

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, January 21, 2014
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair

Jackie Cranor, Acting Chair/Vice Chair

Paul Vitale, Clerk

Jim Facer, Assistant Treasurer

Dave Mattson, Member

Mary Vagner, Superintendent

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 21st day of January, 2014, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Brianna Worrell and Ms. Denise Thompson 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. Facer and seconded by Mr. Vitale to approve the agenda and the addendum as presented. The voting was unanimous in the affirmative.

APPROVAL OF MINUTES AND PERSONNEL ACTION – Self Explanatory – Action

a. **Regular Board Meeting** – December 17, 2013

b. **Special Meeting/ Executive Session** – December 17, 2013

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

c. **Resolution Regarding Employee Docket 14-03's Grievance**

Topic: Take Action on Resolution of Grievance of Employee Docket 14-03

Policy Issue: Per Idaho Code Board considers resolution to classified grievances.

Background Information: Employee Docket 14-03 filed a classified grievance against the District in October, 2013. The District followed the grievance procedure as outlined in Idaho Code. The Board of Trustees was to either accept the grievance panel's decision for Employee Docket 14-03 as a final and conclusive resolution to the grievance or was to overturn the panel's decision by resolution at the January 21st regularly scheduled Board Meeting. The Board of Trustees reviewed the grievance record for Employee Docket 14-03 and took action on Employee Docket 14-03's grievance at the time of the meeting.

Administrative Recommendation: The Board was to take action on resolution of grievance of Employee Docket 14-03.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to adopt the Panel's Memorandum Decision and the Resolution regarding Docket No. 14-03 that:

WHEREAS Docket No. 14-03, an at-will classified employee has initiated the grievance procedure identified in Idaho Code §33-517(2); and

WHEREAS the employee, the employee's immediate supervisor, the superintendent of the District, and the Grievance Hearing Panel (hereinafter "the Panel") has complied with the procedure outlined in Idaho Code §33-517(2) (a), (b) and (c) and the Panel having issued its Memorandum Decision; and

WHEREAS the Board has individually and collectively reviewed the records submitted to the Panel together with District Policy 7517 and the Code of Ethics for Idaho Professional Educators; and

WHEREAS after an exhaustive review of the documents identified in the immediately preceding paragraph by the Board, individually and collectively, in compliance with the State of Idaho's "Sunshine"

laws, the Board finds and concludes that while the employee identified as Docket No. 14-03 has made serious and grievous mistakes in professional judgment and the employee's behavior was inappropriate, the Board has concluded that it will accept the Panel's Resolution after consideration of all factors.

RESOLVED, that the Panel's Memorandum Decision be affirmed by this Board with two exceptions: (1) that the provision at C.19.C. be modified to read that the employee be offered the position identified in the Panel's Memorandum Decision rather than the automatic "hiring" of the employee; and (2) that the provision found at C.19.E. of the Panel's memorandum is viewed as a recommendation by the Panel and not a mandate that must be followed by the Board. Before this incident, the Board was discussing the adoption of a District social media policy and shall continue to do so with "an eye" toward the adoption and promulgation of a social media policy. The voting was unanimous in the affirmative.

Mr. Vitale read the following statement on behalf of the Board of Trustees:

"We, the Board of Trustees, wish to express our appreciation and support for Superintendent Mary Vagner, and want the community to know what a gem we have in her as an education leader and as a person. She leads the District with integrity, wisdom and thoroughness and keeps focused on what is best for the District and all our students. Even more importantly, she leads the District with compassion for children. She expects all of the employees of the District to be the very best role models for our students. She listens carefully to concerns raised by Trustees and makes sure that we have the information we need to make good decisions that are fiscally and legally sound and that support the needs of our children. Ms. Vagner is the one who ultimately must make or support difficult and sometimes unpopular decisions. She does so with dignity and grace, and always with the education and safety of students as her first priority. We are fortunate to have a person of her integrity and high standards leading our District."

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Ms. Allen introduced Brianna Worrell, a 4th grader at Ellis Elementary along with her teacher Ms. Thompson. She said Brianna was 6 years old when she took up gymnastics. Last fall she competed in the 2012-13 trampoline national competition. She said to win a medal you have to finish in the top 8. She said she finished 4th in power tumbling and she won a gold medal in the double trampoline event. Ms. Thompson stated she loves being Brianna's teacher. She said Brianna has a happy, upbeat personality and comes with a smile on her face every day. She said not only does she excel in the gym but in the classroom and strives to do her best. She says she learns the concepts quickly and helps her classmates as needed.

Ms. Allen invited representatives of the Pocatello High School's Marching Band and Mr. Beckstead to the podium. She said they were being recognized for 4 out of 5 first place finishes. Ms. Allen said the impact of music education on education and lifelong success is well documented. She said students spend many hours outside the school day practicing for competition. Mr. Beckstead thanked the Board and said it takes great players to get great results. He said he would like to thank the parents, boosters and students for putting in the long hours. He said they had a great season this year and had great practices and it is due to the leaders that put forth that effort.

Ms. Allen invited the Century High School volleyball team and Ms. Brockett to the podium. Ms. Allen said the team was being recognized for winning the 4A state championship for the 4th consecutive year. She said they had to battle back through the loser bracket to take first. Coach Thiros was quoted as saying the team's confidence and intensity couldn't be matched and it came down to them trusting each other.

Ms. Brockett said the girls are amazing and are all leaders not only on the court but in the classroom. She said they were fine and fabulous volleyball players but were also outstanding citizens.

Ms. Allen invited the Highland High School football team and Coach Whitaker to the podium. She said they were being recognized for winning the Idaho 5A Academics Championship. She said they had a combined GPA of a 3.462. She said they took 2nd at state and went 11 and 1 for their season. Coach Whitaker thanked the Board and the superintendent for having them. He said when the season started they outlined expectations which included academic performance in the classroom as well as on the field. He said that was exactly what the two men presented embodied. He said they both take AP classes, honor classes and they are a fine representation of Highland High School. He said the students have done wonderful job and Highland High

School is proud of them for a great year and Highland is proud to represent Idaho as the 5A Academics Champions.

Ms. Allen invited Kayla Ellis, a junior at Century High School, and Ms. Brockett to podium. She said Kayla Ellis was named the Gatorade Player of the Year. She said the award was first established in 1985 to recognize high school's player achievements. She said it is one of the most prestigious awards you can win. She said Kayla's statistics were off the charts this year and in addition she had a 4.06 weighted GPA.

Ms. Brockett said in the time she has been at Century High School this was the second Gatorade Player of the Year award to be received and the other player that received this was Kayla's older sister. She said not only can she play volleyball but she is one of those students that is friendly and compassionate in the hallway.

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.

2013-2014 BUDGET ADJUSTMENT DISCUSSION/PUBLIC HEARING

a. Presentation of Proposed 2013-14 Budget Adjustments

Included in the packet was the proposed 2013-14 Budget Adjustments. The information was reviewed at the January Work Session. Mr. Reed stated that the budget adjustments totaled an increase of \$599,615 to the general fund which represented an increase in student enrollment and decrease in salaries and benefits. He stated the other \$800,000 came from carry over from the prior year. He recommended the Board approve the adjustments.

b. Recess Regular Board Meeting and Convene Public Hearing on the Proposed 2013-14 Budget Adjustments

i. Call for Public Hearing to Solicit Public Comment on the Proposed 2013-14 Budget Adjustments

The Board Chair called for any public comment relative to the Proposed 2013-14 Budget Adjustments and outlined the protocol for public comment.

Mr. Russell Baker was concerned about reduction in salaries and fringe benefits. He said he was concerned that we were doing this at the expense of teachers and students. The other comment he made was his surprise to an increase in fringe benefits. He said he didn't understand the increase in fringe benefits capital objects.

ii. Close Public Hearing and Reconvene Regular Board Meeting

The Board Chair closed the public hearing and reconvened the Regular Board Meeting for action.

iii. Topic: Adopt the 2013-14 Budget Adjustments

Policy Issue: Board adopts budget adjustments.

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

Administrative Recommendation: Administration recommended Board adopt the 2013-14 Budget Adjustments as presented.

Board Action/Direction: A motion was made by Mr. Mattson and seconded by Mr. Facer to approve the 2013-14 budget adjustments as presented. The voting was unanimous in the affirmative.

REPORTS

a. Student Representative Reports (3 minutes each)

1) Highland High School – Emma Brinton/Hans Liu

Mr. Liu stated that Highland had its Sub for Santa program and raised \$4,500 dollars for different individual families in need in the community. He said it was also a fundraiser for the Bannock House. They had a liaison come to different classrooms and work with Health & Welfare and the Head Start Program to gather a list of what was needed for different families. He said Highland has its Make a Wish

Program coming up in March/April where they help a child in need and provide economic aide for him/her. He said all three high schools are doing a joint fundraiser for cancer research. He said the fundraiser will involve a community fun day and individuals will shave their heads and pledge money for the cancer research.

2) **Pocatello High School** – *Caitlin Lackey/Ethan Hatch*

Ms. Lackey stated the Pocatello High School's drama team went to state and was successful. She said the debate team was in full swing and doing well in competition. She reported they had their band and choir Christmas concerts in December and were well attended. She said both wrestling and basketball season were underway and going well. She stated rehearsals for Fiddler on the Roof were underway and the performance will be in the spring. She said that one of Pocatello High School's students, Elijah Armstrong, received the Gatorade Runner of the Year Award.

3) **Century High School** – *Duncan Thompson/Madison Morton*

Mr. Thompson said Century High School was currently preparing for the elective fair. He said boys and girls basketball teams were doing well. He said over the past month Century High School had done a lot of charity work including gathering clothing, food, and money and they were looking to do more over the next few months. He said recently they had auditions for their spring musical, Shrek, and they have 55 people involved. Ms. Cranor asked what an elective fair is and Duncan said it is a fair showcasing electives. He said they set up tables and each of the extra-curricular activities and electives representatives talk to incoming freshmen and current students about what they are interested in when they come to Century.

4) **New Horizon Center** – *Amarae Platt/Michael Turner*

The New Horizon Center representatives were not present at the time of the meeting.

b. Media Report – Ms. Allen

Ms. Allen stated media coverage was active in the past few months. She said there were 22 news articles, 11 television stories, and administration had the opportunity to speak with 3 community groups about the Idaho Core Standards and its implementation in the schools. She stated most of the articles were about proposed budgets. She said she would point out that Nampa is asking their voters to double their supplemental levy and restore furlough days and hire back 23 teaching positions. She said Lakeland School District will seek renewal of their supplemental levy and it constitutes 20% of their budget.

c. Pocatello/Chubbuck School District #25 Education Foundation Update

Ms. Allen said included in the packet was the 2013-14 Pocatello/Chubbuck School District #25 Education Foundation Festival of Trees Financial Report. Ms. Allen said that the District had a very successful event in terms of a great event for the community and in terms of the funding. She said the Education Foundation was anticipating making \$6,000 more than last year. She said the ending balance as of January 13th was \$86,372.58. She said there were two funds that the money goes into 1) the technology account which grant applications have been sent out and should be back to the grant committee by February 17th and 2) the classroom fund which helps teachers with supplies and instructional enhancements for their classrooms. She said the Education Foundation will begin the "Shoes for Love" fundraiser and will get the information out very soon and will also start preparing for the Brian Reams Basketball Tournament. Ms. Gebhardt asked where the beginning balance comes from. Ms. Allen stated it is money left in the account that didn't get spent on the technology grants. They leave money in the account from which to operate.

d. Report on Standing Committees for 2013-2014

Ms. Vagner said included in the packet were the minutes from previous Committee Meetings. Mr. Mattson said he and Mr. Vitale attended the Key Communicators Meeting and Meg Fleischman spoke on teaching the Idaho Core Standards and he was impressive; he said it was informative. Mr. Vitale said she had a good way of explaining ICS to people who had a lot of questions about it. Ms. Vagner stated the Chamber Legislative Committee has invited Ms. Fleishman to speak to them. Ms. Cranor stated the Curriculum Committee made some recommendations and were looking at ICS common core and the trimester system. She said they did a lot of good work. Ms. Cranor stated she and Mr. Facer went to Local Issues and Ms. Vagner spoke about the budget and Governor Otter's proposal and she felt it went well and was very well received. Ms. Cranor said she went to the Education Foundation meeting and she commended the great work it does and didn't realize how much planning goes into each year. She said she hopes people realize that the Reams Basketball fundraiser is to help students offset the cost of their extracurricular costs. Ms. Gebhardt stated she and Mr. Hobbs went to Judge Murray's meeting and learned there are currently less problems in our region than other places across the state. She said there were also comments about looking at new ways of working with

students who are in Saint Anthony to make sure when they come out they are more acceptably placed into the community.

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

a. ICS/SBAC Update – Mr. Wegner

Mr. Wegner said included in the packet were two documents, one that spoke to possible changes in grades to be assessed by the SBAC and the second document addressed the professional development that is underway. Mr. Wegner stated the letter from Superintendent Luna acknowledged concerns regarding the Field Test and full transition to the Smarter Balanced Assessment. He said Mr. Luna said he would seek additional flexibility to Idaho's schools and districts during the upcoming Field Test. He said the state was not able to reduce the length of the actual Field Test for any student in grades 3-8 or 11. He said the Instructional Directors were in the process of discussing various options and hoped to have a more firm recommendation to bring back to the Board during the February Work Session. The second document was an updated ICS resource allocation and three year professional development plan. He stated of the \$176,000 that was set aside in the general fund, approximately half of it was spent and more requests will come in June.

b. Instructional Technology Update – Mr. Wegner

Mr. Wegner stated that Mr. Merica and Ms. Spall continue to give technology support to our staff. He said they were training on PLATO tutorials and assessments. They were focused on Discovery Educations online videos, and online assessments for teachers to create for students. He said at the secondary schools they have used technology to determine and search for a variety of online tools and have discovered how to determine reading levels of online text. He said teachers were also being shown tools that allow them to take one text and quickly create a second text at for a different level. Mr. Wegner said Mr. Merica and Ms. Spall were doing a lot of great work to support the work of teachers. Ms. Cranor said she felt it needed to be reiterated to staff that Compass was available. Mr. Wegner stated he has sent out an email to elementary teachers but will remind staff again.

c. Award of Reallocation Title IIA Funds – Mr. Wegner

Mr. Wegner said included in the packet was a letter from the State Department of Education regarding the award of reallocated Title II-A funds in the amount of \$10,000. He said the funds will be used for stipends for staff to support the ongoing work of the Idaho Core Standards implementation. He said this grant was written in support of the Idaho Core Standards and implementation.

d. Report on Relationship between ICS and Trimester Systems – Mr. Wegner

Mr. Wegner said included in the packet was a memorandum outlining the discussion and recommendation of the District Curriculum Committee regarding the relationship between ICS and the trimester system versus a semester systems. Mr. Wegner stated on November 20th a subcommittee presented information to the Curriculum Committee at a meeting with a series of recommendations that included a literature review. He said after careful review there was no best schedule to be used between semesters and trimesters and the schedule should be driven by the individual needs of the school district. He said the committee administered a staff survey and the results of that were varied. He said he sent dozens of emails to Kentucky and New York schools, because they both have adopted common core standards to see what schedule they used in their schools and said the responses were varied. He saw everything from semesters, to trimesters, to block schedules. He said he could see no particular pattern or type of schedule that was used. He said a list of pros and cons for the semester and trimester schedule was prepared and carefully reviewed with the committee. He said instead of providing discrete courses in math integrated math provides opportunities for students to learn different mathematical concepts at the same time. He said after the information was presented to the District Curriculum Committee the recommendations were affirmed by the committee to stay with trimesters for the 14-15 school year and if there were going to be changes the committee would wait until the 15-16 school year. He said they looked at options for extending math into different trimesters because math teachers didn't feel they were getting enough time to teach math. Mr. Wegner said the committee discussed the concerns of felt this might be solved without upsetting everything else. He said final recommendations would come to the Board in May 2014.

e. Alternate Route to Graduation – Mr. Wegner

Mr. Wegner said included in the packet was a memorandum detailing the number of students completing the alternate route to graduation. Mr. Wegner said 109 Century High School students from the class of 2016 completed the Alternate Route to Graduation in lieu of passing the ISAT. He said this group of students had

to pass the ISAT during their 9th grade year or be placed on the alternate route. Mr. Wegner said the school administration has confirmed they have completed their alternate requirements and forms are on file in the Curriculum Department. Mr. Wegner said New Horizons High School had one student complete the Alternate Route to Graduation in place of the ISAT requirement for graduation in reading, math and language. He said the school administrators have signed off that the student has completed the Alternate Route and the forms are on file in the Curriculum Department. The Board was asked to approve the requests under Old Business.

f. Any other Curriculum/PLCs/TIA/Beliefs Update – Mr. Wegner

Mr. Wegner said there were a number of courses that were approved and recorded in the minutes. He said he wanted the Board to be aware that the District was not just creating new courses but rather creating courses based on student interest and any offerings would be cost neutral. He said Pocatello High School had an FTE on hold for 2013-14 due to a late retirement last year.

g. Head Start Program Update – Dr. Mortensen

Dr. Mortensen said the program was undergoing its annual required self-assessment which would lead to strategic planning and grant preparation for the next year. She said the Board liaisons would be involved in some way and would know more about it at the next Policy Council Meeting.

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

Dr. Mortensen said included in the packet was the 21st Century After School Grant application. Dr. Mortensen said the grant was for Washington, Greenacres, Jefferson and Irving who have combined their efforts. She said she and the after school coordinators have been working with the principals to complete the grant application. The Board was asked to approve the 21st Century After School Grant application under Old Business.

i. Idaho Food Bank Back Pack Program Report – Dr. Mortensen

Dr. Mortensen said included in the packet was the current Idaho Food Bank back pack program report. Dr. Mortensen said the number for December was at the 300 limit for our district. Ms. Gebhardt said that one school seemed to have many more back packs than others and asked if the distribution would be changed. Dr. Mortensen said she didn't know the answer but would follow up on how orders were filled.

Dr. Mortensen said that Lewis and Clark's School Pantry Report was also included and they had incredible numbers of giving during the holiday season. She said she felt it was indicative of all the work happening across the district.

j. 2014-15 District #25 School Calendar – Dr. Mortensen

Dr. Mortensen said included in the packet was the 2014-15 District #25 School Calendar. Dr. Mortensen stated the Board had the opportunity to look at the calendar during the work session and she was presenting it for approval without any revisions. The Board was asked to approve this item under Old Business.

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

Dr. Mortensen had no further elementary reports.

l. Early Graduation Requests – Mr. Devine

Mr. Devine said included in the packet was a memorandum listing the number of early graduation requests by school and the reasons students were requesting early graduation. Ms. Gebhardt asked if the students returned to walk with their class. Mr. Devine said the vast majority do come back for graduation. The Board was asked to approve the early graduation requests under Old Business.

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

Mr. Devine said included in the packet were current Out of District/Overnight Field Trip requests. He said the administration had reviewed the information and the requests were in order. Ms. Gebhardt asked about the Ram's Wrestling Club and wanted to know why the dates were different on the request and the itinerary. Mr. Devine said he would follow up on this. The Board was asked to approve the requests under Old Business.

n. Registration of Middle School Students for High School

Mr. Devine said he and Ms. Naftz would be going to the middle schools the last week of January to begin the choice process for eighth graders moving into ninth grade. He said high schools will host Elective Fairs the first week of February. He said eighth grade students will declare their high school of choice by February 12, 2014.

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

Mr. Devine stated the final compare and contrast write will be in February and the Idaho Core Facilitators will meet with him on Thursday to look at issues from the first write and clarify the rubric. He stated he wanted to thank all the teachers that have been involved in this process.

Mr. Devine said they have a mentor program at Irving Middle School and they have reduced the D's and F's by 39%. He said Highland High School has a math peer tutor program and there were a number of students that have increased their grades because of the constant one-on-one by their peers. Mr. Devine said Alameda Middle School has a building club that helps new students transition into their school. They meet and greet the new students and take them around the school and sit with them at lunch. Mr. Devine stated a goal at Century High School was to have 80% of the graduating seniors requesting a transcript be sent to a college, complete a college application and/or successfully enter the military. He said the school was trying to have students set goals for life beyond high school.

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 December. Mr. Reed said that half the year is now over and the report is through the end of December. He said the state had gone through a slight revenue decrease. He said the revenue in August held fairly true and the good news was that we were staying on target but we don't really have anything to brag about at the state level with regard to revenues or anything to provide additional revenue resources.

b. 2014-15 CIP Plan

Mr. Reed stated the Board reviewed the 2014-15 CIP Plan in its completed form at the January 14, 2014 Work Session. He said included in the packet was the 2014-15 CIP power point and the summary of recommendations. He said the first recommendation has to do with the fact that in the school plant facility plan we have had a sinking fund reserve. He said in the past that fund has paid for school additions like Irving Middle School and Alameda Middle School. He said with prior Boards the District had to set aside a certain amount of dollars in the sinking fund reserve. He said at present there is over \$2 million in that fund. The CIP Committee will be looking toward future direction from the Board as how much to put in that fund annually. He said the second recommendation has to do with the operations of the school plant facility fund. He said it takes care of all 28 different facilities the District has. He said in addition it also pays for equipment inclusive of technology related equipment. He said technology is a very integral part of the educational process. He said the recommendation from the committee is to determine a set split of the funds for equipment technology and improvements for facilities. He said the last recommendation has to do with the fact that we have one school in our district that is vacant and a school that is in close proximity to that which is Washington Elementary. He stated the committee felt it would be unwise to continue to invest into that building. He said Washington was approaching nearly 100 years of age and the recommendation was to look for a future site for a new elementary as opposed to investing money into Washington Elementary. The Board was asked to take action approving the 2014-15 CIP Plan under Old Business.

c. Idaho Power Rebates

Mr. Reed said included in the packet was a letter from Idaho Power commending the District for its energy efficiency features with regard to Gate City and Highland High School Gym lighting. Mr. Reed said he would like to give a special thanks to Gary Peck who works for Idaho Power and has helped get the District these rebates. Ms. Cranor asked if these were in addition to the energy conservation program. Mr. Reed confirmed these are separate from the energy conservation program and the rebate money goes back into the budget.

d. Portneuf Greenway Foundation Request

Ms. Tamara Code, Executive Director of the Portneuf Greenway Foundation made a formal request for an easement on School District property in the vicinity of Chubbuck Road for development of a non-motorized walk way. She said included in the packet was a draft letter authorizing the easement, purpose and responsibilities, as well as a legal description of the property. The Board was asked to take action on this item, authorizing the letter to be sent to the Portneuf Greenway Foundation under Old Business.

e. Policy 5342 – Building Security Keys, Security/Proximity Cards and Locking Systems – 2nd Reading

Bart said included in the packet was Policy 5342 – Building Security Keys, Security/Proximity Cards and Locking Systems. He said the policy was heard on first reading at the December 17, 2013 Regular Board Meeting. Following a first reading the policy was posted for input. He said input was received and was included in the packet. He said as a result of receipt of input, a minor change was made to the policy, which was highlighted, but not substantive. The Board was asked to hear the policy on second reading for adoption under Old Business.

f. Free and Reduced Lunch Report

Mr. Reed said included in the packet was a current Free and Reduced Lunch Report. Mr. Reed said we are right in line with where we have been in the past.

g. Annual Inspection of Facilities by Fire Marshal

Mr. Reed said in December the state building inspectors and local fire department conducted the annual facilities inspection. He said it took about 3 weeks for them to go through the inspection of all building in the District and overall there were no major safety findings. He said the District did have some minor things that schools will need to work on fixing and the one thing that needs to be addressed is making sure there is a clear path for students to exit the classroom in case of an emergency. He said overall we had a good report and wanted to thank the inspectors and fire department for working with us.

h. Proposed Building and Subdivisions (New Construction)

Mr. Reed had no proposed building and Subdivisions report at the time of the meeting.

i. Any Other Business Operations/Operational Support Update

Mr. Reed had no other Business/Operational Support Update at the time of the meeting.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart stated the ISEE upload was finished for December. He said there was feedback from the state that there were parts of our data from prior submissions that have to be fixed but overall we were in good shape.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was current student enrollment data. Mr. Smart said the enrollment in elementary increased by 30 students which was contrary to what we have seen over the last several membership reports.

c. Health Fair Update

Mr. Smart said the District's Health Fair was scheduled for January 25, 2014 and February 8, 2014 in the Highland High School cafeteria. He said the Health Fair will run from 7:00 a.m. – 12:00 p.m. each day. He said the Board was invited to participate in the Health Fair. Mr. Smart said the participation is full and there were 400 people signed up to attend the first fair.

d. Budget Committee and Wellness/Insurance Committee Updates

Mr. Smart said the committee was going to meet with the health insurance carrier next Monday. He said that begins the process of getting the data together for the insurance/wellness committee. He said the budget committee wanted to wait until there was a little more data coming out from the state before scheduling a meeting to digest that information. He said there was a webinar this week on Mr. Luna's budget.

e. Wellness Dashboard Report

Mr. Smart said included in the packet was the current Wellness Dashboard Report. Mr. Smart said the District was getting a good start on the new year and target levels are high. He said we have a lot of work to do with our employees to meet the target levels.

f. Parent Input into Teacher/Administrator Evaluations Update

Mr. Smart said that parent input into Teacher /Administrator Evaluations had been solicited and received. He said it had been compiled to be reviewed by specific personnel and would be attached to evaluations as they were submitted to the Human Resources Department. Mr. Smart said principals and teachers electronically requested a number of parents to be sent a letter so that they could complete a survey in Infinite Campus. He said there were 1,022 responses received.

g. Any Other Employee Services/Operational Support Update

Mr. Smart had no other Employee Services/Operation Support updates at the time of the meeting.

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Ms. Vagner said included in the packet was the monthly Human Resources report. She said the report included one retiring teacher at New Horizons, one new hire at Highland High School and one leave of absence at Hawthorne Middle School. The Board was asked to approve the Human Resources Activity under the Consent Agenda.

b. Policy 7156 – Tobacco Free Workplace – 2nd Reading

Ms. Vagner said included in the packet was Policy 7156 – Tobacco Free Workplace. She said the policy was heard on first reading at the December 17, 2013 Regular Board Meeting. She said following a first reading

the policy was posted for input. She said input was received and was included in the packet. She said no changes were made as a result of receipt of input. The Board was asked to hear the policy on second reading for adoption under Old Business.

c. Any Other Human Resources/Operational Support Update

There were no other Human Resources updates at the time of the meeting.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Legislative Update

Ms. Vagner said included in the packet was supporting legislative information and there were a number of legislative updates. She said the past week the House and Senate Education Committees had a joint hearing to hear Superintendent Luna and Richard Westerberg give an update on education in Idaho and Mr. Westerberg provided a report on the Governor's Education Task Force. She said the Chairs of the two Education Committees will be presiding over a meeting that will include a discussion about Idaho Core Standards. She said the Chairs plan to hold a listening session sometime in the future that will allow time for citizens to testify on any education topic they wish. She said the House and Senate Education Committees continued to hear testimony on Administration Rules. She said there were two concerns expressed about the requirement to have 1 hour a week of physical education. She said one was whether or not a student could substitute a club sport for regular PE class and the requirement for a certain number of minutes for PE. She said there were concerns expressed relating to the percent of the principal and teacher evaluation which should be based on student achievement and whether or not parent and/or student input should be mandatory. She said the number of English credits required to teach English were being increased from 20 to 45. She said the Committees felt the increase was too great and that smaller rural districts would struggle to find teachers who meet the requirements. She said Superintendent Luna was to present his K12 Public Education Budget request Thursday morning and changes are expected from the request he submitted last fall. She said the dollars originally requested for the Career Ladder are to be removed, and he is to request a small increase on the grid – teacher salaries will likely be increased by 1%, and there will likely be a request for some dollars associated with leadership. She said the discretionary dollars outlined in the Governor's budget are to be in Superintendent Luna's request. She said it will be up to JFAC to take the Superintendent's request and the Governor's proposal and try to find a place in the middle. She said last year they passed the Sunset Clauses. She said it was agreed with the IEA to extend the sunsets on those for one more year which include Reduction in Force/Seniority, Reducing Salaries, and Evergreen Clause. She said after a meeting with the IEA there was agreement reached on the non-certified employee grievance language changes. She said the legislature was working on setting clearer responsibilities for school board members. She said Representative Horman is pursuing legislation that will tie some funding back to one of the Governor's Education Task Force recommendations which provide for training of school boards. She said there was discussion about increasing supplemental levies from two to three years. She said there was discussion about a public kindergarten preparedness pilot program and that the legislation would provide funding for five pilot pre-schools in different school districts to provide pre-school for 4 year olds. She said this would take away dollars from K-12 operational funds. She said there were also several questions about how the program would work in large school districts with more than one elementary school. She said the protection of student data had not been reviewed by the GAC but this was in response to the concerns of some about the security of data related to the Common Core. She said there was legislation drafted to not allow students convicted of crimes can't attend school. She said this would require any student who has been convicted of crime to be removed from school. She said districts would still be responsible for educating the student, but the student could not be in any school building. She said legislation would allow for the hiring of relatives due to challenges for smaller districts. She said legislation was to address the use it or lose it clause to the ability of school districts to utilize those resources. She said legislation would likely pass to study class size. She said the IEA was to bring bus driver liability legislation to protect bus drivers from liability if they try to assist someone that they believe is in danger. She said there were many school districts that have alternative schools but currently alternative funding is only provided for students 7-12. She said several middle schools are providing alternative settings for 6-8 but only receive funding at the 7-8 levels. She said the SDE was trying to increase the fee charged for processing fingerprinting and background checks for school employees and volunteers. She said the payment schedule will change the distribution schedule to four payments instead of five. She said the legislation was to clarify that curriculum and textbook decisions are made at the local level. She said

legislators were working to create a new line item for health insurance costs in the public school budget but she wasn't sure how this would be done.

b. Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule inclusive of various Committee Meetings from January 20, 2014 through February 28, 2014. The Board was asked to confirm attendance for various commitments.

c. Any Other Superintendent's Update

There were no other Superintendent updates at the time of the meeting.

PUBLIC COMMENT – Self Explanatory

a. Public Comment Pertinent to Agenda Action Items

Board Protocols for Public Comment will be followed at the Board Meetings. Patrons wishing to address the Board will fill out a 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 delegation. Instead, issues are recorded and referred to the proper staff member for follow-up. The Board is informed of these efforts by the staff member responding to concerns.

Board Operating Principles #22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; **23)** Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board.

There was no public comment pertinent to agenda action items at the time of the meeting.

CONSENT AGENDA – Self Explanatory – Action – Ms. 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 December 17, 2013 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 January 10, 2014 in the amount of \$348,358.90.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of January 10, 2014 in the amount of \$348,358.90.

c. Topic: Approve Supplemental Financial Information from December 1, 2013 through December 31, 2013

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet is supplemental financial information for the period of December 1, 2013 through December 31, 2013.

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

OLD BUSINESS – Information – Action – Ms. Vagner

a. Topic: Approve 21st Century Grant Proposal

Policy Issue: Board approves various grants.

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

Administrative Recommendation: Administration recommended Board approve the 21st Century Grant Proposal as submitted.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Mattson to approve the 21st Century Grant Proposal as presented. The voting was unanimous in the affirmative.

b. Topic: Approve Alternate Route to Graduation

Policy Issue: Board approves alternate routes to graduation.

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

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

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Ms. Cranor to approve the Alternate Route to Graduation as presented. The voting was unanimous in the affirmative.

c. 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 Mr. Mattson and seconded by Mr. Facer to approve the Early Graduation Requests as presented. The voting was unanimous in the affirmative.

d. Topic: *Approve Out of District/Overnight Field Trip 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 preliminary and complete Out of District/Overnight Field Trip requests as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the Out of District/Overnight Field Trip Requests as presented as well as the camp request on the addendum. The voting was unanimous in the affirmative.

e. Topic: *Approve 2014-15 CIP Plan*

Policy Issue: Board approves District Capital Improvement Projects' Plan

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

Administrative Recommendation: Administration recommended Board approve the 2014-15 CIP Plan as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Vitale to approve the 2014-15 CIP Plan as presented. The voting was unanimous in the affirmative.

f. Topic: *Approve Greenway Foundation Request*

Policy Issue: Board approves granting easements.

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

Administrative Recommendation: Administration recommended Board approve the Portneuf Greenway Foundation Easement Request as presented and authorize the attached letter to be sent to the Portneuf Greenway Foundation, which describes the easement, purpose and responsibilities.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to approve the Greenway Foundation Request as presented. The voting was unanimous in the affirmative.

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

Policy 5342 – Building Security Keys, Security/Proximity Cards and Locking Systems

Policy 7156 – Tobacco Free Workplace

Policy Issue: Board adopts policies.

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

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

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve to Hear on Second Reading for Adoption of the above listed policies. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Ms. Vagner

a. Topic: *Approve 2014-15 District #25 School Calendar*

Policy Issue: Board adopts District calendars.

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

Administrative Recommendation: Administration recommended Board adopt the 2014-15 District #25 School Calendar as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Ms. Cranor to approve the 2014-15 District #25 School Calendar 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. Mattson and seconded by Mr. Vitale to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 7:31 p.m.

APPROVED ON:

18 February 2014

BY:

Janie Hehardt
Chair

ATTESTED BY:

Paul D. Vitale
Clerk

MINUTES PREPARED BY:

Sara Jensen
Secretary, Board of Trustees