

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, August 20, 2013
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair

Jackie Cranor, Clerk (Excused)

Jim Facer, Assistant Treasurer

Paul Vitale, Member

Dave Mattson, Newly Seated Trustee

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 20th day of August, 2013, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:32 p.m.

PLEDGE OF ALLEGIANCE

Cory Taylor 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. Vitale and seconded by Mr. Facer to approve the agenda and the addendum as presented. The voting was unanimous in the affirmative.

1. APPROVAL OF MINUTES – Self Explanatory – Action

a. Special Meeting/Oath of Office – July 9, 2013

b. Regular Board Meeting – July 16, 2013

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

2. RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

1) Introduce New Administrators

Ms. Vagner introduced the new administrators for the 2013-2014 school year. She said Mr. Cory Taylor was the new Principal at Washington Elementary, and Mr. Kit Kanekoa was the new Assistant Principal at Irving Middle School. She said Mr. Taylor was in his third year at the District. She said he was formally a guidance counselor in the Bonneville School District and had completed his administrative internship with the District and had good preparation moving into the principal's position. She said he would also serve as the school's interventionist. She said she was pleased with his level of preparedness as evidenced during the Building Leadership Team (BLT) Retreat and was glad to have him. She said Mr. Kanekoa was a Boise State graduate and came to the District from Vancouver, WA. She said he started his career as an SRO in Camas, WA. She said he had been a guidance counselor at Hudson Bay High School which was an "at risk" high school with 32 languages. She said he had good training and had completed his administrative internship in Washington. She said she was grateful to have his expertise at Irving Middle School. Ms. Gebhardt welcomed both of the new administrators to the District.

b. Recognitions – Information – Ms. Allen

Ms. Allen invited Ms. Dye to the podium. She said Gate City was recognized earlier in the year for being nominated as a Blue Ribbon School and the District recently learned they met the final requirements and had been selected as a National Blue Ribbon School award winner. She said Gate City was nominated by the State Department of Education based on the school's student achievement data. She said the previous nomination earned the school \$20,000. She said the school was nominated for the national program in the exemplary category. She said this was awarded to schools that demonstrated the greatest gains over a five year period. She said the National Blue Ribbon School Awards Ceremony would be held in October and the school would receive travel money to attend the ceremony. She congratulated Principal Dye and the Gate City staff for the national recognition. Principal Dye thanked the community, the Board and the

District. She said the work at Gate City Elementary was no different than any other school in the District and the award was shared with all of the District's schools, the community and every person in the District. She said the award was indicative of the hard work and direction of the District and the school's staff was honored to receive the award and represent the District.

Ms. Allen invited Tom Wilson to the podium. She said the Food Service Program provided a safe, supportive and respectful environment throughout the summer with the Food Service Summer Feeding Program. She said the state reviewed several summer feeding programs across the state and the District's Food Service program was commended for its friendly staff, for ensuring compliance guidelines were met, for accurately tracking and managing funds, serving healthy menu options, strict adherence to sanitary procedures and for knowing the federal rules and requirements. She said the food service staff was also commended for their skill in dealing with difficult patrons. Mr. Wilson said the team did a great job running the program and the District's program was the first across the state that did not require corrective action after being reviewed by the state. He said 84,706 meals were served over the summer which was an average of 936 meals per day. He said the Food Service department was in its 13th year of running a summer feeding program and congratulated them on doing such a great job.

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.

Ken Newhouse – 1870 Whitewater Road, Pocatello, ID 83204

Dr. Newhouse thanked the Board for the opportunity to speak. He said he had concerns about the District's direction relative to sports medicine coverage. He said he had lived in Pocatello for the past 25 years. He said his children attended District schools throughout their K-12 careers and he had provided free sports medicine services to students for years. He said he stood on the sidelines during hundreds of District athletic events and provided free Saturday Clinics at no cost to the District or participants. He said he provided free athletic training for all three of the high schools when the District was not able to afford athletic trainers. He said Doug Ashton was his employee and had done a great job working with all three of the high schools. He said he provided services for track, volleyball and other low profile athletic events, not just football. Dr. Newhouse said last year he decided to start working for Bingham Memorial as the cost of medical care in Pocatello had increased and he wanted to provide services to his patients at a reasonable rate. He said he still lived in Pocatello, performed surgeries locally and had junior partners that worked in Pocatello. He said he and his partners wanted to help take care of student athletes and met with the Superintendent and were told they may have an opportunity and later learned the opportunity had been given to another practice without any chance for rebuttal. He said if the District had local doctors that were qualified to help it should encompass and embrace all of them. He said the decision should not be based on a particular group but on access and what was best for students.

3. REPORTS

a. Media Report – Ms. Allen

Ms. Allen said the media report would cover the last two months. She said it was a quiet reporting period for education. She said there were 12 print articles and 15 TV news stories. She said a lot of the coverage had to do with the Idaho Core Standards (ICS), Back to School and upcoming District events. She played a video of the administrative team learning a dance routine during the first K-12 Administrators Meeting of the year. She said the video was recorded and played for the administrators at the end of the meeting to provide an example of how fast posting could be done through social media sites.

b. Annual Pocatello/Chubbuck School District No. 25 Education Foundation Report

Ms. Allen said included in the packet was the annual Pocatello/Chubbuck School District No. 25 Education Foundation Report. She introduced the Education Foundation Board Members. She said the Board Members were listed on the first page of the report. She said John Sargent would be replaced by

the newly elected Vice Chair, Jackie Cranor. She said the next part of the report listed the business contributors. She said the top business contributors included Simplot, ISU Credit Union, Ford, Potelco Credit Union, Key Bank and Farm Bureau. She said the total contributions amounted to \$124,358.09. She said the next section of the report listed the individual contributors and many of the participants were a result of the Foundation's Give a Dollar Campaign. She said individual contributions amounted to \$22,174. She said the next section compared contributions over the last five years. She said Festival of Trees funds were not reflected in the report. She said the Foundation had grown significantly since 2005. She said the next section listed the various grants awarded to teachers, schools and projects that were funded and where the funds came from. She said the last page of the report detailed the number of grants that were awarded which amounted to \$129,195.83 in grant awards. She said individual contributions brought in \$6,362 in the first year and since starting the Give a Dollar Campaign in March, 2010 that number jumped to \$17,014 in 2011-12 and then to \$22,174 in 2012-13. She said the campaign would be repeated every other year. She noted that the contributions by staff were made on the heels of a 5% pay reduction without any restoration in the subsequent years. She said special thanks were owed to Michele Leiby and Shawna Sprague for making it possible by taking on the responsibility of purchasing and tracking grant materials.

c. Brian Reams Memorial 3 on 3 Basketball Tournament Report

Ms. Allen said the Brian Reams 3 on 3 Basketball Tournament was held on Saturday, June 15, 2013. She said it was the first year that the Education Foundation was responsible for operating the tournament. She said Brian Reams was a former student that was killed in a hit and run accident. She said his family started the tournament to raise funds for students who did not have the financial means to participate in extra-curricular activities. She said the Reams' family was unable to run the tournament last year and was very supportive when the Education Foundation approached them about taking over the event. She said the Foundation raised \$6,240 from the tournament. She said the Foundation decided to include the 4th – 12th grades and would consider including alumni students in the future. She said the total expense for the first year was \$1,216 and some of the materials would be reused. She said the net profit was \$5,428 which would be distributed to students in need as grants. She said she appreciated Ms. Samuelson for being her right arm during the tournament and for the many staff members that volunteered.

d. Report on Standing Committees for 2013-2014

Mr. Mattson said it was rewarding to go to Judge Murray's Juvenile Justice Committee meeting and to hear what the community was working on this year. He said overall there were fewer issues relative to juvenile justice which was a good thing. Ms. Gebhardt said there was a new employee in the Juvenile Justice program that could possibly restore the position that was originally at Tyhee Elementary.

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

a. Special Education Program Overview/File Review Update – Ms. Sanford

Ms. Sanford said included in the packet and the addendum was information relative to the Special Education program overview for the 2013-14 school year, inclusive of the District's Special Education Determination for the 2011-12 school year and the Special Education File Review conducted by the state in April. She said the determination reviewed eight areas of compliance. She said the District was identified as "Needs Assistance". She said the District did not meet compliance levels on two of the indicators which determined the District's status. She said the District had 60 days to make a determination as to student services and if one student was missed in that timeframe the District was not in compliance. She said four students in the District were not identified within the 60 day period. She said the second area that the District was not in compliance was relative to transition for students over 16. She said there were additional criteria for how those students were reviewed by the state. She said the District sent teachers to be trained on transition compliance in the fall and the two areas of non-compliance should be remedied for the upcoming school year. She said the next document in the packet was from Boise State regarding the District's file review. She said the District submitted files to the state for review every year and this year only one of the files was 100% compliant. She said staff members would participate in compliance training in October. She reviewed the PowerPoint presentation that provided an overview of Special Education services. She reviewed the child count from 2005 to 2012 and said the numbers did not include students in the Lincoln/Head Start Program. She said the number of students served was on an upward trend. She said the main area of focus for the school year was on compliance. She said the second

area of focus was on implementing the Idaho Core Standards into the special education curriculum. She said the state had not communicated whether or not special education students would have an alternate assessment. She said the total funding for the 2013-14 school year was \$2 million for school age and \$125,000 for preschool age. She said she the budget included the reduction due to sequestration. She said the department would work to ensure it met the Maintenance of Effort requirement. She said Medicaid Services were tracked closely. She said several changes were made at the federal level that affected services. She said the District held off on implementing any changes until they were finalized. She said the changes required any Medicaid reimbursement be directly related to medical issues. She said developmental therapy was considered an educational expense and was not longer an allowable Medicaid reimbursement service. She said the change amounted to a \$350,000 loss in Medicaid reimbursements. She said another change allowed IBI services to be provided by school psychologists and counselors which previously had to be contracted and would save the District money. She said the department would work to ensure that all IEPs were in compliance. Ms. Gebhardt asked if developmental therapy still occurred even if it was not a reimbursable expense. Ms. Sanford said yes but was considered an academic service and was not eligible for Medicaid reimbursement. She said developmental therapy included teaching real life skills like shopping, grooming and working with supervision. Mr. Vitale asked if there was any reimbursement for that service. Ms. Sanford said yes under a different program. She said staff developed a personal care assessment and plan to produce a number of hours that a student could receive those types of services and was very beneficial to students. She said she attended a State special education workshop and learned about changes in reporting on early childhood outcomes. She said the changes would be embedded into the special education staff's work for the year. She said the change broadened the assessment process for students. She said last year selected elementary and secondary special education teachers met to discuss the need for the restructuring of programs and found the District had an all or nothing placement process for students. She said the group discussed the continuum of services and developed an extended resource option at the elementary level. She said this year the District honored least restrictive environments. She said the group worked to ensure the District was meeting IDEA guidelines. She said the District would need to plan to purchase two special education busses. She said the VOICE Program was close to securing a permanent location on ISU's College of Education campus. She said the District was fortunate to have the 18-21 year old program that allowed adult students to transition on a college campus. She said the District would get another full time Occupational Therapist (OT) that was certified. She said services would be expanded for students with sensory issues.

b. Federal Program Budgets Report: Title I; Title II; Special Education; Carl Perkins – Ms. Harwood, Mr. Wegner, Ms. Sanford, Ms. Naftz

Ms. Harwood said included in the packet was the consolidated plan that was submitted every year. She said the District waited until the state approved the plan prior to spending any funds. She said the Title I budget started out with \$2.5 million which included the decrease from sequestration. She said the department operated on the carryover from the previous year in order to maintain programs. She said she tried to keep the carryover amount as close to 15% as possible since that is the maximum carryover amount allowed. She said the Title I budget had required "set-aside" amounts which included minimum expenditures in areas such as Homeless Students. She said the District had been able to adequately meet the needs of the homeless population utilizing those funds. She said there was a 1% minimum requirement for parent involvement and the District flowed 100% of those funds. She said the District allocated an additional \$10,000 to support Love and Logic and STEP classes which were parenting classes. She said the District would not be able to offer as many of those courses this year due to sequestration. She said New Horizon High School and Kinport Middle School were both turnaround schools and the District had to offer school choice and inform parents of their options. She said New Horizon High School was the District's alternative high school and was the best chance for graduation for some students. She said parents were informed about online requirements as required by law. She said the District offered 28 weeks of tutoring for students that did not meet proficiency. She said the 21st Century After School Program was a required option that met the academic requirements. She said funding was set aside for additional parapro help. She said 100% of her salary was included in the budget. She said the budget also included her administrative assistant and travel. She said the budget contained a line item called "other" that was used to implement District initiatives. She said the budget also included salaries for the Instructional Coaches and a half time interventionist at Washington Elementary. She said the budget included funds for professional development needs. She said a portion of the New Horizon High School grant was funded out of the Title I Budget. She said the District wrote a grant to support the

PEAK Program being implemented at New Horizon High School and Kinport Middle School. She said Principal Wallace and the Turnaround Officer attended the PEAK training and would follow up with coaching in the classroom. She said the grant money would go towards professional development at the building level. She said the remaining money in the budget flowed to the schools which was where sequestration had the most negative impact. She said funding was lost for the interventionists at the school level. She said there was only one left to work with all of the teams. She said the District also lost one instructional coach. She said the District had lost one coach each year due to budget cuts. Mr. Wegner said included in the packet was the draft Title IIA budget. He said the draft budget would be taken to the Curriculum Committee in September before it was finalized. He said there was only \$67,000 in carryover to start the year due to new requirements that restricted the carryover amount to 25%. He said the total anticipated allotment was \$529,000. He said sequestration took about \$25,000. He said staffing was unaffected with the exception of the instructional coaches. He said some of the funds were moved into state funded programs to free up Title IIA money for professional development. He said the state money was one-time money and the expenses would be placed back into the budget the following year. He said the budget included a line item for the implementation of the Idaho Core Standards and unit development over the summer. He said the department chairs would continue to implement the ICS at the building level. He said instructor salaries remained the same. He said there was \$230,000 left. He said the private school set aside amount was \$9,500. He said the improvement set aside for non-Title I schools was increased by \$18,000. He said he would review the Carl Perkins budget for Ms. Naftz who was unable to attend the meeting. He said the District expected an increase of \$10,000. He said the Carl Perkins funds had to be used differently this year due to changes in federal guidelines. He said the attachment included in the packet detailed the approved funding. He said 5% of the grant would fund a portion of the Coordinator's salary. He said line items in the budget included funding for a work based coordinator to increase the number of program completers, travel, assessment expenses, insurance, Academy of Finance training, supplies, equipment and technology. He said the remaining amount was \$165,000. He said the final budget was pending approval from the state.

c. Status of School Improvement Plans – Mr. Wegner

Mr. Wegner said included in the packet was a letter from the State Department of Education regarding the status of the School Improvement Plans for the District, Kinport Academy and New Horizon High School. He said last spring the plans needed revision after the first submission to the state. He said the plans were reviewed, revised and resubmitted. He said the letter articulated the changes and approval by the state.

d. 2012-13 Star Ratings Update – Mr. Wegner

Mr. Wegner said included in the packet was the PowerPoint presentation of the District's star ratings and assessment results. He said the presentation was posted to the District's website. He reviewed the Star Ratings for each school. He said Kinport Academy improved from a 1 star rating to a 5 star rating. He said the school was still in Turnaround status and would be for another year because of the previous rating but was still a significant improvement. He said this year's ratings would be frozen for the next two years. He said the rest of the presentation detailed the District's IRI and ISAT results from the previous year. He said the District continued to see improvement and was at or above state averages in almost every category in every grade level.

e. Pocatello/Chubbuck School District No. 25 ICS Resources and Three Year Professional Development Plan 2013-2016/ICS Unit Implementation Report – Mr. Wegner

Mr. Wegner said included in the packet was the Pocatello/Chubbuck School District No. 25 ICS Resources and Three Year Professional Development Plan 2013-2016. He said the plan would be submitted to the State Department of Education in order to access the District's allocation following approval by the Board. He said the three sources of funding included the amount set aside by the Board to support ICS implementation. He said the amount of professional development funding set aside from differentiated compensation amounted to \$111,000 to support ICS implementation. He said the District was in the process of spending \$118,000 in key areas that were identified earlier in the year. He said a line item for instructor stipends was included in the plan. He said funds were identified for refining TIA documents and increased printing at the building level. He said the Board would be asked to approve the plan under New Business.

f. State Required Testing for 2013-14 – Mr. Wegner

Mr. Wegner said included in the packet were the testing dates by grade level for the various assessments for the 2013-14 school year. He said the State Department of Education requested a waiver to eliminate

the ISAT requirement with the exception of 11th and 12th grade students that had not passed the ISAT. He said grades 5, 7 and 10 would still be required to take the Science ISAT. He said all 3rd – 8th graders would participate in a field assessment of the SBAC next spring. He said the PSAT would be administered to all 10th grade students starting this year.

g. Alternate Route to Graduation Update – Mr. Wegner

Mr. Wegner said included in the packet was the Class of 2016 Alternate Route to Graduation plan. He said the District recently learned that 9th grade students were required to pass the ISAT as a graduation requirement and those 9th graders that did not pass this year would be required to complete an alternate route to graduation. He reviewed the percentage of students affected. He said currently state rule dictated that students could not start an alternate route to graduation until their senior year. He said the State Department of Education suggested that students take the PSAT in order to meet the alternate route expectation. He said the Board would be asked to adopt the plan under New Business and the plan would be submitted to the State Department of Education. Ms. Gebhardt asked if the District would still have PLATO. Mr. Wegner said yes. He said if seniors did not pass the ISAT they would use PLATO. He said this year students that took the PSAT would fulfill their alternate route and the administration was still waiting to hear back from the state if it was within the allowable parameters of the alternate route. Ms. Vagner said about 1/3 of 9th graders were affected by the change. She said when the 9th grade students took the ISAT last year they were unaware that it would have any bearing on their graduation. Mr. Facer asked if students that did not take the PSAT would be required to complete the alternate route. Mr. Wegner said no, only those students that didn't pass the ISAT. He said the state requires multiple measures which was why the District had so many options.

h. 2013-14 ISAT Remediation Budget – Mr. Wegner

Mr. Wegner said included in the packet was a draft ISAT Remediation Budget for the 2013-14 school year. He said the administration anticipated an allotment of \$137,000. He said the ISAT Remediation Budget was used to support credit recovery at the high school level. He said funds were used to support the middle and high school lunch academies, academic success coaches, CRWs and the Mileposts program in order to track student interventions.

i. Building Leadership Teams (BLT) Retreat Report – Mr. Wegner

Mr. Wegner said included in the packet was the agenda for the Building Leadership Teams (BLT) Retreat which was held on August 19, 2013. He said it was a productive day for teams to review achievement data. He said the teams discussed differentiated compensation plans and the plan to implement BYOD. He said 150 teachers and administrators attended.

j. Policy 6120 – Curriculum – 1st Reading – Mr. Wegner

Mr. Wegner said included in the packet was Policy 6120 – Curriculum. He said the change aligned the policy language with the Idaho Core Standards (ICS) and combined the Procedure into the policy. He said the policy set the expectation that the written, taught and assessed curriculum be assessed. He said the Board would be asked to hear the policy on first reading under New Business. He said the policy would be posted for public input following a first reading.

k. Instructional Technology Update – Mr. Wegner

Mr. Wegner said it was a busy summer for the Instructional Technology Specialists. He said they facilitated multiple conferences and continued monthly visits at the middle and high schools. He said the elementary schools would also be added to the monthly visits schedule. He said the Specialists would provide staff training with the help of Building Coaches. He said the Specialists would offer a technology literacy course this year. He said the Specialists developed two hour training modules. He said staff members could select 8 modules to earn one ISU credit. He said teachers liked the format and flexibility to choose the modules they wanted to take. He said the Specialists planned to add more modules this year. He said they created an IT Blog to provide training information, resources and a forum for input and questions. He said the Specialists planned to implement an online conferencing system. He said the goal was to help teachers become learners of technology.

l. Any Other Curriculum/PLCs/TIA/Beliefs Update – Mr. Wegner

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

m. Head Start Program Update – Dr. Mortensen

Dr. Mortensen said included in the packet was an overview of the findings from the follow up Audit for Head Start that was conducted on June 10, 2013 to determine if the previous findings had been corrected. She said the findings were closed and no corrective action was required. She said the Head Start staff was preparing to return to school. She said the class lists had been finalized and staff training had been

completed. She said also included in the packet was a survey that was done at the national level recognizing that early childhood education was a top priority of the government.

- n. 21st Century After School Program Update** – Dr. Mortensen
Dr. Mortensen said the new 21st Century After School Program Coordinator had started in her new position and was in Boise for required meetings. She said five new After School Center Coordinators would be hired next week. She said opening day was set for September 16, 2013 depending on the status of hiring and training.
- o. Elementary Registration/Kindergarten Enrollment Update** – Dr. Mortensen
Dr. Mortensen said elementary registration was August 13, 2013 from 12:00 p.m. to 6:00 p.m. She said preliminary numbers were in and the administration would meet with principals to go over the numbers and transfer requests. She said Principals had been working to verify any no shows and continued to enroll new students every day. She said preliminary numbers reflected an overall increase but would be more accurate in the coming days. Ms. Gebhardt said there did not appear to be any overloads. Dr. Mortensen said there would be. She said Edahow and Wilcox had high numbers. She said it would be interesting to see how enrollment ended up with the boundary changes. She said there were a large number of transfer requests this year. Mr. Facer asked about overloads. Dr. Mortensen said overloads were based on the District's classroom cap. She said the standard class size was 25 students in a K-1 classroom, 28 students in a 2nd – 3rd grade classroom and 30 in a 4th – 5th grade classroom. She said the administration worked to make sure class sizes were kept below the cap. She said with all of the higher demands on teachers it was critical to keep class size manageable. She said the District had sister schools to help with overload students.
- p. Elementary Staffing Update** – Dr. Mortensen
Dr. Mortensen said all elementary teaching positions had been filled. She said the candidate pool was not as deep as previous years and principals had been hiring all summer long. She said a few principals were still working to fill parapro positions and all elementary staff would be involved in two days of professional development at the start of the year. She said the planned professional development activities would include an overview of UbD. She said grade level teams would meet for the afternoon to work on learning plans for new units.
- q. Mobility Report** – Dr. Mortensen
Dr. Mortensen said included in the packet was the Mobility Report for the 2012-13 school year. She said the report was done one time during the summer after all enrollment data was collected. She said the report compared mobility rates and the total free and reduced lunch numbers at each of the schools over the last two years. She said a couple of schools had higher mobility rates than usual. She said it was helpful for principals to review the report to plan for meeting the needs of the mobile population.
- r. Any Other Elementary Education/PLCs/TIA/Beliefs Update** - Dr. Mortensen
Dr. Mortensen said the BLT Retreat was a great day for teams to collaborate and plan the upcoming school year. She thanked the staff members that attended.
- s. Pocatello High School Accreditation Update** – Mr. Devine
Mr. Devine said included in the packet was a letter from AdvancedED informing the District that Pocatello High School was awarded accreditation with the Northwest Accreditation Commission (NWAC). He said the Pocatello High School administrative staff would provide a report on the outcome at the September Board Meeting.
- t. 2013 Summer School Report** – Mr. Devine
Mr. Devine said included in the packet was a memorandum detailing participation numbers and the total credits earned during the 2013 Summer School session. He said 8 seniors were enrolled and 6 graduated. Ms. Gebhardt said she heard there may be two more graduates. Mr. Devine said the number included one of those students but he would check on the remaining student. He said holding summer school at the New Horizon Center worked very well. He said there were a few 8th graders that were not able to promote to high school and would start as super 8th graders.
- u. Preliminary Secondary Enrollment Numbers, Schedule Distribution and Fee Collection Update** – Mr. Devine
Mr. Devine said secondary schedule distribution and fee collection was held August 14 & 15, 2013. He said enrollment was in a fluid state. He said a lot more students showed up than the administration anticipated. He said the schools had yet to account for the no-shows. He said registrars were making calls to find out if students were still coming. He said currently Century High School had 1,217 enrolled, Highland High School had 1,458 and Pocatello High School had 1,062. He said Alameda Middle School

had 659, Franklin Middle School had 780, Hawthorne Middle School had 768 and Irving Middle School had 555. He said firmer numbers would be shared after the start of school. Ms. Gebhardt asked if there was any worry about overloading. Mr. Devine said Highland's 9th and 10th grades were overfull and Century had been telling people for months that they were full. Ms. Vagner said the secondary administrators would hold a transfer meeting that Friday.

v. Secondary Idaho Core Standards (ICS) Training – Mr. Devine

Mr. Devine said included in the packet was the agenda for the two-day Secondary Idaho Core Standards (ICS) Training that was held on August 14 & 15, 2013 at Century High School. He said ICS Building Facilitators would be responsible to provide resources for implementing the ICS, model ICS lessons in the classroom, work with teachers and administrators to address questions and concerns and would disseminate relevant ICS information to the faculty during professional development days, monthly faculty meetings and PLC days. He said the training was widely attended by department heads and facilitators. He said Meg Fleischman did a wonderful job presenting and explaining the need. He said it set the tone for BLT and would be followed up on during the professional development days next week.

w. Affiliation Agreement for ISU Athletic Trainer Clinical Interns – Mr. Devine

Mr. Devine said included in the packet was the affiliation agreement for ISU Athletic Trainer Clinical Interns. He said the agreement allowed for interns to train with athletic trainers. He said the Board would be asked to approve the agreement under New Business.

x. ISU Athletic Trainer Intern Request – Mr. Devine

Mr. Devine said included in the packet was a request from ISU to place an athletic trainer intern under the supervision of Brent Faure at various high schools during the fall trimester of the 2013-14 school year. He said the request was reviewed and was in order. He said the Board would be asked to approve the request under New Business.

y. ISU Student Teacher Intern Requests – Mr. Devine

Mr. Devine said included in the packet was a request from ISU to place student teacher interns at various District schools during the fall trimester of the 2013-14 school year. He said the requests were reviewed and were in order. He said the Board would be asked to approve the requests under the Consent Agenda.

z. Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration – 2nd Reading – Mr. Devine

Mr. Devine said included in the packet was Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration. He said the change to the policy was necessary as a result of changing the middle school master schedule for the 2013-14 school year. He said it was based on middle school promotion requirements. He said the policy was posted for input following a first reading and none was received. He said the Board would be asked to hear the policy on second reading for adoption under Old Business.

aa. 2013-2014 Fall Athletic Schedules Inclusive of Travel – Mr. Devine

Mr. Devine said included in the packet and the addendum were 2013-2014 Fall Athletic Schedules for three of the high schools. He said all the coaches completed their CPR/AED training and submitted paperwork to the District. He said the Board would be asked to approve the 2013-2014 Fall Athletic Schedules inclusive of travel under New Business.

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

Mr. Devine said included in the packet and the addendum were the Out of District/Overnight Field Trip requests. He said the requests were reviewed and were in order. He said Century High School put in several requests that had a list of chaperones that had committed to go on all the trips throughout the year. Ms. Gebhardt said one of the trips had incorrectly listed the student/chaperone ratio. Mr. Devine said he talked to the school about that and told them the activity had to have a female chaperone which solved the ratio problem. He said the Board would be asked to approve the requests under New Business.

cc. Any Other Secondary Education/PLCs/TIA/Beliefs Update - Mr. Devine

Mr. Devine said the secondary schools planned to conduct a writing exercise to be assessed as part of the differentiated compensation plan. He said the threshold for star ratings was being increased so the District was increasing the level of vocabulary that was regularly reviewed with students. He said the summer camp reconciliation would be presented in September. Ms. Gebhardt noted that Century High School was up for accreditation this year. Mr. Devine said the school's administration would be very organized and well prepared. He said it would be interesting to see the amount of growth since the last visit.

5. BUSINESS OPERATIONS (BUDGET, MAINTENANCE, TRANSPORTATION, FOOD SERVICE) –

Information – Mr. Reed

a. Idaho General Fund Update

Mr. Reed said included in the packet was the year-end Idaho General Fund Revenue Report with revenue information for FY13 and the FY14 Monthly Report for August. He said the forecast for the coming year was cautious. He said the housing market was slowly rebounding. He said the state was still facing slow economic growth. He said he hoped for the best but would not anticipate any major increases. He said the state ended the year with some surplus in the budget. He said that money would be returned to the PSEF. He said the state's budget for 2013-14 was built on a 2.1% increase.

b. Draft Policy 8214 – Transportation of Students with Disabilities as a Related Service – 1st Reading

Mr. Reed said included in the packet was draft Policy 8214 – Transportation of Students with Disabilities as a Related Service. He said the policy outlined federal requirements for the transportation of students with disabilities as a related service. He said we have been transporting students with disabilities for many years. He said the policy was drafted with the input of the transportation and special services departments. He said the team identified areas that would help inform the processes. He said statutory language regarding students with IEPs was included. He said the Board would be asked to hear the policy on first reading under New Business. He said the policy would be posted for public input following a first reading.

c. Bid Award

Mr. Reed said included in the packet was a bid award for student laptops in the elementary schools. He said it would be primarily for the 3rd grade in order to assist with new keyboarding requirements. He said the District required a 3 year warranty from the vendor. He said the bids were very competitive. He said CDW was a reliable vendor. He said the bid came in \$11,000 under budget. He said the Board would be asked to award the bid under Old Business.

d. 2013 Auction Results

Mr. Reed said included in the packet was a memorandum detailing the outcome of the auction held in July, 2013 at Prime Time Auction. He said the net profit for the District was \$5,270. He said he hoped the auction benefitted community members as well. He said the profit was typical in comparison to previous years.

e. Elementary Custodial Restructure/Parks and Recreation

Mr. Reed said the District had to restructure custodial services and was down six elementary custodial positions. He said as the administration looked at how services would be managed it had to shift and combine duties of the remaining custodians at multiple schools. He said the city's Parks and Recreation department utilized District facilities quite a bit and would have to reconsider how programs were operated as the District would no longer have a custodian available to monitor building use. He said the city had been notified of the changes and was given some options but the District had not received a response. He said the current Parks and Recreation Director was retiring and could have something to do with the why the city had not responded.

f. 2013 Audit Report Underway

Mr. Reed said the 2013 Audit was currently underway. He said 60% of the work had been completed. He said the administration delivered the final drafts of the District's financial statement which was being tested for accuracy. He said the final financial report would be provided to the Board in October.

g. Summer Projects Update

Mr. Reed said the Maintenance department had been busy completing last minute projects all over the District to get ready for the start of school. He said the Century High School tennis courts project was running slightly behind. He said he anticipated that all of the projects would come together in time for the start of school.

h. Year End Summer Feeding Program Update

Mr. Reed said included in the packet were the final participation numbers for the Food Service Summer Feeding program along with a 2009-2013 comparison report. He said the department served an average of 2,082 per day. He said overall participation was down by 20,000 meals from the previous year. He said the Food Service department ran an exceptional program and was one of the best in the state. He said the extraordinary heat had taken a toll on participation but over the program was a success.

i. Review of the Alameda Middle School Project Timeline

Mr. Reed said included in the packet was the final timeline for the Alameda Middle School project. He said the public open house was scheduled for September 10, 2013.

j. Proposed Building and Subdivisions (New Construction)

Mr. Reed had no report on proposed building and subdivisions (new construction) 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

l. Idaho Power Easement Organization Request – Syringa Elementary

Mr. Reed said included in the addendum was a memorandum and supporting materials regarding an easement organization request from Idaho Power in order to complete the transportation improvements at Syringa Elementary. He said the improvements added a bus turnaround area and expanded the parking lot. He said Idaho Power had a telephone pole across the street with stabilizing cables that were grounded in the school's old parking lot. He said as the city looked into raising the guide wires for the telephone pole it discovered there was no record of an easement even though the cables had been there for over 25 years. He said the Board would be asked to grant the easement under New Business. Mr. Mattson asked how the new bus turnaround would work. Mr. Reed said Syringa Elementary had a high risk for accidents. He said the bus loading area would be moved from the front of the school to the west side. He said busses would load on the west side and proceed north into the new turnaround and exit to the right which would greatly reduce the risk. He said the parking lot would also be moved and expanded to allow room for parents to come in and turnaround more effectively. Ms. Gebhardt asked when the Edson Fichter project would continue. Mr. Reed said the city encountered budgeting issues and decided to delay the project for a number of years. He said the bus turnaround project was built into the District's CIP plan so the project was able to move forward regardless of the city's decision to delay its project. He said the rest of the projects would have to be evaluated and built into the CIP plan for future consideration.

6. EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said the ISEE summer school upload was completed and submitted on time. He said the state had some issues with the summer school and juvenile detention numbers and the department was working to correct the issue. He said the technology department completed a great deal of installation projects over the summer and did so with fewer staff. He said the department hoped to have all of the Promethean boards installed by next week. He said the next big project was the installation of the VOIP phone system at the Education Center and Alameda Middle School.

b. Annual EAP Report

Mr. Smart said included in the packet was the annual Employee Assistance Program (EAP) Report for the 2012-13 school year. He said the program was well received by employees. He said 37 employees signed up for visits from Jan 1st – April 30th. He said most of the people taking advantage of the service were employees but some were family members. He said participation was down from the first reporting period. He said most of the issues being addressed through the EAP had to do with family, marital or relationship problems. He said it was not an expensive benefit and he hoped it would make employees lives better.

c. Wellness Dashboard Report

Mr. Smart said included in the packet was the current Wellness Dashboard Report. He said the District had twice as many participants than was required to get the 4% rate reduction. He said 58% of employees completed all the requirements necessary to waive the premium differential. He said the utilization of medical benefits District wide was only at 64% in June. He said the goal was to be at 80% or lower. He said the District had been well below 80% for the past few months which would help with the next renewal. He said the District was below the goal for dental and vision as well.

d. Any Other Employee Services/Operational Support Update

Mr. Smart said the District and PEA bargaining teams met for mediation earlier that day and as of 6:30 p.m. had a signed tentative agreement. He said the Association would hold an all staff meeting that Thursday and planned to ratify the agreement at that time. He said the Board would meet to ratify the agreement following that meeting.

7. 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 the hiring process was moving along and had been active. He said the report listed twenty new staff members and

the department was in the process of finalizing schedules. He said there was a teacher requesting to move from a half time contract to a full time contract, a leave of absence request and two alternate authorizations. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. University of Idaho Contract – Agreement for Cooperation in a Clinical Experience Program 2013-2016

Dr. Howell said included in the packet was the contract from the University of Idaho for a Clinical Experience Program for the 2013-2016 Academic Years to place student teaching interns at various District schools. He said it was a renewal of an existing agreement for the clinical program. He said the Board would be asked to approve the contract under New Business.

c. Fix It Committee Report

Dr. Howell said the next Fix It Committee Meeting was scheduled for September 26, 2013. He said the committee met twice during the summer to discuss the policies affected by the appeal of the SCF legislation and to discuss differentiated compensation. He said both the elementary and secondary plans included writing expectations. He said the committee decided that 40% of the money would be used for professional development to assist teachers with the implementation of ICS. He said the remaining 60% would be awarded to schools that met the goal identified by the building leadership teams.

d. Annual Policy Review for New Employees and Returning Staff

Dr. Howell said included in the packet was a master list of all of the policies that would need to be reviewed by all employees during the District's Annual Policy Review. He said the review was broken down by employee group. He said the policy review would begin October 1, 2013 and close on November 1, 2013. He said the policy review for new employees was more comprehensive and was managed through Human Resources during the New Employee Orientation Meeting and was required to be completed during the first 30 days of employment. He said the records verifying review were retained at the District Office.

e. Policy 7141 – Teacher Supervision and Evaluation of Certificated and Professional Staff – 1st Reading

Dr. Howell said included in the packet was Policy 7141 – Teacher Supervision and Evaluation of Certificated and Professional Staff. He said the change to the policy was necessary due to the repeal of the SCF legislation and the action of the 2013 Idaho Legislature. He said the most important change to the policy was the elimination of A and B contracts and any reference to “grandfathering”. He said student achievement and parent input were included in the language. He said all reference to Idaho Code was eliminated and replaced with IDAPA. He said two dated observations were required as part of the evaluation process and was addressed in the policy. He said the Board would be asked to hear the policy on first reading under New Business. He said the policy would be posted for public input following a first reading.

f. Policy 7131 – Employee Dress Code – 2nd Reading

Dr. Howell said included in the packet was Policy 7131 – Employee Dress Code. He said the policy change expanded expectations for dress and appearance and was posted for public input following a first reading. He said no input was received. He said he reviewed the policy with administrators and they understand the language is intentionally general but provides the expectation that any concerns should be addressed. He said the Board would be asked to hear the policy on second reading for adoption under Old Business.

g. Policy 7155 – Drug and Alcohol Free Workplace – 2nd Reading

Dr. Howell said included in the packet was Policy 7155 – Drug and Alcohol Free Workplace. He said the change to the policy added language required per Idaho Code relative to the District providing materials about the dangers of drug use in the workplace and guiding employees to the EAP services. He said the policy was posted for public input following a first reading and none was received. He said the Board would be asked to hear the policy on second reading for adoption under Old Business.

h. Any Other Human Resources/Operational Support Update

Dr. Howell had no further Human Resources updates at the time of the meeting.

8. SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. District #25 Vision/Mission/Beliefs/Learning Goals Statement

Ms. Vagner said included in the packet was the District's Vision/Mission/Beliefs/Learner Goals Statement adopted August 2007. She said the Board affirms the statement annually. She said the content

was reviewed in light of the implementation of ICS and SBAC and the statement continued to meet the direction of the District. She said actualization was evidenced in the monthly administrator benchmarking document. She said the Board would be asked to affirm the Statement under New Business.

b. District #25 Board of Trustees Strategic Goals

Ms. Vagner said included in the packet were the District 25 Board of Trustees Strategic Goals. She said the goals were developed over a lengthy amount of time and reflected the long term goals of the District which were addressed in the Strategic Plan. She said the Board Goals addressed safety, working with parents and the community and ensuring staff was highly qualified and well trained. She said the District had invested in training programs and maintaining grounds and facilities. She said all of the work done over the last six years was finally coming to fruition with the finalization of the 6th grade move. She said the final goal was to be fiscally accountable. She said the Board would be asked to affirm the Strategic Goals under New Business.

c. District #25 2012 – 2017 Strategic Plan

Ms. Vagner said included in the packet was the District #25 2012-2017 Strategic Plan. She said a complete Strategic Plan would be posted to the District's website once all of the data was in place. She said in June the Board heard the benchmarking of the Strategic Plan from 2011-2016. She said it was hard to plan further than three years at a time but the five year plan worked as a guide that clearly defined the direction of the District. She said progress was benchmarked monthly because the meetings of the Board dealt with the work of the District which was included in the Strategic Plan. She said the Board would be asked to adopt the District #25 2012-2017 Strategic Plan under New Business.

d. Board Work Session Topics for 2013-2014

Ms. Vagner said included in the packet were the Board Work Session Topics outlined for the 2013-2014 school year. She said the document was used as a guide throughout the year. She said the document was fluid and had to be adjusted based on changes directed by the state and other conditions. Ms. Gebhardt said she did not see Head Start Trainings built into the topics. Ms. Vagner said Ms. Young informed the administration when it was time for Board Training but she would look into it.

e. Student Reinstatement Hearings – Wednesday, August 21, 2013

Ms. Vagner said Student Reinstatement Hearings were scheduled for Wednesday, August 21, 2013 at 4:00 p.m. She said only one hearing was scheduled. She said the hearing would be limited to one hour. She said the next hearings were scheduled for September 4, 2013.

f. Board of Trustees/Superintendent/Cabinet Retreat

Ms. Vagner said the Board of Trustees/Superintendent/Cabinet Retreat would need to be scheduled for the fall. She said the suggested dates were as follows, Tuesday, September 24th or Tuesday, October 1st from 4:30 – 8:30 p.m. She said Jackie Hopper from the ISBA was available for either of the dates. She said the Board would be asked to consider setting the date for the Board/Superintendent/Cabinet Retreat under New Business.

g. Region 5 Governance Training in Preston

Ms. Vagner said the ISBA had offered to combine Governance Training for Districts in Region 5 at minimal cost for Districts that were interested in participating. She said the training was being offered on Wednesday, September 4, 2013 from 6:00 p.m. – 8:00 p.m. at the Preston School District Office. Ms. Vagner said there was a possible conflict if enrollment grew enough to hold a Special Meeting to set an Emergency Levy which would have to be held September 4th which was the same day as the training. She said the administration recommended holding that date for a possible Emergency Levy meeting. Ms. Gebhardt said the agenda for the governance training included a lot of the same information as the Leadership Institute that three of the Board Members just attended. The Board agreed the governance training was not necessary at this time.

h. Emergency Levy

Ms. Vagner said if the District's enrollment increased at the start of the year, the Board had an opportunity to set an Emergency Levy. She said the administration would calculate enrollment shortly after the first few days of school. She said any levy filings had to be submitted to the county by Friday, September 6, 2013. She said that meant a Special Meeting would have to be set for Wednesday, September 4, 2013 at 4:00 p.m. in order to consider an Emergency Levy. She said last year the administration anticipated an increase in enrollment which ended up short of the amount needed to pass an Emergency Levy. She said the administration would hold the date for a possible Special Meeting. She said detailed budget information would be included in the Special Meeting packet. Ms. Vagner said if the

Board went for an Emergency Levy it might want to consider using some of the funding to restore common core resources and technology support for SBAC testing at the high schools or the reserve fund.

i. SRO Memorandum Of Understanding 2013-14

Ms. Vagner said included in the packet was the Memorandum of Understanding between the Pocatello/Chubbuck School District No. 25 and the City of Pocatello for School Resource Officers (SROs) for the 2013-14 school year. She said the MOU had worked very well for both parties over the years. She said the city would let the District know if another SRO would be assigned in November. She said the Board would be asked to approve the Memorandum of Understanding under New Business.

j. Explore Relationship Between ICS and Trimesters

Ms. Vagner said the administration was requesting that the Board direct the administration to explore the relationship between the implementation of the Idaho Core Standards (ICS) and the trimester system at the high school level and provide a report at the December 10, 2013 Board Work Session. She said since the implementation of the trimester system, there had been constant discussion regarding the shortage of time for instruction and with the implementation of the ICS and the SBAC, it was critical to look at maximizing instructional time. She said it was critical for the Board to direct the administration to research the effect of trimesters on the implementation of ICS. Ms. Gebhardt said there was some concern expressed at the Curriculum Committee Meeting as to whether students would have access to dual enrollment and PTE courses if the District shifted back to semesters. She asked if students would still have access to those options and asked whether or not zero periods would be reinstated. Ms. Vagner said all of those questions would be addressed in the study. She said it was easier for students that took religious release time to keep up on credits in a trimester system. She said that option was managed through zero periods which would have to be reexamined. She said the semester system lined up better with the University for Dual Enrollment Classes. She said Districts did not know the State Superintendent was recommending further graduation requirements but just learned that the State Department of Education was recommending that PE and CPR be added to the list of requirements for graduation. She said the state communicated that the changes would not impose any new costs for students or Districts. She said Districts had not been informed of the proposed rule changes until after the fact. She said two proposed rule changes included requiring elementary students to learn cursive and additional physical education time. She said the Board would be asked to consider directing the administration to pursue the request under New Business.

k. Policy 6205 – Use of District Owned Electronic Devices, Software, Systems and Network Equipment – 2nd Reading

Ms. Vagner said included in the packet was Policy 6205 – Use of District Owned Electronic Devices, Software, Systems and Network Equipment. She said the policy was updated with current terminology and District practices and was posted for public input following a first reading. She said input was received and was included in the packet. She said minor changes were made as a result of the input but were not substantive in nature. She said the Board would be asked to hear the policy on second reading for adoption under Old Business.

l. Policy 7127 – Staff Use of Personal Electronic Communication Devices – 2nd Reading

Ms. Vagner said included in the packet was Policy 7127 – Staff Use of Personal Electronic Communication Devices. She said the changes to the policy revised expectations for staff use of personal electronic communications' devices to align with current District practices. She said the policy was posted for public input following a first reading at the July 16, 2013 Regular Board Meeting. She said one comment was received and was also included in the packet. She said clarifying language was added as a result of the input, however the input was not substantive in nature and the Board would be asked to hear the policy on second reading for adoption under Old Business.

m. Policy 8162 – Student Use of Electronic Communication Devices – 2nd Reading

Ms. Vagner said included in the packet was Policy 8162 – Student Use of Electronic Communication Devices. She said the changes addressed the District's intent to move toward a Bring Your Own Device (BYOD) practice for instructional purposes. She said the policy was posted for public input following a first reading at the July 16, 2013 Regular Board Meeting. She said no input 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.

n. Policy 8210 – Student Discipline – 2nd Reading

Ms. Vagner said included in the packet was Policy 8210 – Student Discipline. She said the change to the policy updated outdated language and practices. She said the policy was posted for public input following

a first reading at the July 16, 2013 Regular Board Meeting but 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.

o. Hiring Reverts Back to the Board of Trustees after August 31, 2012

Ms. Vagner said the Board authorized the Superintendent to hire through the summer months during its May 21, 2013 Regular Board Meeting. She said the hiring of certificated staff automatically reverted back to the Board effective September 1, 2013. She said the administration was grateful for the opportunity to hire in a timely manner during the summer months. She said the applicant pool was limited this year.

p. Alameda Middle School Public Open House

Ms. Vagner said the Alameda Middle School Public Open House was scheduled for Tuesday, September 10, 2013 at 4:50 p.m. She said the Board was encouraged to attend.

q. Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule inclusive of various Committee Meetings from August 19, 2013 through October 4, 2013. She said the New Teacher Breakfast was Friday at 7:00 a.m. She said she recommended scheduling a Special Meeting to ratify the Negotiated Agreement for the following Monday or Tuesday at noon. The Board agreed that Tuesday would work best to hold a Special Meeting for ratification. Mr. Mattson said he was unable to attend. Ms. Vagner said enrollment numbers would be emailed at the end of each day. Ms. Vagner asked Board Members who planned to attend the ISBA Annual Convention in Coeur d' Alene November 6 – 8, 2013. She said Ms. Johnson would email the dates to the Board to solicit attendance.

r. Any Other Superintendent's Update

Ms. Vagner said the Idaho Library Association recognized Megan Perryman as Idaho's Librarian of the Year and the Century High School Library as the Idaho Library of the Year.

9. 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.

Nathan Richardson

Dr. Richardson said the Board discussed student athletic trainers and said he hoped the Board knew that athletic trainers had to be certified and supervised. He said he hoped no individual students would be responsible for overseeing athletic training. He asked why the contract for athletic services was awarded to Portneuf Medical Center. Ms. Vagner said the Board did not engage in dialogue during public comment.

10. 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 July 16, 2013 Regular Board Meeting.

Administrative Recommendation: Administration recommended Board approve Human Resource Activity as presented.

b. Topic: Authorize Payment of Claims

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of August 9, 2013 in the amount of \$1,933,761.01.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of August 9, 2013 in the amount of \$1,933,761.01.

- c. **Topic:** *Approve Supplemental Financial Information from July 1, 2013 through July 31, 2013*
Policy Issue: Board acts on Financial Information.
Background Information: Included in the packet was supplemental financial information for the period of July 1, 2013 through July 31, 2013.
Administrative Recommendation: Administration recommended Board approve supplemental financial information from July 1, 2013 through July 31, 2013 as presented.
- d. **Topic:** *Approve ISU Student Teacher Intern Requests*
Policy Issue: Board approves placement of interns in various District schools.
Background Information: Included in the packet was a request from ISU to place student teacher interns at various District schools for the fall trimester of the 2013-14 school year.
Administrative Recommendation: Administration recommended Board approve the ISU student teacher intern requests as presented.
Board Direction/Action on Consent Agenda: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the Consent Agenda as presented. The voting was unanimous in the affirmative.

11. OLD BUSINESS – Information – Action – Mrs. Vagner

- a. **Topic:** *Hear on Second Reading for Adoption:*
Policy 6205 – Use of District Owned Electronic Devices, Software, Systems and Network Equipment
Policy 7127 – Staff Use of Personal Electronic Communication Devices
Policy 7131 – Employee Dress Code
Policy 7155 – Drug and Alcohol Free Workplace
Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration
Policy 8162 – Student Use of Electronic Communication Devices
Policy 8210 – Student Discipline
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 Mr. Facer and seconded by Mr. Vitale to hear on second reading the above listed policies as presented. The voting was unanimous in the affirmative.
- b. **Topic:** *Award Bid:*
Laptops
Policy Issue: Board awards all bids.
Background Information: This item was previously discussed on the agenda.
Administrative Recommendation: Administration recommended Board award the above listed bid as presented.
Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to award the above listed bid as presented. The voting was unanimous in the affirmative.

12. NEW BUSINESS – Information – Action – Mrs. Vagner

- a. **Topic:** *Hear on First Reading:*
Policy 6120 – Curriculum
Policy 7141 – Teacher Supervision and Evaluation of Certificated and Professional Staff
Policy 8214 – Transportation of Students with Disabilities as a Related Service
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 Mr. Mattson to hear on first reading the above listed policies as presented. The voting was unanimous in the affirmative.
- b. **Topic:** *Approve Pocatello/Chubbuck School District No. 25 ICS Resources and Three-Year Professional Development Plan 2013-2016*
Policy Issue: Board approves plans for submission to the State Department of Education.
Background Information: This item was previously discussed on the agenda.

Administrative Recommendation: Administration recommended Board approve the Pocatello/Chubbuck School District No. 25 ICS Resources and Three-Year Professional Development Plan 2013-2016 as presented and direct submission to the State Department of Education.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the Pocatello/Chubbuck School District No. 25 ICS Resources and Three-Year Professional Development Plan 2013-2016 as presented. The voting was unanimous in the affirmative.

c. **Topic:** *Adopt Alternate Route to Graduation*

Policy Issue: Board approves alternate routes to graduation

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

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

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

d. **Topic:** *Approve Affiliation Agreement for ISU Athletic Trainer Clinical Interns*

Policy Issue: Board approves intern agreements.

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

Administrative Recommendation: Administration recommended Board approve the Affiliation Agreement for ISU Athletic Trainer Clinical Interns as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the Affiliation Agreement for ISU Athletic Trainer Clinical Interns as presented. The voting was unanimous in the affirmative.

e. **Topic:** *Approve ISU Athletic Trainer Intern Request*

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

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

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

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the ISU Athletic Trainer Intern request as presented. The voting was unanimous in the affirmative.

f. **Topic:** *Approve 2013-2014 Fall Athletic Schedules Inclusive of Travel*

Policy Issue: Board approves athletic schedules and travel.

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

Administrative Recommendation: Administration recommended Board approve the 2013-2014 Fall Athletic Schedules inclusive of travel as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the 2013-2014 fall athletic schedules inclusive of travel as presented. The voting was unanimous in the affirmative.

g. **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 Mr. Vitale to approve the Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

h. **Topic:** *Approve University of Idaho Contract – Agreement for Cooperation in a Clinical Experience Program 2013-2016 Academic Years*

Policy Issue: Board approves various contracts.

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

Administrative Recommendation: Administration recommended Board approve the University of Idaho Contract – Agreement for Cooperation in a Clinical Experience Program 2013-2016 Academic Years as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the University of Idaho Contract – Agreement for Cooperation in a Clinical Experience Program 2013-2016 Academic Years as presented. The voting was unanimous in the affirmative.

i. **Topic:** *Affirm District #25 Vision/Mission/Beliefs/Learning Goals Statement*

Policy Issue: Board sets the direction for the District.

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

Administrative Recommendation: Administration recommended Board affirm the District #25 Vision/Mission/Beliefs/Learner Goals Statement, which were first adopted in August, 2007 and affirmed annually.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Facer to affirm the District #25 Vision/Mission/Beliefs/Learner Goals Statement as presented. The voting was unanimous in the affirmative.

j. Topic: *Affirm District #25 Board of Trustees Strategic Goals*

Policy Issue: Board sets the direction for the District.

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

Administrative Recommendation: Administration recommended Board affirm the District #25 Strategic Goals, which were first adopted in August, 2007 and affirmed annually.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to affirm the District #25 Board of Trustees Strategic Goals as presented. The voting was unanimous in the affirmative.

k. Topic: *Adopt District #25 2012 – 2017 Strategic Plan*

Policy Issue: Board sets the direction for the District.

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

Administrative Recommendation: Administration recommended Board adopt the District #25 2012 – 2017 Strategic Plan, which was first adopted in August, 2007 and annually adopted thereafter.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to adopt the District #25 2012 – 2017 Strategic Plan as presented. The voting was unanimous in the affirmative.

l. Topic: *Approve Memorandum Of Understanding between the Pocatello/Chubbuck School District No. 25 and the City of Pocatello for SROs for 2013-14*

Policy Issue: Board approves various MOUs.

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

Administrative Recommendation: Administration recommended Board approve the Memorandum Of Understanding between the Pocatello/Chubbuck School District No. 25 and the City of Pocatello for SROs for 2013-14 as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the Memorandum of Understanding between the Pocatello/Chubbuck School District No. 25 and the City of Pocatello for SROs for 2013-2014 as presented. The voting was unanimous in the affirmative.

m. Topic: *Set Date and Time for a Special Meeting to Consider an Emergency Levy*

Policy Issue: Board sets schedule for Special Meetings.

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

Administrative Recommendation: Administration recommended Board set a Special Meeting for Wednesday, September 4, 2013 at 4:00 p.m. to consider an Emergency Levy as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Vitale to set the date and time for a Special Meeting to consider an Emergency Levy for Wednesday, September 4, 2013 at 4:00 p.m. as recommended. The voting was unanimous in the affirmative.

n. Topic: *Direct Administration to Explore the Relationship Between ICS and Trimesters*

Policy Issue: Board sets direction for the District.

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

Administrative Recommendation: Administration recommended Board direct the administration to explore the relationship between ICS and Trimesters with a report to be provided to the Board at the December as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to direct the administration to explore the relationship between the ICS and trimesters as presented. The voting was unanimous in the affirmative.

o. Topic: *Grant Idaho Power Easement Organization Request*

Policy Issue: Board sets direction for the District.

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

Administrative Recommendation: Administration recommended Board grant the Idaho Power Easement Organization request as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to grant the Idaho Power Easement Organization request as presented. Mr. Facer asked if the easement would be permanent. Ms. Vagner said yes. The voting was unanimous in the affirmative.

ANNOUNCEMENTS

There were no announcements at the time of the meeting.

ADJOURN

A motion was made by Mr. Vitale and seconded by Mr. Facer to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 8:54 p.m.

APPROVED ON:

September 17, 2013
By:

Janie McPherson
Chair

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees

ATTESTED BY:

Sam N Vitale
Clerk