

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, April 21, 2015
4:00 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair
Jackie Cranor, Vice Chair
Dave Mattson, Clerk

Jim Facer, Assistant Treasurer
Paul Vitale, 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 April, 2015, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE

Tara Jensen 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. Mattson 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/Action** – February 25, 2015
- b. **Special Meeting/Work Session** – March 10, 2015
- c. **Regular Board Meeting** – March 17, 2015
- d. **Special Meeting/Executive Session/Hearing** – March 18, 2015
- e. **Special Meeting/Action** – March 24, 2015
- f. **Special Meeting/Executive Session/Action** – March 30, 2015

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Ms. Allen invited Taija Delacour and Brenna Johnson and Brenna's teacher Scott Minor to the podium. She said Taija was a 5th grade student at Wilcox Elementary and was nominated for the CAKE Award because of her honest, trustworthy and helpful attitude. She said her teacher reported that Taija always helped with extra projects and offered help to others when she was done with her assignments. She said she never needed to be reminded to stay on task and her concern for others was outstanding. She said Taija always befriended new students and the special needs students in the school. She said she was dependable and always did what she said she would do. She said Taija was a terrific human being. She said she loved to learn and to challenge herself. Ms. Allen said the secondary CAKE Award nominee was Brenna Johnson who was a junior at Highland High School. She said Mr. Minor nominated her for the award for the work she had done for the Developmental Learning Program. She said Brenna helped to peer tutor the students to learn letters and numbers and to complete art assignments and always made students feel important and had genuine care and compassion for others. She said Brenna did whatever she could to make students feel safe and loved. She said she even bought a new guppy fish for the classroom when the one they had died. She said she greeted the students in the hallways and had a positive and empathetic attitude. She said the CAKE Awards would be presented in each of the student's classrooms and the nominee and teacher would receive a gift certificate from McDonalds and each of the schools would receive \$50 for the media center. Mr. Minor said Brenna exemplified what any teacher would want in a peer tutor. He said the students were always excited to see her. He said she showed up every day and worked one on one with each student on their art and science projects. He said the students in his classroom had multiple disabilities and four of them were in wheelchairs. He said Brenna created a powerpoint presentation and definitely raised the bar for his classroom.

Ms. Allen invited the choral students and choir directors to the podium. She said all of the students were very successful in auditioning for the All-State, All Northwest Honor Groups and Choral Groups. She said 29 students were selected to represent their schools and the state. She said students recorded and presented professional auditions and went through a screening process in competition with 8,000 other students. She said the administration was very proud of them.

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.

REPORTS

a. Student Representative Reports (3 minutes each)

1) Highland High School – Jenny Andrus/Taylor Snell

Ms. Andrus said the spring sports would have final competitions in May. She said this was the 5th consecutive year that cheer took state in academics and competition. She said the school had 15 national qualifiers in FCCLA. She said the drama department presented a cabaret which was successful. She said there were two first place event qualifiers at state speech. She said SAT testing was complete. She said the school had two students that would compete in the national RTOC tournament and was the first team from Idaho to attend.

2) Pocatello High School – Rowan Smith/Russell Capell

Mr. Capell said the school held its student body elections and class officer elections would take place later in the week. He said the school recently hosted the S.A.D.D. event that included a mock car wreck and video to emphasize the dangers of drunk driving. He said Sources of Strength started in the school and would continue for six weeks. He said the theme that week was spirit and generosity. He said students would be given Super Hero shirts on Friday and Saturday Candy Grams. He said the school's art gallery would display work along with the other high schools. He said four students competed in speech and debate. He said band went to the Gem State Large Group Festival. He said the band got some of the highest scores ever even though they were one of the smallest groups competing. He said track would compete in Boise. He said HOSA and electronics just got back from state and had one national qualifier. He said the school completed its ISAT testing and only one student did not take the test. He said SAT testing was complete.

3) Century High School – Meagan Raschke/Brendon Martin

Mr. Martin said the Interact Club participated in the Environmental Fair. He said the school was holding a food drive. He said the Diamond Dancers took 2nd in Military and 3rd in Kick at state. He said tennis also went to state. He said class officer elections were scheduled for Thursday. He said the school's drama presentation was also that Thursday. He said all but one junior took the ISAT test.

4) New Horizon Center – Maggie Gunn/Christian Hawkes

Ms. Gunn was excused.

b. Media Report – Ms. Allen

Ms. Allen said the District had good media coverage that month. She said there were a lot of updates on education legislation. She said most of the coverage was on the career ladder and funding. She said there was a lot of coverage on local school activities and student success. She said there were 25 news stories, 16 print articles and 9 television stories. She said there were several stories covering science fairs, grants for student activities and student character initiatives. She said there was an article about the decline of kindergarten enrollment across the state. She said the Boise Superintendent attributed the low enrollment numbers to the recession and speculated that people were delaying having children due to financial instability. She said live birth rates were also down. She said the Education Foundation held a Grant Awards Reception last week and she was proud to report that in the six years of hosting the Festival of Trees the Foundation had made \$541,446 and every penny had gone directly to classrooms. She said 70% was allocated to technology and 30% went to teacher grants. She said this year the Foundation awarded \$102,000 in technology grants for teachers which included the purchase of iPads, Chromebooks and Promethean Boards. She said

one of the grants was for a Promethean interactive table that worked better for younger students. She said all of the new technology would be installed over the summer.

c. Report on Standing Committees for 2014-2015 – Board Members

There were no reports at the time of the meeting.

CURRICULUM AND INSTRUCTION AND SCHOOL SAFETY – Information – Mr. Orr, Ms. Craney, Ms. Harwood, Mr. Hobbs

a. Instructional Technology Update – Mr. Orr

Mr. Orr said included in the packet was the Instructional Technology Newsletter for April. He said Mr. Merica and Ms. Spall replicated the training for Google Apps for Education (GAPE) for use with the Promethean Student Response System for in class support. He said the format was working well. He said Mr. Merica and Ms. Spall would be returning to classrooms for the 2015-16 school year. He said Mr. Merica would be teaching 6th grade math at Alameda Middle School and Ms. Spall would be the new Media Specialist at Pocatello High School. He said both of them had done an outstanding job moving the District's instructional technology program forward. He said he wished them the best. He said the District would begin the process to fill the Instructional Technology Specialist positions.

b. Alternate Route to Graduation Requests – Mr. Orr

Mr. Orr said included in the packet was a memorandum detailing the number of students and the various reasons for completing the alternate routes to graduation. He said the appropriate documentation was maintained in the Curriculum Department. He said the Board would be asked to approve the request under Old Business.

c. Partnership Schools Update – Mr. Orr

Mr. Orr said included in the packet was a report detailing the history and projections for the Partnership Schools 2011 through 2018. He said the administration met with ISU to review applications for Partnership Schools and selected two new schools for the 2015-16 school year. He said Chubbuck Elementary and Highland High School would rotate off of the schedule and Wilcox Elementary and Century High School were selected as the new Partnership Schools.

d. Graduation Rate Comparisons – Mr. Orr

Mr. Orr said included in the packet were the District's Graduation Rates for the 2013-14 school year compared to other School Districts in the state. He said the data was released in mid-March and was cause for celebration. He said the new rates were referred to as a four year adjusted cohort graduation rate and were determined based on the number of students that graduated in a four year period. He said in the past students that graduated the summer after their senior year or earned a GED instead of a diploma counted towards the District's graduation rate, but now those students were no longer able to be counted. He said because of the change many of the Districts in the state saw dramatic decreases in their graduation rates. He said the District's graduation rate was 91.1% compared to the state average of 77.3%. He said it was great news and he attributed the high rate to excellent record keeping, the positive relationship between the schools, local law enforcement, the judicial system and a robust credit recovery program.

e. Cycle of Renewal 2015-16 – Mr. Orr

Mr. Orr said included in the packet was an updated Curriculum Cycle of Renewal for 2015-16. He said depending on the outcome of budgeting process the District could potentially look at a secondary math adoption. He said the District was fortunate to have the opportunity to update the K-5 math expressions to the 2013 copyright which would be implemented for the coming school year. He said the rest of the document outlined the adoption cycle over six years based on state funding. He said included in the document was a list of texts available in the District. Ms. Gebhardt said there were a number of textbooks available electronically and asked if any of the eBooks could be used to supplant a full textbook adoption. Mr. Orr said the District had not been able to supplant textbooks with open source materials at this point but some of them offered additional resources. He said the curriculum department and teachers constantly searched for new open source materials and more and more publishers were offering digital texts but the major publishers did not offer texts at a reduced cost. He said that could change in time but for now the District was utilizing every free resource it could find. Ms. Gebhardt asked if the District set priorities for any adoptions it could afford. Mr. Orr said yes. He and the Directors of Elementary and Secondary Education looked at the state's cycle and determined the best fit. Ms. Cranor said she saw requests from teachers and asked if there was anything the District could do to address those issues. Mr. Orr said he told the high schools to rely on their textbook accounts. He said the District was able to restore some of the per pupil amount that had been cut by 50%. He said he was proposing that the District restore full funding this year. He said the administration would have to review the needs including AP texts. Ms. Vagner said she hoped the District would be able to restore some of the textbook and supply budgets with the additional operational funds that were allocated by the state.

f. Summer Professional Development Update – Mr. Orr

Mr. Orr said the District would facilitate numerous professional development experiences over the summer. He said they would have two CHAMPS sessions, one for elementary and one for secondary. He said the course was designed

with initial face to face training and the rest was online through Moodle. He said the course helped teachers evaluate and revise their classroom management plans. He said it resulted in teachers learning to expect higher rates of student work and decreased negative student behavior. He said the course was offered to new teachers who were paid a \$100 stipend for completing the course. He said the District would provide Promethean Board training in August. He said teachers that received a new Promethean Board through a Festival grant would attend the training. He said the District would also offer a GAFE course that was scheduled to help with hands on learning on how to implement the app into lesson planning.

g. Unit Development – Mr. Orr

Mr. Orr said included in the packet were materials relative to the unit development plans in June, 2015 inclusive of job descriptions and agendas. He said the District was in the process of preparing for unit refinement in June. He said there were 155 participants signed up. He said the agenda was provided to principals for input and a focus group of unit developers would also review the agenda. He said each participant would receive a \$1,000 leadership stipend for attending. He said the stipends were paid out of the leadership premium funds. He said the stipends used to come out of TQ funds and were only \$500. He said it was nice to be able to reward the teachers for their hard work.

h. Any Other Curriculum/PLCs/TIA/Beliefs Update – Mr. Orr

Mr. Orr had no further Curriculum updates at the time of the meeting.

i. Head Start Program Update – Ms. Craney

Ms. Craney said the Head Start Program recently submitted the 2015-16 Head Start Grant application to the Region X Head Start Offices. She said the Regional Head Start Program Specialist, Maria Wilson, was in Pocatello to conduct a site visit of the Pocatello Head Start Program during the week of April 13, 2015. She said her role was one of support. She said Ms. Wilson was complimentary of the Head Start facilities. She said Head Start recently held an Open House to inform parents about the program, take them on a tour of the facility and help parents complete applications. She said the administration was changing some of its practices to promote the program. She said the House Committee's recent decision to table legislation on the collection of child support could impact the Head Start Program as it was funded through federal TANF funds.

j. 21st Century After School Program Grant Award/Program Update – Ms. Craney

Ms. Craney said the 21st Century After School Program submitted two grant applications at the start of the year and recently learned that one of the grants was awarded. She said the grant that was awarded was for Hawthorne Middle School and Greenacres and Wilcox Elementary Schools and was focused on the fine arts. She said the grant application with a STEM focus was not approved. She said the schools would try submitting the application again for next year. She said the After School Summer Program would be located at Greenacres Elementary and students would meet on Tuesdays and Thursdays for five weeks. She said parents were responsible for transportation. She said the After School Coordinator would work 19 hours per week and the paraprofessionals would work 16 hours per week. She said 50 people participated in the Pocatello to Africa 5K fun run.

k. Idaho Food Bank Back Pack Program and Food Pantry Update – Ms. Craney

Ms. Craney said included in the packet were the Food Pantry numbers for Lewis & Clark and Tyhee Elementary Schools. She said the Idaho Food Bank Back Pack Program numbers remained the same. She said Ms. Robertson noted that pantry numbers were down but it was due to the school still receiving back packs from the Idaho Food Bank.

l. Letter of Agreement with Walden University – Ms. Craney

Ms. Craney said included in the packet was a Letter of Agreement with Walden University to place student teaching interns in various District schools. She said the Agreement was in order and the Board would be asked to approve the Agreement under New Business.

m. Walden University Student Teaching Intern Request – Ms. Craney

Ms. Craney said included in the packet was a request from Walden University to place a student teaching intern at various schools beginning in the fall, 2015. She said the request was in order and the Board would be asked to approve the request under the Consent Agenda.

n. Kindergarten Enrollment Numbers – Ms. Craney

Ms. Craney said included in the packet were the preliminary Kindergarten enrollment numbers as of April 17, 2015. She said Kindergarten enrollment numbers were down. She said there was a decrease at Chubbuck, Lewis & Clark, Syringa, Tendoy and Tyhee Elementary Schools. She said Edahow and Ellis Elementary Schools were up slightly. She said overall the Kindergarten enrollment numbers were down by 50 students from the year before. She said the Academy, Inc. added one additional kindergarten classroom. She said she would continue to monitor enrollment and identify any patterns.

o. Charter School Enrollment Update – Ms. Craney

Ms. Craney said included in the packet were the preliminary Charter School enrollment numbers from the Academy, Inc. and the Gem Prep Academy. She said the Academy, Inc. added 33 students at the secondary level. She said Gem Prep Academy notified the District that it had a waiting list for Kindergarten but based on the numbers submitted, she assumed the grades were not full. She said Gem Prep Academy was a blended face to face and online learning model. Ms. Cranor asked where the Charter building was located. Ms. Craney said it was near OK Ward Park.

p. PCCS Performance Certificate – Ms. Craney

Ms. Craney said included in the packet was the completed Performance Certificate for PCCS. She said a letter was included that stated that the approval was conditioned upon PCCS completing its Charter Revision by June 1, 2015. She said the Performance Certificate was followed by the Performance Framework that was used to evaluate the Charter's programs and operations. She said page 14 of the Certificate summarized the Framework. She said the Charter was rated at 75% in the area of academics based on the 2012-13 ISAT results. She said it was given 90% of possible points earned for its Star Rating. She said the Charter lost some points for not providing transportation, for some deficiencies in the special services program, and for not submitting the Charter revision on time. She said the Charter received 100% in the area of finance. She said the Board would be asked to approve the Performance Certificate for PCCS and direct submission to the State Board of Education under Old Business. Ms. Gebhardt asked if the bullet points included in the report were submitted by the Charter School. Ms. Craney said yes, the Charter provided the information in response to the District requirements.

q. Nursing Acuity Report – Ms. Craney

Ms. Craney said included in the packet was the current Nursing Acuity Report. She said 62 students were receiving services. She said a majority of the students were provided Level 2 services. Ms. Gebhardt noted that it was twice as many students as the year before. Ms. Craney agreed there were significant increases. Ms. Vagner said the District had to add some hours to the nursing staff to accommodate the increases.

r. Any Other Elementary Education/PLCs/TIA/Beliefs Update – Ms. Craney

Ms. Craney had no further Elementary Education updates at the time of the meeting.

s. School Choice History – Ms. Harwood

Ms. Harwood said included in the packet was an example of the report that would be used to track School Choice data in the future. She said she discovered that previous data only reflected the school that students chose, but did not reflect whether it was the home school or an out of boundary choice. She said the new report would help track the data relative to students choosing an out of boundary school and would show how School Choice impacted enrollment at a particular school.

t. Concussion Tracking Report – Ms. Harwood

Ms. Harwood said included in the packet was a report that tracked the completion of Concussion paperwork for student athletes and coaches with information for spring sports. She said almost every school had completed 100% of the necessary paperwork and were vigilant in tracking the data. She said some of the areas that were not 100% was due to the lag time between when a coach started and when training became available. She said she was working to ensure that training notifications were provided to coaches in advance. She said it was exciting to see the number of students participating in track in the middle schools. She said Franklin Middle School had 200 students participating and over a third of the students at Irving were signed up for track. Ms. Cranor noted that only 31% of the cheer students had completed their paperwork. Ms. Harwood said the paperwork was complete but had not been updated on the report.

u. ISU Dual Credit Report – Ms. Harwood

Ms. Harwood said included in the packet was the spring 2015 ISU Dual Credit Report. Ms. Cranor asked why some of the smaller outlying Districts had higher numbers than the District. Ms. Harwood said the District had more credit opportunities than some of the outlying Districts.

v. Report on Alternative Summer School and Alternative Regular Session Applications – Ms. Harwood

Ms. Harwood said the Alternative Summer School and Alternative Regular Session applications were in the process of being prepared for submission to the State Department of Education. She said the alternative summer school application would be submitted by end of April. She said the state required two separate applications for Kinport Middle School and New Horizon High School even though they were housed in the same building. She said the applications were due by June 15, 2015.

w. Summer Camp Requests – Ms. Harwood

Ms. Harwood said included in the packet was a spreadsheet detailing the Summer Camp requests by school. She said the requests were in order and the Board would be asked to approve the requests under New Business.

x. Early Graduation Requests – Ms. Harwood

Ms. Harwood said included in addendum was an updated spreadsheet detailing the number of early graduation requests by school along with the various reasons for requesting early graduation. She said the requests were in order and the Board would be asked to approve the requests under Old Business.

y. Out of District/Overnight Field Trip Requests – Ms. Harwood

Ms. Harwood said included in the packet was a spreadsheet detailing the Out of District/Overnight Field Trip requests. She said the requests were in order and the Board would be asked to approve the requests under Old Business.

z. Any Other Secondary Education/PLCs/TIA/Beliefs Update – Ms. Harwood

Ms. Harwood had no further Secondary Education updates at the time of the meeting.

aa. Letter of Agreement with Capella University – Ms. Harwood

Ms. Harwood said included in the addendum was a Letter of Agreement with Capella University to place counseling interns at various District schools. She said the Agreement was in order and the Board would be asked to approve the Agreement under New Business.

bb. Capella University Counseling Intern Request – Ms. Harwood

Ms. Harwood said included in the addendum was a request from Capella University to place a counseling intern in the District for a total of 600 hours. She said the request was in order and the Board would be asked to approve the request under the Consent Agenda.

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 monthly Idaho General Fund Revenue Report. He said state revenue was \$23 million ahead of projections for March. He said it was a 4.4% increase. He said state revenue was \$88 million ahead of estimates overall for the year. He said it appeared that the state was rebounding economically. He said April was typically the single largest month for collections and would be telling.

b. Free and Reduced Lunch Report

Mr. Reed said included in the packet was the current Free and Reduced Lunch Report. He said the numbers were down slightly from the month before and numbers remained fairly consistent overall.

c. Food Service Outstanding Account Balances Report

Mr. Reed said included in the packet was the Food Service Outstanding Account Balances Report with information as of April 17, 2015. He said the outstanding balance was just under \$10,000 which was lower than the start of the year. He said the schools and food service department were making progress. He said the outstanding balance could have easily been three times that amount if the District hadn't implemented the new protocol.

d. K-12 Enrollment and Capacity Report

Mr. Reed said included in the packet was the District's K-12 Enrollment and Capacity Report with comparison numbers as of February. He said the report detailed enrollment and capacity for the high schools, middle school and elementary schools. He said enrollment and capacity was holding steady at the high schools with the exception of Highland High School which had increased and was at 96% capacity. He said Irving Middle School's capacity was much lower than the other middle schools. He said the overall goal was to keep schools at about 85% capacity. He said for the most part the District was doing a good job of meeting that goal and the long range planning was paying off. He said the District managed its facilities without too much overcrowding. He said there were a few elementary schools with high enrollment. He said another aspect to keep in mind was that the report did not include special programs that were housed in some of the buildings. He said even though it may appear that a school had plenty of room it was possible that the school had no more capacity due to special programs. Ms. Vagner said it had been a number of years since that kind of a study had been completed and it was time to look at the big picture.

e. Bid Awards

Mr. Reed said included in the packet were memorandums for various bid awards. He said the first bid was for asphalt. He said five vendors participated. He said Imperial Asphalt in Blackfoot was the lowest overall bidder for all of the asphalt projects. He said a lot of the projects were too small for vendors to bid on individually and many wouldn't bid unless all of the projects were combined. He said the next bid was for carpet and tile. He said two vendors participated and Carpets Plus was the lowest overall bidder on all of the projects combined. He said the next bid was for computers. He said Dell Marketing was the lowest bidder. He said the price per unit actually came in less than the current year's contract. He said the next bid was for sidewalks and concrete. He said both vendors entered the same bid on two of the projects. Ms. Gebhardt asked what the District did for vendors that bid the same. Mr. Reed said he would have to check but was sure the projects were awarded to the appropriate vendor. Ms. Vagner said the Board

should award the bids with the exception of the concrete bid. Mr. Reed the next bid was for custodial supplies. He said seven vendors participated and various supply items were awarded to each of the vendors. He said the next bid was for the drainage and drywell reconstruction at Hawthorne Middle School. He said DePATCO, Inc. was the low bidder. He said the District included an alternate bid because it would not know if more work was needed until after the project was underway. He said the next bid was for entry doors. He said three vendors participated and CR Clark Construction out of Shelley was the lowest bidder on all projects with the exception of project two which was awarded to Quality Overhead Door out of Pocatello. He said the next bid was for gasoline and diesel. He said Lynch Oil in Burley was the lowest bidder on price and profit margin. He said the District had worked with Lynch Oil in the past and they were a good vendor to work with. He said the prices of fuel fluctuated throughout the year and was not fixed. Mr. Mattson asked if the fuel was delivered to the Education Center. Mr. Reed said yes. Mr. Reed said the next bid was for instructional supplies. He said eight vendors participated and various supply items were awarded to each of the vendors. He said the next bid was for musical equipment. He said eight vendors participated and various musical items were awarded to each of the vendors. He said the last bid was the replacement of steam and condensate lines at Pocatello High School. He said only one vendor participated and the bid came in quite a bit higher than he originally anticipated. He said the District had saved enough on other projects that it was able to complete the project within the overall budget. Ms. Cranor asked what was done with leftover CIP funds. Mr. Reed said the leftover amount was carried over in a sinking fund for unanticipated projects. He said the Board would be asked to award the bids with the exception of concrete under Old Business.

f. ASBO and GFOA Recognitions

Mr. Reed said included in the packet were letters from the Association of School Business Officials (ASBO) International and the Government Finance Officers Association (GFOA) organizations notifying the District that it qualified for the Certificate of Excellence in Financial Reporting for FY 2014. He said it was the 23rd consecutive year that the District had qualified for the award. He said he appreciated the Board allowing the District to participate.

g. 2014-15 Budget Adjustments

Mr. Reed said included in the packet were the final budget adjustments for the 2014-15 school year. He said the information was presented at the April 14, 2015 Work Session. He said the largest adjustment was a result of payment from a class action law suit. He said the Board would be asked to adopt the budget adjustments under Old Business.

h. Proposed Fee Increases for 2015-16 and Authorization of Public Hearing

Mr. Reed said included in the packet were memorandums detailing the proposed fee increases for food service, driver's education and professional technical education. He said also included was the timeline, the Fee Notice for publication and the Resolution for setting a Public Hearing and adopting the Fees. He said the information was presented at the April 14, 2015 Work Session. He said the Board would be asked to authorize a Public Hearing on Fee Increases to be held on May 19, 2015, following proper publication of Notice under New Business.

i. Proposed Building and Subdivisions (New Construction)

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

j. Any Other Business Operations/Operational Support Update

Mr. Reed had no further Business Operations updates at the time of the meeting.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said the ISEE Upload was complete for the month of April and was submitted to the state last week. He said getting the submission out of the way would allow technology to prepare for upcoming summer projects. He said the staff completed replacement and maintenance for over 600 computers. He said interviews for the new Technology Coordinator would take place next week and he hoped the new person would be able to start training with Mr. Jolley in May. Ms. Cranor asked how the position was posted. Mr. Smart said it was posted with Job Service through the Department of Labor.

b. Student Enrollment Information

Mr. Smart said included in the packet was current student enrollment data. He said there was a small increase in total membership which was unusual this time of year, especially at the high school level.

c. Trustee Election Update

Mr. Smart said the deadlines for a Trustee Candidate to submit a Declaration of Candidacy and a Write-In Candidate to submit a Declaration of Intent had passed. He said there would be no Trustee Election in May because no other candidates filed for Zone 3 or Zone 4 other than Mr. Facer and Mr. Vitale who would continue on the Board.

d. Budget Preparation 2015-16

Mr. Smart said included in the packet was the projected cost increases spreadsheet which detailed the District's committed costs for the 2015-16 school year. He said the administration was in the process of preparing the 2015-16 budget for adoption in June. He said budget preparation was on hold until the state communicated how salary apportionment would be handled in light of the career ladder. He said the District would also have to wait until charter school enrollment was finalized as it would impact on the District's units. He said one of the major cost increases for the coming year was the medical insurance premium increase.

e. Budget Committee and Wellness/Insurance Committee Update

Mr. Smart said the Wellness/Insurance Committee met on Monday, April 20, 2015. He said the Committee discussed other options for medical insurance coverage. He said another meeting was scheduled for May 7, 2015. He said the Budget Committee would meet once anticipated revenues were completed.

f. Wellness Dashboard Report

Mr. Smart said included in the packet was the current Wellness Dashboard Report. He said participation rates were slightly behind but he anticipated that number to increase as staff completed their programs. He said loss ratios were low for February and March which was good. He said Dental always came in high. He said most employees were utilizing generic drugs which helped the District's rates. He said the District did have some increases because a few employees had specialty prescriptions.

g. Any Other Employee Services/Operational Support Update

Mr. Smart said the District's PERSI Certification was submitted and passed with flying colors. He said it had taken two years to complete the project and the District would submit its first IRIS submission on May 5, 2015.

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Dr. Howell said included in the packet was the monthly Human Resources Report. He said there were six teacher resignations. He said three were requesting a Leave of Absence and six were retiring. He said there would be some Administrative changes for the coming school year. He said Sue Pettit would start as the new Director of Human Resources and Brandon Vaughan would be the new Principal at Alameda Middle School. He said there was a request to pay out unused vacation leave for the Superintendent and a request to pay a teacher mentor stipend. He said the Board would be asked to approve the Human Resources activity under the Consent Agenda.

b. Alternative School Principal/Alternative School Assistant Principal Salary Schedule Adjustment

Dr. Howell said included in the packet was the proposed salary schedule for 2015-16 for the Alternative School Principal and Alternative School Assistant Principal. He said the proposed adjustment to the salary schedule was presented at the April 14, 2015 Work Session. He said the concern was the overall level of pay compared to the required duties. He said the duties were demanding and were very different from the other schools. He said the alternative school responsibilities were a blend of middle school and high school responsibilities and the administration dealt with students in varying stages of transition. He said the alternative administration also oversaw four different programs in one building. He said a lot of work was required before school started which was currently an issue with fewer days in the contract. He said the Board would be asked to approve the proposed salary schedules under New Business.

c. Status of Hiring Timeline

Dr. Howell said included in the packet was the Hiring Timeline for the 2015-16 school year. He said District representatives were present at each of the job fairs and had a great deal of interaction with candidates. He said principals were in the process of interviewing candidates and making recommendations. He said the District was doing well with hiring math teachers. He said staffing was looking good at this point. He said principals were meeting with Category 1 staff members on goals and recommendations. He said they were completing formal observations and end of year summative conferences. He said it was right in line with the District's hiring timeline. He said he contacted the State Department of Education for new Contract templates because Contracts would shift from Category 1, 2 and 3 to Residency and Professional with the implementation of the Career Ladder. He said he hoped the new contracts would line up with the District's timeline.

d. Policy 7121 – Employee Standards of Conduct – 1st Reading

Dr. Howell said included in the packet was Policy 7121 – Employee Standards of Conduct. He said the changes were clean-up in nature and brought the policy language up to date. He said the policy would be posted for public input following a first reading. He said the Board would be asked to hear the policy on first reading under New Business. Ms. Cranor asked how the anti-bullying legislation would affect the policy. Ms. Vagner said the administration reviewed current policy language in light of the legislation and the District's policies were in line with the current law

with the exception of expanding on the definitions of harassment/bullying. She said the implementation of Restorative Justice this year met the terms of the legislation.

e. Any Other Human Resources/Operational Support Update

Dr. Howell had no further 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 House Bill 314 which addressed flexibility for LEAs relative to the Elementary and Secondary Education Act. She said the state had been in a one year waiver status with the federal government. She said the changes eliminated “ISAT 2.0” wording from the waiver and replaced it with “testing” She said it could be that the state would replace the ISAT 2.0 with the SAT, ACT or a similar test. She said that testing could become a performance measure. She said a statewide test would eventually need to be determined. She said the state was in its first year of a three year contract with ISAT 2.0 vendors. She said legislation addressed reimbursement for data management systems inclusive of Mileposts. She said math and ELA standards would be reviewed this year. She said a 7.4% increase was awarded to public schools. She said the District was grateful for additional operational funding and the small increase in teacher salaries. She said the administration was still in the process of working out a new salary schedule that aligned to the Career Ladder. She said the IASA planned to have a meeting to discuss the Career Ladder during the Education Law Conference in Boise.

b. State Standard Contract and Interim Superintendent Contract for Dr. Howell

Ms. Vagner said the Board took action on March 30, 2015 to hire Dr. Douglas Howell as the Interim Superintendent beginning on July 1, 2015 through June 30, 2017. She said as follow up to that action, the Board would need to approve both the State Standard Contract and the Interim Superintendent Contract Addendum. She said the Board would be asked to approve the contracts under the Consent Agenda.

c. Policy 3210.01 – Superintendent of Schools – 1st Reading

Ms. Vagner said included in the packet was Policy 3210.01 – Superintendent of Schools. She said the changes to the policy was a result of feedback from the Board during the Superintendent Search process and the other changes were clean-up in nature. She said the Board would be asked to hear the policy on first reading under New Business.

d. Policy 7133/8154 – Suicide Prevention – 1st Reading

Ms. Vagner said included in the packet was Policy 7133/8154 – Suicide Prevention. She said the changes to the policy addressed further reporting requirements, follow-up and protocol for students or staff members who are aware of any suicide ideation and/or threats of self-harm. She said the reporting accountability was included in the new language and would be in the forefront for policy review and training next year. She said the Board would be asked to hear the policy on first reading under New Business.

e. Policy 8351 – Student Activity and Participation Fees and Student Fines – 1st Reading

Ms. Vagner said included in the packet was Policy 8351 – Student Activity and Participation Fees and Student Fines. She said the change to the policy added new courses to the list of fees that students were required to pay when participating in particular classes. She said the Board would be asked to hear the policy on first reading under New Business.

f. Policy 7168 – Service Animals in Schools – Staff – 2nd Reading

Ms. Vagner said included in the packet was Policy 7168 – Service Animals in Schools – Staff. She said the proposed changes were a result of policy input and further clarified the definitions of a service animal and outlined the roles and responsibilities of the individual with a disability and the building principal. She said the policy was posted for public input, however, none was received and no further changes were made. She said the Board would be asked to hear the policy on second reading for adoption under Old Business.

g. Policy 8168 – Service Animals in Schools – Students – 2nd Reading

Ms. Vagner said included in the packet was Policy 8168 – Service Animals in Schools – Students. She said the proposed changes were a result of policy input and further clarified the definitions of a service animal and outlined the roles and responsibilities of the building principal. She said the policy was posted for public input and one change was made as a result of the input which was to correct the word “adult” to the word “student”. She said the input was included in the packet. She said the Board would be asked to hear the policy on second reading for adoption under Old Business.

h. Policy 8153 – Prohibition of Weapons – 2nd Reading

Ms. Vagner said included in the packet was Policy 8153 – Prohibition of Weapons. She said the change to the policy clarified the definition of a weapon and the possible consequences for such. She said the policy was posted for public input, however, none was received and no further changes were made. She said the Board would be asked to hear the policy on second reading for adoption under Old Business.

i. Board Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule inclusive of various Committee Meetings from April 20, 2015 through June 5, 2015. She said Monday Night was the Highest Honors Dessert Social at Highland High School. She said the Simplot Teacher of the Year celebration was on the 28th. She said there were four Student Discipline Hearings scheduled for Wednesday.

j. Any Other Superintendent's Update

Ms. Vagner had no further Superintendent's update 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 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 pertinent to agenda action items at the time of the meeting.

CONSENT AGENDA – Self Explanatory – Action – Mrs. Vagner

a. Topic: Approve Human Resource Activity

Policy Issue: Board approves Human Resource Activity

Background Information: Included in the packet was documentation of the Human Resource Activity regarding certified employees since the March 17, 2015 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 April 13, 2015 in the amount of \$1,477,179.84.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of April 13, 2015 in the amount of \$1,477,179.84.

c. Topic: Approve Supplemental Financial Information from March 1, 2015 through March 31, 2015

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of March 1, 2015 through March 31, 2015.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from March 1, 2015 through March 31, 2015 as presented.

d. Topic: Approve Walden University Student Teaching Intern and Capella University Counseling Intern Requests

Policy Issue: Board approves student teaching and counseling intern access in schools.

Background Information: Walden University requested to place a student teaching intern at various schools in the District beginning in fall, 2015 and Capella University requested to place a counseling intern in the District for a total of 600 hours.

Administrative Recommendation: Administration recommended Board approve the Walden University Student Teaching Intern and Capella University counseling intern requests as presented.

e. Topic: Approve State Standard Superintendent Contract and Interim Superintendent Contract Addendum Beginning July 1, 2015 through June 30, 2017 for Dr. Douglas Howell

Policy Issue: Board approves Superintendent Contracts.

Background Information: The Board took action on March 30, 2015 to hire Dr. Douglas Howell as the Interim Superintendent beginning July 1, 2015 through June 30, 2017. As follow up to that action, the Board needed to approve both the State Standard Contract and the Interim Superintendent Contract Addendum.

Administrative Recommendation: Administration recommended Board approve the State Standard Superintendent Contract and Interim Superintendent Contract Addendum beginning July 1, 2015 through June 30, 2017 for Dr. Douglas Howell as presented.

Board Direction/Action on the Consent Agenda: 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 – Mrs. Vagner

a. Topic: *Approve Alternate Route to Graduation Requests*

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 Route to Graduation requests as presented.

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

b. Topic: *Approve the Performance Certificate for PCCS*

Policy Issue: Board approves Performance Certificates as the Authorizer for the Charter school.

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

Administrative Recommendation: Administration recommended Board approve the Performance Certificate for PCCS as presented and direct submission to the State Board of Education.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Ms. Cranor to approve the Performance Certificate for PCCS 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. Vitale 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 out of District/overnight travel.

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

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

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to approve the Out of District/Overnight Field Trip requests with the condition that student to chaperone ratios were followed up on. The voting was unanimous in the affirmative.

e. Topic: *Award Bids:*

Asphalt

Carpet/Tile

Computers

Concrete

Custodial Supplies

Entry Doors

Drywall – HMS

Gas/Diesel

Instructional Supplies

Music

Steam/Condensate Lines – PHS

Policy Issue: Board awards various bids.

Background Information: These items were previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board award the above listed bids as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to award the above listed bids as presented with the exception of concrete work. The voting was unanimous in the affirmative.

f. Topic: *Adopt 2014-15 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 2014-15 Budget Adjustments as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Ms. Cranor to adopt the 2014-15 Budget Adjustments as presented. The voting was unanimous in the affirmative.

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

Policy 7168 – Service Animals in Schools – Staff

Policy 8168 – Service Animals in Schools – Students

Policy 8153 – Prohibition of Weapons

Policy Issue: Board adopts policy.

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 Ms. Cranor and seconded by Mr. Mattson to hear the above listed policies on second reading for adoption as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve Letter of Agreement with Walden University*

Policy Issue: Board approves Agreements allowing intern access in District schools.

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

Administrative Recommendation: Administration recommended Board approve the Letter of Agreement with Walden University as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the Letter of Agreement with Walden University as presented. The voting was unanimous in the affirmative.

b. Topic: *Approve Summer Camp Requests*

Policy Issue: Board approves summer camp requests.

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

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

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

c. Topic: *Authorize a Public Hearing on Fee Increases to be Held on May 19, 2015, Following Proper Publication of Notice*

Policy Issue: Board authorizes Public Hearings.

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

Administrative Recommendation: Administration recommended Board authorize a Public Hearing on Fee Increases to be held May 19, 2015, following proper publication of Notice as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Ms. Cranor to authorize a Public Hearing on Fee Increases to be held on May 19, 2015, following the proper publication of Notice as presented. The voting was unanimous in the affirmative.

d. Topic: *Approve Proposed Salary Schedule for Alternate School Principal and Alternate School Assistant Principal for 2015-16*

Policy Issue: Board approves salary schedules.

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

Administrative Recommendation: Administration recommended Board approve the proposed salary schedule for the Alternate School Principal and Alternate School Assistant Principal for 2015-16 as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Mattson to approve the proposed salary schedule for the Alternate School Principal and Alternate School Assistant Principal for 2015-16 as presented. The voting was unanimous in the affirmative.

e. Topic: *Hear on First Reading:*

Policy 7121 – Employee Standards of Conduct

Policy 3210.01 – Superintendent of Schools

Policy 7133/8154 – Suicide Prevention

Policy 8351 – Student Activity and Participation Fees and Student Fines

Policy Issue: Board adopts policy.

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

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

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

f. **Topic:** *Approve Letter of Agreement with Capella University*

Policy Issue: Board approves Agreements allowing intern access in District schools.

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

Administrative Recommendation: Administration recommended Board approve the Letter of Agreement with Capella University as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Vitale to approve the Letter of Agreement with Capella University as presented.

ANNOUNCEMENTS

There were no announcements at the time of the meeting.

ADJOURN

A motion was made by Mr. Facer and seconded by Ms. Cranor to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 6:04 p.m.

APPROVED ON:

6/16/15

MINUTES PREPARED BY:


Secretary, Board of Trustees

BY:


Chair

ATTESTED BY:


Clerk