

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, March 17, 2015
4:00 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair

Jackie Cranor, Vice Chair (Excused)

Dave Mattson, Clerk

Jim Facer, Assistant Treasurer

Paul Vitale, Member

Mary Vagner, Superintendent

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 17th day of March, 2015, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 4:03 p.m.

PLEDGE OF ALLEGIANCE

Collin Jensen led the audience in the Pledge of Allegiance.

REVIEW, REVISE, AND APPROVE AGENDA – Self Explanatory – Action

Chair Gebhardt reviewed the agenda and the addendum. A motion was made by Mr. Facer and seconded by Mr. Mattson to approve the agenda and the addendum as presented. The voting was unanimous in the affirmative.

APPROVAL OF MINUTES – Self Explanatory – Action

- a. **Special Meeting/Executive Session** – February 4, 2015
- b. **Special Meeting/Executive Session** – February 9, 2015
- c. **Special Meeting/Executive Session** – February 10, 2015
- d. **Special Meeting/Work Session** – February 10, 2015
- e. **Special Meeting/Executive Session/Hearing** – February 11, 2015
- f. **Regular Board Meeting** – February 17, 2015
- g. **Special Meeting/Executive Session** – February 24, 2015
- h. **Special Meeting/Executive Session/Hearing** – February 25, 2015
- i. **Special Meeting/Executive Session** – February 26, 2015

A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the above listed minutes as corrected. The voting was unanimous in the affirmative.

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Chair Gebhardt said recognitions would be delayed until about 5:30 p.m.

Ms. Allen said the Education Foundation partnered with McDonalds to offer the CAKE award. She said the award supported caring relationships and encouraged students to develop character. She invited Nathan Christensen and his teacher Ms. Hong to the podium. She said students were nominated for Character, Attitude, Kindness and Encouragement (CAKE). She said the nomination was approved by the principal and submitted to the District. She said Nathan was a second grader at Indian Hills Elementary and Nathan's teacher nominated him for demonstrating all of the CAKE qualities and was a constant reminder to other students to have good behavior, to be responsible, respectful, kind and to be a friend. She said Nathan was able to juggle several responsibilities, meet classroom goals and treat everyone with respect. She said Nathan was a good listener and was very patient. She said students were comfortable coming to Nathan for help. She said students knew that he would not judge them and would treat them with kindness. She said he was a good friend to others and invited new students to join him at recess. She said he made sure that students that were usually chosen last were chosen first, or he would give up his own reward or treat to make sure other students got one. She said Nathan was considerate and compassionate. She said he always looked out for his sister on the playground. She said the administration was proud to present Nathan with this month's CAKE Award. She said cupcakes would be delivered to his classroom, McDonalds would donate \$50 to the school's media center and he and his teacher would receive a McDonald's gift certificate. Ms. Hong said Nathan always thought of others before thinking of himself. She said he even helped her keep track of her glasses and Promethean pen in the classroom.

Ms. Allen said it was a balancing act for students to participate in extra-curricular activities while maintaining their academics. She invited principal Brockett and the Century High School 4A Volleyball Champions to come to the podium. She said the Century High School Volleyball Team was being called the Diamondback Dynasty due to winning its 5th consecutive Championship. She said it was a historical sweep. She said in addition, Coach Thiros been named Coach of the Year for the third time. She said one of the players, Kayla Ellis, had also been recognized as the Gatorade Player of the Year. She said the team demonstrated the District's Belief that high expectations promoted high levels of achievement. She said some of the girls on the team had been a part of the Championship Team for each of their four years at Century. She said all of the girls on the team worked extremely hard in practice and during the off season to reach this level of achievement. She said Coach Thiros was a phenomenal coach and worked with the team almost day and night. She said team and coach deserved every second of recognition. She said she was delighted to present the team and coach with the recognition.

Ms. Allen said the District was privileged to have three IHSAA Academic Champions this year. She said the first team was the Cheerleading squad at Highland High School. She said the second team was the wrestling team at Highland High School. She said the last was the Century High School dance team. She said the District was proud to recognize its students for their commitment to academics while competing at high levels. She said the Century High School dance team had a combined GPA of 3.74, the Highland High School Cheerleading team had a combined GPA of 3.772 and the Highland High School Wrestling team had a combined GPA of 3.434. Ms. Brockett said she was honored to congratulate the amazing athletes. She said in addition to the Academic Championships there was also a 5th District award for dance and cheer that included all 2A through 5A schools and Century's dance and cheer team had won the award. She said it was quite an accomplishment to receive an Academic Championship because it was the combined GPAs of each team player if one player had a low GPA it affected the whole team. Jessica Gallup, the Cheer Coach at Highland High School said she was so proud of the girls' performance and their commitment to academics. She said coaches demanded hard work and excellence in and out of the classroom and the student athletes met the expectations. She said the cheerleaders had competed in four competitions and won all of them. She said they were hopeful to bring home a 5th consecutive title. Mr. Bell introduced the wrestling team and said the team took 4th place overall and were the 5A Academic Champions. He said one of Highland's wrestlers, Tucker Leavitt, was state champion. He said the wrestling team had a great season. He said the wrestlers were so committed and he congratulated them along with all of the other Academic Champions in the District. He said the Highland High School Cheerleading squad also was awarded the 5th District Award for academics. Ms. Allen said the championships were evidence of a well-rounded academic experience across the District.

Ms. Allen invited Carmen Thissen and Kyle Peck to the podium. She said Carmen Thissen was from Century High School and Kyle Peck was from Highland High School and both were selected for the Presidential Scholars Program. She said the program recognized the most distinguished graduating seniors. She said students that were selected could apply for the scholarship program and only 4,000 students were selected nationwide. She said these students exemplified the District's Vision and Mission. She asked the students if they planned to apply for the scholarships. Both students said yes. Ms. Allen said the application process took a lot of work.

c. Public Comment on Items Not on Agenda

Board Protocols for Public Comment will be followed at all Board Meetings. Patrons wishing to address the Board will fill out Form AD 2 – Request to Appear before the Board and present it to the Board Chair or Board Secretary prior to the meeting. Because of the diversity of issues, members of the Board may not respond to delegations. Instead, issues are recorded and referred to the proper staff member for follow-up. The Board is informed of these efforts by the staff member responding to concerns.

Board Operating Principles #22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; **23)** Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board.

There was no public comment on items not on the agenda at the time of the meeting.

REPORTS

a. Student Representative Reports (3 minutes each)

1) Pocatello High School – Rowan Smith/Russell Capell

Mr. Capell said the school finished its drama presentation of Brigadoon. He said over fifty students participated. He said ten students were involved in creating the set. He said it was a very successful performance. He said Elijah Armstrong took first place at the Simplot Games. He said the jazz performers took first place at the BYU Jazz Festival and were selected to participate in the preshow at the Spring Assembly. He said the tennis team was participating in a match that day. He said both the tennis and golf teams had tournaments coming up. He said the

school's Pride Week was coming up April 6 – 10, 2015. He said the school would host the "Every 15 Minutes" event that would include a mock car accident to create awareness regarding the dangers of drunk driving. He said the school was holding a blood drive in April. He said Pocatello High School would host the District Debate competition. He said two of their debaters took 10th place and congratulated them. He said Pocatello High School hosted the 5th All Star Baseball Tournament. He said the robotics team took 10th place at regionals.

2) **Century High School** – *Meagan Raschke/Brendon Martin*

Mr. Martin said the dance and cheer competition was in two days. He said the tennis team had a successful start. He said the winter sports' assembly went well. He said the school had its blood drive and collected 50 pints of blood. He said the Morp event was successful and the school play, Oklahoma was packed for each show. He said the freshman won the missing assignment contest and got to go to lunch early. He said tree huggers put stickers on paper towels reminding students to use paper sparingly. He said the Interact Club donated 161 dog bottles and 21 pounds of food to the Humane Society.

3) **New Horizon Center** – *Maggie Gunn/Christian Hawkes*

Ms. Gunn said 35 students won awards for having a GPA of 3.5 or above. She said several students were recognized for Virtues. She said the school recognized Idaho Day and celebrated by passing out Spud candy bars and having Idaho Day quizzes. She said Career week was held that week and time was dedicated to promoting various career opportunities. She said students would take a career interest survey and members of the Pocatello Police Department would be there. She said students would attend a career exploration event at ISU. She said students were excited to show off their artwork at Parent Night.

4) **Highland High School** – *Jenny Andrus/Taylor Snell*

Ms. Andrus said the Lassies and cheerleading squad were going to state. She said boys' basketball took second place at state. She said several players were selected to play in the All Star Game. She said Tucker Leavitt was the wrestling state champion. She said the school was working to raise funds for an 11 year old girl named Olivia to travel to New York for Make A Wish.

b. Media Report – Ms. Allen

Ms. Allen said media coverage over the last month had been positive. She said there were over 30 articles this month. She said most of the coverage was on student successes, levy information, the IEN debacle, legislative information and the District's Superintendent Search. She said for the first time since she started at the District there had been numerous advertisements for teacher positions in the paper. She said she was sure it was the result of Districts across the state having trouble filling positions. She said there was quite a bit of interest in the District's Superintendent Search but most people understood that the Board needed to take its time to make a decision. She said most people understood the gravity of the decision and realized how hard it would be to replace Ms. Vagner. She said people were very interested but were being patient. She said there was quite the debate regarding the career ladder, the state's illegal contract and the resulting cost to patrons and School Districts. She said the Contract was under investigation. She said there was also some coverage about data collection systems and teacher shortages.

c. Supplemental Levy Update – Ms. Allen

Ms. Allen said she was pleased to report that the Supplemental Levy Election passed. She thanked the public and the Board for taking time to present the levy information to the public which made a big difference. She said voter turnout was comparable to previous election years. She said the Levy passed at 66%. She said the District only lost four Precincts. She said the Precincts were 10, 43, 57 and 60. She said the District had broad support throughout the business community and civic groups. She said it was evidence that "Together we are extraordinary and accomplishing great things."

d. Report on Standing Committees for 2014-2015 – *Board Members*

Mr. Vitale said he attended Local Issues and heard a good report on County Elections. Ms. Gebhardt said she attended Judge Murray's Committee Meeting. She said there was pending litigation regarding parent rights and the Committee discussed how it could impact the District. She said the Committee also discussed how to transition students back into the community after becoming an adult.

CURRICULUM AND INSTRUCTION AND SCHOOL SAFETY – Information – Mr. Orr, Ms. Craney, Ms. Harwood, Mr. Hobbs

a. Instructional Technology Update – Mr. Orr

Mr. Orr said included in the packet was the Instruction Technology Newsletter for March. He said the newsletter highlighted professional development opportunities for staff. He said the Chromebook pilots at Jefferson Elementary were a success. He said the Chromebooks had been approved as a workable device following the pilot. He said schools and teachers could now select Chromebooks for use in the classroom.

b. Partnership School Update– Mr. Orr

Mr. Orr said the District had a long time relationship with ISU that allowed schools to apply to become Partnership Schools. He said it was a four year commitment for schools to collaborate with ISU on the placement of teaching candidates. He said the partnership helped to increase student learning for ISU students. He said schools were awarded ISU continuing education credits for participating. He said elementary schools received 40 credits, middle schools received 60 and high schools received 70 credits that could be distributed to staff members at the principal's discretion. He said there was a clear advantage to being a Partnership School. He said the deadline to submit an application was March 20, 2015. He said Chubbuck Elementary and Highland High School would rotate out and two new schools would be selected to participate. He said the other schools currently participating included Gate City Elementary, Indian Hills Elementary and Alameda Middle School. He said he would report the results of the application process to the Board in April.

c. Assessment Schedule – Mr. Orr

Mr. Orr said included in the packet was the assessment schedule K-12 for 2015. He said the testing window was an extremely busy time of year. He said the IRI window was open from April 1 to May 1, 2015. He said ISAT 2.0 would be open from March 30 through May 2, 2015 for grades 3 through 10. He said a majority of the grades would start on April 6th and most schools would be done by the first week of May. He said the first week of testing on the Science ISAT in grades 5 – 7 would start the week of April 30 and would go until May 2, 2015. He said the SAT would be administered to all juniors on April 15, 2015.

d. Any Other Curriculum/PLCs/TIA/Beliefs Update – Mr. Orr

Mr. Orr had no further Curriculum updates at the time of the meeting.

e. Head Start Grant Application 2015-16/Program Update – Ms. Craney

Ms. Craney said the 2015-16 Head Start Grant Application information was presented by Ms. Brey to the Board at the March 10, 2015 Work Session. She said a letter outlining the approval of the grant was included in the addendum. She said the Board would be asked to approve the preparation of the 2015-16 Head Start Grant and direct submission the Region X Head Start Offices pending completion of the grant by the April 1, 2015 deadline under New Business.

f. 21st Century After School Program Update – Ms. Craney

Ms. Craney said the 21st Century After School Program was working on art projects that would be displayed at the April 18 Walk/Run event. She said a slideshow of the artwork would be shown at the race. She said the program had a goal to raise a certain amount of money and had almost met the goal. She said some of the fundraisers included students paying to wear a hat, for extra recess or extra computer time. She said all of the rewards were under a dollar. She said sponsorships for the race would go towards the school's fundraising total. She said the program would also hold a recycling drive to collect aluminum cans and plastic bottles on April 6th. She said she hoped the recycling drive would be expanded District-wide. She said students were currently training for the 5K race. She said after school students would have the opportunity to attend the opera through the ISU music department. She said students were involved in 4H and would sponsor a Girl's Leadership Club. She said the program did a good job finding community partners. She said she hoped to hear back on the two grant applications after spring break.

g. Idaho Food Bank Back Pack Program and Food Pantry Update – Ms. Craney

Ms. Craney said the Idaho Food Bank Back Pack Program numbers would remain static for the remainder of the year. She said there were 140 distributions out of the Lewis & Clark Elementary pantry and eight out of Tyhee Elementary. She said Tyhee would have fewer distributions because the school still received some back packs from the Idaho Food Bank.

h. Delta Dental Sealant Clinics Update – Ms. Craney

Ms. Craney said Delta Dental started a sealant clinic in Southwest Idaho which had gone well and was now expanding the program to Southeast Idaho. She said parents signed permission slips allowing their students to participate. She said about 55% of the permission slips were returned. She said the program provided services at schools with a free and reduced rate of 50% or higher.

i. Kindergarten Registration/Screening Update – Ms. Craney

Ms. Craney said Kindergarten registration was scheduled for Thursday, April 9, 2015 and screening would take place in the fall. She said the administration would compile the preliminary kindergarten enrollment numbers on a weekly basis and would report to the Board.

j. Letter from PCCS Requesting an Extension on Charter Revision Deadline – Ms. Craney

Ms. Craney said included in the packet was a letter from the Pocatello Community Charter School requesting that the deadline on the Charter School Revision be extended from April, 2015 to June 1, 2015. She said the Charter presented its follow up items to the Board at the February Work Session. She said the Charter School had met all of the requirements with the exception of completing the Charter revision. She said PCCS intended to rewrite the Charter in order to better reflect current practices. She said it was taking them longer than they thought. She said she consulted with the State Board of Education who advised the District to submit an approved Performance Certificate along with

a letter stating that the Charter revision would be received by a certain date. She said the letter would be brought to the Board along with the Performance Certificate for Board approval in April and the Charter revision would be brought in June.

k. Homeless Student Numbers – Ms. Craney

Ms. Craney said included in the packet was a breakdown of the number of homeless students in the District at the elementary and secondary levels. She said the information was being provided as follow up to the Homeless Student Support and Services information that was presented at the March 10, 2015 Work Session.

l. Any Other Elementary Education/PLCs/TIA/Beliefs Update – Ms. Craney

Ms. Craney had no further Elementary Education updates at the time of the meeting.

m. DAPC Hearing Report – Ms. Harwood

Ms. Harwood said Highland High School was reformatting its DAPC Hearings to align with Restorative Justice practices. She said the DAPC Committee identified thirty students that were in academic trouble. She said part of the process was trying to figure out why students started falling behind. She said the team then came up with an academic plan for the students. She said the Committee held 18 formal Hearings and four of those students were placed at New Horizon Center to recover credits. She said the process empowered students. She said Century High School held 9 Hearings and four students were placed on a plan and five were sent to New Horizon Center for credit recovery. She said it was critical to hold DAPC Hearings for middle school students that were not on target to promote to high school. She said the Committee met with students and families to reinforce the importance of passing classes. She said the Hearings really helped raise awareness for the students and families and every student left the Hearing with a plan for improvement. She said recently one of the students stopped her in the hallway to tell her that he had passed all of his classes.

n. Classroom Fees Report – Ms. Harwood

Ms. Harwood said included in the packet was a report detailing the fees collected for classroom activities. She said the new data was reflected in the second trimester. She said fees were assigned to 2,572 students at the secondary level and almost all of the fees had been collected. She said fee collection was always a challenge at Pocatello High School. She said Ms. Delonas worked very hard to come up with manageable payment plans for families. She said the bursar may not have had a chance to enter all of the fee collection data at this point, so there could still be some change. She said the middle school athletics only included spring sports. She said schools were doing a good job collecting fees. Mr. Mattson asked what happened if a student just didn't pay. Ms. Harwood said the bursar started tracking the balance and students could not participate until the balance was paid or a payment plan was set up. She said the high school administrators were good at identifying families that needed extra help and came up with a plan that worked for the family.

o. Advanced Opportunities/Dual Credit Report – Ms. Harwood

Ms. Harwood said Advanced Opportunities was tracked differently than the traditional dual credit courses through ISU. She said AP students would not be reflected in the data until they signed up in the third trimester. She said so far there were 229 requests for funds to pay for tests. She said 88 of the requests were eligible for full reimbursement because the tests were part of the Dual Enrollment for Early Completers plan that was fully reimbursable by the state. She said the only downside was the burden that was placed on counselors, bursars and the Curriculum Department to keep track of all of the moving pieces. She said it was a tremendous amount of work. She said students could move from one program to another and all the criteria and eligibility changed which made it very difficult to track. She said counselors were doing a great job informing students about all of the available programs and funding. Ms. Vagner said the state informed Districts that the first reimbursement would be paid in April. She said the record keeping was critical to the District's reimbursement. She said the state originally budgeted \$640,000 for Advanced Opportunities and quickly learned that it was nowhere near enough. She said the state anticipated budgeting \$8 million for next year. Ms. Gebhardt asked how many students had taken advantage so far. Ms. Harwood said she would have better information when the reports were reconciled in May.

p. Summer School Update – Ms. Harwood

Ms. Harwood said included in the packet was the draft brochure for Summer School 2015. She said the brochure was combined for middle and high school this year. She said Katie Williams, Sandra Nalley and Heidi Kessler worked so well together and were implementing good changes. She said the three of them were coming up with plans to help students who continued to struggle passing particular courses. She said the plan could include moving the student to a different teacher or program.

q. 2015 High School Graduation Schedule – Ms. Harwood

Ms. Harwood said included in the packet was the High School Graduation Schedule for 2015. She said the Board was familiar with the schedule and said the dates would be added to the Board's calendar.

r. PTS Consortium Agreement with Marsh Valley 2015-16 – Ms. Harwood

Ms. Harwood said included in the packet was the Consortium Agreement between Marsh Valley School District and the Pocatello/Chubbuck School District for the 2015-16 school year. She said there were two kinds of programs including electives and professional technical. She said when the State Department of Education first started supporting PTS schools the intent was for Districts to have a traditional brick and mortar building dedicated to PTS programs. She said the state realized that this was not feasible for most Districts and allowed the Districts to create a virtual PTS school with a consortium of Districts. She said the classes had to align to a career path. She said originally the District had a Consortium Agreement with American Falls and Marsh Valley. She said eventually the other two Districts decided there was not enough benefit for the cost. She said the state let the District continue the program with certain stipulations. She said the new PTE Director at the SDE started looking at programs and where funds could be reduced and found that the District was not meeting the requirement of having a PTS consortium and said funding would be eliminated unless the District entered into a consortium agreement again. She said Ms. Naftz reached out to Marsh Valley and it agreed to enter into a Consortium. She said it would be very beneficial to both Districts. She said the state funds would support the District's needs and there was no financial obligation for Marsh Valley. She said Marsh Valley's only concern was the possibility of losing students. She said the administration assured them that no students would be recruited from Marsh Valley but the District would offer courses that Marsh Valley could not provide. She said those students would only attend the District's high schools one day per week and would continue to get career experience in the Marsh Valley community. She said the Consortium Agreement secured the District's funding to continue the PTS program.

s. ISU Administrative Intern Request – Ms. Harwood

Ms. Harwood said included in the addendum was a revised request from the Idaho State University to place an administrative intern at various schools beginning in spring 2015. She said the administration reviewed the request which was in order. She said the Board would be asked to approve the request under the Consent Agenda.

t. Early Graduation Requests – Ms. Harwood

Ms. Harwood said most of the Early Graduation requests were from juniors and one request was from a student in YDC. She said the spreadsheet detailed the number of early graduation requests by school along with the various reasons students were requesting early graduation. She said the requests had been reviewed by the administration and were in order. She said the Board would be asked to approve the requests under Old Business.

u. Out of District/Overnight Field Trip Requests – Ms. Harwood

Ms. Harwood said included in the packet was a spreadsheet detailing the Out of District/Overnight Field Trip requests. She said the administration had reviewed the information and the requests were in order. She said the Board would be asked to approve the requests under Old Business.

v. Any Other Secondary Education/PLCs/TIA/Beliefs Update – Ms. Harwood

Ms. Harwood had no further Secondary Education updates at the time of the meeting.

BUSINESS OPERATIONS (BUDGET, MAINTENANCE, TRANSPORTATION, FOOD SERVICE) – Information – Mr. Reed

a. Idaho General Fund Update

Mr. Reed said included in the packet was the monthly Idaho General Fund Revenue Report for January. He said revenue came in \$44 million ahead of projections for February. He said the state was 3.5% ahead of projections for the year.

b. Free and Reduced Lunch Report

Mr. Reed said included in the packet was the current Free and Reduced Lunch Report. He said the overall combined free and reduced lunch percentage for the District was at 55.1%. He said it appeared that participation was slowly increasing. He said some of the local fast food restaurants had recently increased meal prices which may have a positive impact on the District's program.

c. Bid Awards

Mr. Reed said included in the packet were bid award memorandums for the HVAC System at the Lincoln Center, the Renovation at Highland High School – Building B, the roof at Pocatello High School, School Busses, and the Vestibule Remodel at the Education Service Center. He said five vendors were invited to bid on the HVAC System and three responded. He said Mountain West Mechanical was the lowest responsible bid at \$441,789. He said there was also an Alternate Bid to remove the buried waterline that was currently under to school and relocate it an overhead line. He said even with the alternate bid the project total came in under budget. He said seven vendors were invited to bid on the Highland High School Building B renovation and five responded. He said DeWall Construction was the lowest responsible bid at \$547,700. He said also included was an alternate bid for the installation of a fire sprinkler system if testing results came back indicating a need for replacement. He said if the sprinkler test came back indicating that replacement was not necessary then the bid award would be for the base bid only. He said the project

came in \$155,000 under the original estimate. He said three vendors were invited to bid on the roof replacement at Pocatello High School and all three participated. He said Modern Roofing was the lowest responsible bid at \$153,570. He said the project was approximately \$14,000 under the original estimate. Ms. Gebhardt asked what part of the roof was being replaced. Mr. Reed said the section over the auditorium and the gymnasium. He said four vendors were invited to bid on five new 78 passenger conventional school busses. He said two vendors participated and Western Mountain Bus Sales was the lowest responsible bid at \$442,750.00. He said the company gave the District \$29,750.00 off of the bid price for the trade-in allowance on the old school busses. He said finally, eight vendors were invited to bid on the vestibule remodel at the Education Service Center and five participated. He said Harper Construction was the lowest responsible bid at \$63,500. He said the project came in approximately \$13,500 over the original estimate, however, due to the savings on all of the other projects the administration recommended awarding the bid. He said all of the projects represented a major amount of work for the Maintenance & Operations Department. He said the additional savings from all of the projects overall would be rolled into next year's CIP Budget. He said the Board would be asked to award all of the bids under New Business.

d. Final Spot Inspection Results

Mr. Reed said included in the packet was a letter from the State Department of Education detailing the results of the Spot Inspection that was conducted January 20 – 23, 2015. He said the comments were complimentary of drivers and management. He said the department was 100% compliant in most areas. He said the only area of concern was the lack of supervision at loading and unloading gates. He said the administration was aware and had been diligently working with the schools to improve supervision. Ms. Gebhardt said she was surprised at the level of detail from the auditors. Mr. Reed said the auditors were very comprehensive and always had to find something. He said overall the auditors were very complimentary and said this was one of the best departments in the state.

e. Settlement Allocation

Mr. Reed said included in the packet was a copy of the check that was allocated to the District as a result of a class action lawsuit between Dairy Queen and the Idaho State Insurance Fund. He said when the check first came he did not know what it was for. He said he had to research the law suit and found that Dairy Queen took the state to court because greater distributions should have been made on dividend earnings. He said the court sided with Dairy Queen and as a result any business that had Worker's Compensation claims between a certain timeline received a portion of the settlement. He said the funds would be used to offset insurance premium increases and would help the District balance the budget.

f. Proposed Building and Subdivisions (New Construction)

Mr. Reed had no report on any proposed building and subdivisions (new construction) and will answer any questions at the time of the meeting.

g. Any Other Business Operations/Operational Support Update

Mr. Reed had no further Business Operations updates at the time of the meeting.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said the technology staff worked to create an online course request system for parents. He said feedback was extremely positive. He said he hoped it would make the process for creating student schedules more efficient. He said the program would show parents any courses that were missing from a student's schedule. He said the first upload was submitted earlier that day and only contained 400 errors. He said recently a report was completed on the implementation of ISEE and was pretty critical. He said the District's e-rate forms had been filed. He said he was confident that the District's broadband contract was taken care of for next year.

b. Student Enrollment Information

Mr. Smart said included in the packet was current student enrollment data. He said the numbers were consistent. He said there was a slight drop in the high schools but compared to the start of the year, membership was up in almost every grade overall. He said in particular, grades 1 – 3 had seen quite an increase which was unusual.

c. Wireless Inspection Results

He said about three weeks ago the administration told the technology department staff that the wireless infrastructure project had to be completed by the first week in March. He said the staff worked as a group to finish the work at Century High School, Highland High School and the New Horizon Center. He said the state conducted an audit certified that the District met the requirements for reimbursement from the state. He said the auditor was complimentary of the amount and quality of the work. He said the District should be reimbursed shortly. He said he anticipated that the District would be reimbursed \$79,730 for the completion of the wireless installation project.

d. JFAC Yet to Set K-12 Education Budget

Mr. Smart said JFAC and the Education Committee could not come to consensus on education issues or budget priorities and Districts were in limbo. He said the funding for the proposed Career Ladder was pretty lean. Ms. Vagner

said there was some consensus on a Career Ladder proposal and a bill draft was supposed to be printed later this week. She said there was a fight for funding going on between legislators for the Idaho Transportation Department versus K-12 Education which had delayed the budgeting process. Mr. Smart said the Budget Committee could not meet until JFAC set the K-12 budget.

e. Post Legislative Update

Mr. Smart said the Post-Legislative Tour was scheduled for April 8, 2015 but could be delayed if the legislature had not wrapped up the Session.

f. Budget Preparation 2015-16

Mr. Smart said most of the internal 2015-16 budget preparation information would be submitted the week after spring break and the administration was in the process of finalizing all of the budget requests.

g. Budget Committee and Wellness/Insurance Committee Update

Mr. Smart said the District was working with Lockton and would convene the Wellness/Insurance Committee to review the proposals.

h. Wellness Dashboard Report

Mr. Smart said included in the packet was the current Wellness Dashboard Report. He said participation rates were high and GHA was good. He said the biometric screening number would be much higher after the District compiled the data from the Health Fair. He said dental and vision usage was right where it should be. He said the prescription drug plan would have to be addressed.

i. Trustee Election Timeline

Mr. Smart said included in the addendum was the Trustee Election Timeline. He said the last day for a Trustee to submit a Declaration of Candidacy was Friday, March 20, 2015. He said the nominating publication was published on March 11, 2015. He said the last day for a Write In Candidate's Declaration of Intent was April 3, 2015.

j. Technology Coordinator Change

Mr. Smart said Mr. Jolley, the Technology Coordinator submitted his letter of resignation effective July 3, 2015. He said the administration was in the process of posting a job announcement and hoped to hire a replacement by April in order to train with Mr. Jolley before he left. He said Mr. Jolley and his expertise would be missed.

k. Any Other Employee Services/Operational Support Update

Mr. Smart had no further Employee Services updates at the time of the meeting.

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Ms. Vagner said included in the packet and the addendum was the monthly Human Resources report. She said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. Revised Superintendent's Evaluation Tool

Ms. Vagner said included in the packet was a revised Superintendent's Evaluation Tool. She said the Tool was updated to include a section relative to Student Achievement Growth. She said the Board would be asked to approve the revised Superintendent's Evaluation Tool under New Business.

c. Any Other Human Resources/Operational Support Update

Ms. Vagner had no further Human Resources updates at the time of the meeting.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Legislative Update

Ms. Vagner said included in the packet and the addendum was the IASA Legislative Update and the ISBA Capitol Notes. She said JFAC was a frustrating experience for some legislators earlier that day. She said Senator Lacey tried to get the Committee to address funding for education but it was not on the agenda, and the Chair thanked him and moved on to other matters. She said JFAC was moving forward to grant new business tax exemptions. She said there was proposed legislation that would allow foreign exchange students to participate in dual enrollment. She said she anticipated that HB 233 would pass which would direct funding for school counselors but would include sideboards that outlined counselor's job duties. She said the parental rights Bill had been sent to the amending floor. She said the Education Tax Credit Bill passed the House and was on the Senate side.

b. Policies to be Heard on First Reading for Adoption as a Result of the District's Annual Policy Review

Ms. Vagner said included in the packet were various policies to be heard on first reading for adoption as a result of the District's annual Policy Review process. She said Ms. Johnson collected all the comments from the annual policy review and made any necessary Policy changes. She said the change to Policy 7120 – Code of Ethics was to add a link to the state's Code of Ethics for Idaho Professional Educators on the SDE website. She said most of the changes to the remaining policies were minor grammatical and non-substantive changes. She said the Board would be asked to hear the policies on first reading for adoption under New Business.

c. Policy 7168 – Service Animals in Schools – Staff – 1st Reading

Ms. Vagner said included in the packet was Policy 7168 – Service Animals in Schools – Staff. She said the proposed changes were a result of policy input and further clarified the definitions of a service animal and outlined the roles and responsibilities of the individual with a disability and the building principal based on legal requirements. She said the Board would be asked to hear the policy on first reading under New Business.

d. Policy 8168 – Service Animals in Schools – Students – 1st Reading

Ms. Vagner said included in the packet was Policy 8168 – Service Animals in Schools – Students. She said the proposed changes were the result of policy input and further clarified the definitions of a service animal and outlined the roles and responsibilities of the building principal. She said the Board would be asked to hear the policy on first reading under New Business.

e. Policy 8153 – Prohibition of Weapons – 1st Reading

Ms. Vagner said included in the packet was Policy 8153 – Prohibition of Weapons. She said the change to the policy clarified the definition of a weapon and the possible consequences for such and that the Board could hold a Hearing if an item other than a traditional weapon was used as a weapon. She said the Board would be asked to hear the policy on first reading under New Business.

f. Board Calendar

Ms. Vagner said included in the packet was the calendar of the Board’s Meeting Schedule inclusive of various Committee Meetings from March 16, 2015 through May 8, 2015. She said Hearings were scheduled the next day. She said a Special Meeting to take action on a bid for WAN and broadband services was scheduled for Tuesday, March 24, 2015 at 9:00 a.m. Ms. Gebhardt said she could attend both. Mr. Vitale, Mr. Mattson and Mr. Facer also said they would attend. Ms. Vagner said Key Communicators had been cancelled. She said a Special Meeting/Executive Session was scheduled for Monday, March 30, 2015 at 9:00 a.m. to consider any options for moving forward with the Superintendent Search. She said the Board School visits for April were included on the calendar.

g. Any Other Superintendent’s Update

Ms. Vagner had no further Superintendent’s update at the time of the meeting.

PUBLIC COMMENT – Self Explanatory

a. Public Comment Pertinent to Agenda Action items

Board Protocols for Public Comment will be followed at all Board Meetings. Patrons wishing to address the Board will fill out Form AD 2 – Request to Appear before the Board and present it to the Board Chair or Board Secretary prior to the meeting. Because of the diversity of issues, members of the Board may not respond to delegations. Instead, issues are recorded and referred to the proper staff member for follow-up. The Board is informed of these efforts by the staff member responding to concerns.

Board Operating Principles #22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; **23)** Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board.

There was no public comment on items pertinent to agenda action items at the time of the meeting.

CONSENT AGENDA – Self Explanatory – Action – Mrs. Vagner

a. Topic: Approve Human Resource Activity

Policy Issue: Board approves Human Resource Activity

Background Information: Included in the packet was documentation of the Human Resource Activity regarding certified employees since the February 17, 2015 Regular Board Meeting.

Administrative Recommendation: Administration recommended Board approve Human Resource Activity as presented.

b. Topic: Authorize Payment of Claims

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of March 9, 2015 in the amount of \$993,689.98.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of March 9, 2015 in the amount of \$993,689.98.

c. Topic: Approve Supplemental Financial Information from February 1, 2015 through February 28, 2015

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of February 1, 2015 through February 28, 2015.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from February 1, 2015 through February 28, 2015 as presented.

d. Topic: *Approve ISU Administrative Intern Request*

Policy Issue: Board approves administrative intern access in schools.

Background Information: ISU requested to place an administrative intern at various elementary and secondary schools in the District during the 2014-15 school year.

Administrative Recommendation: Administration recommended Board approve the ISU Administrative Intern request as presented.

Board Direction/Action on the Consent Agenda: A motion was made by Mr. Facer and seconded by Mr. Mattson to approve the Consent Agenda as presented. The voting was unanimous in the affirmative.

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve Early Graduation Requests*

Policy Issue: Board approves early graduation requests.

Background Information: This item was previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board approve the Early Graduation Requests as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to approve the early graduation requests as presented. The voting was unanimous in the affirmative.

b. Topic: *Approve Out of District/Overnight Field Trip Requests*

Policy Issue: Board approves out of District/overnight travel.

Background Information: This item was previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board approve the Out of District/Overnight Field Trip requests as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve Preparation of the 2015-16 Head Start Grant Application and Direct Submission to the Region X Head Start Offices Pending Completion of the Grant by the April 1, 2015 Deadline*

Policy Issue: Board is responsible for the oversight of the Head Start Program and approves various Grants.

Background Information: This item was previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board approve the preparation of the 2015-16 Head Start Grant application and direct submission to the Region X Head Start Offices pending completion of the grant by the April 1, 2015 deadline as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Mattson to approve the preparation of the 2015-16 Head Start Grant Application and direct submission to the Region X Head Start Offices pending completion of the grant by the April 1, 2015 deadline as presented. The voting was unanimous in the affirmative.

b. Topic: *Award Bids:*

HVAC System – Lincoln Center

Renovation – Highland High School – Building B

Roof – Pocatello High School

School Busses

Vestibule – Education Service Center

Policy Issue: Board awards various bids.

Background Information: These items were previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board award the above listed bids as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Facer to award the above listed bids as presented. The voting was unanimous in the affirmative.

c. Topic: *Approve Revised Superintendent's Evaluation Tool*

Policy Issue: Board approves revisions to the Superintendent's Evaluation Tool.

Background Information: This item was previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board approve the revised Superintendent's Evaluation Tool as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the revised Superintendent's Evaluation Tool as presented. The voting was unanimous in the affirmative.

d. Topic: *Hear on First Reading for Adoption:*

- Policy 7120 – Code of Ethics
- Policy 7132 – Use of Social Media
- Policy 8162 – Student Use of Electronic Communication Devices

Policy Issue: Board adopts policy.

Background Information: These items were previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board hear the above listed policies on first reading as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Mattson to hear the above listed policies on first reading for adoption as presented. The voting was unanimous in the affirmative.

e. **Topic: *Hear on First Reading:***

- Policy 7168 – Service Animals in Schools – Staff
- Policy 8168 – Service Animals in Schools – Students
- Policy 8153 – Prohibition of Weapons

Policy Issue: Board adopts policy.

Background Information: This item was previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board hear the above listed policy on first reading as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to hear the above listed policies on first reading as presented. The voting was unanimous in the affirmative.

ANNOUNCEMENTS

There were no announcements at the time of the meeting.

ADJOURN

A motion was made by Mr. Facer and seconded by Mr. Vitale to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 5:55 p.m.

APPROVED ON:

21 April 2015

BY:

Janie S. Gelbrant
Chair

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees

ATTESTED BY:

[Signature]
Clerk