

Pocatello/Chubbuck Special School Board Meeting

Agenda - Executive Session

(Purpose - Personnel Matter)

August 15, 2006

3:45 p.m.

Superintendent's Office

3115 Pole Line Road

Pocatello, ID 83201

- I. Call to Order**
- II. Convene into Executive Session**
- III. Adjourn to Open Session**
- IV. Adjourn Special Meeting**

**Pocatello/Chubbuck School District 25
Special Meeting
Work Session**

**August 15, 2006
4:00 p.m. - 5:00 p.m.
Board Room - Education Center
3115 Pole Line Road
Pocatello, ID 83201**

*Purpose: Discussion of Impacts to Public School Funding as a Result of Upcoming
August 25, 2006 Special Legislative Session*

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| 1. | Welcome & Introductions | Terry Anderson, Chair, Board of Trustees |
| 2. | Statement of Purpose | Terry Anderson, Chair, Board of Trustees |
| 3. | District's Perspectives on Impacts to School Funding as a Result of Upcoming Special Session | Mary Vagner, Superintendent
Bart Reed, Director of Business
<i>(10 minutes)</i> |
| 4. | Historical Perspectives on Legislative Action Regarding K-12 School Funding | Pete Black, Retired Public Information Officer and Former Legislator
<i>(10 minutes)</i> |
| 5. | Discussion | Terry Anderson, Chair, Board of Trustees
Board of Trustees
Legislative Representatives
Administration
Other Interested Parties
<i>(30 minutes)</i> |
| 6. | Summary | Mary Vagner, Superintendent
Terry Anderson, Chair, Board of Trustees |
| 7. | Next Steps | Terry Anderson, Chair, Board of Trustees |
| 8. | Adjourn Special Meeting | Terry Anderson, Chair, Board of Trustees |

**Pocatello/Chubbuck School District 25
Regular School Board Meeting
5:30 p.m.
Education Center Board Room
3115 Pole Line Road
Pocatello, ID 83201**

August 15, 2006

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of Agenda**
- IV. Recognitions**
- V. Approval of Consent Agenda**
- VI. Communications and Clerk's Report**
- VII. Reports of the Superintendent**
- VIII. Unfinished Business**
- IX. New Business**
- X. Reports of Committees**
- XI. Motions and Resolutions**
- XII. Delegations**
- XIII. Adjournment**

Pocatello/Chubbuck School District 25
Regular School Board Meeting
5:30 p.m.
Education Center Board Room
3115 Pole Line Road
Pocatello, ID 83201

August 15, 2006

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of Agenda** **X Action required**
- IV. Recognitions**
 - A. Myra Quigley of Tyhee Elementary named “Best Teacher” by the Idaho State Journal’s Readers Choice Award**

On behalf of the entire Pocatello/Chubbuck School District family, I am pleased to recognize an outstanding teacher, Myra Quigley. Myra was recently named the “Best Teacher” in the area by the Idaho State Journal’s Readers’ Choice poll.

Myra teaches kindergarten at Tyhee Elementary School. She loves working with kindergarten children and seeing the progress they make. Tyhee Elementary School Principal, Lyla Wolfenbarger, describes Myra as “just a wonderful person” and said “Myra gets along well with parents and children, and works with parents to teach them how to teach their children.”

Myra graduated from Idaho State University with a Bachelor of Science Degree in Elementary Education in 2001 and from our own Highland High School in 1996. Prior to her four-year tenure at Tyhee Elementary, she taught 4th grade at Tendoy Elementary. Her hobbies include traveling, computers, crafts and piano. Myra is married to husband Shawn, and the couple has one child and one on the way.

“A teacher needs to have patience, creativity and be able to understand the kindergarten psyche” Myra said of teaching kindergarten. We are fortunate to have wonderful teachers, such as Myra, in our schools. She is another example of the wonderful faculty we have in the Pocatello/Chubbuck School District.

Congratulations!

B. Human Resources Department Is Key to the High Quality Staff in SD25

The Human Resources Department for the Pocatello/Chubbuck School District does an absolutely marvelous job of selecting the outstanding staff members we have in our District. It is their vigilance and skill that staffs our schools and other departments with such outstanding staff.

They screen candidate files, check backgrounds, and affirm all records and documents to be sure we are selecting the best and brightest. Once we make a selection, the HR Department then checks that all paperwork is completed, insurance and payroll issues are filled in, and a myriad of other items to insure their success as a staff member in SD25.

As you know, we have a new HR Director in Mr. Doug Howell. You approved his appointment to that position at the July Board meeting. Everyone is excited to have Mr. Howell working with them.

Perhaps not enough can be said about Sheryl Smart. She is our HR Coordinator and has kept the department going during some stressful times. Her knowledge of teacher contract law and all of the other issues dealing with hiring of professional staff is tremendous. She is an informational source to the administration on personnel laws, negotiated agreements, rules and regulations from the State Board and State Department, and works with the District's Policies and Procedures manual. In addition, there are a number of reports that have to be filed with state agencies each year. Fortunately, Sheryl has such vast knowledge of these issues she keeps us compliant with all the reports.

Sheryl and Nancy Cutler, another veteran of the HR Department dealing with professional staff, provide one of the best teams around. Nancy is very detail oriented and tracks all of the required documents and files that professional staff needs to be hired by a school district in Idaho which includes certification, background checks, and education assignments. Nancy then loads all of that information into our personnel records system so that each staff member is properly enrolled and entered. She is always there to answer questions for new teacher applicants.

Shauna Miller guides our new staff, professional and classified, through the benefits programs that SD25 has to offer. She ensures that district staff, active and retired, has correctly completed all the necessary forms. She also balances all the insurance billings and processes the worker's compensation claims as part of her duties. And, in

case you need to rent one of the district's facilities, Shauna will set you up with a rental agreement.

Diane Hansen meanwhile has the responsibility of maintaining records and information for all of our classified staff. She records information about background checks, education, assignment and salary information. Diane assists new staff members in completing all of the necessary paperwork that is required to get them set up in payroll and the benefits programs. She keeps very busy advertising job openings, inactivating staff member records, and a list of other personnel related activities.

Valerie Jensen is our substitute clerk. She works with our substitute teachers to ensure that they are called on time, handles all of the original paperwork for these teachers, and orients the substitutes on the intricacies of the calling system. She typically works from home and is up early each day to be sure that all of our classrooms are covered.

Needless to say, each of these people answer literally hundreds of questions and phone calls each day from individuals wanting to seek employment, wondering about benefits, when are the contracts due, and everything under the sun. We are very fortunate to have this vast knowledge and skill in the Human Resources Department. They are another example of a finely-tuned operation within the Pocatello/Chubbuck School District.

V. Approval of Consent Agenda X Action required

A. Human Resources X Action required

Recommended Hires - New Teachers:

Name	Position/Location	Effective Date
Aimee Atkinson	1.0 FTE Choir Century High	8-23-06
Molly Banta	1.0 FTE Speech Therapist Gate City Elementary	8-23-06
Sheila Foster	1.0 FTE Title One Washington Elementary	8-23-06
Raquel Frasure	1.0 FTE	8-23-06

	Math Hawthorne Middle School	
Kristine Hansen	1.0 FTE Math Highland High	8-23-06

Recommended Hires - New Teachers (continued):

Name	Position/Location	Effective Date
Jennifer Murphy	1.0 FTE First Grade Lewis & Clark Elementary	8-23-06
Benjamin Nelson	1.0 FTE Speech/Debate Century High	8-23-06
Dawn Petersen	1.0 FTE Science Pocatello High	8-23-06
Cindy Syndergaard	.50 FTE Health Occupations Alameda Center	8-23-06
Kevin Wise	1.0 FTE Special Education Highland High	8-23-06
Elisabeth Wortley	1.0 FTE English Irving Middle School	8-23-06

Administration recommends approval of these New Hires.

Recommended to be Released from Contract:

Name	Position/Location	Effective Date
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Kimber Nelson	1.0 FTE First Grade Wilcox Elementary	8-07-06
Cindy Watts	1.0 FTE Electronics Technology Pocatello High	8-08-06

Administration recommends that these two teachers be released from their 2006-2007 teaching contracts.

Recommended Not to be Released from Contract:

Name	Position/Location	Effective Date
Julia CdeBaca	1.0 FTE Counselor Alameda Center	08-08-06
Karla Edwards	1.0 FTE Technology/Life/Careers Teacher Franklin Middle School	08-03-06

Administration recommends that these two teachers not be released from their 2006-2007 teaching contracts due to the lateness and inability to find suitable replacements.

Administration recommends the teacher currently on probationary status be moved back into the supervision mode as discussed in executive session.

Administration recommends the board declare a hiring emergency for Special Education Teacher positions.

Administration recommends permission to submit a packet to the State Certification Department for Mr. Kevin Wise to seek alternative authorization in order for him to teach Special Education.

Administration recommends permission to submit a request to the State Certification Department for a Provisional Authorization certificate for Ms. Heidi Baumgartner-Block in order for her to teach Special Education.

For your information:

Jeff Brandt has been transferred from Assistant Principal at Franklin Middle School to

an interim placement as Assistant Principal at Highland High School.

B. Business

1. School Board Minutes **X Action required**

The School Board is asked to approve the minutes of the July 26, 2006 Regular Session.

2. Board Bills **X Action required**

The School Board is asked to approve payment of bills and invoices as of August 3, 2006 in the amount of \$2,053,146.89.

3. Supplementary Financial Information **X Action required**

The School Board is asked to approve supplementary financial information for the period of July 1, 2006 through July 31, 2006.

VI. Communications and Clerk's Report

A. Calendar

Thursday & Friday, August 10-11, 2006

State Board of Education Meeting - Idaho Falls, ID

Board is to consider the following K-12 issues list:

Approval of Rules Governing Charter Schools

Approval of Proposed Rule Governing Thoroughness - High School
Graduation Requirements

ISAT Academic Achievement Standard Setting - Matching Performance
Level Descriptors to ISAT Scores for Reading and Mathematics
at Grades 3-8 and 10

Adoption of Cut Scores for the Idaho English Language
Assessment (IELA)

Adoption of Accountability Plan for State Limited English
Proficiency (LEP) Program

Adoption of revised English Language Development (ELD) Standards
and English Language Proficiency Level Descriptors

Limited English Proficiency (LEP) Program Update

Tuesday, August 15, 2006

School Board Executive Session

3:45 p.m. to 3:55 p.m.

Superintendent's Office at the Education Center

Tuesday, August 15, 2006
School Board/Superintendent/Cabinet/Legislators Special Session (Work Session)
4:00 p.m. to 5:00 p.m.
Board Room - Education Center

Tuesday, August 15, 2006
Regular School Board Meeting
5:30 p.m.
Board Room - Education Center

Wednesday, August 16, 2006
School Board Retreat
4:00 p.m. to 8:00 p.m.
Board Room - Education Center

Monday, August 21, 2006
New Teachers' Orientation
8:00 a.m.
Highland High School Cafeteria

Wednesday, August 23, 2006
"Back to School Welcome Meeting" For All Staff
Highland High School Gymnasium
7:45 a.m. to 9:00 a.m.
(See "Back to School" letter and schedule included in packet)

Wednesday, August 23, 2006
Legislative Tour
5:30 p.m. to 7:30 p.m.
Red Lion - Pocatello, Idaho
(See correspondence included in packet)

Wednesday, August 24, 2006
Professional Development - No School

Thursday, August 24, 2006
Chamber of Commerce New Teacher Luncheon
12:00 p.m. to 2:00 p.m.
Holiday Inn

Thursday, August 25, 2006
Preparation Date - No School

Monday, August 28, 2006

First Day of School - Grades 1-12 attend; Grades 1-8, 2-hr. early release;
Kindergarten Parent Orientation
(See school visit schedule included in packet)

Tuesday, August 29, 2006
Regular School Schedule Grades 1-12; Kindergarten for students A-L (last name)

Wednesday, August 30, 2006
Regular School Schedule Grades 1-12; Kindergarten for students M-Z (last name)

Thursday, August 31, 2006
Regular School - All Grades

Monday, September 4, 2006
No School - Labor Day

Thursday, September 21, 2006
ISBA Region V Meeting
Elmer's Restaurant - 851 S. 5th Avenue, Pocatello, ID
6:30 p.m.
(ISBA Resolutions for this year will be discussed)

VII. Reports of the Superintendent

A. District Administrative Reports

The following Directors will provide a verbal update:
Patti Mortensen - Director of Elementary Education
Bob Devine - Director of Secondary Education
Chuck Wegner - Director of Curriculum
Doug Howell - Human Resources Coordinator
Bart Reed - Director of Business Services
District Energy Manager, Mr. A. J. Watson
Carl Smart - Director of Employee Services
Pete Black - Public Information Officer

B. Superintendent's Report

VIII. Unfinished Business

Fee Increase Hearing - Strings Program

X Action required

Included in the packet is the Notice of Hearing regarding the strings program. The proposal

bus routes, as needed, during the school year.

D. Permission to Bid for Food Service Vehicle **X Action required**

The School Board is asked to authorize permission to go out to bid for one new Food Service vehicle. This vehicle is needed to keep the District Food Service fleet dependable and operational.

X. Reports of Committees

Standing Committees:

Several district committees convene periodically throughout the school year. Board members will report on any committee meetings attended.

Education Foundation	Nate Hill
Insurance/Wellness Committee	Brent L/Marianne D
Head Start	Terry Anderson
District Leadership Council	Janie Gebhardt

Standard Committees (continued):

Textbook Adoption	Marianne D/Brent L
Curriculum Committee	Janie Gebhardt
CIP Committee	Nate Hill
Budget Committee	Brent Leavitt
ISBA Representative	Terry Anderson
Technology Committee (as needed)	
Long Range Facility Planning	Nate Hill
Local Issues-Chamber of Commerce	Terry Anderson
Judge Murray's Juvenile	

Advisory Committee

Janie Gebhardt

SEICCA

Marianne Donnelly

XI. Motions and Resolutions

XII. Delegations - please limit comments to 5 minutes

The Board and Administration will take comments under advisement.

XIII. Adjournment