

**MINUTES OF THE SPECIAL MEETING FOR THE PURPOSE OF CONSIDERING AN EMERGENCY FUND  
LEVY**

**POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25  
BOARD OF TRUSTEES**

**Board Room at the Education Service Center  
Wednesday, September 4, 2013  
4:00 p.m.**

**BOARD MEMBERS/SUPERINTENDENT PRESENT:**

Janie Gebhardt, Chair	Jim Facer, Assistant Treasurer
Jackie Cranor, Vice Chair	Dave Mattson, Member
Paul Vitale, Clerk	Mary M. Vagner, Superintendent

**OTHERS PRESENT:**

Bart Reed, Director of Business Operations  
Carl Smart, Director of Employee Services  
Rena Johnson, Board Secretary

**Welcome, Call to Order and Statement of Purpose**

Chair Gebhardt welcomed everyone and called the Special Meeting to order at 4:00 p.m. She said the purpose of the Special Meeting was for the Board to consider taking action on an Emergency Fund Levy.

**Presentation of Rationale for Emergency Fund Levy due to Increased Enrollment per Idaho Code 33-805**  
**Inclusive of:** *Review of enrollment; Provision of the legislation; Duration of Emergency Fund Levy; Review of historical budget cuts 2008-2009 through 2013-2014 and projected cost increases; Allowable revenue levels which could be generated by Emergency Fund Levy, tax rates and tax impacts per \$50,000.00, \$100,000.00, and \$200,000.00 of assessed value*

Mr. Smart said the District based its calculations on the fourth day of school which was September 3, 2013. He said the ADA calculation for that day was 11,859 which was an increase of 102 students from the year before. He said the membership for that day represented 97% of students in school that day. He said using the best 28 weeks from the year before in the funding formula turned out to be enough units to generate \$500,000 in revenue. He said the last part of the calculation was the anticipated market value. He said the county's anticipated market value was \$3.35 billion dollars. He said using that information he calculated the levy amount. He said a levy could not exceed .006 percent per Idaho Code and the District was well within that limit. He said supporting materials were included in the packet. He said the District would advertise the levy in the paper for the next two weeks as required by state law pending approval by the Board. He said the levy did not require a vote from the community, but they did need to be notified of any increase. He said the levy information had to be submitted to the county by Friday. He said the administration made sure attendance data matched the information in Infinite Campus. He said some students attended another school for part of the day and the administration had to make sure those students were not double counted. He said when he estimated enrollment for this year he originally thought the District would have flat enrollment, but when he ran the actual numbers it turned out to be an increase of 270 students. He said last year the second day of school was the day before the Labor Day break and the District took a hit in ADA. He said the day after Labor Day this year compared to the same day the year before was where the District came up with the number of 102 additional students. He reviewed property tax impacts. He said the impact to a homeowner with a home value of \$40,000 was \$5.29 per year for a home valued at \$100,000 it was \$13.24 per year and so on. He reviewed the history of reductions over the last four years. He said the District had taken several million in cuts over the last five years. Ms. Vagner said elementary class size had come in as projected and there was no need for any changes at the elementary level. She said it was a different story at the secondary level. She said Century High School was full and would only accept students that lived within its boundaries with the exception of a few Highland High School students since Highland was so full it could not accept anyone else. She said elective classes were very tight at all of the high schools. She said the District had to buy prep time from some teachers in order to provide more classes. She said attendance at Pocatello High School was higher than projected but was still within capacity. Ms. Cranor asked what buying preps meant. Ms. Vagner

said teachers taught for four periods and had one preparation period and buying their prep periods meant they would teach all five periods and would not have a prep period. She said it was voluntary and was a temporary solution. She said Alameda Middle School was fuller than anticipated. She said Mr. Devine had to ask other schools for science and social studies teachers to help reduce some class sizes at Alameda Middle School which were in excess of 35 students. She said Franklin Middle School was under 30 students per class for the most part and Hawthorne was in the low 30's for most classes. Mr. Reed said when projecting the budget for the coming year he used a conservative estimate in hopes that the numbers would come in higher than anticipated. He said this year the actual numbers came in \$55,000 short overall. He said this was the first time the District had started the fiscal year with a negative fund balance since he had been here. He said that meant the District was starting the year with no buffer. He said salaries and benefits were really close to projection but utilities had come in much higher than anticipated. He said there was no way to predict the weather and due to the lack of rain the District spent more than anticipated on irrigation. Ms. Cranor asked what kind of a buffer the District usually had. Mr. Reed said typically between \$200,000 and \$400,000.

### **Board Strategic Goals**

Ms. Vagner review the Board Strategic Goals that supported an Emergency Levy: students and staff will learn and work in a safe, supportive and caring environment; work in partnership with parents and the community to assure that all students meet or exceed state standards; ensure that the workforce is highly qualified and well trained; and the Board is fiscally accountable to the public and will allocate resources based on Board goals.

**Why Consider Passing an Emergency Fund Levy:** *Reductions have been made in curriculum and instructional support for student learning since 2009-10 and the District is now implementing Idaho Core Standards (ICS) with limited instructional support; Revenue shortfalls have been realized since 2009-10; Staff has been reduced and class sizes have been increased; The District is educating an increased number of students on an already stressed general fund budget; Student enrollment growth has been nearly continuous since 2006*

Ms. Vagner said the Board was aware that the District had only requested one Emergency Levy since she had been here and that was during a time that AMI had a tax protest and the District lost resources. She said last year the District lost money due to incorrect projections on the hospital value but decided against implementing an Emergency Levy. She said the District had faced \$15.5 million in reductions, a 5% reduction in pay and 9.5 furlough days. She reviewed the total amount of cuts each year since 2009. She said the District was down to \$800,000 in its useable reserves. She said the District currently had \$176,000 set aside to support the implementation of ICS which would be depleted very quickly. She said the administration would recommend utilizing a portion of the Emergency Levy funds to support the implementation of the ICS and SBAC. She said the administration now knew that freshman, sophomores and juniors would have to take the SBAC next year and the District was only equipped to test two grade levels at the high school. She said the District would need portable labs to allow more students to take a longer test in the same timeframe as the ISAT and would be testing more students next year and every year thereafter at the high schools. She said the administration recommended the Board set aside the Emergency Levy funds as an appropriated fund balance that could only be accessed with Board approval as needed. She said the administration would present the needs and rationale to the Board and seek permission for any expenditure of those funds. She said any allocation would be clearly discussed and acted on by the Board. Ms. Cranor asked where the funds would be kept. Ms. Vagner said an individual line item would be created in the budget. She said the Board was aware that there was very little support from the state for the implementation of ICS and having funding available for technology and instructional materials would be critical. She said the Board cut support for handwriting and the District learned that the legislature planned to mandate handwriting without allocating additional resources. She said the Emergency Levy funds could help the District cover the cost for handwriting materials if that happened. She said the District was educating an increased number of students on an incredibly stressed budget. Mr. Smart said he calculated unit projections for the current year and came up with 7.5 to 8.5 additional units which were worth \$80,000 each. Ms. Gebhardt asked if that meant the District could hire additional teachers. Ms. Vagner said the District needed an additional staff member for Alameda Middle School but the administration decided to buy prep periods in order to maintain the current level of staffing without being faced with potential personnel reductions for next year. She said there was a shortage of qualified candidates so the District did not have the flexibility that it used to. Mr. Smart said in the past hiring another teacher meant additional funding from the state but that was no longer the case since the District was already below the understaffing cap.

**Public Comment Relative to Emergency Fund Levy**

There was no public comment at the time of the meeting.

**Take Any Action on an Emergency Fund Levy for the 2013-2014 School Year Only per Resolution**

A motion was made by Ms. Cranor and seconded by Mr. Facer that:

**WHEREAS**, in the opinion of the Board of Trustees of the Pocatello/Chubbuck School District No. 25, Bannock County, State of Idaho, there is a need for an Emergency Levy, as provided for in Idaho Code 33-805, in the amount of Four Hundred Forty-One, Three Hundred Fifty-Four Thousand Dollars (\$441,354.00) for the purpose of paying lawful expenses of maintaining and operating the schools of the District.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Trustees of the Pocatello/Chubbuck School District No. 25, Bannock County, Idaho as follows:

That the Clerk of the Board of Trustees shall cause notices of emergency levy to be posted and published, which notice shall be in substantially the following form:

**“NOTICE OF PROPERTY TAX INCREASE BY SCHOOL BOARD** The Pocatello/Chubbuck School District No. 25 has proposed to increase the amount of ad valorem tax dollars it collects by certifying a school emergency fund levy pursuant to section 33-805, Idaho Code, for the period July 1, 2013 to June 30, 2014. The total amount of dollars to be collected pursuant to this levy is estimated to be \$441,354. The amount of dollars to be collected pursuant to this levy on a typical home of \$50,000 taxable value of last year is estimated to be \$6.57 annually (\$0.55 monthly). The amount of dollars to be collected pursuant to this levy on a typical farm of \$100,000 taxable last year is estimated to be \$13.14 annually (\$1.10 monthly). The amount of dollars to be collected pursuant to this levy on a typical business of \$200,000 taxable value of last year is estimated to be \$26.28 annually (\$2.20 monthly).

CAUTION TO TAXPAYER: The amounts shown in this schedule do NOT reflect tax charges that are made because of voter approved bond levies, override levies, supplemental levies, or levies applicable to newly annexed property. Also the amounts shown in this schedule are an estimate only and can vary with the amount of dollars and the levy amount certified and the taxable value of individual property.” Ms. Cranor said there were times the District could have gone for this levy in the past but didn’t in order to spare the community in difficult economic times but with the continual budget reductions she believed the Board needed to go for the Emergency Levy in its entirety. Mr. Facer asked if it was one time funding. Ms. Gebhardt said yes. The voting was unanimous in the affirmative.

**Adjourn**

A motion was made by Mr. Facer and seconded by Mr. Mattson to adjourn. The voting was unanimous in the affirmative. The Board adjourned at 4:43 p.m.

**APPROVED ON:**

OCTOBER 15, 2013

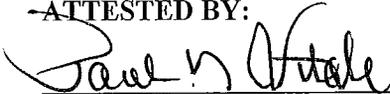
**MINUTES PREPARED BY:**

  
Secretary, Board of Trustees

**BY:**

  
Chair

**ATTESTED BY:**

  
Clerk