

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, December 17, 2013
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 17th day of December, 2013, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Duncan 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 Ms. Cranor and seconded by Mr. Facer to approve the agenda and the addendum as presented. The voting was unanimous in the affirmative.

APPROVAL OF MINUTES – Self Explanatory – Action

- a. **Special Meeting/Work Session** – November 12, 2013
- b. **Special Meeting/Executive Session/Hearing** – November 13, 2013
- c. **Regular Board Meeting** – November 19, 2013
- d. **Special Meeting/Executive Session/Personnel** – December 2, 2013

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

- a. **Visitors and Correspondence**
- b. **Recognitions** – Information – Ms. Allen
Recognitions were deferred until the January Board Meeting.
- 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 at the time of the meeting.

REPORTS

a. Student Representative Reports (3 minutes each)

- 1) **Highland High School** – Emma Brinton/Hans Liu
The Highland High School representatives were not present at the time of the meeting.
- 2) **Pocatello High School** – Caitlin Lackey/Ethan Hatch
The Pocatello High School representatives were not present at the time of the meeting.
- 3) **Century High School** – Duncan Thompson/Madison Morton

Duncan Thompson said that Century High School just finished Penny Wars their Christmas fundraiser, along with turkey bowling for a canned food drive. He stated at the Christmas Concert the band and choir performed. He said the cheer squad will be reading to elementary children this next week. He said Century High School had their accreditation visit that day. He said boys and girls basketball teams had some big wins the past few weeks. He informed the Board that Kayla Ellis was voted the Gatorade Volleyball Player of the Year. He said recently they had 5 finalists for state drama and 3 of them won state.

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

The media report was be deferred until the January Board Meeting.

c. Report on Standing Committees for 2013-2014

Mr. Mattson stated he and Mr. Vitale attended the Key Communicators Meeting at Ellis Elementary and were able to see how the smart boards are used in three different classrooms. They saw the laptop mobile labs and how the students were collaborating on projects. He stated that students were on their best behavior. Mr. Vitale said he attended the CIP Committee Meeting and they discussed terms of savings and technology expenditures. Ms. Cranor said she was on the Education Foundation Board and they just wrapped up Festival of Trees and she expected to have a full report at the next meeting. She said she just wanted to thank Ms. Allen and the whole committee who spend so much time to provide a wonderful event and that she only heard wonderful reports about the different events.

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 was documentation from the State Department of Education regarding the Smarter Balanced Assessment Consortium (SBAC), inclusive of the state's minimum technology requirements for administering the SBAC and an opinion from the Attorney General regarding the state's Longitudinal Data System. Mr. Wegner stated the State Department provided guidance that they have no option for students to opt out of standardized tests. He said Idaho has never had an assessment or standards opt-out policy. He said parents will not be permitted to opt-out of Common Core standard's testing. He said districts cannot opt-out of the standards either. He said the District continues to assess readiness and will continue to keep the Board apprised on a monthly basis.

b. Instructional Technology Update – Mr. Wegner

Mr. Wegner said included in the packet were spreadsheets showing the levels of classroom technology integration and the planned technology integration for future years. He said the first document showed the levels of technology integration. He said the second document was the plan for future years using the funds from the state. He said the past few years the funds were used for mobile labs in elementary schools. He said the Technology Committee has recommended using the monies for sound systems in secondary classrooms and it was working on an implementation plan.

c. Follow Up from GATE Presentation – Mr. Wegner

Mr. Wegner said included in the packet was demographic information that was missing from the GATE Presentation provided to the Board at the October 15, 2013 Work Session. He said this past October there was an update on the Gifted and Talented program. He said there were 143 students attending the GATE program in grades 3-5. He said there was a breakdown of how many elementary students from each school attend in the packet. He said the 6th grade students are bussed to the GATE Way Center for a half day of instruction once a week. He said there was a breakdown of how many middle school students qualify for GATE in the packet. Ms. Cranor asked if it was coincidental that Indian Hills had a larger amount of GATE students than all the rest of the elementary schools. Ms. Vagner said that Indian Hills is one of the largest elementary schools and that could be the reason why it has more students.

d. Maintained Use of Compass Learning Odyssey Program – Mr. Wegner

Mr. Wegner stated that the District eliminated the support for Compass Learning Odyssey as a cost savings measure last year. He said in November it was brought to the District's attention that the District still owns the product. He said the only things lost by not renewing this contract were maintenance, tech support and any program updates. He stated the program was still available for use. He said the tech department was in the process of getting this program up and going for use. Mr. Wegner said there was no required expectation for the use of it.

- e. **Any Other Curriculum/PLCs/TIA/Beliefs Update** – Mr. Wegner
Mr. Wegner had no further Curriculum updates at the time of the meeting.
- f. **Head Start Program Update** – Dr. Mortensen
Mr. Wegner said included in the packet was the Head Start Annual Report 2012-13 and the Child Outcome Data Analysis as of Fall 2013. Mr. Wegner said the information was self-explanatory and there was to be a meeting that week in which it would be reported that they had acquired over \$1500 for dental support for families.
- g. **21st Century After School Program Update** – Dr. Mortensen
Mr. Wegner said included in the packet was the 21st Century After School Program Newsletter for December. Mr. Wegner said they were doing various activities with the students in the After Schools Program.
- h. **Idaho Food Bank Back Pack Program Report** – Dr. Mortensen
Mr. Wegner said included in the packet was the current Idaho Food Bank – Back Pack program report. Mr. Wegner said the numbers had increased a little bit this month from last month.
- i. **Nursing Acuity Report** – Dr. Mortensen
Mr. Wegner said included in the packet was the Nursing Acuity Report for the first quarter. Mr. Wegner stated that the report was self-explanatory.
- j. **Elementary Class Load Summary** – Dr. Mortensen
Mr. Wegner said included in the packet was a class load summary for all of the elementary schools. Mr. Wegner said that there was an addendum that included an amended class load summary that gave the breakdown for each school and grade. He said the cap breakdowns for class loads are 25 for K-1, 28 for 2-3, and 30 for 4-5. Ms. Cranor asked how the overload system works. Ms. Jensen stated that when the classrooms are at their caps for capacity then the additional students are overloaded to a school that has room.
- k. **University of Phoenix Student Teacher Intern Request** – Dr. Mortensen
Mr. Wegner said included in the packet was a request from the University of Phoenix to place a student teacher intern at Chubbuck Elementary for the spring Trimester, 2014. The administration had reviewed the request which was in order. Mr. Wegner said the Board would be asked to approve the request under the Consent Agenda.
- l. **Any Other Elementary Education/PLCs/TIA/Beliefs Update** - Dr. Mortensen
Mr. Wegner said that Dr. Mortensen asked him to relay that all of the elementary schools have the holiday spirit and have been involved in holiday food drives and donating for families.
- m. **Secondary Class Load Summary** – Mr. Devine
Mr. Wegner said included in the packet was a class load summary for all of the middle and high schools. Mr. Wegner said most class numbers were satisfactory but there were a few class loads that were concerning. He said Century High School's U.S. History and Elective classes, Highland High School's U.S. History and English classes, Pocatello High School's Elective classes, Alameda Middle School's 6th grade classes, Franklin Middle School's Honors classes and Hawthorne Middle School's 6th grade class sizes were of concern.
- n. **DAPC Hearings Report** – Mr. Devine
Mr. Wegner said included in the packet was a memorandum detailing the number of DAPC Hearings in each of the secondary schools and the outcome of the hearings by school for the 1st trimester. Mr. Wegner said the good thing about doing these hearings were that students who are failing are not falling through the cracks, and are on an academic contract or transferred to New Horizon.
- o. **Concussion Tracking Report** – Mr. Devine
Mr. Wegner said included in the packet was a memorandum addressing concussion tracking for fall and winter extra-curricular activities. Mr. Wegner said the discrepancies were highlighted in green and Mr. Devine had provided an explanation for each that was also highlighted in green.
- p. **Student Fees Report** – Mr. Devine
Mr. Wegner said included in the packet was a Student Fees' Report for the middle and high schools as of the 1st trimester. Mr. Wegner said the District implemented a new policy this year that made it so that all students participating in extra-curricular activities had to have all their fees paid in full before participating. Mr. Wegner said schools were doing all that they could to get fees collected or workout payment plans.
- q. **ISU Dual Enrollment Report** – Mr. Devine
Mr. Wegner said included in the packet was the ISU Dual Enrollment Credit Report with data as of the 1st trimester. Mr. Wegner said the report broke down each school and the courses offered along with the enrollment of students and credit hours.

- r. **ISU Student Teaching Intern Requests – Mr. Devine**
Mr. Wegner said included in the packet was a request from ISU to place student teaching interns at various District schools beginning January 13 – May 9, 2014. These requests had been reviewed by the administration and were in order. He said the Board would be asked to approve the requests under the Consent Agenda.
- s. **ISU Athletic Training Intern Request – Mr. Devine**
Mr. Wegner said included in the packet was a request from ISU to place an athletic training intern under the supervision of Brent Faure at various high schools during the spring trimester of the 2013-14 school year. The request had been reviewed by the administration and was in order. Mr. Wegner said the Board would be asked to approve the requests under the Consent Agenda.
- t. **BYU-I Student Teaching Intern Request – Mr. Devine**
Mr. Wegner said included in the packet was a request from BYU-I to place a student teaching intern at Century High School beginning January 6 – May 2, 2014. This request had been reviewed by the administration and was in order. Mr. Wegner said the Board would be asked to approve the request under the Consent Agenda.
- u. **Camp Request – Mr. Devine**
Mr. Wegner said included in the packet was a camp request from Century High School for a mini Basketball Clinic for January 4, 2014. This request was reviewed by the administration and was in order. Mr. Wegner said the Board would be asked to approve the camp request under New Business.
- v. **Early Graduation Requests – Mr. Devine**
Mr. Wegner 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. Mr. Wegner said the Board would be asked to approve the early graduation requests under Old Business.
- w. **Out of District/Overnight Field Trip Requests – Mr. Devine**
Mr. Wegner said included in the packet were current Out of District/Overnight Field Trip requests. The administration had reviewed the information and the requests were in order. Mr. Wegner said the Board would be asked to approve the requests under Old Business.
- x. **Any Other Secondary Education/PLCs/TIA/Beliefs Update - Mr. Devine**
Mr. Wegner said that Mr. Devine wanted the Board to know that the schools had done their first compare/contrast write and that they were establishing their goals and he will provide more information in February. Mr. Wegner said that Century High School had been involved with an on-site accreditation review. Mr. Wegner said he was there and Ms. Brocket and her staff did an exceptional job and the team was very complimentary at the exit review and will be recommending that Century High School be accredited. Mr. Wegner said formal notification would come from Advanced Ed sometime between January and June.

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 November. Mr. Reed said the state was up 8 million dollars more than projected. Mr. Reed said he hoped that the state revenues would continue to increase so that the District wouldn't have to look at more cuts.
- b. **Food Service Loss Control Report**
Mr. Reed said included in the packet was a loss control report from the Food Service Department with the number of food service accounts having a negative balance. Mr. Reed said the federal requirements disallow Districts use food service funds to cover deficits caused by charging meals. Mr. Reed said the District allows charging and the staff has discussed how to restrict charging so it doesn't get out of hand. Mr. Reed said that in the month of December there was \$11,315 in outstanding debt in the elementary and secondary schools. Mr. Reed said it was up from the first of the year but was within the parameters of what the Board set a few months ago. Mr. Reed said if you divided the high schools outstanding debt by the number of students that attend, it would be \$0.81 per student, the middle schools would be \$1.08 per student and the elementary schools would be at \$0.91 per student. Mr. Reed said food service doesn't turn away any students at the elementary or middle school levels but does at the high school level if students have a negative balance of anything over \$10.00. Mr. Reed said he has spoken with the principals to get them to work with parents to get the negative balances down. Ms. Gebhardt asked if any of the students would be eligible for free and reduced lunch. Mr. Reed stated once a week information is sent out to the schools on specific students whose balance exceed the \$10.00 and the schools and Community Resource Workers get with the families to fill out the paperwork but most of that was done made at the beginning of the school year. The administration will

continue to monitor the status of negative account balances and will provide an updated report to the Board in February.

c. Policy 5342 – Building Security Keys, Security/Proximity Cards and Locking Systems – 1st Reading

Mr. Reed said included in the packet was Policy 5342 – Building Security Keys, Security/Proximity Cards and Locking Systems. The change to the policy included adding language that requires any employee who is taking a leave of absence or extended sick leave to turn in keys during the period of the leave. Mr. Reed said the Policy has been in place since 1982. Mr. Reed said administration do not want to have loss of keys when employees were on extended leave. Mr. Reed said this allows administrators to know who is in the buildings and provides a set of keys for substitutes. Mr. Reed said the Policy would be posted for input following a first reading. Mr. Reed said the Board would be asked to hear the Policy on first reading under New Business.

d. 2013-2014 Tuition Rates

Mr. Reed said included in the packet was the 2013-2014 Tuition Rates from the State Department of Education. Mr. Reed stated this was the standard memo received each year. Mr. Reed said it speaks to students who do not reside in the District and is broken out in elementary and secondary rates. Mr. Reed said this did not impact the District.

e. Free and Reduced Lunch Report

Mr. Reed said included in the packet was a current Free and Reduced Lunch report. Mr. Reed said eligibility has gone down and the reason for the reduction was because applications were rolled from last school year into the new school year to allow parents and families to get the applications renewed or reapply and were given a 30 day extension. Mr. Reed said the percentage does seem to be creeping up each year.

f. Proposed Building and Subdivisions (New Construction)

Mr. Reed had no report on proposed building and subdivisions (new construction) at the time of the meeting.

g. Any Other Business Operations/Operational Support Update

Mr. Reed said there will be a balanced budget for the 2014 School Plant Facility Fund and that will be brought in January to the Board. Mr. Reed said the holiday season approaches and there will be some staff who have more time off than other and the dedicated M&O and custodial staff will be getting facilities ready to return from the holidays. Mr. Reed said energy conservation occurs during the winter break. Mr. Reed said the District hired a new energy manager, Brian Glenn who has over 15 years of experience with heating and ventilation systems.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart stated the department ran the first trial for the December upload and there were only 450 errors, the upload was to be finished that week. He said 450 errors were low for a first time run. Mr. Smart stated technology has been cross-training Mr. Currie to help with uploads and the staff has been able to create some scripts that preview the data and catches the major errors beforehand and this should save a lot of time.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was current student enrollment data. Mr. Smart said the count was down 100 students from August but the August count was always soft. He said the largest percentage of increase was in the alternate schools.

c. Information for Legislative Delegation

Mr. Smart said included in the packet was information for the legislative delegation that was requested at the annual Board Work Session with Legislators held Monday, December 2, 2013. The document provided an alternative use for the \$42 million that was allotted for the Career Ladder in State Superintendent Luna's proposed Public School's Budget. Mr. Smart said he and the superintendent met with Senator Guthrie to discuss how the money that Mr. Luna put in his budget could be used in other ways. Mr. Smart said he put one scenario together and presented it to Senator Guthrie. He said the scenario had a new minimum salary of \$31,000 a redistribution of funds could increase pay by 5% and operational funds by 9.5% Pay increases could restore days furloughed. Ms. Cranor asked what 5% would buy back. Mr. Smart stated it would be 9.5 days. He stated this was shared with in which at least one other option was offered. The information was sent to the District's legislative delegation and Mr. Smart and Ms. Vagner met with Senator Guthrie to discuss the option on December 13, 2013.

d. Budget Committee and Wellness/Insurance Committee Updates

Mr. Smart said that in the month of January the Committee work would start. The Insurance Committee would be seeking increase/inflation information and how renewals will be affected. Mr. Smart said the Budget Committee will begin looking at the next fiscal year next month.

e. Any Other Employee Services/Operational Support Update

Mr. Smart had no further Employee Service update 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. Ms. Vagner said Mr. Ronk has submitted his retirement effective at the end of this school year. She said he was hopeful the District would begin to advertise his position early in 2014. She said his job was a key position and we intend to advertise right after the new year. Ms. Vagner said there was also a resignation, leave of absence and stipends for the after school program. Ms. Vagner said the Board would be asked to approve the Human Resources activity under the Consent Agenda.

b. Policy 7135 – Reduction in Force – Administrative-Certificated Staff – 2nd Reading

Ms. Vagner said included in the packet was Policy 7135 – Administrative-Certificated Staff. The Policy was rewritten to redefine the circumstances in which a Reduction in Force may occur. She said the policy was posted for input following a first reading at the November 19, 2013 Regular Board Meeting. She said input was received and was included in the packet, however no changes were made as a result of the input. She said the Board would be asked to hear the Policy on second reading for adoption under Old Business.

c. Policy 7136 – Reduction in Force – Certificated Staff – 2nd Reading

Ms. Vagner said included in the packet was Policy 7136 – Certificated Staff. The Policy was rewritten to redefine the circumstances in which a Reduction in Force may occur. She said the Policy was posted for input following a first reading at the November 19, 2013 Regular Board Meeting. She said input was received and was included in the packet, however no changes were made as a result of the input. She said the Board would be asked to hear the Policy on second reading for adoption under Old Business.

d. Policy 7156 – Tobacco Free Workplace – 1st Reading

Ms. Vagner said included in the packet was Policy 7156 – Tobacco Free Workplace. She said language had been added to the policy to address the prohibition of any electronic nicotine delivery systems and vaporizer smoking devices on all District property. She said the Policy would be posted for input following a first reading. She said the Board would be asked to hear the Policy on first reading under New Business.

e. Any Other Human Resources/Operational Support Update

Ms. Vagner had no further Human Resources updates at the time of the meeting.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Policies to be Adopted on First Reading Following Annual Policy Review

Ms. Vagner said included in the packet were policies 8130 – Attendance of Students; 8153 – Prohibition of Weapons; 8154 – Suicide Prevention; and 8160 – Student Dress Code. She said the changes to the Policies were a result of the input received following the District’s Annual Policy Review for all staff and were tracked and underlined in blue. She said none of the changes were substantive and the Board would be asked to hear the Policies on first reading for adoption, which were allowable per Board Policy 2210, under New Business.

b. Calendar

Ms. Vagner said included in the packet was the calendar of the Board’s Meeting Schedule inclusive of various Committee Meetings from December 16, 2013 through February 28, 2014. Ms. Vagner said the Board would be asked to confirm attendance for various commitments at the time of the meeting.

c. Any Other Superintendent’s Update

Ms. Vagner introduced Ms. Sanford who provided an update on Special Services Compliance. Ms. Sanford explained the federal requirement that students must be evaluated within a 60 day time frame. She said she pulled data from 09-10 through the current year which she provided. She said in 2011-12 there were 5 students that did not meet the timeline and in 2012-13 there was one student. She said compliance was an all or nothing evaluation and with the District having one student’s evaluation that didn’t meet the timeline the District was found non-compliant.

Ms. Vagner said that our students, staff and parents truly stepped up to giving this year. She said Rotary Helps a Child donated over \$5,000 worth of Christmas gifts to our schools for families. She said one school got 7 beds for students. She said the generosity of the community was absolutely heart-warming and families were going to have better holidays because of it. Ms. Cranor said she noticed the trees donated this year to the Festival were beautiful and she didn’t realize teachers donated their own money to decorate the trees. She said she was impressed by their generosity in giving for these trees. Ms. Gebhardt said that the

Community Resource Workers in the schools have huge jobs at this time of year helping to make sure families and their needs are taken care of.

PUBLIC COMMENT – *Self Explanatory*

a. Public Comment Pertinent to Agenda Action items

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There was no public comment pertinent to the 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 November 19, 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 December 11, 2013 in the amount of \$1,393,243.07.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of December 11, 2013 in the amount of \$1,393,243.07.

c. Topic: Approve Supplemental Financial Information from November 1, 2013 through November 30, 2013

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of November 1, 2013 through November 30, 2013.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from November 1, 2013 through November 30, 2013 as presented.

d. Topic: Approve University of Phoenix Student Teaching Intern Request

Policy Issue: Board approves placement of interns in various District schools.

Background Information: Included in the packet was a request from the University of Phoenix to place a student teaching intern at Chubbuck Elementary for the spring trimester of the 2013-14 school year.

Administrative Recommendation: Administration recommended Board approve the University of Phoenix student teaching intern request as presented.

e. Topic: Approve ISU Student Teaching Intern Requests

Policy Issue: Board approves placement of interns in various District schools.

Background Information: Included in the packet was a request from ISU to place student teaching interns at various District schools beginning January 13 – May 9, 2014.

Administrative Recommendation: Administration recommended Board approve the ISU student teaching intern requests as presented.

f. Topic: Approve ISU Athletic Training Intern Request

Policy Issue: Board approves placement of interns in various District schools.

Background Information: Included in the packet was a request from ISU to place an athletic training intern at various high schools for the spring trimester of the 2013-14 school year.

Administrative Recommendation: Administration recommended Board approve the ISU athletic training intern request as presented.

g. Topic: Approve BYU-I Student Teaching Intern Request

Policy Issue: Board approves placement of interns in various District schools.

Background Information: Included in the packet was a request from BYU-I to place a student teaching intern at Century High School beginning January 6 – May 2, 2014.

Administrative Recommendation: Administration recommended Board approve the BYU-I student teaching intern request as presented.

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

OLD BUSINESS – Information – Action – Ms. Vagner

a. 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. Vitale and seconded by Mr. Mattson to approve the early graduation requests as presented. The voting was unanimous in the affirmative.

b. 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 preliminary and complete Out of District/Overnight Field Trip requests as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to approve the Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

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

Policy 7135 – Reduction in Force – Administrative/Certificated Staff

Policy 7136 – Reduction in Force – Certificated Staff

Policy Issue: Board adopts Policy.

Background Information: These items were 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 Ms. Cranor to approve the above listed policies on second reading. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Ms. Vagner

a. Topic: *Approve Camp Request*

Policy Issue: Board approves camp requests.

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

Administrative Recommendation: Administration recommended Board approve the camp request as presented.

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

b. Topic: *Hear on First Reading:*

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

Policy 7156 – Tobacco Free Workplace

Policy Issue: Board adopts policy.

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

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

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to hear the above listed policies on first reading as presented. The voting was unanimous in the affirmative.

c. Topic: *Hear on First Reading for Adoption:*

Policy 8130 – Attendance of Students

Policy 8154 – Suicide Prevention

Policy 8160 – Student Dress Code

Policy Issue: Board adopts Policy on first reading per Policy 2210.

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

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

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the above listed policies on first reading 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. Cranor and seconded by Mr. Facer to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 6:51 p.m.

APPROVED ON:

21 January 2014

BY:

Janie Hebbard
Chair

MINUTES PREPARED BY:

Paul Jensen
Secretary, Board of Trustees

ATTESTED BY:

Paul Jensen
Clerk