

POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25

BOARD OF TRUSTEES

Special Meeting for the Purpose of a Work Session

Tuesday, December 11, 2012 – 8:30 a.m. – Board Room at the Education Service Center

AGENDA

WORK SESSION TOPICS:

- 1. Convene Special Meeting**
- 2. Head Start Training**
- 3. CIP Committee Update**
- 4. Holt Arena Revenue/Expenditure Report**
- 5. Student Dress Code**
- 6. Classified Salary Schedule to Market**
- 7. Supplemental Levy Amount**
- 8. Public Comment**

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.

- 9. Adjourn**

NOTE: A complete agenda can be found on the District's Website: www.sd25.us under School Board/Board Agendas/Work Session Agenda 12-11-12.

TOPIC	PRESENTER	DISCUSSION/INFORMATION
<p>1. Convene Work Session</p> <p>2. Head Start Training (20 min)</p>	<p>Ms. Gebhardt <i>Board Chair</i></p> <p>Sherry Young <i>Head Start Coordinator</i></p>	<p>Topic: Head Start Training</p> <p>Policy Question: Board responsible for oversight of the Head Start Program.</p> <p>Background Information: Included in the packet are training materials to meet federal requirements for the Head Start Program. This is provided in advance of the federal Head Start Review. Ms. Young will be in attendance to conduct the Board training and will answer any questions at the time of the meeting.</p> <p>Administrator Recommendations: None at this time.</p>

TOPIC	PRESENTER	DISCUSSION/INFORMATION
<p>3. CIP Committee Update (5 min)</p>	<p>Mr. Reed <i>Director of Business Operations</i></p>	<p>Topic: CIP Committee Update</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Mr. Reed will be in attendance to report on the discussion of the CIP Committee at the November 20, 2012 committee meeting. He will speak to the five year plan and will answer any questions at the time of the meeting.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

TOPIC	PRESENTER	DISCUSSION/INFORMATION
<p>4. Holt Arena Revenue / Expenditure Report (5 min)</p>	<p>Mr. Devine <i>Director of Secondary Education</i></p>	<p>Topic: Holt Arena Revenue/Expenditure Report</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Included in the packet is a revenue/expenditure report for the athletic events held at the Holt Arena for the 2011-12 school year. Mr. Devine will review the information and will answer any questions at the time of the meeting. The Board may need to eventually make a decision as to any further subsidy of the extra-curricular program versus self-sufficiency.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

TOPIC	PRESENTER	DISCUSSION/INFORMATION
<p>5. Student Dress Code (5 min)</p>	<p>Mr. Devine <i>Director of Secondary Education</i></p>	<p>Topic: Student Dress Code</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Included in the packet is dress code policy language and a poster depicting the types of clothing and accessories that are inappropriate for students to wear at school. Mr. Devine will speak to the implementation of and the communication plan for the dress code policy and will answer any questions at the time of the meeting.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

TOPIC	PRESENTER	DISCUSSION/INFORMATION
<p>6. Classified Salary Schedule to Market (10 min)</p>	<p>Dr. Howell <i>Director of Human Resources</i></p>	<p>Topic: Classified Salary Schedule to Market</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Included in the packet is a classified salary schedule to market comparison which depicts base salary information by position statewide. This information is presented annually. Dr. Howell will review the market comparison and will answer any questions at the time of the meeting.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

TOPIC	PRESENTER	DISCUSSION/INFORMATION
<p>7. Supplemental Levy Amount (15 min)</p>	<p>Ms. Vagner <i>Superintendent</i></p>	<p>Topic: Supplemental Levy Amount</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Included in the packet is information relative to a Supplemental Levy, potential cost increases and an election timeline. This information has been reviewed and discussed since the October 9, 2012 Work Session. During the November 13, 2012 Work Session the Board considered various levels of an increase to the Supplement Levy. Ms. Vagner will briefly review the materials and previous discussion and will answer any questions at the time of the meeting.</p> <p>Administrator Recommendations: The Board will be asked to consider setting an election amount and date and to notify the county at the December 18, 2012 Regular Board Meeting.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

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8. Public Comment		<p>Public Comment Protocols: 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.</p> <p><u>Board Operating Principles #22 & 23:</u> 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.</p>
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