

SCHOOL BOARD MEETING  
MARCH 15, 2016  
SCHOOL ADMINISTRATION OFFICE

- I. **CALL MEETING TO ORDER** – Chairperson/Vice-chairperson. Chairman Walborn convened the regular meeting of the Board of Trustees at 7:30 p.m., and then he called for the first item of business.
- Trustees Present: Chairman Walborn, Trustee Monasterio, Trustee Binion, Trustee Donahue, Trustee Abrego
- II. **APPROVAL OF AGENDA OR ADDENDUMS (ACTION)** – Chairman/Vice-chairman. Prior to the consent agenda items, Chairman Walborn asked the board if there was an addendum to the agenda. Trustee Binion called for a motioned to approve the agenda, with a second from Trustee Donahue. Motion passed.
- III. **CONSENT AGENDA ITEMS (ACTION)** – Board of Trustees. Chairman Walborn called for a motion to approve the consent agenda items. Trustee Monesterio requested that the Continuous Improvement Plan Policy, Library – Media Materials Selection Policy, and Library – Media Materials Reconsideration Policy be removed (placed under Unfinished Business) from the consent agenda and placed under unfinished business. Trustee Abrego moved to approve the remainder of the consent agenda items received a second from Trustee Monasterio. Motion carried.
- A. **APPROVE THE MINUTES OF THE SPECIAL BOARD MEETING – PUBLIC HEARING OF FEBRUARY 16, 2016, AND THE REGULAR BOARD MEETING OF FEBRUARY 16, 2016, AND THE SPECIAL BOARD TRAINING WORKSHOP OF MARCH 10, 2016.**
- B. **FINANCIAL REPORTS**
- C. **CONSIDERATION OF BILLS**
- D. **PRINCIPAL’S DATA REPORT**
- E. **POLICY ADOPTION** – 3<sup>rd</sup> and Final Reading
1. Trustee Nomination, Election, & Financial Reporting Policy
  2. ~~Continuous Improvement Plan Policy~~
  3. Name/Gender Change Policy
  4. Transgender & Gender Nonconforming Students Policy
- F. **POLICY REVISION** – 3<sup>rd</sup> and Final Reading
1. ~~Library Media Materials Selection Policy~~
  2. ~~Library Media Materials Reconsideration Policy~~
- G. **POLICY ADOPTION** – 2<sup>nd</sup> Reading
1. Public Records – Access to Public Records Policy
- H. **POLICY REVISION** – 2<sup>nd</sup> Reading
1. Homeless Children & Youth Policy
  2. Sick & Other Leave Policy
- IV. **DELEGATION (COMMENTS – NO ACTION/POSSIBLE DIRECTION)** –
1. Joint PTT Group – Introduction and Goals of the Parent-Teacher Together (PTT) Group – Courtney Lewis introduced the parent groups from each of the schools including the base school and the base school advisory committee. She informed the board that the Joint PTT Group was formed last year so that information could be passed back and forth from all of the buildings, to have ongoing communication to keep everyone abreast of what is going on regarding programs, activities, fundraisers, etc. Ms. Lewis continued to inform the board on some of the events and activities they have planned including events such as the Annual Family Game Night and others., fundraising projects, activities, etc. Trustee Binion clarified that they were working with the SAC at the base. The board thanked them.
  2. MHEA – Present Award – Denice Weis, President of the MHEA, awarded the Public Education Ally for Educators award to the Facility Advisory Committee.
- V. **PUBLIC INPUT** – None
- A. Joe McNeal – requested the board reconsider the reassignment of Karen Gordon. He said it was his

- understanding that the board had a letter recommending they reassign Karen Gordon from the principal position at East. He asked if the board had already made a decision regarding the reassignment. Mr. McNeal mentioned a second letter that Mrs. Gordon received regarding her request for an informal review and referenced Idaho Code 33-515. He then explained his interpretation of Idaho Code, the board proceedings, and the right to request an informal hearing after the reassignment. Mr. McNeal questioned whether the board could reassign her without a formal evaluation and asked if Mrs. Gordon would have the opportunity to respond to the supposed letter recommending her reassignment in public. He hoped that without a formal evaluation that the board would not approve the reassignment. Mr. McNeal then questioned the open meeting laws. He continued to read aloud his letter of support of Mrs. Gordon, the number of years she has been an educator, and stated that it would be a great loss to the students and community.
- B. C.D. Houston – requested the board reconsider the reassignment of Karen Gordon. He felt Mrs. Gordon was a person of high integrity and didn't understand the reason for the reassignment. He asked the board to be fair in this decision. Mr. Houston then informed the board about his experience in the Air Force and his love of this town, and asked the board to allow her to continue to be the principal at East Elementary.
  - C. Carrie Moore – parent - She stated that she knew Karen for a number of years and regarded her as a spiritual mentor. She stated that in her opinion Karen had done a great job and had always kept communication open between the two of them. Ms. Moore said that Karen was very helpful, and as an administrator she had always been very positive. She was thankful that Karen was the principal and felt that Karen cared a lot about the students.
  - D. Heather Sheets – parent – She informed the board she has a special needs child and was very concerned when it came time for her son to attend school. Ms. Sheets claimed that Mrs. Gordon was very comforting, easy, and very helpful with regards to her son. She stated that as one of the PTT parents, she stated that she has witnessed the amount of work, long hours, and dedication Mrs. Gordon has given to the school. She added that she has never worked so well with another person than Mrs. Gordon. Ms. Sheets said that all of the teachers at East are a blessing and to not have Mrs. Gordon be the principal would be a negative thing.
  - E. Kendra Schroeder – music teacher – read aloud her letter explaining what she does as a music teacher and the support she has received from Mrs. Gordon with regards to unruly students. She explained that she has had family issues and Mrs. Gordon and Mrs. Straw have been very supportive of the situation.
  - F. Robin Walker – teacher – asked the board to take into consideration the placement of spring break conflicting with holy week, as conferences are held just prior to spring break. She mentioned that this causes conflicts with those who may attend church.
  - G. Krista Cochran – ex-employee – asked the board to change the word “abandonment” to resignation as she claimed that she submitted a resignation letter two and one-half weeks prior to her leaving her position as a teacher at North to be a director at another district. She mentioned that she needed more time to hire new staff and get her new school ready in timely manner, so she used the rest of her personal leave days from the MHSD to take care of her other building business. Ms. Cochran requested the board rethink the word “abandonment” because in her opinion she resigned and that just because the board wouldn't accept her resignation didn't constitute job abandonment.

## VI. **REPORTS –**

- A. **MOUNTAIN HOME AFB UPDATE –** MHAFB Liaison. Colonel Kubat. Colonel Kubat thanked the board for allowing the airbase to participate in the Career Fair at MHHS. He said the airbase sent airman from ten different Air Force career fields thus exposing students to the many different career opportunities they could have by joining the Air Force. Colonel Kubat thanked Mrs. Webb and Mrs. Garza for their assistance with setting up. He added that the airman enjoyed the interaction with the students.

Colonel. Kubat passed along the information on the Gunfighter Junior event, April 4, regarding military students being walked through a simulated mobility line, so that they have firsthand knowledge on what their parents must do for deployments. He invited all educators to come and see the students participate.

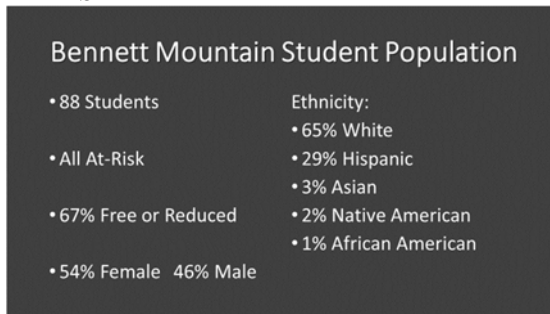
Colonel Kubat also reminded the board that the Military Child Education Coalition (MCEC) training is scheduled for April 12-13, from 8:00 a.m. until 4:00 p.m. He added that all educators were invited to register for this professional development with regards to military-connected child’s experience with transitions. He added that teachers could register for 12-hours of continuing education credits for a fee of \$25. Colonel Kubat and the SAC donated \$75 towards three (3) teachers’ continuing education credits.

Colonel Kubat informed the board that the SAC wants the district to start a transition program for military students coming into the district. He said the program would pair incoming students with existing students to familiarize them with the school and ease them into a new environment.

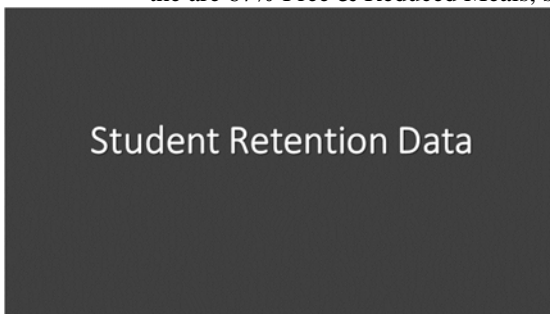
Colonel Iverson informed the board that he is getting to leave and thanked the board and Mr. Gilbert for everything they have done for the students. He then explained the history and tradition of giving a coin for recognition and presented a coin to Chairman Walborn and Superintendent Gilbert. The board thanked him.

**B. BUILDING HIGHLIGHTS – BMHS – Stehvn Tesar.** Mr. Tesar presented the building highlights of BMHS.

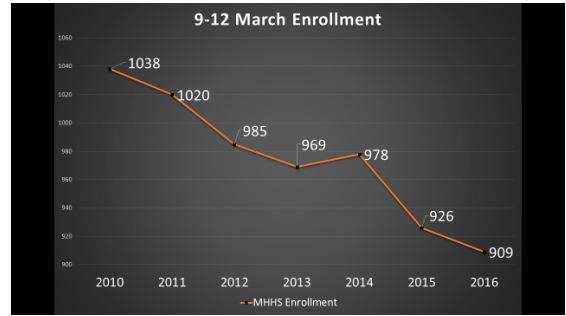
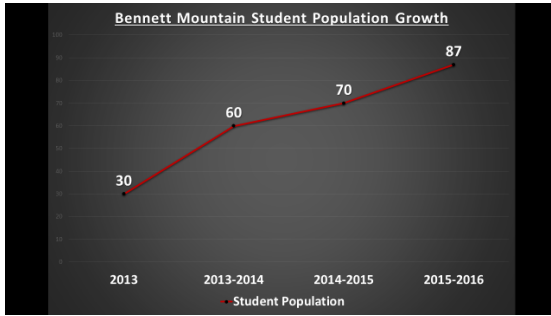
- Mr. Tesar informed the board that for the previous three presentations, he was trying to set and explain the foundation and purpose and operation for BMHS, but this year he wanted to concentrate on one thing, success. on the demographics of BMHS



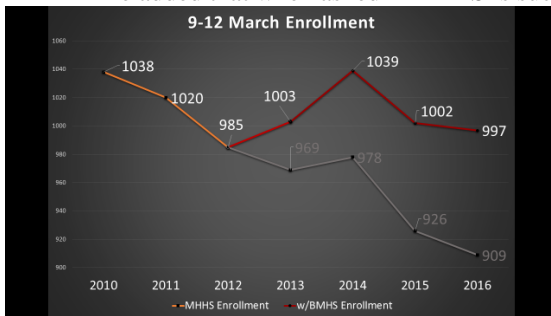
- Mr. Tesar informed the board on the demographics of BMHS
  - ~ BMHS students are all considered At-Risk students
  - ~ they are 67% Free & Reduced Meals, so the building is considered a culture of poverty.



- Mr. Tesar explained that the success of BMHS was due to student retention and then presented the data.
- He explained that there was an eight-year window that we didn’t have an alternative for our at-risk students.
- He stated that we graduated 24 students in 2014; we graduated 30 students in 2015, and we are anticipating graduating 40 come May 2016, so over a three-year period, we graduated 94 students who might have otherwise never graduated.



- Mr. Tesar reviewed the BMHS student enrollment over the last four years.
- Student enrollment started with 30 (2013) and now we have 88 students.
- He explained how enrollment looked like a loss at MHHS, but when combined with BMHS, enrollment actually increased because those students who would have dropped out of school enrolled in BMHS instead.
- Mr. Tesar informed the board the MHHS recognizes those students who are at-risk and who need an alternative means to graduation.
- He added that when asked if BMHS is successful, the answer is yes.



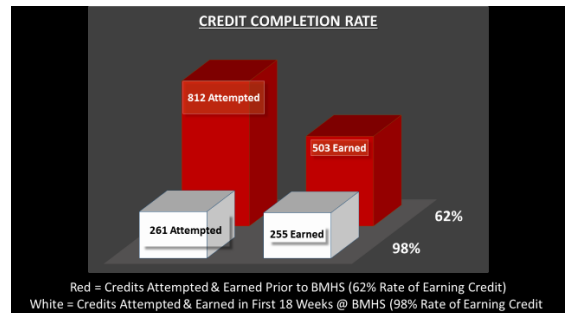
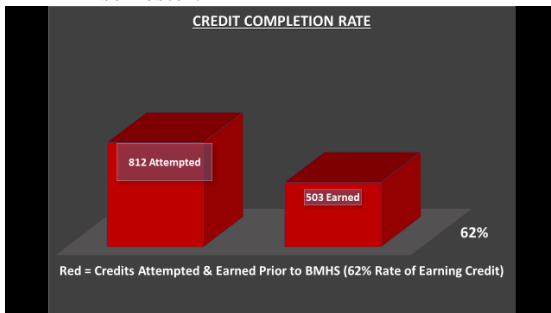
Attendance & Credit Completion Data

Data collected from the 33 new students who enrolled this Fall

- Mr. Tesar informed the board that attendance and credit completion matters with regards to student graduation and credit completion.
- He said that many of the students at BMHS had attendance issues.



- Mr. Tesar informed the board the BMHS's absences averaged 14-days per semester, 28 days per year, so credit completion was at risk, but we were able to drop the absences to 3 days this semester.



- Mr. Tesar stated that before attending BMHS, students attempted 812 credits, but only achieved 503 credits for a 62% rate of completion, but we were able to up that number to 98% credit completion.



## Reason For Success?

## Reasons

- Master Schedule: Four classes at a time
- Small Class Sizes
- Blended Learning: One-to-one computing devices
- Practical Application
- Project-Based Learning
- Student Schedule Flexibility
- Daycare For Teen Parents

- Mr. Tesar explained the reason for BMHS being successful is that the students aren't fans of education to begin with so we have 4 classes at a time instead of seven, smaller class size, blended learning, etc., and having the daycare for teen parents are some major factors with their success.



## Primary Reason For Success?

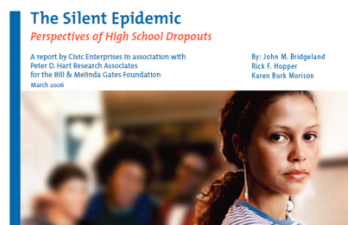
# The Culture!

## Culture Among Staff

- Do you feel appreciated & supported by your building administrator?
  - 100% Yes
- Do you know what your building administrator's vision & goals are for your building?
  - 100% Yes
- How would you rate the overall staff morale in your building?
  - 100% Very High

- Mr. Tesar said the primary reason for the BMHS success is the culture, if you don't have the buy-in from the everyone. then it would be unsuccessful.
- He explained why staff was so important to the success of the students; the staff understand the culture of the students, they understand the purpose and mission of the school and what it takes to succeed.

## BILL & MELINDA GATES foundation



## Why Do High School Students Dropout?

- 22% had to care for a family member
- 26% became a parent
- 32% had to get a job
- 43% missed too many days & could not catch up

- Mr. Tesar reviewed the Bill & Melinda Gates foundation findings regarding why students drop out.

## Why Do High School Students Dropout?

- 41% had a staff member they could turn to with problems
- 47% said classes were not interesting
- 62% felt more class discipline was necessary
- 69% were not motivated or inspired to work hard
- 70% were confident they could have graduated if they tried

## Student Perception Survey



- Mr. Tesar explained that the biggest reason for students dropping out of school was that only 41% of the students felt they had a staff member they could turn to with problems.
  - ~ 26% became a parent
  - ~ 32% had to get a job
  - ~ 43% missed too many days of school
- He said that with that information, he sent out a survey to BMHS students allowing them to survey their teachers.



### The 7C's

1. **Caring** about students (nurturing productive relationships);
2. **Challenging** students to work hard and think hard (pressing for effort and rigor);
3. **Captivating** students (making learning interesting and relevant);
4. **Controlling** behavior (promoting cooperation and peer support);
5. **Clarifying** ideas and lessons (making success seem feasible);
6. **Conferring** (eliciting students' feedback and respecting their ideas);
7. **Consolidating** (connecting and integrating ideas to support learning).

### Student Perception Survey Data

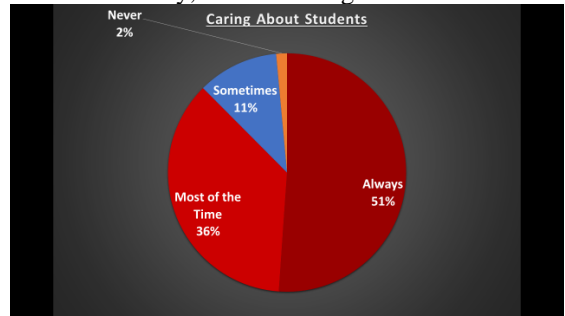
- 98% Students Surveyed
- Students surveyed all of their teachers in every class
- Response Options:
  1. Always
  2. Most of the Time
  3. Sometimes
  4. Never

- Mr. Tesar reviewed the 7 C's Survey and reviewed the data from the student perception survey.
- He added that 98% of BMHS students responded to the survey, which was a great number.

### CARE

Caring About Students  
(Nurturing Productive Relationships)

- My teacher in this class makes me feel s/he really cares about me.
- My teacher seems to know if something is bothering me.
- My teacher really tries to understand how students feel about things.

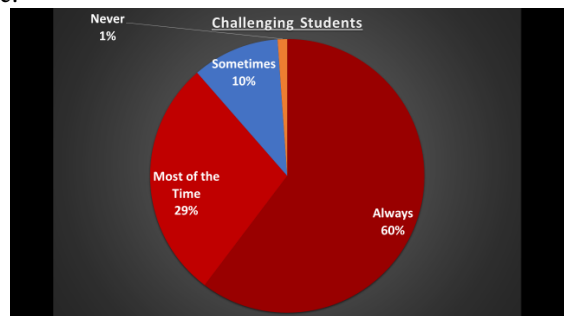


- 51% of the students felt that their teacher really cared all of the time, and 36% of the students felt that their teacher really cared most of the time.

### CHALLENGE

Challenging Students  
(Pressing for Effort & Rigor)

- My teacher pushes everyone to work hard.
- My teacher does not let people give up when the work gets hard.
- In this class, we learn a lot almost every day.

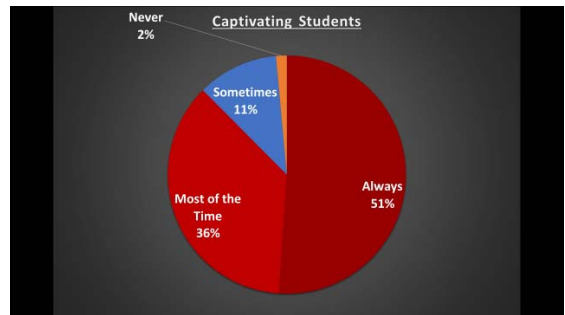


- 60% of the students felt they were always challenged; 29% felt they were challenged most of the time.

### CAPTIVATE

Captivating Students  
(Making Learning Interesting & Relevant)

- My teacher makes learning enjoyable.
- My teacher makes lessons interesting.
- I like the way we learn in this class.



- 51% of the students felt they were captivated all of the time and 36% felt most of the time.

### CONTROL

Controlling Behavior  
(Sustain Order, Respect, & Focus)

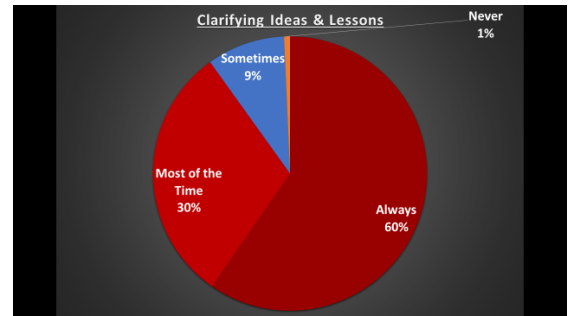
- Student behavior in this class is under control.
- Students in this class treat the teacher with respect.
- Our class stays busy and does not waste time.



- 37% of the students felt the teachers were always in control of the class; 44% felt that teachers were in control most of the time.

**CLARIFY**  
Clarifying Ideas & Lessons  
(Cultivate Understanding & Overcome Confusion)

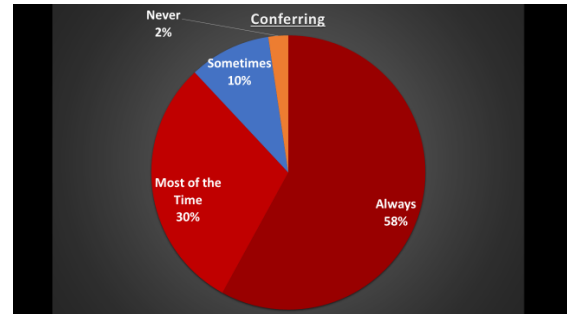
- If you do not understand something, my teacher explains it another way.
- My teacher has several good ways to explain each topic that we cover in class.
- My teacher explains difficult things clearly.



- 60% of the students felt that the teachers always explained the ideas and lessons clearly and 30% felt that the teachers explained the ideas and lessons most of the time.

**CONFER**  
Conferring  
(Invite Ideas & Promote Discussion)

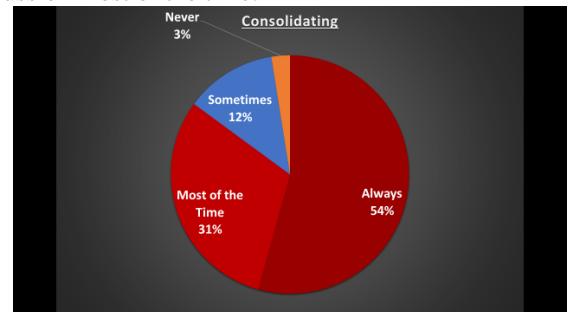
- My teacher wants us to share our thoughts.
- My teacher tells us what we are learning and why.
- My teacher respects my ideas and suggestions.



- 58% of the students felt the teachers always invited ideas and promoted discussion, while 30% felt that teachers invited ideas and promoted discussion most of the time.

**CONSOLIDATE**  
Consolidating  
(Connecting & Integrating Ideas to Support Learning)

- My teacher takes the time to summarize what we learn each day.
- My teacher checks to make sure we understand what s/he is teaching us.
- We get helpful comments to let us know we did wrong on assignments.
- The comments that I get on my work in this class help me understand how to improve.



- 54% of students felt that their teacher always made sure the students understood the lesson or gave constructive criticism; 31% felt the teachers did most of the time.
- Mr. Tesar then had two BMHS students who are average American teenagers, and on the surface everything seems fine, but they had issues that greatly affected them, and they made some bad decisions, approach the board and give a brief background about themselves and explain why they were at-risk of not completing high school.
  - ~ Both students were at-risk, but manage to raise their GPA to 3.0 or higher
  - ~ Both students have been accepted to college
  - ~ Both students belonged to and participated in extracurricular activities
  - ~ Both students felt the BMHS was the best school they ever attended
- Mr. Tesar wanted everyone to know that the perception of an at-risk student is that of a gangbanger, or drug dealer, or a thug, or a terminal failure, but the perception is wrong and there are many, many reasons for a student becoming an at-risk youth.
  - ~ Both of the students and many other BMHS students have to overcome some major challenges.
  - ~ Both students felt that their parents and BMHS saved them.
  - ~ The daycare is a very important part of the school.
  - ~ Both felt the teachers were very caring and understanding and they were like family.
- Mr. Tesar explained that there was a time that we didn't have an alternative school to help these kids and they would have been lost. He said that the best decision the school district ever made was to open BMHS.
- He stated that hearing the BMHS kids' stories and woes and then to hear their successes is far more powerful than any data point that he could give.
- Trustee Abrego commended Mr. Tesar and his staff for everything they do and the commitment they all have made to these at-risk students; you go out and meet the need instead of waiting for the need to meet you. He also commended the students for their hard work, commitment, and dedication

to complete their education.

- The rest of the board related the same message.
- Mr. Tesar asked the board's permission for one final matter and then informed them about his childhood friend who had passed away at 13-years, explained that his friend's parents Jack and Carla Post who have donated money to BMHS in the past, wanted to do something annually in memory of their son, so they started the Adrian Aleixo Memorial Scholarship and the first scholarship was awarded to Echo Maas.

- C. SUPERINTENDENT'S REPORT** – James Gilbert. Mr. Gilbert reported on some concerns regarding mold at HMS. He explained that they had another test done and Mold Test USA company sampled ten (10) different areas of HMS and the test came back with flying colors. Mr. Gilbert then reviewed the numbers and added that filters would still be installed and the acoustic tile in the hallway will be replaced.

Mr. Gilbert informed the board that Optimist Football has requested that we allow them to run power to one of their structures and that he approved it because Optimist Football has donated equipment to the schools for many years. He continued to say that it was to run the scoreboard.

Mr. Gilbert reported on the misrepresented, inaccurate, and erroneous advertisements the Albertson's Foundation has been publishing regarding public schools. He said the Albertson's Foundation agenda was to promote charter schools by sending out inaccurate and erroneous information on public schools. Mr. Gilbert stated that public schools are not failing and that our high school has more than doubled the amount of credits students can earn. He said from 2008-09 our students had over 500 credits and last year they earned 1,050 credits and that without highly qualified staff and dedicated parents this would not have been accomplished. He continued to report the SIC Superintendents are addressing the college and career ready, and he has submitted an article to the MHNews.

## VII. UNFINISHED BUSINESS –

- A. DISTRICT CALENDARS – MHSD & BMHS – 2016-2017** – James Gilbert. Mr. Gilbert submitted the proposed District and BMHS Calendar for the 2016-2017 school year. He reminded the board that they tabled the calendars because of their concern regarding Veteran's Day. He also informed them that every classroom would have some sort of patriotic-based curriculum that day with the much appreciated work form Trustee Binion. Trustee Donahue commented that she was concerned about making sure the veterans would be honored and after some discussions with the principals and the superintendent, she was pleased with the activities of that day. Trustee Binion motioned to approve the MHSD & BMHS 2016-17 school calendars as presented by Mr. Gilbert. Trustee Donahue seconded the motion. Motion accepted.
- B. POLICY ADOPTION** – 3<sup>rd</sup> and Final Reading -
1. **Continuous Improvement Plan Policy** – James Gilbert. Trustee Monasterio pulled this policy from the consent agenda due to some questions. He asked if this policy was required by law. Mr. Gilbert replied yes. Trustee Monasterio motioned to approve the 3<sup>rd</sup> and final reading of the proposed adoption of the Continuous Improvement Plan Policy. Trustee Binion seconded the motion. Motion carried.

### CONTINUOUS IMPROVEMENT PLAN

Mountain Home School District No. 193 will develop an annual plan that is part of a continuous focus on improving student performance through the analysis of data to assess and prioritize needs and measure outcomes. The board and the superintendent will collaborate on the plan and engage students, parents, educators, and the community as appropriate.

The Continuous Improvement Plan must be reviewed and updated annually no later than October 1 each year.

### **CONTINUOUS IMPROVEMENT PLAN REQUIREMENTS**

The annual continuous improvement plan will:

1. Be data driven, specifically in student outcomes, and include, but not be limited to, analysis of demographic data, student achievement and growth data, graduation rates, and college and career readiness;



2. Set clear and measurable targets based on student outcomes;
3. Include a clearly developed and articulated vision and mission; and
4. Include key indicators for monitoring performance;
5. Include a report of progress toward the previous year's improvement goals.

The board will continuously monitor progress toward the goals by utilizing relevant data to measure growth. The progress will be included in the superintendent's evaluation.

## **TRAINING**

This district will seek reimbursement for actual expenditures related to training delivered by state-approved trainers from the Idaho State Department of Education (SDE) to the extent money is appropriated. To be eligible for reimbursement, the training will cover one (1) or more of the follow subjects:

1. Strategic planning including, but not limited to, training on continuous process improvement, use and analysis of data, and methods for setting measurable targets based on student outcomes;
2. School finance;
3. Administrator evaluations including, but not limited to, specifics on the Idaho state evaluation requirements and framework;
4. Ethics; and/or
5. Governance.

Training records will be kept by the district for reimbursement purposes showing the following:

1. The length of the training in hours;
2. The subject(s) covered by the training;
3. The participants included in the training or validation of attendance of specific participants as applicable; and
4. The curriculum, agenda, or other documentation detailing the content of the training.

Strategic planning training sessions for which reimbursement is sought will include a majority of the board and the superintendent. All training will include students, parents, educators, and the community as applicable to the training subject and format. The training facilitator will be physically present or have the ability to interact directly with all training participants. Time will be included to give participants the opportunity to discuss issues specific to the district.

## **NOTICE**

The strategic plan will be made available to the public and posted on the school district website.

- C. POLICY REVISION** – 3<sup>rd</sup> and Final Reading - Trustee Monasterio pulled these two policies from the consent agenda due to some questions. He asked if there had been challenges to library materials. Mr. Gilbert replied that it had been awhile for a challenge to a library book, but classroom materials have been challenged. Trustee Monasterio motioned to approve the 3<sup>rd</sup> and final reading of the proposed revision of the Library-Media Materials Selection Policy and the Library-Media Materials Reconsideration Policy. Trustee Binion seconded the motion. Motion granted.

1. Library-Media Materials Selection Policy –

### **LIBRARY/MEDIA MATERIALS SELECTION**

School libraries are centers for information and ideas. Books and other library materials are provided for the interest, information, and enjoyment of all students in the school. It is the policy of Mountain Home School District No. 193 to have materials for these purposes selected by school librarians in accordance with the American Library Association School Library Bill of Rights as follows:

1. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
2. To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. To provide a background of information that will enable pupils to make intelligent judgments in their daily lives.
4. To provide materials representing a variety of different literary genres.

5. To provide materials on opposing sides of controversial issues so that young citizens may develop the practice of critical reading and thinking.
6. To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
7. To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

### **Gifts and Donations**

Materials given or donated to the library will be accepted with the understanding that each piece will be evaluated against the District's Selection Policy. Donated materials not meeting **the school district's** ~~own~~ needs or requirements will be disposed of at the building librarian's discretion.

### **Discards**

Materials no longer meeting the criteria of our Selection Policy will be weeded according to the standards used by all libraries, i.e., age of material, worn out, defaced, or replaced by more appropriate or up-to-date material.

## 2. Library-Media Materials Reconsideration Policy –

### **LIBRARY-MEDIA MATERIALS RECONSIDERATION OF MATERIALS**

Patrons of the Mountain Home School District may register their criticisms of ~~curriculum, library, or other enrichment or supplemental instructional~~ materials with the school authorities by complying with the following procedures. All materials in question will remain in circulation until final resolution of the complaint is made.

1. All criticisms must be presented in writing within 10 days of receipt of Form A. (See attached Form A.) The statement must be complete, with address information included, which will allow for a proper reply to be made.
2. A committee shall be established, as needed, to evaluate materials, making recommendations thereof. The committee shall consist of:
  - A. One member of the building administration, or his/her representative
  - B. The building librarian or library manager if the materials being evaluated are library materials  
In the case of elementary schools, a ~~certified~~ media specialist from the secondary level may also sit on the committee.
  - C. Two faculty members - In a situation involving a secondary level school, and the evaluation is of specific curriculum related materials, one faculty member shall be from subject area department, and one from outside the department. In other circumstances, two faculty members from different departments will serve. In a situation involving elementary level materials or schools, faculty members from two different grades or programs will serve.
  - D. A knowledgeable community member

The committee will evaluate the material in question and present its findings to the building administration using Form B (attached). The administrator will then notify the complainant of the recommendation and the action taken. A report concerning the complaint and the recommendation will be made to the superintendent or his designee.

3. Each committee member will have the opportunity to examine the material in question in its entirety.
4. The committee will evaluate the complaint as filed on Form A. The complainant may request the opportunity to speak with the committee, as may the building librarian or his/her representative. The committee will weigh the values, strengths, and faults of the material and will base its opinion on the merit of the material as a whole rather than on passages or sections taken out of context.
5. When the committee has reached a decision, it will present its findings to the building administration using Form B (attached). The administrator will then notify the complainant of the recommendation and the action taken. A report concerning the complaint and the recommendation will be made to the superintendent or his designee. Every effort will be made to deal with complaints in a timely manner, preferably within ten (10) working days of receiving the initial complaint. However, depending on the length of the material and the number of copies available to the committee, more than ten (10) days may be required in order to give each committee member the opportunity to examine the material in question.
6. If the complainant or any of the committee members is not satisfied with the resolution at the building level, (s)he must notify the building principal, who will take the complaint and proposed resolution to the superintendent, or his designee, for review and recommendation. All interested parties will be notified of the recommendation and proposed resolution of the superintendent.

7. If a satisfactory resolution is not attained at the district level, all complaints, recommendations, and related information will be forwarded to the school district Board of Trustees for final resolution. All interested parties will be notified of the final resolution.

VIII. **NEW BUSINESS –**

- A. TRAVEL REQUEST (ACTION)** – Chairman Walborn asked if there was a motion to approve all the travel requests as presented. Trustee Abrego motioned for approval of the travel requests as presented. Trustee Donahue seconded the motion. Motion approved.

1. Journalism Team – MHHS – National Conference, Los Angeles, California, April 14-17, 2016 – Susan Martin.
2. GAPP (German American Partnership Program) – MHHS – Student Exchange Program, Hessen, Germany, June 16, 2016 – July 17, 2016 – Frau Cook.
3. BPA (Business Professionals of America) – MHHS – BPA Nationals, Boston, Massachusetts, May 5-9, 2016 – Janet Webb.
4. Speech & Debate Team – MHHS – National Tournament of Champions, Denver, Colorado, May 12-15, 2016 – John Petti.
5. Speech & Debate Team – MHHS – NSDA Nationals, Salt Lake City, Utah, June 12-17, 2016 – John Petti.
6. HOSA (Health Occupation Students of America) – MHHS – HOSA State Leadership Conference, April 6-8, 2016 – Karen Brescia.

- B. BEREAVEMENT/SICK LEAVE BANK COMMITTEE MEMBERS** – James Gilbert. Mr. Gilbert presented annual request of the appointments to the Sick Leave and Bereavement Leave Bank. He informed the Board that the committee is to consist of three MHEA members, one classified employee, and two members appointed by the Board of Trustees. He would contact the MHEA and get the names of their appointees. Trustee Donahue moved to approve that Mr. Gilbert and Chairman Walborn continue to serve on the Bereavement/Sick Leave Bank Committee. Seconded by Trustee Monasterio. Motion granted.

- C. DRIVERS EDUCATION BUDGET** – Cliff Ogborn. Mr. Ogborn presented the Driver's Education Budget for FY2017 to the Board for approval. He stated that this is a self-sustaining fund, all expenses come from student fees and the small reimbursement from the state. Mr. Ogborn stated that there is no supplemental funding from the general fund. He added that the district runs approximately 340 students through Drivers Education annually and that he didn't believe there would be an increase from the state funds. He added that the student fees would remain the same. Mr. Ogborn reviewed the Drivers Education budget. He added that student fees and driver instructor salaries remain the same. Trustee Binion asked how much of the student fees are used to reimburse our expenses and Mr. Ogborn replies that it is combined with the state reimbursement and all of the expenses are paid from the combined funds. Trustee Binion motioned for the approval of the Drivers Education Budget for 2016-2017, as submitted by Cliff Ogborn. Trustee Abrego seconded the motion. Motion carried.

- IX. **EXECUTIVE SESSION** – Personnel Matters. Chairman Walborn called for a motion for the purpose of allowing the Board to retire into executive session in order to discuss the evaluation of an employee, to hear an informal review request, and to consider employing professional personnel and principals, as authorized by Idaho Code, Title 74, Chapter 2, Section 74-206(1)(b) – to consider the evaluation of an employee, Section 33-515(4) – to hear an informal review request, and Section 33-513(3) – to employ professional personnel and principals. After a full and complete discussion and upon motion duly made by Trustee Binion and seconded by Trustee Donahue, 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 Idaho Code, Section 74-206(1)(b) – to consider the evaluation of an employee, Section 33-515(4) – to hear an informal review request, and Section 33-513(3) – to employ professional personnel and principals.

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.

Chairman Walborn called on Clerk Whitman to complete a Roll Call Vote. 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 Walborn..... Aye  
 Trustee Monasterio ..... Aye  
 Trustee Binion ..... Aye  
 Trustee Donahue..... Aye  
 Trustee Abrego ..... 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 8:49 p.m. to discuss personnel matters. Others present: The attending board members, Superintendent Gilbert, Albert Longhurst, Jeff Johnson, Clerk Whitman, and Cliff Ogborn. The Chairman asked Clerk Whitman and Mr. Ogborn to leave the room at 8:52 p.m. The Chairman asked Mr. Longhurst and Mr. Johnson to leave the room at 9:30 p.m. The Chairman asked the superintendent to leave the room at 9:58 p.m. The Chairman asked Mr. Gilbert to return to the boardroom at 10:10 p.m. The Chairman asked the clerk to return to the boardroom at 10:16 p.m. Following a full and complete discussion of the personnel matters, the Board reconvened into open session at 10:16 p.m.

**NON-ACTION ITEM(S):**

**A.** Discussion

1. Evaluation of an employee
2. Informal Review

**ACTION ITEM(S):**

**B.** Personnel Items – Chairman Walborn asked for a motion to approve personnel items as stands. Trustee Abrego motioned to approve the personnel items as published, received a second from Trustee Donahue. Motion approved.

**1. RECOMMENDED APPROVAL OF ADMINISTRATIVE APPOINTMENTS – 2016-2017 SCHOOL YEAR**

Abbott, Tili G., Assistant Principal, MHHS  
 Cotton, Mark A. Assistant Principal/Activities Director, MHHS/MHSD  
 Gunderson, Samuel G., Principal, MHHS  
 Tesar, Stehvn J., Principal, BMHS  
 Cochran, Daniel L., Principal, MHJH  
 Ward, Jessie A., Assistant Principal, MHJH  
 Smith, Lonni M., Assistant Principal, HMS  
 Straw, Anita S., Principal, North Elementary School  
 McCluskey, Phillip D., Principal, Stephensen Elementary School  
 Crusier, Nichole C., Principal, West Elementary School

**2. RECOMMENDED APPROVAL OF REASSIGNMENT**

Gordon, Karen S., Classroom Teacher, location to be determined

**3. JOB ABANDONMENT**

Cochran, Krista, 2<sup>nd</sup> Grade Teacher, North Elementary School

**4. RESIGNATIONS**

Cameron, ReNae; 8<sup>th</sup> Grade “B” Girls Basketball Coach, MHJH

Huey, Lisa; 8<sup>th</sup> Grade "A" Volleyball Coach, MHJH

5. **RETIREMENTS**

Mulalley, Larry, Industrial Maintenance Teacher, MHHS; effective: May 27, 2016  
Woodland, Toni, Attendance Secretary, MHHS; effective: June 2, 2016

6. **STUDENT TEACHING ASSIGNMENTS 2016-2017 SY**

Schetzle, Emilee – Idaho State University – August 16, 2016-December 16, 2016 –  
North Elementary; Co-operating Teacher – Stephanie Hiler, Third Grade

- X. **ADJOURNMENT** – All business of the Board having been completed, Chairman Walborn called for a motion to adjourn. A motion from Trustee Binion adjourn was seconded by Trustee Monasterio. Motion carried. Meeting adjourned at 10:17 p.m.

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Chairman Walborn

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Clerk Whitman