

POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
BOARD OF TRUSTEES
Special Meeting for the Purpose of a Work Session
March 9, 2010 – 1:30 P.M. – Board Room at the Education Service Center

AGENDA

WORK SESSION AGENDA TOPICS

- 1) **Convene Meeting**
- 2) **Head Start Governance Changes Update and Funding Clarification**
- 3) **Benchmark 2009-10 Strategic Plan – *Curriculum and Instruction, School Safety, Human Resources, Community Relations and Communications, Employee Services, Business Services***
- 4) **Legislative Report/Budget Preparation Schedule/Projected Revenue for 2010-11**
- 5) **Discussion of ISBA Proposal**
- 6) **Convene Special Meeting – *To Take Action on Providing Direction Regarding ISBA Proposals***
- 7) **Adjourn Special Meeting and Resume Work Session**
- 8) **Trustee Election Timeline**
- 9) **School Plant Facilities Reserve Fund Levy Election Update**
- 10) **Public Comment**
- 11) **Adjourn**

NOTE: Underlined topics are linked to attachments

TOPIC	PRESENTER	DISCUSSION
<p><i>DISCUSSION/ INFORMATION ONLY</i></p> <p>1. Convene Meeting</p> <p>2. Head Start Governance Changes Update and Funding Clarification</p> <p>(5 min)</p>	<p>Ms. Donnelly <i>Board of Trustees, Chair</i></p> <p>Dr. Mortensen <i>Director of Elementary Education</i></p>	<p>Topic: Head Start Governance Changes Update and Funding Clarification</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Dr. Mortensen will be in attendance to discuss with the Board the changes promulgated by the federal government relative to a definition of governance for the Head Start program. Although the new directives must be met, doing so will not result in a change of practices in District 25. Dr. Mortensen reports that administration will need to identify the various governance areas of responsibility and designate delegation of responsibility in a letter approved by the Board of Trustees that documents overall responsibility and delegation of duties. Administration will present a draft letter for Board consideration at the April 8, 2010 Work Session and the Board will consider action approving the letter at the April 20, 2010 Regular Board meeting. At the February 16, 2010 Regular Board Meeting the Board asked for clarification on the current funding for the Head Start Program compared to the previous year's funding. The PA 4122 budget amount of \$1,203,854 indicated in the recent grant application letter from Region X is less than the current year's PA 4122 budget of \$1,246,910. The current year's budget includes a <u>one-time</u> program playground improvement award of \$42,460 and a late training reimbursement from Region X for \$596 that should have been included in last year's budget. The PA 4120 budget (training) for next year in the amount of \$21,178 is more than the current year's PA 4120 budget of \$18,675. This new amount for 2010-11 is less largely due to the one-time playground improvement award. Dr. Mortensen will be in attendance to provide clarification and to 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
<p><i>DISCUSSION/ INFORMATION ONLY</i></p> <p>3. Benchmark 2009-10 Strategic Plan – Curriculum and Instruction, School Safety, Human Resources, Community Relations and Communications, Employee Services, Business Services</p> <p>(1-1/2 hrs.)</p>	<p>Cabinet</p>	<p>Topic: Benchmark 2009-10 Strategic Plan – Curriculum and Instruction, School Safety, Human Resources, Community Relations and Communications, Employee Services, Business Services</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Cabinet will be in attendance at the time of the meeting to benchmark the various components of the District Strategic Plan inclusive of an overview of the School Improvement Plans (SIP’s) to be submitted to the state by the first of April, 2010. This Strategic Plan is directing the work of the District to “Maximize Learning for all Students Through Rigor, Relevancy and Relationships, Whatever it Takes” while expanding the capacity of a quality staff. Board members are asked to bring their 2009-10 Strategic Plan books to the meeting.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

TOPIC	PRESENTER	DISCUSSION
<p><i>DISCUSSION/ INFORMATION ONLY</i></p> <p>4. Legislative Report/Budget Preparation Schedule/Projected Revenue for 2010-11</p> <p>(35 min)</p>	<p>Ms. Vagner <i>Superintendent</i></p> <p>Mr. Reed <i>Director of Business Operations</i></p> <p>Mr. Smart <i>Director of Employee Services</i></p>	<p>Topic: Legislative Report/Budget Preparation Schedule/Projected Revenue for 2010-11</p> <p>Policy Question: Board adopts a balanced budget.</p> <p>Background Information: Ms. Vagner will update the Board on recent legislative action at the time of the meeting. Included in the packet is a copy of the General and Special Funds Budget Preparation Schedule. Mr. Smart will update the Board as to the anticipated activity to bring a balanced budget before the Board for adoption for FY 2010-11. Given JFAC's action the week of March 1, 2010 to set the budget for K-12 education, administration anticipates being in a position to submit to the Board anticipated revenue for FY 2010-11. Supporting documentation will be available at the time of the meeting.</p> <p>Administrator Recommendations: Administration recommends Board follow the Budget Preparation Schedule.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT NO. 25**

**DETAILED
GENERAL AND SPECIAL FUND BUDGET PREPARATION SCHEDULE**

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| February | 1, 2010 | Prepare budget files and programs for the new year. |
| February | 8, 2010 | Superintendent and Cabinet develop financial parameters and review allotments, budget procedures and time line. |
| February | 16, 2010 | Regular Board Meeting. Begin patron input on 2010-2011 budget. Allow time for patron input at each Board Meeting from this date until budget hearing. Review preliminary financial information with Board. |
| February | 22, 2010 | Review General Fund budgeting process and procedures with Directors, Department Heads, and Coordinators. Distribute software instructions, staff printouts and budget manuals. |
| February | 23, 2010 | District's Human Resource Dept. Retirement Workshop. |
| March | 3, 2010 | Budget Steering Committee meetings begin. |
| March | 3, 2010 | Review Special Fund budgeting process and procedures with Directors, Department Heads, and Coordinators. Distribute software instructions and staff printouts. |
| March | 5, 2010 | Send Notice to Bannock County of the Budget Hearing Date (IC 63-802A). |
| March | 16, 2010 | School Plant Levy Election. |
| March | 16, 2010 | Regular Board Meeting. |
| April | 1, 2010 | Last day to notify state of intent to take early retirement (IC 33-1004G). |
| April | 2, 2010 | Directors, Department Heads, and Coordinators return staff printouts and data for General Fund budgets to Business Office. |
| April | 13, 2010 | Board Workshop. Schedule "Budget" as agenda item for this meeting. |
| April | 9, 2010 | Directors, Department Heads, and Coordinators return staff printouts and disks for Special Fund budgets to Business Office. |
| April | 15, 2010 | State Department of Education Spring Workshop and Legislative Review. |
| April | 19, 2010 | General Fund revenue projections finalized. |

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT NO. 25**

**DETAILED
GENERAL AND SPECIAL FUND BUDGET PREPARATION SCHEDULE**

April	20, 2010	Board makes final decision on budget recommendations.
April	30, 2010	Final day to notify county of hearing date (IC 63-802A).
May	18, 2010	Regular Board Meeting. Final Review of Proposed Budget by the Board.
May	24, 2010	Submit proposed budget for printing.
May	25, 2010	Teacher contracts issued or notify of non-renewal (IC 33-514).
May	28, 2010	Advertisement prepared and submitted to the <i>Idaho State Journal</i>.
June	4, 2010	Post and publish budget hearing notice, budget summaries, and public hearing date (IC 33-402).
June	15, 2010	Regular Board Meeting. Public Hearing to present final budget to the School Board, adopt budget, and certify levy (IC 33-801).
July	20, 2010	Annual meeting of the Board of Trustees (IC 33-510, 33-801).

TOPIC	PRESENTER	DISCUSSION
<p><i>DISCUSSION/ INFORMATION ONLY</i></p> <p>5. Discussion of ISBA Proposals</p> <p>(15 min)</p>	<p>Ms. Vagner <i>Superintendent</i></p>	<p>Topic: Discussion of ISBA Proposals</p> <p>Policy Question: Board directs proposed changes.</p> <p>Background Information: Recently the District’s Board of Trustees and administration were made aware of statutory changes proposed by the ISBA. The proposed language addresses Idaho Code relative to section 33-315(3) that removes language that allows for automatic pay increases; The ability to enter into master agreements and contracts midyear; Language that requires contracts to have an end date – no Evergreen or Duration Clause. The Board has received information on this language from the ISBA and will be discussing its views on these proposals at the time of the meeting. Included in the packet is an email received from the ISBA that details the proposals. Any further supporting documentation will be provided at the time of the meeting. Ms. Vagner will be in attendance to speak to the proposals and the Board will provide direction on the ISBA Proposals following the discussion.</p> <p>Administrator Recommendations: Administration recommends Board convene into special meeting to take Action on providing direction regarding ISBA Proposals.</p> <p>NOTES/SUMMARY/DIRECTION:</p>
<p>6. Convene Special Meeting to Take Action on Providing Direction Regarding ISBA Proposals</p>	<p>Ms. Donnelly <i>Board of Trustees, Chair</i></p>	
<p>7. Adjourn Special Meeting and Resume Work Session</p>	<p>Ms. Donnelly <i>Board of Trustees, Chair</i></p>	

Mary Vagner - [Fwd: ITS FULL COURT PRESS TIME]

From: Marianne Donnelly <maridonn@ida.net>
To: <vagnerma@d25.k12.id.us>
Date: 3/2/2010 4:23 PM
Subject: [Fwd: ITS FULL COURT PRESS TIME]
Attachments: ITS FULL COURT PRESS TIME

Trustees – Pat and I spent the day today talking with legislators about the three points of legislation that we need to have amended in order to give school districts the flexibility they will need in order to deal with the decreased budgets. All of the legislators asked how their local trustees and superintendents felt about the issue. We told them that they would be hearing from you. Thus my subject line of FULL COURT PRESS TIME!!

We are asking that all of you contact your local legislators via email and/or phone to talk to them about the three changes we need and why we need them. As a reminder, we need:

1. Section 33-515(3) removed (language that allows for automatic pay increases)
2. The ability to enter into master agreements and contracts mid year
3. Language that requires contracts to have an end date – no evergreen or duration clause.

Legislators will want to know why we need these changes not just that we need them, so be prepared to discuss.

1. Section 33-515(3) requires us to pay increases **even if they aren't funded**. If they really want school districts to have true flexibility, this section needs to be completely deleted from the law. Furthermore, should there really be a protected class of individuals in state law that are mandated to receive a raise? We don't believe so and we need to make that clear to them.
2. If there are holdbacks in FY11, there are no more rainy day funds to protect schools from participating in the holdback. As such, we need the ability to enter the agreements and contracts mid-year to renegotiate to deal with the holdback.
3. Just removing the language in 33-515(3) only does half the job. Most master agreements have either used the exact, or similar, language in their master agreements. We need the ability to remove that language as well. Furthermore, even with the declaration of financial emergency, the only things we can negotiate are salaries and benefits UNLESS the union agrees to negotiate other things. What do you suppose the chances of negotiating any other items are???

As I mentioned to you before, I can only do so much here on my own. If we really want to accomplish this, it will take ALL of us. Your legislators need to hear from you – sooner rather than later. Let's put the FULL COURT PRESS on this week. Here is a link to contact your local legislators:

<http://www.legislature.idaho.gov/>

Board Chairman – I know that your Regional Chair/Vice Chair are working on letters to the editor that we hope to have signed by each school district in the region. Please contact your Region Chair or Vice Chair and let them know if your school district will sign on to a letter to the editor. Once the letter is drafted and all school districts have agreed to sign on, the Region Chair/Vice Chair will forward back to you for delivery to your local paper. Region Chair/Vice Chair information can be found on our webpage at:

<http://www.idsba.org/index.php?id=176>

Click on the name for the ability to send them an email.



Thanks again for all that you for the children of Idaho. I look forward to hearing about all the emails you are sending!



Karen



Karen L. Echeverria



Executive Director

Idaho School Boards Association

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 www.idsba.org ::  karen@idsba.org

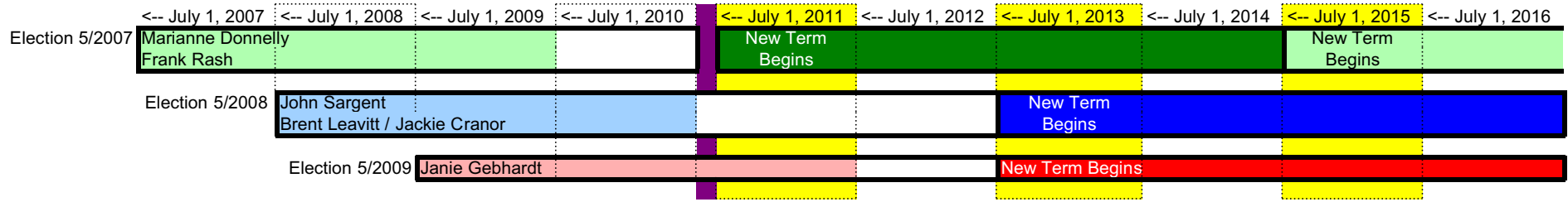
 208.854.1476 [office] ::  866.799.ISBA [toll-free]

 208.890-6506 [cell] ::  208.854.1480 [fax]

our work: The ISBA provides leadership and services to local school boards for the benefit of students and for the advocacy of public education.

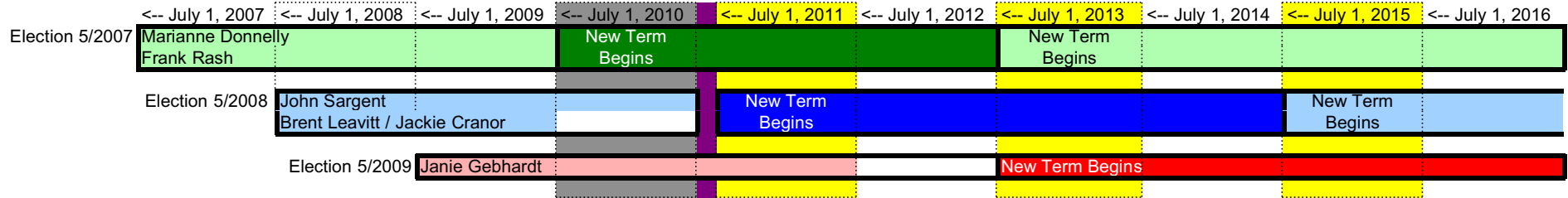
TOPIC	PRESENTER	DISCUSSION
<p><i>DISCUSSION/ INFORMATION ONLY</i></p> <p>8. Trustee Election Timeline (5 min)</p>	<p>Mr. Smart <i>Director of Employee Services</i></p>	<p>Topic: Trustee Election Timeline</p> <p>Policy Question: Board responsible for overall operations of the District.</p> <p>Background Information: Included in the packet is the Trustee Election Timeline prepared by Mr. Smart. At the time of this writing administration has been in contact with the ISBA regarding legislative action to correct 2009 election legislation and is assured the necessary corrections will take place. In the meantime administration is preparing for a Trustee Election just in case the changes are not made. Mr. Smart will speak to this at the time of the meeting.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>

Transition Plan as Now Outlined in Idaho Code 33-503, 33-503A



- New Legislation Effective Date - Jan 1, 2011
- Proposed Election Years
- Extended terms allowed by 33-503A
- 2010 Term that conflicts with 33-503A

Proposed Transition Plan to Resolve Conflicts Between Current Idaho Code 33-503, 33-504, and 33-503A



- New Legislation Effective Date - Jan 1, 2011
- Proposed Election Years
- Election Allowed by 33-503, but not by 33-503A
- Extended term allowed by 33-503A
- Election Allowed by 33-504 for Appointed Trustees

1. No 5-year Terms
2. 33-503A would still be valid 1/2011, but a rewrite would still be necessary
3. 2010 Elections would be conducted as allowed in current Idaho Code

TOPIC	PRESENTER	DISCUSSION
<p><i>DISCUSSION/ INFORMATION ONLY</i></p> <p>9. School Plant Facilities Reserve Fund Levy Election Update</p> <p>(5 min)</p>	<p>Ms. Allen <i>Community Relations and Communication Specialist</i></p>	<p>Topic: School Plant Facilities Reserve Fund Levy Election Update</p> <p>Policy Question: Board sets Levy Elections.</p> <p>Background Information: Ms. Allen will be in attendance to give an update on the status of the levy election and provide an update on the election workers and locations.</p> <p>Administrator Recommendations: None at this time.</p> <p>NOTES/SUMMARY/DIRECTION:</p>
<p>10. Public Comment</p> <p>11. Adjourn</p>	<p>Ms. Donnelly <i>Board of Trustees, Chair</i></p>	