

**MINUTES OF THE BOARD OF TRUSTEES
SPECIAL MEETING/WORK SESSION
Pocatello/Chubbuck School District No. 25
Tuesday, May 14, 2013
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 at 11:05 a.m.)	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, May 14, 2013, 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;

Convene Work Session

Chair Gebhardt Convened the Work Session at 8:36 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. Convene Work Session**
- 2. PCCS Programmatic Audit Report**
- 3. Pocatello High School Onsite Accreditation Visit Report**
- 4. 2013-2014 Balanced Budget – General Fund Line Item Budget**
 - Cost Increases
 - Positions for Alameda Middle School (*Pass Room Aide and Media Clerk*)
 - Recommended Reductions
 - Budget Committee Meeting Comments
 - Voting on Recommendations by Cluster
 - Extended Day Contract Reductions – General Fund and Hearing Dates
 - Insurance Carriers and Coverages
 - Letters of Intent/Non-renewal
- 5. Status of Title I Budget FY2014**
- 6. Extended Day Contract Reductions – PTE and Hearing Dates**
- 7. Proposed Fee Increases/Hearing**
- 8. Food Service Program Restructure**
- 9. Jefferson/Alameda Intersection and Tendoy Land Exchange**
- 10. 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.

- 11. Adjourn Work Session**
- 12. Convene Special Meeting for the Purpose of an Executive Session in the Superintendent's Office in Accordance with Idaho Code Section 67-2345 (1) (b) To consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public school student; and Idaho Code Section 67-2345 (1) (c) To conduct deliberations concerning labor negotiations;**
- 13. Return to Open Session and Take Any Action Pertinent to Student Discipline**

PCCS Programmatic Audit Report

Ms. Vagner said this would be Dr. Martin's last report as she was leaving PCCS at the end of the year. Dr. Martin introduced the "Principal for a Day" students. The students said their favorite things about PCCS were the adventure programs and math so they could learn to put numbers together. Dr. Martin said she was proud of the new programs and changes. She said in the goal area of governance the PCCS administration was asked to begin the practice of having a board retreat. She said they also changed the Board's term limit so members would remain on the Board a little longer to maintain consistency. She said they also began developing a new strategic plan at the Board retreat. She said the administration created a more robust memorandum of understanding, a more systematic approach to RtI and the development of new parent mentor program. She said the previous practice was not the most effective and now parent mentors were identified to help welcome new parents and teach them important things about the school. She said the parent mentors were well informed. She said the administration developed a new volunteer structure in order to get more parent volunteers. She said a new policy was developed for adventure risk management. She said another goal was to reduce the 3rd grade class size. She said the school implemented a student adventure leadership trip. She said students were eligible to apply in their 7th grade year. She said students were required to submit an application and essay and based on the student's habits and behavior, the students were able to go on a weeklong backpacking trip. She said the school held a chocolate extravaganza and raised more money than ever before. She said the leadership team went to the Middle School Institute in Salt Lake City and learned about instructional strategies and made some cultural changes. She said the school now held weekly community meetings. She said the school had residents who would mentor at school for 1 – 4 weeks. She said the residents were woven into the fabric of the school while they were there. She said this would be the last time she would address the Board. She said she would be a school designer for expeditionary learning. She said school designers had an MOU with the organization and were assigned to help develop a model for the school to implement. She said the designer worked with the teachers and administration and that is what she would be doing in Salt Lake City, Moscow and Spokane. She said her successor was Michael Mendive, who was a teacher in American Falls. She said he taught 5th grade and just obtained his administrative certification. She said Mr. Mendive had been coming to their Board meetings and was involved in the hiring process. She said he would work with her closely over the summer. She said she had been with the school for 13 years and this was a big transition. Ms. Gebhardt asked why the administration targeted the 3rd grade for reduced class sizes. Ms. Flores said K-2 was already small at the school and the goal was to start with the 3rd grade and continue reducing one grade level at a time over the next few years. Dr. Martin said she would miss PCCS but her new position would be a good experience.

Pocatello High School Onsite Accreditation Visit Report

Mr. Devine said the accreditation process was completed with a new group called Advanced Ed. He said Pocatello High School's audit was conducted in March. He said the staff did a good job preparing and was positive. Mr. Cotant said he was pleased to deliver the preliminary findings. He said the changes created a lot of new experiences. He said Ms. Delonas orchestrated a lot of the work. He said the staff put in a lot of hours to gather the information. Ms. Delonas said this was her second year at Pocatello High School and thought it would be best for every staff member to weigh in on the accreditation review. She said staff was divided into teams according to the five areas of focus and each team was responsible to review the indicators, read the descriptors and rank the school on a scale from 1 to 4. She said the teams gathered evidences which proved to be invaluable to the process. She said the staff took the assignment to heart and dove into analyzing the school's strengths and weaknesses. She said the teams presented their findings at a faculty meeting. She said it was interesting to see how the teams were tough on themselves in the scoring process. She said the accreditation team came to the school and observed several classrooms. She said they interviewed parents, students and around 30 staff members. She said the reviewers asked questions, gathered evidence and got a feel for the school and then provided a brief overview before leaving. She said she brought handouts of the exit slide from Advanced Ed. She said the review team thought it had an idea of what Pocatello High School was all about and what to expect from the review. She said the review team said they had a completely different opinion now and could not be more pleased. She said the team did not expect the level of quality, positive school culture and high academic success. She said the review team said the only thing they did not understand, was why Pocatello High School did not tout their quality more. She said that was one of the review team's only recommendations, to be more vocal about the school's successes. She said the team was impressed with the diversity of the school's population and how accepting students were of the diversity based on student interviews. She said the team noted that all of the students took extreme pride in their school and got along with everyone very well which was rare. She said the

parents also felt connected to the school and attributed part of that to the ICU system. She said the process of calling five parents every week to inform them of student progress helped to really connect them to the school. She said on the handouts, the darker scores were the school's self-rating. She said in the area of purpose and direction the staff gave themselves a score of 2 because the school's Vision and Mission had not been updated in many years, but the review team gave the school a score of 3 because the staff had clear direction. She said the review team ranked the school higher in every area than the staff. She said the final area was the review team's observation in the classrooms where they looked for 40 indicators in 20 minutes. She said each indicator was given a score from 1 – 4; 1 was not evident, and 4 was very evident. She said anything above a 2 was to be commended and the review team ranked them above a 2 in every area, except for the digital learning environment, because the team did not see as much student use of technology as they would have liked. She said the team left the school with four required areas for action. She said the school would report on those after the next accreditation visit. She said the areas for action included making the public more aware of the school's successes, creating a current Vision and Mission, increasing the use of digital tools and collaboration needed to be more evident in PLCs. She said the teachers were more focused on planning and common core rather than PLCs. She said every parent that the review team spoke with did not know that Pocatello High School was a 4 Star School or that the school met AYP. She said the review team said those things should have been a big deal. She said the review team had some comments about the perception of the relationship with the District Office and the school based on parent and staff perception. She said there was a perception of disconnect. She said the team recommended working on ensuring there was a learning focused partnership between the school and the District. Ms. Cranor commended the school and the administration. She said she knew Poky had a real sense of pride and thanked everyone for the hard work they did. Ms. Gebhardt asked if the school was accredited. Ms. Delonas said the review team recommended them for accreditation but still needed to compile the report and submit it to Advanced Ed for final approval. She said the team would make a decision and get back to them within 120 days. Mr. Cotant said Advanced Ed was compiled of administrators throughout the state and most of them were still dealing with wrapping up the end of the year with their schools. He said being evaluated by a peer group was a good process.

2013-2014 Balanced Budget – General Fund Line Item Budget: Cost Increases; Positions for Alameda Middle School (*Pass Room Aide and Media Clerk*); Recommended Reductions; Budget Committee Meeting Comments; Voting on Recommendations by Cluster; Extended Day Contract Reductions – General Fund and Hearing Dates; Insurance Carriers and Coverages; Letters of Intent/Non-renewal

Mr. Reed said included in the packet were revenue account listings and budget expenditure listings. He said state revenue was very comparable to last year. He said the only thing that was not included from the year before was differential pay. He said it would have to be added as a budget adjustment once Districts knew how the money would come. He said the recommended reductions were included in the budget. He said salary apportionment was \$1.28 million less overall. He said there were increases in fringe benefits for PERSI. He said medical insurance would be increased by 1%. He said most of the changes were minimal. He said a lot of the schools were over the utility budget for the year and there was still a month left of school. He said the appropriated fund balance remained the same. Mr. Smart said the state's index had changed due to movement and the restoration of two years that were previously frozen. He said that change was also included in the budget. Ms. Gebhardt asked if the movement included education. Mr. Smart said it wasn't included in the budget because the administration did not know who it affected yet. Mr. Sargent asked why the deductible had gone down but the cost had gone up on medical insurance. Mr. Smart said the increase allowed for an employee benefit at a minimal cost. Mr. Reed said included in the packet were cost increases for the coming school year. He said it included Alameda Middle School staffing and startup costs. He said having the Board visit Alameda Middle School to see the project in progress helped put things into perspective relative to staffing. Ms. Vagner said the Board authorized a principal, counselor, clerk, secretary, custodian and registrar to open the school. She said the Board was being asked to authorize a pass room aide and a media clerk in addition to the other positions. She said some of the people whose positions had been eliminated could be available for those positions if authorized. She said the media clerk would be able to get the library up and running. She said the positions would be brought for Board consideration on the HR Report the following week. Ms. Vagner said the recommended reductions were still being figured out. She reviewed the proposed reductions. She said the technology restructure was partly completed. She said the maintenance restructure would be finalized and brought back in June. She said the District Office reductions were complete with the combination of secretarial duties and pushing a warehouse position into the food service budget as most of the warehouseman's duties included restocking for food service. She said the .15 FTE for the Title I

Coordinator had been shifted out of the general fund into the Title I budget. She said restructuring at Washington Elementary had been completed by combining the principal and interventionist duties. She said the administration was meeting with the Washington staff that afternoon to discuss the changes. She said funding for middle school bus duty would be eliminated. She said extra days for counselors would also be eliminated. She said the media center distribution aide and stipend were being eliminated and the distribution of the remaining materials was under way. She said some of the materials were outdated and would be disposed of and others would be distributed to teachers that could use them. She said a .5 counselor position would be eliminated at Highland High School. She said the person in that position would be moved to a full time position at Hawthorne Middle School. She said two of the media center specialist positions would be eliminated, maintaining one position and backfilling duties with part time media clerks. She said three elementary PE specialist positions would be eliminated and those people would be placed in a PE position at the middle schools. She said Dr. Mortensen had talked with the elementary principals about restructuring of the PE program. She said three middle school clerks would be eliminated. She said the registrar would be moved to the counseling center so that counselor would not be alone. She said two secondary FTE would be eliminated. She said between four and six FTE had already been used to staff Alameda Middle School. She said Ms. Cranor was concerned with the elimination of the three elementary PE specialists and other options were included in the packet. She asked Mr. Wegner, Dr. Mortensen, Mr. Devine, Ms. Harwood and Ms. Naftz to come to the front. She said options were included for Board consideration if it chose to replace the elimination of elementary PE specialists with something else. She noted it was not a program elimination, it only changed who was responsible for delivering the program. She said one of the options included eliminating the cursive materials for 2nd and 3rd grade. She said Districts may be directed to maintain cursive so the District set aside \$40,000 in order to maintain it. Ms. Gebhardt asked if the legislature directed Districts to maintain cursive handwriting without setting aside any more money for Districts to accomplish it. Ms. Vagner said that was correct. She said there was also no direction from the state. She said other options for reduction included Compass, Datawise, Fast ForWord and \$200,000 for the implementation of the Idaho Core Standards. She said if the Board approved eliminating the \$200,000 for ICS the District would have no funds to access materials for implementation. She said those funds would go towards the instructional support pieces. She said the Board could also pick up the same amount by eliminating 13 elementary paraprofessionals or eliminating three elementary FTE by combining classes. She said one of the District's goals was to keep class sizes small. She said the Board could also choose to eliminate three secondary FTE. Mr. Wegner said Compass was a software application for reading, math and language and had been used for 10 to 15 years. He said it was utilized quite a bit at the elementary level. He said the District had discussed eliminating it in the past because PLATO was a similar program and was provided by the state, but the downside was the training curve and with all of the new standards and assessments coming the administration decided against it. He said eliminating Fast ForWord would affect site licenses for New Horizon Center, Hawthorne Middle School, Irving Middle School, Lewis & Clark, Jefferson, Wilcox and Tyhee Elementary schools. He said the reduction in common core funding was self-explanatory. He said materials were needed in math, Algebra II, informational texts at all levels and novels at middle school level. He said half of the District's curriculum coordinator's salary was funded through Title II because 50% of her duties were related to professional development. Ms. Vagner asked what would be left if the software was eliminated. Mr. Wegner said Compass could be replaced with PLATO but Fast ForWord did not have replacement software. Dr. Mortensen said the District had paraprofessionals in all elementary schools that were funded out of the general fund. She said the number of paraprofessionals in each school depended on enrollment. She said paraprofessionals were employees that worked with children in small groups for 6.5 hours a day. She said paraprofessionals helped provide supervision on playgrounds, provided bus duty and supported intervention services and teaching in the classroom. She said all of their duties had direct student contact. She said the elimination of even one paraprofessional per school would affect interventions, supervision and safety. She said the administration spent a lot of time this year looking at enrollment due to boundary shifts and eliminating 3 elementary FTE would mean reworking all of the enrollment data to look for smaller class sizes that could be combined. She said the administration would look at combining 1st and 2nd grades or only having one 2nd grade class rather than two. She said with the expectations of the Common Core combining classes would make it very difficult and it would depend on the ability of staff to manage a multi-age classroom with the increased rigor. She said most likely a combination class would have to be explored at Indian Hills or Washington Elementary because of the low enrollment numbers. Ms. Cranor said there used to be a combination classroom at Bonneville Elementary that worked very well. Dr. Mortensen said it had been done recently at Greenacres Elementary but staff was looking at discontinuing the process with the implementation of the Common Core. Ms. Cranor said she remembered from her work with the Budget Committee that paraprofessionals were restored with federal funds. Ms. Vagner said she was thinking of the Behavior

Techs. Ms. Cranor asked how many behavior techs the District had. Dr. Mortensen said there were 12. Ms. Cranor asked what it cost. Ms. Vagner said the cost was around \$200,000. Ms. Cranor asked if they were federally funded. Ms. Vagner said the behavior techs were originally funded out of special education, then were shifted to jobs bill money and then to the general fund. She said Dr. Mortensen would recommend eliminating paraprofessionals before behavior techs. Dr. Mortensen said that was correct. Ms. Vagner said student behavior had changed and had become more extreme. Dr. Mortensen said the behavior techs ran prevention programs at each of the schools. She said principals would agree that behavior techs played a critical role in their schools. Mr. Vitale asked what services would be reduced if paraprofessionals were eliminated. Dr. Mortensen said behavior techs worked with children on the playgrounds, provided critical interventions, helped children start their day, and ran the PAWS program that gave children specific goals. She said paraprofessionals in contrast provided instructional support in small groups utilizing interventions like Lexia. She said paraprofessionals were also responsible for playground and bus monitoring duties. Dr. Mortensen said the District had invested in a lot of training for behavior techs and paraprofessionals had trained with Title I coaches. Ms. Vagner said if the District eliminated 3 secondary FTE it would require implementing the RIF. She said the administration had worked hard to maintain class size and utilize attrition without having to implement a RIF of continuing contact teachers. Ms. Cranor asked if eliminating the middle school PE specialists would not require implementing RIF. Ms. Vagner said it would not since the middle school PE specialists were Category A teachers and were not on a continuing contract. Mr. Devine said the secondary had sustained consecutive years of downsizing and if 2 or 3 FTE were to be eliminated it would most likely come out of PTE due to the low enrollment numbers. He said that would unfortunately mean eliminating an entire PTE program which could remove a career path some students. He said it would also have a negative impact on a school's star rating. He said Ms. Naftz was working to increase class size for some of those programs this year. Ms. Naftz said based on the numbers eliminating an FTE in the PTE program would most likely mean eliminating the automotive and CNA programs at Pocatello High School. She said those programs had the lowest enrollment numbers due to the specificity of the program. She said she felt strongly that the programs should not be eliminated. Mr. Devine said the 3rd FTE would likely come from Pocatello High School. Mr. Sargent asked how much contact the elementary PE specialists had with students versus a paraprofessional. Dr. Mortensen said there were currently 4 PE specialists that had between 60 and 70 classes they taught on a two week block. She said the PE specialists did wonderful work with children but only saw each class once every other week for 30 minutes. She said each specialist covered different schools and depended on the availability of the gymnasium or the outdoors. She said the outdoors was dependent on weather and the availability of the gym depended on the breakfast and lunch schedule including cleanup. She said on Mondays only 6 classes could be taught because of the shorter day which amounted to three hours of contact time. Mr. Sargent asked if the PE specialists traveled from school to school. Dr. Mortensen said some did travel. Mr. Sargent asked which was more efficient for children. Ms. Cranor said she was passionate about the PE program and if parents and teachers were asked what would have the greatest impact on children she believed they would say PE. She said she believed it would have a greater impact than the loss of paraprofessionals. She said paraprofessionals were great for administrators but would not affect children that much. She said she had personally seen what PE meant to children. She said students often wrote about their favorite part of school being PE. She said it was especially important now with video games causing children to become sedentary. She said it would cause great harm to take PE away since it was the only real exercise many students got. She said the PE specialists wrote grants to get equipment and drug it around from school to school and children would not get the same level of service from teachers. She said it would also just be asking one more thing of teachers. She said it would take away time for collaboration. She said the 30 minutes every other week makes a difference in how children felt about school. She said she understood the need for cuts but to totally eliminate the program was disheartening. She said she would much rather lose paraprofessionals than PE. She said paraprofessionals only worked with a small number of students and would definitely eliminate them before she would eliminate PE. She said it would be just as bad as eliminating high school sports. Mr. Sargent said he would rather have his son get the extra instructional support he needed than to get 30 minutes of PE every other week. Ms. Gebhardt said if the issue was the greatest impact to children then she was most against losing the media specialists. She said nobody liked having to look at these cuts. Dr. Mortensen said she met with the PE specialists and the District would maintain the equipment with one exception because the equipment had been acquired with District funds. She said the program would not be eliminated but would be restructured and the expectation would be that all children have activity with the teachers being responsible to do that. She said BLT teams would look at needs, talents and resources in restructuring and teachers could choose to team teach PE or do it individually. She said teachers may even involve the paraprofessionals in teaching PE. She said the charter school's PE program was run by paraprofessionals that had been trained. She said some of the schools already had walking programs. She said the BLTs

could put something more robust in place. She said the District could work with ISU to train teachers in PE. Ms. Cranor said the same thing could be done with restructuring the paraprofessionals. She said schools could bring in volunteers to do the same thing paraprofessionals did and would not impact students as much as losing PE. Mr. Vitale said he did not think volunteers could pull the weight of a paraprofessional. Ms. Cranor said it would be worse to take PE away. Mr. Vitale said if paraprofessionals or behavior techs were eliminated instead it would fall to teachers and administrators to deal with escalating behaviors and either way there would be an extra load. Ms. Cranor said having to teach PE would add an extra load too. She said she would like to ask teachers if they would prefer keeping paraprofessionals or PE specialists. Mr. Sargent said he had a bigger problem with eliminating jobs than reassigning duties. Ms. Vagner said her recommendation was still reducing the elementary PE specialists but if the Board was included to select another option, she would recommend eliminating 3 elementary FTE before eliminating paraprofessionals. She said the Board would need to provide direction and take action the following week. She said she would recommend breaking out each option and voting on them individually. Ms. Cranor said if the Board chose to eliminate the 3 elementary FTE that would save the middle school PE teachers. Ms. Gebhardt said based on the previous discussion during boundary shifts there did not appear to be many options. Dr. Mortensen said when the District previously combined grade levels it worked with teachers who were willing to try it but telling a teacher they had to do it was a different story. She said it would be a one year fix and she was not in favor of that option. She said she had spoken with building principals about all of the services at the elementary level and all of them impacted children. She said it was a hard decision no matter how you looked at it. Ms. Gebhardt said one positive aspect of teachers taking over the PE program would be teachers and students getting to play together. Dr. Mortensen said when the administration started the budgeting process the superintendent directed them to maintain the things closest to the classroom. She said creating a multi-age classroom directly impacted children and teachers. She said paraprofessionals worked 6.5 hours every day directly with children the entire time. She said one of the PE specialists was retiring and the program would have to be restructured anyway. Mr. Vitale said as tough as the financial situation was people would have to be asked to step up one way or another. He said it was better than losing a job. Ms. Cranor said she would hate to eliminate jobs for 13 people. She said she agreed that combining classes would be better than eliminating jobs. She said she was sure there were teachers that would be willing to take on a combined classroom before losing PE. Ms. Vagner said she would recommend adopting the changes by section the following week. She said additional options in place of elementary PE specialists would be provided. Dr. Howell said the Resolution to hire certificated staff was included in the packet. He said the recommendation was to take action on contracts at the June 18, 2013 Regular Board Meeting. He said contracts needed to be distributed by July 1st. He said the employee list would be broken out by categories, 2, 3 and renewable. Ms. Vagner said the recommendation was to freeze administrator salaries. Dr. Howell said the first letter of intent in the packet was for existing staff and the second was for new hires. He said he hoped to get letters out before the end of May. He said next letter in the packet was a notice of non-renewal for Category A teachers based on performance. He said also included was the recommendation to the Board and a Resolution. Ms. Vagner said an Executive Session would be scheduled to review the non-renewals prior to any action. Ms. Cranor asked what the District's percentage of Category A teachers was. Dr. Howell said he would guess about 35%. He said with the elimination of old legislation teachers that had been with the District for 3 years would become renewable contract employees. He said the dates for notice were set and employees had been contacted verbally. He said next letter in the packet was a notice of non-renewal for Category A teachers based on budget reductions that had nothing to do with performance. He said the next was a letter from the Board regarding a reduction in extra days for counselors and media specialists. He said the letters to the employees affected included information regarding hearing dates. He said the next letter was regarding a former high school counselor due to that person shifting to an elementary counseling position. He said included in the packet was a series of letters regarding the reduction in extra days for PTE teachers. He said typically a teaching contract was 180.5 days and the administration was proposing that the budget dictate the number of extra days PTE teachers had. He said the last letter of reduction was regarding the elimination of a supplemental contract for the media distribution center. He said the recommendation was for a reduction in supplementary pay and corresponding reduction in salary and would require an informal hearing. Ms. Vagner said the Board would be asked to take action on the reductions the following Tuesday and set a hearing date for June 5th. She said the District would need a court reporter and legal counsel. Mr. Sargent, Mr. Facer and Mr. Vitale said they could be available. Ms. Vagner said the Board would set the hearing date next week. Mr. Smart said Mr. Kelly who was a member of the Budget Committee was in attendance. He said the committee had discussed the budget and would like the Board to look at the necessity of the Varsity Contract. He said the committee was concerned about getting an increase on the Supplemental Levy and then cutting positions. He said the committee would like to see the Board use a larger portion of the reserve fund. He said the members were

concerned that some of the cuts would never be restored. He said some of the members supported not cutting the elementary PE specialists and suggested shifting middle school sports to another entity. Mr. Kelly said there wasn't a lot of opposition to the proposed cuts and could see there were difficult decisions to be made. He said the committee was trying to do the best thing for the District. He said the original recommendation was to use 100% of the reserves and part of the reasoning was because the community increased the Supplemental Levy and the District had set aside reserves to help balance the budget. He said it was hard to sell the cuts to the community in light of those issues. He said the committee believed that leaving \$500,000 in the reserves was plenty to help the District get by in case of an emergency. Ms. Cranor asked if using more of the reserves could be added as one of the options for discussion the following week. Mr. Smart said recommendations from the Insurance/Wellness Committee were included in the packet. He said the District had a 0% increase from Regence and the committee wanted to reward participants. He said Regence offered to decrease deductibles for employees which would equal a 1% increase on the renewal rate. He said vision had a 4.3% decrease. He said the only change in benefit had to do with limiting the amount that doctors could charge employees for frames. He said life had a 0% increase with a two year guarantee. He said the District was in the middle of a three year rate agreement with EAP. Ms. Cranor said it was nice to pass along the savings to employees. Ms. Gebhardt said it seemed that the employees that chose not to participate were riding on the backs of employees that did. Mr. Smart said those employees would be required to pay a premium differential.

Status of Title I Budget FY2014

Ms. Harwood said she built the Title I budget with sequestration and boundary shifts in mind. She said the Title I allocation was \$2.5 million the year before and would take a hit with sequestration. She said when Districts received ARRA funds they provided a healthy carryover and the District had relied on that. She said this year she could only plan on \$243,000 in carryover. She said the state directed the amount of Title I funds that went to the Bannock Youth Foundation for homeless students. She said \$20,000 was set aside for Love and Logic, a parenting class for parents to improve their parenting skills. She said the District was responsible to set aside funding for professional development for instructional coaches. She said coaches supported teachers, interventionists and provided training to paraprofessionals once a month. She said the training was very well attended. She said principals and teachers had asked instructional coaches to start the training earlier in the day because the paraprofessionals were so critical at the start of the day, especially in high poverty schools. She said some children needed a paraprofessional in the lunch room and on the playground just to have a good start to the day. She said the cost for instructional coaches was \$215,000 this year which reflected Shannon Allred's retirement. She said the administrative cost was her salary. She said the "other" line item was for carryover. She said the budget reflected the restructuring of the administrative and interventionist position at Washington Elementary. She said instructional coaches providing a writing pilot training to prepare for the implementation of the Common Core. She said the District had one math coach who was also supporting the implementation of the ICS as the standards were more rigorous. She said there were 6 to 10 units that were brand new to implement in math and asking a teacher to combine 3rd and 4th grade with 10 new units for each grade was not a good idea. Ms. Vagner said there had been some shifting of staff from one school to another due to shifting poverty levels and student shifts. She said 5.5 teaching positions had been reduced which caused an overall negative impact to elementary classrooms. Ms. Harwood said it was especially important to have a relationship with high poverty children in order to teach them and only a teacher could do that. Ms. Vagner said the District had filled all open positions in Title I.

Food Service Program Restructure

Dr. Howell said included in the packet was a proposal regarding Food Service wages which included three options for Board consideration. He said he presented a salary comparison a few months before and it showed that the District paid its Food Service staff less than other Districts. He said the department was having a difficult time retaining staff. Mr. Wilson said option A and C were the most viable. He said with option A staff would retain their 6 hour work days and the District would be required to provide insurance for those staffs which would cost approximately \$500,000. He said option B would retain hours for secondary staff and cut hours for elementary staff. He said option C was the least cost prohibitive. He said staff hours would be reduced to 29 hours with an increase in hourly wages from \$8.05 per hour to \$9.05 per hour. He said it would include seven new staff members at Alameda Middle School. Dr. Howell said he estimated the new positions would account for \$65,000 of the increase. He said training people only to have them leave the District for a higher paying job was costly. Mr. Reed said the food service department lost 1/3 of its staff that year. Mr. Wilson said the department's turnover rate was around 25% and if the employee's hours were reduced that number could increase to 50%. He

said only about 10 employees were taking advantage of half time benefits option. Ms. Gebhardt noted that the food service budget was self-sustaining and was separate from the general fund. Ms. Vagner said food service was still operating in the black and would not have an increase in lunch prices for the following year. She said if the Board was in agreement with option C it would be brought back for action at the May 21, 2013 Regular Board Meeting. She said she hoped the option would allow the District to retain its food service staff while protecting against major insurance costs.

Proposed Fee Increases/Hearing

Mr. Reed said the District was required to publically advertise and hold a public hearing regarding proposed new fees or fees being increased by more than 5% per Idaho Code. He said included in the packet were new and increased fees and one reduced fee. Mr. Devine said the reduced fee was for pottery because more fees were being collected than was needed for materials. He said the new stagecraft fee was to purchase materials for building stage sets for drama. He said the rest of the fees were for PTE courses. Ms. Naftz said the automotive fee would be for each level, each trimester. She said Hospitality was a new class at Highland High School. She said students would be cooking and learning serving techniques and the \$15 fee would pay for the food. She said currently there was only one fee for Teen Living, but there needed to be a fee for Teen Living A and Teen Living B. She said the annual fee for the EMT course included a consumable workbook that cost \$120 and a student EMT shirt to help easily identify students. She said the Fish and Wildlife fee was to pay for a fishing pole kit and a taxidermy kit. She said the Health Occupation fee went towards the student's CPR certification and included scrubs and tennis shoes needed during the student's clinical study. She said the Sports Medicine course was similar to a nursing assistant course. She said the fee was for materials including special pants designed to hold medical supplies. She said there were currently twelve students in the Pharmacy Tech course. She said there was no incentive for students to become certified after completing the course and was costly for the District to pay for their training and testing. She said students had to graduate and be 18 years old before they could become certified. She said implementing the annual fee for students to take the course would increase the number of students completing the certification process. She said there was an overwhelming interest from students to take the course. She said students would pay for the training and the District would pay for the certification test which would ultimately save money and increase the number of completers. Mr. Devine said the high schools were requesting to increase the yearbook fee from \$65 to \$70 for yearbooks ordered after winter break. He said the cost for choir robe cleaning had increased and was reflected in the fee increase. Ms. Vagner said the Board would be asked to set a date for the Public Hearing on fees at the regular meeting the following week.

Jefferson/Alameda Intersection and Tendoy Land Exchange

Mr. Reed said the city presented the Jefferson/Alameda Intersection project to the District a number of years ago. He said the current Jefferson/Alameda intersection by Tendoy Elementary School was very dangerous to get through. He said the city's proposal included various options including closing off Alameda Road at Jefferson Avenue only allowing traffic to and from the school. He said that proposal would be very beneficial to the transportation department in getting children to school. He said the one negative aspect of the project was that squaring up the intersection would require the city to take about 1/3 of the Tendoy playground area. He said the District was favorable to the improved safety at the school but was concerned about losing 1/3 of the playground area. He said Tendoy's playground was already one of the smallest green spaces in the District. He said the District would request an equal land trade from the city. He said the city's current proposal included giving the District some of the property from the four-plex area which was much smaller than the current playground. He said Phase I of the project was anticipated to begin in 2016. He said another issue with Tendoy Elementary was the extremely limited parking. He said the city's project would take what little parking there was away. He said the nearby church let school staff use its parking lot during the school week. Ms. Vagner said this item would be put on the agenda for next Tuesday for the Board to consider approving sending the draft letter to the city which was included in the packet. Ms. Cranor asked if the District was asking for a land swap rather than monetary compensation. Mr. Reed said yes, the green space was already inadequate and reducing it any further would be very detrimental. He said the city was aware of the issue and was working to address the problem.

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.

Kathryn Poulter – 317 N. Lincoln Avenue, Pocatello, ID 83204

Ms. Poulter said she condensed a 140 page recommendation into a couple pages of highlights. She said with the implementation of the Common Core the media specialist's role as a curricular resource manager and the librarian's role as a trouble shooter were even more critical. She said media specialists were instructors and website managers. She said if the District was committed to doing whatever it takes, eliminating the media specialists was moving in the wrong direction. She said State Department of Education's emphasis is on graduating with 21st century skills. She said that was what the media specialists and librarians helped accomplish. She said eliminating those positions would only increase the gap of students that were college and career ready. She asked who would pick up those responsibilities as the District continued to erode. She said pretty soon the District was at risk of tumbling into the abyss. She said it was not fair to ask the Board to eliminate these several critical positions. She said she wished Superintendent Luna was here to see what the continued budget reductions had caused. She said this was heartbreaking. She said she hoped the Board would choose to keep the media specialists and librarians.

Cliff Kelley – 5013 Constitution Avenue, Chubbuck, ID 83202

Mr. Kelley said he appreciated serving on the Budget Committee. He said one of the equations with the budget was the funding of the Holt Arena. He said it was one of the reasons he was asked to be on the committee. He said the Holt Arena was critical in allowing all three high schools to have some place to practice football in addition to all of the other programs offered by the high schools. He said the revenue generated by the football program helped all of the other activities. He said all three of the high schools were working together on the issue. He said there was quite a bit of support within the schools. He said the schools recognize the need for a proper venue. He said the committee and Ramrodders were asking for a larger commitment from the District to help fund the Holt Arena. He said it appeared that the secondary budget paid for \$6,000 of the Holt Arena rental fee which left the schools paying \$200 per hour to practice. He said the proposal was for the District to dedicate a minimum of \$12,000 per school to cover that cost. He said the group was also requesting that the District involve the AD's in the contract negotiations process with ISU. He said AD's would be very helpful in the process and knew what needed to be negotiated. He said the group had asked about utilizing School Plant Facilities funds and had not heard anything. He said the District funding Holt Arena would take the pressure off of families having to fundraise to practice in Holt Arena that would otherwise participate in other activities.

Jan Flandro – 72 Rosewood Avenue, Pocatello, ID 83204

Ms. Flandro said she agreed with the various concerns voiced. She said the New Horizon Center was opened in 2012 while at the same time the District bemoaned budget cuts that cost teachers their job and yet the District found money to open, build and operate the New Horizon Center. She said Alameda Middle School was scheduled to open in August, 2013 with the District touting that the facility was fully refurbished. She said and yet again staff positions were being threatened. She said the District budgeted for what it valued. She said the administration tells staff they are appreciated and that they make it possible and yet on Friday, May 3rd staff were delivered the news that they would be let go. She read a letter from a staff member quoting "An administrator asked to speak to me in private and said it was not good news. He said "There is nothing wrong with your performance, it's just that the District does not have enough funding to keep you and we have to let you go." She said the letter went on to state "It was hard to be let go a second time. I have had nothing but exceptional reviews and this is how I am treated, with no options and no choices." Ms. Flandro said the District budgets for what it values. She said the District still had \$800,000 in carryover funds. She said the recommendation from the Budget Committee was to use 100% of it. She said she herself beseeched the Board to spend at least 75%. She said the proposed cuts were unnecessary when the District had the resources to fund them. She said the community asks why the District keeps opening up new buildings when it cannot keep up with the maintenance in current facilities. She said they ask why the District is cutting staff while opening a new school after passing an increased levy. She said she understood the budget situation and there was money to work with. She said there was still so much discussion regarding the Common Core and wondered why the District didn't take the implementation one

step at a time. She said implementing on the planned schedule would force the District to train staff on the new standards. She said the District budgets for what it values.

Sarah Peterson – 936 East Sublette, Pocatello, ID 83201

Ms. Peterson said she was concerned about training relative to the PE program. She said her sister taught in the District and she knew there were only a couple of PE teacher, but she considered PE to be a significant contribution to a child’s education especially now with video games sucking most of their time. She said there were a lot of teachers that felt the same way and would try to fill that need in their student’s day, but there needed to be training and resources available for teachers to provide that service in a meaningful and focused way. She said she hoped the District would at least keep a PE consultant. She said she was unaware of the recommendation to eliminate media specialists and hoped the District would train people to offer the best possible chance for students. She said she recognized these were difficult decisions for the Board and appreciated their efforts.

Adjourn Work Session

Chair Gebhardt adjourned the Work Session at 11:39 a.m.

Convene Special Meeting for the Purpose of an Executive Session in the Superintendent’s Office in Accordance with Idaho Code Section 67-2345 (1) (b) To consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public school student; and Idaho Code Section 67-2345 (1) (c) To conduct deliberations concerning labor negotiations;

Chair Gebhardt called the Special Meeting/Executive Session to order at 11:46 a.m. A motion was made by Ms. Cranor and seconded by Mr. Facer to adjourn to Executive Session. The roll call vote was unanimous in the affirmative: Mr. Facer, aye; Ms. Cranor, aye; Mr. Vitale, aye; Ms. Gebhardt, aye. The Board adjourned to Executive Session at 11:47 a.m.

Return to Open Session and Take Any Action Pertinent to Student Discipline

The Board returned to Open Session at 11:51. No action was taken by the Board at the time of the meeting.

Adjourn:

A motion was made by Ms. Cranor and seconded by Mr. Vitale to adjourn. The Board adjourned at 11:52 a.m.

APPROVED ON:

MINUTES PREPARED BY:

By:

Secretary, Board of Trustees

Chair

ATTESTED BY:

Clerk