

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, November 15, 2011
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Frank Rash, Chair	Janie Gebhardt, Assistant Treasurer
John Sargent, Vice Chair (Excused)	Nate Murphy, Member
Jackie Cranor, Clerk	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 November, 2011, as provided in Section 33-510, Idaho Code. Chair Rash called the Regular meeting to order at 5:33 p.m.

PLEDGE OF ALLEGIANCE

Angie Lawless led the audience in the Pledge of Allegiance.

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

Chair Rash reviewed the agenda. A motion was made by Ms. Gebhardt and seconded by Ms. Cranor to approve the agenda as presented. The voting was unanimous in the affirmative.

APPROVAL OF MINUTES – Self Explanatory – Action

- a. **Special Meeting/Work Session/Retreat** – September 21, 2011
- b. **Special Meeting/Work Session** – October 11, 2011
- c. **Special Meeting/Executive Session/Personnel** – October 18, 2011
- d. **Regular Board Meeting** – October 18, 2011
- e. **Special Meeting/Executive Session/Hearing** – November 2, 2011

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

- 1) *Introduction of Sergeant Ralph Daniels, SRO Supervisor*

Mr. Hobbs said Sergeant Ralph Daniels was one of five officers that expressed an interest in replacing Maurice Canfield as the SRO Supervisor and was selected. He said the District was happy to have him.

b. Recognitions - Information - Ms. Allen

- 1) *Teacher of the Year – Angie Lawless*
- 2) *Syringa Kindergarten Teachers*
- 3) *High School Athletic and Academic State Champions*

Ms. Allen said it was American Education Week and the District had much to celebrate.

Ms. Allen introduced the Century High School volleyball team and coach. She said the team won back to back 4A state championships in 2010 & 2011. Coach Pauline Thiros said a few team members also played other sports and were unable to attend. She said eight of the team's players were also scholastic achievement students. She said she had the opportunity to see prior Century High School volleyball players who were attending college on scholarships and were happy and thriving. She said the team appreciated the recognition and the opportunity to play.

Ms. Allen invited the Century High School boys cross-country team and the girls soccer team to the podium. Coach Wolfe said the boys cross-country team won the academic state championship with a 3.87 combined GPA. He said it was the first time the boys had outscored the girls. He said cross-country was a great sport and took a tremendous amount of dedication with athletes running anywhere from 25 to 70 miles per week. He said it was a great accomplishment to maintain a high GPA while training.

Ms. Allen said the girls soccer team won the state academic championship with a 3.77 GPA. Stephen Anderson said the girls had an outstanding season with only two losses. He said he was proud of the student's efforts on and off the field and thanked the Board for the acknowledgement.

Ms. Allen said Dallin Farnsworth, a senior at Highland High School, was the 5A cross-country state champion and congratulated him in his absence. She said the Highland High School volleyball team won the 5A state academic championship with a 3.84 combined GPA.

Ms. Allen invited the Pocatello High School cross-country team and coach to the podium. She said the team won the 2011 4A state championship and Elijah Armstrong, a freshman at Pocatello High School, was the 4A cross-country state champion. Coach Whitmer and Coach Grimes thanked the Board for the recognition. Coach Whitmer said Elijah was the first freshman to win the 4A cross-country championship in the state.

Mr. Cotant said Pocatello High School girls volleyball team won the 4A academic state championship. Coach Cook said all but three players had a 4.0 GPA. She said all of the girls on the team worked hard, supported the school and impressed her on and off the court with their work ethic.

Ms. Allen said American Education Week was about celebrating Maximizing Rigor, Relevancy and Relationships Whatever It Takes. She said the District was proud to recognize Angie Lawless as the Pocatello/Chubbuck School District #25 2011-12 Teacher of the Year. She said Ms. Lawless was a special education teacher at Highland High School. She said Ms. Lawless was also a teacher mentor for 10 years, coached tennis and developed the 18-21 year old transition program which helped students with disabilities to develop job skills.

Ms. Allen invited Trustee Janie Gebhardt and Superintendent Vagner to the podium. She said Ms. Vagner had been selected as the 2011-12 Idaho Superintendent of the Year. Ms. Gebhardt said it takes a person who knows how to lead well to guide a District in the right direction. She thanked Ms. Vagner for guiding the Board and the District. Ms. Allen read some of the remarks from the nomination: "If there is one reason to select Ms. Vagner it is her effective leadership. She is a gifted and professional leader who has the capability to promote the development of leadership capacity in Pocatello, in Idaho and beyond. She was instrumental in the implementation of TIA, SIOP, RtI, PLCs and BLTs throughout the state." "Through her work the District is closing the achievement gap in sub groups because it is focused on the development of all children. She is a leader of leaders. She shares her knowledge and programs with other Districts." Ms. Vagner said it was an honor to be nominated by the School Board. She said it was a rare opportunity for a Superintendent. She said to be selected by her peers was a secondary honor and was very rewarding as the fruits of the District's labor were recognized by the state. She said the community was fortunate to receive recognition at the state level. She said the District was fortunate to have a Board that allowed staff to do its work and provide direction. She said the District had a highly skilled professional team and a collaborative leadership team that worked diligently to implement the Vision and Mission on a daily basis. She said the District was fortunate to have a highly qualified certified and classified staff who worked for the children. She said there were over 12,600 children that come to school in various stages to learn and the staff meets that challenge. She said the District has a supportive community that believes in the District's works and trusts the staff to do its job. She said a community needs to understand, trust, give permission and support the District's work and the Pocatello/Chubbuck community was at the permission and support level. She said she had been a superintendent for 24 years and was grateful for the support of the Region 5 Superintendents. She said her career has been supported by her family and really appreciated that. She thanked the Board for trusting her and allowing her to implement the Vision and Mission of the District. She said data proved that the District was closing the achievement gap. She said this District was the best in the state with the best staff in the state.

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.

Board Operating Principles No. 22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; **23)** Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board.

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

REPORTS – Information

a. Student Representative Reports (3 minutes each)

1) **Alameda Center** – *Talisha Lowry* (Not Present)

2) **Century High School** – *Kolton Jackman/Ariane Drake/Tariq Abou-Bakr*

Mr. Abou-Bakr said he was filling in for Mr. Jackman. He said the school just finished Round Up which was one of the biggest fund raisers of the year which included performances by the dance team, cheerleaders, percussion and choir with a Dutch oven dinner. He said the girls' soccer and cross-country teams won academic state championships. He said students were planning the co-ed dance. He said winter sports started with girls' basketball. He said the "Month of Service" would start for the holiday season. He said the school play was successful. He said students were studying hard for finals.

3) **Highland High School** – *Tina Xu/Aaron Eskelson*

Mr. Eskelson said the school had a masquerade ball hosted by Family Consumer Sciences. He said the school musical "Happy Days" finished the night before and had a good turnout. He said it raised a lot of money for the drama department. He said the school was having a blood drive and 130 students were signed up. He said winter sports had begun. He said the school was ready to start its Santa Program and was having a sock hop to raise money.

4) **Pocatello High School** – *Hannah Stinson/Ricardo Chavarria*

Ms. Stinson said the Pocatello High School boys' cross-country team and the girls' volleyball team were recognized as 4A state champions. She said the fall play "Leading Ladies" had just finished and was successful. She said the girls' basketball team started the season off with a win over Blackfoot. She said the school's co-ed dance was that week and was being hosted by the BPA. She said the school had a canned food drive for the past two weeks which was a success. She said Penny Wars was starting soon. She said the drama club would compete this weekend. She said the school had a good Veteran's Day program. She said the ICU system had been implemented throughout the school and was a huge success.

b. Pocatello/Chubbuck School District #25 Festival of Trees Update – Ms. Allen

Ms. Allen said only fourteen more days were left until the Festival of Trees. She said the Stephens Performing Arts Center was transformed into a winter wonderland in just a few days. She said ticket sales were going very well and anticipated tickets would sell out. She said the District continued to promote the event. She said volunteers would help set up on Saturday and Sunday after Thanksgiving. She invited the Board to stop by. She asked the Board to attend the District's Employee Appreciation Night on Wednesday, November 30, 2011 and the Sponsor/Donor Appreciation Breakfast on Thursday, December 1, 2011. She said tickets for the Grand Opening Gala and the Ladies' Holiday Tea were still available.

c. Media Report – Ms. Allen

Ms. Allen said the District continued to have good media coverage with over 21 stories in the paper that month.

d. Report on ISBA Annual Convention – Mr. Rash & Ms. Gebhardt

Ms. Gebhardt said a big part of the convention was to review and vote on Resolutions. She reviewed each Resolution and stated whether or not it passed: #1 – Continued Financial Protection – Passed; #2 – Public Funding for Driver Education – Passed; #3 – Renewal of Idaho Code Section 33-1004H – Passed; #4 School Election Dates – Passed; #5 Removing Super Majority Requirements for Bonds – Passed; #6 – Restore Funding in Senate Bills 1108, 1110 and 1184 – Passed; #7 – Funding Pay for Performance – Passed; #8 – Classified Employee Inclusion in Pay for Performance – Passed; #9 – Educational Field Trips – Failed; #10 – Safe Extra-Curricular Travel – Failed; #11 – Liability Insurance Notice Requirement – Passed; #12 – Teacher Certification and Document Sharing – Passed; #13 – Kindergarten Preparation – Failed; #14 – K-12 Leads the Nation – Failed; #15 – Improving Success for High School Graduates – Failed; #16 – Increase Dual Credit/AP – Failed; #17 – Building and Construction of Non-Student Occupied Buildings – Passed; #18 – Robotics as a Sanctioned Activity – Failed; #19 – Remove Requirement for Asynchronous Online Course – Passed. She said Resolutions #17 – #19 were sent back to the Executive Committee as no more than 16 Resolutions could move on. She said all changes to the bylaws were approved. She said there were a couple of excellent keynote speakers and thought Jamie Vollmer was particularly good. She said the speaker that addressed technology in the classroom emphasized the importance of a highly qualified teacher to implement the use of technology. She said teachers were essential to ensure children were being educated. Ms. Cranor asked for clarification on the asynchronous online course. Ms. Vagner said it was independent coursework taken online on the student's time. She said there was a corresponding online teacher for the course but was a self-paced course like IDLA courses. She said essentially it was a course taken without supervision. She said the District would continue to explore various options. She said some self-driven students may not need a controlled environment but others might. She said students had to fail an online asynchronous course before they could remediate. She said blended courses would be researched to determine if a teacher could be

involved offsite. She said the legislature needed to be aware that a best practice blended course was a teacher onsite using the technology. Ms. Cranor said she was concerned about the challenges with tracking the progress of asynchronous courses. Ms. Gebhardt said a lot of parents were upset that they had no say in whether or not their students could manage an asynchronous online course. Mr. Rash said he liked listening to the different perspectives of other Trustees. He said Mr. Vollmer was outstanding. He recommended Mr. Vollmer's book, "Schools Cannot Do It Alone" for anyone that was interested. He said it offered good insight as to where the nation was with public education.

e. Report on Standing Committees for 2011-2012

Ms. Cranor said she attended the District Curriculum Committee where the committee adopted new course work for technical engineering. She said the committee debated whether or not to add robotics as an approved science credit. She said it seemed like a good idea but there were a lot of implications for approving one course and not another. She said the committee tabled the discussion for a later date. She said she attended the Head Start Policy Council and all classrooms elected new policy council members and new officers.

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

Mortensen, Mr. Devine, Mr. Hobbs

a. 2011-12 Special Education (Title VI B) Budget – Mr. Weiche

Mr. Weiche said the special services department provided services to students with disabilities. He said the budget supported special education teachers, audiologists, speech therapists, psychologists and nurses and served 1,230 students. He said personnel budget reports were analyzed, future trends and needs were projected and the 2010-11 and 2011-12 allotments compared. He said the current allotment had been decreased by 1.6% and would be reduced over the years. He said the carryover was \$1 million dollars due to the use of ARRA funds to enhance curriculum and technology needs. He said maintaining the carryover would be a challenge with the loss of ARRA funds. He said unexpected equipment repairs and replacement could be extreme depending on student needs. He said the preschool budget was not cut and was very similar to last year. He said the private and charter school budgets were calculated using a proportionate funding formula with per pupil cost and there were five private school students. He said his philosophy was to preserve the budget for unexpected expenses. Mr. Rash asked how many special education students were in the District. Mr. Weiche said there were 1,230 special education students which was just about 10% of the total student population.

b. Revised Alternate Route to Graduation – Mr. Wegner

Dr. Mortensen said the revised Alternate Route to Graduation plan was included in the packet and had been reviewed at the November 8, 2011 Work Session where Mr. Wegner explained the need to slightly revise the plan. She said multiple measures were put in place for student achievement and there was some confusion as to whether students who did not pass the ISAT were to be notified about the Alternate Route to Graduation in their sophomore or junior years. She said the change clarified that students were to be notified in their junior year. She said the Board would be asked to approve the change under Old Business.

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

Dr. Mortensen had no further curriculum report at the time of the meeting.

d. Head Start Program Update – Dr. Mortensen

Dr. Mortensen said Head Start would seat a new Policy Council at the upcoming Head Start Policy Council Committee meeting. She said a new national readiness plan for Head Start was included in the packet. She said action steps were included in the plan that the Head Start Committee would work through to ensure the program met current standards. She said the new Head Start Act required a formalized plan between the School District and the school the child would attend. She said an action plan would be put in place and child progress would be assessed throughout the year.

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

Dr. Mortensen said Ms. Anderson would attend a workshop for a grant opportunity. She said the District intended to write the grant for after school services for Indian Hills, Tendoy and Lewis & Clark elementary schools which did not currently have after school programs. She said grants were due in January and were very competitive. Ms. Gebhardt asked if the existing grants would be continued. Dr. Mortensen said there were two grants in place for a five year period, three of which were funded at 100%. She said the grant Ms. Anderson would apply for was for \$150,000 per year for three years and reduced by 10% in the 4th and 5th years. Ms. Gebhardt asked if the programs would be self-sustaining after five years. Dr. Mortensen said she anticipated the programs would be self-sustaining but the District had not had any grants expire at this point. She said the current grant opportunity gave 5 extra points to Districts that did not currently have an after

school program in place so the District's plan would have to exceed expectations. She said the District would get help from ISU for the grant writing process.

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

Dr. Mortensen said several schools had seen an increase in Idaho Food Bank Back Pack program participation which was highlighted in the report. She said all schools had seen some increase with the exception of Syringa and Greenacres elementary schools. She said this was indicative of a great need in the community. Ms. Cranor said she was concerned that participation was so low at Edahow Elementary. Dr. Mortensen said while it was low compared to other schools, participation had increased which showed that children in need were being identified. She said the secondary schools were becoming more involved as well.

g. Elementary Parent Teacher Conferences Update – Dr. Mortensen

Dr. Mortensen said each principal updated the parent teacher conference data into the document included in the packet. She said each school had to come up with a plan for how it would manage parent teacher conferences with the reduced hours. She said most schools chose to have an open house and others scheduled individual conferences based on teacher input. She said parent participation remained high. She said the schools made a tremendous effort to keep parents informed and to encourage participation. Ms. Cranor asked how an open house worked. Dr. Mortensen said teachers were in the classroom and parents could come and go throughout the evening to ask questions and observe. She said individual conferences were scheduled with parents requesting a conference or with parents identified by the teacher.

h. District Mobility Report – Dr. Mortensen

Dr. Mortensen said the mobility report data was from the first period since the start of school to November 1, 2011. She said free and reduced percentages were shown on the report. She said every school had seen an increase in the number of students who qualified for free and reduced meals. She said mobility varied from school to school. She said the administration was working on a mobility report that would show what happened between the close of one school year and the start of another which was not reflected in the current report. She said in looking at enrollment continuously it painted a whole different picture. She said at some schools 45% of the student body was new at the start of school. She said it was a great challenge to meet the needs of all students when almost half of them were new. Ms. Gebhardt asked if the report would show the number of new kids coming from outside of the District. Dr. Mortensen said it would separate new students in a school as "in-District" or "out-of-District".

i. 2012-2013 School District #25 Calendar – Dr. Mortensen

Dr. Mortensen said the 2012-13 School District #25 Calendar was built on 180.5 contract days which was one less day than last year. She said the total teacher work days equaled 175.5. She said last year one extra day was paid for with the Education Jobs Act funds which would be eliminated for the 2012-13 school year. She said the calendar maintained one orientation day, one prep day, three professional development days, with one professional development day placed in each of the three trimesters, three record days at the end of each trimester, and .5 day for checkout. She said there were 167 student days which was the same as this year. She said the one day eliminated from the 2012-13 calendar was the parent teacher conference day that was funded this year by Jobs Bill money. Ms. Cranor asked if school would start earlier than this year. Dr. Mortensen said it would start about one week earlier than this year. She said each Monday that was not a Holiday would be rotated between PLCs and early releases. She said the Calendar Committee was able to maintain the two week winter break. She said there were some concerns regarding where graduation would fall that year. She said Mr. Devine worked with ISU to ensure that Holt Arena was available for rehearsal before Memorial Day with graduations following Memorial Day. Ms. Cranor said a lot of parents were opposed to starting the school year two days prior to the Labor Day weekend and having graduation the day after Memorial Day concerned her. Dr. Mortensen said the feedback from secondary principals was that parents would prefer having graduation connected to the Holiday because more people would be able to attend if they were able to travel during the break. Ms. Cranor asked why the Friday before the Holiday wouldn't work better. Ms. Vagner said most families used the Friday as part of the long weekend and tended to return on Monday for the work week. She said New Horizon High School said the day before Memorial Day worked well for them as it was a very family oriented group. Dr. Mortensen said most of the secondary concerns were addressed and the calendar met the secondary needs well.

j. BYU-I Student Teacher Interns Request – Dr. Mortensen

Dr. Mortensen said included in the packet was a memorandum requesting placement for BYU-I student teacher interns at Indian Hills. She said the request was routine and the Board would be asked to approve placement under the Consent Agenda.

- k. Any Other Elementary Education/PLCs/TIA/Beliefs Update - Dr. Mortensen**
Dr. Mortensen said Tyhee Elementary was recognized by the State Department of Education as an Idaho Distinguished Title I school and was also selected as the national Distinguished Title I School which was the same award Jefferson Elementary received the year before. She said part of the recognition included an award of money for the school and an opportunity to attend the National conference which would be held in Seattle, WA. She said the District was proud to recognize Tyhee Elementary for its accomplishments and commitment to excellence.
- l. Pocatello High School Grading Policy Proposal – Mr. Devine**
Dr. Mortensen said the Pocatello High School grading proposal was included in the packet. She said it was exciting to see the preventative measures being put in place to avoid letting students get into a situation where it was extremely difficult to recover credits. She said the proposal put procedures in place to identify students who were struggling and correcting the problems before students got too far behind. Ms. Cranor asked if the new grading policy information would go to all parents. Dr. Mortensen said it would and the school was already in the process of contacting parents whose student had a D or an F in any class. She said hundreds of calls were made on a weekly basis and parent response was overwhelmingly positive. Ms. Cranor said it was good to see that the staff had bought into the policy and was on the same page. Dr. Mortensen noted another positive was the impact the policy was having on conversations regarding meaningful classroom assignments.
- m. Secondary Parent Teacher Conferences Update – Mr. Devine**
Dr. Mortensen said parent portal use was increasing for secondary parents. She said secondary schools focused on parent teacher conferences for parents who had students with missing assignments or a D or F in any class. She said 50% of the conferences were face to face. She said the parent portal tool was a tremendous help.
- n. Early Graduation Requests – Mr. Devine**
Dr. Mortensen said last year 49 credits were required for graduation and next year the number would be increase to 52 credits. She said it would become increasingly difficult to graduate early and the Board may see less early graduation requests next year. She said the Board previously approved a group of Century High School early graduation requests and the current requests were for Highland and Pocatello High Schools. She said one request was to graduate after the first trimester and the remaining requests were for after the second trimester. She said all students submit applications which were approved by a counselor and principal before coming to the Board.
- o. 2011-2012 Winter Athletic Schedules and Travel – Mr. Devine**
Dr. Mortensen said the 2011-12 winter athletic schedules and associated travel were included in the packet. Ms. Cranor said it was critical for Athletic Directors to know the IHSA rules for travel and to scrutinize all schedules and travel closely. Dr. Mortensen said the Board would be asked to approve the schedules under New Business.
- p. Camp Requests – Mr. Devine**
Dr. Mortensen said the camp requests included in the packet were submitted in advance for summer camps that would be held in 2012. She said the requests were being sent early for fundraising purposes. She said the Board would be asked to approve the requests under Old Business.
- q. Preliminary Out of District/Overnight Field Trip Requests – Mr. Devine**
Dr. Mortensen said the preliminary requests included as much information as was available and would submit the requests for final approval when all travel details were known. She said the Board would be asked to approve the preliminary requests under Old Business.
- r. Out of District/Overnight Field Trip Request – Mr. Devine**
Dr. Mortensen said several Out of District/Overnight Field Trip requests were included in the packet and she would direct any questions to Mr. Devine. She said the Board would be asked to approve the requests under Old Business.
- s. Previously Approved Field Trip Requests – Mr. Devine**
Dr. Mortensen said the field trips included in the packet had been previously approved by the Board and were presented to document further information requested by the Board.
- t. Any Other Secondary Education/PLCs/TIA/Beliefs Update - Mr. Devine**
Dr. Mortensen had no further secondary education report at the time of the meeting.

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

- a. Idaho General Fund Update**

Mr. Reed said the October Idaho General Fund report showed the state was .7% off of projections which added to three months in a row of revenue being below projections. He said the state was about \$10.8 million below projections to date. He said he hoped the economy would stabilize and begin to move in a positive direction. He said about 50% of the state's budget was allocated to education and the District's share of the allocation was about 4%.

b. Review of Stocks Building/Alameda Center Timeline

Mr. Reed said the project was on schedule. He said most of the main building was enclosed and windows had been installed. He said siding was finished on the west and south sides. He said the contractor hoped to put the finishing touches on the east and north sides but had run into a minor setback which would delay finishing the siding until spring. He said the contractor could finish the project but the weather could increase the project cost if it became too cold. He said 1/3 of the building was insulated and crews were working on the multipurpose area. He said the transformation would be evident in a couple of weeks and if the Board was interested in taking another tour it could be arranged prior to the December Work Session.

c. Beverage Contract

Mr. Reed said the District had been in the existing beverage contracts with Pepsi Cola, Coca Cola and H&M Distributors for ten years. He said the contracts would expire in December and January and the administration would examine the market to determine how the District would move forward. He said the beverage industry had changed dramatically over the last 5 years and the FDA had come out strongly against sugar drinks. He said Coca Cola had not sold sugar drinks in District schools for three years. He said Pepsi continued to sell them within the District's guidelines. He said the administration would present information to the Board in December. He said the beverages brought in about \$80,000 in revenue that was distributed throughout the schools. Mr. Rash said there were many healthy options available now that the District could consider implementing in the schools. Mr. Reed said the District had a vendor that offered healthier options at the high schools. He said the products tended to cost more but providing healthy options was important. He said there were not many candy or chip vending machines in the schools anymore. Mr. Rash said many schools in the state had candy vending machines and suggested discussing the issue at a future meeting.

d. PCCS Fiscal Audit

Bart said the Pocatello Community Charter 2010 FY data was mistakenly included in the November Work Session packet but the presentation given at the meeting was accurate. He said the report included in the packet was current and accurate for the Board's information.

e. Proposed Building and Subdivisions (New Construction)

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

f. Any Other Business Operations/Operational Support Update

Mr. Reed said the CIP Committee would meet that Friday at 3:00 p.m. Ms. Cranor said she was concerned about the carpet at Gate City and did not see it on the CIP schedule. Mr. Reed said it was on the CIP schedule but not for a number of years. He said the District had 700 more students than it did seven years ago and the administration had to reevaluate the CIP budget to manage bringing on more schools and had to prioritize projects to include the most critical and safety issues. He said significant improvements were scheduled to take place to bring the Alameda Center on as a 4th middle school and estimated the project would utilize about \$2 million of the School Plant Facilities fund. He said the District had to scale back on projects that were not pressing and carpeting was one of those. He said he was also concerned about carpeting that had reached the end of its life and hoped to be able to address that in the next couple of years. Ms. Cranor said she recognized the excellent job the District had done to keep facilities in as good repair as possible without going for an emergency bond. Mr. Reed said roofs would have to be replaced and the District planned to utilize a new product that was a third of the cost. He said the product would extend the life of the roof another 5 – 7 years.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload Update

Mr. Smart said ISEE data was due that week. He said ISEE implemented new reporting requirements for implementation in February which had been pushed ahead to this week. He said the District finally received ADA information from the state and two schools were lower than the administration anticipated.

b. Student Enrollment Information Update/2012-13 Enrollment Projections

Mr. Smart said the current student enrollment data was included the packet. He said future enrollment projections were also included. He said retention rates were not as persistent as anticipated so the administration scaled back on projected increases. He said he projected about 113 students less than two years

ago. He said it appeared that enrollment would level off. He said the current year's retention rates were lower than average. Ms. Gebhardt asked if incoming businesses was making an impact on enrollment. Mr. Smart said it was the administration's understanding that the incoming companies were hiring locally but they always had some affect. Ms. Cranor asked if charter schools impacted retention. Mr. Smart said charter schools tended to be consistent and growth could have inflated retention rates. Ms. Vagner said the administration would continue to discuss possible effects on retention and mobility. Mr. Smart said the administration would prepare another projection in February and would have a more accurate picture then.

c. Budget and Wellness/Insurance Committee Updates

Mr. Smart said convening the Budget Committee had been delayed due to email responses from committee members being held as spam. He said he planned to convene the committee in January. He said there wasn't any new information for the Wellness/Insurance Committee to review and would cancel the November meeting. He said Ms. Giles had been diligent in getting employees involved in the wellness program and on the Regence site. He said 150 new employees signed up to take advantage of the programs. He said Ms. Giles believed the District was close to achieving the 4% goal. He said each percent equaled \$40,000 to the District.

d. Any Other Employee Services/Operational Support Update

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

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Dr. Howell said there were three new teachers for hire. He said the teachers were conditionally hired until the department could finalize all the paperwork. He said there were several recommendations for stipends for professional development course instructors.

b. Students Come First Committee Report

Dr. Howell said after the original Pay for Performance Committee had its first two meetings it became apparent that the committee should be expanded to include all areas of the Students Come First legislation. He said meetings were well attended and were focused on ensuring all areas were implemented according to law. He said at the last meeting the committee reviewed and offered feedback on the teacher supervision and evaluation policy and anticipated presenting a final draft to the Board for first reading at the December Board Meeting. He said the committee reviewed the first draft of the Reduction in Force (RIF) policy and procedure which was currently based on seniority which the new law prohibited. He said a new process was being developed into a step by step process which would be a rubric based point system that determined the richness a teacher brought to the classroom. He said the committee recommended testing a sample to test its validity. He said he anticipated bringing the Policy for first reading at the January Board Meeting. He said a lot of research went into the development of the rubric. He said overall the rubric was received fairly well. He said the committee would continue to evaluate other performance measures allowed by the state. He said other allowable measures might include graduation rates, projects and attendance. He said the administration brought a Pay for Performance measures plan to the Board in July but did not have adequate time to thoroughly research all options before submitting. He said he appreciated the professionalism of the group and said they understood the topics and offered valuable feedback. Ms. Cranor asked if the committee had equitable representation. Dr. Howell said yes. He said the District would share policies and templates with other Districts.

c. 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. Superintendent's Forum Report

Ms. Vagner said the Superintendent's Forum took place towards the end of October and Superintendents from Regions 4, 5 and 6 attended. She said the TIA Advisory group was in attendance. She said Superintendents were becoming more aware of the District's work with TIA. She said it brought a sense of relief that everyone was on board and best practices were moving ahead. She said the forum provided exposure to the Common Core State Standards which some Superintendents had not been exposed to. She said Snow White with Dell Computers offered some perspectives on moving forward with a Technology Strategic Plan inclusive of staff development and equipment acquisition. She said it was helpful to have the technology piece reinforced. She said considerable discussion regarding Students Come First and the possibility of undoing or changing some of that legislation occurred.

b. Dual Credit Scholarship Luncheon Update

Ms. Vagner said the Chamber Dual Enrollment Scholarship Luncheon was tomorrow and the administration was wrapping up the data. She said it was impressive to see the increased number of students taking dual enrollment classes. She said an accounting of the scholarship money and Professional Technical courses would be provided at the luncheon.

c. Legislative Meeting Agenda – December 5, 2011

Ms. Vagner said Mr. Wegner would begin by covering the Common Core State Standards and the SMARTER Balanced Assessment Consortium. She said the agenda was divided into four categories: Human Resources; Instructional; Budget and Employee Services. She said the Board would see the financial data that had to be posted to the website at the December Work Session. She said next on the agenda would be the reporting of ISEE demands, Schoolnet, impacted workloads while facing other rollouts, management of mobile computing devices while facing staffing reductions and if the District is faced with further staff reductions will it be forced into more online learning due to that loss. She said with the original legislation 17% of the required credits would have been online but had been reduced to 4%. She said the 4% did not balance against staffing reductions imposed. She said next on the agenda was school improvement and the numerous plans and repetition that exists. She asked the Board to provide input as to any further discussion with legislators. Ms. Cranor said she heard that the state was considering funding charter school buildings.

d. Any Other Superintendent's Update

Ms. Vagner had no further Superintendent's update at the time of the meeting.

e. Calendar

Ms. Vagner said there was a quorum for the November 16th student discipline hearings. She said the Chamber Dual Enrollment Scholarship Luncheon was the next day. She asked the Board to review the Festival of Trees schedule and let Ms. Johnson know which events each would be able to attend. She said the Employee Appreciation night was November 30, 2011 at 5:00 p.m. and the schools would participate in a talent show. She said Monday, December 5, 2011 was the meeting with legislators and student discipline hearings for December 7, 2011 were filling up. She said the District would close at 3:00 p.m. the day before Thanksgiving until the following Monday.

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.

Board Operating Principles No. 22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; **23)** Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board.

There was no public comment on 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 October 18, 2011 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 November 4, 2011 in the amount of \$1,800,563.53.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of November 4, 2011 in the amount of \$1,800,563.53.

c. Topic: Approve Supplemental Financial Information from October 1, 2011 through October 31, 2011

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of October 1, 2011 through October 31, 2011.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from October 1, 2011 through October 31, 2011.

d. Topic: *Approve BYU-I Student Teacher Interns Request*

Policy Issues: Board approves student teacher intern access in District schools.

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

Administrative Recommendation: Administration recommended Board approve the BYU-I student teacher intern requests as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve Revised Alternate Route to Graduation Plan*

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 revised Alternate Route to Graduation Plan as presented.

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Mr. Murphy to approve the Alternate Route to Graduation Plan as presented. The voting was unanimous in the affirmative.

b. Topic: *Approve Early Graduation Requests*

Policy Issue: Board approves Early Graduation requests.

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

Administrative Recommendation: Administration recommended Board approve the Early Graduation requests as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Ms. Gebhardt to approve the Early Graduation requests as presented. The voting was unanimous in the affirmative.

c. Topic: *Approve Camp Requests*

Policy Issue: Board approves camp requests.

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

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

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Mr. Murphy to approve the camp requests as presented. The voting was unanimous in the affirmative.

d. Topic: *Approve Preliminary Out of District/Overnight Field Trip Requests*

Policy Issue: Board approves preliminary Out of District/Overnight Field Trip requests.

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

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

Board Direction/Action: A motion was made by Mr. Murphy and seconded by Ms. Gebhardt to approve the Preliminary Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

e. Topic: *Approve Out of District/Overnight Field Trip Requests*

Policy Issue: Board approves Out of District/Overnight Field Trip requests.

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

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

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Ms. Gebhardt to approve the Preliminary Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve 2011-2012 Winter Athletic Schedules and Travel*

Policy Issue: Board approves athletic and travel schedules.

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

Administrative Recommendation: Administration recommended Board approve the 2011-2012 Winter Athletic Schedules and associated travel as presented.

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Ms. Cranor to approve the 2011-12 Winter Athletic Schedules and Travel as presented. The voting was unanimous in the affirmative.

b. Topic: *Adopt 2012-2013 School District #25 Calendar*

Policy Issue: Board adopts calendars.

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

Administration Recommendation: Administration recommended Board adopt the 2012-2013 School District #25 Calendar as presented.

Board Direction/Action: A motion was made by Mr. Murphy and seconded by Ms. Gebhardt to adopt the 2012-2012 School District #25 Calendar as presented. The voting was unanimous in the affirmative.

ANNOUNCEMENTS

There were no announcements at the time of the meeting.

ADJOURN

A motion was made by Ms. Gebhardt and seconded by Ms. Cranor to adjourn. The voting was unanimous in the affirmative. The Regular Board Meeting was adjourned at 7:53 p.m.


APPROVED ON:

DECEMBER 19, 2011

BY:


Chair

MINUTES PREPARED BY:


Secretary, Board of Trustees

ATTESTED BY:

Jackie Cranor
Clerk