

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, November 16, 2010
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Marianne Donnelly, Chair	John Sargent, Member
Janie Gebhardt, Vice Chair	Jackie Cranor, Member
Frank Rash, Clerk	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 November, 2010, as provided in Section 33-510, Idaho Code. Chair Donnelly called the Regular meeting to order at 5:42 p.m. She apologized for the lateness.

PLEDGE OF ALLEGIANCE

Nick Rush led the audience in the Pledge of Allegiance.

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

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

APPROVAL OF MINUTES – *Self Explanatory* – Action

- a. **Special Meeting/Work Session** – October 12, 2010
- b. **Special Meeting/Executive Session/Hearing** – October 13, 2010
- c. **Special Meeting/Executive Session** – October 19, 2010
- d. **Regular Board Meeting** – October 19, 2010
- e. **Special Meeting/Executive Session/Hearing** – October 20, 2010
- f. **Special Meeting/Executive Session** – October 28, 2010
- g. **Special Meeting/Work Session/Retreat** – October 28, 2010 (*To be included in the December 14, 2010 Regular Board Meeting packet*)

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

There were no visitors or correspondence at the time of the meeting.

b. Recognitions - Information - Mrs. Allen

Ms. Allen congratulated the Highland High School Marching Band for winning the Triple A Division in outstanding music, visual, drum line and color guard. She said the band earned the highest score out of twenty bands in the competition. Mr. Ronk said it was nice to brag about his kids. He said a lot of the credit went to the band boosters, Ms. Gower and Ms. Williams. He said he was very blessed to work at Highland High School. He said the band placed second in the Bands of America Regionals. He said it was a record setting year and thanked the students and administration. He thanked the Board for allowing the group to take their trips and participate in the competitions. He said it had been a great season and thanked the students.

Ms. Allen wished everyone a happy American Education Week and thanked everyone for their part in educating the District's students. She said she was proud to celebrate the right for every student to be educated. She said the District celebrated American Education Week through high expectations for classroom instruction, graduation requirements, TIA, PLCs, strategizing best practices, interventions and using effective schools research to sustain high performing schools. She said tonight the District celebrated teachers. She said there was evidence of great teachers at every Board meeting and every year the District selected its teacher of

the year that would be nominated for the Idaho Teacher of the Year. Ms. Allen said this year the runner up was Ann Adams. She asked Ms. Adams and Mr. Ross to come to the front. She said Ms. Adams had a Bachelors in Arts from ISU had taught speech, drama and journalism. She said she had served as a new teacher mentor and English chair at Alameda. She said Ms. Adams was on the Safety and Virtues Committees. She said Ms. Adams had a vision for the education of students and had a sincere concern for the success of students. Mr. Ross said she was a role model for the perfect teacher. He said she was very passionate and treated each student like they were her own child. He said her expectations for her students were evidenced in their presentations. Ms. Allen presented Ms. Adams with a plaque for runner up Teacher of the Year. She asked Mr. Roy Angle and Mr. Caspar VanHaalen to come to the front. She introduced Mr. Angle as Teacher of the Year 2010-11. She said Mr. Angle was selected as Teacher of the Year because of his commitment to students. She said Mr. Angle started his career in 1977 as a teacher in automotive technology. She said he completed his bachelors at Long Beach University. She said he had been selected as Simplot Teacher of the Year and the SkillsUSA Advisor of the Year. She said he was a strong leader and role model. She said Ms. Whittier said he was energetic, organized and creative and went out of his way to provide creative lessons to accommodate the different learning styles of all students. Ms. Allen said Mr. Angle practiced Rigor, Relevance and Relationships every day and always spoke to his students accomplishments and never his own. She said he was a very humble and amazing teacher. She said Mr. Angle had a student in the past who did not think he would be able to compete without a computer so Mr. Angle rented a computer so the student could compete. She said this actualized the Belief that students cannot opt out of their learning. She said Mr. Angle provided opportunities for students and gave them the self-confidence for a lifetime of success. She said the District submitted his nomination for Teacher of the Year to the Idaho Committee and wished him luck. Mr. VanHaalen said it was an honor to stand with Mr. Angle. He said he was glad he ran the programs as well as he did. He said Mr. Angle encouraged students to stay in school and made it fun for them to be there. He said the school was grateful to have Mr. Angle. Ms. Allen presented him with a plaque for Teacher of the Year 2010-11.

Ms. Allen invited the Highland High School Journalism Advisor, Robyn Croft and the students to come to the front. She said Rylee Harris received superior in sports writing, Alec Carroll received superior in photography, Brianna Rausch received superior in sports review writing, Shantay Anderson received excellent in feature writing, Samantha Bollinger received an honorable mention in newspaper layout. She said writing could be grueling and rigorous but very fun. She said newspaper layout required a lot of skill. She said it was remarkable for the team to do this well. Ms. Croft said it was an honor to work with the group of students. She said most of them had been with her through grades 9-12. She said the group had fun and produced a good student newspaper. She said the students were wonderful and thanked them for their hard work and dedication. Ms. Allen said a great representation of highly motivated teachers and students were in attendance that evening.

c. Public Comment on Items Not on Agenda

Chair Donnelly reviewed the Board Protocols for Public Comment and said they would be followed at all Board Meetings. She said patrons wishing to address the Board should 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.

Board Operating Principles No. 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 at the time of the meeting.

REPORTS

a. Student Representative Reports (3 minutes each)

1) Alameda Center – John Lucario

Mr. Lucario said there were a lot of good activities going on. He said the school held its Veteran's Day assembly and recognized female veterans. He said Alameda Center had its first dance in about six years. He said it was very successful and would have another one on December 17, 2010. He said he hoped the attendance was good.

2) **Pocatello High School** – *Taryn Traughber*

Ms. Traughber said a lot going on. She said Monday was the closing night of the school play “The Man that Came to Dinner”. She said attendance was good. She said the drama department would participate in a competition on Saturday. She said the football team had an 8-2 season and the boys cross country team qualified for state. She said the BPA was hosting a co-ed dance. She said the school was starting its penny drive soon. She said the debate department had participated in several competitions. She said the schools Veteran’s Day Celebration included the choir department and student body. She said girls basketball had started and boys were just starting tryouts.

3) **Century High School** – *Kort Guillette/Emily McAteer*

Mr. Guillette apologized for taking too much time at the last Board meeting. He said Century had a good fall season in sports. He said girls soccer took third in state. He said the boys soccer team did not win the games but won academic championships. He said girls cross country team went to state. He said volleyball finished up a couple of weeks ago and Century got its first championship. He said girls basketball went well and boys basketball was just starting tryouts. He said wrestling tryouts were just beginning. He said Century had a great Veterans Day assembly. He said Petty Officer Robert Clemons spoke to the group. He said Jennifer Donaldson took third in a national essay competition with her essay on Veterans and she spoke to the students as well. He said the band and choir performed and received standing ovations. He said the drama department just finished its “What I Did Last Summer” production which had a good turnout. He said the school would start its penny wars after Thanksgiving and the donations would go to charities. He said the school would have a food drive which would go to the Idaho Food Bank. He said students were sending a Christmas box to Iraq. He said Roundup had gone well. He said finals were next week and hoped to keep Century in the top 1600 best schools in America.

4) **Highland High School** – *Kylie McKee/Chalese Andrus*

Ms. McKee said band was doing well and had a good trip to St. George. She said the debate team had done well with the tournaments. She said the debate team was in the top 5 out of 22 teams. She said the journalism class was working hard. She said the team competed in a tournament at ISU and had four team members take superior which was the highest award. She said Highland was really excited for Festival of Trees and had a beautiful tree. She said the choir would perform and help with breakfast on Saturday. She said the school was putting up another chain for friends of Rachel. She said the new chain would be filled out by teachers who witnessed acts of service by students. She said the Virtue of the week was generosity which the school would try to incorporate throughout the week. She said the school was holding a canned food drive. She said December 3, 2010 was the Santa Sock Hop for Subs for Santa that raised money to donate to families that could not afford to have a Christmas. She said the regional dance was coming up. She said the choir was getting ready for Christmas performances. She said the drama department just finished “Willy Wonka”. She said the play completely sold out its two performances. She said girls basketball just started. She said the boys cross country team won the academic state championship. She said both girls soccer and volleyball won academic state championships as well. She said the Veteran’s Day assembly was really good. She said the school just dedicated its Memorial Garden for a retired teacher, Ms. Evelyn Harwood. She said the school raised \$600 for hats for Hansen and Howard and thanked the Board for letting the school hold the fundraiser. She said the student body and staff kept Ms. Vagner and her husband in their prayers.

b. Education Foundation/Festival of Trees Report – Ms. Allen

Ms. Allen said the Education Foundation had its sponsors for the Festival of Trees which would begin in thirteen days. She said tickets were being sold at the Education Service Center. She said tickets could be purchased at the door or in advance. She said the Princess Tea event had done so well the year before that there would be two this year. She said set up was on Saturday and Monday was the opening Gala. She said the Festival would be open from noon until 8:00 p.m. every day. She said there were a lot of fun activities planned throughout the Festival. She said flyers were being handed out and TV advertising would start light and then increase towards the start of the Festival.

c. Report on Board/Superintendent/Cabinet Retreat – October 28, 2010

Mr. Sargent said the Retreat was a good chance for the Board to focus on certain items. Ms. Donnelly said it was good to talk about the previous year and review the Board’s Operating Principles and Goals. She said the Board set goals to drive the Strategic Plan and selected Beliefs for Actualization for 2010-11. Ms. Vagner thanked the Board for its commitment to the additional meeting and said it was valuable for the Board to

delve deeper into the workings of the organization and to focus on the Strategic Plan. Ms. Donnelly said it was a good opportunity to meet with the administration in an informal format and discuss common concerns. Ms. Cranor said Ms. Killpack had done a good job facilitating the meeting. Ms. Donnelly thanked Texas Roadhouse for donating the dinner for the Retreat.

d. Report on ISBA Convention – November 10 – 12, 2010

Ms. Donnelly said four Board members and the Superintendent attended the ISBA Conference. She said she appreciated the process for presenting Resolutions this year. She said the Board had the opportunity to speak to the Resolutions it proposed. She said all of the Resolutions proposed by the District were well received and were passed with the exception of “Student Fees” which was not passed but was being approached from a different aspect. She said there was discussion relative to financial emergencies which was a good discussion. Ms. Cranor said the NSBA President delivered a moving speech. She said all of the keynote speakers were excellent. She said she really liked one of the quotes that said “We must be the change that we wish to see in the world”. She said it was a good perspective to have when facing challenges. Mr. Rash said he attended the Suicide Prevention breakout session which was very informative.

e. Report on Standing Committees for 2009-10

Mr. Sargent said since he was unable to attend the ISBA Convention he attended the Budget and Athletic Facilities Committees and Local Issues meeting. He said all three had very good discussions. He said the Local Issues committee discussed the new rodeo that would take the place of the DNCFR. Ms. Cranor said she attended the Head Start Committee where they elected officers for the Policy Council. She said the meetings had good parent participation. Ms. Gebhardt said she attended Judge Murray’s committee meeting. She said the group discussed all of the new substances that were showing up. She said Sergeant Canfield noted that the District was short on SRO coverage due to illness and the department was working to avoid any negative impact. She said they found out that Officer Barbre was resigning as an SRO. Ms. Cranor said the state was piloting a new program for kids that were having problems. Ms. Gebhardt said the intent of the program was to get to the root of the problem. Ms. Donnelly noted that one of the best meetings at the convention was Judge Murray’s presentation on student truancies. Ms. Gebhardt said Officer Pledger suggested that more administrators attend John Rauker’s Reach Out courses. Ms. Cranor said kids at Juvenile Detention made 45 quilts to give to families and the homeless. She said they had done a really good job. She said all the materials were donated throughout the year.

2010-2011

Budget Committee	John Sargent/Jackie Cranor
CIP Committee	Frank Rash
Curriculum Committee	Janie Gebhardt/Jackie Cranor
District Leadership Council	Marianne Donnelly/John Sargent
Education Foundation (Vice Chair is Designated Representative)	Janie Gebhardt
Head Start	Jackie Cranor
Insurance/Wellness Comm.	Marianne Donnelly/Frank Rash
Insurance Representation Selection	N/A
Judge Murray’s Juvenile Advisory Committee	Janie Gebhardt/Jackie Cranor
Local Issues-Chamber of Commerce	John Sargent
Long Range Facility Planning	Frank Rash
PTA Regional Council Meetings (Meetings are in the Board Room at 7:00 p.m.)	Board Rotation
	December 15, 2010 – Mr. Sargent
	TBA
	TBA
Pocatello Community Charter School Liaison	Janie Gebhardt/John Sargent
Safe and Drug Free Schools Advisory Committee	N/A
Safety Committee	Jackie Cranor
Instructional Technology Committee	Jackie Cranor

Textbook Adoption	Jackie Cranor
Facilities Study for Extra-Curricular Activities Inclusive of Use of Holt Arena	Frank Rash/John Sargent
Renovation of Stocks Building, Relocation of Alternative Programs, Modification of Alameda Center and Opening of 4 th Middle School	Frank Rash/Janie Gebhardt
Key Communicators	Marianne Donnelly/John Sargent

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

a. Policy 8110 – Student Placement, Retention, Credits, Promotion, and Acceleration – 2nd Reading – Mr. Wegner

Mr. Wegner said included in the packet was Policy 8110. He said one comment was provided following the first reading that dealt with expanding the language to include all intervention services such as lunch academies. He said the Board would be asked to hear the Policy on second reading for adoption.

b. Policy 8122 – Graduation Requirements – 1st Reading – Mr. Wegner

Mr. Wegner said the changes to the Policy included eliminating the requirement for the class of 2013 to demonstrate proficiency on the Science ISAT. He said the state was creating new end of course assessments that would replace the Science ISAT. He said when the state completed those changes the Policy would need to be updated again. He said the next change dealt with the scaling back of the senior project. He said the senior project was still in line with state rules. He said the senior project had been scaled back to a research paper and an oral presentation. He said the credit requirement for the senior project had been incorporated into the English credit requirement. He said the change reduced the number of credits required for 2012 and 2013. He said the Board would be asked to hear the Policy on first reading under New Business.

c. Update on High School Senior Project

Mr. Wegner said the High School Senior Project was included in the packet. He said the project culminated in an oral presentation in front of a review panel. He said the change was made when it became apparent that schools did not have the level of support necessary to sustain the senior project as it was. He said the senior project was a well designed program and hoped to return to it in the future. He said the project had been scaled back to meet minimum state requirements. He said the senior project would be completed as a part of the English requirement. Ms. Cranor asked if the project still included the portfolio. Mr. Wegner said it did. He said the portfolio was started in Freshman Seminar. He said the English teachers had discussed it and decided to keep the portfolio. He said updating the resume was a part of the English curriculum. He said it could be turned in at the same time as the oral presentation. Mr. Sargent asked if the handbook was available online. Mr. Wegner said the old version would be online until the Graduation Requirement Policy was adopted by the Board after which the new handbook would be posted. Ms. Donnelly said it was a shame to have to scale the program back.

d. Any Other Curriculum/PLCs/TIA/Beliefs Update - Mr. Wegner

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

e. Head Start Update – Dr. Mortensen

Dr. Mortensen said she would follow up on Head Start Policy Council. She said training had started for the Policy Council. She said Karma Wiederrick was a fourth year teacher at Head Start and was selected as Head Start Teacher of the Year. She said there were 68 programs and four states involved in the selection process and was a huge accomplishment. She said her application would be sent on for the national competition. She said Ms. Wiederrick would be recognized at a future Board meeting. She said Jolene Nelson had been selected for the Ann Phipps Scholarship Award. She said it was a prestigious scholarship with rigorous criteria for selection. She said the scholarship was awarded to people that were working towards a degree and had overcome challenges against all odds. She said Daniel Cannon had been selected as the Idaho Father of the Year. She said the Head Start staff and families were bringing recognition to the Pocatello/Chubbuck program.

f. Idaho Food Bank – Back Pack Program – Dr. Mortensen

Dr. Mortensen said the number of students receiving weekend meal backpacks remained high. She said the District had been approached by the Idaho Food Bank to pilot a program that would create a pantry for

parents and families. She said this way a whole family in need would receive food and not just one student. She said the pantry would aid families in times of crisis. Mr. Sargent asked if the number of participants had doubled since last year. Dr. Mortensen said they had. Ms. Gebhardt asked if students in need were identified by resource workers. She noted there were some schools that did not have any students receiving services. Dr. Mortensen said that was unusual and would look into it and follow up on schools that did not have any students receiving services to make sure there wasn't a need.

g. Jefferson Elementary Selected for Distinguished Title I School Award – Dr. Mortensen

Dr. Mortensen said Jefferson Elementary had been selected as one of two distinguished Title I schools in Idaho. She said Principal Heidi Kessler and Jan Harwood would attend the Title I National Conference in Florida to present the story on the progress Jefferson had made with student achievement and actualizing the Vision and Mission. She said the District schools selected were awarded \$5,000 to go towards their travel. She said the District would utilize its TQ funds to send seven teachers and administrators to the conference. She said the conference had hundreds of sessions for the attendees that would cover all current best practices on policy and instructional leadership. She said the administration was so proud of Jefferson's staff and students. Ms. Cranor said it was good to hear about such wonderful teachers and students and the leadership at Jefferson.

h. Family Night at Sho-Ban High School – Dr. Mortensen

Dr. Mortensen said Jim Denton hosted a family night for Native American families in conjunction with Hawthorne Middle School and Highland High School. She said it was a really good outreach meeting. She said it was well attended and the schools gave presentations on expectations and the work towards student success. She said Mr. Denton hoped it would become an annual event. She said it was a positive opportunity for the schools. Ms. Gebhardt said she had heard very positive feedback on the event and Mr. Denton's connection with the schools Native American families.

i. 21st Century After School Programs Report – Dr. Mortensen

Dr. Mortensen said included in the packet were the After School Programs newsletters from Greenacres, Kinport and New Horizon. She said there was an article in the paper about partnering with the Girl Scouts. She said the Kinport/New Horizon program would start bowling and had a myriad of activities including rock climbing, cross country skiing, hiking, cooking, art, music, drama and journalism. She said the programs were building momentum and had the support of the student body. She said she was pleased with the progress. Ms. Cranor said she had heard about the JC Penney Round Up and asked what the program was about. Dr. Mortensen said JC Penney asked customers if they would like to "Round Up" for After School Programs and if they said yes the change from rounding up on a purchase was donated to the after school programs. She said students had created posters to hang in the store. Ms. Cranor said she would shop to support the after school programs.

j. Any Other Elementary Education/PLCs/TIA/Beliefs Update - Dr. Mortensen

Dr. Mortensen said the District had purchased audio systems for all of the Kindergarten classes with Title I ARRA funds. She said there was a lot of positive feedback from the teachers and hoped to expand the installation to all grades. She said some schools were installing them through their own supply funds because of how much it helped with instruction. She said it was a great way to build capacity and enhance the environment in the classroom through ARRA funds. Ms. Donnelly said it really changed the atmosphere in the classroom. She said it might not have been a high priority at first but has become eye opening once they were installed.

k. Extra-Curricular Program Participation Numbers – Mr. Devine

Mr. Devine said the administration was concerned at the start of the year that there would be a decline in participation due to the activities fee increases. He said there had not been any decline in participation and had increases in some of the activities. He said schools worked on scholarships all throughout the year so some of those numbers could change. He said there was a mix-up in Pocatello High Schools paid and unpaid numbers. He said they were inadvertently switched around and the number in the unpaid column was actually the number of paid. He said some of the unpaid numbers were due to students taking a course and not participating in the competitions. Ms. Donnelly asked why students would take a class and not compete. Mr. Devine said a lot of students took a class for the credit without competing. Mr. Sargent noted that in some cases there were only so many spots available on a team and was not always due to a lack of interest.

l. Dual Credit Report to the League of Schools – Mr. Devine

Mr. Devine said the Dual Credit Report was included in the packet. Ms. Cranor asked about the data. Mr. Devine said it was the number of college credits that students were taking. He said the students were very involved in the program. Ms. Vagner said the number of college credits students were getting was amazing. She said if you considered the number of AP courses students were taking it was even more amazing. She said the goals column showed the number of students that met the requirements for basic entrance at ISU.

m. Policy 8212 – Bus Transportation – 1st Reading – Mr. Devine

Mr. Devine said Policy 8212 was included in the packet. He said the changes were needed to clarify discipline expectations to match the expectations of the classroom. He said the Board would be asked to hear the Policy on first reading under New Business. He said following a first reading the policy would be posted for public input.

n. ISU Secondary Student Teacher Intern Requests – Mr. Devine

Mr. Devine reviewed the secondary student teacher intern requests for Century High School from ISU. He said the request was for the second trimester and was a routine request. He said the Board would be asked to approve the interns under the Consent Agenda.

o. Early Graduation Requests – Mr. Devine

Mr. Devine said there was one early graduation request from Highland High School. He said the request had been approved by the counselor and the administration. He said the Board would be asked to approve the request under Old Business.

p. Camp/Clinic Request – Mr. Devine

Mr. Devine said Century High School held cheerleading clinics to raise money for Nationals. He said they held a variety of fundraisers. He said because this fundraiser was in the form of a camp the administration asked that it be brought to the Board for approval. He said the Board would be asked to approve the camp/clinic under New Business.

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

Mr. Devine said one of the preliminary requests involved PTE and the instructor did not know how many participants might be eligible to go. He said the other request was funded through a GK-12 grant which also included the cost of transportation.

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

Mr. Devine said the field trip requests were for Outdoor Clubs and were well structured trips. He said the Board would be asked to approve the requests under Old Business.

s. Any Other Secondary Education/PLCs/TIA/Beliefs Update - Mr. Devine

Mr. Devine said schools were focusing on freshman by having freshman seminar courses in the first trimester. He said schools were seeing a decline in the number of F's in the midterm. He said students were learning they could not opt out of their learning. He said Century had 31% of students with F's at the midterm two years ago and this year was at 8%. He said there were always more F's at the midterm than there were at finals but the decline in F's at the midterm was significant. He said Century had restructured its master schedule and doubled the number of students in credit recovery. He said schools were seeing the benefit of implementing credit recovery early.

BUSINESS OPERATIONS (BUDGET, MAINTENANCE, TRANSPORTATION, FOOD SERVICE) –

Information – Mr. Reed

a. Idaho General Fund Update

Mr. Reed said the October Idaho Outlook was included in the packet. He said a lot of the information had been covered at the Work Session. Ms. Cranor said it would be nice to have a positive outlook. Mr. Reed said he attended the Key Bank Economic Symposium and there were not a lot of positive indicators. He said November and December numbers would be critical. He said Idaho ended up being \$14 million ahead of projections in October. He said the administration would continue to update the Board as it received information.

b. CIP Update

Mr. Reed said the CIP scenario was different this year. He said most of the capital improvement expenditures would go towards the renovation of the Stocks Building and the improvements to Alameda. He said a majority of the capital improvement projects would be delayed until those two projects were completed. He said it was necessary to delay the projects because the funding was from the School Plant Facilities Levy. He

said the District had decided to not go to the taxpayers with a bond for renovations and would only use the school plant facilities funds. He said the two projects were necessary to alleviate crowding in the elementary and middle schools. He said it was important to plan for the future. He said the only other projects that would be considered would be safety issues. He said the administration would bring those requests to the Board as appropriate.

c. 2010 Property and Liability Insurance Dividend

Mr. Reed said the 2010 Property and Liability Insurance Dividend from the ISBA was \$11,867. He reviewed the insurance dividends over the past six years.

d. Zoning Update on Stocks Building

Mr. Reed said he and Ken Wright attended the Planning and Zoning Commission hearing regarding the zoning permit for the Stocks Building. He said the staff recommendations were favorable and the building met the city's requirement for signage, fencing and would work with the city on a cross walk location. He said the commission requested additional information before approving a zoning permit. He said the District would be required to obtain a traffic study for Alameda/Pole Line and Hawthorne Road. He said the District would obtain the additional information and hoped the commission would approve the request. He said the next hearing was delayed until December 8, 2010. Ms. Cranor said the District's plans submitted to the city showed no changes to the existing landscape and asked if there would be any landscaping as part of the Stocks Building project. Mr. Reed said landscaping was still an option but showed the landscaping as it was because it met requirements.

e. Proposed Building and Subdivisions (New Construction)

There were no proposed building and subdivisions (new construction) at the time of the meeting.

f. Any Other Business Operations Update

Mr. Reed said the Athletic Facilities Committee was meeting the next day. He said there had been a lot of good work by the committees to address all of the issues. He said the administration hoped to bring a recommendation to the Board in December. He said it was exciting as the work came to a close.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Infinite Campus/ISEE Upload Update

Mr. Smart said the Infinite Campus conversion was going well and school secretaries continued to clean up data. He said the administration had been able to clean up the ISEE data over the past several weeks. He said the last time the District submitted its data there were thousands of errors but the team had spent hours cleaning up the data and was able to submit a clean upload to the state before the deadline. He said he hoped to get a report back from the state shortly so the administration would know where the District stood. He said reports used to be available the minute the District submitted the data but now would have to wait for the state to get the numbers back to the District.

b. Student Enrollment Information Update

Mr. Smart said membership was still above 12,000 students but had dropped a little bit. He said Kindergarten had taken a reduction. He said Kindergarten typically did not have decreases at this time of year. He said there were always slight differences month to month and the Kindergarten reduction was the only abnormality.

c. Policy 5511 – Wellness/Nutrition – 2nd Reading

Mr. Smart said the Policy had been adjusted to include staff as well as students and was included in the packet. He said the District needed an employee wellness policy in place in order to maximize the insurance benefits for the District. He said the policy had been posted for public input and no comment was received. He said the Board would be asked to hear the Policy on second reading for adoption.

d. Budget Committee Update and Supplemental Levy Information

Mr. Smart said the Budget Committee focused on four main priorities for FY 2012. He said the consensus was to allocate funds as close to the classroom as possible. He said if the District was able to make any restorations the committee wanted funding to be restored in the order it was cut. He said the committee discussed the Supplemental Levy but was hesitant to determine an amount. He said the committee would meet again on December 9th and hoped to have a recommendation for the Board. Ms. Vagner said Mr. Smart had met with the county clerk who would attend the December Work Session to discuss the process for running a Supplemental Levy. Mr. Smart said the notes from the Budget Committee meeting were included in the addendum.

e. Insurance/Wellness Committee Update

Mr. Smart said the minutes from the Wellness Committee meeting were included in the addendum. Ms. Donnelly said the committee discussed the next steps for developing the Strategic Plan to include wellness. Mr. Smart said the committee was researching other Districts with rich wellness plans. He said there were some Districts that offered richer medical plans but for the District to offer the same type of plan would cost about 25% more. He said overall the District had a pretty good insurance and wellness plan at a reasonable cost to employees.

f. Any Other Employee Services 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 there were a number of stipends to be approved. He said stipends included after school art, Love and Logic and STEP courses. He said the Love and Logic and STEP courses were part of a Tier 2 intervention program for successful parenting. He said the courses were intensive and required more than one presenter. Mr. Sargent asked how the District was doing with hiring bus drivers. Dr. Howell said the District could always use more bus drivers but was managing. Ms. Vagner asked if Steve Morton was listed twice on the Love and Logic courses or if he facilitated two courses. Dr. Howell said he thought he instructed two courses but would check.

b. Any Other Human Resources Update

Dr. Howell had no further human resources updates at the time of the meeting.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Pocatello/Chubbuck School District No. 25 Board of Trustees Operating Principles

Ms. Vagner said the Board reviewed its Operating Principles in detail which set the norm for the behavior of the Board and the organization. She said the Board had suggested no changes for its Operating Principles at the retreat and would be asked to affirm the Operating Principles under New Business and sign them following action.

b. Beliefs Actualized for 2009-10

Ms. Vagner said the Board discussed its actualization of the Beliefs for 2009-10. She said the additions were incorporated into the document and would be updated in the Strategic Plan. She said the Beliefs were the accountability piece of the Strategic Plan. She said the actualization of Board Beliefs embodied the discussion of the Board.

c. Beliefs Selected for Actualization 2010-11

Ms. Vagner said the Board chose two focuses for the 2010-11 school year and grouped Beliefs in those areas. She said the work of the Board would be documented under each of the areas for actualization. She said the Board would affirm its Beliefs for Actualization under New Business.

d. Review Legislative Meeting Agenda

Ms. Vagner said included in the addendum was the revised legislative agenda. She said the agenda addressed financial issues, state revenue allocation, and the impact of local charters on the District's enrollment and revenue. She said the next section dealt with human resources issues. She said the District was at a point where a large portion of the staff was ready for retirement and would impact the District's highly qualified status. She said the administration would review the Strategic Plan and focus on a couple of main areas. She said next the administration would review the ISBA Resolutions and focus on a few of the critical ones. She said the administration would address the issue of communication with the delegation and wrap up with comments from the Board and the Legislature. She said communication between the District and the legislators was crucial. She said this was being addressed due to the letter that came from the House of Representatives and should never have been communicated in that manner. She said the substance of the discussion had changed dramatically over the past four years. Ms. Donnelly said it was important to manage the time in order to ensure each area was addressed.

e. Policy 7124.0/8150.0 – Notification of Threats of Violence or Harm – 1st Reading

Ms. Vagner said the change to the Policy addressed a grammatical error that was identified during the annual Policy review by an employee. She said it was good to know the Policies were being reviewed and improved.

She said the Board would be asked to hear the Policy on first reading under New Business after which the Policy would be posted for public comment.

f. Policy 7124.1 – Prohibition of Sexual Harassment in the Workplace – 1st Reading

Ms. Vagner said the Policy was being brought to the Board for another grammatical correction and for further clarification of sexual harassment. She said another change expanded Policy language to include pictures/symbols in addition to language. She said the Board would be asked to hear the Policy on first reading under New Business after which the Policy would be posted to the website for public input. She applauded the employees for reviewing the Policies.

g. Calendar

Ms. Vagner reviewed the calendar of upcoming Board Meetings. She said there was a quorum for Student Discipline Hearings the next day. She said the following Wednesday was a record day for the staff but there was no school for children. She said the Staff Appreciation Night was scheduled for Tuesday, November 30, 2010. She said the information would be emailed to the Board. She said the staff really enjoyed the event the year before. Ms. Cranor asked how the staff was notified. Ms. Vagner said they were notified through email as well as in-District mail. She said the quality of work done for the education of students was attributed to each staff member in the District. She said the community was fortunate to have such a quality staff.

Tuesday, November 16, 2010

Special Meeting/Executive Session/Personnel
Superintendent's Office at the Education Service Center
4:45 p.m.

Tuesday, November 16, 2010

Regular Board Meeting
Board Room at the Education Service Center
5:30 p.m.

Wednesday, November 17, 2010

Student Discipline Hearings
Superintendent's Office at the Education Service Center
4:30 p.m.

Thur. & Fri. November 25 & 26, 2010

Thanksgiving Vacation – No School

Monday, December 6, 2010

Special Meeting/Work Session/Meeting with Legislators
Board Room at the Education Service Center
4:30 p.m. – 7:00 p.m.

Tuesday, December 7, 2010

Board School Visits
9:00 a.m. – 11:30 a.m.
Irving Middle School – Mr. Sargent/Ms. Cranor/Ms. Vagner
Greenacres Elementary – Ms. Gebhardt/Mr. Rash/Dr. Mortensen
Pocatello High School – Ms. Donnelly/ Mr. Devine

Tuesday, December 7, 2010

Board Work Session
Board Room at the Education Service Center
1:30 p.m.

Wednesday, December 8, 2010

Student Discipline Hearings
Superintendent's Office at the Education Service Center
4:30 p.m.

Tuesday, December 14, 2010

Regular Board Meeting
Board Room at the Education Service Center
5:30 p.m.

Monday, December 20 – Friday, December 31, 2010

Winter Break – No School

Tuesday, January 4, 2011

Board School Visits
9:00 a.m. – 11:30 a.m.
Lewis & Clark Elementary – Ms. Donnelly/Ms. Gebhardt/Ms. Vagner
Gateway – Mr. Sargent/Ms. Luras/Dr. Mortensen
Ellis Elementary – Mr. Rash/Ms. Cranor/Mr. Devine

PUBLIC COMMENT – *Self Explanatory*

a. Public Comment Pertinent to Agenda Action items

Chair Donnelly noted that Board Protocols for Public Comment would 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.

Board Operating Principles No. 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 October 19, 2010 Regular Board Meeting.

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

b. Topic: *Authorize Payment of Claims*

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of November 5, 2010 in the amount of \$1,141,897.26.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of November 5, 2010 in the amount of \$1,141,897.26.

c. Topic: *Approve Supplemental Financial Information from October 1, 2010 through October 31, 2010*

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of October 1, 2010 through October 31, 2010.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from October 1, 2010 through October 31, 2010.

d. Topic: *Approve ISU Secondary Student Teacher Intern Requests*

Policy Issue: Board approves student teacher intern access in the schools.

Background Information: Included in the packet was information on the ISU Secondary Student Teacher Intern placements for the second trimester. This item was discussed previously on the agenda.

Administrative Recommendation: Administration recommended Board approve the ISU Secondary Student Teacher Intern placements for the second trimester as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

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

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

Policy 5511 – Wellness/Nutrition

Policy Issue: Board adopts policy.

Background Information: The above listed Policies were posted for public comment. One comment was received and no substantive changes were made to the Policies.

Administrative Recommendation: Administration recommended Board hear on second reading for adoption Policies:

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

Policy 5511 – Wellness/Nutrition

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

b. Topic: *Approve Early Graduation Requests*

Policy Issue: Board approves Early Graduation requests.

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

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

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

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

Policy Issue: Board approves Preliminary Out of District/Overnight Field Trip Requests.

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

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

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Ms. Gebhardt to approve the preliminary Out of District/Overnight Field Trip Requests 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 Field Trip Requests.

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. Gebhardt and seconded by Mr. Rash to approve the Out of District/Overnight Field Trip Requests as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Hear on First Reading Policies:*

Policy 8122 – Graduation Requirements

Policy 8212 – Bus Transportation

Policy 7124.0/8150.0 – Notification of Threats of Violence or Harm

Policy 7124.1 – Prohibition of Sexual Harassment in the Workplace

Policy Issue: Board adopts policy.

Background Information: Following a first reading the above listed Policies were posted for public input and were calendared for adoption on second reading at the December 14, 2010 Regular Board Meeting.

Administrative Recommendation: Administration recommended Board hear on first reading Policies:

Policy 8122 – Graduation Requirements

Policy 8212 – Bus Transportation

Policy 7124.0/8150.0 – Notification of Threats of Violence or Harm

Policy 7124.1 – Prohibition of Sexual Harassment in the Workplace

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Ms. Cranor to hear on first reading the above listed Policies. The voting was unanimous in the affirmative.

b. Topic: *Approve Camp/Clinic Requests*

Policy Issue: Board approves camp requests.

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

Administrative Recommendation: Administration recommended Board approve the camp/clinic requests as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Ms. Gebhardt to approve the camp/clinic request as presented. The voting was unanimous in the affirmative.

c. Topic: *Affirm Pocatello/Chubbuck School District No. 25 Board of Trustees Operating Principles*

Policy Issue: Board annually affirms the Pocatello/Chubbuck School District No. 25 Board of Trustees Operating Principles.

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

Administrative Recommendation: Administration recommended Board affirm the Pocatello/Chubbuck School District No. 25 Board of Trustees Operating Principles as presented.

Board Direction/Action: A motion was made by Mr. Rash and seconded by Ms. Gebhardt to affirm the Pocatello/Chubbuck School District No. 25 Board of Trustees Operating Principles as presented. The voting was unanimous in the affirmative.

d. Topic: *Affirm Board Beliefs for Actualization for 2010-11*

Policy Issue: Board annually affirms Beliefs for actualization.

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

Administrative Recommendation: Administration recommended Board affirm Board Beliefs for Actualization for 2010-11 as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Ms. Gebhardt to affirm the Board Beliefs for Actualization for 2010-11 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 Ms. Gebhardt and seconded by Ms. Cranor to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 7:45 p.m.

APPROVED ON:

MINUTES PREPARED BY:

BY:

Secretary, Board of Trustees

Chair

ATTESTED BY:

Clerk