

MINUTES OF REGULAR AND EXECUTIVE BOARD MEETING
BOARD OF TRUSTEES OF JT. SCHOOL DISTRICT NO. 151
SCHOOL CENTRAL OFFICE ON THURSDAY, MAY 17, 2018 AT 7:00 P.M.

BOARD MEMBERS: Ryan Cranney Zone 1, Board Chairman
Jeff Rasmussen Zone 2
Darin Moon Zone 3
Bruce Thompson Zone 4
Heber Loughmiller Zone 5, Board Vice-Chairman (Excused)

ADMINISTRATORS: Gaylen Smyer Superintendent
Sandra Miller Assistant Superintendent

LEGAL ADVISOR: Lance Loveland (or representative from the law firm of Parsons, Smith Stone, Loveland, & Shirley LLC.)

TREASURER: Chris James
CLERK: Pamela Teeter

NEWS/MEDIA: Debbie Critchfield, Public Relations

WORK SESSION: Meeting was called to order by Chairman Cranney (4:32 p.m.)

Two firms made presentations to the Board of Trustees concerning the feasibility of contracting building custodial and maintenance services. There was discussion regarding attritions, PERSI, and the hiring of custodial and Maintenance staff working for the district.

EXECUTIVE MEETING: Motion by Jeff Rasmussen and seconded by Darin Moon to go into Executive meeting in accordance with Idaho Code § 74-206(1)(b)(f). (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but eminently likely to be litigated. Voting Aye: Rasmussen, Thompson, Moon, Cranney; motion carried.

Present: Chairman Ryan Cranney, Heber Loughmiller Vice-Chairman (late arrival), Trustees: Jeff Rasmussen, Bruce Thompson, and Darin Moon, Superintendent Gaylen Smyer, Assistant Superintendent Sandra Miller, District Attorney Lance Loveland, Fiscal Manager/Treasurer Chris James, Clerk Pamela Teeter

Motion by Bruce Thompson and seconded by Darin Moon to go into Open Session. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. (6:56 p.m.)

GUESTS: Todd Shumway, Dave Wagner, Dee Darrington, Curtis Richins, Michelle Richins, Scott Muir, Jeanne Allen, Kim Bedke, RaeAnne Carson, Roland Bott, Joann Wade

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Chairman Cranney.

PRELIMINARY MATTERS: None

DELEGATIONS AND CORRESPONDENCE: None

CONSENT AGENDA: Motion by Heber Loughmiller and seconded by Darin Moon to approve the Consent Agenda. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

- Minutes – April 26, 2018 Regular Board Meeting
 May 15, 2018 Special Board Meeting
- Bills – April Accounts Payable
- Separations and New Hires
- Policies for Review

SEPARATIONS: The separations are as follows:

Certified: Michelle Frost, Dworshak 2nd grade Teacher; Haylee Fishback, Burley High School Teacher; Tiann Robbins, White Pine Elementary 6th grade Teacher

Classified: Colton Moon, Burley High School Assistant Girls' Basketball Coach; Matt Payton, Oakley High School Head Girls' Basketball Coach; Leslie Peterson, Oakley High School Co Dance Advisor; Karin Koller, Raft River High School-Jr. High School Cheer Coach; Raquel Anderson, Burley High School Cook-Cashier; Kody Beck, Oakley High School-Jr. High Basketball Coach; Nathaniel Andersen, Transportation Mechanic; Merrilyn Hansen, Raft River High School-Jr. High Cheer Coach; Adalinda Maisey, Dworshak Para; Catherine Paul, Burley Jr. High School Para; Lowana Johnson, PreSchool Para

NEW HIRES: The new hires are as follows:

Certified: Jeffrey Smith, Burley Jr. High School 8th grade Teacher; Sara Porter, White Pine Elementary 1st grade Teacher; Anna Liisa Craner, Burley High School Sp Ed/English Teacher; Chad Evans, Raft River High School Head Football Coach; Ann Crowell, Raft River Elementary 6th grade Teacher; Brooke Williams, Mountain View 5th grade Teacher; Lesle Waddoups, Mountain View 6th grade Teacher; Jessica Johnson, Mountain View Elementary 6th grade Teacher; Jesse Ledbetter, Raft River School Music Teacher; Curtis Reynolds, Cassia Jr/Sr. High School 7th & 8th Grades Teacher; Camille Williams, Mountain View Elementary 2nd grade Teacher

Classified: Keith Johnson, Transportation On Call Sub Driver; Lisa Barnes, Burley High School Custodian; Megan Bronson, Maintenance Summer Paint Crew; Heather Judd Oakley Elementary PE/Computer Para; Cory Hanks, Burley High School Assistant Cross Country Coach; Kalli Manning, Oakley High School Assistant Volleyball Coach; Kristen Nelson, Oakley High School Assistant Volleyball Coach (JV); Amy Young, Burley High School Para; Ryan Hawker, Oakley High School Jr. High Girls' Basketball Coach

POLICIES FOR REVIEW: Policies for review are as follows:

POLICY 900 STATEMENT OF GUIDING PRINCIPLES: Policy 900 reads as follows:

The primary purpose of the school building program is to provide the means of achieving the educational objective of Cassia County Joint School District No. 151.

The board has full and final responsibility for selection of sites, employment of personnel, contracting for services, approval of plans, authorization and acceptance of bids, payment for work performed on contractual agreements, and final acceptance or rejection of work done. All actions to carry out the board's responsibility will be taken only by official resolution based upon formal recommendation of its staff at legal board meetings.

The superintendent is responsible for organizing and coordinating the efforts of the various individuals and groups to best achieve the established educational objectives in the building program and for making resultant recommendations to the board of education.



LEGAL REFERENCE:

Idaho Code Section 33-506

ADOPTED: May 8, 2000

REVIEWED: May 17, 2018

POLICY 902 BUILDING AND GROUNDS MAINTENANCE AND DEVELOPMENT: Policy 902 reads as follows:

The Cassia County Joint School District No. 151 building, grounds supervisor, and director of finance operations will annually prepare recommendations for building and grounds maintenance and improvements. The recommendations will be prioritized, supported by cost estimates, and submitted to the board by the superintendent for consideration in preparing the district's budget.



LEGAL REFERENCE:

Idaho Code Section 33-506

ADOPTED: May 8, 2000

REVIEWED: May 17, 2018

POLICY 910 BUILDING SAFETY: Policy 910 reads as follows:

It is the policy of Cassia County Joint School District No. 151 to provide safe and clean buildings, facilities and grounds for personnel, students, and visitors.

The construction of any new buildings, or remodeling of existing buildings, will be inspected and approved by the local building inspector as complying with all local and state building codes.

All buildings owned by the school district will be inspected annually by the local fire department and state safety inspector. The principal and janitorial staff will survey the school buildings, facilities and grounds at reasonable intervals to determine whether or not a safety concern exists. A log will be kept of the inspections. All minor safety concerns will be prioritized and corrected, as determined necessary to protect students, personnel and visitors from unsafe conditions. Any corrective action taken on minor safety concerns, or any determination to delay corrective action will be documented by the janitorial staff. Major safety concerns will be reported to the building principal's office. The corrective action taken, or determination to delay corrective action, will be documented by the school principal or superintendent.

Personnel, students and visitors who believe that a building, facility or grounds, or use thereof, is unsafe are encouraged to report such concerns to the building principal's office. Such reports will be investigated within a reasonable time and corrected as determined to be necessary to protect students, personnel and visitors from unsafe conditions.



LEGAL REFERENCE:

Idaho Code Section 33-1612

IDAPA 08.02.03.600

ADOPTED: May 8, 2000

REVIEWED: May 17, 2018

POLICY 930 CONTRACTS FOR RECREATIONAL FACILITIES: Policy 930 reads as follows:

The Cassia County Joint School District No. 151 Board of Trustees will review the district's budget periodically and make appropriate budget adjustments to reflect the availability of funds and the requirements of the district.

Any person or persons proposing any budget adjustments will notify in writing each member of the board one (1) week prior to the meeting in which such proposal will be made. Prior to the final vote on such a proposal, notice will be posted and published once as described Section 33-402, Idaho Code.

A budget adjustment will not be approved unless voted affirmatively by sixty (60) percent of the members of the board. All amended budgets will be submitted to the State Superintendent of Public Instruction.

Revenues derived from maintenance and operation levies made pursuant to Section 33-802, Idaho Code, will be excluded from budget adjustments provided for in this policy.



LEGAL REFERENCE:

Idaho Code Sections

33-402

33-701

33-802

ADOPTED: May 8, 2000

REVIEWED: May 17, 2018

POLICY 932 USE OF CONTRACT SERVICES: Policy 932 reads as follows:

Upon recommendation of the superintendent and the building and grounds supervisor, Cassia County Joint School District No. 151 may enter into contracts to maintain or service district equipment including, but not limited to heat control systems, computer systems, office machines, etc. Any such contract will be entered into in compliance with the district's policies governing contracts.



LEGAL REFERENCE:

Idaho Code Section 33-506

ADOPTED: May 8, 2000

REVIEWED: May 17, 2018

POLICY 934 TRESPASS ON SCHOOL DISTRICT PROPERTIES: Policy 934 reads as follows:

The buildings and grounds owned by Cassia County Joint School District No. 151 are to be used only for educational or other public purposes as approved by the board or its authorized representatives.

Any person who comes onto district property and who disrupts the educational processes, or whose presence is detrimental to the morals, health, safety, academic learning or discipline of the students, or who loiters may be removed. Such persons will be prosecuted to the full extent of the law.

All school visitors must report immediately to the school's administrative office prior to preceding to any classroom or activity.

Unauthorized persons will not be permitted in school buildings or on school grounds. School principals are authorized to take appropriate action to prevent unauthorized persons from entering district grounds or buildings.



LEGAL REFERENCE:

Idaho Code Section 33-512(11)

ADOPTED: May 8, 2000
REVIEWED: May 17, 2018

POLICIES:

POLICY 403 DRUG, TOBACCO AND ALCOHOL USE: Motion by Heber Loughmiller and seconded by Bruce Thompson to approve Policy 403 as a first reading. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

POLICY 404.50 INFORMATION OF PAST JOB PERFORMANCE: Motion by Heber Loughmiller and seconded by Bruce Thompson to approve Policy 404.50 as a first reading. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

POLICY 504.50F2 RELEASE WITH PRIOR PUBLIC SCHOOL: Motion by Heber Loughmiller and seconded by Jeff Rasmussen to approve Policy 404.50F2 as a first reading. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

POLICY 407 FAMILY MEDICAL LEAVE ACT: Motion by Heber Loughmiller and seconded by Jeff Rasmussen to approve Policy 407 as a first reading. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

POLICY 409 MILITARY DUTY: Motion by Heber Loughmiller and seconded by Jeff Rasmussen to approve Policy 409 as a first reading. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

POLICY 506 STUDENT HARASSMENT: Motion by Jeff Rasmussen and seconded by Bruce Thompson to approve Policy 506 as amended. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. Policy 506 will read as follows:

It is the policy of this district to maintain a learning environment that is free from harassment. Each student and employee has the right to attend school and work in an atmosphere that promotes equal opportunities and that is free from all forms of discrimination and conduct that can be considered harassing, coercive or disruptive.

Students attending district schools are:

1. Prohibited from engaging in any conduct which could reasonably be construed as constituting harassment on the basis of sex (including sexual orientation), race, color, national origin, age, religious beliefs, ethnic background or disability;
2. Prohibited from sexually harassing other students, district employees, and patrons; and
3. Required to report, to the school principal or designee, harassment of which the student becomes aware.

This policy applies to all conduct on the district's premises and at school-sponsored events, conduct during transportation to and from school and school-sponsored events, and to conduct off the district's premises that has an adverse effect upon a student's educational environment. This policy also pertains to inappropriate information and images posted on any social networking program, including, but not limited to, Facebook, MySpace, Twitter, YouTube, Wikki, Flickr, blogs, or similar means.

DEFINITION OF HARASSMENT

Harassment is defined to include verbal, written, graphic, photographic, audio or video depictions of any kind, or physical conduct relating to an individual's sex or sexual orientation, race, color, national origin, age, religious beliefs, ethnic background or disability that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability of an individual to participate in or benefit from the district's programs that:

1. Has the purpose or effect of creating an intimidating or hostile environment.

2. Unreasonably interferes with an individual's educational performance.
3. Otherwise adversely affects an individual's educational opportunities.

Harassment includes, but is not limited to:

1. Physical acts of aggression or assault, damage to property, or intimidation and implied or overt threats of violence motivated by victim's sex or sexual orientation, race, color, national origin, age, religious beliefs, ethnic background or disability;
2. Demeaning racial jokes, taunting, slurs and derogatory "nicknames," innuendos, or other negative remarks relating to the victim's sex or sexual orientation, race, color, national origin, age, religious beliefs, ethnic background or disability;
3. Graffiti and/or slogans or visual displays such as cartoons or posters depicting slurs or derogatory sentiments related to the victim's sex or sexual orientation, race, color, national origin, age, religious beliefs, ethnic background or disability; and
1. Criminal offenses directed at persons because of their sex or sexual orientation, race, color, national origin, age, religious beliefs, ethnic background or disability;

Harassment also includes an act of retaliation taken against (1) any person bringing a complaint of harassment, (2) any person assisting another person in bringing a complaint of harassment, or (3) any person participating in an investigation of an act of harassment.

DEFINITION OF SEXUAL HARASSMENT

Sexual harassment is a form of misconduct that undermines the student's relationship with educators and with other students. No student, male or female, should be subject to unasked for and unwelcome sexual overtures or conduct, either verbal or physical. Sexual harassment refers to sexual overtures or conduct, including those that relate to the student's sexual orientation, that is unwelcome, personally offensive, and affecting morale, thereby interfering with a student's ability to study or participate in school activities.

Sexual harassment is a form of misconduct that includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct of a sexual nature when:

- a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's participation in the educational process;
- b. Submission to or rejection of such conduct by an individual is used as a factor for educational decisions affecting the individual; or
- c. Such conduct has the purpose or effect of unreasonably interfering with an individual's education, or creating an intimidating, hostile or offensive educational environment.

Examples of sexual harassment include, but are not limited to, the following:

- a. Unwelcome verbal statements of a sexual or abusive nature, including requests or demands for sexual activity, sexual jokes, and obscene comments, etc.;
- b. Unwelcome, sexually motivated or inappropriate touching, pinching, or other physical contact;
- c. Unwelcome cyber communications, including, but not limited to, sending sexually explicit photographs or messages via any electronic communication devices ("sexting");
- d. Unwelcome sexual behavior or communications, regardless of the method of such communication, accompanied by implied or overt threats concerning an individual's education;
- e. Unwelcome behavior or communications directed at an individual because of his/her gender; and
- f. Stalking or unwelcome, sexually motivated attention.

REPORTING PROCEDURES

1. Any student, and/or parents of a student, who believe the student is being harassed should immediately report the situation to school personnel.
2. Any district employee who receives a report of harassment from a student, becomes aware that a student is being subjected to harassment, or in good faith believes that a student is being subjected to

harassment, is required to report the matter to the building principal immediately. In the event the complaint involves the principal, the matter must be immediately reported to the superintendent.

3. Any district employee who witnesses harassment of a student should take immediate, appropriate action to intervene to stop the harassment.
4. Any student who becomes aware that a fellow student is being subjected to harassment should immediately report the incident to a counselor, teacher, or the principal.

INVESTIGATION

When a report of harassment is received by the principal or the superintendent, immediate steps will be taken to do the following:

1. Obtain a written statement from the complainant regarding the allegations;
2. Obtain a written statement from the accused;
3. Obtain written statements from witnesses, if any; and
4. Prepare a written report detailing the investigation.

An investigator may be appointed to conduct the investigation, or the principal or superintendent may conduct the investigation. The investigation should be completed within ten (10) workdays.

DISCIPLINARY ACTION

If the allegation of harassment involves a teacher or other school employee, the principal will submit the report of the investigation to the superintendent. If there is sufficient evidence to support the allegations, disciplinary action, up to and including dismissal, may be taken against the offender.

If the allegation of harassment is against a student and there is sufficient evidence to support the allegations, disciplinary action, up to and including expulsion, may be taken against the offender.

If there is insufficient evidence to support the allegations, no record will be made of the allegations in the complaining student's permanent record. No record of the allegations will be placed in the accused employee's personnel record or in an accused student's permanent record if insufficient evidence supports the allegations.

In the event the investigation discloses that the complaining student has falsely accused another individual of harassment knowingly or in a malicious manner, the complaining student may be subject to disciplinary action, up to and including expulsion.

In the event the harassment involves violent or other conduct which could be reasonably considered to be criminal in nature, the principal/superintendent will refer the matter to the local law enforcement agency.

PROTECTION AGAINST RETALIATION

No retaliation will be taken by this district or by any of its employees or students against a student who reports harassment in good faith. Any person found to have retaliated against another individual for reporting an incident of harassment may be subject to the same disciplinary action provided for harassment offenders. Those persons who assist or participate in an investigation of harassment are also protected from retaliation under this policy.

CONFIDENTIALITY

Any investigation will be conducted, to the maximum extent possible, in a manner that protects the privacy of both the complainant and the accused. However, if it is suspected that child abuse has occurred, such abuse will be reported to the proper authorities as required by state law.

RECORD OF ALLEGATIONS

This district will keep and maintain a written record, including, but not limited, to witness statements, investigative reports and correspondence, from the date any allegation of harassment is reported to district personnel. The information in the written record will also include the action taken by the district in response to

each allegation. The written record will be kept in the district’s administrative offices and will not, at any time, be purged by district personnel without prior Board approval.



LEGAL REFERENCE:

Idaho Code Sections

- 16-1619
- 18-917A
- 33-205
- 33-512(6)

Title IX of the Education Amendments of 1972

Franklin v. Gwinnett Co. Public Schools, 112 S. Ct. 1028 (1992)

Gebser v. Lago Vista Independent School District, 118 S. Ct. 1989 (1998)

Davis v. Monroe County Board of Education, 119 S. Ct. 1661 (1999)

ADOPTED: May 8, 2000

AMENDED: October 27, 2009

AMENDED: January 26, 2010

AMENDED: May 17, 2018

POLICY 512 SCHOOL CLIMATE: Motion by Heber Loughmiller and seconded by Bruce Thompson to approve Policy 512 as amended. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. Policy 512 will read as follows:

This school district recognizes that the growth of a student, both academically and personally, reflects not only the educational programs and goals of the district, but also the atmosphere in which the student attends school. To the extent possible, this school district is committed to providing an educational setting where the students feel safe, are challenged to grow academically and personally, are treated with respect by the district personnel and other students, and are disciplined fairly by district personnel.

To provide such an educational setting, this board of trustees has adopted policies and procedures, as mandated by the Idaho State Board of Education in the following areas:

1. School Climate
2. Discipline
3. Violence Prevention
4. Student Harassment, Intimidation and Bullying
5. Student Health
6. Possessing Weapons on Campus
7. Substance Abuse—tobacco, alcohol, and other drugs
8. Suicide Prevention
9. Drug-free School Zones
10. Building Safety including Evacuation Drills
11. Relationship Abuse and Sexual Assault Prevention and Response

The board of trustees will review these policies and procedures on an annual basis to determine whether or not they are meeting the needs of the students, school district and community.

Students will be notified, in writing, of changes to the above policies and procedures that may result in a disciplinary action, modification of academic criteria, or other direct consequences to the student. The student handbook will inform students and their parent/guardian of the district policies and school rules and regulations regarding school climate.



LEGAL REFERENCE:

Idaho Code Section 33-1612
IDAPA 08.02.03.160

ADOPTED: May 8, 2000
REVIEWED: November 16, 2017
AMENDED: May 17, 2018

POLICY 562 EXCLUSION FOR COMMUNICABLE DISEASE: Motion by Jeff Rasmussen and seconded by Heber Loughmiller to approve Policy 562 as amended. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. Policy 562 will read as follows:

Pursuant to authority in Idaho Code Section §33-512(7), the Cassia County Joint School District No. 151 Board of Trustees has the power to exclude from school students with contagious or infectious diseases who are diagnosed or suspected as having a contagious or infectious disease or those who are not immune and have been exposed to a contagious or infectious disease. The board will also close school on order of the State Board of Health or local health authorities.

This board delegates to the superintendent or designee its authority to exclude from school students with contagious or infectious diseases or who are under quarantine. The superintendent or designee will also close school on order of the State Board of Health or local health authorities. Any exclusions or closures under this policy will be reported to the board of trustees at the next regular meeting.



LEGAL REFERENCE:

Idaho Code Section 33-512(7)

ADOPTED: May 8, 2000
AMENDED: May 17, 2018

POLICY 569.50 CONCUSSIONS AND HEAD INJURY GUIDELINES: Motion by Heber Loughmiller and seconded by Jeff Rasmussen to approve Policy 569.50 as amended. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. Policy 569.50 will read as follows:

The Cassia School District is concerned about the health, safety, and well-being of students, including those who participate in extracurricular activities, contact sports for both girls and boys such as, but not limited to, football, wrestling, soccer, basketball and baseball/softball. In an effort to maintain the health and safety of students, the following guidelines from the Idaho High School Activities Association will be strictly followed:

Definitions

“Qualified healthcare professional” refers to the following who is trained in the evaluation and management of concussions:

- a. A licensed physician or physician assistant;
- b. A licensed advanced practice nurse; or
- c. A licensed health care professional trained in the evaluation and management of concussions who is supervised by a licensed directing physician.

“Youth Athlete” means an individual who is eighteen (18) years of age or younger and who is a participant in any middle school, junior high school or high school athletic league or sport.

Concussion and Head Injury Guidelines and Requirements:

1. At the beginning of each sports season before a youth athlete participates in any organized practice or game of an athletic league or sport, the youth athlete and the youth athlete's parent or guardian shall receive the protocol and information described in Policy No. 569.50P1.
2. New coaches, referees, game officials, game judges and athletic trainers shall complete the NFHS Concussion Course upon hiring and before officiating a regular season contest, and each even numbered year thereafter prior to the first day of practice.
3. Schools shall obtain written consent from the youth athlete's parent or guardian on an annual basis attesting to the fact that the youth athlete's parent or guardian has received a copy of the concussion information and guidelines as described in subsection (1) and acknowledges the inherent risk and authorizes the youth athlete to participate in athletic activity.
4. If, during a practice or game or competition, it is reasonably suspected that a youth athlete has sustained a concussion or head injury and exhibits outward signs or symptoms of such, as defined by the centers for disease control and prevention, then the youth athlete shall be removed from play in accordance with the district's concussion protocol (Policy No. 569.50P1).
5. An athlete may be returned to play once the athlete is evaluated and authorized to return by a qualified health care professional who is trained in the evaluation and management of concussions pursuant to Policy No. 569.50P1.
6. Students who have sustained a concussion and return to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered. A student athlete should be able to resume all normally scheduled academic activities without restrictions or the need for accommodations prior to receiving authorization to return to play by a qualified healthcare professional as defined above.
7. If an individual reasonably acts in accordance with the protocol developed pursuant to subsection (1) of this policy, then acting upon such protocol shall not form the basis of a claim for negligence in a civil action.



LEGAL REFERENCE:

Idaho Code Section 33-1625 (Youth Athletes – Concussion and Head Injury Guidelines and Requirements)-As amended by 2016 Session Laws, ch. 293, sec. 1, eff. 7/1/2016

IHSAA Guidelines

<http://www.ihsaa.org/Portals/0/ihsaa/documents/quick%20resources/IHSAA%20Concussion%20Guidelines.pdf>

CDC Concussion:

<http://www.cdc.gov/headsup/index.html>

CDC Concussion Signs and Symptoms Checklist:

http://www.cdc.gov/headsup/pdfs/schools/tbi_schools_checklist_508-a.pdf

ADOPTED: May 15, 2012

AMENDED: August 11, 2016

AMENDED: October 13, 2016

AMENDED: May 17, 2018

POLICY 569.50P1 PROCEDURES REGARDING CONCUSSIONS: Motion by Heber Loughmiller and seconded by Jeff Rasmussen to approve Policy 569.50P1 as a new policy. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. Policy 569.50P1 will read as follows:

This district is concerned about the health, safety, and well-being of students, including those who participate in extracurricular activities, contact sports for both girls and boys such as, but not limited to, football, wrestling, soccer, basketball and baseball/softball. In an effort to maintain the health and safety of students, the following guidelines from the Idaho High School Activities Association will be strictly followed:

Action Plan

Coaches, trainers, and other adults associated with a school athletic team will receive appropriate training regarding injuries to student athletes, including concussions.

If a player is suspected of having a concussion, the following steps should be taken:

1. Remove athlete from play.
2. Ensure athlete is evaluated by an appropriate health care professional.
3. Inform athlete's parents or guardians about the known or possible concussion and give them the fact sheet on concussion. (Fact sheet available from CDC at <http://www.cdc.gov/headsup/index.html>)
4. Allow the athlete to return to play only with the permission from an appropriate health care professional and the consent of a parent and/or guardian.

Signs and Symptoms

Signs Observed by Coaching Staff

- Appears dazed or stunned
- Is confused about events
- Repeats questions
- Forgets plays
- Is unsure of game, score or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Forgets class schedule or assignments
- Can't recall events prior to hit
- Can't recall events after hit

Symptoms Reported by Athlete:

Emotional:

- Irritable
- Sad
- More emotional than usual
- Nervous

Thinking/Remembering:

- Difficulty thinking clearly
- Difficulty concentrating or remembering
- Feeling more slowed down
- Feeling sluggish, hazy, foggy, or groggy

Sleep¹:

- Drowsy
- Sleeps less than usual
- Sleeps more than usual
- Has trouble falling asleep

Physical:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Fatigue or feeling tired
- Blurry vision or double vision

¹ Only ask about sleep symptoms if the injury occurred on prior day.

- Numbness or tingling
- Sensitivity to light or noise
- Does not “feel right”

Additionally, students with a concussion should NOT return to sports or recreation activities on the same day the injury occurred. They should delay returning to their activities until a health care professional experienced in evaluating for concussion says they are symptom-free and it is OK to return to play. This means, until permitted, not returning to:

- Physical education class
- Sports practices or games, or
- Physical activity at recess.

Danger Signs:

Be alert for symptoms that worsen over time. A student should be seen in an emergency department right away if s/he has:

- One pupil larger than the other
- Drowsiness or cannot be awakened
- A headache that gets worse and does not go away
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Difficulty recognizing people or places
- Increasing confusion, restlessness, or agitation
- Unusual behavior
- Loss of consciousness (even a brief loss of consciousness should be taken seriously)

Post-Concussion Action Plan

Students who return to school after a concussion may need to:

- Take rest breaks as needed
- Spend fewer hours at school
- Be given more time to take tests or complete assignments
- Receive help with schoolwork and/or
- Reduce time spent on the computer, reading, or writing.

When students return to school after a concussion, school professionals should watch for:

- Increased problems paying attention or concentrating
- Increased problems remembering or learning new information
- Longer time needed to complete tasks or assignments
- Difficulty organizing tasks
- Inappropriate or impulsive behavior during class
- Greater irritability
- Less able to cope with stress or is more emotional



LEGAL REFERENCE:

Idaho Code § 33-1625 (Youth Athletes – Concussion and Head Injury Guidelines and Requirements) As amended by 2016 Session Laws, ch. 293, sec. 1, eff. 7/1/2016

IHSAA Guidelines:

<http://www.ihsaa.org/Portals/0/ihsaa/documents/quick%20resources/IHSAA%20Concussion%20Guidelines.pdf>

CDC Concussion:

<http://www.cdc.gov/headsup/index.html>

CDC Concussion Signs and Symptoms Checklist:

http://www.cdc.gov/headsup/pdfs/schools/tbi_schools_checklist_508-a.pdf

ADOPTED: May 17, 2018

ITEMS FROM SUPERINTENDENT:

FACILITY COMMITTEE REPORT: Mr. Dee Darrington and Mr. Jon Searle, representatives of the communities' committee presented to the Board of Trustees, a preliminary report on running a bond and a report on the activities of the community facilities committee. Mr. Darrington spoke to the need for:

- an expansion of the Cassia Regional Technical Center to enhance vocational opportunities for our students;
- a list of necessities the committee has compiled and would like the Board of Trustees to consider; after visiting each community facility;
- improving the existing school buildings; and,
- finishing facilities which could not be done due lack of funds.

Mr. Darrington discussed the process the committee has worked through to bring this proposal to the Board of Trustees. He stated the committee has worked hard looking at each community's facility needs; and, that it has been thought through and discussed at length. He stated there is a need for the expansion of classes taught at the Cassia Regional Technical Center as there are students taking advantage of classes who do not desire or cannot afford to attend college. These classes can teach students to go straight into the work-force with good jobs making it possible to stay in this area and make a good living.

COLLEGE AND CAREER FAIR: Ms. Kim Bedke provided the Board of Trustees with a report concerning the College and Career Fair that was held at Burley High School, Thursday, April 19, 2018.

IDAHO DIGITAL LEARNING MEMORANDUM OF UNDERSTANDING: Motion by Jeff Rasmussen and seconded by Bruce Thompson to approve the memorandum of understanding allowing students and staff to access courses offered through Idaho Digital Learning for the 2018-2019 school year. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

CALL FOR SURPLUS BUS BIDS: Motion by Darin Moon and seconded by Jeff Rasmussen to approve a request by Transportation Supervisor Jim Hamilton to declare two (2) school buses as surplus property enabling the district to dispose of the buses. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Darin Moon and seconded by Jeff Rasmussen to approve a call for surplus school bus bids to be opened at 2:00 p.m. on Tuesday, June 19, 2018 at the school district office located at 3650 Overland Avenue. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. Approval was given to Mr. James to place the call for surplus bids on the web.

Motion by Darin Moon and seconded by Jeff Rasmussen to approve a request to donate the lowest value bus to be donated to Cassia County Sheriff's Department to be used for training purposes. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

SURPLUS PROPERTY BIDS: Motion by Jeff Rasmussen and seconded by Darin Moon to approve removing the surplus property bids highlighted in yellow from the surplus bids. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

EQUIPMENT USE REQUEST: Motion by Heber Loughmiller and seconded by Darin Moon to approve the high schools to use school district equipment at training camps during the summer. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

TRIP REQUESTS: Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 in-state activities request. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley Jr. High School 2018-2019 trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Declo High School 2018-2019 in-state trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Declo Jr. High School 2018-2019 athletics travel requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Raft River High School 2018-2019 in-state activity and athletic trip (including Ag) requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 field trip 1 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 field trip 2 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 field trip 3 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 field trip 4 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley Jr. High School 2018-2019 field trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Cassia Regional Tech Center 2018-2019 field trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Cassia Regional Tech Center 2018-2019 in-state activity and athletic trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Declo High School 2018-2019 field trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Declo Jr. High School 2018-2019 field trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Oakley Elementary School 2018-2019 activity trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Oakley Elementary School 2018-2019 field trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Oakley Jr. High School 2018-2019 athletic trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Raft River High School 2018-2019 activity trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 out-of-state trip 1 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 out-of-state trip 2 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 out-of-state trip 3 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 out-of-state trip 4 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Burley High School 2018-2019 out-of-state trip 5 requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Cassia Regional Tech Center 2018-2019 out-of-state trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Declo High School 2018-2019 out-of-state trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Jeff Rasmussen and seconded by Darin Moon to approve Declo Elementary School 2018-2019 field trip requests. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

ADMINISTRATIVE CONTRACTS: Motion by Bruce Thompson and seconded by Jeff Rasmussen to approve hiring staff to fill the district's administrative positions. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

STUDENT SUSPENSION: No longer needed.

ALTERNATE AUTHORIZATIONS: Motion by Heber Loughmiller and seconded by Darin Moon to approve an Alternate Authorization – Content Specialist for Sara Porter to teach 1st grade at White Pine Elementary School while she completes certification requirements through ABCTE as an area of need exists in the district for this particular position. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Heber Loughmiller and seconded by Darin Moon to approve an Alternate Authorization – Content Specialist for Anna Liisa Craner to teach Special Education/English at Burley High School while she certification requirements through the traditional university route as an area of need exists in the district for this particular position. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried

Motion by Heber Loughmiller and seconded by Darin Moon to approve an Alternate Authorization – Content Specialist for Curtis Reynolds to teach Jr. High courses at Cassia Jr./Sr. High School while he completes certification requirements through ABCTE as an area of need exists in the district for this particular position. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

Motion by Heber Loughmiller and seconded by Darin Moon to approve an SBOE – Emergency Provisional for Camille Williams to teach 2nd grade at Mountain View Elementary while she completes

certification requirements through the traditional university as an area of need exists in the district for this particular position. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried.

EXECUTIVE SESSION: Motion by Jeff Rasmussen and seconded by Bruce Thompson to go into executive session in accordance with Idaho Code §74-206 (1) (b). (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Voting Aye: Loughmiller, Rasmussen, Thompson, Moon, Cranney; motion carried. (8:19 p.m.)

OPEN SESSION: Motion by Heber Loughmiller and seconded by Darin Moon to go into Open Session. Voting Aye: Loughmiller, Thompson, Moon, Cranney; motion carried. (8:45 p.m.)

ADJOURN: Motion by Darin Moon and seconded by Heber Loughmiller to adjourn. Voting Aye: Loughmiller, Thompson, Moon, Cranney; motion carried. (8:45 p.m.)

Ryan Cranney, Board Chairman

Pamela Teeter, Board Clerk

