

**MINUTES OF THE REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
BOARD OF TRUSTEES
Education Service Center Board Room
Tuesday, May 19, 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 19th day of May, 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

Doug Howell 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. Vitale 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/Executive Session/Hearing** – April 8, 2015
- b. **Special Meeting/Work Session/Executive Session** – April 14, 2015 (*Ms. Cranor*)
- c. **Regular Board Meeting** – April 21, 2015 – *To be approved at the June 16, 2015 Regular Board Meeting*
- d. **Special Meeting/Executive Session/Hearing** – April 22, 2015
- e. **Special Meeting/Action** – April 24, 2015

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Ms. Vagner thanked McDonalds for its partnership throughout the year to recognize students for outstanding character. She invited Jake Jones and Ms. Tiffany Peterson, his 3rd grade teacher at Syringa Elementary and Tyler Fallis and Mr. Byron Hawes, his teacher at Century High School to the podium for recognition. Ms. Vagner said Ms. Peterson nominated Jake for being an amazing young man who was a great example to others. She said he was talented, humble, kind, polite and respectful. She said he cleaned the restrooms at the school to help the custodian. She said he contributed to a safe and orderly environment. She said he was always looking for ways to help other students and his teacher. She said he had the characteristics of a positive leader. Ms. Vagner said Tyler Fallis was nominated by Mr. Hawes who said he always made an effort to sit with kids that were excluded. She said he was always looking for ways to contribute to the community. She said he organized a Holiday Spectacular to raise funds for needy families in the community. She said he helped work on the school's website and attended school and events to support his fellow students. She said Tyler was a good guy because of what he did in the background to help others. She said recognizing Tyler also recognized all students. She said each of the students would be recognized at their schools, each school would receive \$50 for the media center and the students and their teachers would receive a gift certificate. Ms. Peterson said Jake was amazing and she would miss him. She said his smile always brightened her day. She said she would one day be proud to have been Jake's 3rd grade teacher. She said she was also Tyler's 3rd grade teacher. Mr. Haws said he was so excited for Tyler to receive this award. He said Tyler was not expecting this at all and did not do these things for recognition, but did them because they were the right thing to do. He said Tyler always complimented and encouraged other students. He said he worked hard and gave his best every day. He said it was a privilege to be his teacher.

Ms. Vagner invited Angela Forhan to the podium. She said Angela was graduating from Century High School this year and would attend the University of Portland on a full scholarship in the Engineering Program. She said Angela

was nominated for and received the Prudential Spirit of the Community Award which honored students that contributed over and above to serve their community. She said Angela received a letter and certificate from President Obama recognizing her for her service. She said Angela participated in clubs and service activities all year long. She said she was the President of Ecology Club, the Youth Advisory Council, the Rotary Youth Leadership Program, the Outdoor Program Chair and supported the fundraising efforts for Brooklyn's Playground. She said Angela had received numerous awards and was a fine example of community service. She said she knew Angela would take that spirit of service with her to Portland. She thanked her for her contributions to the community and wished her the best in Portland. She said Angela was the first student in the District to receive an award like this and the administration was very proud of her. Ms. Forhan said it was an honor to receive the award but it had also been an honor to live in a community with people like Ms. Vagner and Ms. Gebhardt. She thanked her parents for their love and support and said she appreciated the support of the community.

Ms. Vagner invited the Highland High School Young Business Professional Award recipients and their teacher Mr. Matt Noble to the podium. She said the students were extraordinarily successful at the state and national competitions. She said the students attended the state competition in Boise in March and was the largest Chapter in attendance. She said 28 students from Highland High School competed and 10 were top finishers. She said nationals were held in Anaheim, CA and Ben Kowallis was elected as the state officer, historian and parliamentarian. She thanked Mr. Noble for preparing the students for such high levels of competition. Mr. Noble said the students put in a lot of time. He said one of his students made dresses out of paper and won 2nd at state. He said he told her that it was usually a lofty dream for a freshman to make it to state let alone win 2nd place in competition. He said at regionals another one of his students thought she did terrible and ended up winning 1st place. He said again at state his student was sure she hadn't done well and placed 3rd and qualified for nationals. He said she made it to the finals and he was worried when she said she did well on her final speech but she ended up being the first national placer that he had ever taught. He said it was wonderful to see the students' successes. He said two of his students had worked as a team for the past couple of years and continued to get better. He said the first year they procrastinated on their project and still made it to state. He said this year they were more attentive to their projects and qualified for nationals. He said all of his students that qualified for nationals would return next year and he was looking forward to seeing more great things from all 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.

Mr. Idaho Lorax – General Delivery, Pocatello, ID 83201

Included in the packet was a Request to Appear Before the Board from Mr. Idaho Lorax.

Mr. Lorax presented a proposal for a nuclear free community to the Board. He said he was honored to see the Board that evening and said they were the care takers of the community. He said most people in the community were aware of the nuclear contamination issues throughout Pocatello and Chubbuck. He said his proposal outlined the steps for the cleanup of nuclear waste. He said he didn't include the findings in his handout but were available if the Board was interested. He said the Board would do so if they actually were trustees and keepers of students. He said one of the contamination sites was at Tyhee Elementary. He said he was not pleased to see that the Tyhee staff had removed his nuclear contamination warning signs from around the school. He said he was glad that the city had started to water contamination sites when the weather was dry because airborne contamination caused cancer and was fallout. He said he proposed that the Board work other local agencies to help clean up the contamination. He said the EPA was required to cleanup contaminated sites within 6 months which they had not done. He said the Board had been informed and were liable. He said to not do anything about the waste was a federal crime not to mention a crime against humanity. He said the care takers of the community should have taken action rather than covering up the problems. He said he was here to tell the Board that this was an issue of choosing to live with uranium or to not live with it. He said more nuclear waste had been dumped in Chubbuck than in Chernobyl.

REPORTS

a. Student Representative Reports and Recognition of Service for the 2014-15 School Year

The student representatives were excused.

- 1) **Century High School** – *Megan Raschke/Brendon Martin*
- 2) **Highland High School** – *Jenny Andrus/Taylor Snell*
- 3) **Pocatello High School** – *Rowan Smith/Russell Capell*
- 4) **New Horizon Center** – *Maggie Gunn*

b. Report on Education Law Institute

Mr. Mattson said the Education Law Institute took place in Boise on April 27 & 28, 2015. He said the information presented at the Institute was very informative and interesting. He said it was very timely and was a good meeting. Chair Gebhardt said the presenters always discussed pertinent topics that School Boards should be aware of.

c. Media Report – Ms. Allen

Ms. Vagner said the media report would be delayed until June.

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

Ms. Cranor said the Curriculum Committee covered the Wellness/Nutrition Policy. She said she thought it was interesting that the new standards for the School Food Service programs were stricter than the diet for a heart attack patient. Mr. Mattson said he attended the Instructional Technology Committee and everyone attended via the Lync program. He said it was a very productive meeting. Ms. Gebhardt said she attended Judge Murray's meeting and there were some things that had come through the legislature that were causing some concern for local agencies. She said one of the issues had to do with children that were incarcerated but were difficult to keep in detention because of their influence on other minors but could not be placed in the general population. Mr. Vitale said the Local Issues Committee discussed the cleanup of FMC Park and reiterated that the park was safe.

DISCUSSION ON PROPOSED FEE INCREASES / PUBLIC HEARING

a. Presentation of Proposed Fee Increases for the 2015-16 School Year

Chair Gebhardt said included in the packet was the Resolution to adopt fee increases per the attached Fee Notice which was published in the Idaho State Journal for two consecutive weeks prior to this Hearing. Mr. Reed said the District was required to hold a Public Hearing regarding any proposed fee that was increased by more than 5%. He said the Fee Notice was posted twice in the Idaho State Journal prior to the Hearing. He said the first proposed increase was to elementary lunch by twenty cents. He said the second was for secondary lunch by thirty-five cents. He said breakfast would be increased by five cents. He said the next proposed increase was for the Driver's Education program which had not been increased for over ten years. He said an increase was needed to make sure the program remained self-sufficient. He said there were a number of PTE classroom fee increases and three new PTE classroom fees which were listed in the Notice.

b. Recess Regular Board Meeting and Convene Public Hearing on the Proposed Fee Increases for 2015-16

i. Call for Public Hearing to Solicit Public Comment on the Proposed Fee Increases for 2015-16

The Board Chair recessed the Board Meeting at 4:18 p.m. and called for public comment relative to the proposed fee increases for 2015-16. She outlined the protocols for public comment.

There was no public comment on the proposed fees at the time of the meeting.

ii. Close Public Hearing and Reconvene Regular Board Meeting

The Board Chair closed the Public Hearing and reconvened the Regular Board Meeting at 4:19 p.m.

iii. Topic: *Adopt the Fee Increases for 2015-16*

Policy Issue: Board adopts fee increases.

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

Administrative Recommendation: Administration recommends Board adopt the fee increases for 2015-16 as set forth in the enclosed Resolution and Fee Notice as if read into the minutes.

Board Action/Direction: A motion was made by Ms. Cranor and seconded by Mr. Vitale to adopt the Resolution, that:

WHEREAS, on April 21, 2015 the Board of Trustees of Pocatello/Chubbuck School District No. 25, Bannock County held discussion during its Regular Board of Trustees Meeting to consider the merits of increasing current fees.

WHEREAS, motion was duly made by Trustee, Mr. Dave Mattson and seconded by Trustee, Ms. Jackie Cranor, authorizing a Hearing to take place after proper publication of Notice as required by Idaho Code 63-1311A.

WHEREAS, in accordance with Idaho Code 63-1311A, a Notice of Hearing was duly published once each week for the two weeks preceding the week during which the Hearing required was held. This Notice was

published in the Idaho State Journal on April 29, 2015 and May 6, 2015. A copy of the Notice is attached and by this reference becomes a part hereof.

WHEREAS, in accordance with Idaho Code 63-1311A a Public Hearing was held on May 19, 2015. Upon motion was duly made by Trustee, Ms. Jackie Cranor, and seconded by Trustee, Mr. Paul Vitale, that the Pocatello/Chubbuck School District No. 25, Bannock County, Board of Trustees approved increasing current annual fees as listed on the attached Notice.

FURTHER, the Board of Trustees of the Pocatello/Chubbuck School District No. 25, Bannock County, appoints the Director of Business Operations, Bart J. Reed, as the duly authorized representative in this connection to act as the agent for said Board to make sure that the fee increase is incorporated into the fee schedule for the 2015-2016 school year.

IT IS HEREBY RESOLVED this 19th day of May, 2015 and executed under official seal approving above-described fee increase. The voting was unanimous in the affirmative.

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

a. Instructional Technology Update – Mr. Orr

Mr. Orr said he informed the Board at last month's meeting that the District's Instructional Technology Specialists, Mr. Merica and Ms. Spall would be returning to the classrooms for the 2015-16 school year. He said Ms. Drema Carnaroli and Ms. Alison Pickens had been selected as the new District Instructional Technology Specialists and would be introduced to the Board in the fall.

b. Revised Alternate Route to Graduation Plan – Class of 2015 Only – Mr. Orr

Mr. Orr said included in the packet was the revised Alternate Route to Graduation Plan – Class of 2015 Only which had been updated to include the Parallel Alternative Strategies for Students (PASS) Curriculum as a component of the plan. He said the revision was made to accommodate a student from California that was caught between California and Idaho's graduation requirements. He said the Board would be asked to approve the Alternate Route to Graduation Plan – Class of 2015 Only as revised under Old Business.

c. 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 route 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.

d. Revised Cycle of Renewal 2015-16 – Mr. Orr

Mr. Orr said included in the packet was a revised Curriculum Cycle of Renewal for 2015-16 that was presented at the April 21, 2015 Regular Board Meeting. He said the new format was more user friendly.

e. Policy 8124 – Early Graduation – 1st Reading – Mr. Orr

Mr. Orr said included in the packet was Policy 8124 – Early Graduation. He said the change to the policy addressed eligibility requirements for students wishing to graduate early inclusive of sophomores and juniors. He said the Board would be asked to hear the policy on first reading under New Business.

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

Mr. Orr said teachers would come to the Education Center in June to begin working on unit development. He said the unit developers would meet from 8:30 a.m. to 3:30 p.m. Monday through Thursday each week in June. He said the Board was welcome to come and observe.

g. Head Start Program Update – Ms. Craney

Ms. Craney said Thursday was Head Start's last day. She said Head Start was already in the process of accepting new applications for the 2015-16 school year. She said the administrative staff would remain at the school until mid-June. She said the Lincoln Center/Head Start building would have a HVAC system installed over the summer.

h. 21st Century After School Summer Program Update – Ms. Craney

Ms. Craney said included in the packet was the After School Summer Program announcement. She said the program was called "Seek Adventures". She said students would meet on Tuesdays and Thursdays from 8:30 a.m. to 5 p.m. She said some of the adventures included activities such as skating at Deleta and visits to the Tautphaus Park Zoo. She said the program enrolled 120 students and was nearly full. Ms. Gebhardt asked about transportation. Ms. Craney said parents dropped students off at the school and then the program was responsible to transport students to and from adventures.

i. 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 had been static for the year and she would provide a year-end report in June.

j. Kindergarten Enrollment Numbers – Ms. Craney

Ms. Craney said included in the packet were the Kindergarten Enrollment Numbers as of May 8, 2015. She said most of the Kindergarten enrollment counts were close to projections but some were low. She said counts at Chubbuck, Syringa and Tendoy Elementary Schools were low. She said the schools with higher counts than anticipated were Edahow and Ellis Elementary Schools. She said Chubbuck took the biggest hit. She said she read an article about a Montessori program opening up in the old Roosevelt Charter School building. She said that, in addition to Charter School expansions in the community, likely contributed to lower Kindergarten enrollment.

k. Update on Non-Directed Collaboration Time – Ms. Craney

Ms. Craney said included in the packet was an example of the documentation of the Non-Directed Collaboration Time from Chubbuck Elementary School. She said the documentation was available for all the schools if the Board wanted to review the reports. She said it was evident that time was used productively. She said the report showed just how much was on a teacher's plate. She said one of the themes that came across frequently in the reporting was all of the writing and collaborative scoring. She said the collaborative culture was deeply embedded in the schools. She said performance tasks were addressed frequently at all buildings. She said teachers were reviewing the tasks ahead of the units which was a good practice. She said interventions were planned consistently at each of the schools. She said several schools discussed Mileposts. She said achievement goals were developed and reviewed. She said teachers discussed how students would be graded and how the grading would be documented. She said it was time well spent.

l. PCCS Annual Summary Report – Ms. Craney

Ms. Craney said included in the packet was the PCCS Annual Summary Report detailing the Charter's demographic information. She said there were currently 342 students enrolled. She said the school's population was in the 93rd percentile for white students. She said the Charter's free and reduced lunch rate was at 42% and the special education population was at 11.4%. She said the Charter's Smart Goals were included in the report. She said the Charter School met its Smart Goals for 2nd and 3rd grade but not for Kindergarten or 1st grade. She said the report detailed the goals that would be implemented to achieve those targets. She said the report outlined some of the accomplishments throughout the year. She said the Charter was on track to become its own LEA. She said the administration was in the process of researching all of the rules and regulations. She said the Charter was unable to change the authorizer at this time until the State Charter Commission lifted the limit on the number of Charter Schools it would accept. She said also included in the report was the PCCS parent survey that addressed parent involvement and satisfaction. She said overall the comments were positive.

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

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

n. Continuation of High School Activity and Athletic Event Entry Fee Proposal – Ms. Harwood

Ms. Harwood said the Board discussed the continuation of the High School Activity and Athletic Event Entry Proposal during a Special Meeting/Work Session prior to the Regular Board Meeting. She said Mr. Bell did a good job gathering and interpreting the data. Mr. Facer asked if the proposal was just for Highland High School. Ms. Harwood said yes, for the coming school year only. She said the other schools were okay with the proposal. She said the Board would be asked to approve the continuation of the proposal for 2015-16 under Old Business.

o. Policy 8211 – IHSAA Sanctioned Athletic Events and Activities – Student/Athlete Code of Conduct – 1st

Reading – Ms. Harwood

Ms. Harwood said included in the packet was Policy 8211 – IHSAA Sanctioned Athletic Events and Activities – Student/Athlete Code of Conduct. She said the need for revision was the result of a discussion about middle school eligibility. She said in reviewing the policy it was discovered there was some inconsistency regarding eligibility. She said there was also a need to address students participating in extra-curricular activities in addition to athletics. She said the revisions included students and student athletes. Ms. Cranor asked if the Code of Conduct could address the total number of days missed and not just the day of an event. Ms. Vagner said the current attendance and discipline policies addressed that issue. Ms. Harwood said a lack of attendance usually had a negative impact on a student's grades which would cause them to be ineligible to participate. She said the Board would be asked to hear the policy on first reading under New Business.

p. Summer School Report – Ms. Harwood

Ms. Harwood said the District was holding DAPC hearings with 8th graders that were at-risk of not being able to promote to high school. She said 180 high school students were currently enrolled in summer school and the administration anticipated that number would increase over the next couple of weeks. She said capacity might be a concern. She said Dr. Kessler would manage summer school this year. She said the process for collecting summer schools fees had changed for this year to reduce the number of hands that money passed through. She said Session 1 was scheduled to begin on June 1, 2015.

q. Use of Football Helmets and Pads for Summer Camps – Ms. Harwood

Ms. Harwood said included in the packet was a memorandum documenting requests received from Century, Highland and Pocatello High Schools seeking permission to use school football helmets and pads during the summer football camps. Ms. Gebhardt asked when the reconditioning of helmets occurs. Ms. Harwood said right before fall sports. She said the Board would be asked to approve the requests under New Business.

r. Summer Camp Requests – Ms. Harwood

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

s. 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 clarified that the trip with a student to chaperone ratio that was too high was because the student and teacher were traveling with other groups that qualified. She said one of the female advisors was traveling with a male student, but the Skills USA president was a male and was traveling with that group. She said the administration reviewed the requests which were in order. She said the Board would be asked to approve the requests under Old Business.

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

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

BUSINESS OPERATIONS (BUDGET, MAINTENANCE, TRANSPORTATION, FOOD SERVICE) – Information – Mr. Reed

a. Idaho General Fund Update

Mr. Reed said April was typically the largest revenue collection month for the state and revenues came in \$43 million ahead of projections which was very positive. He said he hoped the economy would continue to stabilize.

b. Free and Reduced Lunch Report

Mr. Reed said the District's overall free and reduced eligibility was at 51.25% He said the current report was included in the packet with information broken out by school.

c. Fresh Fruit and Vegetable Program (FFVP) Grant Awards

Mr. Reed said Jefferson, Tendoy and Washington Elementary Schools were selected to receive a Fresh Fruit and Vegetable Program (FFVP) grant for the 2015-16 school year. He said Jefferson Elementary received the grant for the current school year and he attended a presentation given by the students that participated in the program highlighting some of the interesting fruits and vegetables that they were introduced to. He said it was a great program and he was excited that two new schools would be able to participate in the coming year. Ms. Gebhardt asked if students were taught about the fruits and vegetables that were introduced. Mr. Reed said students did learn about each fruit and vegetable as part of the curriculum.

d. Bid Awards

Mr. Reed said included in the packet were memorandums for various bid awards. He said the first bid was for bleachers at Highland High School. He said the current bleachers had been there since the school was first built. He said the low bidder was Norcon Industries out of Arizona. He said the bid came in under budget and would be completed prior to the start of school. He said the next bid was for bread. He said four vendors participated and Franz Bakery was the lowest bidder. He said the District had worked with Franz in the past and the company was very responsive to the District's needs. He said next bid was for concrete replacement of sidewalks and stairs. He said both vendors submitted the exact same bid on the first project which was split between both vendors. He said the next bid was for food supplies. He said twelve vendors participated and each of the vendors was awarded a portion of the bid. He said the last bid was for milk. He said there was only one local vendor that could meet the needs of the District as the product was perishable. He said the bid was to be awarded to Meadow Gold Dairy. He said the Board will be asked to award the bids under Old Business.

e. Policy 5315 – Student Activity Fund Management – 1st Reading

Mr. Reed said included in the packet was Policy 5315 – Student Activity Fund Management. He said due to the increase in use of technology the high schools had started to develop websites for collecting donations for extra-curricular programs. He said the method worked very well but the policy needed to be revised to clarify the process for setting up a site and defined how all funds were to be directly deposited into a school's activity account regardless of their collection. He said the Board would be asked to hear the policy on first reading under New Business.

f. Use of VEBA Trust Fund to Offset Classified Premium Increase

Mr. Reed said the VEBA Trust Fund was established a number of years ago to offset any impact to the General Fund for classified insurance premium increases. He said the cap for any expenditure at any one time was set at \$175,000 to help offset costs. He said the increase for classified insurance premiums was \$90,000 and the administration was proposing that the Board authorize the use of approximately \$90,000 from the VEBA Trust Fund to offset current

insurance premium increases. He said the current VEBA Trust Fund balance was approximately \$403,000. He said the Board would be asked to authorize the use of \$90,000 from the VEBA Trust Fund under New Business.

g. Final Bus Ridership Counts

Mr. Reed said the third and final bus ridership count for the 2014-15 school year was completed April 27 – May 1, 2015. He said the count came in at 3,959 students. He said the count was down by 137 riders from the February, 2015 count and down 226 riders overall for the 2014-15 school year.

h. Surplus Property Auction

Mr. Reed said included in the packet was a memorandum requesting permission to proceed with the auction of surplus materials. He said the auction was set for Saturday, July 11, 2015 at 9:00 a.m. He said the District had obsolete equipment and furniture to auction. Ms. Cranor asked what percentage of profit Prime Time took from the auction. Ms. Vagner said the administration would email that information to the Board. Mr. Reed said the Board would be asked to grant permission to hold the surplus property auction under New Business.

i. Sale Contract to Purchase of the LDS Property Adjacent to Franklin Middle School

Mr. Reed said included in the packet was a Sale Contract from the LDS Church for the Pocatello/Chubbuck School District No. 25 to purchase the property and seminary building adjacent to Franklin Middle School. He said the information was reviewed at the Special Meeting/Work Session prior to the Regular Board Meeting and all of the legal steps were addressed prior to the purchase. He said the property would be purchased using the School Plant Facilities Fund. He said the Board would be asked to approve the Sale Contract under New Business.

j. Proposed Building and Subdivisions (New Construction)

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

k. 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 May ISEE Upload was submitted last week. He said the final ISEE Upload for the 2014-15 school year would be completed over the summer. He said summer school data was submitted at the end of August. He said the State Department of Education was in a state of transition and the future of ISEE was yet to be seen. He said Mr. Joel Burkman was hired as the new Technology Coordinator and would work with Mr. Jolley until July 2nd. He said the department was conducting interviews for Mr. Burkman's current position.

b. Student Enrollment Information

Mr. Smart said included in the packet was current student enrollment data. He said enrollment was looking up and was a good indication that there was some growth in the community. He said there would still be some loss in enrollment due to the expansion of the local Charter Schools.

c. Ratify the Negotiated Agreement between the Pocatello Education Association and the Pocatello/Chubbuck School District No. 25 Board of Trustees for the 2015-16 School Year

Mr. Smart said included in the packet was a copy of the Negotiated Agreement for 2015-16. He said most of the changes were minimal with the biggest change being the salary schedule. He said the District offered a 3.5% increase on most of the positions on the salary schedule. He said it was a challenge because the District rolled from the current salary schedule to the new Career Ladder. He said 2.5 days were restored to the school calendar which was accounted for in the increase in salary. He said the Calendar Committee would address the additional days. Ms. Vagner said the priority was to restore parent/teacher conference days. Mr. Smart said Contract language had to be cleaned up prior to the final submission for Board approval because it still referenced the old salary schedule. He said he was able to communicate the changes and obtain agreement from the Association prior to presenting the information to the Board. Ms. Cranor asked if there was any change to coaches' salaries. Mr. Smart said the base salary was increased by 3%. He said personal leave reimbursement was increased from \$65 to \$75 for each day. He said the Director of Human Resources would update applicable procedures. He said the Association's members approved the Negotiated Agreement. He said the Board would be asked to consider ratifying the Agreement under New Business. He said Contracts could be delivered on Thursday and would include all of the updated information.

d. Insurance Carriers and Coverages for 2015-16

Mr. Smart said included in the packet was a memorandum detailing the various Insurance Providers and coverage options for the 2015-16 school year. He said the information was presented at the May 12, 2015 Work Session. He said the Wellness/Insurance Committee met several times to review provider options. He said Vision, Dental and Life would remain the same with no increases. He said the Committee recommended that the District switch from Regence BlueShield to Pacific Source for medical insurance. He said Pacific Source indicated that it was willing to offer a Wellness Program for the District. He said the Board would be asked to approve the Insurance Carriers and Coverages for 2015-16 under New Business.

e. Proposed 2015-16 School District Budget

Mr. Smart said the proposed 2015-16 School District Budget was included in the addendum. He said the administration finally had all of the information it needed to prepare a balanced budget. He said the administration would begin to prepare the official budget documentation for publication in the Idaho State Journal which would be presented at the June Budget Hearing. He said medical costs increased by \$188,000. He said that was really low compared to what other Districts were facing. He said the administration was very pleased to present a balanced budget. He said every year Mr. Orr requested funds to purchase new textbooks and every year the administration had to tell him no. He said he hoped one year to be able to grant the request. He said other budget requests that were reduced included Datawise software, elementary textbooks, salary increases, fuel, building repairs, professional development, digital phone system installation, ISAT remediation, SBAC proctor budgets and Holt Arena support. He said overall the administration had to cut \$50,000 from the proposed budget in order to balance. Ms. Vagner said Cabinet was very aware that without legislative help next year it would be very difficult to balance for 2016-17. Mr. Smart said without the help from the Supplemental Levy it would have been very painful to balance the budget. He said the Board would hold a Public Hearing on the proposed budget and would be asked to adopt the 2015-16 School District Budget following the Hearing at the June 16, 2015 Regular Board Meeting.

f. Budget Committee and Wellness/Insurance Committee Update

Mr. Smart said because of the late timeframe in which the District received budget information, the Budget Committee was not able to meet. He said the information was emailed to members who provided input prior to being presented to the Board.

g. Any Other Employee Services/Operational Support Update

Mr. Smart had no further Employee Services updates at the time of the meeting.

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Dr. Howell said included in the packet and addendum was the monthly Human Resources Report. He said there was an administrative retirement at Ellis Elementary. He said there were several new hires. He said there were ten resignations and three teacher retirements. He said there were requests for contract changes from part time to full time and a leave of absence request for Ann Stevenson who would continue working for the state. He said there were also stipend requests for teacher and administrative mentors. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. Delegate Authority to Superintendent to Hire Through the Summer Months

Dr. Howell said it was a routine request for the Board to delegate authority to the Superintendent to hire through the summer months to avoid holding up the hiring process as the Board met only once a month during the summer. He said the responsibility would shift to the Superintendent beginning May 20, 2015 and would remain through August 31, 2015 at which time the authority would automatically revert back to the Board. He said the Board would be asked to delegate authority to the Superintendent to hire through the summer months under New Business.

c. Policy 7121 – Employee Standards of Conduct – 2nd 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 policy language up to date. He said the policy was posted for public input, however, none was received and no further changes were made. He said the Board would be asked to hear the policy on second reading for adoption under Old Business.

d. Policy 7124/8150 – Prohibition of Harassment, Intimidation, Bullying, Hazing and/or Initiation – 1st Reading

Dr. Howell said included in the packet was Policy 7124/8150 – Prohibition of Harassment, Intimidation, Bullying, Hazing and/or Initiation. He said the change to the policy updated the language to align with recent changes to Idaho Code. He said the Board would be asked to hear the policy on first reading under New Business.

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. Policy 3210.01 – Superintendent of Schools – 2nd Reading

Ms. Vagner said included in the packet was Policy 3210.01 – Superintendent of Schools. She said the change to the policy was a result of feedback from the Board during the Superintendent Search process. 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.

b. Policy 7133/8154 – Suicide Prevention – 2nd Reading

Ms. Vagner said included in the packet was Policy 7133/8154 – Suicide Prevention. She said the changes to the policy address further reporting requirements, follow-up and protocol for students or staff members who were aware of any

suicide ideation and/or threats of self-harm. 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.

c. Policy 8351 – Student Activity and Participation Fees and Student Fines – 2nd 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 a particular class. She said included in the addendum were further changes relative to clarifying the rental of District owned musical equipment. She said the changes were not substantive and the Board would be asked to hear the policy on second reading for adoption under Old Business.

d. Policy 8153 – Prohibition of Weapons – 1st Reading for Adoption

Ms. Vagner said included in the packet was Policy 8153 – Prohibition of Weapons. She said immediately following the adoption of the policy at the April 21, 2015 Regular Board Meeting, a misspelling was discovered and was corrected. She said the Board would be asked to hear the policy on first reading for adoption under Old Business.

e. Policy 8210 – Student Discipline – 1st Reading

Ms. Vagner said included in the packet is Policy 8210 – Student Discipline. She said the change was minor cleanup. She said the Board would be asked to hear the policy on first reading under New Business.

f. Athletic Training Services Agreement for 2015-16

Ms. Vagner said included in the packet was the Athletic Training Services Agreement for 2015-16 that was signed by the Pocatello Orthopaedics and Sports Medicine Institute, PA. She said doctors were willing to continue providing services to students and thanked them for their generosity. She said the District had the best donated program services in the United States. She said the District was very appreciative that the doctors agreed to continue the program. She said the Board would be asked to approve the Agreement under New Business.

g. Donation Agreement with Portneuf Medical Center for 2015-16

Ms. Vagner said included in the packet was the Donation Agreement with Portneuf Medical Center (PMC) for 2015-16 that was signed by the Hospital's CEO. She said PMC increased its donation to the schools by \$15,000 for 2015-16. She said PMC did add a stipulation that the donation was to be directed toward program support for athletes, fine arts and academics rather than to offset the cost of Holt Arena. She said schools would have to use funds that were raised by the programs to support Holt Arena costs in the future. She said the free physical program would continue and went very smoothly this year. She said the Board would be asked to approve the Agreement under New Business.

h. Back to School Calendar

Ms. Vagner said included in the packet was the Back to School Calendar for the 2015-16 school year highlighting the various meetings and activities that took place at the start of the year. She said the timeline was set for staff returning from summer break. Ms. Gebhardt asked if people other than teachers could be invited to Mr. Jensen's presentation. Ms. Vagner said the administration would accommodate the request and asked any Board Members interested to please give her a list.

i. Special Meeting to Adopt Revised 2015-16 District #25 Calendar and Executive Session for Student Discipline

Ms. Vagner said the administration proposed that the Board meet on May 28, 2015 at 1:30 p.m. for a Special Meeting and Executive Session. She said the Calendar Committee would meet the following week to address the changes to the 2015-16 Calendar as a result of Negotiations. She said the Board would meet in Executive Session for the purpose of Student Discipline.

j. Board Calendar

Ms. Vagner reviewed the graduation schedule and said the Board would meet at 11:30 a.m. in the Binyon Room at the Holt Arena. She said the graduating class for 2015 earned over \$22 million in scholarship awards. She said Highland High School students earned approximately \$9 million, Century High School students earned \$7 million, Pocatello High School students earned approximately \$6 million and New Horizon High School students earned \$300,000. She said it was the highest scholarship award in the history of the District. She said it was a credit to all those involved in the education of students.

k. Any Other Superintendent's Update

Ms. Vagner said the legislature took action at a special meeting to prevent the loss of child support payments which avoided any impact to Head Start Program funding.

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 April 21, 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 May 11, 2015 in the amount of \$1,199,411.20.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of May 11, 2015 in the amount of \$1,199,411.20.

c. Topic: *Approve Supplemental Financial Information from April 1, 2015 through April 30, 2015*

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of April 1, 2015 through April 30, 2015.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from April 1, 2015 through April 30, 2015 as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve the Revised Alternate Route to Graduation Plan – Class of 2015 Only*

Policy Issue: Board approves alternate route to graduation plans.

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

Administrative Recommendation: Administration recommended Board approve the revised Alternate Route to Graduation Plan – Class of 2015 Only as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Mattson to approve the revised Alternate Route to Graduation Plan – Class of 2015 Only as presented. The voting was unanimous in the affirmative.

b. 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.

c. Topic: *Authorize the Continuation of the High School Activity and Athletic Event Entry Fee Proposal for Highland High School for 2015-16*

Policy Issue: Board authorizes the continuation of fee proposals.

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

Administrative Recommendation: Administration recommended Board authorize the continuation of the High School Activity and Athletic Event Entry Fee Proposal for Highland High School for 2015-16 as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to authorize the continuation of the high school activity and athletic event entry fee proposal for Highland High School for the 2015-16 school year as presented. The voting was unanimous in the affirmative.

d. 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. Vitale to approve the summer camp requests as presented. The voting was unanimous in the affirmative.

e. **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 Mr. Mattson and seconded by Ms. Cranor to approve the Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

f. **Topic: *Award Bids:***

Bleachers

Bread

Concrete

Food Supplies

Milk

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 Ms. Cranor and seconded by Mr. Facer to award the above listed bids as presented. The voting was unanimous in the affirmative.

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

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 second reading for adoption as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to hear the above listed policies on second reading for adoption. The voting was unanimous in the affirmative.

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

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 policy on first reading for adoption as presented.

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

NEW BUSINESS – Information – Action – Mrs. Vagner

a. **Topic: *Approve the Use of Football Helmets and Pads for Summer Camps***

Policy Issues: Board approves the use of District equipment.

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

Administrative Recommendation: Administration recommended Board approve the use of football helmets and pads for summer camps as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to approve the use of football helmets and pads for summer camps as presented. The voting was unanimous in the affirmative.

b. **Topic: *Hear on First Reading:***

Policy 8124 – Early Graduation

Policy 8211 – IHSAA Sanctioned Athletic Events and Activities – Student/Athlete Code of Conduct

Policy 5315 – Student Activity Fund Management

Policy 7124/8150 – Prohibition of Harassment, Intimidation, Bullying, Hazing and/or Initiation

Policy 8210 – Student Discipline

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 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.

- c. **Topic:** *Authorize Use of VEBA Trust Funds to Offset Impact to General Fund for Classified Insurance Premium Increases in the Amount of \$90,000*

Policy Issue: Board authorizes use of the VEBA Trust Fund.

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

Administrative Recommendation: Administration recommended Board authorize the use of the VEBA Trust Funds to offset the impact to the General Fund for classified insurance premium increases in the amount of \$90,000 as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Facer to authorize the use of VEBA Trust Funds to offset the impact to the General Fund for classified insurance premium increases in the amount of \$90,000 as presented. The voting was unanimous in the affirmative.

- d. **Topic:** *Grant Permission to Hold Surplus Property Auction*

Policy Issue: Board authorizes disposal of surplus property.

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

Administrative Recommendation: Administration recommended Board grant permission to hold a surplus property auction as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to grant permission to hold a surplus property auction as presented. The voting was unanimous in the affirmative.

- e. **Topic:** *Approve the Sale Contract between the LDS Church and the Pocatello/Chubbuck School District No. 25 for the Purchase of Property Adjacent to Franklin Middle School in the Amount of \$125,000*

Policy Issue: Board approves Sale Contracts for the purchase of property.

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

Administrative Recommendation: Administration recommended Board approve the Sale Contract between the LDS Church and the Pocatello/Chubbuck School District No. 25 for the purchase of property adjacent to Franklin Middle School in the amount of \$125,000 as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the Sale Contract between the LDS Church and the Pocatello/Chubbuck School District No. 25 for the purchase of property adjacent to Franklin Middle School in the amount of \$125,000 as presented. The voting was unanimous in the affirmative. Mr. Facer noted that Pole Line Road was misspelled in the Contract. Ms. Vagner said the administration would make the correction prior to submitting the signed Contract.

- f. **Topic:** *Ratify the Negotiated Agreement between the Pocatello Education Association and the Pocatello/Chubbuck School District No. 25 Board of Trustees for the 2015-16 School Year*

Policy Issue: Board ratifies Negotiated Agreements with the PEA.

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

Administrative Recommendation: Administration recommended Board ratify the Negotiated Agreement between the Pocatello Education Association and the Pocatello/Chubbuck School District No. 25 Board of Trustees for the 2015-16 school year as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Vitale to ratify the Negotiated Agreement between the Pocatello Education Association and the Pocatello/Chubbuck School District No. 25 Board of Trustees for the 2015-16 school year as presented. The voting was unanimous in the affirmative.

- g. **Topic:** *Approve Insurance Carriers and Coverages for 2015-16*

Policy Issue: Board approves insurance carriers and coverages.

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

Administrative Recommendation: Administration recommended Board approve the Insurance Carriers and Coverages for 2015-16 as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Facer to approve the Insurance Carriers and Coverages for 2015-16 as presented. The voting was unanimous in the affirmative.

- h. **Topic:** *Delegate Authority to the Superintendent to Hire Through the Summer Months*

Policy Issue: Board delegates authority to the Superintendent to hire.

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

Administrative Recommendation: Administration recommended Board delegate Authority to the Superintendent to hire through the summer months with such authority automatically shifting back to the Board after August 31, 2015 as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Ms. Cranor to delegate authority to the Superintendent to hire through the summer months with such authority automatically shifting back to the Board after August 31, 2015 as presented. The voting was unanimous in the affirmative.

i. **Topic:** *Approve Athletic Training Services Agreement for 2015-16*

Policy Issue: Board approves various Agreements.

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

Administrative Recommendation: Administration recommended Board approve the Athletic Training Services Agreement for 2015-16 as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the Athletic Training Services Agreement for 2015-16 as presented. The voting was unanimous in the affirmative.

j. **Topic:** *Approve Donation Agreement with Portneuf Medical Center for 2015-16*

Policy Issue: Board approves various Agreements.

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

Administrative Recommendation: Administration recommended Board approve the Donation Agreement with Portneuf Medical Center for 2015-16 as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Facer to approve the Donation Agreement with Portneuf Medical Center for 2015-16 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. Vitale to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 6:03 p.m.

APPROVED ON:

6/16/15

MINUTES PREPARED BY:


Secretary, Board of Trustees

BY:


Chair

ATTESTED BY:


Clerk