

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, January 15, 2013
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair
John Sargent, Vice Chair
Jackie Cranor, Clerk (by phone)

Jim Facer, Assistant Treasurer
Paul Vitale, Member
Mary Vagner, Superintendent

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 15th day of January, 2013, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:34 p.m.

PLEDGE OF ALLEGIANCE

Claudia Tremelling led the audience in the Pledge of Allegiance.

REVIEW, REVISE, AND APPROVE AGENDA – *Self Explanatory* – Action

Chair Gebhardt reviewed the agenda and the addendum. A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the agenda and the addendum as presented. The voting was unanimous in the affirmative.

APPROVAL OF MINUTES – *Self Explanatory* – Action

- a. **Special Meeting/Work Session/Legislators** – December 10, 2012
- b. **Special Meeting/Work Session** – December 11, 2012
- c. **Special Meeting/Executive Session/Hearings** – December 12, 2012
- d. **Special Meeting/Executive Session/Personnel** – December 18, 2012
- e. **Regular Board Meeting** – December 18, 2012

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Ms. Allen said the District recognized individuals who actualized the Vision, Mission, Beliefs and Goals to create and sustain a culture of learning for all.

Ms. Allen invited Principal Cotant, Pocatello High School students and staff and representatives from Idaho Power to the podium. She said Idaho Power was a wonderful partner to education in the community. She said Idaho Power held an Energy Art Contest and recognized students and teachers for winning submissions. Claudia Tremelling said Idaho Power received over 2,000 entries and were so impressed with the art teacher from Pocatello High School and her students. She said Liz Walker, an art student at Pocatello High School, took 2nd place in the State competition. She said the prize included her framed artwork, a certificate, a ribbon and a gift card. She said another art student at Pocatello High School, Joey Rensch, took 1st place in the Regional competition and also received his framed artwork, a certificate, a ribbon and a gift card. She said the art teacher at Pocatello High School, Ms. Karen Whittier was awarded a gift card. She thanked the students and teacher for participating. Ms. Vagner thanked Idaho Power for its continuous support of students and the District.

Ms. Allen said the Education Foundation supported the Vision and Mission to support various learning strategies for all learners by raising funds for many enhancements to the classroom. She said Gerald Rowan from Idaho Power had been on the Education Foundation Board for six years and had reached the term of his service. She said he served on the Grant Committee and volunteered at the Festival of Trees as a greeter and ticket taker. She said he was instrumental in reaching the decision to support the District taking on the

Festival of Trees event. She said Idaho Power would appoint another employee to sit on the Education Foundation Board and Mr. Rowan would be missed. She thanked him for his time and work which contributed to the benefit of students.

Ms. Allen invited Andrea McDougall and Sean Linton to the podium. She said Ms. McDougall and Mr. Linton were teachers at New Horizon Center who were “Making it Possible” for all students to learn by providing creative curriculum options. She said Ms. McDougall developed an online course in astronomy and was in the process of developing an online biology course. She said this allowed students the flexibility to take the course at their own pace while leaving time for credit recovery as necessary. She said Mr. Linton introduced guitars into his English class to enhance student learning. Ms. McDougall said the staff and students really enjoyed the new building. She said the school had a limited number of teachers that must meet the needs of all students at different levels with additional requirements. She said teachers had a limited amount of time in which to teach students and she decided that an online astrology class would help with the time issue and would be easy to develop. She said most of the information was already on the internet and was updated constantly. She said she incorporated videos into the course and met all of the curriculum requirements for astronomy. She said she used the same curriculum guidelines as the IDLA. She said the course involved reading, writing, math and listening. She said students could finish the course in any classroom or at home and all of the assignments were online. She said it was working well for students that were able to self-direct and was an eye opener for students who struggled to self-direct. She said the flexibility of the course allowed students the entire year to complete. She said she was developing a biology course and was still working through some roadblocks. She said one of the nice things about online courses was the ability to make changes or update information instantly. She said she enjoyed developing the courses and appreciated the opportunity to meet the needs of all students.

Mr. Linton said he taught English at Kinport. He said the hardest part of being an English teacher at the middle school level was developing engaging lessons. He said he really liked Gardner’s theory of multiple intelligences and applied it in his classroom by incorporating art, music and writing into his lessons. He said students had a writing journal to express their thoughts and feelings. He said it was sometimes hard for students to express and vocalize what they are feeling at that age and this was a good way for students to do that. He said one of the lessons taught poetry through song. He said he developed behavior and academic goals for the students and those that were meeting the goals were learning how to play the guitar. He said the achievement scores had gone through the roof because students really wanted to learn to play the guitar. He said he really believed in the importance of positive reinforcement.

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.

Jan Flandro – 72 Rosewood Avenue, Pocatello, ID 83204

Ms. Flandro said she was here to make a request on behalf of the Jefferson Elementary and New Horizon Center staff. She handed out copies of letters from Jefferson and New Horizon Center staff members to the Board. She said the letters asked the District to recognize the staff at Jefferson Elementary and New Horizon Center for promoting student achievement and their commitment to the District’s Vision and Mission to meet the needs of all students especially for those who presented difficult challenges. She said she had met with teachers at Jefferson Elementary and New Horizon Center and they were unable to get beyond the issues caused by Pay for Performance. She said the teachers wanted recognition from the local community and the District. She said the teachers felt they were diminished in the eyes of community and parents. She said she did not feel that way about the teachers and knew employees in the District did not feel that way, but those

teachers did. She said she would be happy to meet with the administration and the Board to come up with ways to recognize the teachers from Jefferson Elementary and New Horizon Center.

Ms. Vagner said the administration was working with the Idaho State Journal to develop a public recognition for the staff at both schools and was in contact with Mr. O'Donnell and anticipated a public presentation of the work of the teachers at Jefferson Elementary and New Horizon Center.

REPORTS

a. Student Representative Reports (3 minutes each)

1) Century High School – Shelby Evans/Tyler Ray

Mr. Ray said not much had happened since winter break. He said winter sports were doing well. He said the students enjoyed the snow day on Friday. He said the school would have a "Century Has Talent" night on January 18th. He said students had been working on rehearsals. He said admission was \$3 dollars and would go to the drama department. He said ASB Officer Elections and the Elective Fair were scheduled for February 6, 2013.

2) Highland High School – Gennavie Judd/Kathleen Hawes

Ms. Judd said the school's "Sub for Santa" event was a success. She said 27 teachers and classrooms participated and provided Christmas for 31 families. She said the Junior Civitans held two fundraisers; one was a canned food drive which collected over 3,000 cans of food and the other was "shop with a cop" which was also successful. She said the senior class won the canned food drive competition by collecting the most cans. She said the debate team was doing great. She said they placed 17th in the nation which placed them in the top 1% in the nation. She said the team took 1st place in the sweepstakes in the last tournament. She said counselors were working hard with PSAT results and were helping prepare students for the SATs. She said the school was holding a workshop to help seniors search for scholarship opportunities and fill out college applications.

3) Pocatello High School – Colton Belnap/Caitlin Lackey

Ms. Lackey said the school hosted the state dance and cheer competition on Saturday. She said some of the schools were unable to participate due to the hazardous driving conditions caused by the snow. She said the school had an assembly to recognize extra-curricular activities. She said auditions were held for the school musical.

4) New Horizon Center – Crystal Walker

Ms. Walker was excused.

b. Media Report – Ms. Allen

Ms. Allen said it was a busy media month. She said there were 18 print articles with stories that covered everything from school closures to education reform, the levy, assessing school security and online classes. She said there were three TV stories including one on the levy, school safety and school closures. She said District got great coverage from the media this month.

c. Supplemental Levy Communication Plan Update – Ms. Allen

Ms. Allen said included in the packet was a Supplemental Levy Fact Sheet and an updated Levy Presentation Schedule was included in the addendum. She said the administration continued to present levy information to the public. She said so far five community presentations had been given and all received positive feedback. She said the Citizens for a Quality Education would meet that week to strategize a levy passage campaign. She said she appreciated the Board's support and its unanimous vote for a levy amount. She said the Supplemental Levy helped the District meet the needs of its students. She said the Board offered great insight and different perspectives which helped clarify the issues and showed a united front to the community. She said the administration would continue with the presentation plan that was presented at the January Work Session. She said the Supplemental Levy Election was Tuesday, March 12, 2013 and absentee voting would begin February 12, 2013. She said there were still a lot of presentations to complete. She said Ms. Johnson and Ms. Sprague were working with staff and the Board to schedule the remaining presentations. Mr. Sargent said he would attend the presentation at Franklin Middle School. Mr. Vitale said he would attend the presentation at Edahow Elementary and the Central Kitchen.

d. Annual Policy Review Feedback – Ms. Allen

Ms. Allen said the window had closed for the District's Annual Policy Review. She said some Policies would need to be revised as a result of employee input which included minor changes such as grammar and would

tentatively be brought to the Board in February or March. She said the District introduced a new system which monitored and tracked completion of required policies. She said the list of required policies for review depended on an employee's classification. She said depending on the classification an employee could be required to review between 51 and 81 policies. She said the administration was aware that the process was time consuming but it was critical for the District to have a baseline that ensured employees were aware of the policies and the expectations. She said the administration was appreciative of their compliance. She said employees were given through the winter break to complete but due to the levels of completion the deadline was extended another two weeks. She said the administration was developing a method for new employees to complete required policy review within first 30 days of employment. She said the annual policy review would take place every fall and would be a shorter version of the new employee review. She said the new program now kept an online record of completed policies and allowed an administrator to see which staff members had completed their policy review and what policies they were required to sign off on. She said the administration could view the same information District-wide by department or school. She said the new system kept all of the information as a permanent record. She said it was a very good system that was incorporated with safe schools training and provided additional online training courses for staff.

e. Report on Standing Committees for 2012-2013

Ms. Gebhardt said included in the packet were minutes from various committee meetings that had taken place. Ms. Vagner said the Valley Pride Portneuf River Project Committee had reconvened and planned to meet in the coming months. She said the administration would meet with the principals affected by the proposal within the month. She asked Board Members if there were any volunteers to sit on the committee. Mr. Vitale volunteered to sit on the committee.

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

a. 2011 NAEP Vocabulary Results – Mr. Wegner

Mr. Wegner said included in the packet was a memorandum from the State Department of Education detailing the 2011 NAEP Vocabulary Results. He said NAEP was the Nation's report card. He said the report only included results by state and did not include any District level data. He said all students in Idaho in grades 4 and 8 scored above average and Idaho was 13th in the nation. He said scores had increased from 2009 to 2011.

b. Instructional Technology Update – Mr. Wegner

Mr. Wegner said Instructional Technology training was focused on parent communication using IC messaging. He said with IC, teachers could email parents at any time regarding grades and assignments. He said the technology department was creating a portal usage report to see how widely used the parent portal was. He said teachers were being trained on how to "blind copy" parents on emails when emailing more than one parent at a time in order to keep parent's email addresses from being seen by all parents. He said the District relied on a number of software programs and many required an ongoing maintenance fee. He said the District was fortunate to be able to pay some of the maintenance in advance using federal ARRA funds but this was the last year the fees were paid for and would have to come out of next year's budget. He said the Instructional Technology Committee would review usage reports and prioritize programs to determine which fees the District would continue to pay. Ms. Gebhardt asked if there was a way the committee could determine the effectiveness of some of the programs. Mr. Wegner said the programs utilized by the District had built in reporting features that could be monitored at the classroom and District levels. He said the Instructional Technology Committee reviewed the report monthly.

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

Mr. Wegner said the curriculum department planned to meet with English and math teachers to continue unit development. He said he anticipated completing the units for the first trimester prior to spring break. He said units for the second and third trimesters would be completed over the summer. He said the department was developing a PowerPoint to educate parents about the CCSS and what parents could expect for their students with the upcoming changes in assessment.

d. 2013-2014 School District #25 Calendar – Dr. Mortensen

Mr. Devine said included in the packet was the 2013-2014 School District #25 Calendar along with a recommendation from the administration. He said the calendar was reviewed at the January 8, 2013 Work Session. He said the school year started and ended earlier with the proposed calendar. He said previously professional development days were spread over three trimesters, but with this calendar, two of the

professional development days were moved to the beginning of the year to accommodate teachers in preparing for the start of the school year and one was in October. He said teachers would return on August 22, 2013 which was earlier than the year before and meant the first trimester would end in time for students to finish finals prior to the winter break. He said graduation was scheduled for the Thursday before the Memorial weekend. He said the Board would be asked to adopt the calendar under New Business.

e. Head Start Program Update – Dr. Mortensen

Mr. Devine had no Head Start update at the time of the meeting.

f. 21st Century After School Program Update – Dr. Mortensen

Mr. Devine had no 21st Century After School Program update at the time of the meeting.

g. Idaho Food Bank – Back Pack Program Update – Dr. Mortensen

Mr. Devine said included in the packet was the current Idaho Food Bank – Back Pack program report. He said the report was self-explanatory and participation remained stable.

h. Any Other Elementary Education/PLCs/TIA/Beliefs Update - Dr. Mortensen

Mr. Devine had no further Elementary Education update at the time of the meeting.

i. ISU Counseling Intern Request – Mr. Devine

Mr. Devine said included in the packet was a request from ISU to place a counseling intern at New Horizon High School. He said the request was in order and the District appreciated having the interns in schools. He said the Board would be asked to approve the request under the Consent Agenda.

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

Mr. Devine said the Out of District/Overnight Field Trip requests were included in the packet, and one was in the addendum. He said the information had been reviewed and the requests were in order. He said the administration communicated to the schools that the student/chaperone ratio was to be kept at 1/10 and co-ed trips were to have an equitable number of male and female chaperones. Ms. Gebhardt noted that Highland High School had schedule three skiing trips very close together which could make it difficult for families to come up with the fees. Mr. Devine said the trips were optional and were in high demand. He said the Board would be asked to approve the requests under Old Business.

k. Any Other Secondary Education/PLCs/TIA/Beliefs Update – Mr. Devine

Mr. Devine said secondary schools had done a grade distribution analysis by course and by teacher. He said the goal was to see what was working and what could be done better. He said grade book information was not shared, only the distribution of final grades. He said the data showed that study skills was working very well for students needing to get back on track.

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

Information – Mr. Reed

a. Idaho General Fund Update

Mr. Reed said included in the packet was the current Idaho General Fund Revenue Report with revenue information as of November. He said the state adjusted its original revenue projections report to \$12.7 million less. He said revenue projections were down for the month of December even with the adjustment and was \$3 million less than anticipated. He said the economy was still struggling mostly due to low collections for individual income tax and sales tax.

b. Review of Alameda Middle School Timeline

Mr. Reed said included in the packet was a current timeline for the Alameda Middle School project. He said an open house was planned for September, 2013 and had been added to the timeline. He said the administration would inform the Board of the open house date when it was confirmed. He said the open house would include a ribbon cutting from Pocatello Chamber of Commerce. He said the project was progressing on time. He said there was now heat in the school and maintenance had completed texturing and painting on the upper level. He said the Alameda Middle School building was older but would get a new facelift in time for the 2013-14 school year and would be impressive.

c. Free and Reduced Lunch Report

Mr. Reed said included in the packet was a current Free and Reduced Lunch report. He said the report was self-explanatory. He said families eligible for free and reduced meals remained at 50%.

d. 2012-2013 Budget Adjustments

Mr. Reed said included in the packet were the 2012-2013 budget adjustments for the general fund and special revenue fund. He said a detailed presentation was given at the January 8, 2013 Work Session and further

budget adjustments may be necessary in the future depending on the outcome of the legislative session. He said the Board would be asked to approve the budget adjustments under Old Business.

e. 2013-2014 CIP Plan

Mr. Reed said included in the packet was the 2013-2014 CIP Plan Presentation. He said a detailed presentation was given at the January 8, 2013 Work Session and no changes were made. He said the committee put a lot of time into prioritizing projects to keep schools in good working order. He said the District had limited funding moving forward but the committee was comfortable with the projects identified. He said the Board would be asked to approve the 2013-2014 CIP Plan under Old Business.

f. Bus Ridership Counts

Mr. Reed said the first Student Bus Ridership Count Report was completed in November, 2012. He said the count totaled 4,155 students which was a decrease of 146 students from the previous year's highest count. He said most of the counts were very comparable over the last few years. He said the number of students riding the bus represented about 1/3 of the student population.

g. Proposed Building and Subdivisions (New Construction)

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

h. Any Other Business Operations/Operational Support Update

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

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said the ISEE reporting window closed this week. He said the data was in good shape and the report would be submitted on Friday. He said secondary ADA continued to be an issue and he had been working with the state to resolve the issue. He said the District would have to resubmit each month's report all over again because the system could not accept changes once the report was submitted. He said the District had not previously been required to submit Juvenile Detention data electronically but would have to start this year because the state would no longer accept a paper copy. He said the District would include that data when it resubmitted all of the monthly reports. He said the technology department was busy completing the installation of projectors in all of the secondary schools. He said even if a teacher chose to install a promethean board it was cheaper to install if the classroom already had a projector. He said the District's plan to complete the wireless infrastructure in the secondary schools was now a problem as Districts no longer had technology funding with the repeal of the Propositions.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was current student enrollment data. He said compared to previous years elementary school attendance remained stable. He said there was an unanticipated dip in 7th and 8th grade attendance which was a surprise as those grades tended to be stable.

c. Wellness Dashboard Report

Mr. Smart said included in the addendum was the Wellness Dashboard Report for November, 2012. He said the District would get the full 4% reduction on its insurance renewal premiums due to high employee participation. He said 72% of employees were participating and were completing their GHA. He said the loss ratio goal was 80% and the District had only one high claimant and was doing well overall. He said 80% of employees were utilizing generic prescriptions which saved money. He said dental and vision were well below high cost levels.

d. Wellness/Insurance Committee & Budget Committee Updates

Mr. Smart said included in the packet was information about the District's upcoming Health Fair. He said the memorandum spoke to wellness goals and the premium differential for employees that chose not to participate. He said a notification was included in employee paychecks this week informing them that as of the new-year any employee that chose not to participate would be required to pay a portion of their medical benefits. He said there were four wellness assignments that employees were required to complete in order to avoid paying the premium differential which included completing the general health assessment (GHA), a six week online wellness program, a biometric screening which could be done at the health fair and one annual doctor visit with proof of the visit turned into the District. He said if employees completed the requirements there would continue to be no cost to the individual. He said the health fair was scheduled for January 26, 2013 and February 9, 2013. He said Portneuf Medical Center would provide a mammogram van and employees could complete a biometric screening and have their hearing checked. He said the first session was

already 2/3 full. He said the Wellness/Insurance Committee was on board with the new premium differential requirements. He said the Budget Committee would meet next month.

e. Trustee Election Timeline

Mr. Smart said included in the packet was a Trustee Election Timeline along with information from the County relative to the Election. He said Board Members whose seats were up in 2013 would have to submit a Declaration of Candidacy and a Petition of Candidacy with at least five names of qualified electors within their respective Zones by March 22, 2013 for the May Election. He said the County sent the Petition of Candidacy forms to the District which could be submitted at any time but were due no later than March 22nd. He said absentee voting started April 23, 2013 and the election was May 21, 2013. He said the County Commissioners had one week to verify and canvass the vote and issue notice.

f. Parent Input into Teacher and Building Administrator Evaluations

Mr. Smart said parent surveys into teacher and building administrator evaluations were mailed out the week of November 26, 2012. He said only about 17% of parents responded to the survey and any input was attached to the evaluation. He said the process started last year and worked fairly well. He said the participation rate dropped by about 10% from the previous year. He said the District was still required to include parent input in teacher and administrator evaluations as it was now a part of the state's waiver.

g. Any Other Employee Services/Operational Support Update

Mr. Smart said W-2s had to go out this month. He said there was a new reporting section on the W-2 that showed the amount that an employer paid for any insurance benefits and was information only.

h. Emergency School Closure Resolution

Mr. Smart said included in the addendum was the Emergency School Closure Resolution. He said the Board would be asked to adopt the Resolution under New Business. He said the administration would send a copy of the Resolution, the Emergency Closure form and the draft minutes to the state following adoption.

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Dr. Howell said the monthly Human Resources was included in the addendum. He said the report included a recommendation for the principal position at Alameda Middle School for the 2013-14 school year and a retirement from a teacher. He said Susan Pettit agreed to accept the principal position at Alameda Middle School and Tonya Wilkes agreed to take over the principal position at Irving Middle School in her place. He said the Superintendent emailed all staff regarding the principal selections. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. Any Other Human Resources/Operational Support Update

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

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Amended 2012-2013 Board Meeting Schedule

Ms. Vagner said included in the packet was the amended 2012-2013 Board Meeting Schedule. She said the February Work Session would be cancelled due to conflicting events in Boise. She said the Board would be asked to adopt the amended meeting schedule under Old Business.

b. D.A.R.E. Program Update

Ms. Vagner said included in the packet was a letter from Chief Severe of the Chubbuck Police Department informing the District that due to an unexpected loss in personnel, the previously planned abbreviated D.A.R.E. Program would no longer be possible and the department could not offer any support for the program. She said the District was hopeful the Chubbuck Police Department would be able to restore the program in the future.

c. Any Other Superintendent's Update

Ms. Vagner said the District was receiving input from parents of 7th grade students relative to any boundary grandfathering requests and anticipated it would have complete information by Friday. She said parents would be notified once middle school placement was finalized. She said Dr. Mortensen was meeting with elementary principals on Tuesday to finalize elementary shifts. She said Dr. Howell was almost ready with a staffing plan and would meet with those affected by the staffing process. She said having a principal named helped staff and parents make placement decisions. Ms. Vagner said the Governor was not proposing any

additional discretionary dollars for public schools and the District's cost increases were real and were escalating. She said it did not appear that Districts could count on the legislature for operational funds.

d. Calendar

Ms. Vagner said included in the packet was a calendar of the Board's Meeting Schedule. She said a revised schedule for the week of January 21st through the 25th was included in the addendum. She said it included a Special Meeting/Work Session for the purpose of hearing a rate increase proposal from Varsity and to meet with Chief Marchand regarding school safety. She said another Special Meeting was scheduled the next day to take action on the rate increase proposal from Varsity. She said Varsity requested a decision be made by February 1. She said Judge Murray's Committee and the Head Start Committee meeting dates had been moved. She said the calendar included the levy presentations and the Board schedule. She said Ms. Johnson would send revised schedules at the end of the week.

PUBLIC COMMENT – Self Explanatory

a. Public Comment Pertinent to Agenda Action items

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There was no public comment pertinent to agenda action items at the time of the meeting.

CONSENT AGENDA – Self Explanatory – Action – Mrs. Vagner

a. Topic: Approve Human Resource Activity

Policy Issue: Board approves Human Resource Activity

Background Information: Included in the packet was documentation of the Human Resource Activity regarding certified employees since the December 18, 2012 Regular Board Meeting.

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

b. Topic: Authorize Payment of Claims with the Exception of Electrical Wholesale Supply Company, Inc.

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of January 07, 2013 in the amount of \$559,628.37.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of January 07, 2013 in the amount of \$559,628.37 excluding any claims from Electrical Wholesale Supply Company, Inc. as presented.

c. Topic: Approve Supplemental Financial Information from December 1, 2012 through December 31, 2012

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of December 1, 2012 through December 31, 2012.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from December 1, 2012 through December 31, 2012 as presented.

d. Topic: Approve ISU Counseling Intern Request

Policy Issue: Board approves intern access in District schools.

Background Information: Included in the packet was a request from ISU to place a counseling intern at New Horizon High School from January 16, 2013 through May 28, 2013.

Administrative Recommendation: Administration recommended Board approve the ISU Counseling Intern placement at New Horizon High School from January 16, 2013 through May 28, 2013 as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve Payment of Claims for Electrical Wholesale Supply Company, Inc.*

Policy Issue: Board approves all Claims.

Background Information: Included in the packet were bills and invoices as of January 07, 2013 in the amount of \$6,143.94 for Electrical Wholesale Supply Company, Inc. Mr. Sargent declared this item as a conflict of interest and excused himself at 6:56 p.m.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of January 07, 2013 in the amount of \$6,143.94 for Electrical Wholesale Supply Company, Inc. as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the bills and invoices as of January 07, 2013 in the amount of \$6,143.94 for Electrical Wholesale Supply Company, Inc. as presented. The voting was unanimous in the affirmative. Mr. Sargent returned at 6:56 p.m.

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

c. Topic: *Approve 2012-2013 Budget Adjustments*

Policy Issue: Board approves District budgets inclusive of any adjustments.

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

Administrative Recommendation: Administration recommended Board approve the 2012-2013 budget adjustments as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to approve the 2012-2013 budget adjustments as presented. The voting was unanimous in the affirmative.

d. Topic: *Approve 2013-2014 CIP Plan*

Policy Issue: Board approves District Capital Improvement Projects Plans.

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

Administrative Recommendation: Administration recommended Board approve the 2013-2014 CIP Plan as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Sargent to approve the 2013-2014 CIP Plan as presented. The voting was unanimous in the affirmative.

e. Topic: *Adopt Amended 2012-2013 Board Meeting Schedule*

Policy Issue: Board adopts meeting schedules.

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

Administrative Recommendation: Administration recommended Board adopt the amended 2012-2013 Board Meeting Schedule as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Vitale to adopt the amended 2012-2013 Board Meeting Schedule as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Adopt 2013-2014 School District #25 Calendar*

Policy Issue: Board adopts District calendars.

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

Administrative Recommendation: Administration recommended Board adopt the 2013-2014 School District #25 Calendar as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Facer to adopt the 2013-2014 School District #25 Calendar as presented. The voting was unanimous in the affirmative.

b. Topic: *Adopt Emergency School Closure Resolution*

Policy Issue: Board adopts emergency school closure Resolutions.

Background Information: An emergency school closure was called on January 11, 2013 due to hazardous weather conditions.

Administrative Recommendation: Administration recommended Board adopt the Emergency School Closure Resolution as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to adopt the Emergency School Closure Resolution as presented. The voting was unanimous in the affirmative.

ANNOUNCEMENTS

There were no announcements at the time of the meeting.

ADJOURN

A motion was made by Mr. Sargent and seconded by Mr. Facer to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 6:59 p.m.

APPROVED ON:

FEBRUARY 19, 2013

By:

Janie A. Goffart
Chair

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees

ATTESTED BY:

Jackie Cronor
Clerk