. Employees will work with their supervisor and/or district Payroll Clerk.

SUPERVISOR RESPONSIBILITY

Each pay period, supervisors are required to verify the hours were actually spent working directly on the federal or other programs, and correct index(es) were used in coding the timesheet.

PROGRAM COORDINATOR/DIRECTOR RESPONSIBILITY

The Program Coordinator/Director will discuss program needs with their Supervisor. Coordinators/Directors will closely monitor activities, expenses, and revenue of their program and report any deficiencies to their Supervisor and Payroll Clerk. It is the responsibility of the Program Coordinator/Director/or designee to inform Payroll Clerk when a funding source has been exhausted, and if a new index code needs to be established due to rollover into new fiscal year funds or the award of an entirely new federal grant.

D. POLICY REVISION – 1st Reading – James Gilbert

1. **Homeless Children & Youth Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Homeless Children & Youth Policy. He stated that the recent Federal Programs Audit required us to incorporate our procedure into the policy. There has been no staff or patron input. Trustee Murray motioned to approve the first reading of the proposed revision of Homeless Children & Youth Policy, as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion granted.

MOUNTAIN HOME SCHOOL DISTRICT NO. 193 MOUNTAIN HOME, IDAHO 83647 P O L I C Y HOMELESS CHILDREN AND YOUTH

Mountain Home School District No. 193 is committed to providing homeless children and youth the assistance necessary to foster student achievement and ensure their educational rights and protections. ~~The superintendent, or designee, will develop and implement procedures to address the specific needs of homeless children and youth with respect to school enrollment, attendance, and the supports that make academic achievement possible.~~

The McKinney-Vento Homeless Assistance Act ensures that all children and youth who are homeless receive a free appropriate public education and are given meaningful opportunities to succeed in our schools.

Schools in the Mountain Home School District will ensure that children and youth who are homeless are free from discrimination, segregation, and harassment.

Information regarding this policy, including the educational rights of children and youth identified as homeless will be published on the school district website, each school building website, made available during registration distributed to all students upon enrollment and once during the school year, provided to students who seek to withdraw from school, and posted in every school in the district, as well as other places where children, youth, and families who are homeless receive services, including family and youth shelters, motels, campgrounds, welfare departments, health departments, and other social service agencies.

Definitions

Children and youth experiencing homelessness means children and youth who are otherwise legally entitled to or eligible for a free public education, including preschool, and who lack a fixed, regular, and adequate nighttime residence, including:

- Children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, campgrounds, or trailer parks due to a lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting placement in foster care.
- Children and youth who have a primary nighttime residence that is a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- Children and youth who are living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting.
- Migratory children and youth who are living in a situation described above.

A child or youth will be considered homeless for as long as he or she is in a living situation described above.

Unaccompanied youth means a youth not in the physical custody of a parent or guardian, who meets the definition of homeless as defined above. The more general term youth also includes unaccompanied youth.

Enroll and *enrollment* means attending school and participating fully in all school activities.

Immediate means without delay.

Parent means a person having legal or physical custody of a child or youth.

School of origin means the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.

Local liaison is the staff person designated by our district and each district in state as the person responsible for carrying out the duties assigned to the local homeless education liaison by the McKinney-Vento Homeless Assistance Act.

Identification

Children and youth identified as homeless in the district, both in and out of school will be identified. Data will be collected on the number of children and youth experiencing homelessness in the district; where they are living; their academic achievement (including state and local assessments); and the reasons for any enrollment delays, interruptions in their education, or school transfers.

School Selection

Each child and youth identified as homeless has the right to remain at his or her school of origin or to attend any school that houses students who live in the attendance area in which the child or youth is actually living.

Therefore, in selecting a school, children and youth who are homeless will remain at their schools of origin to the extent feasible, unless that is against the parent or youth's wishes. Students may remain at their schools of origin the entire time they are homeless and until the end of any academic year in which they become permanently housed. The same applies if a child or youth loses his or her housing during the summer.

Services that are required to be provided, including transportation to and from the school of origin and services under federal and other programs, will not be considered in determining feasibility.

Enrollment

Enrollment may not be denied or delayed due to the lack of any document normally required for enrollment, including:

- Proof of residency
- Transcripts/school records (The enrolling school must contact the student's previous school to obtain school records. Initial placement of students whose records are not immediately available can be made based on the student's age and information gathered from the student, parent, and previous schools or teachers.)

- Immunizations or immunization/health/medical/physical records (If necessary, the school must refer students to the local liaison to assist with obtaining immunizations and/or immunization and other medical records.)
- Proof of guardianship
- Birth certificate
- Unpaid school fees
- Lack of clothing that conforms to dress code
- Any factor related to the student's living situation

Unaccompanied youth must be enrolled immediately in school. They may either enroll themselves or be enrolled by a parent, non-parent caretaker, older sibling, or local liaison.

Transportation

Parents and unaccompanied youth will be informed of this right to transportation before they select a school for attendance. At a parent's or unaccompanied youth's request, transportation will be provided to and from the school of origin for a child or youth experiencing homelessness. Transportation will be provided for the entire time the child or youth has a right to attend that school, as defined above, including during pending disputes. It is this district's policy that inter-district disputes will not result in a homeless student missing school. If such a dispute arises, they will arrange transportation and immediately bring the matter to the attention of the State Coordinator for the Education of Homeless Children and Youth. In addition to receiving transportation to and from the school of origin upon request, children and youth who are homeless will also be provided with other transportation services comparable to those offered to housed students.

Services

Children and youth experiencing homelessness will be provided services comparable to services offered to other students in the selected school, including:

- Transportation
- Title I, Part A services - Children and Youth identified as homeless are automatically eligible for Title I, Part A services, regardless of what school they attend
- Educational services for which the student meets eligibility criteria, including special education and related services, and programs for English Language Learners
- Vocational and Technical education programs
- Gifted and Talented programs
- Before and after-school programs
- Free meals - On the day a child or youth identified as homeless enrolls in school, the enrolling school must submit the student's name to the LEA Food Service office for immediate processing.

When applying any district policy regarding tardiness or absences, any tardiness or absence related to a child or youth's living situation will be excused.

Disputes

If a dispute arises over any issue covered in this policy, the child or youth experiencing homelessness will be admitted immediately to the school in which enrollment is sought pending final resolution of the dispute. The student will also have the rights of a student who is homeless to all appropriate educational services, transportation, free meals, and Title I - Part A, services while the dispute is pending.

The school where the dispute arises will provide the parent or unaccompanied youth with a written explanation of its decision and the right to appeal and will refer the parent or youth to the local liaison immediately. The local liaison will ensure that the student is enrolled in the requested school and receiving other services to which he or she is entitled and will resolve the dispute as expeditiously as possible. The parent or unaccompanied youth will be given every opportunity to participate meaningfully in the resolution of the dispute. The local liaison will keep records of all disputes in order to determine whether particular issues or schools are repeatedly delaying or denying the enrollment of children and youth identified as

homeless. The parent, unaccompanied youth, or school district may appeal the school district's decision as provided in the state's dispute resolution process.

Training

The local liaison will conduct training regarding Title X requirements and sensitivity/awareness activities for all LEA staff.

Coordination

The local liaison will coordinate with and seek support from the State Coordinator for the Education of Homeless Children and Youth, public and private service providers in the community, housing and placement agencies, the LEA transportation department, local liaisons in neighboring districts, and other organizations and agencies. Coordination will include conducting outreach and training to those agencies. Both public and private agencies will be encouraged to support the local liaison and our schools in implementing this policy.

2. **School Safety & Discipline Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 School Safety & Discipline Policy. He requested the Board consider only having one reading as only the word “will” was changed to “may.” There has been no staff or patron input. Chairman Alexander rejected having only one reading and then asked for a motion. Trustee House motioned to approve the first reading of the proposed revision of School Safety & Discipline Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion granted.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
P O L I C Y
SCHOOL SAFETY AND DISCIPLINE**

In addition to Idaho Code 18-3302D (see attachment 1), Idaho Code 18-917A (see attachment 2), and Idaho Code 18-3313 false reports of explosives in public or private places is a felony, the Board of Trustees of Mountain Home School District No. 193 sanctions the following policy concerning school safety and discipline for the School District.

Mountain Home School District No. 193 believes each student deserves the opportunity to learn to his/her full potential. In order to achieve this, no student will be allowed to hinder any other student's opportunities to learn and/or cause any unsafe conditions or acts that hinder any other student's opportunities to learn.

SCHOOL SAFETY - (I.C. 18-3302D, 18-3302I, 18-3313)

- A. **ZERO TOLERANCE:** Students in violation of zero tolerance guidelines will be referred to the District Review Committee or recommended for expulsion and referred to the appropriate authorities. (Idaho Code 33-205)

Mountain Home School District No. 193 has adopted a zero tolerance stand against:

1. weapons and violent acts (see attachments) at school, on or near owned or contracted school property, or at school sponsored events, as interpreted by the Board of Trustees
2. verbal or written bomb threats, or placing or detonating a bomb
3. students found to be distributing, either by selling or sharing, dangerous drugs or students engaged in drug related behavior on or near owned or contracted school property, or at school sponsored events, as interpreted by the Board of Trustees

B. **WEAPONS** – (I.C. 18-3302A-J, 18-3313)

1. Weapons are defined as follows:
 - a. Any device, instrument, material, or substance designed to cause serious physical injury, or any item, which under the circumstances it is used, attempted, or threatened to be used, is readily capable of causing serious physical injury. Weapons may include, but are not limited to: firearm; dirk knife, bowie knife, dagger, or straight razor; metal knuckles; any explosive, incendiary, or poisonous gas; any combustible or flammable liquid; or any other item which is used to threaten, strike terror, or cause bodily harm or death even though it is normally considered to not present a danger to others.
2. Students who possess, store, or use firearms as defined in section A.1, will be expelled. The Board of Trustees reserves the right to expel a student permanently.

Mountain Home School District will not admit, prior to a hearing at the end of a one-year expulsion period, any student who has been expelled from another school district for violating the Gun-Free Schools Act of 1994. Students expelled for possession, storing, or using a firearm as defined in Section A.1 will be referred to the appropriate criminal or juvenile justice system.

3. Students who possess, store, or use look-a-like weapons, or other objects or substances capable of being used as weapons, without permission from school officials, will be immediately suspended for up to five (5) days. The administrator in charge of the case will meet with the superintendent of schools, or designee, as soon as possible to consider the evidence. Those determined to be in violation will be referred to the District Review Committee or the Board of Education with recommendation for further suspension and/or expulsion, and the proper authorities will be notified.

C. **VIOLENT ACTS** – (I.C. 16-1619, 18-917A, 18-3302I, 18-3313, 33-205, 33-512)

1. Threats, written or verbal, or acts including bullying, cyber-bullying, and physical abuse, violent or potentially violent, which pose a threat to the health and safety of students, staff members, or visitors, or are disruptive to the educational process of the Mountain Home School District, **may will** result in formal suspension procedures and possible expulsion. (See attachment 2)
 - Physical abuse against a student, including, but not limited to, hitting, pushing, tripping, kicking, blocking, or restraining another's movement; sexual misconduct; causing damage to another's clothing or possessions; and taking another's belongings.
 - Verbal abuse against a student, including, but not limited to, name-calling, threatening, sexual misconduct, taunting, and malicious teasing.
 - Psychological abuse against a student including, but not limited to, spreading harmful or inappropriate rumors regarding another, drawing inappropriate pictures or writing inappropriate statements regarding another, and intentionally excluding another from groups, or similar activities.
 - Harassment, intimidation, and/or bullying/cyber-bullying, including, but not limited to, any intentional gesture or any intentional written, verbal, or physical acts or threats, against another student may be committed through any technology included, but not limited to, the use of landlines, car phones or wireless telephones, or through the use of data or computer software that is accessed through a computer, computer system, or computer network.
 - In the event that cyber-bullying was committed by a school district pupil on school grounds and/or using school district technologies, the pupil will be subjected to appropriate discipline.
 - In the event that cyber-bullying was committed by a school district pupil using non-school district technologies away from school grounds, the Building Principal or designee may report the incident to local law enforcement. In addition, school authorities have the right to impose a consequence on a pupil for conduct away from school grounds, including on a school bus or at a school-sponsored function.

2. Following a minimal due process hearing, a student found to be in violation of this section of the

School Safety and Discipline policy will be immediately suspended for up to five (5) days. The administrator in charge of the case will meet with the superintendent of schools, or designee, as soon as possible to consider the evidence. Those determined to be in violation will be referred to the District Review Committee or the Board of Education with recommendation for further suspension and/or expulsion, and the proper authorities will be notified.

D. **BOMB THREAT** - (I.C. 18-3313, 18-3302I)

Any student involved in bomb threats against a school shall be referred to the Board of Trustees for recommended expulsion, and the proper authorities will be notified. A bomb threat includes, but is not limited to, placing or detonating a bomb, or verbal or written threats of bombs.

E. **DRUG/ALCOHOL/CONTROLLED SUBSTANCES POLICY** – (I.C. 33-210)

Students found to be distributing dangerous drugs or engaged in drug related behavior will be referred to the District Review Committee for disposition or to the Board of Trustees for a hearing for possible expulsion.

DEFINITION OF TERMS:

Dangerous Drug: Any drug, obtainable with or without a prescription, which can be used in a manner dangerous to the health of the user. This includes, but is not limited to, marijuana, amphetamines, (stimulants), barbiturates (depressants), cocaine, inhalants, heroin, and hallucinogens.

Distribution: Students who share and/or sell alcohol or other dangerous drugs to other students or persons on or near district property any time during school hours or at a school-sponsored activity are considered to be distributors.

Found: Positive proof has been established that the student is involved in the use, possession, or distribution of alcohol or other drugs.

F. **DISCIPLINE** – (I.C. 33-205, 33-512)

1. The District has the authority to control student conduct and to adopt rules necessary to maintain proper discipline (Idaho Code 33-512).

Each school shall establish a discipline committee to develop a discipline plan, which includes procedures for due process. The discipline plan must be provided, in writing, at the beginning of each school year to the students, staff, and parents.

All staff members will be notified that they are responsible to take appropriate action for discipline situations that may arise in their presence.

Building administrators may temporarily suspend any student for disciplinary reasons, or for other conduct disruptive of good order, or which impedes the effectiveness of the school (Idaho Code 33-205).

2. Excessive physical contact and public displays of affection are not acceptable on owned or contracted school property, or at school sponsored events.
3. Students with disabilities violating this policy will be dealt with within the guidelines of Individuals with Disabilities Educational Act (IDEA) and/or Section 504. Each incident will be addressed on a case-by-case basis.

G. **RELEASE OF A STUDENT TO LAW ENFORCEMENT OFFICIALS** – (I.C. 18-705)

The school administrator, or designee, may release a student to law enforcement officials if a warrant is issued, or if the officer is arresting the student without a warrant, or the officer requires the removal of a

student from school district property. In the absence of parental or guardian consent, the school administrator, or designee, shall document the release by using the Juvenile Release form.

H. **DENIAL OF ENROLLMENT** – (I.C. 33-205)

Students, who have been expelled from any school district, including Mountain Home School District No. 193, must notify school authorities of this expulsion upon requesting admittance to the Mountain Home School District. A hearing before the Board of Trustees must be held, and permission given by that body, prior to the admittance of a student who has been expelled from any school district, as described above.

I. **RIGHT OF APPEAL**

Should the student wish to challenge an administrative decision, (s)he may request a hearing before District administration with right of appeal to the Board of Trustees via the Student Grievance Policy.

3. **Title I – Parental Involvement – District Policy** – Mr. Gilbert presented the 1st reading of the proposed revision of Mountain Home School District No. 193 Title I – Parental Involvement – District Policy. He again requested the Board consider only having one reading as only the word “sub” was stricken. There has been no staff or patron input. Chairman Alexander denied having only one reading of this policy revision and asked for a motion. Trustee House motioned to approve the first reading of the proposed revision of Title I – Parental Involvement – District Policy, as presented by Mr. Gilbert. Trustee Checketts seconded the motion. Motion granted.

**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647
POLICY
TITLE I – PARENTAL INVOLVEMENT - DISTRICT**

Statement of Purpose

The Mountain Home School District is committed to the goal of offering a quality education to each student that has value and meaning. We believe that all students can achieve academic success and grow to be productive citizens. Partnerships with parents and the community will assist our school in meeting these goals. Effective schools are a result of families and schools working together to promote high student achievement.

Title I Parent Involvement Plan

A plan for the involvement of Title I parents in the education of their student will be developed, reviewed yearly, and revised as appropriate, to include the following:

- Cover letter explaining the Title I program
- Permission slips for student participation, when a Title I Targeted Assistance school
- A “Home-School Compact,” which outlines how the parents may be involved in a partnership with the school in improving their child’s achievement
- An annual meeting for Title I parents to review and receive input for possible revisions of the policy
- Reasonable access to staff and school as well as ways to inform parents of student progress
- Provision of specific instructional strategies for assistance at home with reading and/or math
- A site-based parental involvement ~~sub~~ plan at each Title I school

Evaluation

An annual evaluation of the content and effectiveness of the Title I Parental Involvement Plan will be conducted by the superintendent or designee. Parents and teachers will be members of the team. The information gathered will serve as a guide in revision of this policy as well as to assist Title I staff in future goal setting.

- E. **POLICY REVIEW** – No Changes – James Gilbert. Mr. Gilbert reported the Policy Committee reviewed and determined no changes needed to be made to MHSD’s Title I – Certification of

Wages & Benefits Paid by Federal Programs Policy, Title I – Comparability of Services Policy, and Title I Policy. Trustee Murray motioned to approve the policy review of Title I – Certification of Wages & Benefits Paid by Federal Programs Policy, Title I – Comparability of Services Policy, and Title I Policy with no changes as presented by Mr. Gilbert. Trustee Reynolds seconded the motion. Motion carried.

1. Title I – Certification of Wages & Benefits Paid by Federal Programs Policy
2. Title I – Comparability of Services Policy
3. Title I Policy

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

RESIGNATIONS

Green, Sara B., Behavioral Supports Paraeducator, West Elementary, effective: May 11, 2012
 Johnson, Amy R., 4th Grade Teacher, East Elementary, effective: May 24, 2012
 Wheeler, Amy M., Title I Leapfrog Paraeducator, North Elementary, effective: May 24, 2012
 Ytuarte, Shelley K., Kindergarten Teacher, North Elementary, effective: May 24, 2012

Trustee Murray motioned to approve the student teaching assignment as presented by Mr. Gilbert, with a second from Trustee Reynolds. Motion carried.

STUDENT TEACHING ASSIGNMENT 2012-2013 SY

Rector, Belinda – University of Phoenix – August 15-December 21, 2012, North Elementary;
 Co-operating Teacher – Diane Murphy, Kindergarten

- X. **EXECUTIVE SESSION – None**

- 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 8:08 p.m.



Chairman Alexander



Clerk Whitman