

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, March 20, 2012
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

John Sargent, Acting Chair/Vice Chair
Jackie Cranor, Clerk
Janie Gebhardt, Assistant Treasurer

Nate Murphy, Member
Jim Facer, Newly Elected Trustee
Mary Vagner, Superintendent

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 20th day of March, 2012, as provided in Section 33-510, Idaho Code. Acting Chair Sargent called the Regular meeting to order at 5:33 p.m.

PLEDGE OF ALLEGIANCE

Steve Osberg led the audience in the Pledge of Allegiance.

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

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

APPROVAL OF MINUTES – *Self Explanatory* – Action

- a. **Special Meeting/Executive Session/Hearing** – February 8, 2012
- b. **Regular Board Meeting** – February 21, 2012
- c. **Special Meeting/Executive Session/Hearing** – February 22, 2012

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

SEAT THE NEW TRUSTEE FOR ZONE #3 AND ADMINISTER THE OATH OF OFFICE

Acting Chair Sargent said the Board would seat the new Trustee for Zone #3, James Facer. Ms. Cranor, the Board Clerk, administered the Oath of Office to Mr. James Facer. Mr. Facer was seated on the Board.

ELECT A BOARD CHAIR

Acting Chair Sargent guided the deliberation on the criteria for the election of Board Officers prior to the nominations. He reviewed the following criteria outlined by the Board: Interest in Serving; Experience on the Board; Holding a Previous Office on the Board; Availability; and Willingness to be the Spokesperson for the Board. He said the guidelines were previously approved by the Board. He passed the gavel to the Superintendent who asked if any members were interested in serving as Board Chair. Ms. Gebhardt said she was interested. Ms. Vagner asked about her experience on the Board and any previous offices. Ms. Gebhardt said she had served on the Board for six years and held several offices including Asst. Treasurer, Clerk and Vice Chair. Ms. Vagner asked about her availability. Ms. Gebhardt said she was available. Ms. Vagner asked her if she was willing to be spokesperson for the Board. Ms. Gebhardt said she was willing and would do her best to represent the Board. Ms. Vagner asked if there were any other members interested in serving as Chair. No other members expressed an interest. A motion was made by Ms. Cranor and seconded by Mr. Murphy to unanimously elect Ms. Gebhardt as Board Chair. The voting was unanimous in the affirmative. Chair Gebhardt conducted the election for Assistant Treasurer. She asked if any members were interested in serving as Assistant Treasurer. Mr. Murphy said he was interested. Chair Gebhardt asked about his availability. Mr. Murphy said he was available. A motion was made by Mr. Sargent and seconded by Ms. Cranor to elect Mr. Murphy as Assistant Treasurer. The voting was unanimous in the affirmative.

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

1) Moment of Silence for Jeanie Aman

Chair Gebhardt called for a moment of silence for Jeanie Aman, a former teacher at Edahow Elementary.

2) Letter from the family of Jeanie Aman

Chair Gebhardt read the card from the family.

b. Recognitions - Information - Ms. Allen

1) Hawthorne Middle School Supply Donation – Tyler Northrop – This item was not addressed during the meeting as the recipient was unable to attend the meeting.

2) Highland High School 5A Academic Championship

Ms. Allen asked the Highland High School Girls' Basketball Team and Coach Green to the podium. She said it was a great accomplishment to maintain physical fitness, skill and academic achievement. She said extra-curricular activities developed self-confidence in students. She said the girls' basketball team had a combined GPA of 3.863. She said the numbers spoke to the strong character and dedication of the girls on the team. She said the team also qualified for State which spoke to their skill. Coach Green said he was so proud of the girls for their accomplishments. He said none of the girls took easy classes, they were all AP or Honors classes which took extra time and they still managed to dedicate so much of their time to practice. He said he was proud, humbled and grateful for the example of the girls' work ethic. He thanked the Board for recognizing this achievement and said this was the 3rd year in a row the team had won the 5A Academic Championship.

3) Pocatello High School Academic Team

Ms. Allen asked the Pocatello High School Academic Team and Tony Christensen to the podium. She congratulated the team for taking first place. She said the group demonstrated the beliefs that "High expectations promote high levels of student achievement" and "Students learn best with highly qualified staff." She said the team was required to answer questions developed by National lab scientists. She said the series of questions related to math, science, pop culture and current events. She said the state was divided into East and West and then into three different categories and Pocatello High School was in the category of "500 or more students". She said the goal of the competition was to select the two best teams to represent the state at the National Science Competition. She said Pocatello High School had historically done well in the competition. She said this year all questions were related to math and science only which said a lot about the school's math and science departments. She said one of the team's members, Daniel Wells was chosen to be on the Regional Team which is an honorary team. She said Mr. Christensen was the calculus and statistics teacher at Pocatello High School. She said the students in attendance were Steve Osberg, Tim Wells and Faith McVey. Mr. Christensen said only two seniors were on the team this year. He said the students in attendance were juniors and sophomores. He said it was a young team and was proud of them for doing so well. He said other coaches at the competition were astonished at the knowledge of these students. He said the questions were extremely difficult and the students did an excellent job.

4) Health Fair and Wellness Participation Winners – Education Center & Tendoy Elementary

Ms. Giles said she was there to celebrate the District's health programs and the annual health fair. She said staff worked very hard to qualify for the maximum 4% premium reduction. She said employees participated online through MyRegence.com, signed up for health coaches, and participated in District activities including the health fair. She said 446 employees and their spouses and 226 retirees participated in the health fair. She said one employee said she found out her thyroid was out of order from her blood work results and was able to meet with her physician to correct the problem. She said another employee said she was nervous about getting a mammogram but the staff made her feel at ease and she would get her mammograms regularly from now on. She said another employee said they had walked for at least 30 minutes every day for a whole year because they wanted to be able to record it on MyRegence.com to qualify for the gift card incentive and lost 49 pounds as a result. She said another employee communicated that her husband's doctor was able to identify and treat a chronic illness to prevent any future damage to his health. Ms. Giles thanked the participants and community partners. She said the District gave away 23 prizes from the health fair which were drawn randomly including water bottles and a mountain bike. She said another award included cash giveaways for the top two schools/departments

with the highest participation percentage. She said in 1st place was the Education Center with 55.63% employee participation and was awarded the \$500 cash prize. Ms. Vagner accepted the award and said the staff practiced what it preached. Ms. Giles said in 2nd place was Tendoy Elementary with 46.51% employee participation. Principal Nelson said Tendoy won 1st place last year so it was game on for the next health fair. She said the school's employees did a good job following up on results and taking them to their doctor if there were any concerns. Ms. Giles thanked the Board for supporting the program. Chair Gebhardt said the Board appreciated all the hard work that Ms. Giles and Mr. Smart put into the annual health fair.

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.

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

Mr. Lorax said he was there as a concerned citizen and representing a group called Mothers Against Death (MAD). He said he was a professional, a scientist, an activist, an entertainer and an artist. He said he participated in all of the public hearings regarding the FMC Corporation. He said the issues had been discussed for over 12 years and nothing had been done. He said the Mothers Against Death were able to stop dangerous chemicals from being used at schools. He said local companies were spreading the harmful chemicals that contained uranium and other heavy metals in dust form. He said the material was used to sand playgrounds and sidewalks and once it dried turned to a dust particle that waited to get into the body. He said once the particles entered the body it was no longer in an elemental state and was deadly. He said it caused many types of cancer including leukemia, breast cancer and thyroid cancer because it was absorbed into the body as a fluoride. He said this was the reason he wore a medical mask on windy days. He said there was a massive amount of cancer cases in the community. He said he didn't blame the School District and most people, because most people are ignorant to the problem but the documentation was out there. Mr. Lorax provided the cover page for an aerial radiological survey of Pocatello and Soda Springs, Idaho and said everything he had spoken about was documented in this survey and was public information. He said he recently learned that nothing had been done after the survey was conducted and he was here to correct that and to help the community. He said he was not pleased with the reception the community had given him. He said the Police Department had attempted to arrest him on three occasions. He said he would be happy to organize any documents for the Board and any partnership with the EPA. He said \$10 billion was needed for adequate cleanup of the hazardous materials otherwise the bane of death would continue for the next 700 million years. He said he was willing to help in locating materials and organizing any cleanup efforts. He said he did not want Pocatello to be known as the silent Chernobyl. He said he was an advocate for the community and the children in the community and would not go away until something was done about the problem.

REPORTS – Information

a. Student Representative Reports (3 minutes each)

1) Alameda Center – Jacob Reynolds/Megan Housel

Mr. Reynolds said there were lots of new things happening at the school like the newly implemented academic program that allowed students time to work on missing assignments. He said the new system had improved grades overall. He said there were two new clubs, one was called Idaho Drug Free Youth (IDFY) which was a club that helped students better understand what drugs were and how they negatively impact youth and was a safe place for students to discuss any other issues they may be having a problem with, and the second club was called the Rainbow Connection which helped students ease with different sexual orientations and promoted tolerance and understanding. He said having a different sexual orientation was not a disease; it was just the way some people are. He said students were working hard on the year book and were making great progress. He said this year the yearbook had over 100 pages and was still the same price as last year. He said the number of honor roll students and student attendance had greatly improved. He said End of Course Assessments were going well. He said students had been good

about attending Friday Night School and were turning their work in on time and attending. He said there were a lot more students with perfect attendance this trimester.

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

Ms. Stinson said the school just finished basketball season. She said the wrestling team went to state and had two 2nd place winners and two 4th place winners. She said the school musical “Grease” was successful. She said over 70 students participated and the event was well attended. She said all the sophomores attended the Tech Expo. She said the Haywire robotics team did very well at regionals in Salt Lake City and the Livewire team won the Chairman’s Award and qualified for nationals in St. Louis, MO. She said the Indianettes dance team went to state. She said cheer placed in three out of four events. She said the choir hosted the Boogie Ball which was a 50’s themed dance. She said the school hosted the All-Star basketball game for both boys and girls. She said the speech and debate team was having a competition. She said the academics team won the regional competition and was headed to state. She said 9 students qualified for the state competition. She said student body elections would wrap up in mid-April. She said the school was planning its 2nd blood drive for the year. She said Pride Week was coming up the first part of April, College Day was on April 9th and students were preparing for a talent show called “Poky’s got Talent” on April 23rd. She said students were busy preparing for the ISATs.

3) **Century High School** – *Kolton Jackman/Ariane Drake*

Mr. Jackman said the boys basketball team won the District Championship. He said the student council went to the state conference in Boise and learned about leadership. He said spring sports were underway including baseball, tennis, track and softball. He said cheer won the academic state championship, the dance team placed 1st in military and 4th in kick. He said the school had an event to talk about healthy teen relationships and students posted words all over the school encouraging positive relationships. He said the robotics team qualified for nationals. He said students were done registering for the IDFY conference in Coeur d’ Alene. He said the school had a fine arts assembly coming up and was an opportunity for students to display their many talents.

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

Mr. Eskelson said the boys basketball team placed 5th at state. He said the wrestling team had a match against Century High School that day. He said golf had started and had played five games already. He said cheer was the grand champion at state and placed 1st in every category and was also the state academic champion team. He said the school’s fine arts day took place the previous Wednesday and was an impressive display of talent. He said band had a concert the next day. He said choir was preparing for its upcoming tour and would attend Broadway in Las Vegas, NV. He said the state Business Professionals of America (BPA) competition was two weeks ago and 10 students qualified for nationals. He said the debate team was successful in its competition. He said the speech team would compete on Thursday. He said the honors society planned to meet next month and members could volunteer. He said the Key Club was preparing for a blood drive on April 3rd. He said student body elections took place the previous Thursday. He said student government held a “Mr. Highland High School” competition and was a lot of fun. He said students were preparing for the “Make a Wish” fundraiser and would hold many events to raise money for the foundation. Many events will raise money for foundation. He said the Make a Wish child has a heart condition and wants to go to Disney World. He said students would wear “Team Hatcher” t-shirts and would wear purple as a reminder to donate. He said all the proceeds from the spring dance would go to Hatcher. He said students were preparing for the casual dance coming up April 7th. He said student body elections would take place next month. He said sophomores attended the Tech Expo on March 15th. He said many students were registered for AP classes.

b. Media Report – Ms. Allen

Ms. Allen said there were many positive stories in the Journal in the last month including articles on the Tech Expo, the new School Board Trustee and the academic champions.

c. Report on Standing Committees for 2011-2012/Committee Openings

Ms. Gebhardt said there were committee openings and asked Trustees to volunteer for any open committee slots. She said volunteers were needed for the CIP, Insurance/Wellness and Long Range Facility Planning Committees. She said a volunteer was needed for May 5th Regional PTA Meeting. Mr. Sargent volunteered for the Regional PTA Meeting. Mr. Facer said he was interested in the Long Range Facility Planning. Ms. Vagner said the majority of the committee’s work was done through conjunction with the CIP Committee which would convene up in the fall. She said the Wellness/Insurance Committee was just getting started with its works and would be a good opportunity for Mr. Facer. Mr. Facer said he would volunteer for that

committee as well. Ms. Gebhardt asked if any Trustees had a committee report. Ms. Cranor said Dr. Mortensen had a Head Start report later on the agenda. She handed out newsletters that Head Start sent home to parents so they would know what was going on at the local and national level. She said the Policy Council completed its community assessment and its full program self-assessment. She said the council's strategic planning was complete and the budget committee met to make recommendations on the 2012-13 budget. She said the Policy Council provided input into new program goals and its approach. She said the grant application was well prepared and recommended the Board approve the submission. Mr. Murphy said he attended the Instructional Technology Committee earlier that day. He said the committee discussed the wireless infrastructure for classrooms, grant opportunities and what the application to the state for one-to-one mobile computing devices would look like. Ms. Cranor said the Safety Committee met with the Pocatello Police Department in light of recent events and was developing plans to keep students safer. Ms. Gebhardt asked if the committee discussed crossing guards. Ms. Cranor said it didn't come up.

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

a. Policy 8122 – Graduation Requirements – 1st Reading – Mr. Wegner

Mr. Wegner said included in the packet was Policy 8122 – Graduation Requirements. He said the proposed changes were reviewed at the March 13, 2012 Work Session. He said US History would be revised from a three trimester curriculum to a four trimester curriculum. He said the curriculum would be realigned to support the Common Core State Standards (CCSS) and would be less fact based for reading and writing and would focus more on problem solving. He said the US History teachers were involved in the development of the new curriculum and were enthusiastic about the changes. He said one teacher said she couldn't wait to teach the new curriculum next year. He said one credit for freshman seminar was being eliminated as a graduation requirement and would become an intervention for students in need. He said the Board would be asked to hear the Policy on first reading under New Business.

b. Textbook Cycle of Renewal – Mr. Wegner

Mr. Wegner said normally the textbook cycle of renewal would be presented for consideration in the spring if state funds were available. He said for the last several years no funding had been provided for textbook adoptions. He said if the District was in any position to adopt textbooks it would most likely consider elementary reading and English textbooks which were the most critical needs and would cost just under \$1 million. He said electronic textbooks could become a viable option as students received one-to-one mobile computing devices. Ms. Gebhardt asked what textbooks would be priority if the District received funding. Mr. Wegner said the priority at this time would most likely be aligning curriculum with the Common Core State Standards. He said a current textbook cycle of renewal was included in the packet.

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

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

d. 2011-2012 Federal Programs Review Update – Dr. Mortensen

Dr. Mortensen said the Federal Programs Monitoring Review was conducted March 6 – 8, 2012 at the District Office. She said the six member review team was in Pocatello for two days and visited every school with the exception of Gate City Elementary and the Alameda Center. She said the team visited with the Business Department and reviewed the use of Teacher Quality (TQ) funds. She said a lot of work went into preparing for the review and the District was able to showcase what was being done with federal funds and the difference it was making for students. She said the team was able to review the District's school success model and how the District was providing support for Tiers 1 – 3. She said the full report of commendations and findings would be reviewed at a future meeting. She said it was evident to the review team that the District had school wide support that met all the requirements for federally funded programs. She said the review team was very impressed with the intervention teams at each school which meet to address the learning needs of all students. She said they commended the District for its strategic use of resources and personnel. She said it was easier to be strategic when you know where you're going. She said the team was impressed with the level of parent involvement and the coordinators that helped to bridge the gap with community outreach efforts. She said they were particularly impressed with Tyhee Elementary and the difference the school was making for the Native American population. She said it was rewarding to celebrate and debrief over the positive comments made by the review team. She said one of the findings had to do with inventory tracking which would be corrected. She said the other finding had to do with having a more comprehensive parent involvement policy which would come to the Board at a future meeting and would

bring the District in line with all the federal requirements for parent involvement. She said Jan Harwood did a phenomenal job of getting everyone ready for the review and the review team was still talking about its trip to Pocatello.

e. Head Start Program Update – Dr. Mortensen

Dr. Mortensen said she and Ms. Cranor were involved in the preparation of the FY 2012 Head Start Continuation Grant which was on the agenda for Board Action under New Business. She said parents were heavily involved in the grant application process discussing the criteria requirements and goals at length. She said the Head Start Board of Directors did an excellent job in making sure goals were aligned with the required criteria. She said the Board Chair would sign the grant assurance page at a later date. She said included in the packet was a letter from the Department of Health & Human Services notifying the District of the Head Start Grant closeout for FY 2009. She said also included was the annual Head Start Report. She said the report provided a sense of what the Head Start Program was all about. She said the report listed the number of in-kind contributions and volunteer hours. She said all volunteer hours were an in-kind contribution.

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

Dr. Mortensen said included in the packet was the current Bright Tomorrows 21st Century After School Program Newsletter. She said the Pocatello to Africa 5 K Fun Run would be held on April 28, 2012 and children were getting excited. She said the money raised would go to the District's sister city in Africa. She said JC Penney's held an annual Round Up fundraiser and funds would be used to have an overnight science trek and there was enough left over to award two mini-grants. She said one went to Ellis Elementary and the other to Wilcox Elementary.

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

Dr. Mortensen said included in the packet was current Idaho Food Bank – Back Pack Program numbers. She said numbers had increased steadily throughout the year which spoke to a great need in the community.

h. Idaho Reads! VISTA Grant Applications – Dr. Mortensen

Dr. Mortensen said included in the packet were two Idaho Reads! VISTA Grant applications, one for Greenacres Elementary and the other for Wilcox Elementary. She said Greenacres was in its second year and Wilcox was in its third and final year. She said the grant provided an important service in schools providing capacity in the community to ensure literacy events were held for families and students. She said it also built capacity in the staff. She said some of the literacy events included a family reads week, summer reading programs and book drives. She said many positive activities took place as a result of the grant. She said the Board would be asked to approve the grant applications under New Business.

i. Nursing Acuity Levels Report – Dr. Mortensen

Dr. Mortensen said included in the packet was the current Nursing Acuity Levels Report that included previous year's data for comparison purposes. She said level 4 was the most intense level of care requiring multiple visits and the case loads had increased over the year before. Ms. Cranor asked how many nurses the District had on staff and whether or not they could handle the workload. Ms. Vagner said there were two full time and two part time and said the District was grossly underserved for public health but managed to meet the most critical needs. Ms. Gebhardt asked if the increased number of students were due to new enrollments or students who were newly diagnosed. Dr. Mortensen said it was due to new enrollments.

j. Northern Michigan University Student Teacher Intern Request – Dr. Mortensen

Dr. Mortensen said included in the packet was a letter requesting a student teacher intern placement in District #25 from the Northern Michigan University and recommended the Board approve the request under the Consent Agenda.

k. Elementary Professional Development Summary – March 5, 2012 – Dr. Mortensen

Dr. Mortensen said included in the packet was a summary of the professional development day (March 5, 2012) activities from each elementary school. She said a common theme was planning for the implementation of the Common Core State Standards (CCSS). She said a lot of schools worked on improving learning target assessments and others reviewed classroom walkthroughs to find ways to improve and align classroom instruction with the school improvement plans. She said every activity was of high quality.

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

Dr. Mortensen will provide any other Elementary Education update at the time of the meeting.

m. Naming of the Building for the Alternative Programs – Mr. Devine

Mr. Devine said the students and staff at the Alameda Center were included in the process for the naming of the new alternative school. Suggestions and parameters were given to students who were asked to recommend

possible names for the new facility. The recommended names were narrowed to the top three and the final recommendation of the school is to name the alternative school the “New Horizon Center”. He said the name avoided a lot of confusion. He said the Board discussed the proposal at the March 13, 2012 Work Session and would be asked to adopt the proposed name as the official name for the alternative school under Old Business.

n. Early Graduation Requests – Mr. Devine

Mr. Devine said included in the packet was a memorandum listing the number of early graduation requests by school and the reasons students were requesting early graduation. He said the Board would be asked to approve the early graduation requests under Old Business.

o. Secondary Professional Development Summary – March 5, 2012 – Mr. Devine

Mr. Devine said the secondary teachers had substantive conversations about effective grading practices to better help students succeed. He said a summary of the March 5, 2012 professional development day activities from each secondary school was included in the packet.

p. Preliminary Out of District/Overnight Field Trip Request – Mr. Devine

Mr. Devine said included in the packet was a preliminary Out of District/Overnight Field Trip request. He said the administration would follow up to ensure the necessary safety precautions were taken for the students with medical needs. He said the Board would be asked to approve the request under Old Business.

q. Out of District/Overnight Field Trip Request – Mr. Devine

Mr. Devine reviewed the Out of District/Overnight Field Trip requests. He said all of the requests were in order and recommended the Board approve the requests under Old Business.

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

Mr. Devine said high schools were preparing to administer the ISATs and the statewide SAT test. He said teachers were providing ISAT prep materials using the 12 most common words to prepare students for the actual test. He said teachers were working to determine how TIA would be aligned with the Common Core State Standards (CCSS). He said Professional Learning Communities (PLC) groups met District-wide to discuss proposed changes to current teaching practices. He said Pocatello High School was able to reduce D and F grades by 500 students this trimester and 466 students last trimester through its intense parent communication and ICU program.

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 February. He said statewide revenues were up by \$19.5 million. He said overall revenue projections were ahead by \$32 million for the year. However, February income tax collections were unusually high and refunds had not gone out yet. He said he hoped revenue would continue to come in ahead.

b. Review of Stocks Building/Alameda Center Timeline

Mr. Reed said included in the packet was a current timeline for the Stocks Building/Alameda Center projects inclusive of the boundary adjustments timeline. He said the projects were well underway. He said most of the Trustees couldn't make it to the tour of the Stocks Building the week before. He said the administration would arrange another tour if Board members were interested. He said carpet was installed in every classroom and all the offices. He said the all the lighting had been installed. He said the tiling in the halls and the cabinetry would be finished that week. He said the restrooms were complete, the multipurpose room was painted and lockers were installed. He said all the glass and doors were installed and crews were working on exterior cement. He said he, Ms. Giles and Ms. Grundhauser reviewed all the equipment needs and estimated the total cost at \$125,000. He said the bid would be placed next month. Mr. Sargent said he thought people shouldn't be able to see into the school so easily for safety and lockdown concerns and noted the design was very open. Mr. Reed said it was designed to be more open to allow for better supervision. He said safety was paramount in the District and the administration was discussing safety options with the open layout. Mr. Sargent and Mr. Murphy said the school looked amazing and was coming together nicely. Mr. Murphy said he thought it looked warm and inviting. Mr. Sargent said it would be one of the premier alternative schools in the state when it was complete. Mr. Reed said everyone involved had done an excellent job at a responsible price to tax payers. Ms. Cranor said it was exciting for teachers and students at the Alameda Center to have a facility like this.

c. Bid Awards

Mr. Reed said included in the packet were bid awards for the fire sprinklers at Indian Hills Elementary. He said three vendors expressed interest in the project and 3D Fire Protection had the low bid and came in at \$5,300 under the estimate. He said the company had done quality work for the District in the past. He said the next bid included in the packet was the HVAC Phase II for the Alameda Center. He said there was a tremendous amount of interest in the project and six vendors participated. He said the margin between the lowest bid and the highest bid was only \$125,000 which was incredible for a project of this size. He said it was the closest most competitive bid that he could remember. He said Century Contractors, Inc. had the lowest bid at \$1.6 million which was \$417,000 under the estimate. He said he met with the contractor and reviewed the vendor's past projects. He said he felt good about the company's qualifications and reviewed the District's expectations for the project. He said the savings on the project would be put to good use in the School Plant Facilities Fund. He said the Board would be asked to award the bids under New Business.

d. District Capacity Analysis

Mr. Reed said the spring District capacity analysis was included in the packet. He said the report compares current enrollment to the recommended capacity for each facility. He said the report was presented to the Board twice a year. He said Century High School was at 99% capacity. He said student enrollment at the three high schools was more closely balanced than ever before. He said Franklin Middle School was at 97% capacity. He said 8 out of the 13 elementary schools were at 90% capacity or greater. He said some of the elementary schools still had 6th grade in the population but the remaining 6th grades would be moving to the middle schools in a year. Ms. Gebhardt asked if Montessori had been figured into Tyhee Elementary school's capacity data. Mr. Reed said he did not think it was included but would figure it into the future reports.

e. Free and Reduced Lunch Report

Mr. Reed said the District percentage of free and reduced students was at 49.77 %. He said the January report as well as a year to date report was included in the packet. He said the information was self-explanatory. Ms. Cranor said she had heard there were a lot of national changes coming to the food service program and asked if the District had been affected by any of the changes. Mr. Reed said the State Department of Education was pretty good about keeping Districts current with national regulations. He said he had seen an email about new reporting requirements but did not think they would have a major impact.

f. Proposed Building and Subdivisions (New Construction)

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

g. Any Other Business Operations/Operational Support Update

Mr. Reed said the Boundary Committee met with PTA and PTO representatives and would present preliminary recommendations to the Board in April after which the administration would present the information to the community for input. Mr. Reed said the food service department was watching its budget closely to make sure funds were expended by September 30, 2012. He said the District had over 60 state and federal grants with funds that had to be spent by September 30th.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload Update

Mr. Smart said the monthly ISEE submission was complete. He said he, Jeff Jolley and Tiffany Ranere worked on the reports. He said the state sent out a new set of templates which the District tested last month and the current submission went better than the previous submission. He said Infinite Campus created some unexpected challenges with the ISEE reporting but Infinite Campus was working with the SDE to correct the issues and the District's reports were still submitted on time.

b. Student Enrollment Information

Mr. Smart said included in the packet was current student enrollment data. He said enrollment numbers were now pulled using a student's unique ID number in order to avoid duplications. He said the March enrollment data was similar to previous years. He said he didn't anticipate any major changes.

c. 2012-2013 Budget Preparation/Budget Committee Update

Mr. Smart said included in the packet was documentation relative to the preparation of the 2012-2013 District budget. He said included in the addendum was a budget FAQ fact sheet from the state. He said there were a number of changes the District was still dealing with. He said the District did not know it would be receiving extra funding for math and science teachers and now knew it would receive \$180,000 to help fund the positions. He said JFAC passed the public school budget with the anticipation that SB 1331 would pass but

the bill was being held in the House. He said if the bill passed the budget numbers that were presented to the Board last week would change dramatically. He said if the bill did not pass the salary apportionment reduction would increase from 1.67% to 4.05%. He said SB 1331 would keep that amount to 1.67% which would save the District about \$900,000. Ms. Cranor asked how long the House could hold the bill. Ms. Vagner said she would address current bills under the legislative report. Mr. Smart said there was a rewrite of the bill that would postpone the increase but only for one year rather than indefinitely. He said the administration was still discussing the need for any fee increases and once that information was finalized it would be added to the revenue account listing. He said the District recently contracted services for Medicaid billing and was unsure of the savings to the District at this point. He said he thought it would be wise to wait and see what the actual savings were rather than guess at a revenue amount for budgeting purposes. He said the anticipated cost increases for the coming year would keep the budget pretty tight. He said SB 1331 and any insurance rate increases would be critical to finalizing the budget. He said January and February were much better for the District with less medical claims than December. He said he hoped the trend would have a positive impact on the District's renewal rate. He said the administration anticipated a 4% premium decrease due to employee participation in the wellness program. He said the Budget Committee would meet the next day and would talk about retaining positions from the jobs bill money.

d. Wellness/Insurance Committee Update/Wellness Dashboard Report

Mr. Smart said the Wellness/Insurance Committee met the day before and discussed partnering with the Education Foundation and the Health Department to sponsor a Fun Run. He said the committee would review insurance renewal information at the next meeting. He said included in the addendum was a Wellness Dashboard Report with data as of February and detailed participation, enrollment and claims information.

e. 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

Ms. Vagner said monthly Human Resource report was included in the packet and there were two more employee action items in the addendum. She said the Board would be asked to approve the Human Resources activity under the Consent Agenda.

b. Students Come First Committee Report

Ms. Vagner said the Students Come First (SCF) Committee met and was still working on pay for performance through the subcommittee. She said the committee finalized changes to the Reduction in Force (RIF) Policy/Procedure and the protocol for renewing Category A teacher contracts. She said principals received a PowerPoint that would be presented to staff the second week in April. She said the committee's next area of discussion was the Assignment and Transfer Policy and would then cover leadership for pay for performance which had to be done in 2013 for the 2013-14 school year. She said pay for performance would be rubric driven and only 25% of the staff would be eligible. She said more than 25% of the District's staff was currently eligible to qualify. She said the committee's plate was full and discussion was spirited but the committee was committed to doing the best work it could within the set parameters.

c. Any Other Human Resources/Operational Support Update

Ms. Vagner had no further Human Resources updates at the time of the meeting.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Legislative Update

Ms. Vagner said SB 1331 was the bill that restored funding lost with SB 1184. She said if SB 1331 did not pass then JFAC's appropriation was moot. She said there was a bill the legislature was calling the "going home" bill that was the personal property tax relief legislation. She said IACI was excited because businesses could get over \$21 million in tax reductions. She said the state was barely above projections for only three months and wanted to give \$21 million of it back to big business. She said the legislature was supposed to be done with its work by March 29th. She said the administration did not anticipate the liability insurance bill would pass but would be heard that day. She said there was a bill being heard in the Senate that would give tax credits up to 100% for companies that provided scholarships to students in private schools and was being called the "voucher" bill. She said the 8 in 6 bill that accelerated kids to graduation was amended and was ready for debate and would most likely pass. She said the bill that tightened transparency for school bonds and levies passed the house. She said the bill lifting the cap on charter schools passed and was waiting for the

Governor to sign into law. The school building maintenance bill passed so Districts had more time to submit reports and only had to report five years out instead of ten. She said the bill that exempted businesses from paying business property taxes until improvements were complete or the business was sold passed. She said the original requirement that required a teacher to work for the District for three years to be eligible for leadership awards was removed. She said the House was eager to reduce personal and business taxes. She said it passed the floor and was being held in the Senate. She said the bill would return another \$35 million in revenue to taxpayers. She said fractional ADA was supposed to be in place next year but nothing had been done to define it. She said the state still had the 150 and 240 minute rule in place. She said the 97% protection for Districts passed but would now cost Districts a fraction of its funding to cover losses for all Districts. She said a clearinghouse was created to approve online course materials and would be heard on the senate floor shortly. She said the school maintenance match was held for one more year. She said parent input into teacher evaluations was law and online course requirements were law. She said increasing failure to report child abuse to a felony was being held by the sponsor. She said the sick leave transfer bill passed. She said the bill allowed teachers that were RIFd to keep their sick leave days for up to three years. She said the harassment bill passed the Senate which required additional training for staff which the District already did and would only cause more paperwork to document the training.

b. Policies to be Heard on Second Reading from Annual Policy Review

Ms. Vagner said there were a number of policies to be heard on second reading. She said most of the proposed changes were a result of the District's annual policy review. She said the Board would be asked to hear the policies on second reading for adoption under Old Business. She said the policies to be heard on second reading included: Policy 5310 – Purchasing Guide; Policy 5315 – Student Activity Fund Management; Policy 7129 – Fringe Benefits – Certificated Administration; Policy 7156 – Tobacco Free Workplace; Policy 7530 – Fringe Benefits – Classified; Policy 8111 – District Attendance Areas and Student Transfer; and Policy 8270 – Reporting Student Injury or Accidents.

c. Policy 8291 – Family Educational Rights & Privacy Act (FERPA) – 1st Reading

Ms. Vagner said included in the packet was Policy 8291 – Family Educational Rights & Privacy Act (FERPA). She said the change clarified limitations to directory information. She said another change that was included in the addendum was to “limitedly” release parent email addresses for selected communications that would benefit children. She said the Board would be asked to hear the policy on first reading under New Business.

d. Policy 7155 – Drug and Alcohol Free Workplace – 1st Reading

Ms. Vagner said the proposed change to Policy 7155 – Drug and Alcohol Free Workplace corrected outdated language and was not substantive. She said the Board would be asked to hear the policy on first reading under New Business.

e. Any Other Superintendent's Update

Ms. Vagner said the city agreed to partially fund the Wilcox crossing guard and the administration would work with the city to finalize the contract. She said in the meantime the District would continue to have someone watching from the sidewalk.

f. Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule inclusive of various Committees from March 19, 2012 through May 4, 2012. Ms. Vagner reviewed the upcoming meetings.

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 items on the agenda 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 February 21, 2012 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 March 9, 2012 in the amount of \$899,081.79.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of March 9, 2012 in the amount of \$899,081.79.

c. Topic: *Approve Supplemental Financial Information from February 1, 2012 through February 29, 2012*

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of February 1, 2012 through February 29, 2012.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from February 1, 2012 through February 29, 2012 as presented.

d. Topic: *Approve Northern Michigan University Student Teacher Intern 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 Northern Michigan University student teacher intern request as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve Naming the Building for the Alternative Programs the “New Horizon Center”*

Policy Issue: Board approves names for new facilities.

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

Administrative Recommendation: Administration recommended Board approve naming the building for the alternative programs the “New Horizon Center” as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Ms. Cranor to approve naming the building for the Alternative Programs the “New Horizon Center” as proposed. 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 Mr. Sargent and seconded by Mr. Murphy to approve the early graduation requests as presented. The voting was unanimous in the affirmative.

c. Topic: *Approve Preliminary 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 Mr. Murphy and seconded by Mr. Sargent to approve the preliminary Out of District/Overnight Field Trip requests as presented. The voting was unanimous in the affirmative.

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

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

- Policy 5310 – Purchasing Guide
- Policy 5315 – Student Activity Fund Management
- Policy 7129 – Fringe Benefits – Certificated Administration
- Policy 7156 – Tobacco Free Workplace
- Policy 7530 – Fringe Benefits – Classified
- Policy 8111 – District Attendance Areas and Student Transfer
- Policy 8270 – Reporting Student Injury or Accidents

Policy Issue: Board adopts Policy.

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

Administrative Recommendation: Administration recommended Board hear the above listed policies on second reading for adoption as presented.

Board Direction/Action: A motion was made by Mr. Murphy and seconded by Mr. Sargent to hear on second reading for adoption the above listed policies as presented. Ms. Cranor asked if any of the changes to the fringe benefits policies dealt with personal days. Ms. Vagner said the change updated language to read “parenting leave”. The voting was unanimous in the affirmative.

f. Topic: *Award Bids*

Policy Issue: Board awards all bids.

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

Administrative Recommendation: Administration recommended Board award the bids as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Murphy to award the bids as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve the Submission of the FY2012 Head Start Continuation Grant and Direct the Board Chair to Sign the Assurance Page at a Later Date*

Policy Issue: Board approves various grants.

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

Administrative Recommendation: Administration recommended Board approve the submission of the FY2012 Head Start Continuation Grant application and direct the Board Chair to sign the Assurance Page at a later date.

Board Direction/Action: A motion was made by Mr. Murphy and seconded by Ms. Cranor to approve the submission of the FY 2012 Head Start Continuation Grant and direct the Board Chair to sign the assurance page at a later date as presented. The voting was unanimous in the affirmative.

b. Topic: *Approve Idaho Reads! VISTA Grant Applications*

Policy Issue: Board approves various grants.

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

Administrative Recommendation: Administration recommended Board approve the Idaho Reads! VISTA Grant applications for Greenacres and Wilcox Elementary Schools as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Sargent to approve the Idaho Reads! VISTA Grant Applications as presented. The voting was unanimous in the affirmative.

c. Topic: *Hear on First Reading:*

- Policy 7155 – Drug and Alcohol Free Workplace
- Policy 8122 – Graduation Requirements
- Policy 8291 – Family Educational Rights & Privacy Act (FERPA)

Policy Issue: Board adopts Policy.

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

Administrative Recommendation: Administration recommended Board hear the above listed policies on first reading as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Murphy to hear on first reading the above listed policies 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 Board adjourned its Regular Meeting at 7:47 p.m.

APPROVED ON:

APRIL 17, 2012

BY:

Jenie Stelhardt
Chair

ATTESTED BY:

[Signature]
Clerk

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees