

**MINUTES OF THE BOARD OF TRUSTEES
SPECIAL MEETING/WORK SESSION
Pocatello/Chubbuck School District No. 25
Tuesday, November 13, 2012
Board Room at the Education Service Center
8:30 a.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair	Jim Facer, Asst. Treasurer
John Sargent, Vice Chair (Excused)	Paul Vitale, Member
Jackie Cranor, Clerk	Mary M. Vagner, Superintendent

A Special Meeting/Work Session of the Board of Trustees of Pocatello/Chubbuck School District No. 25 was held on Tuesday, November 13, 2012, at 8:30 a.m. in the Board Room at the Education Service Center, 3115 Pole Line Road, Pocatello, Idaho, as provided in Section 33-510, Idaho Code;

Welcome, Call to Order and Convene Special Meeting

Chair Gebhardt welcomed everyone and called the Special Meeting to order at 8:37 a.m. A motion was made by Mr. Facer and seconded by Mr. Vitale to convene the Special Meeting. The voting was unanimous in the affirmative. Chair Gebhardt said the purpose of the Special Meeting was to Take Action on an Anti-Bullying Proclamation.

Anti-Bullying Proclamation

Mr. Hobbs said the Mayors of the cities of Pocatello and Chubbuck, Idaho were present to join in support of Bullying Awareness Week. He said the purpose of the week was to create awareness to combat bullying in schools and in the community. Mayor Blad and Mayor England took turns reading sections of the Proclamation. Ms. Gebhardt said she appreciated both Mayors attending the meeting.

Take Action on Proclamation

A motion was made by Ms. Cranor and seconded by Mr. Facer to adopt the Anti-Bullying Proclamation as presented. The voting was unanimous in the affirmative.

Adjourn Special Meeting and Convene Work Session

A motion was made by Mr. Facer and seconded by Mr. Vitale to adjourn the Special Meeting. The voting was unanimous in the affirmative. Chair Gebhardt convened the Work Session at 8:43 a.m. She reviewed the agenda and the addendum and said the Special Meeting/Work Session was for the purpose of the administration discussing with the Board the following topics:

- 1. Greenway Expansion**
- 2. Overview of Special Education Services**
- 3. Alameda Middle School: *Layout; Master Schedule and Staffing Plan***
- 4. Supplemental Levy Election Update/Election Calendar/Budget Update**
- 5. Consultant Services for Professional Negotiations**
- 6. Legislative Meeting Agenda / Business Personal Property Tax Analysis**
- 7. Board/Superintendent/Cabinet Retreat Follow Up: *Actualization of Beliefs for 2011-12; Board Beliefs for 2012-13; 2011-2012 Board Attendance Report; Public Comment Updates regarding Engaging with the Public; 2012-2013 Operating Principles; Conflict of Interest (Payment of Board Bills)***
- 8. Reports: *SCF Update – 2012 Election Results/Pay for Performance/Parent Input; Fee Collection***
- 9. Public Comment**

Board Protocols for Public Comment will be followed at all Board Meetings. Patrons wishing to address the Board will fill out Form AD 2 – Request to Appear before the Board and present it to the Board Chair or Board Secretary prior to the meeting. Because of the diversity of issues, members of the Board may not respond to

delegations. Instead, issues are recorded and referred to the proper staff member for follow-up. The Board is informed of these efforts by the staff member responding to concerns.

Board Operating Principles #22 & 23:

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

10. Adjourn

Greenway Expansion

Ms. Vagner introduced Ms. Tamara Code and Mr. Dan Harelson from the Project Greenway. She said the group planned to expand the Greenway trails and were requesting non-invasive use of District property. Mr. Harelson said Project Greenway developed a five year plan for greenway expansion and identified 11 high priority projects to be completed within the five years. He said three of those projects affected District property. He said the properties affected were Highland High School, Irving Middle School and Edahow Elementary. He said the first project was along Chubbuck Road from Olympus towards Satterfield. He said there was an undeveloped area on the school property that they would like to develop into a small parking lot that could accommodate 5 or 6 cars. He said they still needed permission from the city as well. Mr. Facer asked if the District owned that property. Ms. Vagner said yes. She said the property was purchased with the intent of building another middle school, however, the administration did not feel the proposed parking lot would affect any future building plans. Mr. Harelson said Chubbuck Road would connect to the Highline Canal area and Project Greenway was working to expand the trails to cut east across the Highland Neighborhood. He said the trails did not connect. Ms. Code said a lot of the proposed trail areas were already used by patrons but were not paved. She said the Highland Cross Country team ran on city streets and the new trails would provide a safer place to run and practice. Mr. Harelson said the group planned to begin construction in the summer depending on available funding. He said the proposed trail across the street from Irving Middle School in Raymond Park would connect to Sacagawea Park. He said the sidewalk would be widened to 10 feet and a path would be constructed along the canal. He said they would eventually like to see the trail connected to the Simplot trail. He said that kind of expansion would most likely not occur until 2014. Ms. Gebhardt asked how long it would take before trails could be connected to the downtown area. Mr. Harelson said it would take multiple years and millions of dollars. He said the downtown area was very developed with housing all along the river and it was difficult to build trails around that. He said the last project involved several owners all the way from the Red Lion Hotel to Booth Road. Ms. Code said the Project Greenway group had already begun conversations with the hotel and golf course along that road. Mr. Harelson said the soonest that project could be started was 2015. Ms. Code said the last two projects qualified to be included in the "Safe Routes to School" grant funding. Ms. Gebhardt asked if any of the proposals required Board action. Ms. Vagner said not at this time. She said the group wanted to inform the Board before going to the city council with the proposals. She said none of the projects were invasive and the group would continue the discussion and begin fundraising. Ms. Code said there would be a public meeting the following evening at the Hampton Inn at 6:00 p.m. where the entire five year plan would be revealed to the public. She said the group wanted to make sure the School Board was aware of the plan before it discussed any possibility of utilizing School District property. Mr. Facer said he thought it was a good plan and liked that students would be able to access safer routes to school. Ms. Gebhardt said many children already used those areas and appreciated them having a safer way to do so.

Overview of Special Education Services

Ms. Sanford said she would provide an overview of the Special Education Services. She said every year the department provided a child count to the federal government that detailed the number of students served and completed every December and was what program funding was based on. She said the District served 1,217 students which was an increase of 45 students from the last school year. She said there were 69 exceptional child teachers, 1 career facilitator and 2 career trainers, 104 instructional support staff that included 54 paraprofessionals, 31 personal care paraprofessionals and 19 behavior technicians. She said the District had one vision specialist/audiologist, 7 school psychologists, 11 speech language pathologists, 1 contracted occupational therapist at Lincoln Early Childhood Center, 1 contracted physical therapist and Lincoln Early Childhood Center, 5 school nurses and 4 social workers. She said personal care technicians were in a development program. She said

the behavior technicians worked with adjustive education and helped students with emotional disabilities. She said funding came from Title VI-B federal funds. She said funding was broken out for school age children and preschool age children. She said the District applied for funds annually by October 15th. She said the other sources of funding were from the District's general fund and from Medicaid reimbursements. She reviewed a 10 year funding chart and said funding had remained fairly consistent since 2004-05. She said the District currently tracked and received reimbursement for services provided to over 400 students. She said a student must have an IEP in place with specific services listed in order to receive funding. She said each IEP must have a goal, an authorization form and a referral letter. She said Idaho was the only state that required the health care referral statement which could be challenging when requesting services. She said the department tracked speech/language, developmental therapy and intensive behavior interventions. She said tracking the information would not be relevant next year as Medicaid decided it would only fund medical services and not behavioral services in the future. She said psycho-social rehabilitation, evaluations, personal care services, nursing, physical therapy and occupational therapy were all Medicaid services that had to be tracked. She reviewed the Medicaid revenue history for the last 10 years. She said the data stopped in June, 2012 because the District contracted services through IBI. She said the administration anticipated Medicaid revenue would increase next year. She said a team would be brought in to audit files and streamline processes to ensure the way the District was doing things were the most cost effective. She said the District's programs were built around the idea of students having access to curriculum in the least restrictive environment. She said the District's early childhood intervention program was for 3 – 5 year olds and included those with cognitive, adaptive and language delays. Mr. Vitale asked if non-developmental delayed children were still included in that program. Ms. Vagner said no. Ms. Gebhardt asked how children could enter the program. Ms. Sanford said the District sent out letters in conjunction with providers in the community giving an overview of services and how to refer a child that qualified for services. She said the District's least restrictive environment was the resource classroom. She said the average class size was about 17 students with the largest class at 27 students. She said the larger classes were mostly made up of students that needed extended academic support. She said Highland High School had a modified extended resource room and some of the students needed daily living support as well. Ms. Cranor asked how many special education students were at Highland High School out of the 31 high school age students. Ms. Sanford said 8 were at Highland High School and the rest were at Pocatello High School. She said the department ran a five year projection report and was working out a plan to support the distribution between schools. She said the department would make necessary adjustments with the 6th grade rolling into the middle schools. She said the adjustive education program was an inclusive program that allowed students with emotional disabilities to receive instruction and had behavior technicians to help with behavior supports to keep them with their same age peers as much as possible. She said the hearing impaired program teacher was split between Indian Hills Elementary and Century High School. She said there were two interpreters at Indian Hills Elementary and one at Century High School. She said the Career Development Program was run by Debra Shipley and she did a great job. She said the VOICE Program was run by Martha Fae Frymire. She said senior students were able to earn course credit learning vocational skills like learning to make eye contact and interact with peers and how to receive feedback from an employer. She said students tend to lose soft skills as interactions through texting and technology became more predominant. She said there was a VOICE Open House scheduled to take place that Friday at 12:00 p.m. at ISU in the Vocational Arts Building. She said students were receiving physical therapy in 16 schools. She said the goal was for students to be able to access curriculum as independently as possible. She said occupational therapy served 140 students and 50 of them received medication. She said the District had 8 full time SLPs serving 623 students. She said all of the services were in place to ensure special education students received access to the same education as their peers.

Alameda Middle School: *Layout; Master Schedule and Staffing Plan*

Mr. Devine said he worked with middle school principals, Mr. Reed and Mr. Jolley to review the needs for the Alameda Middle School from the instructional, technology and building maintenance perspectives. He said the Alameda Middle School building had a very interesting layout. He said the upper floor would be mainly for 8th grade, the main floor would be 7th grade and the lower floor would be mostly 6th grade. He said some areas would include all grades depending on what classes were being taken. Ms. Cranor asked what TLC stood for. Ms. Pettit said it stood for Technology, Living and Career. She said students were taught how to budget, home economics and career learning. Ms. Cranor asked if each grade level had its own media center and lab. Mr. Devine said all grades would share the media center and lab. He said the lab on the upper floor also had keyboarding. Ms. Cranor

asked about the annex. Mr. Devine said the administration was still reviewing the numbers and would discuss the needs further to come up with a solution. He said the administration would bring back a proposal when it came up with solution that made the most sense. Ms. Vagner said another issue that was still being discussed was the fact that Alameda Middle School was not fully handicapped accessible. She said only the main floor could be accessed by wheelchair. She said the cafeteria, gymnasium and band room were not able to be accessed by wheelchair. She said the CIP Committee would have to decide whether or not anything would be done to make the school more accessible. She said Mr. Reed had worked with architect to come up with some options but a solution was not as simple as adding an elevator to one side of the school. She said if a child or staff member needed accommodations the school would need the flexibility to make adjustments to various classrooms. She said the computer areas were purposefully located in the same area on each floor to allow for uniform wiring and cabling. Mr. Devine said some of the rooms were still open to allow for fluctuation to populations by grade level. He said the gym and the cafeteria were on their own floors. He said a lot of time was spent figuring out how to maximize shared staff with the implementation of the CCSS and increased rigor in math and English. He said the administration believed the master schedule accommodated those issues with the exception of language arts in the 7th grade which would need to have .5 of a course eliminated. Ms. Gebhardt said it looked like it could make it difficult for students to get their schedule. Mr. Devine said the administration planned to work ahead with the principals and registrars to get it done in time. Ms. Cranor asked if the increased math and science requirements would affect student's electives. Mr. Devine said it could affect some slightly. Mr. Vereecken said there were six possible sections for electives. Ms. Vagner said adjustments could be made to accommodate electives. Mr. Devine said the District was on the short end for math. Ms. Vagner said two sample schedules were included in the packet, one with non-mixed grade level teams and the second showing mixed grade level teams based on the number of students and the need. Mr. Devine said the staffing plan was to pull from existing middle and 6th grade staff for a total of 30 certificated staff members. He said there would be 21 certified teachers for core classes, 9 for electives, 3 classified and 2 administrators. He said currently the District was only advertising for the principal position which would close on November 29th with a recommendation to the Board in mid-December. Ms. Cranor asked if every position would be filled internally with the exception of classified staff. Ms. Vagner said the administration was hoping to fill classified positions internally. She said the District had to be very cautious with hiring from the outside when no one had any idea what the legislature would do for next year. She said the registrar, secretary and clerk were the bare minimum that had to be filled. Ms. Cranor asked if the administration had communicated with the city about any additional SRO support. Ms. Vagner said yes but the likelihood was that SROs would have to share more schools but no one knew what that would look like yet. Mr. Devine said student to staff ratios were kept as close as possible. Ms. Vagner said the staffing and communication plans were on time. She said Dr. Howell was defining the process. She said if any staffing adjustments had to be made they would be done with all four middle schools. She said Mr. Devine had done a good job involving the middle school principals in the process. Mr. Devine said filling the principal position would be critical. He said Mr. Wegner, Mr. Hobbs, Ms. Sanford, the middle school principals and himself were on the interview team and the Superintendent would interview each candidate on her own afterward.

Supplemental Levy Election Update/Election Calendar/Budget Update

Mr. Reed said the Supplemental Levy played a vital role in the operation of the District. He said it was the only source of revenue that the District had any discretion over. He said a couple of years ago only 40 Districts in the state had Supplemental Levies and now 80 out of the 116 School Districts statewide had Supplemental Levies. He said it was a disturbing trend that spoke to the fact that the state had not met local needs. He said the state had experienced very difficult economic times over the last four years and since that time 29% of Districts had added new Supplemental Levies amounting to \$68 million in new money. Ms. Cranor noted that discussions around Supplemental Levies had brought up issues regarding the disparate funding across the state. Mr. Reed agreed and said there were many Districts that were unable to pass a Supplement Levy. Ms. Cranor said it meant that students across the state were getting different levels of education. Ms. Gebhardt said the state's per pupil funding was also different from District to District. Ms. Cranor said Southeast Idaho was the most affected by the inequities. Mr. Reed said another problem with Districts relying on Supplemental Levies was that fact that it was not a stable source of funding and had to be approved every two years. He said it could be devastating for a levy to fail for Districts that had come to rely on the levy to maintain operations. Mr. Smart said the state had cut discretionary funding for three years and finally increased it this year, but the increase was grossly inadequate. He said the

District still had to come up with \$3 million in the budget somehow. He said the \$1.5 million increase to Supplemental Levy two years ago only covered half of that. He said levy rates fluctuated based on property values. He said the Board would have to consider keeping the levy at \$7.5 million or increasing it. He said he did not know what property values would look like over the next two years so he included two different options in the packet. He said there would most likely not be any major growth in property values in the near future. He said levy rates were shown in quarter million dollar increments. He said a notice setting a levy amount and date had to be submitted to the county clerk's office by January 25th. He said the only way to allow time for notification to the county clerk and conduct an informational campaign was to set the levy amount at the December Board Meeting. Ms. Cranor noted the levy rate from 2011-12 had gone up slightly and asked if that was because of the hospital. Mr. Reed said yes and it was lost revenue due to the city anticipating that some portions of the hospital would be on the books that year that ended up not being ready. He said the District was in a difficult position with having to make budget and levy decisions without knowing what school funding would look like next year. He said the community would want answers that the District would not have. Mr. Smart said if the District had to try for another levy in May it would almost have to make a decision before the previous election results were received. He said the administration would have to be prepared in case a levy didn't pass. Ms. Vagner said the Board would also need to take into consideration known cost increases like medical insurance costs. She said most of the other cost increases were speculative. She said up until now the District had been able to carry its staff using reserves and jobs bill money both of which were no longer an option for balancing this year. Ms. Cranor said it was made even more difficult because property taxes had gone up and compounding that was the possibility of the legislature eliminating the business personal property tax. She said it put even more burden on the local taxpayers and less responsibility on the state. Ms. Vagner asked the Board its perspective on the upcoming levy. She said an increase would be essential to operations. Ms. Cranor said if the Board maintained the Supplemental Levy at the same level the District would not be able to maintain programs at the current level. Mr. Reed said that was correct. He said the Board also had to consider that whatever amount the levy was set at would not only have to work for this coming year, but the year after. Mr. Vitale asked Mr. Reed what he would recommend based on the known cost increases even with all of the unknowns. Mr. Reed said funding from the state was at the same level as 10 years ago. He said it was very hard to make a recommendation with all of the unknowns. He said it was hard to even guess what amount would be needed to maintain programs at the current level without knowing what the legislature would do. Mr. Vitale said coming up with an amount was just going to be guesswork in December. Ms. Vagner said there were also positions that the state had funded through SCF legislation that would no longer be funded and the administration did not know whether or not it would get the balance of the funding for the positions already in place. She said the overturning of the laws would also eliminate use it or lose it which the legislature could decide to take back. She said District had no way of knowing how the attorney general would guide the state. She said there was also no way to know if the legislature would enact emergency legislation in January. She said Superintendents had also heard that Superintendent Luna intended to come back with similar legislation and meanwhile the District had one month to take action on next year's levy. Mr. Smart said if the legislature decided to allocate funding to Districts without all of the earmarking it would be a godsend. Mr. Reed said the one known was that the District couldn't maintain current programs based on the current levy amount. He said even going to \$8 million would not get the District everything it needed. He said with all of the anticipated increases it would cost well over \$1 million to maintain. He said the District's budget continued to fall further behind and almost all of its reserves had already been spent. He said the District was extremely fortunate to receive the maintenance of effort funds. Ms. Gebhardt said it also hurt the budget to not get the emergency levy. Ms. Cranor said opening another middle school was also a big expense. Mr. Reed said even with all of the new growth the District was experiencing it was still facing funding problems. Ms. Cranor said all School Districts in the state would continue to have this problem until the state decided to adequately fund education. Mr. Reed said the state's anticipated revenue for October came in \$10 million less and were behind the overall projections for the year which impacted decision making. Ms. Cranor said back in the 80s the state enacted a penny tax and the state prospered but recently all of that success was being taken away with tax break after tax break. She said it was a frustrating trend to watch what had been done to education over the last ten years. She said costs continued to rise as the state continued to cut. Mr. Vitale said it was evident an increase to the Supplemental Levy was needed but anticipated some resistance from taxpayers. Mr. Reed said four years ago the District tried to pass an increase and it failed on the first attempt. He said the District needed to be sensitive to the needs of the community. He said it would be a very tough decision to make. Ms. Cranor said she believed most of the people in the community believed in the importance of funding education but it was becoming too

hard for them to carry the load and they were to the point where they just could not do it anymore. She said the legislature needed to do something. She said funding was not equitable across the state and they needed to follow the constitution and provide an adequate and fair education for everyone. Ms. Vagner said the Board could increase the levy amount to \$8,250,000 and be at about the same tax rate as now by the second year. Ms. Cranor said her original feeling was that she did not want to increase the levy at all but knew that in order to be fiscally responsible for the District an increase was necessary. She said she could not see herself supporting increasing the levy to more than \$8 million. Ms. Gebhardt said even \$8 million would not begin to cover the cost increases the District was facing. Ms. Cranor said the Board could not keep asking the local community to carry the District. She said she would like to see the actual cost to taxpayers for any increase. She said she knew some people wouldn't have money for gas or groceries if their taxes went up even \$10 a month. Ms. Vagner said the administration would bring back tax impact information at the November Board Meeting. Mr. Smart said the cost difference between the current levy rate and the proposed levy rate would be about \$7 dollars more per year. Ms. Vagner said the administration would not be able to provide any definitive budget information prior to any decision making other than what was included tonight. Ms. Cranor said eventually a lawsuit would have to be brought against the state for violating the Constitution by not providing an adequate or equitable education for all. Mr. Smart said the county was responsible to oversee the entire election process. He said absentee voting began in February. He said an informational campaign had to be started as soon as possible with early voting starting the first part of February. Ms. Vagner said the administration would start calendaring internal and external levy meetings. She said Ms. Allen would schedule the Board to be present at various meetings.

Consultant Services for Professional Negotiations

Mr. Smart said included in the packet was a contract for Victor Four Labor Relations, Inc. He said the District had utilized the services of Mr. Bohannon for many years. He said the administration did not know what changes the legislature would make to the negotiating process. He said language was added to the contract to clarify that if there was no need to negotiate then the payment would roll to the following year and if negotiations were not necessary in the second year than half of the payment would be reimbursed. He said from the perspective of the bargaining team for the District, Mr. Bohannon helped to relieve some of the angst that tends to focus on the administration during negotiations. Ms. Gebhardt said a lot of the frustration from what the legislature had done ended up being taken out on the administration and School Board and agreed Mr. Bohannon helped to take some of that frustration away and was pretty level headed. Ms. Cranor said she observed some of the negotiations last year and said he was nothing but professional and had a good way of handling the emotions that arose. Mr. Smart said the Board determined the parameters prior to negotiations and he never went beyond the parameters set by the Board even if it meant telling the other team no. Ms. Gebhardt said Mr. Bohannon did a good job articulating for the Board the result that would come from any parameters set by the Board. Mr. Smart said the contract was worded to protect the District financially in anticipation of any changes from the legislature.

Legislative Meeting Agenda / Business Personal Property Tax Analysis

Ms. Vagner said there were some minor revisions to the legislative agenda. She said Mr. Ferguson agreed to present his financial history and set the stage for where the District stood financially. She said with all of the talk about school reform the administration could not understand why the SDE and the legislature did not realize that reform was hitting us in the head with the implementation of CCSS right around the corner. Ms. Cranor said it was frustrating to hear all of them keep saying Districts need to implement reform when the CCSS hadn't even been put into place yet. She said the SDE also failed to recognize that Districts had been implementing reform for years and were getting results. Ms. Vagner said it would be appropriate to discuss the major reforms that the District was getting ready to implement after the financial discussion. She said the state needed to realize students were about to be compared with achievement levels in 30 other states in the country which had never happened before. She said before any legislative input was discussed the legislators needed to understand what reform looked like. She said afterward the state's funding schedule, pay reductions, furlough and history of reductions should be reviewed to show the legislators that there really was nothing left to cut. She said staff was still at a 5% pay cut and the District was facing enormous cost increases. She said Dr. Howell would layout the District's inability to recruit and retain without the state feeding the salary schedule. She said Mr. Wegner would speak to the support for the instructional programs which had only been funded by federal dollars which were also beginning to get tighter. She said Mr. Reed would talk about the potential impacts of the elimination of the

business personal property tax and about use it or lose it. She said it was huge for Districts to have the ability to make those decisions at the local level. She said she would talk about the need for further legislation relative to charters being more accountable and LEAs not being penalized for their defects. She said next the discussion would focus on the status of SCF and the outcome of Pay for Performance with the principals from the two schools that did not receive any Pay for Performance presenting their perspectives to legislators. She said she planned to cover the content of the email that she sent to staff to explain what this had done to fracture already fragile relationships. She asked the Board if the agenda met the needs. Ms. Cranor said she would like to see information included on the all of the things the District had already implemented on its own and how it was doing relative to the accomplishments of students, administrators and staff so the legislators could see the level of achievement and show that Luna's reasons for implementing the laws were unfounded. She said there were a lot of people communicating that the District needed all of these improvements but had not looked at the District's many accomplishments. Ms. Gebhardt said the biggest concern for her was the SDE overriding the entire decision making process at the local level. She said she really appreciated this Board and the legislators needed to understand it did an effective job making decisions and was doing a good job. Mr. Vitale said part of the problem was that most of the local legislators knew all of this and it was like preaching to the choir. Ms. Vagner said she would add the District's successes, technology implementation and the need for local control to the agenda. Mr. Reed said there was no talk at the state level about any new taxes and were talking instead about eliminating existing tax. He said the District certified based on a dollar amount and the elimination of business personal property tax wouldn't reduce revenue but it would shrink the pit which meant rates would go up. He said it shifted the burden to the local tax payer. He said it would affect the District but not as much as it would affect neighboring Districts like American Falls or Soda Springs. Ms. Gebhardt asked if the School Plant Facility Levy was based on a certified amount. Mr. Reed said yes. He said the District kept a small amount in reserves just in case the rates shifted.

Board/Superintendent/Cabinet Retreat Follow Up: *Actualization of Beliefs for 2011-12; Board Beliefs for 2012-13; 2011-2012 Board Attendance Report; Public Comment Updates regarding Engaging with the Public; 2012-2013 Operating Principles; Conflict of Interest (Payment of Board Bills)*

Ms. Vagner said included in the packet were the actualization of Beliefs that the Board discussed at the Retreat. The Board was okay with the actualization of Beliefs as it was written. Ms. Vagner reviewed the Beliefs selected by the Board for the 2012-13 school year and said she incorporated the Board's discussion into the Beliefs presented. The Board was in agreement with the Beliefs as they were written. Ms. Vagner said the Board Attendance Report was included in the packet for information only. She said the revised public comment form was included in the packet with the additional verbiage highlighted for the Board's review. She said language was added that specified that the Board did not engage with the public during meetings. She said the last piece of follow up from the retreat was to address the conflict of interest issue with the approval of Board bills. She said in the future the Board would be asked to approve the bills with the exception of bills from Electrical Wholesale Supply Co., Inc. and would place approval of bills from Electrical Wholesale Supply Co., Inc. for action under Old Business and Mr. Sargent could excuse himself for that portion of the agenda.

Reports: *SCF Update – 2012 Election Results/Pay for Performance/Parent Input; Fee Collection*

Ms. Vagner said Mr. Smart would process Pay for Performance that Friday and eligible staff would receive the Pay for Performance bonus in their checks on Tuesday. She said parent input into teacher and administrator evaluations was part of the waiver and the District would continue to solicit the input until directed otherwise. She said included in the packet was a fee collection report from each of the secondary schools. She said fees were collected to enable the District to continue offering various programs that it could not afford to support without collecting those fees. Ms. Cranor said she had heard reports about teachers collecting fees for counseling. Ms. Vagner said she would look into the matter but needed more information. She said high schools were charging a stage fee that had been in the high school handbook but had not been incorporated into Board policy as of yet. She said the policy would be revised and brought to the Board for consideration. She said another discrepancy was the fee for choir robe cleaning at the middle schools. She said the actual cost to clean the robes was \$7 and the policy only directed a \$5.50 fee. She said the middle schools had been collecting between \$6 and \$7. She said the administration also learned that some of the high schools were not charging the full art fee as some students were not using as many supplies. She said Mr. Devine would follow up on the reason for such a large discrepancy in

the number of band and choir participants at Franklin compared to the other two middle schools. She said the last discrepancy was that Pocatello High School was charging a higher fee for its yearbooks because it went through a different company which cost more. She said the policy would be updated to reflect current costs. Ms. Gebhardt said it did make a person wonder how this was a free education. Mr. Facer said Districts were able to charge fees because they were elective classes. Ms. Gebhardt said she understood the fees were for electives, but the District required students to take a certain number of electives to graduate. Ms. Cranor said a lot of those courses were things that needed to be a part of a students high school experiences.

Public Comment

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

Adjourn:

Chair Gebhardt adjourned the Work Session at 10:51 a.m.

APPROVED ON:

18 December 2012

By:

Janie Gebhardt
Chair

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees

ATTESTED BY:

Jackie Crann
Clerk