

Snake River School Board of Trustees
Special Board Meeting to Conduct a Work Session and to Hold an Executive Session
Held at the Snake River District Office
103 South 900 West, Blackfoot, Idaho 83221
Friday, November 7, 2014

I. WELCOME AND ROLL CALL

Chairman, Bill Martin called the meeting to order at 8:10 a.m. Board members present were Bill Martin, Wally Aldous, Kent Miller, and Annis Williams. Kim Kunz was absent. Also attending were Superintendent Mark Gabrylczyk and Board Clerk Terisa Coombs. Steve Schellenberg arrived at 9:45 a.m. Paul Groesbeck and Chris Nelson arrived at 10:45 a.m.

II. APPROVAL OF AGENDA

Kent Miller moved to approve the agenda as presented and Wally Aldous seconded. All the board members present voted aye. Motion passed 4-0.

III. DECLARE AN AREA OF NEED EXISTS

Snake River Junior High Physical Education Teacher, Rich Dunn, is requesting an alternative authorization from the state department to add a Health endorsement to his certificate. The Health endorsement is in close alignment with the Physical Education endorsement, which Mr. Dunn currently has. The district needs Rich Dunn to add a health endorsement to his current certificate to accommodate an area of need in the schedule for health education at the junior high school. The board declared that an area of need exists in our district.

Annis Williams moved to declare that an area of need exists for a junior high Health teacher and to approve the request for an Alternate Authorization to add the Health endorsement to Mr. Rich Dunn's certificate. All the board members present voted aye. Motion passed 4-0.

IV. BOARD GOALS

The board discussed their goals for the 2014-2015:

1. The Snake River Board of Trustees will update and write policy and procedure for the Snake River School District. The Board sets a goal of 25% for each year.
2. The Board would like teachers and students to want to work and attend school in the district. They want to provide the appropriate tools, training, etc., including STAR Enterprise, technology, professional development, wages, benefits, and more dual enrollment.
3. General Fiscal Goal for the next ten years:
 - a. Balanced budget.
 - b. Passing the levy.
 - c. Hiring the best people.
 - d. Seek grants.
 - e. Maintain plant facility levy.
 - f. Make the best use of assets with buildings and programs.

V. POLICY READINGS

FIRST READINGS:

Policy 50 (EMT), "District Policy Memorandum" is a new policy. The Board has defined that it has become a necessity to update its policy manual by adopting policies that have been drafted to incorporate the necessary requirements of Federal, State, and Administrative policies to serve the Snake River School District community. This policy gives the procedure on how to access school policy during the adoption process.

A motion was made by Kent Miller and seconded by Wally Aldous to approve the first reading of Policy 50 (EMT), "District Policy Memorandum." All board members present voted aye. Motion passed 4-0.

Policy 205, "Strategic Planning." This policy is new. HB521 directs each school district to develop a strategic plan that focuses on improving student performance. It also provides for professional development funding for boards and superintendents to be distributed on a reimbursement basis upon completion of training. For the 2014-2015 school year, the strategic plan must be adopted on or before September 1. For every year thereafter, the strategic plan must be reviewed and updated annually no later than August 1. Progress toward the goals outlined in the plan must also be included in the superintendent's evaluation. In further discussion, the board wanted to align the dates with the beginning of the school year for our district. The strategic plan must be adopted on or before August 1. Mr. Miller also wanted to make sure that the Strategic Plan is accessible on the website. Mr. Miller suggested that the adoption date be changed from September 1 to August 1 and the board agreed.

Policy 228 (EMT), "Board Member Conflict of Interest" This policy is new. Idaho Code distinguishes between compensated and non-compensated board members for such purposes; therefore, the policy has been updated to reflect the statutory requirements for executing a contract depending on whether the board member is paid for his or her service to the board. Additionally, this policy was updated to be more comprehensive and to clarify a board member's duty to disclose a conflict of interest, his or her obligation with respect to the receipt of gifts, and under what circumstances the board may employ a board member's spouse per HB568. Mr. Miller would like a conflict of interest form to be developed. Superintendent Gabrylczyk mentioned that this is also mentioned in the Board of Trustees Code of Ethics that they sign.

A motion was made by Kent Miller and seconded by Wally Aldous to approve the first reading of Policy 200 (EMT), "Strategic Planning" and Policy 228 (EMT) "Board Member Conflict of Interest ." All board members present voted aye. Motion passed 4-0.

Policy 305(EMT), "Superintendent Evaluation." This policy replaces Policy 3020. It was developed to reflect statutory and administrative rule requirements regarding superintendent evaluations. Docket No. 08-0202-1301 revised IDAPA 08.02.02.120 regarding teacher evaluations and added IDAPA 08.02.02.121 regarding principal evaluations. These rules both require that certificated instructional employees, principals, and superintendents receive an evaluation in which at least thirty-three percent (33%) of the evaluation results are based on multiple objective measures of growth in student achievement as determined by the board of trustees and based upon research. Additionally, as mentioned above, the new strategic planning legislation also requires that progress toward the goals outlined in the strategic plan be included in the superintendent's evaluation. Option A was chosen.

Policy 310 (EMT), "Principal Evaluations." This policy replaces Policy 3075. It was modified to reflect principal specific evaluation requirements to comply with the requirement that principal evaluation policies be submitted to the state for approval by July 1, 2014. It outlines principal evaluation requirements per IDAPA 08.02.02.121 and Idaho Code. Mr. Miller asked Superintendent Gabrylczyk if he was a trained evaluator. Superintendent Gabrylczyk said that the state gave all administrators until 2018 to be trained. Mr. Miller would also like to see the date shortened on the Opportunity to Respond. Mark has 5 days to respond. The person doing the evaluation has 21 days. Superintendent Gabrylczyk agrees. They will change it to Mark with 5, principals 7 days. Mr. Miller recommended that the recommendation on probation is at the discretion of the Board of Trustees.

Policy 409.50 (EMT), "Administrative Leave for Certificated Employees." This policy replaces 7604. The title and policy have been updated to clarify that administrative leave applies to certificated employees only (per SB1342). It also was updated to include a section regarding the ability of the superintendent to place a certificated employee on an involuntary leave of absent without pay due to a court order. The Board of Trustees agreed that they would like to add that when an employee is put on administrative leave that the Chairman of the Board be present in the discussion. This needs to be added as the superintendent /designee and the Chairman of the Board.

A motion was made by Kent Miller and seconded by Wally Aldous to approve the first reading of Policy 305(EMT), "Superintendent Evaluation," Policy 310 (EMT), "Principal Evaluations," and Policy 409.50 (EMT), "Administrative Leave for Certificated Employees." All board members present voted aye. Motion passed 4-0.

Policy 421 (EMT), "HIPAA Privacy Rule," 421F1, "HIPAA Privacy Rule: Letter to Employee," 421F2, "HIPAA Privacy Rule: Notice of Privacy Practices," and 421F3, "HIPAA Privacy Rule: Authorization Form for Release of Protected Health Information" This policy was previously titled, HIPAA Privacy Rule Compliance." This policy is newly updated. It has minor technical changes (Policy No. 864, HIPAA Privacy Rule: Business Associate Agreement is still located in "Section 800: Business Procedures" of the model policy manual). The original accompanying forms were formatted as separate attachments to the policy with minor technical changes: 421F1 – HIPAA Privacy Rule: Letter to Employee, 421F2 – HIPAA Privacy Rule: Notice of Privacy Practices, and 421F3 - HIPAA Privacy Rule: Authorization Form for Release of Protected Health Information. Mr. Miller would like to have Mark Gabrylczyk added as the HIPAA Privacy Officer.

Policy 864F1 (EMT), "HIPAA Privacy Rule: Business Associate Agreement"This form was previously part of the policy titled, "HIPAA Privacy Rule Compliance." The policy was separated and included in employee section as Policy No. 421, HIPAA Privacy Rule. No changes were made to this document. It is a contract between a school district and any business associate that may obtain access to protected health information (PHI) and limits the ability of a covered business entity to share such information. Discussion held. Superintendent Gabrylczyk will find out Business Associates can be as stated in the policy.

Policy 442 (EMT), "Code of Ethics for Certificated Employees." This policy replaces Policy 3010. This policy was updated to reflect revisions to the Code of Ethics for Idaho Professional Educators, which include the addition of titles to each principle; clarifying that both physical and virtual relationships with students must be professional; and that unethical conduct now includes "possessing" inappropriate images of students, "deliberately falsifying information presented to students," and failure to notify the state of any criminal conviction. Also, "conduct that is offensive to the ordinary dignity, decency, and morality of others" was removed from the code. 442F1 – Code of Ethics for Certificated Employees: Acknowledgment of Receipt was developed and included for those districts wishing to require employees to sign and acknowledge receipt of the code and an understanding of the employee's obligations and responsibilities under the code. Mr. Miller would like to add the word "I have read and understand the policy" to the policy and also have the form 442F1 signed yearly by the teachers.

A motion was made by Kent Miller and seconded by Wally Aldous to approve the first reading of Policy 421 (EMT), "HIPAA Privacy Rule", 421F1, "HIPAA Privacy Rule: Letter to Employee," 421F2, "HIPAA Privacy Rule: Notice of Privacy Practices," and 421F3, "HIPAA Privacy Rule: Authorization Form for Release of Protected Health Information," Policy 864F1 (EMT) "HIPAA Privacy Rule: Business Associate Agreement, Policy 442 (EMT), "Code of Ethics for Certificated Employees," and All board members present voted aye. Motion passed 4-0.

Policy 7312, "Pay for Performance" This policy is obsolete and needs to be removed from the old policy manual.

A motion was made by Wally Aldous and seconded by Kent Miller to approve the deletion of Policy 7312, "Pay for Performance." All board members present voted aye. Motion passed 4-0.

Policy 443 (EMT), "Certificated Employee Evaluations." This policy replaces Policy 7150. This certificated employee evaluation policy outlines evaluation requirements per IDAPA 08.02.02.120 and Idaho Code.

Policy 444 (EMT), "Employment Contracts with Certificated Employees." This policy replaces 7120. Outdated language was removed from this policy and Category 1 contract language was modified to include the ability of the board to offer a limited one-year contract to the spouse of a board member who meets the criteria set forth in section 33-507(3), Idaho Code (per HB 568, mentioned above). Additional language was also added with regard to notice requirements should the board change the length of terms or reduce the salary of a renewable contract status employee.

Policy 448(EMT), "Reduction in Force Regarding Certificated Employees." This policy replaces 7150. SB1317 extends the sunset clause on HB261 regarding reduction in force for an additional year. The board has the sole discretion in terms of who to let go, but the decision cannot be based solely on seniority or contract status. This policy has been updated to reflect the requirement of Idaho Code Section 33-515 that renewable contract employees subject to a reduction in force be provided with a formal review as set forth in Section 33-513, Idaho Code, and Policy No. 454, Discharge of Certificated Employees. This policy previously provided for an informal review. However, nothing in the statutory language precludes the board from holding a single formal review for all affected renewable contract status employees. Discussion held.

Policy 449 (EMT), "Release from Contract of Certificated Employees." This policy replaces 7129. This policy previously stated, "A certificated employee wishing to be released from his or her contract after the contract has been signed by the board chairman must notify the superintendent in writing, specifying the reasons for the request." Based on principals of contract formation, an employee becomes obligated to fulfill all terms and conditions of the employment contract once the district receives the contract with the employee signature, regardless of whether the board chairman has signed the contract. Therefore, this policy has been modified accordingly.

Policy 454 (EMT), "Discharge of Certificated Employees." This policy replaces 7130. This policy has been updated based on SB1342, which provides a process for augmentation of the record upon appeal to the district court of the board's decision to discharge an employee.

Policy 466 (EMT), "Leadership Premiums for Instructional Employees." This policy is new. HB504 provides funding for leadership premium payments for public school educators that local school districts identify as serving in a leadership capacity, which requires the employee to take on additional responsibilities. However, no employee may receive cumulative leadership premiums in excess of 25% of the base salary amount nor less than \$850 and an individual may receive multiple premium payments. Note: The district may also consider inserting a sentence into Policy No. 446, Negotiated Agreement Terms, stating that leadership premiums are not subject to collective bargaining (also stated in this policy).

Policy 476P1 (EMT), "Grievance Procedure for Non-Certificated Employees." This policy replaces 7220. HB 501 updated Idaho Code Section 33-517 to include definitions and direction on the appropriate subject matter for grievance; an informal resolution process to more quickly resolve disputes; lengthening of deadlines; and changes the language with regard to personnel files consistent with the requirements of Idaho Code Section 33-518.

Policy 490 (EMT), "Employee Use of Electronic Communication and Social Media." This policy corresponds with the old policy 7428. This policy reflects current trends in employee use of electronic communication and social media.

Policy 491 (EMT), "Acceptable Use of Internet, Computer, and Network Resources for Employees." This policy is new for employees and also replaces the old policy 6520. Idaho Code Section 33-132 requires school districts to adopt an Internet use policy, to be filed with the state superintendent of public instruction, as a condition of receiving money from the state general fund. It is essentially the same as the student policy, minus some student specific language. This policy also includes a sample network user agreement: 491F1 – Acceptable Use of Internet, Computer and Network Resources for Employees: User Agreement. Discussion held. Steve Schellenberg discussed the differences between the old policy and the new. The board would like one policy, 6520, to cover both employee and student and would like the technology committee to meet and make recommendations.

A motion was made by Bill Martin and seconded by Kent Miller to approve the first readings of Policy 443 (EMT), "Certificated Employee Evaluations," Policy 444 (EMT), "Employment Contracts with Certificated Employees," Policy 448 (EMT), "Reduction in Force Regarding Certificated Employees," Policy 449 (EMT), "Release from Contract of Certificated Employees," Policy 454 (EMT), "Discharge of Certificated Employees," Policy 466 (EMT), "Leadership Premiums for Instructional Employees," Policy 476P1 (EMT), "Grievance Procedure for Non-Certificated Employees," Policy 490 (EMT), "Employee Use of Electronic Communication and Social Media," Policy 491 (EMT), "Acceptable Use of Internet, Computer, and Network Resources for Employees," and 491F1 – Acceptable Use of Internet, Computer and Network Resources for Employees: User Agreement. All board members present voted aye. Motion passed 4-0.

Policy 500 (EMT), "Statement of Guiding Principles." This policy is new and is intended to accurately reflect the intent of the Idaho Constitution's provision related to education.

Policy 518 (EMT), "Student Use of Electronic Communication and Entertainment Devices." This policy is new. This policy reflects current student use of personal technology. Discussion held. The Board would like the Technology Committee to review this policy and will revisit this policy at a later.

Policy 553 (EMT), “Restraint and Seclusion.” This policy is updated. This policy addresses that there may be emergency situations where it becomes necessary for a staff member to physically restrain or place a student in seclusion when the student’s behavior poses an imminent risk of serious physical harm to self or others. The purpose of this policy is to ensure that all students and staff are safe in school, and that any student who may have a behavior crisis is free from the inappropriate use of physical restraint or seclusion. Rose Larson has reviewed this policy.

Policy 560 (EMT), “Epinephrine Auto-Injectors.” This policy is new. SB1327 authorizes schools to voluntarily maintain a supply of epinephrine auto-injectors for the treatment of life-threatening allergic reactions and to provide protection from civil liability for schools and school staff when administering an epinephrine auto-injector in good faith. This policy may also be appropriate in the “Buildings and Sites” or “Community Relations” section of the policy manual where epinephrine auto-injectors can be administered to students and other individuals that the school nurse or designee in good faith believes is experiencing anaphylaxis. Policy No. 560, Epinephrine Auto-Injectors is optional. Under Idaho Code Section 33-520A, schools may maintain a stock supply of epinephrine auto-injectors, but are not required to. If the board elects to maintain a supply of epinephrine auto-injectors in schools then this policy must also be adopted, which outlines administration, training, and reporting requirements under the code. Discussion held. Superintendent Mark Gabrylczyk would like to look into the options of having this policy.

Policy 561(EMT), “Administering Medications.” This policy replaces Policy 8420. It was originally revised to include the new provisions of SB 1327 related to epinephrine auto-injectors. However, it was determined that the new legislation should be inserted into its own policy (see above). Therefore, this policy received more minor edits and revisions. Superintendent Gabrylczyk will look into this policy and discuss with Jeannie Isom.

Policy 602 (EMT), “Accreditation.” This policy replaces Policy 6210. This policy was originally released in the 2013 4th quarter set of policy updates. It has not been changed, but is being re-released as a reminder that the Idaho State Board of Education (SBOE) rule revisions with regard to the accreditation of alternative schools are in effect for the 2014-15 school year and previous versions of this policy should be updated/removed. Superintendent Gabrylczyk will look into this policy further and decide which Option to choose.

Policy 606 (EMT), “Selection of Curriculum Materials.” This policy replaces Policy 6428 and is updated to clarify that the board may adopt their own curricular materials consistent with the provisions of Idaho Code Section 33-512A and Idaho content standards as established the SBOE (SB1377). The Curriculum Committee is currently reviewing this policy and will give recommendations at a later date.

Policy 607 (EMT), “Elementary School Required Instruction.” This policy is new. It reflects the updated administrative rule requiring that cursive writing be taught at the elementary school level as determined by the local school district (Docket No. 08-0203-1307). This policy will be for grades 1-6.

A motion was made by Annis Williams and seconded by Wally Aldous to approve the first reading of Policy 500 (EMT), “Statement of Guiding Principles,” Policy 518 (EMT), “Student Use of Electronic Communication and Entertainment Devices,” Policy 553 (EMT), “Restraint and Seclusion,” Policy 560 (EMT), “Epinephrine Auto-Injectors,” Policy 561(EMT), “Administering Medications,” Policy 602 (EMT), “Accreditation,” Policy 606 (EMT), “Selection of Curriculum Materials,” and Policy 607 (EMT), “Elementary School Required Instruction.” All board members present voted aye. Motion passed 4-0.

Policy 608 (EMT), “Junior High School Required Instruction.” This policy is new. This policy reflects the current administrative rule (revised previous to the 2014 legislative session) requirements regarding junior high school instruction, including the need to develop a student learning plan by the end of 8th grade. Discussion held.

Policy 609.50 (EMT), “Awarding High School Credit for Courses Taken Before Ninth Grade.” This policy is new. Docket No. 08-0203-1306 revised the administrative rules regarding high school graduation requirements. This policy has been updated with regard to the portion of the rule related to awarding high school credit for courses taken in middle/junior high school. Note: Policy No. 610, High School Graduation Requirements, will be released in the 2014 3rd quarter set of policy updates. The SBOE will be releasing a proposed rule this month related to PE requirements that will also impact the policy revision.

Policy 631 (EMT), “Open Enrollment.” This policy replaces Policy 8150. This policy was split into two policies and released in the 2013 4th quarter set of policy updates as Policy No. 631, Non-Resident Enrollment and Policy No. 632, Open Enrollment Tuition Waiver Option. It has since been determined that it should be recombined and remain as a single policy to meet statutory requirements and for purposes of clarity. Option B was chosen. The board would like to add a signature line for the principals and also add that the accepting principal would need to contact the in-district principal from the year prior before approving the request.

Policy 632 (EMT), “8 in 6 Program” This policy is new and has been updated to reflect SB1233 regarding advanced opportunities for secondary students. It clarifies eligibility and credit requirements, clarifies that the state will pay “the lesser” of \$225 or the actual cost of the course, and removes the prohibition on paying for online dual credit or IDLA courses. Superintendent Gabrylczyk explained the 8 in 6 Program to the Board.

Policy 632.50 (EMT), “Mastery Advancement Program (MAP).” This policy is new. Due to SB1233, this policy clarifies that students will receive a \$2000 scholarship for every full year of early graduation regardless of whether the district has submitted an application to participate in the program. However, for the district to receive an amount equal to the student scholarship, it must submit an application to participate to the Idaho State Department of Education (SDE).

Policy 633 (EMT), "Dual Credit Programs." This policy replaces Policy 8120. This policy is newly updated. It has been revised to update program requirements for the Dual Credit for Early Completers and to incorporate a new advanced opportunities program – Fast Forward. With regard to Dual Credit for Early Completers, to participate, the student must meet all of the state mandated minimum requirements, except senior project and senior math requirements. Funds can now be used for any college credit bearing exam (previously only AP exams) and professional technical certification exams. The Fast Forward Program is for students who do not qualify under Dual Credit for Early Completers. The policy outlines who qualifies and for what amount under the new program.

Policy 634 (EMT), "Postsecondary Enrollment Options," and Policy 634F1, "Postsecondary Enrollment Options: Acknowledgement of Counseling Prior to Enrollment." This policy is new. This policy received a general overhaul, including updated definitions. SB1229 eliminated the requirement that each school district have a memorandum of understanding (MOU) with the governing board of each institution from which student take courses, which was also removed from the policy. **634F1 - Postsecondary Enrollment Options: Acknowledgment of Counseling Prior to Enrollment** was removed from the end of the policy and formatted as its own revised form. It is optional. Discussion held.

Policy 671 (EMT), "Section 504," This policy has been updated to clarify that 504 plans must be reviewed periodically, not necessarily annually. Additionally, the policy was amended to address extracurricular activities. Not many changes were made. Dave Kerns also reviewed this policy before this meeting.

Policy 680.50 (EMT) "Student Surveys and Medical Exams," This policy replaces policy 8655. The Protection of Pupil Rights Amendment (PPRA) requires the district to notify and either obtain consent or allow parents/guardians to opt their child out of certain activities including student surveys, analysis, or evaluation; the collection, disclosure, or use of student information for marketing purposes; and certain physical exams and screenings. This policy has been updated to include definitions and a more detailed annual notification requirements section. **680.50F1 – Student Privacy and Parental Access to Information: PPRA Annual Notice of Rights**, originally included at the end of the policy, has been formatted as a separate form. **680.50F2 – Student Privacy and Parental Access to Information: PPRA Consent/Opt-Out Form** was developed and included as a sample notice to parents of relevant activities that will be conducted in the district that require consent or an opportunity to opt-out.

A motion was made by Wally Aldous and seconded by Kent Miller to approve the first reading of Policy 608 (EMT), "Junior High School Required Instruction," Policy 609.50 (EMT), "Awarding High School Credit for Courses Taken Before Ninth Grade," Policy 631 (EMT), "Open Enrollment," Policy 632 (EMT), "8 in 6 Program," Policy 632.50 (EMT), "Mastery Advancement Program (MAP)," Policy 633 (EMT), "Dual Credit Programs," Policy 634 (EMT), "Postsecondary Enrollment Options," and Policy 634F1, "Postsecondary Enrollment Options: Acknowledgment of Counseling Prior to Enrollment," Policy 671 (EMT), "Section 504," Policy 680.50 (EMT) "Student Surveys and Medical Exams," Policy 680.50F1, "Student Privacy and Parental Access to Information: PPRA Annual Notice of Rights," and 680.50F2, "Student Privacy and Parental Access to Information: PPRA Consent/Opt-Out Form." All board members present voted aye. Motion passed 4-0.

Policy 681 (EMT), "Student Records," 681F1 (EMT) "Student Records: FERPA Annual Notice of Rights," and 681F2, "Student Records: FERPA Annual Notice of Directory Information" This policy replaces Policy 8540, 8540f, 8540p. This policy has been updated to reflect various amendments to the Family Educational Rights and Privacy Act (FERPA). This policy also includes two notices to be distributed to parents/guardians annually: 681F1 – Student Records: FERPA Annual Notice of Rights and 681F2 – Student Records: FERPA Annual Notice of Directory Information. It also includes a directory information opt-out form: 681F3 – FERPA Directory Information Opt-Out Form. Review and discussion held. Option C was chosen with 8 days from the beginning of school for this form to be signed on the policy. On Form 681F3, this should be signed within 8 days.

Policy 8545, "Student Health Records and Emergency Care" Review of the policy and discussion held.

Policy 8550, "Student Transcripts" Review of the policy and discussion was held.

Policy 698 (EMT), "Acceptable Use of Internet, Computer, and Network Resources for Students," This policy replaces the old Policy 6520. This policy has been completely updated and is virtually new. Idaho Code Section 33-132 requires school districts to adopt an Internet use policy, to be filed with the state superintendent of public instruction, as a condition of receiving money from the state general fund. This policy is essentially the same as employee policy with some student specific exceptions. This policy also includes a sample network user agreement: **698F1 – Acceptable Use of Internet, Computer and Network Resources for Students: User Agreement**. Steve Schellenberg discussed the differences between the old policy and the new. The board would like one policy, 6520, to cover both employee and student and would like the technology committee to meet and make recommendations.

Policy 740 (EMT), "Duties of School Bus Drivers," This policy is new. SB1232 shields a school bus driver from civil or criminal liability in the event he or she comes to the aid of a rider who may be in danger and does so in good faith. The policy has been modified to include such language, as well as the requirement that the bus not be operated in excess of its maximum occupancy. Discussion held about the speed limit and safety issues.

Policy 771 (EMT), "Charging School Meals," This policy is new and reflects the Idaho State Department of Education (SDE) school nutrition program review requirement that districts adopt a policy regarding how it handles charging school meals. All full-price policies for school meals are matters of local discretion. This includes decisions about whether or not to extend credit to children who forget their meal money or whether or not to provide an alternate meal to such children. Schools are, however, encouraged to always provide meals to preprimary and younger primary students or to students with disabilities that may make them unable to take full responsibility for their meals. Although a required policy, the language is optional and the district may adopt alternate language that reflects how the district handles charging school meals. Lucinda Lewis, Food Services Director, reviewed this policy previously and would like this policy approved.

A motion was made by Bill Martin and seconded by Annis Williams to approve the first reading of Policy 681 (EMT), "Student Records," 681F1 (EMT) "Student Records: FERPA Annual Notice of Rights," 681F2, "Student Records: FERPA Annual Notice of Directory Information," and 681F3 – FERPA Directory Information Opt-Out Form," Policy 8545, "Student Health Records and Emergency Care," Policy 8550, "Student Transcripts," Policy 698 (EMT), "Acceptable Use of Internet, Computer, and Network Resources for Students," 698F1 – Acceptable Use of Internet, Computer and Network Resources for Students: User Agreement," Policy 740 (EMT), "Duties of School Bus Drivers," Policy 771 (EMT), "Charging School Meals." All board members present voted aye. Motion passed 4-0.

XIV. EXECUTIVE SESSION

Under Idaho Code 67-2345 (1b) and (1d), Kent Miller moved and Wally Aldous seconded to go into Executive Session to discuss personnel issues and exempt records. A roll call vote was taken: Bill Martin, aye; Annis Williams, aye; Kent Miller, aye; and Wally Aldous, aye. Kim Kunz was absent. Motion passed 4-0.

The board went into Executive Session at 10:45 a.m. Also attending were Superintendent Mark Gabrylczyk, Board Clerk Terisa Coombs, Paul Groesbeck, and Chris Nelson. Personnel issues and exempt records were discussed.

XV. RETURN TO REGULAR SESSION

It was moved by Annis Williams and seconded by Wally Aldous to return to Regular Session. All the board members present voted aye. Motion passed 4-0.

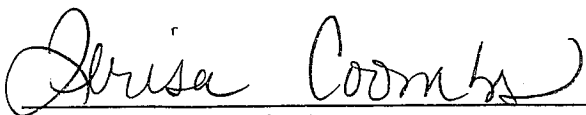
The board returned to Regular Session at 11:25 a.m.

XVII. ADJOURN

A motion to adjourn was made by Annis Williams. All the board members present voted aye. Motion passed 4-0.

The meeting was adjourned at 11:25 p.m.

ATTEST:


Clerk


Chairman

12-17-14
Date