

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

**BOARD MEMBERS/SUPERINTENDENT PRESENT:**

John Sargent, Acting Chair  
Jackie Cranor, Clerk  
Janie Gebhardt, Member

Nate Murphy, Member (Excused)  
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, March 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 Work Session**

Acting Chair Sargent welcomed everyone and called the Special Meeting to order at 8:38 a.m. He reviewed the agenda and said the Special Meeting was held for the purpose of a Work Session for the administration to discuss with the Board the following topics outlined in the agenda.

1. **Conduct Candidate Interviews for Trustee Zone #3 Seat**
2. **Adjourn Work Session and Convene Special Meeting to Take Action to Select a Trustee for Zone #3 Seat**
3. **Adjourn Special Meeting and Reconvene Work Session**
4. **Montessori Program Changes**
5. **Policy 8122 – Graduation Requirements**
6. **Naming of the Alternative School**
7. **Transportation Overview**
8. **Legislative Report**
9. **Loss of Revenue for 2011-12**
10. **Preliminary 2012-13 Budget**
11. **OK Ward Park Softball Field Maintenance**
12. **Policy & Procedure 8291 – FERPA**
13. **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.

**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.

**14. Adjourn**

**Conduct Candidate Interviews for Trustee Zone #3 Seat**

Mr. Sargent said the Board would conduct interviews to fill the vacancy for the Zone #3 Trustee Seat. He said Board Members would take turns asking the questions and would alternate between candidates. Ms. Gebhardt asked the candidates why they were interested in serving on the Board of Trustees and if they were aware the appointment was a three year commitment. Ms. Hulet said she was aware of the time commitment. She said she had an interest in volunteering and followed education and the work of the Board closely. She said her position at the city had come to a close and she knew she would be good at serving on the Board and was interested in serving. Mr. Facer said he was aware the time commitment was three years. He said he had volunteered for many years in the Scouting Program. He said his daughter was a teacher in the District and he thought this would be a

good opportunity for him to serve. Mr. Sargent asked what experiences the candidates had that would prepare them for service on the Board. Mr. Facer said the many hours volunteering in the Scouting Program and his work as a contractor had prepared him for leadership roles and the time commitment it would take to serve on the Board. Ms. Hulet said she had worked with Mr. Facer in the Scouting Program and had experience on various Boards and enjoyed the experience. She said she had worked with schools a lot as the founder of the Pocatello Community Charter School and served on the school's Governance Board which worked to ensure laws were enforced. She said she had worked on the city's Planning and Zoning Board for 11 years, was on the Staff Council at ISU, held leadership positions in the Scouting Program and had stepped down as the Chair of the Sagebrush Land Trust which was created to protect open spaces. She said the land trust was her father's dream and she helped him get it started. She said she understood how Boards worked and what they could and could not do. She said she knew how a Board could be a force for good in a community. She said she had taught at the University for 17 years and understood the value of education. She said she understood the importance of technology and had worked as a technology systems trainer and knew the positive impact it could have on young people. She said her son was a senior at Century High School where she volunteered working with the drama department. She said she was very active in education, in the community and enjoyed pursuing civic endeavors. Ms. Cranor asked the candidates what they viewed as the strengths and challenges of the District. Ms. Hulet said one of the strengths of the District was that it was not overcrowded and the Board was taking the opportunity to move the 6<sup>th</sup> grade to the middle school before schools reached capacity. She said another of the District's strengths was the great facilities that had been excellently managed and was not the case in most Districts in the state. She said the District had strong leadership and Ms. Vagner did an excellent job and had a great staff. She said it was apparent that Board members genuinely cared and were here for the kids. She said the District had terrific teachers and schools. She said some of the challenges included how to handle shifting demographics. She said as areas became older and children were no longer in certain neighborhoods knowing how to shift and adapt was important. She said another challenge was technology. She said technology was the future and children were adept at technology and keeping them safe and not exposing them to dangers was a challenge. She said accomplishing the implementation of the technology on top of a reduced budget from the state would be a challenge that would require creative thinking and working hard to stay within the budget in order to be responsible to taxpayers. Mr. Facer said he was not quite as aware of all the strengths and weaknesses but knew a lot of excellent teachers and principals that worked hard for children. He said one of the challenges the District was facing was redistricting. He said staying on top of the constantly changing finances and rules had become a challenge. Mr. Murphy asked what skills the candidates would bring to the Board in difficult economic times. Mr. Facer said he had developed skills in working and training youth to gain leadership skills. He said he had leadership skills in working as a shop steward and complying with changing rules and regulations and helping a team fulfill responsibilities. He said he had raised four children, one of which worked in the District now. He said he had a willing heart and was willing to listen to both sides to weigh a decision. Ms. Hulet said she was adept at finding ways to make things happen even in challenging times. She said anybody with commitment and common goals could make things happen. She said she was skilled at thinking outside the box and applying successes from other experiences to problem solve. She said she had learned to address concerns with the big picture in mind. She said she had a good sense of humor and was skilled at working with others and remained friends with past colleagues even if they had a difference of opinion. She said she had experience with managing budgets and had a Masters in English. She said she was a Highland High School graduate. She said was able to read and understand policy and procedure and had a lot of skill in that area. She said she was a public writer. She said she was not afraid of the big issues and no matter what the problem was it could be solved with hard work and determination. Ms. Gebhardt said Board members contributed many hours each month to meet the demands of Board work. She asked the candidates if they were flexible to be available in the daytime and evening where needed. Ms. Hulet said she did work full time but could rearrange her schedule to be flexible where needed. She said as long as she put in 40 hours per week the time of day was not a concern. She said she knew working on the Board was a huge time commitment. Mr. Facer said he was not entirely aware of the time commitment but was in the process of retiring so his time was flexible. Mr. Sargent asked the Candidates if they would consider running for election if they were selected. Mr. Facer said he was open to considering that option and would depend on his experience and if he felt he was contributing and whether or not he was a good fit for the Board. Ms. Hulet said she would certainly consider it and would depend on whether or not her participation was a good match for the Board. Ms. Cranor said the Board Chair was the spokesperson for the Board and it was important to remember that even if a member did not agree with the group, the Board had to come together as a team with one voice once a decision

had been made. Ms. Hulet said she had a lot of experience moving forward as a team once a decision had been made. She said she knew that backbiting or going to the media would only divide a Board and make it impossible to get work done. Mr. Facer said he didn't think he would have a problem with that. He said in his line of work there were always four different people with four different ideas on how to get something done but part of being a team player was pulling together to get something done once a decision was made. He said he could be supportive even if he was the odd man out. Ms. Gebhardt asked Ms. Hulet how she felt about supporting the whole District and not focusing on one charter school. Ms. Hulet said when she started PCCS she thought it was important to offer something different but had always had good things to say about the District and the Board. She said she was very supportive of what the District did and respected the Board because what it did was very difficult. She said in many ways it was easier to start a small charter than to help manage a large District. She said she had always supported local bonds. She said it was not her intent to undermine the District with the start of the charter, but to offer something different for children who needed it. She said Districts were not able to aspire to have many different models and the charter offered some innovation. She said she hoped the charter school and the District would grow to work more closely in the future. She said with the new trimester system seniors had to complete a senior project and charter students completed similar portfolios. She said she hoped that the Board did not think that because she supported PCCS that she supported all charters, just the good ones. She said charters supported a specific need and she did not see them as competing with the District. She said homeschool and private schools did the same thing and should not be at odds with each other. She said she did not see a conflict there. Mr. Facer said he knew a lot of families that had their children in charter schools and had only heard good things and said they served a purpose. Mr. Murphy asked if the candidates would be comfortable in being a voice in support of education. Mr. Facer said he had never had the opportunity to be a public speaker but would certainly give it his best. Ms. Hulet said she would be comfortable and was a passionate advocate of education. She said she would be willing and enthusiastic. Mr. Sargent thanked both candidates for their time and willingness to serve. He said it was a hard thing to do. Mr. Sargent asked if the candidates had any questions for the Board. Ms. Hulet asked the Board what it felt was the biggest challenge. Mr. Murphy said he felt the budget reductions and legal hoops the District had to jump through were some of the biggest challenges. Ms. Cranor said a major challenge was helping the public understand why the Board had to make some of the decisions that it had to. She said she felt the Board had a responsibility to help the public understand how things affected the District as a whole and why certain decisions had to be made. She said when she first started on the Board she did not think she would be discussing education with legislators but learned and became passionate until she couldn't imagine not talking to them. Mr. Sargent said it only takes about two weeks to understand that as a Board member you represent the whole District and not just your Zone. He said he received calls from patrons in all areas and learned to direct them to the right administrative person and not to try and solve problems individually. He said the Board set Policy and relied on the administration to implement it and find solutions. He said serving on the Board gave you a different perspective and you realized you could not jump in and change everything. He said every one of the Board members was committed to doing the very best they could for students and the District and was an impressive team. He said the Board had its difficulties but had a good group of people to work with in the District. He said letting other people handle things could be a challenge for some. Ms. Gebhardt said it was challenging to handle the times when the Board was on the hot seat. She said it was difficult being caught between state requirements and what the public thought should be done. She said she had so much respect for teachers and one of the hardest things as a Board member was to implement legislation that limited bargaining rights for teachers. She said it was important for people to have a voice and it was hard to be put in a position where there were not many ways left to embrace that voice. She said the District did a good job at including teachers where it could but was not the same anymore. Mr. Sargent said it was difficult to get away from a full time job to be here sometimes four times a week for various Board and Committee meetings. He said on average it was very busy. Mr. Sargent excused the candidates and asked the Board to fill out the summary form. Ms. Vagner reviewed the forms and said that based on the assessment, Mr. Facer was the Board's selection.

### **Adjourn Work Session and Convene Special Meeting to Take Action to Select a Trustee for Zone #3 Seat**

Mr. Sargent adjourned the Work Session and convened the Special Meeting at 9:23 a.m. to take action on the selection of the Trustee. A motion was made by Ms. Cranor and seconded by Ms. Gebhardt that based on the assessment of the Board it would select Mr. Facer as the new Trustee for the Zone #3 Seat. The Board agreed it was very close and thanked both candidates for their interest and for applying and interviewing. Ms. Gebhardt, Ms. Cranor and Mr. Sargent voted in the affirmative. Mr. Murphy was opposed.

### **Adjourn Special Meeting and Reconvene Work Session**

A motion was made by Ms. Gebhardt and seconded by Mr. Murphy to adjourn the Special Meeting and Reconvene the Work Session. The voting was unanimous in the affirmative.

### **Montessori Program Changes**

Mr. Denton said most of the children in the Montessori program were three and four years old and took a great deal of time to manage. He said the kindergarten students were not getting as much instruction as the teachers would like partly due to the time it took to work with the 3 and 4 year old children. He said the administration wanted to align the Montessori program with the all day every other day kindergarten schedule which would benefit the kindergarten students. He said the Montessori program averaged about 34 kids. He said eliminating the 3 year old program would prevent overcrowding and keep classes to about 28 students. Dr. Mortensen said the Montessori program would still be multiage with 4 and 5 year olds. She said the administration initially met with the parents of the 3 year olds and planned to meet with the entire parent group to explain the rationale and help with the transition. She said there may be a need to increase tuition fees with fewer students. Ms. Gebhardt asked if the Montessori was operated as a preschool program. Dr. Mortensen said it was. Ms. Gebhardt said the decision seemed to be based upon the assumption that Montessori students matriculated into the District. Dr. Mortensen said the historic retention rate was very high. She said that was one of the reasons the District added the 4<sup>th</sup> and 5<sup>th</sup> grade option was because the parents requested to keep their children in the program that long. She said due to budget reductions and the need to reassign FTE, the District was unable to increase the program at this time. Mr. Denton said there was currently a waiting list and the program could always add new students if participation was low. Ms. Cranor asked what some of the parent concerns were. Dr. Mortensen said the parents understood the need to stabilize enrollment numbers and to focus on the kindergarten students to ensure they were ready for first grade, she said it was mainly the 3 year old parents that were disappointed. Mr. Denton said most parents were comfortable moving Kindergarten to the all day every other day format which would allow additional instruction and intervention time to prepare children for the first grade. He said none of the current Montessori students were impacted by the change. Ms. Vagner said Tyhee Elementary had a unique schedule. Dr. Mortensen said the Montessori parents were very pleased with the move to Tyhee Elementary and recognized that the administration had embraced the program at the school which she attributed to Mr. Denton and the staff. Ms. Vagner said the administration would come back to the Board with a recommendation at the April Work Session following a meeting with all parents. She said the Board would consider approving the program changes at the April Regular Board Meeting. She said the administration would also research any tuition changes to include with proposed fee increases.

### **Policy 8122 – Graduation Requirements**

Mr. Wegner said prior to the 2010-11 school year US History was offered as a two semester course in the 9<sup>th</sup> and 11<sup>th</sup> grades and this was the first time it was offered as a three trimester sequence. He said he heard early in the school year how challenging it was to compact the courses from 4 semesters down to 3 trimesters. He said about a month and a half ago US History teachers met during a PLC and proposed a solution. He said the teachers proposed offering the course over 4 trimesters. He said two trimesters would be offered in the 9<sup>th</sup> grade and two in the 11<sup>th</sup> grade. He said the revised four trimester curriculum would be realigned to be less of a fact based survey course to more of a literature SAT course. He said the realigned curriculum would have substantial writing, reading and analytical skills that would prepare students for the implementation of the Common Core State Standards (CCSS). He said literacy standards would be embedded into the curriculum and the US History teachers saw this as an opportunity to delve into the CCSS which would alleviate the stress of compacting so much information into three trimesters. He said next year's incoming freshmen would be the first group of students held accountable to the CCSS. He said the graduation requirements were revised to take the changes into account. He said the Policy detailed the requirements for the class of 2016 and beyond for social studies, 2 US History credits in grade 9 and 2 in grade 11. He said Global Perspectives was eliminated as an individual course as the content was included in the realigned US history course. He said Freshman Seminar would be restructured as a true intervention course for students that needed the extra support. He said the higher level of engagement prepared students for the implementation of the CCSS and freed up an elective in the junior year which benefitted the PTE programs. Ms. Gebhardt asked how it impacted the staff. Mr. Devine said the Global Perspectives and Freshman

Seminar teachers were certified in US History and would have to help with instruction but otherwise the impact was positive for teachers. He said there would be a need for some professional development because it would require a different skill set to implement the new curriculum. Ms. Vagner said the timing was appropriate as the District was preparing for TIA and was working to embed the CCSS into the TIA documents. She said having teachers work together to propose the change spoke to their commitment.

### **Naming of the Alternative School**

Mr. Barnes said several months ago the administration solicited ideas from students to help name the new alternative school building. He said teachers collected the suggestions from the students which included the "Opportunity Center, Stepping Stones, Second Chance, the 212 Degree Center and the New Horizon Center." He said the administration agreed the New Horizon Center was the most appropriate. Ms. Vagner said if the Board was in agreement the proposal would be placed on the agenda for action at the March Regular Board Meeting. The Board was in agreement.

### **Transportation Overview**

Mr. Leiby said the overview would cover the student management program, bus drivers, fleet maintenance and driver education. He said the department had 114 employees and 95 of those were bus drivers. He said the District had 83 school buses. He said drivers transported kids to and from school, including IEP preschool students and Head Start students, and had 13 buses that were dedicated for special education transportation door to door. He said the drivers transported for most of the extra-curricular activities as well. He said the District's transportation department was the 4<sup>th</sup> largest transportation system in the state behind, Boise, Meridian and Nampa. He said the department averaged 840,000 miles last year which equaled around 5,000 miles per day. Mr. Sargent asked how many students rode the buses. Mr. Leiby said 6,000 were registered but on average 4,200 students were transported daily. He said buses used to drive around 1 million miles every day but budget reductions had reduced routes. He said the District had over 1,200 bus stops in the county within District #25 boundaries. He said the department operated at 54% of the state average for cost per student. He said that meant the District ran the department at half the cost of other Districts in the state. He said staggering bell times helped to cut down on costs and made the department more efficient. He said another factor was the move to all day every other day kindergarten which eliminated 8 bus routes. He said the less money that was spent on transportation the more that could be spent in the classrooms. Ms. Gebhardt noted that some of the students lived far away. Mr. Leiby said the District was way below the funding cap and didn't anticipate being penalized for those students. He said the District was at 92% of cost per mile which benefited smaller Districts but for a District our size, cost per student was the more accurate measure of spending. Ms. Cranor asked how much money the District had saved with moving to the all day every other day kindergarten program. Mr. Leiby said the estimate was around \$120,000 but had not calculated exact savings yet. He said last year the District was at 74% of the state average and this year was at 54%, so he figured the savings were around 20% of overall costs. Mr. Leiby said one of the statements in the District's Vision/Mission was that all students had the right to a safe, supportive and caring environment. He said it was important for the ride to school to be in a safe and orderly environment. He said if there were no policies in place to maintain safety on the bus things could go awry very quickly. He said the department had a strong discipline policy and met with parents to gain support and to help change unwanted behaviors. He said most of the discipline was handled directly through the department to build consistency and stability and also helped eliminate some stress for building principals, but the department did communicate and work with the school's administration on a regular basis. He said parents and students were aware of the expectations from the start of the school year. He said so far during the school year the department had about 150 incident reports and held about 120 parent/student conferences. He said the department had imposed about 120 riding citations. He said warning tickets were issued to students with a copy sent to the parent and were tracked so that once a student had a certain amount of warning, a conference was held and usually ended up in a suspension from riding the bus. He said all of the discipline information was entered into Infinite Campus and became a school record. He said it was a coordinated effort between the department and the schools. He said for more serious offenses the school and District administrators were involved in the discipline process. Ms. Vagner noted that the old student information system, SASI, did not take bus incidents into account until the next day, so sometimes administrators were unaware of any discipline issues until the next day. She said the new system was real time and

administrators had discipline information as soon as it was entered into the system. Mr. Ferguson said there were around 900 recorded incidents per year. Mr. Leiby said the department had seen a major shift in attitude recently with parents being supportive and working to correct behavior. Ms. Cranor said with such an emphasis on the prevention of bullying it was good to start enforcing discipline rules from the start of the day with the ride to school all the way to the ride home. She asked where the District's responsibility started or stopped at the bus stop. Ms. Vagner said it could be a fine line. She said technically the responsibility was "to and from school" but determining where the "to and from" started could be a challenge. Mr. Murphy asked if the recent anti-bullying legislation would affect the District's process at all. Mr. Leiby said he was not extremely familiar with the legislation but the department was extremely responsive to bullying. Ms. Vagner said the District's practices were tighter than most. She said the District had come a long way and did not even have a bullying policy in place 6 years ago when she arrived and now practices were very clear. Mr. Leiby said the mechanics were responsible for maintaining 83 buses and 73 industrial vehicles. He said regular inspections had to be done every 60 days on every bus which took about 3 hours and an annual inspection was done on every bus which was more intensive and went through every inch of the bus to ensure optimal conditions. He said mechanics ran a preventative maintenance program to repair other equipment. He said services were performed on all equipment every 5,000 miles. He said bus drivers were the heart and soul of the operation. He said drivers conducted pre-trip inspections daily. He said a lot of the times drivers had to navigate through hazardous weather and driving conditions while maintaining order on the bus. He said when drivers applied at the District they were screened to determine their ability to work with children and control behavior. He said the department could train most people to drive the bus safely but having the skills to work with children was extremely important. He said each driver had to complete 125 hours of training before they could drive a bus unassisted. He said drivers were continuously evaluated throughout the entire process and had to pass the CDL test at the completion with a school bus and passenger endorsement. He said at the end of the training drivers were taken on a trip with students riding the bus and were evaluated on the entire trip. He said all drivers were drug and alcohol tested at the start of employment and then randomly tested throughout their employment. Ms. Cranor asked if the District conducted an FBI background check. Mr. Leiby said yes, all employees were FBI background checked but bus drivers were screened for drugs and alcohol on top of that. Mr. Sargent said last year the District struggled to fill bus driver positions and asked if that had improved. Mr. Leiby said the department had filled every position and things were going well. Mr. Murphy asked if he thought the increase to bus driver pay was the reason the department was able to fill positions. Mr. Leiby said he believed that was the main reason. He said the department always had turnover but it had dramatically reduced since increasing wages. Mr. Ferguson said when a bus is fully loaded it was the equivalent of three classrooms and in a blizzard in the dark could be quite a challenge. Ms. Cranor asked how the retrofitted buses were working out. Mr. Leiby said they were working well and were utilized a lot. He said the cost ended up being \$1.14 per mile and ended up being a good cost savings measure. He said the buses that were coming up for replacement did not have storage compartments and did not have the capacity the retrofitted buses had. He said the department was still operating the two retrofitted buses which had been very dependable. He said about ten years ago the department was asked to coordinate the driver's training program which was supplemented through the state at \$135 per student. He said training was held in the fall, spring and summer. He said a lot of people could not afford private driver education and this was a valuable service to the community. He said the District purchased a software program and was a powerful program that took a lot of extra time to learn and navigate. He said Mr. Ferguson would demonstrate the program. Mr. Ferguson showed the Board how the program could be used to build routes using mapping and demographic data. He said it was a geographical data system (GIS) that could be place demographic information on a map to create bus routes and even boundaries. He demonstrated how an address could be entered into the system to pull up all the bus stops in the area. He said in a matter of moments you could measure the distance between an address and a stop. He said the maps were posted online and parents could see the boundaries and where their student's bus stop was which saved the department thousands of calls. He said any area could be pulled up to show how many student lived in a neighborhood which was useful for making any changes to boundaries to see exactly how many students would be affected. He said the department had been able to use the system to avoid disruptions by knowing which buses could be held without holding up all the buses within a certain radius. He said the system was able to assist in an amber alert to track down a particular student. He said it was able to calculate student loads for mapping and creating routes. He said the District has to report safety bussing information to the state and the program helped identify how far routes were from railroads or highways. He said he and Mr. Leiby used to personally drive the routes to calculate the distance which was time consuming and costly and the program eliminated that need. He said the program

was able to build routes based on efficiency. He said it served multiple functions. Ms. Gebhardt agreed and said she did not know how the boundary committee did its work before this program. Mr. Leiby agreed the program made it much easier. Ms. Vagner said the next departmental report would be the Technology Department in May.

### **Legislative Report**

Ms. Vagner said the 6 in 8 bill had passed the full house. She said it was sent to the Senate Education Committee for amendments and assumed it would pass. She said legislation requiring the disclosure on the amount of interest before a bond was paid off would likely pass. She said the legislation lifting the cap on charters was expected to pass. She said the legislation amending the personnel file sharing requirement was expected to be limited to Code of Ethics violations. She said the legislation that would reduce the amount of tax for individual businesses had passed house revenue and taxation and passed the floor. She said this would equate to a \$34 million loss in state revenue. She said legislation was in the works that would further requirements for coaches, athletes and parents on concussions. Ms. Cranor said a School District in California was recently sued for negligence regarding head injuries. Ms. Vagner said safety was a top concern for the District. She said there was legislation that defined what a cross walk violation was and required crossing guards to record violations and report within 72 hours. She said she was not sure of the need for the bill. She said legislation passed for a clearinghouse that would rate online courses and provide materials. She said cleanup language for the Student Come First legislation defined "benefits" as leave, insurance and pay. She said the District's Negotiated Agreement specified those three areas. She said Districts were hopeful that the bill that would restore salary and benefit appropriation that was cut with SCF legislation last year would pass. She said legislation was forthcoming that would tighten anti-bullying requirements.

### **Loss of Revenue for 2011-12**

Mr. Reed said the District received a courtesy call from the Bannock County Assessor regarding an oversight on the assessed value of the new hospital. He said county assessor estimated the value of the new hospital would be \$170 million on tax sub rolls and after going through the board of equalization it was determined it would be closer to \$105 million which equaled a \$236,000 loss of revenue to the District. He said the loss affected the School District as well as the city of Pocatello. He said unfortunately there was no way to make up for the loss this year. We are allowed to have 21 months of reserves in bond fund and we can make it up then but not this year. He said the District would have to pull from its fund balance to make up for the loss and would have to determine how it impacted the 2012-13 budget. Ms. Cranor asked why there was nothing about it in the paper. Mr. Reed said the Journal was usually good at reporting any major changes good or bad and was unsure why this was missed. Ms. Gebhardt asked if there were any long term impacts to existing levies. Mr. Reed said the hospital anticipated additional construction to be done that should make up the initial value.

### **Preliminary 2012-13 Budget**

Mr. Smart and Mr. Reed reviewed the anticipated budget. Mr. Smart said the state increased the minimum salary for starting teachers and would fully fund movement on the grid. Ms. Gebhardt asked if the state would still pay for pay for performance out of salaries. Mr. Smart said unless Senator Cameron's bill passed it would still come from salaries. Mr. Reed said the state had no intention of replacing the two years of lost salary. Mr. Smart said a lot of the changes were focused on technology. He said the state would fund additional Instructional Technology positions for all Districts based on the number of units. Ms. Vagner reviewed all of the line items that used to be funded by the state that were no longer included on the state's budget including textbooks. Mr. Smart said the state would fund protection at the reduced rate of 97% and would cost every District a percentage of its salary apportionment. Mr. Smart said the index changed every year but never by much so he left it the same for projection purposes. He said the state would take \$1.3 million from salary apportionment and apply it to technology. He said it did not appear that Districts would be made whole this year. He said he projected the District would have 593 units next year. He said based on enrollment he expected the District to receive six additional units but would still be short \$300,000. He said overall it appeared that state revenue would be even. Mr. Reed said the unit portion of the budget did not take pay for performance into account and would show up separately. Mr. Smart said the administration did not know the amount of pay for performance money it would receive. Mr. Smart said local revenues were about even this year. He said the District had the \$7.5 million Supplemental Levy for one more year. He said the District would receive \$50.8 million from the state which was slightly more than last year but would be allocated differently. He said there was a significant decrease in federal

funding with a \$1.3 million loss in jobs bill money. He said it added up to \$3 million over the last two years. Mr. Reed said the District received federal funds for Title I. He said next year there would be three new areas for allocation which included classroom technology, IT staffing and Math and Science teachers. He said the administration did not know the dollar amounts that would be allocated for those areas. He said the monies allocated were earmarked funds and had to go towards those specific programs. Mr. Smart reviewed the projected cost increases. He said PERSI had delayed its rate increase for another year. He said some positions that were paid for out of jobs bill money would have to be pushed back into the general fund. He said a big missing piece of the budget puzzle was the District's medical insurance premium increase. He said he anticipated a \$1 million increase in medical insurance costs if no plan changes were made. He said rising fuel costs could have a significant impact on the budget this year. He said the District's workers compensation rates would increase in January. He said money had been allocated to pay for the implementation of Infinite Campus but that was nearly all spent and the District would have to start budgeting for maintenance costs. Ms. Cranor asked if it would be the same amount. Mr. Reed said it would. He said the fees were based on cost per student. Ms. Cranor said she was under the impression that the Infinite Campus budget would be reduced after the initial investment. Mr. Reed said he did not think that information was ever presented. Ms. Cranor said she did not think the District planned to bring any jobs bill positions back to the general fund. Ms. Vagner said the needs had shifted and the Board determined those positions were critical to District operations relative to counselors and media aides at all schools. Mr. Smart said expenditures from the current school year totaled \$62 million and included the jobs bill money. He said the District also received a onetime allocation of \$2.4 million from the state because it had to meet the 2006 funding levels in order to receive federal funds. He said this year the District would have to use the unappropriated fund balance to balance the budget but would still maintain the 5% per Board Policy. Mr. Reed said the Board intentionally held those funds in reserve knowing it would need them to balance the budget for this year. He said the District was currently understaffed by 2.5% and was still facing difficult times. He said we are still facing some difficult times. Mr. Smart said the state increased the base salary for classified employees this year by 2%, allocated money for pay for performance and \$380,000 in new technology money. He said the District would have to come up with half of that. He said the District's infrastructure had to be updated in order to support all of the new technology. He said the District's network and phone lines would have to be updated as well. Ms. Vagner reviewed the three pillars spreadsheet and said item #14 would be eliminated and the legislature agreed to fund technology and pay for performance from a different revenue source. She said elementary, secondary and special education would bring their staffing requests to Cabinet next week. She said the administration already knew it would need more 6<sup>th</sup> grade, math and science teachers. Mr. Smart said the Budget Committee would meet on March 21, 2012 at 4:15 p.m.

#### **OK Ward Park Softball Field Maintenance**

Mr. Reed said the administration met with the city and the director of Parks and Recreation several times. He said initially the District invested \$25,000 in building OK Ward Park and recently was asked to invest another \$15,000 for improvements to OK Ward Park in order to receive \$65,000 in grant money. He said the District's schools utilized the park as a softball complex that had been brought up to professional grade. The city has proposed having a part time maintenance person to maintain the OK Ward and NP softball parks. He said there had never been consistent maintenance for either of those parks and the city proposed that the \$15,000 match from the District go towards the maintenance of the fields which should increase the playability of the fields and after the match money ran out the District would commit to pick up some of the maintenance costs in the future. He said it was a fair offer as the District utilized both facilities on a regular basis. Mr. Reed said the District would not be required to water and mow and would only have to take care of the pumice, clay and chalk for games so the cost would be significantly less. Mr. Sargent said the fields looked really good since the improvements were made. Mr. Reed agreed and said the professional grade fields brought in revenue as other teams came to Pocatello to use the fields.

#### **Policy & Procedure 8291 – FERPA**

Ms. Vagner said the revisions to the FERPA Policy allowed the District to limitedly release directory information including student grades and attendance. She said changes to federal law now allow Districts to set the parameters for releasing the directory information. She said the administration was considering limitedly releasing parent email addresses and would bring that change to the Board at the March Regular Board Meeting.

**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.

**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.

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

**Adjourn:**

Acting Chair Sargent adjourned the Work Session at 11:32 a.m.

**APPROVED ON:**

    MAY 15, 2012    

By:

    Janie Gebhardt      
Chair

**ATTESTED BY:**

    Jackie Cranor      
Clerk

**MINUTES PREPARED BY:**

    [Signature]      
Secretary, Board of Trustees