

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, April 16, 2013
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair
John Sargent, Vice Chair
Jackie Cranor, Clerk

Jim Facer, Assistant Treasurer
Paul Vitale, Member (Excused at 5:54 p.m.)
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 16th day of April, 2013, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:33 p.m.

PLEDGE OF ALLEGIANCE

Kathryn Welker 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 Ms. Cranor 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/Hearings** – March 6, 2013
- b. **Special Meeting/Work Session** – March 12, 2013
- c. **Special Meeting/Executive Session/Hearings** – March 12, 2013
- d. **Special Meeting/Executive Session/Negotiations** – March 19, 2013

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

The following set of Minutes will be approved at the May 21, 2013 Regular Board Meeting!

- e. **Regular Board Meeting** – March 19, 2013

UNRESERVED APPROPRIATED FUND BALANCE

a. Public Comment on Usage of the Unreserved Appropriated Fund Balance

The Board Chair solicited public comment relative to the usage of the Unreserved Appropriated Fund Balance. She said patrons wishing to give public comment would need to 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.

There was no public comment on the usage of the Unreserved Appropriated Fund Balance at the time of the meeting.

b. Discuss 2013-14 Budget Preparation: Plan to Utilize Approximately ____% of the Unreserved Appropriated Fund Balance for Balancing the General Fund Budget for FY14

Ms. Cranor said she reviewed the effects of utilizing 60% or 65% and hated the idea of impacting jobs and was still in favor of that amount. Mr. Vitale said he would go along with 60%. Ms. Gebhardt said she was concerned that would not leave enough to balance for the 2014-15 school year. Mr. Vitale said he was willing to take that chance. Ms. Vagner said the administration still did not know what attrition would look like and the estimate the Board asked for was based on FTE if it were to come straight out of certificated staff. Ms. Cranor said she was still in favor of 60%. Mr. Sargent said the District had 50 teachers retire each year on average and still believed a majority of the staffing reductions could be handled through attrition and was still in favor of 50%. He said only using 50% would leave the District in a better position to balance the budget next year. He said if the Board just hoped for the best and the budget remained the same it would have to cut even bigger in 2014-15. Ms. Vagner said the public school budget was increased by the legislature but the funds could not be used to pay bills and were tied to technology and pay for performance. She said the District's ability to meet the needs of operating the District had not been made available by legislature. Mr.

Sargent said that was why the legislature allowed Districts to understaff this year because they knew it was the only way Districts would be able to pay bills. Ms. Cranor asked if any of the numbers presented would put the District over the 9% allowed for understaffing. Mr. Smart said no, the District was a long way from understaffing at those levels. Ms. Cranor said some reductions could be handled through attrition but most of the positions would have to be replaced. She said she met with Mr. Reed to look at what was left that could be pared down but everything had already been cut. Mr. Facer said he would be in favor of using 50% if it didn't mean losing so many teachers. He said if he knew for sure that most of the reductions could be handled through attrition he would go with 50%. Ms. Cranor said that would not happen. She said most of the retirements would have to be filled and the District would still need to reduce somewhere else. Mr. Sargent said it would be programs with less attendance. Ms. Cranor said there were some classified programs that used to be funded by state and weren't anymore that could be considered and would mean losing some classified staff. Ms. Vagner said the District did not fill an assistant principal position at New Horizon Center and eliminated a position at the Education Center by combining the duties of two secretaries.

c. Take Action to Direct the Administration to Plan to Utilize Approximately ____% of the Unreserved Appropriated Fund Balance

Policy Issue: Board responsible to balance the District's budget for FY14.

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

Administrative Recommendation: Administration recommended the Board set the approximate level of Unreserved Appropriated Fund Balance for FY14.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Vitale to utilize approximately 60% of the Unreserved Appropriated Fund Balance to balance the 2013-2014 budget. Ms. Cranor, Mr. Facer and Mr. Vitale voted in the affirmative. Ms. Gebhardt and Mr. Sargent were opposed. The motion passed.

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Ms. Allen invited Deanne Dye and Gate City Elementary staff to the podium. She said Gate City Elementary was selected as a 2013 showcase school for Idaho's Biennial Title I Conference. She said the school was named as Idaho's Blue Ribbon nominee for high performing schools. She said schools were chosen for demonstrating outstanding student achievement. She said the state completed an analysis of school data and interviewed staff to consider Gate City for the recognition. She said the staff was honored during the Awards Luncheon at the Title I Conference and was awarded \$20,000 to equip the school with interactive whiteboard technology. Ms. Allen presented the plaque. Ms. Dye said the school appreciated the support of the District, parents and the School Board. She said the staff couldn't do it alone and appreciated the good work of the District. She said both Jefferson and Tyhee Elementary Schools were recognized as Title I Distinguished schools and Gate City was proud to join them.

Ms. Allen invited the band and choir students and their directors to the podium. She said the students in attendance were selected for the All Northwest Honor Band and Choirs. She said students were selected out of 5,200 applicants for one of six honor groups from the northwest region of the National Association for Music Education. She said the northwest region included Alaska, Idaho, Montana, Oregon, Washington and Wyoming. She said students from the region performed at the Northwest Regional National Association for Music Education Convention in Portland the month before. She said students and directors included Lucas Anderson and Colin Brien – Century High School band; Erica Bringhurst, Nicholas Bringhurst, Lydia Delehanty, David Dinger and Joyce Brien – Century High School choir; Matthew Armstrong, Riley Lott and Brett Scherer – Highland High School choir; and Sarah Melancon, Kyle Peck and Jay Ronk – Highland High School band. She congratulated the students and directors for all of their hard work and talents.

Ms. Allen invited representatives from Leadership Pocatello and Principal Robinson to the podium. She said Leadership Pocatello was sponsored by the Greater Pocatello Chamber of Commerce. She said the organization brought together experienced and motivated individuals in an effort to provide a broad overview of the Pocatello area and to further develop skills. She said representatives included Cami Chopski from District #25 and Shilo Roubidoux from the J.R. Simplot Company who served as the Committee Chair. She said also on the committee were Holly Meacham from Zions Bank, and Mason Oswald from Syringa Wireless. She said the group held fundraisers for various community projects. She said Amanda Williams, a second grade teacher at Lewis & Clark, was the recipient of a grant from Leadership Pocatello. She said Ms. Williams was awarded six iPads for her students to use for project based learning. She said this kind of

learning was preparing her students for the implementation of the Idaho Core Standards. Ms. Robinson said the students created a “thank you” poster for the iPads. She said engagement had increased by 150% in her classroom as a result. Ms. Allen thanked the Leadership Pocatello committee for making it possible to enhance student learning. Ms. Vagner said the administration was very proud of Ms. Chopski for representing the District on the committee. She said the District used to pay for staff member to participate but was no longer able to and the administration was grateful to have a dedicated staff member committed to serving the community through Leadership Pocatello.

Ms. Allen asked the high school debaters and coaches to the podium. She said the debate programs and students would be recognized for their successes at the National Forensics League qualifying tournament. She said the debate coaches included Angela Stephens from Highland High School, Wendy Shelman from Pocatello High School, and Scott Nelson from Century High School. She said debate supported the District’s Mission to incorporate relevance into rigorous academic learning and the District’s Belief that students must be challenged to think critically, problem solve and work in teams. She said the students demonstrated the Mission and Belief through research, preparing speeches, practicing and competing in rigorous competitions. She said the tournament consisted of six speech events, three debates and congress. She said the top two contestants in each category qualified to go to Nationals in Birmingham, Alabama. She said Highland High School won the speech sweepstakes and was ranked 14th in the nation for degrees earned. She introduced the Highland High School students by category: Public Forum – Josh Mansfield and Kat Welker; Original Oratory – Erin Miller and Emilee Cox; Humorous Interpretation – Hans Liu; International Extemporaneous – Josh Mansfield and James Mullen; and Domestic Extemporaneous – Tripti Rathi. She said also going to nationals was Aspen Eckert from Pocatello High School and Menno Sennesael from Century High School. She wished all of the students success at nationals.

Ms. Allen asked Amanda Pernet to the podium. She said Ms. Pernet was responsible for the operation of a very effective energy conservation program. She said through her efforts as the Energy Conservation Coordinator and with cooperation from staff the District had saved millions of dollars on energy costs. She said as the New Horizon Center was constructed many energy efficiency features were included. She said as a result the District received a Building Efficiency incentive check for efficiency designs built into the new facility. She said the energy efficient features included interior and exterior light load reduction, occupancy sensors, air side economizers, reflective roof coating and demand controlled ventilation. She said the energy efficiency incentive was provided by Idaho Power Company in the amount of \$34,067.50. She congratulated Ms. Pernet and the staff for being respectful of conservation and costs.

Ms. Allen said April was Autism Awareness Month. She said the District’s special services staff worked very hard to meet the needs of all students who lived with Autism Spectrum Disorders. She said autism was a complex disability and currently affected one out of every 88 births. She said the District served 70 students with Autism Spectrum Disorders. She said 44 students were PreK-5th grade, 24 were in grades 6-12 and 2 were in the 18-21 year old program. She said all of the schools except Franklin Middle School and Gate City Elementary served special needs students who had one of the many Autism Spectrum Disorders. She said staff received special training to meet the needs of those students every day. She said Pam Sanford was the Director of Special Services and had identified staff who were Making it Possible for those students to have the best educational experience and success. Ms. Sanford said the three staff members she selected embodied the Vision and Mission daily. She said Brenda Scheer was the Principal at Wilcox and always went the extra mile to ensure the highest caliber of education was delivered with integrity. She said Clovis Carlson was a school psychologist and was also a parent of an autistic child. She said Ms. Carlson was a wealth of information and was always available to help and even provided a professional development course for staff. She said Trina Smith was a new parapro in Dennis Hauser’s class at New Horizon Center and treated students with the utmost respect and maintained instruction and high standards.

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 – Colton Belnap/Caitlin Lackey

Ms. Lackey said ISAT testing had started. She said all juniors would take the SAT test the following day. She said various PTE groups participated in a state competition and students were successful. She said the CCLA team qualified for nationals. She said student body elections and class elections were held. She said the school had a Luau Dance on April 6th. She said the school had a Spring Show with a dance performance on Monday and had a spring sports assembly to recognize all of the teams. She said the school held its “Poky Has Talent” night the night before. She said students were getting ready for their “One Act” performance. She said the choir tour was successful. She said the school had an “Every 15 Minutes” demonstration on April 15th.

2) Century High School – Duncan Thompson

Mr. Thompson said 9th grade orientation was held the week before. He said students were finishing the ISATS and SAT testing would begin the following day with a BBQ after testing was over to recognize students. He said spring sports were up and running. He said the school play “Little Women” was a big success.

3) Highland High School – Gennavie Judd/Kathleen Hawes

Ms. Hawes said SAT testing would start the following day. She said seniors earned over \$1 million in scholarships that year. Ms. Judd said students held a fundraising event for Make a Wish and raised over \$5,000 and the recipient Blake would be able to go to Disney World. She said 45 speech students qualified for state. She said the Highland High School Trouveres created a video that went viral and the staff and students were proud of them. She said the video was close to hitting 1 million views. She said Prom was coming up on May 4th.

4) New Horizon Center – Alise Sanders

Ms. Sanders was excused.

b. Media Report – Ms. Allen

Ms. Allen said there were 30 print articles, 5 TV stories and one editorial during the month. She said there were various articles about school and student activities and achievements including student scholarships. She said since the legislature was so late in wrapping up and the education bills were the last to be finalized, education legislation topped the news stories for the month.

c. Report on Standing Committees for 2012-2013

Ms. Gebhardt said included in the packet were minutes from various committee meetings. Ms. Gebhardt said she returned from NSBA convention in San Diego. She said there was a new direction for the National School Board Association and the association also had a new logo. She said there was a real move to work on addressing the needs of school boards at the national level. She said the work of school boards did not need to be undermined by the national offices and needed to get back to doing what they were intended to do. She said the presenters did talk about things schools were doing well. Mr. Facer said the Wellness/Insurance Committee met and discussed some options but insurance premium renewal rates were looking good and it appeared there would be no increase for renewal rates.

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

a. Request to Waive Learning Target Assessments and End of Course Assessments – Mr. Wegner

Mr. Wegner said the proposal to waive learning target assessments was discussed at the April 9, 2013 Work Session. He said the Curriculum Committee planned to implement a task force to come up with recommendations for the Board. He said the Board would be asked to waive the assessment requirements under New Business.

b. Idaho Core Standards – Mr. Wegner

Mr. Wegner said included in the packet was an informational flyer and a “myths and facts” sheets regarding the Idaho Core Standards from the State Department of Education. He said the Idaho Core Standards were formally referred to as CCSS. He said the Idaho Core Standards were the state adopted standards. He said there was some misinformation about what the Idaho Core Standards really are and was the reason the state created the Myths and Facts tool. He said it would be useful for the Board to review in case they got any questions. Ms. Cranor asked if this information was available for the schools. Mr. Wegner said the

information had been emailed to all principals for use in the schools. He said the information was available to review with parents as needed. Ms. Cranor said she spoke with several grandparents about CCSS and said most of them had heard bad things. Mr. Wegner said the standards were much more rigorous and curriculum development was left up to individual Districts. He said that was what the District had been doing with the unit development. He said he was working to make the Myths and Facts sheet available on the District's website as well. Mr. Sargent said that was a good idea.

c. School Improvement Grant – Mr. Wegner

Mr. Wegner said last month the Board approved the submission of the School Improvement Grant for Kinport Academy. He said the budget for the grant, which was completed following spring break, was approximately \$600,000 over a three year period. He said part of the grant would fund a Chief Turnaround Officer who would be an assistant to Mr. Wallace and would help to implement the Turnaround Plan and establish procedures and protocols that would remain in place after the grant had ended. He said included in the packet was the job description developed by the administration for the CTO should the grant be funded. He said he anticipated the District would have an answer by May 1, 2013. Ms. Cranor asked what the cost was to hire the CTO. Mr. Wegner said the CTO would receive the same salary as an assistant principal. He said the job description supported the Turnaround Plan. He said over the three year period that person would establish systems and procedures to be in place after the grant expired. Ms. Vagner said the assistant principal position was eliminated at the school and the grant made funding the position possible. She said if a District decided to not apply for the grant it was required to provide a detailed response as to why not. She said the ability to increase the school's star rating increased substantially with the addition of this position. She said she anticipated the grant would be approved.

d. Status of the SDE Review of Improvement Plans – Mr. Wegner

Mr. Wegner said included in the packet was a letter from the State Department of Education detailing the status of the District's various improvement plans that were submitted to the state in March. He said Kinport's Improvement Plan required some revisions. He said overall the state was complimentary of the quality of the school's plans. He said he scheduled time with the Instructional Directors to work with Mr. Wallace on the changes and would resubmit the revised plan prior to June 1. Ms. Gebhardt asked why the Alameda Center was still listed as a school. Mr. Wegner said there was some confusion on the state's part and they still were associating Kinport with the Alameda Center. He said he was working on clarifying this issue with the state. He said the grant was a separate application that supported the Turnaround Plan.

e. 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 documentation was on file in Curriculum Department. He said the Board would be asked to approve the requests under Old Business.

f. Instructional Technology Update – Mr. Wegner

Mr. Wegner said monthly staff trainings were not conducted this month due to ISAT testing but meetings were set for technology coaches to gain feedback on training and timeliness of topics. He said the committee discussed suggested plans for improving training for the coming school year. He said it was clear that elementary schools warranted increased technology support. He said the technology specialists would meet with the elementary schools monthly to conduct various training. He said the need was due to the increased number of iPads and Promethean Boards at the elementary level. He said training would be conducted on the various apps available and instructions on how to use them.

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

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

h. Elementary Boundary Adjustments – Dr. Mortensen

Dr. Mortensen said included in the packet were maps and data relative to the proposed Elementary Boundary adjustments. She said the information was reviewed at the April 9, 2013 Work Session. She said she and Mr. Reed presented a proposal on the boundary adjustments. She said the proposed revision to the Tendoy/Greenacres boundary line only impacted one student and the student would remain in the school they were currently attending. She said the proposed boundary adjustment for Jefferson/Indian Hills was that rather than proceed with the changes that were adopted last year to leave the boundaries as they currently existed which would leave class sizes at reasonable levels. She said the Board would be asked to approve the boundary adjustments under Old Business.

i. Kindergarten Registration 2013-14 – Dr. Mortensen

Dr. Mortensen said included in the packet were the preliminary kindergarten registration numbers for the 2013-14 school year. She said there were no drops in enrollment and numbers had come in with no surprises.

j. Head Start Program Update – Dr. Mortensen

Dr. Mortensen said the Regional Head Start office sent another evaluator to conduct a second co-reliability evaluation after Head Start challenged the original scores. She said the evaluation conducted by the second evaluator was consistent with previous evaluations conducted by the Pocatello Head Start staff and substantiated the disparity in the first evaluation. She said the results had been sent back to the Regional Head Start office for review. She said the administration would continue to monitor the situation. Ms. Gebhardt asked if the second evaluation was intended to correct the original findings. Dr. Mortensen said yes. She said Head Start held a Super Dad's Activity on Saturday and was wonderful. She said the dad's set up a mini golf course and ran the whole activity which had a good turnout.

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

Dr. Mortensen said the after school programs had the budget to offer the Summer Seek Adventures program again this year. She said the District sought approval from the SDE to put together a proposal and was in the process of completing it. She said the District had three new centers this year and would increase the enrollment capacity to 120 students which was similar to previous years. She said activities would take place for two full days each week during the month of June. She said any child in the after school program could apply. She said once the District received final approval from the state it would continue with planning. Ms. Gebhardt said she saw that Joyce Anderson was retiring and asked if the administration had anyone in mind to replace her. Dr. Mortensen said the position would be advertised.

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

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

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

Dr. Mortensen had no further Elementary Education update at the time of the meeting.

n. 2013-14 New Horizon Center Calendar – Mr. Devine

Mr. Devine said included in the packet was the 2013-14 New Horizon Center Calendar. He said the New Horizon Center had a different calendar due to the six week block schedule. He said the calendar was closely aligned to the trimester system in order to streamline transitions. He said the Board would be asked to adopt the calendar under Old Business.

o. Onsite Accreditation Visit to Pocatello High School – Mr. Devine

Mr. Devine said the state's accrediting association conducted an onsite accreditation review at Pocatello High School on April 10 & 11, 2013. He said the Review Team looked at a lot of data and interviewed students, faculty and parents. He said as part of the review, staff conducted a self-assessment and compared it with the Review Team's findings. He said the Review Team rated the school higher than the staff rated itself. He said representatives from Pocatello High School would provide a more detailed account at a later date. He said some of the areas reviewed included student growth and learning, staff and professional development and the level of school pride. He said the school was commended for its powerful practices that were positively impacting student achievement. He said one area the Review Team identified as an area of improvement was public relations. He said the team thought the school should be doing more to create awareness in the community of all of the great things that were taking place at the school.

p. Summer School Update – Mr. Devine

Mr. Devine said included in the packet were the brochures for high school and middle school summer school classes for 2013. He said Block 1 would begin on June 10, 2013 and conclude July 3, 2013. He said Block 2 would begin on July 8, 2013 and conclude July 26, 2013. He said summer school would again offer teacher based courses as long as the minimum participation was met in order to allow students to fast track. He said PLATO would still be offered. He said a teacher of record could be teaching a course face to face and monitoring PLATO students. Ms. Cranor said she was happy to see summer school going back to classroom based instruction and liked that the District was utilizing the New Horizon Center for summer school. Mr. Devine said one of the benefits of utilizing the facility was the increased supervision.

q. Activities Fees Report by Trimester – Mr. Devine

Mr. Devine said included in the packet was a final Activities Fees Report for the 2012-2013 school year and was broken out by trimester. He said there was some discrepancy with what schools were charging for fees versus what had been approved. He said the administration would bring recommendations in May for new fees and increase/decreased fee amounts depending on the program. He said the discrepancies had been addressed with the schools. He said yearbook fees had gone up because most companies revised the quote at the end of the summer. He said the schools would have to change their process in the future. He said the schools were under the impression that stagecraft had been approved by the Board which was not the case. He

said it would be brought to the Board with the recommendations for the 2013-2014 school year. Ms. Cranor asked if there were scholarship funds available to help pay for some of the fees. Mr. Devine said at one point funds were available to help, but not anymore. He said the schools worked out payment plans with the student's families. Ms. Vagner said Education Foundation representatives met with Joe Reams who was willing to pass on the 3 on 3 Basketball Tournament as long as funds continued to be used for student activity scholarships. She said the Education Foundation was preparing to hold the tournament in June. Mr. Sargent said it could be very costly for some students to get their diploma if fees were not paid every year. Mr. Devine said principals worked with students to set up a reasonable payment plan.

r. Extra-Curricular Participation Comparison Report – Mr. Devine

Mr. Devine said included in the packet was the final Extra-Curricular Participation Comparison Report for 2012-2013. He said a large number of students signed up for track but did not participate, but the system still listed those students in the record which was why the number of unpaid was so high. Ms. Cranor asked if students were required to pay the fees even if they decided not to participate. Mr. Devine said there was a deadline for refunds but exceptions were made for extenuating circumstances. Mr. Sargent said it appeared that for the most part students were paying fees or were on a payment plan. Ms. Cranor said participation was still up from the year before.

s. Policy 8211 – Student Athletic Code of Conduct – 1st Reading – Mr. Devine

Mr. Devine said included in the packet was Policy 8211 – Student Athletic Code of Conduct. He said the change to the policy eliminated language that required all fees be paid before students could participate in “co-curricular” activities as this is not current practice. He said that would address some of the build up of unrealistic fee balances. He said the change would impact band, choir and drama and would allow students to participate before paying their fees. Ms. Cranor said students were coming up with their own fundraisers to pay for activities like dance and cheer. Mr. Devine said the Board would be asked to hear the policy on first reading under New Business.

t. Use of Football Helmets and Pads for Summer Camps – Mr. Devine

Mr. Devine said included in the packet was a memorandum documenting requests received from Century, Highland and Pocatello High Schools requesting permission to use school football helmets and pads during summer football camps. He said it was an annual request and was in order. Mr. Sargent asked when the reconditioning of equipment took place. Mr. Devine said it took place after the camps were complete in order to be ready for the fall. He said the Board would be asked to approve the requests under New Business.

u. Summer Camp Requests – Mr. Devine

Mr. Devine said included in the packet were summer camp requests from the various high schools. He said Board members had questions about some of the camp's totals and it was discovered that the electronic form did not calculate the numbers correctly. He said those would be corrected prior to approval. Ms. Gebhardt said a few of the requests had a camp title, but did not specify what activity the camp was for. Ms. Cranor said another question was regarding the “other” line item as some of the costs were large and there was no clarification as to what the expense was for. Mr. Devine said the camp reconciliation form was more detailed and included all of that information and was reviewed by the administration. Mr. Sargent said it was interesting to see that some of the coaches donated their time and others did not and what a difference that made to the revenue generated for the programs. Ms. Cranor said the camp request included in the addendum did not include a principal's signature. Mr. Devine said he had spoken with the principal who was aware of the camp and approved the request. He said the Board would be asked to approve the requests under Old Business.

v. Starter Guns for Track Meets – Mr. Devine

Mr. Devine said due to gun-free schools legislation and Board Policy, the question had been raised about Board approval for the use of starter guns at track meets. He said the starter gun was a standard tool for use at track meets. He said the Board would be asked to authorize the use of starter guns at track meets under New Business.

w. 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 requests had been reviewed and were in order. He said the Board would be asked to approve the requests under Old Business.

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

Mr. Devine said students at Irving Middle School held a food drive and collected 250 cans of food for the Idaho Food Bank. He said two bicycles were also donated. He said the next day was SAT day for the high schools. He said a female student at New Horizon Center qualified for the national FCCLA competition in

Tennessee. He said he was not positive but she could be the first alternative school student to qualify at the national level. He said her topic was advocacy for bullying victims. Ms. Gebhardt asked if there was any funding to help her attend the competition. Mr. Devine said Ms. Naftz was working on addressing that issue. He said students from New Horizon Center worked with Rotary International to help fold clothes that had been donated. He said Kinport had nine students take the ISATs and three were advanced and six were proficient. He said five of those students had never scored proficient before. He said a Highland High School baseball pitcher pitched a no hitter at Madison which was an amazing feat for a high school student. He said debate students were holding a fundraiser to pay for their trip to state. He said Golden Corral was donating 50% of all of their patron's bills for one evening to help raise money for the debate students.

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 March. He said revenue was slightly ahead of projections. He said the state adjusted its projections in December and had met or exceeded expectations since that time. He said it was not a major topic of discussion during the legislative session.

b. Review of Alameda Middle School Timeline

Mr. Reed said included in the packet was a current timeline for the Alameda Middle School project. He said the upper level floors had been waxed and furniture had been moved in. He said the crew was starting on the middle level. He said all of the desk-chair combos left from the Alameda Center had been used and administrators from the other three middle schools and some of the elementary schools were looking into what they could spare. He said after the administration knew what was available and what was still needed a furniture order would be completed to fill the gaps. He said work continued to move forward. Ms. Cranor said it would be exciting to see the facility opened as a middle school again. Mr. Reed said his grandfather was principal of the old Alameda Middle School many years ago.

c. Free and Reduced Lunch Report

Mr. Reed said included in the packet was a current Free and Reduced Lunch report. He said eligibility levels remained steady. He said he met with the Food Service Coordinator and the Food Service Dietitian to review new legislation for the National Food Service Program. He said it was called the Healthy Hungry Free Kids Act. He said the new regulations and requirements would affect fundraising on school property and would dictate what items could be sold on school property in and outside of the food service program. He said currently school fundraisers were not allowed to compete with the food service program during breakfast and lunch but the new requirements would apply the same food restrictions to everyone on school property.

d. Bid Awards

Mr. Reed said included in the packet were bid memorandums for various items and projects in the District. He said the first bid was for carpet for the Alameda Middle School. He said bidding was close and the administration recommended Carpet Plus as the low bidder. He said funds to pay for the project would come from money that was previously set aside to open the school. He said the next bid was entry doors at various schools. He said entry doors would be installed at eight different locations. He said Quality Overhead Door was the low bidder for all of the locations. He said they came in \$16,600 under the estimated budget. He said both of the vendors had previously completed projects for the District and had done a good job. Ms. Cranor asked if the District was required to bid all projects. Mr. Reed said yes if projects or items were over a certain amount. He said law dictated that Districts should get three different quotes if it was not going to bid. He said the next bid was for lunch tables. He said two vendors responded and Caxton was actually the low bidder as the other vendor did not meet the required specifications. He said nine vendors bid on musical equipment and supplies. He said six vendors were the low bidders on various items and three were not awarded any items as they were too costly. He said two items were removed from the list because the details were not specified but would be brought to a future meeting. He said the last bid item was for the Syringa Elementary bus lane. He said installation of the bus lane was a safety issue. He said currently busses used the narrow street and did not have a lot of space for pickup or drop-off. He said there was currently a crossing guard assigned to the school. He said the project moved the bus drop-off to the west and reconfigured the parking lot area. He said the low bidder was Superior Asphalt and was about \$2,000 under the estimated budget. He said the Board would be asked to award the bids under Old Business.

e. K-12 Enrollment and Capacity Report

Mr. Reed said included in the packet is a spring building capacity and enrollment report for the District's facilities. He said the numbers were pretty stable. He said at the elementary level there were some schools with higher capacity percentages but mostly affected the elementary schools that still had 6th grade. Ms. Vagner said capacity numbers would change with boundary adjustments.

f. Wide-Area Network Agreement with ENA

Mr. Reed said included in the packet was the agreement between the Pocatello/Chubbuck School District #25 and ENA. He said the proposed agreement was discussed at the April 9, 2013 Work Session. He said it was a 60 month contract and included almost the same services that the District currently received through Cable One. He said the cost shown in the contract was after the E-rate reimbursement had been applied. He said the contract was almost the same as the states but on a smaller scale. He said the Board would be asked to approve the agreement under Old Business. Mr. Facer asked when the contract would take effect. Mr. Reed said it would go into effect as of July 1, 2013. Mr. Sargent asked if ENA worked through Cable One to provide services. Mr. Reed said yes.

g. Idaho Power Building Efficiency Rebate

Mr. Reed said included in the packet was a letter from Idaho Power commending the District for its energy efficiency features through the remodel of the New Horizon Center. He said Idaho Power awarded the District with a rebate check for meeting energy efficiency requirements in the amount of \$34,067.50. He said a copy of the check was also included in the packet. He said the rebate was added to the budget to offset other projects. He said the District would continue to implement energy efficiency as buildings were upgraded in the future.

h. Refinance Bonds

Mr. Reed said the District did an advanced refunding of its bonds almost ten years ago saving about \$600,000. He said he was approached by a financial institution offering to refinance the District's bonds that would become callable in August, 2014. He said the District would only have two years left on the existing bonds but with coupon rates at 2 – 5% that it could potentially save another \$200,000. He said the savings would not be an increase to the District's budget but would save taxpayer dollars on the remaining bonds. He said the administration would monitor market rates to determine if a refinance was still beneficial in February.

i. Proposed Building and Subdivisions (New Construction)

Ms. Gebhardt asked Mr. Reed if he was aware of any new construction on Hawthorne Road. Mr. Reed said he was aware of some residential housing being built but was not sure it would have much impact on the District in the first phase. He said there had not been a lot of development to report. He said a few businesses had gone up here and there but there had been no major construction. Ms. Cranor said she had seen construction starting on new apartments and a business complex in the Chubbuck area.

j. Any Other Business Operations/Operational Support Update

Mr. Reed said the District had two months left to finish spending grant money.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said the ISEE submission was due that week. He said all of the juvenile detention data would have to be resubmitted for the entire year by redoing all of the District's data on a month by month basis with juvenile detention data included and resubmit it to the state. He said it would be very time consuming. He said the technology department still had to finish up Alameda Middle School and had dozens of promethean boards to install. He said all classroom projectors had been installed which made promethean boards cheaper to install. He said the technology department had finished installing wireless access points in the high schools and recently learned the state would install the infrastructure at the high schools so the access points could eventually be moved to other schools. He said the District's bandwidth was recently upgraded.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was current student enrollment data. He said retention was holding steady since September. He said enrollment had leveled out. He said overall the District was down 80 students from the previous year, but up 95 students from five years ago. He said he looked into whether students were transferring to private schools or charters and found those numbers had fluctuated similarly to the District's enrollment.

c. Trustee Election Update

Mr. Smart said the local paper published Trustee Election information but left the District's information out because the District did not have an election. He said only one applicant applied per Zone which by law

meant no election would be held. He said Ms. Gebhardt would remain the Trustee for Zone #2, Ms. Cranor would remain the Trustee for Zone #1 and Dave Mattson would be the new Trustee for Zone #5. He said Mr. Mattson would be administered the Oath of Office in July.

d. Wellness/Insurance Committee & Budget Committee Updates

Mr. Smart said the Wellness/Insurance Committee met and the District would have a two year rate guarantee at 0% for life insurance. He said vision rates would decrease by \$3,000, dental rates would increase by \$11,000 and medical rates had a 0% increase and the committee was looking into how it could take advantage of the savings to improve benefits. He said he did not anticipate an increase. He said the plan would be finalized when the committee met again in two weeks. He said some School Districts were getting a 13% rate increase this year. Ms. Gebhardt asked if the District's savings were due to employee participation in the wellness program. Mr. Smart said employee participation did partly contribute to the improved premium.

e. FTE History/State Salary and Benefit Apportionment

Mr. Smart said included in the packet was an FTE History report and the Idaho State Department of Education Salary Based Apportionment and Benefit Apportionment spreadsheet. He said the report showed the level of understaffing by category. He said understaffing at 9.5% would equate to 61 FTE for the District. He said the salary and benefit apportionment spreadsheet showed what the state sent the District in salary apportionment. He said the state was going to restore the two frozen years of experience which would increase the index by 2%. He said if the index increased too much it would mean cutting back everyone else's salary schedule.

f. Wellness Dashboard Report

Mr. Smart said included in the packet was the Wellness Dashboard Report for February. He said the District's loss ratio was only 26% for the month which was great. He said that was another good indicator for the 0% increase on medical premiums. He said there was one high claimant and the amount was so high that it did not count against the District's experience. He said the District was doing well with respect to employee participation and wellness.

g. Any Other Employee Services/Operational Support Update

Mr. Smart said negotiations would be held the following night. He said negotiations were open to the public. Ms. Vagner asked the Board to inform her if any of the members planned to attend negotiations. Ms. Cranor said she planned to attend one. She said it offered a good perspective for the Board.

HUMAN RESOURCES – Information – Dr. Howell

a. Administrator Evaluation Adjustments

Dr. Howell said included in the packet were the updated Administrator Evaluation forms which now included parent input and tied a portion of the evaluation to student achievement. He said the changes were reviewed at the April 9, 2013 Work Session. He said those items had been a part of teacher evaluations for the past two years and were now required to be added to the administrator evaluation process per IDAPA rules. He said the Board would be asked to approve the changes under Old Business. He said more changes were coming for the following year that included two observation dates which would be brought back in the fall.

b. Kinds and Levels Chart – New Positions

Dr. Howell said included in the packet was a memorandum detailing the need to add a lead plumber and a lead electrician to the District's Kinds and Levels Chart based on the City of Pocatello's building requirements. He said performing work in-house would save the District money rather than contracting specialty work. He said the information was reviewed at the April 9, 2013 Work Session. He said the Board would be asked to approve the additions to the Kinds and Levels Chart under Old Business. Mr. Facer asked if this was the city's requirement. Dr. Howell said yes and noted that the city didn't even employ a lead electrician or plumber and had to contract the work. He said the city had given the District a grace period which expired in January.

c. Monthly Human Resources Report

Dr. Howell said included in the packet was the monthly Human Resources Report. He said also included was an addendum listing two more retirements. He said Joyce Anderson was retiring and had done a great job for the District. He said there were five TQ stipends for approval for teacher and principal mentors. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

d. Any Other Human Resources/Operational Support Update

Dr. Howell said he along with Mr. Devine and Ms. Sanford attended the career fair and found a lot of great candidates. He said once budgets were finalized they would encourage the candidates to come to the District. He said the starting salary in Wyoming was at \$55,000 and \$72,000 including benefits. He said some of the

candidates were discouraged by all of the cuts and wondered if a position would be available. He said he encouraged the candidates to frequently check the District's website for open positions.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Policy 7168 & 8168 – Service Animals in Schools Policies – 1st Reading

Ms. Vagner said included in the packet was Policy 7168 – Service Animals in Schools – Staff and Policy 8168 – Service Animals in Schools – Students. She said originally the policies were combined but as employees conducted their annual policy review they submitted input regarding the differing requirements for students versus staff. She said the policies were reviewed by legal counsel who directed that the policies should be separated as the requirements for students and staff were governed by separate federal laws. She said the revised policies were specific to the laws that guided them. She said the Board would be asked to hear the policies on first reading under New Business.

b. Legislative Updates

Ms. Vagner said she attended the Post-Legislative Tour and the only thing the administration learned was that Districts that governed a charter school could assess an administrative fee of about \$15,000. She said some of the budget line items had additional strings attached and the administration learned that the technology funds allocated for the coming school year could not be spent on eBooks or Apps. She said the administration was in the process of getting some more detail from the State Department of Education for Differential Pay and anything that could be paid for with state money and shifted out of the general fund would be shifted to free up as much general fund dollars as possible.

c. Any Other Superintendent's Update

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

d. Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule including the various Committee Meetings from April 15, 2013 through June 7, 2013. She said Ms. Gebhardt, Ms. Cranor and Mr. Vitale were available for student discipline hearings. Ms. Gebhardt asked if the District had graduation dates set yet. Ms. Johnson said the graduation dates and times would be added to the calendar.

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 March 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 April 5, 2013 in the amount of \$941,898.58.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of April 5, 2013 in the amount of \$941,898.58 excluding any claims from Electrical Wholesale Supply Company, Inc. as presented.

- c. **Topic:** *Approve Supplemental Financial Information from March 1, 2013 through March 31, 2013*
Policy Issue: Board acts on Financial Information.
Background Information: Included in the packet was supplemental financial information for the period of March 1, 2013 through March 31, 2013.
Administrative Recommendation: Administration recommended Board approve supplemental financial information from March 1, 2013 through March 31, 2013 as presented.
Board Direction/Action on Consent Agenda: A motion was made by Mr. Sargent and seconded by Ms. Cranor 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 April 5, 2013 in the amount of \$492.06 for Electrical Wholesale Supply Company, Inc. Mr. Sargent declared the item as a conflict of interest and excused himself at 7:55 p.m.
Administrative Recommendation: Administration recommended Board approve the bills and invoices as of April 5, 2013 in the amount of \$492.06 for Electrical Wholesale Supply Company, Inc. as presented.
Board Direction/Action: A motion was made by Mr. Facer and seconded by Ms. Cranor to approve the bills and invoices as of April 5, 2013 in the amount of \$492.06 for Electrical Wholesale Supply Company, Inc. as presented. The voting was unanimous in the affirmative. Mr. Sargent returned at 7:55 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 Ms. Cranor and seconded by Mr. Facer to approve the alternate routes to graduation as presented. The voting was unanimous in the affirmative.
- c. **Topic:** *Approve Boundary Line Adjustment for Tendoy/Greenacres Elementary Schools and Maintain Current Boundary Between Indian Hills/Jefferson Elementary Schools*
Policy Issue: Board approves boundary adjustments.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board approve the boundary line adjustment for Tendoy/Greenacres Elementary Schools and maintain the current boundary between Indian Hills/Jefferson Elementary Schools as presented.
Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to approve the boundary line adjustment for Tendoy/Greenacres Elementary Schools and maintain the current boundary line between Indian Hills and Jefferson Elementary Schools as presented. The voting was unanimous in the affirmative.
- d. **Topic:** *Adopt 2013-14 New Horizon Center Calendar*
Policy Issue: Board adopts School District calendars.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board adopt the 2013-14 New Horizon Center Calendar as presented.
Board Direction/Action: A motion was made by Mr. Facer and seconded by Ms. Cranor to adopt the 2013-14 New Horizon Center Calendar as presented. The voting was unanimous in the affirmative.
- e. **Topic:** *Approve Summer Camp Requests*
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 requests as presented.
Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to approve the Summer Camp requests as presented. Ms. Cranor said she appreciated Mr. Devine reviewing some of the requests with her and was important to ensure coaches were accountable for the hours they were being paid for. The voting was unanimous in the affirmative.
- f. **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 Ms. Cranor and seconded by Mr. Sargent to approve the Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

g. Topic: *Award Bids:*

Carpeting – Alameda Middle School

Entry Doors – Various Locations

Lunch Tables – Ellis/Wilcox

Musical Equipment and Supply

Syringa Elementary Bus Lane

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. Sargent and seconded by Mr. Facer to approve the above listed bids as presented. The voting was unanimous in the affirmative.

h. Topic: *Approve the Agreement between the Pocatello/Chubbuck School District #25 and ENA*

Policy Issue: Board approves various 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 ENA as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to approve the Agreement between the Pocatello/Chubbuck School District #25 and ENA as presented. The voting was unanimous in the affirmative.

i. Topic: *Approve Administrator Evaluation Adjustments*

Policy Issue: Board approves evaluation tools.

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

Administrative Recommendation: Administration recommended Board approve the Administrator Evaluation adjustments as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to approve the Administrator Evaluation Tool adjustments as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Waive Learning Target Assessments and End of Course Assessments beginning with the 2013-14 School Year*

Policy Issue: Board sets various assessment requirements.

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

Administrative Recommendation: Administration recommended Board waive the Learning Target Assessments and End of Course Assessments beginning with the 2013-14 school year as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to waive the Learning Target Assessments (LTAs) and End of Course Assessments (EOCs) beginning with the 2013-14 school year as presented. Ms. Cranor asked if the waiver included the high schools. Ms. Vagner said yes. The voting was unanimous in the affirmative.

b. Topic: *Approve the use of Football Helmets and Pads for Summer Camps*

Policy Issues: Board approves the use of District equipment.

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

Administrative Recommendation: Administration recommended Board approve the use of football helmets and pads for summer camps as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Sargent to approve the use of football helmets and pads for summer camps as presented. The voting was unanimous in the affirmative.

c. Topic: *Authorize Use of Starter Guns at Track Meets*

Policy Issue: Board authorizes the use of starter guns for athletic events.

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

Administrative Recommendation: Administration recommended Board approve the use of starter guns at track meets as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to approve the use of starter guns at track meets as presented. Ms. Cranor asked if the starter guns used blanks. Mr. Sargent said yes and some were set up electronically. Ms. Vagner said starter guns could not be converted to a projectile. The voting was unanimous in the affirmative.

d. Topic: *Approve Addition of Positions to the Kinds and Levels Chart*

Policy Issue: Board approves changes to the Kinds and Levels Chart.

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

Administrative Recommendation: Administration recommended Board approve the addition of positions to the Kinds and Levels Chart as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Ms. Cranor to approve the addition of positions to the Kinds and Levels Chart 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 8211 – Student Athletic Code of Conduct

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 first reading as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Sargent to hear on first reading the above listed Policies 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. Facer to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 8:03 p.m.

APPROVED ON:

May 21, 2013

By:

Jenie McElharratt

Chair

MINUTES PREPARED BY:

[Signature]

Secretary, Board of Trustees

ATTESTED BY:

Jackie Cranor

Clerk