
DESCRIPTOR TERM:

District 370 Policy
File Code: 1.30

School Board Governance and Operations

School Board Governance	1988	4-11-88
Amended & Adopted	2004	2-12-04
Amended & Adopted	2008	3-10-08

1. The board of trustees of the Homedale Joint School District No. 370 shall exercise full control and authority over public schools of the district in accordance with the state school laws, rules, and regulations of the State Board of Education and the will of the people.
2. Authority vested in the board of trustees rests with the board as a whole, not individual members.
3. The board of trustees shall consist of five members, one from each of the five trustee zones.
4. Except as otherwise provided by law, a school district trustee shall be elected for a term of three years or until the annual meeting of his/her district held during the year in which his/her term expires.
5. Election of school district trustees shall be held on the third Tuesday in May (Idaho Code 33-503).
6. A legal description of the trustee zones of Homedale Joint School District No. 370 is as follows:
 - A. Zone 1 - Beginning at the intersection of the western district boundary and the Snake River. Easterly on the Snake River and its southern bank to 1st St. West. South on 1st St. West to California Ave. West on California Ave. to the west city limits of Homedale. Southerly on the city limits to Idaho Ave. West on Idaho Ave. to Succor Creek. Southwest on Succor Creek to the west district boundary. North on the district boundary to the beginning.
 - B. Zone 2 - Beginning at the intersection of the western district boundary with Succor Creek. East on Succor Creek to Idaho Ave. East on Idaho Ave. to the city limits of Homedale at Johnstone Rd. South on Johnstone Rd. to the point where the city limits depart to the east. Easterly on the city limits to U.S. Highway 95 then south along U.S. Highway 95 to Pioneer Rd. East on Pioneer Rd. and Pioneer Rd. extended east to the Snake River. Southeast on the Snake River to the east district boundary. South along the east district boundary. West along the south district boundary. North along the west district boundary to the beginning.

- C. Zone 3 - All that portion of the said School District lying in Canyon County, Idaho. (Beginning on the district boundary at the intersection of the Snake River where the district boundary departs to the east of the Snake River. East then south on the district boundary to its intersection with the Snake River. Westerly on the Snake River to the beginning.)
- D. Zone 4 - Beginning at the intersection of Idaho Ave. and the city limits of Homedale at Johnstone Rd. East on Idaho Ave. to the point where the city limits depart to the north. North on the city limits to Washington Ave. East on Washington Ave. to 6th St. West. South on 6th St. West to Railroad Ave. Southeast on Railroad Ave. to Idaho Ave. East on Idaho Ave. to the Snake River. Southeast on the Snake River to Pioneer Rd. extended. Westerly on Pioneer Rd. extended and then Pioneer Rd. to U.S. Highway 95. North on U.S. Highway 95 to the point where the city limits departs to the west. Westerly on the city limits to the beginning.
- E. Zone 5 - Beginning at the intersection of the west Homedale city limits and California Ave. East on California Ave. to 1st St. West. North on 1st St. West a short distance and extended directly north to the Snake River. Easterly on the Snake River to Idaho Ave. West on Idaho Ave. to Railroad Ave. Northwest on Railroad Ave. to 6th St. West. North on 6th St. West to Washington Ave. West on Washington Ave to the city limits. Northerly on the city limits to the beginning.

- 7. Expiration of terms of trustee zones will occur in the following order:
 - A. Zone 2 - 1988 and every three years thereafter.
 - B. Zones 1 & 5 - 1989 and every three years thereafter.
 - C. Zones 3 & 4 - 1990 and every three years thereafter.
- 8. Members of the board of trustees, appointed or elected as provided by law, before entering upon the discharge of their duties shall qualify by taking and subscribing to the constitutional oath of office.
- 9. The board of trustees shall organize at its annual meeting and elect a chairman, a vice-chairman, and a clerk/treasurer.

The board, at its discretion, may allow compensation for the clerk/treasurer, but no compensation shall be allowed to any person who is a member of the board of trustees except as provided for travel and expenses under Idaho Law.

In case a vacancy occurs on the board, the board of trustees shall appoint a person qualified to serve as trustee of the school district providing that there remain in membership on the board of trustees a majority of the original membership thereof.

It shall be the duty of each member of the board of trustees to attend all meetings, both regular and special. A vacancy shall be declared when, without an excuse acceptable to the board of trustees, any trustee shall fail to attend four consecutive regular board meetings.

10. The annual meeting of the school district shall be on the date of its first regular July meeting.

Regular meeting of the school board shall be set by the board at or following the annual meeting.

Special and adjourned meetings may be called by the chairman or by any two members of the board and held at any time. If the time and place of special meetings shall not have been determined at a meeting of the board with all members being present, then notice of the time and place shall be given to each member not less than twenty-four hours before such special meeting is to be convened.

All board meetings shall be open to the public except as noted below.

During meetings, the board may elect to go into an executive session for only the reasons set forth in the following subsections of Section 67-2345, Idaho Code:

- a) To consider hiring a public officer, employee, staff member or individual agent. This paragraph does not apply to filling a vacancy in an elective office.
- 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;
- c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency;
- d) To consider records that are exempt by law from public inspection;
- e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- 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 imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.
- j) To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement.

Subsection 67-2345(2) provides that labor negotiations may be conducted in executive session if either side request closed meetings. These negotiation sessions may continue thereafter without further public notice.

No rules, resolutions, or regulations shall be adopted at such executive sessions.

11. A quorum shall consist of a majority of the members of the Board. Unless otherwise provided by law, all questions shall be determined by a majority of the votes cast. The chairman of the board may vote in all cases.
12. The normal order of business shall be as indicated below but may be modified to meet the convenience of delegations or to fit special conditions which may arise.
 - I. Set the Agenda
 - II. Correction and acceptance of the minutes of the previous meeting(s)
 - III. Acceptance or rejection of bills
 - IV. Delegations (Employees and Public Forum)
 - V. Reports
 - VI. Old Business
 - VII. New Business
13. The procedure of the board shall be informal but when necessary shall be governed by Robert's Rules of Order and by the Idaho State Code.
14. The board shall authorize all school district expenditures.
15. Individual board members should direct all complaints to the superintendent. The board as a whole, not as individuals, shall consider complaints.
16. The board may employ professional experts as it is deemed necessary to promote, repair, protect, or maintain the educational establishment and maintain insurance on the same (e.g. attorney, architect, etc.).
17. The board shall employ a competent accountant for the annual audit of all financial transactions, including student funds.
18. Minutes of the board meetings shall be kept in a permanent journal by the clerk and shall be signed by the clerk; the minutes shall be open for inspection by the public.