

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, August 21, 2012
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair
John Sargent, Vice Chair
Jackie Cranor, Clerk

Nate Murphy, Assistant Treasurer (Excused)
Jim Facer, Member
Mary Vagner, Superintendent

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 21st day of August, 2012, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:36 p.m.

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

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

Chair Gebhardt reviewed the agenda and the addendum. A motion was made by Mr. Sargent and seconded by Mr. Facer 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 – June 20, 2012 – Corrected**
- b. **Regular Board Meeting – June 19, 2012**
- c. **Regular Board Meeting – July 17, 2012**

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

- 1) *Thank You Card from Louise Doyle*

Chair Gebhardt said included in the packet was a card from Louise Doyle to the Superintendent and Board thanking them for support.

- 2) *Introduce New Administrators*

Ms. Vagner introduced the new administrators for the 2012-2013 school year. She said Ms. Pam Sanford was the new Director of Special Services. She said Ms. Sanford came from Boundary County School District. She said she was previously a behavior specialist, specializing in RTI and had a secondary background. She said Ms. Sanford had a diverse educational background and the District was fortunate to find her. She said Ms. Brenda Scheer had been an elementary teacher at Tendoy Elementary for many years. She said she has expanded her knowledge and skills and just completed her administrative program and brought practical experience to the position. She said Ms. Scheer just completed her first BLT Meeting as a building principal and had more Wilcox teachers in attendance than ever before. She said Highland High School had two new administrators. She said Mr. Travis Bell had many years of experience as a Spanish teacher and wrestling coach. She said Mr. Bell also completed the administrative program through ISU and was ready to enter administration and had already brought order to his area of supervision. She said Mr. Mike Roberts started as a 6th grade teacher at Franklin Middle School and pursued the administrative program at ISU. She said Mr. Roberts had taken advantage of every leadership opportunity available to him while teaching at Franklin to develop his skills.

b. Recognitions – Information – Ms. Allen

Ms. Vagner said it was a privilege to represent Ms. Allen to recognize the Food Services Department. She said the District provided summer meals in 8 locations and fed just over 100,000 meals over the summer. She said the reason the numbers were down a bit was most likely due to the extreme heat throughout the summer.

She said the District was grateful for the opportunity to provide food for those in the community that would otherwise go without. She said the Food Service workers put in 10 hour days to provide this service. She asked Tom Wilson and Therese Paramand to come to the podium. Mr. Wilson said this was the 12th year the department had provided summer meals. He said when the program first started two women from the department would load boxes of food into their cars and take it to Alameda Park and served about 10,724 meals. He said that number had grown to well over 100,000 meals per summer for the past eight years. He said the department loved meeting the families and being able to provide the service. He said the department served a lot more fruits and vegetables this year. He said it took a while to catch on but eventually parents were making their kids eat them and appreciated it. He said federal requirements were being expanded to include more fruits and vegetables in the regular program. He said the food service staff was proud of the summer program. He said there was nearly a full month of 90 degree weather over the summer which affected attendance. He said the staff was excited for the school year to begin. Ms. Vagner said the District also appreciated the partnership with the Pocatello Police Department which patrolled the parks during the summer feeding program to keep an eye out for sex offenders and provided an extra level of safety for children.

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.

Ms. Rosanna Anderson – 809 S. 4th Avenue, Pocatello, ID 83201

Ms. Anderson said Constitution Week was coming up in September. She said September 17th was Constitution Day. She said there had been some recent changes on the School Board and she wanted to make new members aware. She said in order to receive federal funds School Districts were required to have special programs to study the Constitution. She said she had chaired a Constitution Day Camp for many years and had been in place since President Reagan issued his Proclamation. She said at that time the Pocatello High School Choir traveled to Philadelphia to sing and then to Washington D.C. to sing on the steps of the White House. She said she realized the costs involved with keeping up that type of program and wanted to offer some help. She handed out a pamphlet that showed the law and the Constitution. She said some ideas included having a community essay contest with an award. She said the Daughters of the Revolution were also willing to offer support. She said the teachers that she had spoken with were excited about the materials and some of the ideas. She said her goal was to figure out how to help schools and make the program work.

REPORTS

a. Media Report – Ms. Allen

There was no media report at the time of the meeting.

b. Dedication Plan for New Horizon Center – Ms. Vagner

Ms. Vagner said included in the packet was the outline for the New Horizon Center dedication. She said Ms. Cranor and Mr. Murphy worked with Ms. Allen to put together the framework for the opening of the New Horizon Center and the dedication. She said the event would begin at 4:20 p.m. with a welcome and remarks on how the alternative program originated in the District, a ribbon cutting by the Chamber of Commerce, the dedication by the Board, tours of the facility and refreshments. She said she anticipated the event wrapping up by 6:00 p.m. She said it was a good opportunity to bring the public in to see how tax dollars had been wisely utilized. Ms. Cranor said she was glad the community would get the opportunity to see what a nice facility it was. Ms. Gebhardt said it was an amazing transformation from the old lumber yard to the beautiful school building it was. Ms. Vagner said the dedication was set for September 5, 2012.

c. Report on ISBA Summer Leadership Institute – Mr. Facer

Mr. Facer said he attended the ISBA Summer Leadership Institute for school board members. He said one thing he learned was that he had a lot to learn. He said some of the topics included the Common Core State Standards, funding for public schools, Board goals, ethics and policies. He said the speakers did not go into a great deal of detail on each topic but encouraged Trustees to familiarize themselves with those subjects. He said it was a good training and the ISBA facilitators did a good job.

d. Report on and Volunteer for Standing Committees for 2012-2013

Ms. Cranor said she attended the Head Start Policy Council Committee. She said Sherry Young was concerned about not having her on the committee this year because the program had a federal review that year. She asked Mr. Facer if he had any issue with trading committees with her. She said he could take her place on the Safety Committee and she would go back to the Head Start Policy Council Committee. Mr. Facer said he would do that. Ms. Gebhardt said she attended Judge Murray's Juvenile Justice Committee that morning. She said an Olympic wrestling coach was a guest and offered to help get kids involved in national wrestling training in Chubbuck as a diversion program. Mr. Facer went to local Issues and they talked about the Charlotte Fire and the effect on the community.

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

a. 2010-2011 Special Education Determination – Ms. Sanford

Ms. Sanford said included in the packet was the 2010-2011 Special Education Determination notification from the State Department of Education along with the determination rubric. She said as part of IDEA and federal and state oversight Districts were on a five year review cycle with quarterly and yearly checks on seven compliance indicators which included the rate at which children are disciplined. She said the District submitted timely and accurate data submissions. She said the District was in compliance in all seven areas.

b. Policy 8122 – Graduation Requirements – 1st Reading for Adoption – Mr. Wegner

Mr. Wegner said included in the packet was Policy 8122 – Graduation Requirements which required another revision to the clarification of the State Board language pertinent to math credits. He said the policy was heard on third reading for adoption at the July 17, 2012 Regular Board Meeting and had been heard by the Board for the last three months. He said as a result of the prior activity the administration was requesting the Board adopt the policy revision on first reading per Board Policy 2210 under New Business.

c. 2012 TIA Conference Video – Mr. Wegner

Mr. Wegner played the 2012 TIA Video produced by Mr. Stan Adona. He said there were 180 teachers in attendance and was videotaped each year. He said over 50 teachers participated in continuing the English language and math development even after TIA was over. He said there was still a lot of work to be done before the implementation of the Common Core State Standards and the administration would keep the Board informed.

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

Mr. Wegner said included in the packet was the agenda for the Building Leadership Teams (BLT) Retreat that was held that day. He said about 270 teachers and administrators participated. He said Ms. Vagner provided an overview of the state and national landscape and emphasized the importance of the BLTs. He said teams met to review student achievement data and establish new targets and goals. He said most of the planning for PLCs, TIA, Virtues, and Professional Development took place that day. He said it set a positive tone for the start of a successful school year.

e. Instructional Technology Update – Mr. Wegner

Mr. Wegner said Mr. Merica and Ms. Spall had been planning the technology coaches training. He said monthly training would take place on site. He said coaches would participate and provide training and support for secondary staff. He said the elementary coaches would meet at Education Center monthly for training and would take information back to the staff. He said coaches would earn two credits through ISU for participating in the training and would also receive a stipend. He said the Technology Specialists would conduct a book study on leading 21st century skills. He said at the coach's meeting the next day, coaches would review the job description, training schedules for the year and use of My Big Campus. He said other training topics included the rollout plan for one-to-one devices, use of projectors at the secondary level, setting up grade book in Infinite Campus, navigating Mileposts and Outlook email management and calendar sharing. He said Mr. Merica and Ms. Spall had worked very hard to make sure trainings aligned with requirements and standards and met the needs of all staff. Ms. Gebhardt asked if there was any further information on the deployment of one-to-one devices. Mr. Wegner said the District had not heard anything recently. Ms. Vagner said the last notification was to say the state was still working to select a vendor.

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

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

g. Head Start Program Update – Dr. Mortensen

Dr. Mortensen said included in the addendum was the notification from Head Start informing the District that the waiver for bus monitors was approved. She said the request was submitted annually. She said typically the Head Start Program required a monitor on every bus but the national Head Start program provided a waiver

for the requirement if certain requirements were met and the District requested this annually which had been granted again this year. She said student recruiting was successful and all 186 slots were filled with 119 students still on the waitlist.

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

Dr. Mortensen said the Seek Adventures Summer Program was a great success. She said there was a total of 89 students enrolled and each of the seven programs had students participating. She said the total combined attendance for the summer was 87% which was a good attendance rate for a summer program. She said students showed a lot of enthusiasm for the program. She thanked Principal Cable and her staff for sharing their building during the summer. She said the After School program was currently interviewing replacement staff and planned to open three new centers.

i. Elementary Registration Update – Dr. Mortensen

Dr. Mortensen said included in the addendum was preliminary elementary registration data. She said registration took place August 14, 2012 and the current numbers were the preliminary numbers of students that had registered or confirmed attendance. She said also included were the enrollment numbers from 2011-12 for comparison purposes. She said the administration anticipated an increase in enrollment and would keep the Board updated. Ms. Vagner said the school secretaries were steadfast in reaching families and confirming numbers. Dr. Mortensen said a transfer meeting was scheduled for Thursday of that week for principals to make transfer decisions based on the number of students enrolled by grade. She said that was the reason these numbers were so important. She said as much as possible the District allowed students to be in the school requested but always depended on available space in any particular classroom. Ms. Gebhardt asked if any transfer students ever took the place of a neighborhood child. Dr. Mortensen said no, the seat was always given to a neighborhood child first and the administration even made sure some wiggle room was left for neighborhood children that came in at the last minute. She said especially in the schools with growing populations the administration was particularly careful. She said sometimes when there were too many neighborhood students in one grade they would be overloaded to another school and that school would not be able to accept any transfers in that grade. Ms. Cranor asked if space was left for children that moved into the neighborhood mid-year. Dr. Mortensen said yes unless it was neighborhood children taking up every slot.

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

Dr. Mortensen had no further Elementary Education update at the time of the meeting.

k. Secondary Schedule Distribution and Fee Collection Update – Mr. Devine

Mr. Devine said the secondary schedule distribution and fee collection was scheduled for August 22 & 23, 2012. He said secondary schools were experiencing a great number of students calling to set up registration appointments as new move ins. He said the three middle schools were close to being full. He said there was already a waiting list at Irving Middle School for the 6th grade. He said 7th grade students would not be allowed to pick up their schedules without proof of the required immunizations or proof of appointment. He said the health department agreed to help and provide shots on site at the middle school.

l. Report on Restructured Summer School Program and Outcomes – Mr. Devine

Mr. Devine said included in the packet was a memorandum detailing the number of students and the number of credits recovered during the two block summer school program. He said the summer school structure had been changed to a completely online PLATO based system. He said this eliminated the need for a lot of courses with a small number of students and allowed up to 30 students to recover various credits in one lab. He said summer school enrollment was 1/3 less than last year because it was limited to credit recovery only. He said students were not able to utilize summer school to fast track this year. He said the District was looking into providing both fast tracking and credit recovery next year if there were enough students signed up in a particular class to ensure it remains efficient and cost effective. He said some students took on more credits than they could finish. He said the administration would create a guideline to address that issue in the future. Ms. Cranor asked if there was a comparison report from last year to this year that the Board could see. Mr. Devine said he would include the information at a future Board meeting.

m. ISU and BYU-I Student Teacher Interns – Mr. Devine

Mr. Devine said included in the packet was a list of student teacher interns from ISU and BYU-I requesting placement at various District schools. He said the District was grateful to have teachers cooperate to assist the interns. He said there had been some outstanding interns in the past. He said the Board would be asked to approve the requests under the Consent Agenda.

n. 2012-2013 Fall Athletic Schedules Inclusive of Travel – Mr. Devine

Mr. Devine said included in the packet and the addendum were 2012-2013 Fall Athletic Schedules for three of the high schools. He said the Board was provided with one additional schedule that evening. He said the administration was working with the Athletic Directors to make sure paperwork was in order. Ms. Cranor

asked if the new concussion requirements were in place. Mr. Devine said the concussion paperwork and training was in place and would provide an update at the next Board meeting. He said there were very few students that had not signed the awareness forms but were not yet participating. He said coaches had been diligent in completing the required online training and the District was maintaining the record. Mr. Sargent asked if there was a deadline for completing the training. Mr. Devine said yes and all but one had completed due to being out of town. He said the Board would be asked to approve the 2012-2013 Fall Athletic Schedules inclusive of travel as amended under New Business.

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

Mr. Devine said included in the packet was a Preliminary Out of District/Overnight Field Trip request for Pocatello High School. He said the administration would obtain all missing information prior to the trip being taken and would inform the Board when the information was received. He said the Board would be asked to approve the request under Old Business.

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

Mr. Devine said included in the packet were Out of District/Overnight Field Trip requests. He said the Board would be asked to approve the requests under Old Business.

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

Mr. Devine said the New Horizon Center staff would participate in a Write to Learn training that included virtual writing assignments. He said the District submitted an EET grant for some mobile computer labs. He said the awards would be announced in September. He said the program accommodated five to six times more writing than currently expected. He said that Friday was the Pocatello High School vs. Madison High School game and the Century High School vs. Highland High School double header. He said for the first time football games would be broadcast on the radio and internet. He said athletic directors had not seen any decline in participation since increasing participation fees. He said the schools were good about setting up payment plans for those who had difficulty paying the fees. Ms. Cranor said she had talked to parents that were limiting their child to one or two sports because of the increased fees. Mr. Devine said the administration would continue to monitor participation. He said both of the new Assistant Principals at Highland High School had tackled their new positions head on. He said Ms. Sanford brought a breath of fresh air to the Special Services program and was doing an outstanding job.

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 July. He said the state's general fund revenue came up short by \$3.5 million. He said it was not the best way to start the year but wasn't too far off the mark and hoped to see a rebound in August. He said one significant change was that income tax collections were reduced from 7.7 to 7.4%.

b. Review of the New Horizon Center/Alameda Middle School Moving Timeline

Mr. Reed said included in the packet was a current timeline for the New Horizon Center/Alameda Middle School projects. He said the New Horizon Center project was complete. He said the phone system was being installed and the sign for the front of the school had been ordered. He said he visited Alameda to monitor progress. He said the contractor was keeping a clean worksite. He said all of the duct work was in place. He said the windows were installed with the exception of some trim. He said the project was progressing on schedule.

c. Policy 5410 – Transportation – 1st Reading

Mr. Reed said included in the packet was Policy 5410 – Transportation. He said the change to the policy incorporated new language required by the state for compliance purposes relative to safety bussing. He said it was not significant but included the specific rating at which safety bussing was to be provided and was required by the state. He said the Board would be asked to hear the policy on first reading under New Business.

d. Policy 5610 – Fiscal Management-Unrestricted General Fund Balance and Contingency Account – 1st Reading

Mr. Reed said included in the packet was Policy 5610 – Fiscal Management-Unrestricted General Fund Balance and Contingency Account. He said the federal reporting agencies came up with new language for fund balances. He said the fund balance areas included non-spendable, restricted, committed, assigned and unassigned. He said the change clarified the uses of the unrestricted fund balance and the distinction between the unrestricted fund balance and the contingency account. He said the percentages remained the same. He said the Board would be asked to hear the policy on first reading under New Business.

e. Bid Award

Mr. Reed said included in the packet was a bid award for frozen pizza. He said the vendor that previously provided fresh pizza had increased its prices dramatically and the administration was unable to find another vendor that met the nutrition requirements and price specifications. He said frozen pizza was the only viable option for the current year. He said five vendors bid and recommended the Board award the bid to US Foods which was the second lowest bidder since they met taste, appearance and nutrition guidelines for frozen pizza under Old Business.

f. Energy Conservation Report

Ms. Pernet provided the Energy Conservation report. She said the report included an overview of goals, savings and successes. She said this was the 11th year of the program. She said about ten years ago the District entered into a contract with a national company to implement a people driven energy conservation program. She said she was the energy manager for the District and oversaw that program. She said the main goal is to reduce costs at each facility by maximizing efficiency. She said the program was people oriented and used a common sense approach to conservation which was basically to turn equipment or lights off if they were not being used. She said the program consisted of three main goals: maintain comfort, identify and minimize energy waste and save valuable educational dollars. She said the last was the ultimate goal to save money that could then be put towards education. She said the District had energy monitoring software that tracked cost and consumption and allowed the administration to identify high cost areas. She said usage was tracked for the first year, which was the base year for future year comparison. She said this year the District saved \$857,529 which was almost a 43% savings. She reviewed the savings broken out by electricity, water, and gas/sewer. She said the success was a team effort. She said there were a number of factors that contributed to savings and all involved the staff. She said teachers were responsible to completely shut down classrooms, custodians monitored hallways and buildings for energy waste, the maintenance department upgraded equipment to improve efficiency and comfort while reducing operating costs. She said the District's biggest savings was during the summer shutdown. She said she conducted frequent audits of all facilities which served as a tool for identifying problem areas and creating a corrective action plan. She said the program was self-funded. She showed a graph of progress over the last 10 years. She said in year ten the savings were nearly tripled from the first year. She said each year it became more difficult to come up with ways to save more but it was still happening. She said the savings increased every year. She said overall the program had saved the District well over \$5 million since implementation. She said all of those savings had been redirected to support educational needs. She said it was also a benefit to the environment and was comparable to 1,943 cars not driven for one year or 276,845 tree seedlings grown for ten years. She said she would continue to monitor use and track equipment upgrades and conduct audits to maximize efficiency and reduce costs. Mr. Reed said it may sound simple but the District had 26 facilities and millions of square feet to monitor. He said everyone really had to work together to make savings happen. He said Ms. Pernet and the staff in the shop worked very hard. He said New Horizon Center's usage would be tracked for a full year and then would be added to the base year to calculate future savings.

g. Transportation Reimbursement Update

Mr. Reed said included in the packet was the transportation reimbursement information from the State Department of Education. He said the report listed all School Districts in the state. He said the state calculated reimbursement on either the cost per mile or the cost per rider. He said the cost of each District's transportation department was averaged with 3% added and as long as a District did not exceed 100% the state would reimburse costs. He said the District's transportation department had a short travel distance and used the cost per rider calculation. He said the District ran at 53% of the state average which was very efficient and cost effective. He said the District continued to stay under the cap.

h. Print Room Production

Mr. Reed said included in the packet was a breakdown of the monthly print room production totals for the past 12 years. He said the data included the number of copies produced from the print room and was around 2.6 million copies. He said the average number of copies run per month had been declining since 2001 due to the advancement of technology at the building level but was still very effective and self-sufficient. Ms. Cranor asked if reduced supply budgets could have contributed to the reduced number of copies from the buildings. Mr. Reed said that was a definite possibility.

i. Final Recommendations on Proposed Boundary Changes

Mr. Reed said the final recommendations from the Boundary Committee were presented for Board consideration at the June 19, 2012 Regular Board Meeting and the July 17, 2012 Regular Board Meeting. He said the Board directed the committee to address various concerns and bring back any other options for consideration with respect to the Chubbuck-Wilcox boundary adjustment. He said included in the packet was

a report that documented a review of the items enumerated by the Board at the previous meeting. He said the committee felt the best way to present the recommendation was to specifically address each concern. He said the first question that was raised was why the committee had not considered shifting student populations to Tyhee Elementary when it appeared to have such a low capacity. He said when the committee initially reviewed current elementary and middle school boundaries all special program numbers had been removed to allow the committee to review the instructional population. He said the Montessori program was housed at Tyhee Elementary and contributed to a higher capacity percentage at that facility. He said there was also a Head Start classroom at Tyhee. He said adding those programs put the school over the 85% capacity recommended by the committee. He said the next concern was whether or not the committee had considered moving student populations to the north rather than to the south. He said yes, the committee initially considered shifting some Chubbuck Elementary students to Tyhee or Ellis but ultimately left those students considerably farther from their neighborhood school than shifting boundaries to the south which resulted in the recommendation to move the Kasiska Subdivision. He said the other question raised was regarding the discrepancy between the District's student numbers and the student numbers gathered by parents in the Kasiska subdivision. He said the numbers used by the Boundary Committee for all elementary and all middle school boundary considerations were populated through the District's student information system, Infinite Campus and exported into the District's GIS mapping system. He said the data was entered into Infinite Campus as students were registered and was real time. He said the parents collected their data by going door to door and ended up with fewer students on their map. He said the District also had to consider students that lived in other boundaries and transfer into the school and had to use consistent and stable data across the board for all boundaries. He said the last question was whether or not the change would create a safety issue. He said safety was a top concern for the committee. He said the committee considered and acknowledged that the School District's job was to get children to and from school safely which it did through safety bussing. He said ultimately parents were responsible for ensuring the safety of their children once they returned from school or went to a neighborhood friend's house. He said there were dozens of examples across the District of students making friends in different neighborhoods from one side of the Interstate to the other. He said the committee did not believe this would be detrimental to student safety. He said another concern was relative to how the District would handle transfers. He said for the most part the process would remain the same as it had for the last 20 years. He said the District had a formalized transfer policy. He said 11 out of the 13 elementary schools would feed directly into the middle schools as compared to only two elementary schools currently. He said the proposed changes would actually help to minimize the number of transfer requests but there would always be some. He said all transfer requests were thoroughly reviewed by the Elementary and Secondary Directors before being approved. He said transfers were only approved if there was room in a particular grade level and on a case by case basis. He said the next part of the committee's work was to come up with some different options after addressing the various concerns. He said the committee came up with five different options for consideration. He said the first option was to leave boundaries as they currently were. He said that option would most likely push Chubbuck Elementary beyond capacity and the school would run out of room in a few short years. He said the second option was to move the Kasiska subdivision into the Wilcox Elementary boundary which was the original recommendation from the committee. He said this option would improve capacity levels at Chubbuck Elementary and both schools would be bussed. He said the third option was to move the Kasiska Subdivision into the Wilcox boundary with a transfer provision that would allow any student from the Kasiska subdivision that was currently enrolled at Chubbuck Elementary in 2012-13 to have first right of transfer as long as there was available space in that grade with parents providing transportation. Ms. Vagner noted the first right of transfer requests would be considered annually. Mr. Reed said the fourth option was to move the northern student population to Tyhee. He said this option would move about 60 students into Tyhee Elementary and would put the school at about 90% capacity. He said the District would also have to find another location for the Montessori and Head Start programs. He said Tyhee was also located in an area that had a lot of room for future growth, where Chubbuck Elementary was located in a very developed area that did not have a lot of room for future growth. He said the fifth option was to move student populations from Syringa or Lewis & Clark Elementary. He said those schools were in close proximity. He said this option would move children that were close to Lewis & Clark and Syringa Elementary all the way to Wilcox Elementary which was miles away. He said it would also reduce the number of elementary schools that were feeders to middle schools from eleven down to eight out of the thirteen elementary schools. He said the committee's final recommendations for Board consideration was option three which included the following: moving the Kasiska neighborhood into the Wilcox Elementary boundary while allowing first right of any transfer into any available space in existing classrooms for any family in the Kasiska neighborhood who has children enrolled in Chubbuck Elementary School for 2012-2013, conditioned on available space and

considered annually throughout the child's term at Chubbuck Elementary with transportation provided by the parents.

j. Food Services Department/Final Summer Feeding Program Update

Mr. Reed said included in the packet was an email from the state regarding a new eight hour mandatory training for National School Lunch Program directors, supervisors and managers. He said a group from the District's Food Service Department attended the training in Pocatello on August 15, 2012. He said also included in the packet was an email announcing that the District's 2012-2013 National School Lunch Program application was approved. He said the summer feeding program was complete and had less attendance than the past few years which the administration believed was a result of the extreme temperatures throughout the summer.

k. Summer Projects Update

Mr. Reed said the maintenance was slightly behind on the installation of projectors in the secondary schools. He said the department initially concentrated on installing the promethean boards which took a little longer than expected. He said there were two crews operating throughout the summer. He said he would have a presentation for the Board in October or November to review the various projects that were completed.

l. Surplus Property Auction Results

Mr. Reed said included in the packet was a memorandum detailing the outcome of the surplus property auction that was held by Prime Time Auction. He said the net amount was just under \$10,000. He said it was more than it had been in the past due to some large ticket items like a trailer.

m. Proposed Building and Subdivisions (New Construction)

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

n. Any Other Business Operations/Operational Support Update

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

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said included in the addendum was a list of items required for ISEE reporting including new reporting requirements which were highlighted in yellow. He said the District was finally able to turn in its last ISEE report for the 2011-12 school year, including summer school data. He said evaluations for all certificated staff had been submitted. He said the 2012-13 school year would offer additional challenges. He said ISEE was transitioning to Version 3 which would require a whole new list of reporting requirements for School Districts. He said one major change was the requirement to report discipline issues involving any crime or violence which would require someone to enter the discipline data into Infinite Campus and then flag it as a crime or violent offense. He said overall the year ended well. He said the District received feedback from the state that in comparison with other Districts it was doing exceptionally well.

b. Emergency Levy

Mr. Smart said the Board was allowed to set an emergency levy based on increased student enrollment. He said the administration anticipated that the District's student population may increase by approximately 90 students. He said the value was based on an increase in average daily attendance (ADA). He said included in the packet was a history of the severe budget reductions implemented over the last four years. He said enrollment continued to grow with fewer resources allocated from the state to support student learning. He said resources for instructional materials had been slashed to the bare minimum and the District was unable to meet current instructional needs especially to support the implementation of the CCSS. He said based on increased enrollment the District would be able to set an emergency levy at the rate of 0.000116274 for \$389,430 which translated to \$.97 per month for any house with an assessed value of \$100,000. He said the levy was a one-time levy and could not recur. He said the administration would wait until it received final ADA information as of the 3rd day of school which was September 4, 2012. He said the administration was proposing the Board hold a special meeting on September 6, 2012 to set the levy if necessary. He said the Curriculum Department met with English Language Arts and Math teachers to identify the resources needed to implement the CCSS and included the following: increased informational text at all levels K-12, additional literature including novel sets, printing budgets, supplemental math texts that cross math levels, software based resources including Infinite Algebra I & II and Infinite Geometry, iPod Touches for Assessment and increased access to technology. Ms. Vagner said there was some question as to 159 additional students. Mr. Smart said they were preschool children at Head Start that could not count in the District's ADA number. He said the anticipated increase of 90 students was based on retention history and the big unknown was kindergarten enrollment. He said the administration would have to see where enrollment numbers were on the

first day of school. Mr. Sargent said based on preliminary registration it appeared the District would have an increase. Mr. Smart said levies had to be submitted by the first Friday in September which is why the cutoff day had to be September 4th. Ms. Vagner said current conditions were vastly different than when the District last ran an emergency levy in 2008. She said the District simply did not have the resources it needed especially with respect to the implementation of the CCSS. She said math teachers were telling the District what they would need and the District was not able to meet those needs. She said an emergency levy would allow the District to use a “committed fund balance” to support classroom instruction and especially teachers and children. Ms. Cranor noted there were three times since she had been on the Board that it could have run an emergency levy and chose not to in order to spare local tax payers but the District was at a point where it had no choice. Ms Vagner said the tax implications of running this emergency levy would be minimal. She said this was the best solution for the circumstances the District was facing. Mr. Smart said the administration was fairly certain Districts would not see additional resources from the state especially for textbooks.

c. Wellness Dashboard Reports

Mr. Smart said included in the packet were the Wellness Dashboard Reports for April, May and June, 2012. He said the District was doing well with its loss ratio on the medical plan. He said previously the loss ratio was 100% in April, but in June was down to 66% which was much better. He said anything over 80% would result in adjustments to coverage and to costs. He said anything under 80% was good news.

d. Any Other Employee Services/Operational Support Update

Mr. Smart said Ms. Giles oversaw the Summer Wellness Program and would have a report for the Board in September or October. He said as part of the program, awards were given to participants that met or exceeded goals. Ms. Cranor asked how rewards were paid. He said a budget had been set up to provide incentives and ended up offsetting cost increases by 6 or 7%. He said in the end the program paid for itself. He said the Wellness Strategic Plan adopted by the Board included a more aggressive approach to the District’s Wellness Program and should more than pay for the program.

HUMAN RESOURCES – Information – Dr. Howell

a. Monthly Human Resources Report

Dr. Howell said included in the packet was the monthly Human Resources report. He said there were resignations and new teachers to hire. He said there was a recommendation to pay stipends out of the TQ budget for Professional Development opportunities. He said the first stipend recommended was to Stan Adona for the videotaping of the 2012 TIA Conference. He said the other stipends were for staff that assisted in teaching SIOP and Champs courses. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. Substitute Pay

Dr. Howell said substitute teachers took the same pay cuts as all other employees. He said the raise for classified staff was brought to the Board in July. He said certificated staff had the opportunity for steps and lanes and Pay for Performance bonuses. He said the administration proposed the Board consider including substitute employees in the 1.5% increase in pay that was given to classified employees. He said the impact was minimal to the employees and would only increase the daily rate by approximately \$1.00 per day and had a fiscal impact of \$8,000 for the 2012-13 school year. He said it was a gesture to move in the right direction for all staff. He said the Board would be asked to consider approving the increase under Old Business.

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

Dr. Howell said annually the Board authorized the Superintendent to hire through the summer months which was done during the June Board Meeting. He said hiring would automatically revert back to the Board effective September 1, 2012.

d. Policy 7111 – Recruitment and Selection of Certificated Personnel – 2nd Reading

Dr. Howell said included in the packet was Policy 7111 – Recruitment and Selection of Certificated Personnel. He said the policy was posted for public input and none was received. He said it was in response to Idaho Code requiring Districts to request performance information from previous employers for teachers coming from out of District. He said the requirement did not apply to 1st year teachers, as they have no employment history as a teacher. He said the Board would be asked to hear the Policy on second reading for adoption under Old Business.

e. Any Other Human Resources/Operational Support Update

Dr. Howell said the department was still trying to fill a speech language pathologist and a school nurse position. He said there was a possibility of reassigning a current staff member to speech language pathologist position. He said the advertisement in the paper for the school nurse position generated a lot of interest.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Accept Resignation from Nate Murphy, Declare a Vacancy for Trustee Seat in Zone #4 and Set the Timeline for Filling the Vacancy

Ms. Vagner said included in the packet was a letter of resignation from Trustee Nate Murphy effective that evening along with a motion to declare a vacancy for the Trustee Seat in Zone #4 and to set the timeline for filling the vacant seat. She said a revised motion was included in the addendum. She said the proposed timeline set the deadline for letters of interest and resumes for September 11, 2012 at 4:00 p.m. with interviews to take place prior to the September Regular Board Meeting. She said depending on the number of candidates interviews could start at 4:30 p.m. or earlier dependent on interest. She said the Board would also seat the new student representatives prior to the Regular Board Meeting at 5:00 p.m. She said the Board would be asked to accept Mr. Murphy's resignation, declare a vacancy for the Trustee Seat in Zone #4 and set the timeline for filling the vacancy under New Business.

b. Draft Policy 8127 – Concussion Awareness and Treatment – 2nd Reading

Ms. Vagner said included in the packet was Policy 8127 – Concussion Awareness and Treatment which Districts were now required to have in place prior to any athletic participation per state law. She said the policy was posted for public input and none was received and no further changes were made. She said no one was allowed to practice without signing concussion paperwork which would be reviewed regularly. She said the Board would be asked to hear the Policy on second reading for adoption under Old Business.

c. Policy 7124.1/8152 – Prohibition of Sexual Harassment in the Workplace and Learning Environment – 1st Reading

Ms. Vagner said included in the packet was Policy 7124.1/8152 – Prohibition of Sexual Harassment in the Workplace and Learning Environment which combined the personnel and student policy into one. She said the Board would be asked to hear the policy on first reading under New Business.

d. Policy 7124.1 – Prohibition of Sexual Harassment in the Workplace – 1st Reading for Deletion

Ms. Vagner said included in the packet was a redlined version of Policy 7124.1 – Prohibition of Sexual Harassment in the Workplace for deletion as the components of the policy were combined with the student policy as previously discussed on the agenda. She said the Board would be asked to hear the policy on first reading for deletion under New Business.

e. Draft Policy 7158 – Staff Visiting and/or Entering a Private Facility or Residence – 1st Reading

Ms. Vagner said included in the packet was draft Policy 7158 – Staff Visiting and/or Entering a Private Facility or Residence along with the procedure that was adapted from the current protocol and form. She said as the administration was updating the annual policy review it discovered there was no policy relative to staff entering a private residence. She said the protocol was in place but no formal policy, so the protocol was written as policy, procedure and form. She said there had been some difficult situations in the past involving staff entering a home unprepared and the policy and procedure would prevent unsafe situations from occurring. She said the Board would be asked to hear the Policy on first reading under New Business.

f. District #25 Board of Trustees Operating Principles

Ms. Vagner said included in the packet were the District #25 Board of Trustees Operating Principles. She said the Operating Principles would be reviewed and updated at the Board/Superintendent/Cabinet Retreat scheduled for October 24, 2012. She said the Board would discuss at that time whether or not the current Operating Principles met the needs of the Board. She said there would be two new Trustees so the discussion would be critical as the principles guided the Board's goals and behavior. She said she did not anticipate any dramatic changes and were being reviewed that evening in anticipation of that discussion. She said the Operating Principles would be brought back to the Board for approval following that discussion.

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

Ms. Vagner said included in the packet was the District's Vision/Mission/Beliefs/Learner Goals Statement that was originally adopted in August, 2007. She said there were no proposed changes and had served the District well. She said it would continue to guide the District through the implementation of the CCSS and SBAC in 2015. She said the Board would be asked to affirm the Statement under New Business.

h. District #25 Board of Trustees Strategic Goals

Ms. Vagner said included in the packet were the District #25 Board of Trustees Strategic Goals. She said the goals addressed safety, engaging the community, working with parents and the community to meet or exceed standards, ensuring the workforce is highly qualified and trained, maintaining facilities and accommodating capacity and being fiscally accountable to the public and allocating resources based on identified goals. She said the Board would be asked to affirm the Strategic Goals under New Business.

i. District #25 2011 – 2016 Strategic Plan

Ms. Vagner said included in the packet was the District #25 2011-2016 Strategic Plan. She said the completed Strategic Plan would be posted to the District's website once all the data was in place. She said everything new in the plans was highlighted in yellow. She said the technology strategic plan was new that year and the wellness strategic plan had been expanded for a more robust approach. She said the plans were benchmarked regularly and the Board Beliefs would be benchmarked in October. She said the Board would be asked to adopt the Strategic Plan under New Business.

j. Board of Trustees/Superintendent/Cabinet Retreat – October 24, 2012

Ms. Vagner said the Board of Trustees/Superintendent/Cabinet Retreat was scheduled for October 24, 2012 from 4:30 – 8:30 p.m. in the Board Room. She said Ms. Killpack was familiar with the Board and always did a great job working with them. She asked the Board to save the date.

k. Board Work Session Topics for 2012-2013

Ms. Vagner said included in the packet were the Board Work Session Topics outlined for the 2012-2013 school year. She said the outline was used as a guide as the Board Chair and the administration planned the work of the Board in order to stay on track and inform the Board of what is coming.

l. Any Other Superintendent's Update

Ms. Vagner said Mr. Smart was in the process of getting liability insurance forms signed. She said the state was asking Districts to provide the state in which each teacher's first certification was obtained and Mr. Smart had added the requested information to the same slip that employees had to sign for liability insurance to make the process a little easier for staff. She said included in the addendum was a Resolution from the ISBA that combined Resolutions from four Districts into one and was being presented for Board consideration. She said the ISBA took a number of the statements adopted by this Board and combined them with the other Districts. She said it was well done and addressed a few more items than the original Resolution. She recommended the Board adopt the Resolution and submit it in conjunction with colleagues to be taken to the Governmental Affairs Committee and the Delegate Assembly. Ms. Cranor said it seemed packed with too many topics. Ms. Vagner noted it showed the overall impact of the affect that legislative action had on School Districts. She said if the Board was in agreement with the proposed Resolution it would be asked to approve the Resolution under Old Business.

m. Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule from August 20, 2012 through October 5, 2012 which included Back to School activities for the Board's information. She said Student Reinstatement Hearings were scheduled for Wednesday, August 22, 2012 and started at 10:00 a.m. She confirmed that Ms. Gebhardt, Ms. Cranor and Mr. Facer would attend reinstatement hearings. Ms. Gebhardt said 9/11 would be the date for Judge Murray's Juvenile Justice Committee rather than the 18th. Ms. Vagner said she would need the availability of the Board for the all staff Welcome Back Meeting on August 27, 2012. Mr. Sargent, Ms. Gebhardt and Ms. Cranor said they would attend. Ms. Johnson will follow up with Mr. Facer. Ms. Vagner said Board School Visits would begin Tuesday, September 4, 2012 and the Work Session was scheduled for the 11th. She said she did not anticipate any student hearings on September 5, 2012 and felt comfortable scheduling the New Horizon Center dedication for that evening. She said the Region 5 ISBA Meeting was scheduled for September 27, 2012 in the IEN Room at Highland High School and asked the Board to save the date.

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.

Kris Mullen – 690 Redman, Chubbuck, ID 83202

Ms. Mullen said she represented parent advocates for the Kasiska area. She said the parents appreciated the Board's patience and were just as ready to have the issue resolved. She said the group did not want to miss the opportunity to possibly meet the needs of the parents now and into the future. She said she thought it was unfortunate that the committee did not use the neighborhood's numbers for the current year. She said the

trend shows the number of students in the Kasiska neighborhood was declining. She said the numbers the committee used included the 5th grade which was the year of the baby bubble in the Kasiska neighborhood and they didn't accurately represent the trend when projecting Kindergarten numbers. She said Mr. Reed said the District utilized Infinite Campus to come up with student numbers but there were homes listed on that map that did not have students living there. She said most of those parents were providing false addresses in order to attend Chubbuck Elementary. She said she was confident with the numbers the group provided and confirmed each one. She said Ms. Gebhardt made a comment about students being kicked out of school to make room for transfer students which was exactly how they felt. She said the school would always be at capacity no matter how many students the District shifted out of the boundaries because it was a desirable school. She asked the Board not to kick them out in order to provide room for transfer students. She said the proposed compromise may seem like a way to appease the parents in attendance but it was not the right decision for the neighborhood. She said as homes in the Kasiska neighborhood were sold the incoming parents would be faced with the same concerns. She said the point about moving the students that lived one block from Lewis & Clark miles to another school was exactly what the proposal did to the Kasiska children. She said there were a lot of creative ideas given to the committee such as moving Montessori or other special programs that were not explored. She said on behalf of the Kasiska parents she was asking the Board to vote the proposal down.

CONSENT AGENDA – Self Explanatory – Action – Mrs. Vagner

a. Topic: *Approve Human Resource Activity*

Policy Issue: Board approves Human Resource Activity

Background Information: Included in the packet was documentation of the Human Resource Activity regarding certified employees since the July 17, 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 August 9, 2012 in the amount of \$1,748,075.72.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of August 9, 2012 in the amount of \$1,748,075.72.

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

Policy Issue: Board acts on Financial Information.

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

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

d. Topic: *Approve ISU and BYU-I Student Teacher Intern Requests*

Policy Issue: Board approves intern access in District schools.

Background Information: Included in the packet was a list of ISU and BYU-I student teacher interns requesting placement at various District schools from August 27, 2012 through December 14, 2012.

Administrative Recommendation: Administration recommended Board approve the ISU and BYU-I Student Teacher Intern placements at various District schools from August 27, 2012 through December 14, 2012 as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Hear on First Reading for Adoption:*

Policy 8122 – Graduation Requirements

Policy Issue: Board adopts Policy.

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

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

Board Direction/Action: A motion was made by Mr. Facer and seconded by Ms. Cranor to hear the above listed policy on first reading for adoption as presented. The voting was unanimous in the affirmative.

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

Policy 7111 – Recruitment and Selection of Certificated Personnel

Policy 8127 – Concussion Awareness and Treatment

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. Sargent and seconded by Ms. Cranor to hear the above listed policies on second reading for adoption 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 travel.

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

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

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer 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 travel.

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

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

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

e. **Topic:** *Award Bid*

Policy Issue: Board awards all bids.

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

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

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

f. **Topic:** *Set Boundaries for Chubbuck and Wilcox Elementary Schools for the 2013-2014 School Year*

Policy Issue: Board approves boundary changes.

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

Administrative Recommendation: Administration recommended Board set the boundaries for Chubbuck and Wilcox Elementary Schools for the 2013-2014 school year by moving the Kasiska neighborhood into the Wilcox boundary while allowing first right of any transfer into any available space in existing classrooms for any family in the Kasiska neighborhood who has children enrolled in Chubbuck Elementary School for 2012-2013, conditioned on available space and considered annually throughout the child's term at Chubbuck Elementary with transportation provided by the parents.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to approve option 3 to set the boundaries for Chubbuck and Wilcox Elementary Schools for the 2013-2014 school year by moving the Kasiska neighborhood into the Wilcox boundary while allowing first right of any transfer into any available space in existing classrooms for any family in the Kasiska neighborhood who has children enrolled in Chubbuck Elementary School for 2012-2013, conditioned on available space and considered annually throughout the child's term at Chubbuck Elementary with transportation provided by the parents. Mr. Sargent asked if the proposed option gave the Kasiska students any access to bussing. Mr. Sargent offered a friendly amendment to the main motion with the provision that transportation be provided by the District. Ms. Cranor seconded. The voting was unanimous in the affirmative on the main motion with the friendly amendment.

g. **Topic:** *Approve ISBA Resolution – K-12 Public Education as an Investment*

Policy Issue: Board approves Resolutions.

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

Administrative Recommendation: Administration recommended Board approve the ISBA Resolution – K-12 Public Education as an Investment as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Ms. Cranor to approve the ISBA Resolution – K-12 Public Education as an Investment as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve 2012-2013 Fall Athletic Schedules Inclusive of Travel*

Policy Issue: Board approves athletic schedules and travel.

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

Administrative Recommendation: Administration recommended Board approve the 2012-2013 Fall Athletic Schedules inclusive of travel as presented.

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

b. Topic: *Hear on First Reading:*

Policy – 5410 – Transportation

Policy 5610 – Fiscal Management-Unrestricted General Fund Balance and Contingency Account

Policy 7124.1/8152 – Prohibition of Sexual Harassment in the Workplace and Learning Environment

Policy 7124.1 – Prohibition of Sexual Harassment in the Workplace – *For Deletion*

Policy 7158 – Staff Visiting and/or Entering a Private Facility or Residence

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 Ms. Cranor and seconded by Mr. Sargent to hear the above listed policies on first reading as presented. The voting was unanimous in the affirmative.

c. Topic: *Set Special Meeting for September 6, 2012 at 12:00 p.m. to Consider an Emergency Levy*

Policy Issue: Board sets Special Meetings.

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

Administrative Recommendation: Administration recommended Board set a Special Meeting for September 6, 2012 at 12:00 p.m. to consider an Emergency Levy as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to set a Special Meeting for September 6, 2012 to consider an Emergency Levy as presented. The voting was unanimous in the affirmative.

d. Topic: *Approve Pay Increase for Substitute Teachers*

Policy Issue: Board approves pay increases.

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

Administrative Recommendation: Administration recommended Board approve a 1.5% pay increase for substitute teachers as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer to approve a 1.5% pay increase for substitute teachers as presented. The voting was unanimous in the affirmative.

e. Topic: *Accept Resignation from Nate Murphy, Declare a Vacancy for Trustee Seat in Zone #4 and Set the Timeline for Filling the Vacancy*

Policy Issue: Board accepts Trustee resignations and declares vacancies and sets replacement schedule.

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

Administrative Recommendation: Administration recommended Board accept the resignation from Nate Murphy, declare a vacancy for Trustee Seat in Zone #4 and set the timeline for filling the vacancy as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Mr. Facer that:

WHEREAS, a vacancy has been created in the Zone #4 Trustee Seat due to the resignation of Board Member, Nate Murphy; and

WHEREAS, the Board of Trustees shall make such declaration of vacancy at any Regular or Special Meeting and appoint a replacement Trustee to fill the vacancy within ninety (90) days of such declaration per Idaho Code 33-504;

NOW THEREFORE BE IT RESOLVED, that the Pocatello/Chubbuck School District #25 Board of Trustees hereby declares a vacancy for the Trustee Seat in Zone #4;

FURTHER BE IT RESOLVED, that the Board of Trustees set the schedule for filling the vacant Trustee Seat in Zone #4 and electing an Assistant Treasurer per the following timeline:

- September 11, 2012 – Deadline for receipt of resumes and letters of application
- September 18, 2012 – Trustee candidate interviews

- September 18, 2012 – Seat new Trustee and administer the Oath of Office
- September 18, 2012 – Elect a Board Assistant Treasurer

The voting was unanimous in the affirmative.

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

Policy Issue: Board sets the direction for the District.

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

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

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

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

Policy Issue: Board sets the direction for the District.

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

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

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

h. Topic: Adopt District #25 2011 – 2016 Strategic Plan

Policy Issue: Board sets the direction for the District.

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

Administrative Recommendation: Administration recommended Board adopt the District #25 2011 – 2016 Strategic Plan, which was first adopted in August, 2007 and annually adopted thereafter.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to adopt the District #25 2011 – 2016 Strategic Plan as presented. The voting was unanimous in the affirmative.

ANNOUNCEMENTS

There were no announcements at the time of the meeting.

ADJOURN

Chair Gebhardt adjourned the Regular Board Meeting at 8:11 p.m.

APPROVED ON:

SEPTEMBER 18, 2012

MINUTES PREPARED BY:


Secretary, Board of Trustees

BY:


Chair

ATTESTED BY:


Clerk