

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, March 19, 2013
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair
John Sargent, Vice Chair
Jackie Cranor, Clerk (Excused)

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 19th day of March, 2013, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular Meeting to order at 5:34 p.m.

PLEDGE OF ALLEGIANCE

Tyler Smart 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. Sargent and seconded by Mr. Vitale 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/Action** – February 6, 2013
- b. **Regular Board Meeting** – February 19, 2013
- c. **Special Meeting/Executive Session/Hearings** – February 20, 2013

A motion was made by Mr. Facer and seconded by Mr. Sargent to approve the minutes as presented. The voting was unanimous in the affirmative.

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Ms. Allen invited LaDean Messenger, Pauline Alessi and Jan Flandro to the podium. She said Ms. Messenger was a 2nd grade teacher at Syringa Elementary. She said she was selected by the IEA for the Outstanding Member Award. She said Ms. Messenger was nominated by her colleagues for her dedication to teaching. Ms. Alessi said Ms. Messenger had been teaching for 44 years, and 32 of them were with the District. She said Ms. Messenger's students enjoyed a piano in the classroom and singing together. She said she held an annual Thanksgiving Program for family and friends of the students. She said she was very dedicated and did a lot to support teacher's rights. She said she had a big heart for animals and shared that with her students and staff. She said one thing that Ms. Messenger was able to do without fail was to teach second graders to read and they came out of her class ready to learn. She said she would be missed. Ms. Flandro said Ms. Messenger did not like the spotlight but worked hard and deserved the recognition. She said Ms. Messenger was her mentor and showed her the ropes at the National Assembly. She said she was a gem and would be missed. Ms. Allen said she supported the District's Vision and Mission of developing the skills in students to become responsible citizens and promoted a positive work ethic.

Ms. Allen invited Dennis Carlson from Portneuf Medical and representatives from the Portneuf Medical Foundation to the podium. She said Portneuf Medical provided AEDs for all of the schools that did not have one. She said their efforts supported the District's Vision of helping students live a healthy lifestyle. She said the donation contributed to a safe learning environment and demonstrated a commitment to health and wellness. Mr. Carlson presented the AEDs to the principals. He said the donation was from a physician that requested to remain anonymous. He said the donation included 13 AEDs, one for each elementary to fill the void that currently existed. He said now every school was equipped with an AED in case of an emergency. He said Marsh Valley, Pocatello High School, Century High School and Highland High School would receive portable AEDs for their traveling sports teams. He said he hoped the schools would accept the gift that could

save lives. Ms. Vagner said the administration was appreciative of the donation for students and staff. She thanked them for their consideration of the District's needs. She said there were protocols in place for the use of AEDs that would be reviewed with elementary principals.

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.

Jan Flandro – 72 Rosewood Avenue, Pocatello, ID 83204

Ms. Flandro said negotiations between the District and the PEA were coming up and the team asked that she request the District to include people on its team that had the authority to make decisions at the table. She said PEA had formally requested to open negotiations. She said due to the short timeline for negotiations the PEA bargaining team was specifically requesting that Ms. Vagner and one School Board member be present for every session. She said the District's bargaining team had not been able to make decisions at the table in the past and the PEA bargaining team was requesting to have those with authority to make decisions sit on the District's bargaining team.

REPORTS

a. Student Representative Reports (3 minutes each)

1) Pocatello High School – Colton Belnap/Caitlin Lackey

Ms. Lackey said the school recently performed the “Seussical Musical” and it was a success. She said the school hosted the 5th District's boys basketball tournament. She said spring sports had begun. She said the Indianettes took 2nd place at state, and cheer placed 5th. She said the robotics team was leaving for regionals in Salt Lake City, UT. She said five wrestlers placed at state. She said student body elections would be held April 1, 2013. She said student government attended a conference in Boise. She said the school was hosting a Luau themed dance on April 6, 2013.

2) Century High School – Shelby Evans/Tyler Ray/Duncan Thompson

Mr. Thompson said the school would host the “Every 15 Minutes” campaign on April 26, 2013. He said the Pocatello Police Department and the Fire Department staged a car crash in front of the school to teach students about the dangers of drunk driving. He said registration for the upcoming school year was underway. He said spring sports had begun. He said the school play “Little Women” just had its final showing and was very successful. He said teachers were introducing practice words for the SAT and ACT tests that were coming up. He said Idaho Dairy was providing string cheese for test takers. He said the dance team went to state and took 1st place in the military category.

3) Highland High School – Gennavie Judd/Kathleen Hawes

Ms. Judd said the school has a new website that the web design class was in charge of. She said every junior was registered to take the SAT. She said Ms. Funk organized a Poetry Out Loud event that took place the week before. She said the debate team competed the day before and qualified for 38 spots at state. She said five of them qualified in multiple areas. She said 11 of the debaters were district champions. She said the school dance was coming up on April 6, 2013. She said two FFA students were able to earn a state degree. She said the cheerleading squad was the state and academic champions.

4) New Horizon Center – Alise Sanders

Ms. Sanders said the school recently held an awards assembly. She said 12 students were recognized for making the honor roll, 4 were recognized for perfect attendance and 3 were recognized for never being on the missing assignments list. She said the FCCLA club was holding a fundraiser in order to compete in Boise. She said Greg Sommers presented the Eye to Eye program sponsored by Idaho Drug Free Youth (IDFY) to the school. She said the school would participate in the SBAC pilot for English and language arts. She said representatives from the College of Cosmetology gave a presentation to sophomores and juniors. She said students participated in a logo competition and won and their logo would appear on the

t-shirts. She said the students came up with a school message, “We are good enough, we are smart enough and dog-gone it our teachers like us.”

b. Supplemental Levy Outcome Report – Ms. Allen

Ms. Allen said included in the packet was an article from the Idaho Education News regarding the total amounts School Districts levied statewide. She said the passage rate was good, but voting numbers were low. She said the results were similar to the previous levy. She said the District had not received detailed precinct results at this point, but did know which precincts passed the levy and which voted against it. She said in the last election precinct 40 voted the levy down and this year it passed by 13 votes. She said the levy was defeated in precincts 50 and 54 by one vote. She said precinct 54 passed the previous levy by one vote. She said the levy was defeated both times in precinct 57 which was the Ellis area. She said in precincts 59 and 60 the levy was defeated by 2 votes during the previous levy and 9 this year. She said voters state-wide approved approximately \$107 million in local levies this year. She said voters approved levies for 36 Districts across the state. She said both Snake River and Ririe School Districts passed a Supplemental Levy for first time this year. She said the number of Districts operating on local levies had increased. She said Coeur d’ Alene passed a \$27 million levy, Twin Falls passed a \$9 million levy and only served 9,000 students. She said the Nampa School District passed a 1 year \$4.3 million levy. She said voters in Salmon rejected a bond election for a K-8 school for the 8th year in a row. She said the District was thankful for the support of the community, the citizens committee and the Board. Ms. Gebhardt said several people commented on the clear message that was communicated prior to the levy. Ms. Allen said it was a team effort.

c. Media Report – Ms. Allen

Ms. Allen said there were 28 print articles and 3 television news stories about various classroom activities but the levy and education legislation were the top issues for the month.

d. Report on Standing Committees for 2012-2013

Chair Gebhardt said included in the packet were the minutes from the District Curriculum Committee. There were no Trustee reports on standing committees at the time of the meeting.

CURRICULUM AND INSTRUCTION AND SCHOOL SAFETY – Information – Mr. Wegner, Dr. Mortensen, Mr. Devine, Mr. Hobbs

a. Alternate Route to Graduation – Mr. Wegner

Mr. Wegner said included in the packet was a memorandum detailing the number of students and the various reasons for completing the alternate route to graduation. He said the paperwork was on file in the Curriculum Department. He said the Board would be asked to approve the requests under Old Business.

b. Idaho SAT Day Registration Announcement – Mr. Wegner

Mr. Wegner said included in the packet was a memorandum from the SDE announcing that state-wide SAT registration was open and the SAT day was scheduled for April 17, 2013. He said a makeup day was set for April 23rd. He said the state was requiring all juniors take the test as part of their graduation requirements. He said the state only paid for the SAT exam and only on the set dates. He said the SAT exam took 3 hours and 45 minutes to complete.

c. LEA School Improvement Grant Application – Mr. Wegner

Mr. Wegner said included in the packet was the LEA School Improvement Grant that was reviewed at the March 12, 2013 Work Session. He said it was due on April 5th. He said the group hoped to have a majority of the grant written prior to spring break. He said the Board would be asked to approve submission of the grant application to the State Department of Education under New Business.

d. ISAT/IRI Testing Window – Mr. Wegner

Mr. Wegner said the ISAT testing window was from April 8 – May 10, 2013. He said grades 3 – 10 would take the reading, math and science ISATs. He said spring Idaho Reading Indicator (IRI) would be administered to grades K – 3 during that same time.

e. Graduation Rates – Mr. Wegner

Mr. Wegner said the state recently decreased the District’s graduation rate from 96.38% to 94.95% for the 2010-11 school year and so far had no explanation for the discrepancy. He said the state’s expectation was for high schools to reach 90% or grow from the previous year. He said Century High School was down just slightly at 98%, Highland High School was at 97%, Pocatello High School was at 94% and New Horizon High School was at 64.9% which was a 2% increase, so all four of the high schools met the state’s expectation. He said the District did not have statewide data to compare to. Ms. Vagner said the

administration had not received clarification from the state on the discrepancy. Mr. Wegner said he contacted the state department and was waiting on a response.

f. Staff Development Day for June 3, 2013 – Mr. Wegner

Mr. Wegner said that due to the need for unit development the District was not planning a weeklong TIA conference but would hold a one day professional development day at Century High School. He said last year the District introduced the modified “Learning by Design” unit template. He said the 2013 staff development day was being developed for ASCD’s Understanding by Design for June 3, 2013 and was still in the planning stage. He said the administration was targeting representatives from the District to attend. He said the training was the next evolution of TIA and the District was readying staff to take unit development to lesson planning and resource acquisition.

g. Instructional Technology Update – Mr. Wegner

Mr. Wegner said Instructional Technology was focused on acquiring CCSS resources. He said a new resource was the partnership between the Guru search engine and Mileposts. He said the Guru search engine allowed teachers to navigate resources from Mileposts and find aligned materials. He said resources included 12th grade math, science and reading and was hopeful it would expand to social studies. He said Mr. Merica and Ms. Spall developed a CCSS unit and resource site within Moodle and introduced it to secondary staff. He said the training for elementary technology coaches was focused on the collection and management of iPad Apps. He said the apps were searchable by price, grade and content.

h. Any Other Curriculum/PLCs/TIA/Beliefs Update – Mr. Wegner

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

i. Head Start Grant Application/TB Screening for Head Start Bus Drivers and Substitutes/Program Update – Dr. Mortensen

j. Dr. Mortensen said the Head Start administration was in the process of preparing the Head Start Grant Application which would be finalized prior to the deadline of April 2, 2013. She said the Board would be asked to approve the preparation of the grant under New Business and would receive a final copy electronically prior to submission. She said included in the packet was Head Start’s response to the findings from the onsite review conducted in December. She said one of the items in the response addressed the requirement that Head Start bus drivers and substitutes receive tuberculosis testing at the start of employment and every three years thereafter which was discussed at the March Work Session. She said the Board would be asked to direct that Head Start bus drivers and substitutes receive tuberculosis testing at the start of employment and every three years thereafter under New Business. She said Head Start was waiting for direction from the Regional Head Start Office and the federal government in regards to sequestration and recently learned that the Head Start Grant would be reduced by approximately 5% for the coming year.

k. Nursing Acuity Report – Dr. Mortensen

Dr. Mortensen said included in the packet was the Nursing Acuity Report for the second half of the year. She the District’s nursing staff put the report together to track services. She said there was a decrease of nine students since the fall report.

l. 2013-14 School District #25 Kindergarten Calendar – Dr. Mortensen

Dr. Mortensen said included in the packet was the 2013-14 School District #25 Kindergarten Calendar. She said the District’s regular calendar was adopted in January. She said the kindergarten calendar delineated the days for alternating Mondays and the Tuesday-Thursday group and the Wednesday-Friday group. She said the calendar would be shared with parents during Kindergarten registration the following month. She said the Board would be asked to adopt the calendar under New Business.

m. Idaho Reads VISTA Grant Applications – Dr. Mortensen

Dr. Mortensen said included in the packet were Idaho Reads! – VISTA Grant Applications for Head Start and Greenacres Elementary schools. She said Head Start was in its first year and Greenacres was in its third and final year. She said the opportunity for Head Start to apply was confirmed by Marcia Beckman and Tina Naillon that the grant was open to preschools to apply. She said the Board would be asked to approve the submission of the grants under New Business.

n. 21st Century After School Program Update – Dr. Mortensen

Dr. Mortensen said after school programs across the state were undergoing an extensive evaluation from the federal government in order to see how funds were being used at the state level. She said the site at Washington Elementary was selected to participate in the evaluation. She said staff, students and parents were interviewed by a focus group. She said staff from all eight after school programs would attend the prevention conference to receive program specific training and to interact with other program members.

o. Idaho Food Bank – Back Pack Program Update – Dr. Mortensen

Dr. Mortensen said included in the packet were current Idaho Food Bank – Back Pack program numbers. She said the numbers remained steady.

p. Any Other Elementary Education/PLCs/TIA/Beliefs Update – Dr. Mortensen

Dr. Mortensen said the March 1 District-wide professional development day was successful. She said the elementary staff had CCSS training at Highland High School. She said the training was conducted by internal staff members that were knowledgeable of unit development and then staff members collaborated in the afternoon. She said the District would begin piloting units in the spring.

q. DAPC Hearings Update – Mr. Devine

Mr. Devine said included in the packet was a memorandum detailing the status of District Academic Progress Committee (DAPC) hearings and the placement of students lacking adequate credits for promotion. He said RtI teams identified students that were falling behind on credits and scheduled them for DAPC hearings. He said the update included in the packet was detailed by school and that most of the students were successful in getting back on track. Ms. Gebhardt noted that both Century and Pocatello High Schools seemed to have less students assigned to DAPC hearings than Highland High School. Mr. Devine said a lot of students at Century and Pocatello High Schools were able to correct their grades prior to the hearings being scheduled.

r. Fees Report – Mr. Devine

Mr. Devine said included in the packet was an updated fee collection report with information as of the third trimester. He said the administration was in the process of collecting complete information by trimester which would be provided at a future Board Meeting. He said sometimes only one school collected a particular fee because the course was only offered at that school. He said he was still working through some of the numbers with the administrators.

s. Amend 2012-13 School District #25 Calendar – Mr. Devine

Mr. Devine said included in the packet was the amended 2012-13 School District #25 Calendar which removed one day for seniors during SAT and ISAT testing on April 17, 2013. He said this would provide a better environment for students taking the test. He said the calendar amendment was discussed at the March 12, 2013 Work Session. He said the Board would be asked to adopt the amended calendar under Old Business.

t. Summer Camp Request – Mr. Devine

Mr. Devine said included in the packet was a summer camp request from Century High School which was in order. He said the request was being submitted early to allow the group to start fundraising for the camp. He said the Board would be asked to approve the request under New Business.

u. Out of District/Overnight Field Trip Requests – Mr. Devine

Mr. Devine said included in the packet were Out of District/Overnight Field Trip requests. He said the information was reviewed and the requests were in order. He said the Board would be asked to approve the requests under Old Business. He noted that the BPA group had very few students and each of the high schools combined the trip to save money.

v. Any Other Secondary Education/PLCs/TIA/Beliefs Update – Mr. Devine

Mr. Devine said Geoffrey Williams presented concepts within the CCSS to secondary staff for the District-wide professional development day. He said staff then broke into groups and had good collaboration. He said a group of administrators were involved in the development of the School Improvement Grant for Kinport Academy. He said Mr. Wegner, Dr. Mortensen, Ms. Harwood and Ms. Luras had done an amazing job in helping to develop the plan. He said the District would find out whether or not the grant was approved by the beginning of May. He said the 2013 Summer School plan had been finalized. He said fast tracking would be allowed this year if there were enough participants in a particular class. He said the Highland High School Trouveres created a music video that had gone viral on YouTube. He said 49 students were involved and the video was a continuous shot with hardly any editing. He said the video was titled “One Take Song Mash-Up by the Highland Trouveres” on YouTube’s website. He said the students were incredibly talented and he was even getting calls from other high schools complimenting their performance.

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

a. Idaho General Fund Update

Mr. Reed said included in the packet was the current Idaho General Fund Revenue Report with revenue information as of February. He said revenue was up \$19.5 million and was the best month so far this year. He said that put the budget 1% ahead of revised projections. He said the budget picture was on track and he hoped it would continue to improve.

b. Review of Alameda Middle School Timeline

Mr. Reed said included in the packet was the current timeline for the Alameda Middle School project. He said the Board recently toured the progress of renovations at the new facility and the administration appreciated them taking the time. He said touring the facility helped get a clear picture of what the completed project would look like. He said the HVAC project should be completed. He said classroom equipment was being brought in and the project was coming together. He said the District had been able to accomplish the project under budget. He said so far the project was \$400,000 under the estimated budget and if everything went well the District could stay under budget. He said the administration anticipated a high number of curriculum needs but were able to keep the costs to \$155,000. He said he appreciated the efforts of the individuals that reviewed and identified the needed materials.

c. Free and Reduced Lunch Report

Mr. Reed said included in the packet was a current Free and Reduced Lunch report. He said eligibility remained steady at 48.5%.

d. 2013-14 Budget Preparation

Mr. Reed said included in the packet were materials relative to the preparation of the 2013-14 School District #25 budget. He said this information was preliminarily reviewed at the Work Session and the ending fund balance had been corrected from the week before. He reviewed the District's estimated revenues and expenditures and said overall the expenditures were out of balance by \$1.6 million. He said that was just one budget year to the next. He said the District was still facing \$1.3 million in cost increases for the coming school year without textbooks. He said department budgets were due that week.

e. OK Ward Park Joint Use Agreement

Mr. Reed said included in the packet was a final signed copy of the Joint Use Agreement between the City of Pocatello and the Pocatello/Chubbuck School District #25 for use of the OK Ward Park softball fields that was reviewed at the March 12, 2013 Work Session. He said the Board would be asked to approve the agreement under New Business. He said the District initially invested \$20,000 into the project and then matched another \$15,000 in order to get a \$35,000 grant. He said the agreement was for four years and stated the District could utilize the fields at no cost and then in the fifth year, usage would be assessed to determine any assessed fee for future use. He said the intent of the grant and the agreement was to provide maintenance for the heavily used fields. He said previously the fields were maintained by the District but were used by many other groups and were in constant disrepair and the contract would eliminate that challenge.

f. Idaho State Billing Services Report

Mr. Reed said Idaho State Billing Services was a third party billing service. He said the District contracted their services last year in hopes of increasing Medicaid revenue. He said the administration anticipated \$800,000 in revenue for the current year which was up \$120,000 from the previous year. He said he hoped it would continue to benefit the District.

g. Bid Awards

Mr. Reed said included in the packet were bid memorandums for a Generator and UPS System and the HVAC System for Gate City Elementary. He said a letter requesting "relief from bid" from one of the vendors was also included. He said the request was based on a miscalculation in the quoted amount from the vendor. He said there were five vendors and Mountain West was the lowest bidder on the generator. He said the project came in \$30,000 under budget. He said the next item was for the HVAC system at Gate City Elementary. He said the old system was over 30 years old. He said six vendors responded and one requested relief due to a missed item in the bid specs. He said Economy Heating was selected as the low bidder and came in \$58,000 under the budget estimate. He said the Board would be asked to award the bids under Old Business.

h. Building Capacity Report

Mr. Reed said included in the packet was a spring building capacity report for the District's facilities. He said it was the semi-annual report. He said the numbers were fairly consistent and was up only slightly in some areas. Ms. Vagner said the attachment could not be accessed and asked to delay the report until the April Board Meeting.

i. Permission to Operate Summer Lunch Program

Mr. Reed said included in the packet was the permission to operate the Summer Lunch Program form. He said the request was approved annually. He said this was the 11th year the District had run the summer feeding program. He said the food service department had served \$3.4 million worth of lunches. He said last year the program served just under 2,100 meals per day. Ms. Gebhardt asked how the program was funded. Mr. Reed said it was federally funded. He said anyone 18 years or younger could eat for free and adults had to pay the

cost of the meal. He said the Board would be asked to grant permission to operate the Summer Lunch Program under New Business.

j. Bus Ridership Counts

Mr. Reed said the second of three bus ridership counts for the 2012-13 school year had been completed. He said the second count which was completed in February came in at 4,038 riders which amounted to 117 fewer riders than the first count that was completed in December. He said one out of every three students ride the bus to and from school.

k. Proposed Building and Subdivisions (New Construction)

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

l. 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 ISEE upload was completed last week prior to deadline. He said Infinite Campus had some issues rolling information for the coming year. He said Mr. Jolley was able to catch the problem in time to prevent any further entries prior to the bug being fixed on the Infinite Campus side. He said Mr. Jolley spent a lot of time recreating data entry fields. He said the projector installations were almost 100% complete. He said it was part of the district's technology upgrade. He said the District's free and reduced rate determined the District's e-rate filing status and due to the number of eligible free and reduced students the District would get 2 – 3% more from its e-rate reimbursement.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was current student enrollment data. He said the retention rate was slowly dropping. He said private school numbers were holding steady which meant that students transferring out of the District to a private or charter school remained consistent. He said the District was seeing a leveling off of increased enrollment. Ms. Gebhardt asked if students taking the alternate route to graduation would affect those numbers. Mr. Smart said it would only affect a small number and the current decline was across all grade levels and not just the high schools.

c. Request to Open Negotiations

Mr. Smart said included in the packet was a letter from the Pocatello Education Association to the Board of Trustees requesting to open negotiations for the 2013-14 school year. He said after the Board accepted the request the administration would prepare a letter to send to the PEA notifying them of the Board's action. He said the administration did not know who was on the PEA's bargaining team yet. He said the Board would be asked to accept the request and direct the administration to begin the negotiations process under New Business.

d. Wellness Dashboard Report

Mr. Smart said included in the packet was the Wellness Dashboard Report for January. He said the medical loss ratio was only 68%. He said the numbers were reflective of the District's lower renewal rate. He said dental and vision loss ratios were looking good too.

e. Wellness/Insurance Committee & Budget Committee Updates

Mr. Smart said Wellness/Insurance Committee met the day before. He said the committee compared various medical plans from around the state and discussed health care reform and premium differential. He said the committee would discuss insurance renewals for medical, dental and vision at the next meeting. He said the Budget Committee would meet that Thursday.

f. 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

Dr. Howell said included in the packet was the monthly Human Resources Report and addendum. He said there were a number of retirements and three of them came in just prior to deadline. He said there two resignations. He said the administrative staff would change for New Horizon Center for the 2013-14 school year. He said Mr. Barnes would become the Assistant Principal at Alameda Middle School and Mr. Wallace would be the new Principal at the New Horizon Center. He said our next phase of opening Alameda Middle School would be to finalize the elective teachers. He said phase 4 of the plan to open Alameda Middle School

included elementary shifts due to the boundary changes. He said the Board would be asked to approve the Human Resources Report as amended under the Consent Agenda.

b. Any Other Human Resources/Operational Support Update

Dr. Howell had no further Human Resources updates at the time of the meeting.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Policies to be Heard on Second Reading for Adoption

Ms. Vagner said included in the packet were various policies to be heard on second reading for adoption that were heard on first reading at the February 19, 2013 Regular Board Meeting. She said the changes were a result of annual Policy Review. She said the policies were posted for public input and one comment was received which was also included. She said one minor change was made to Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration to remove the word math from the certification requirement for a secondary teacher awarding high school credit for certain middle school courses. She said Policy 8324/7112 – Non-Discrimination was also changed in order to add language regarding sexual orientation and gender identity. She said the changes were highlighted. She said the changes were not substantive and the Board would be asked to hear the policies on second reading for adoption under Old Business.

b. Policy 7167 – Teacher Work Year – 1st Reading for Adoption

Ms. Vagner said included in the packet was Policy 7167 – Teacher Work Year. She said the policy was updated to include the title which was inadvertently left off during the development of the policy. She said due to the fact that the change was to add a title the Board would be asked to hear the Policy on first reading for adoption under New Business, which was allowable per Board Policy. She said the PEA was informed that there were no substantive changes.

c. Star Rating Letters from SDE

Ms. Vagner said included in the packet was a letter from the State Department of Education congratulating Chubbuck Elementary School for earning a five star rating as an example. She said identical letters were sent to all four and five star schools congratulating them on their achievement.

d. Legislative Update

Ms. Vagner said included in the packet was the most recent edition of ISBA's Capitol Notes and the IASA Legislative Newsletter. She said funding for 2012-13 had been on hold in the Senate and the administration anticipated the Senate would support the proposed budget. She said the K-12 education budget would go to the House but it had not come out of committee yet. She said the administration learned that the 1.67% had strings attached and could only be used to add staff or to add days or a combination of both. She said the other areas with strings attached were for professional development at \$21 million and for technology at \$13.4 million. She said the bills for negotiations and teacher contracts were moving through the House and Senate and were expected to pass. She said some of them would have a sunset clause. She said negotiations would be required to be held in the open but the administration was not sure whether or not that was emergency legislation. She said the legislation limiting contracts to one year also allowed the Board to reduce pay and required that the education association represent 50% plus one of its membership in order to negotiate. She said Use it or Lose it would be approved with a sunset clause. She said the bill currently had the level of understaffing at 9.5% which was anticipated to drop to 5% the following year. She said one bill allowed a tax credit for donations to private or religious scholarship opportunities. She said the intent was to save the state money. She said the two years of frozen movement would be restored. She said funding for charter school facilities was moving through.

e. Any Other Superintendent's Update

Ms. Vagner said the Board and the administration was very grateful to the community for supporting the Supplemental Levy. She said there were now 89 districts across the state that had Supplemental Levies which was only 80 the year before. She said there was probably over \$250 million in local tax dollars going towards supporting public education. She thanked Ms. Allen for leading the campaign and supporting the Citizens for a Quality Education.

f. Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule inclusive of various Committees from March 18, 2013 through May 3, 2013. She said the ISBA Region 5 Meeting was scheduled for April 2, 2013 at 5:00 p.m. via the IEN Network at HHS in the IEN Room. She said there were other sites also connecting including Soda Springs, Malad and Snake River. She asked Board Members what their availability was for the meeting. Ms. Gebhardt said yes, Mr. Vitale said yes, Mr. Facer said maybe and Mr. Sargent said he could as long as he didn't have a conflict.

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 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 19, 2013 Regular Board Meeting.

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

b. Topic: Authorize Payment of Claims with the Exception of Electrical Wholesale Supply Company, Inc.

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of March 8, 2013 in the amount of \$1,294,305.81.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of March 8, 2013 in the amount of \$1,294,305.81 excluding any claims from Electrical Wholesale Supply Company, Inc. as presented.

c. Topic: Approve Supplemental Financial Information from February 1, 2013 through February 28, 2013

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of February 1, 2013 through February 28, 2013.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from February 1, 2013 through February 28, 2013 as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: Approve Payment of Claims for Electrical Wholesale Supply Company, Inc.

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of March 8, 2013 in the amount of \$1,870.70 for Electrical Wholesale Supply Company, Inc. Mr. Sargent declared a conflict of interest and excused himself at 7:09 p.m.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of March 8, 2013 in the amount of \$1,870.70 for Electrical Wholesale Supply Company, Inc. as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the payment of claims for Electrical Wholesale Supply Company, Inc. as presented. The voting was unanimous in the affirmative. Mr. Sargent returned to the meeting at 7:09 p.m.

b. Topic: Approve Alternate Routes to Graduation

Policy Issue: Board approves alternate routes to graduation.

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

Administrative Recommendation: Administration recommended Board approve the Alternate Routes to Graduation as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to approve the alternate routes to graduation as presented. The voting was unanimous in the affirmative.

c. **Topic:** *Adopt Amended 2012-13 School District #25 Calendar*

Policy Issue: Board adopts amendments to School District calendars.

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

Administrative Recommendation: Administration recommended Board adopt the amended 2012-13 School District #25 Calendar as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to adopt the amended 2012-13 School District #25 Calendar as presented. The voting was unanimous in the affirmative.

d. **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. Sargent and seconded by Mr. Facer to approve the Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

e. **Topic:** *Award Bids:*

Generator/UPS Systems

HVAC System for Gate City Elementary

Policy Issue: Board awards bids.

Background Information: This item was 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. Vitale and seconded by Mr. Sargent to award the above listed bids as corrected. The voting was unanimous in the affirmative.

f. **Topic:** *Hear on Second Reading for Adoption:*

Policy 5310 – Purchasing Guide

Policy 7128 – Employees with Disabilities and Reasonable Accommodations

Policy 7166 – Teacher Work Day

Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration

Policy 8122 – Graduation Requirements

Policy 8127 – Concussion Awareness and Removal from Participation

Policy 8142 – Extra-Curricular Activities

Policy 8143 – Out-of-State Activities Involving Student Overnight Travel

Policy 8144 – Athletics

Policy 8151 – Gangs and Gang Activity

Policy 8211 – Student Athletic Code of Conduct

Policy 8213 – Transportation of Infants and Small Children

Policy 8293 – Release of Students with Separated or Divorced Parents

Policy 8324/7112 – Non-Discrimination

Policy Issue: Board adopts Policy.

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

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

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

NEW BUSINESS – Information – Action – Mrs. Vagner

a. **Topic:** *Approve Submission of the LEA School Improvement Grant Application for Kinport Academy*

Policy Issues: Board approves grants.

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

Administrative Recommendation: Administration recommended Board approve the submission of the LEA School Improvement Grant Application for Kinport Academy as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Sargent to approve the submission of the LEA School Improvement Grant Application for Kinport Academy as presented. The voting was unanimous in the affirmative.

- b. Topic: *Approve the Preparation of the Head Start Grant Application and Submission following Board Review***
Policy Issue: Board approves the preparation of grants.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended the Board approve the preparation of the Head Start Grant Application and the submission following Board review as presented.
Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Sargent to approve the preparation of the Head Start Grant Application and direct submission following Board review. The voting was unanimous in the affirmative.
- c. Topic: *Direct all Head Start Bus Drivers and Substitutes Receive Tuberculosis Testing Prior to Employment and Every Three Years Thereafter***
Policy Issue: Board directs tuberculosis testing for Head Start employees.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board direct all Head Start Bus Drivers and Substitutes receive tuberculosis testing prior to employment and every three years thereafter as presented.
Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to direct all Head Start bus drivers and substitutes to receive tuberculosis testing prior to employment and every three years thereafter as presented. The voting was unanimous in the affirmative.
- d. Topic: *Adopt 2013-14 School District #25 Kindergarten Calendar***
Policy Issue: Board approves amendments to School District calendars.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board adopt the 2013-14 School District #25 Kindergarten Calendar as presented.
Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Sargent to adopt the 2013-14 School District #25 Kindergarten Calendar as presented. The voting was unanimous in the affirmative.
- e. Topic: *Approve Idaho Reads! – VISTA Grant Applications***
Policy Issue: Board approves grants.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board approve the Idaho Reads – VISTA Grant Applications as presented.
Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to approve the Idaho Reads! – VISTA Grant Applications as presented. The voting was unanimous in the affirmative.
- f. Topic: *Approve Summer Camp Request***
Policy Issue: Board approves camp requests.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board approve the summer camp request as presented.
Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the Summer Camp request as presented. The voting was unanimous in the affirmative.
- g. Topic: *Approve Joint Use Agreement between the Pocatello/Chubbuck School District #25 and the City of Pocatello for the OK Ward Park Softball Fields***
Policy Issue: Board approves agreements.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board approve the agreement between the Pocatello/Chubbuck School District #25 and the City of Pocatello for the OK Ward Park softball fields as presented.
Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Sargent to approve the agreement between the Pocatello/Chubbuck School District #25 and the City of Pocatello for the OK Ward Park softball fields as presented. The voting was unanimous in the affirmative.
- h. Topic: *Grant Permission to Operate the Summer Lunch Program***
Policy Issue: Board grants permission to operate the summer lunch program.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board grant permission to operate the Summer Lunch Program as presented.
Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Vitale to grant permission to operate the Summer Lunch Program as presented. The voting was unanimous in the affirmative.

i. **Topic:** *Accept Request from the Pocatello Education Association to Open Negotiations for the 2013-2014 School Year and Direct the Administration to Begin the Negotiations Process*

Policy Issue: Board accepts requests to open negotiations.

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

Administrative Recommendation: Administration recommended the Board accept the request from the Pocatello Education Association to open negotiations for the 2013-2014 School Year and direct the administration to begin the negotiations process as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to accept the request for the Pocatello Education Association to open negotiations for the 2013-2014 School Year and direct the administration to begin the negotiations process as presented. The voting was unanimous in the affirmative.

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

Policy 7167 – Teacher Work Year

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 for adoption as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Vitale to hear the above listed policy on first reading for adoption 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. Sargent and seconded by Mr. Vitale to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 7:18 p.m.

APPROVED ON:

May 21, 2013

By:

Janie A. Gebhardt

Chair

MINUTES PREPARED BY:

[Signature]

Secretary, Board of Trustees

ATTESTED BY:

Jackie Cranor

Clerk