

**MINUTES OF THE REGULAR SESSION BOARD MEETING  
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25  
BOARD OF TRUSTEES  
Education Service Center Board Room  
Tuesday, August 18, 2015  
4:00 p.m.**

**BOARD MEMBERS/SUPERINTENDENT PRESENT:**

Janie Gebhardt, Chair  
Jackie Cranor, Vice Chair  
Paul Vitale, Clerk (Excused)

Dave Mattson, Assistant Treasurer  
Jacob Gertsch, Newly Seated Trustee  
Douglas Howell, Interim Superintendent

**CONVENE REGULAR MEETING**

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 18<sup>th</sup> day of August, 2015, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 4:04 p.m.

**PLEDGE OF ALLEGIANCE**

Steve Brown led the audience in the Pledge of Allegiance.

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

Chair Gebhardt said the Trustees Oath of Office and Certification for Jacob Gertsch, who had been selected as the Trustee for Zone #3 at a Special Meeting, was included in the packet. She said Mr. Mattson would administer the Oath of Office. Mr. Mattson administered the Oath of Office to Mr. Gertsch who was seated at the time of the meeting.

**a. Adopt Amended School Board Meeting Schedule for 2015-16**

Ms. Gebhardt said included in the packet was a proposed amended School Board Meeting schedule for the 2015-16 school year. She said the Board would need to discuss whether the proposed schedule met the needs of the members and the Board would need to take action to adopt the amended schedule, or affirm the previously adopted schedule. She said part of the reason for returning to a 5:30 p.m. start time was to ensure board meetings were more accessible to the public.

**Board Direction/Action:** A motion was made by Ms. Cranor and seconded by Mr. Mattson to adopt the amended School Board Meeting Schedule for 2015-16 as presented. The voting was unanimous in the affirmative.

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

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

**APPROVAL OF MINUTES – Self Explanatory – Action**

**a. Regular Board Meeting – July 21, 2015 (Ms. Gebhardt)**

Chair Gebhardt said Mr. Gertsch would need to abstain from voting on the approval of the minutes as he was not a seated member on the Board at the time of the July Regular Board Meeting. A motion was made by Ms. Cranor and seconded by Mr. Mattson to approve the minutes as presented. Ms. Gebhardt, Ms. Cranor and Mr. Mattson voted in the affirmative. Mr. Gertsch abstained. The motion passed.

**VISITORS/CORRESPONDENCE/RECOGNITIONS – Information**

**a. Visitors and Correspondence**

1) Introduce New Administrators: *Adam Finlayson, Brandon Vaughan, Mark Pixton, Denise Lane & Janelle Armstrong* – Dr. Howell

Superintendent Howell said Mr. Finlayson was unable to attend the Board Meeting that evening. He introduced Brandon Vaughan as the new Principal at Alameda Middle School. He said Mr. Vaughan was previously a teacher and a coach for the District. He introduced Mark Pixton as the new Assistant Principal at Franklin Middle School. He said Mr. Pixton was most recently a teacher at Century High School. He said Mr. Cory Taylor recently had an opportunity in Washington leaving a vacancy at Greenacres Elementary School and Janelle Armstrong would start as the new Interim Principal for the 2015-16 school year. He said Ms. Craney was immediately responsive to the change and had a parent and staff committee convened to address the change. He said the school and community

response had been positive. He introduced Denise Lane as the new Principal at Ellis Elementary School. He said Ms. Lane was from Alaska and applied for the position after her husband had taken a position in Pocatello.

**b. Recognitions – Information – Ms. Allen**

Ms. Allen invited Brandon and Steve Brown from Brown’s Insurance Agency to the podium. She said the Browns sponsored the PASS Program this year. She said PASS stood for Perfect Attendance Spells Success. She said both Brandon and Steve were very enthusiastic about the program and realized there was a direct correlation between attendance and achievement. She said the PASS Program communicated the importance of attendance to families and the community. She said 5<sup>th</sup> graders with perfect attendance for the whole year were awarded a mountain bike and helmet and 5<sup>th</sup> graders that had perfect attendance from the date of the announcement on received a scooter and a helmet, and 4<sup>th</sup> graders with perfect attendance received a t-shirt that said “I got this!” to encourage them to strive for perfect attendance next year. She said students also received two passes to the community carnival. She said Brown’s Insurance Agency gave away 1,000 t-shirts and hundreds of bikes and scooters. She said the program contributed to student success and the District’s motto for the year of Raising the Bar. Brandon handed out helmets to Board members. He said he and Steve were so grateful for the positive feedback and gratitude from staff and families. He said the groups at each of the schools were involved and responsive. He said he and Steve operated the program in several school districts and gave away hundreds of bikes and scooters every year. He said they started the project after the school year had already begun and wanted students that already had some absences to be encouraged. He said he grew up in a foster home and understood that it took a lot of people to contribute to a child’s success. He said they fully believed in the program and even put their own money into making it happen. He said the input from students, teachers and principals made it worth it. Steve said next year they planned give away t-shirts for 3<sup>rd</sup> graders with perfect attendance, scooters for 4<sup>th</sup> grade and mountain bikes for 5<sup>th</sup> grade in order to help create good attendance habits over multiple years. He said sometimes an education was the only thing to pull a child out of a rough situation. He said he was recently approached by a student at the Dollar Store that told him how grateful they were for the mountain bike and gave him a big hug. He said there was no better feeling than that.

Ms. Allen invited the Education Foundation Board to the podium. She said Kristi Samuelson was the Chair, Stacey Jensen was the Vice Chair, Arlene Hurlburt was a Board Member and Victoria Byrd who was new on the Board this year and represented McDonald’s. She said McDonald’s sponsored the District’s CAKE Awards. She said the Education Foundation Board provided instructional support to teachers. She said the Foundation’s Mission was “Supporting, promoting and sponsoring the educational objectives of schools.” She said Foundation members helped raise funds and provided grants to teachers. She said the Foundation was instrumental in providing \$118,698.27 in grants to teachers to improve the educational setting. She said it was a working Board and everyone participated. She said each of the members held an office, was involved in Committee work and participated in fundraisers. She said Ms. Cranor was also on the Foundation Board and was very supportive of the Festival of Trees.

Ms. Allen invited Bart Reed and Marcie Stone to the podium. She said one of the goals of the District was to be fiscally accountable, responsible and transparent to the community. She said adhering to the highest financial standards in reporting ensured full disclosure. She said Mr. Reed and Ms. Stone voluntarily participated in both the GFOA and ASBO Organizations. She said they both went above and beyond what was required to make sure the District was a good steward of community tax dollars. She said for many years the Business Office had received the Certificate of Excellence in Financial Reporting from both organizations. She said it validated the credibility of the District and measured the integrity and competency of staff.

**c. Public Comment on Items Not on Agenda**

Board Protocols for Public Comment will be followed at all Board Meetings. Patrons wishing to address the Board will fill out Form AD 2 – Request to Appear before the Board and present it to the Board Chair or Board Secretary prior to the meeting. 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. There was no public comment on items not on the agenda at the time of the meeting.

**2. REPORTS**

**a. Media Report – Ms. Allen**

Ms. Allen said in partnership with McDonald’s, the District started recognizing one student per month for character traits with the CAKE Award. She said this coming year the District would recognize two students per month. She said she also planned to start a monthly teacher recognition program. She said the Journal published a story on ISAT

test results across the state. She said the District would hold a press release on the District’s ISAT results after the information was presented to the Board. She said the media continued to cover the story on the West Ada School Board and Superintendent and the Superintendent’s recent appointment to the State Department of Education. She said in the Caldwell School District two board members had been recalled. She said she was grateful for the professional relationship with the Board in this District. She said in national news, an Indiana School District had started advertising in order to increase enrollment. She said open enrollment and the voucher system in Indiana made it necessary to begin advertising. She said a consulting group had been hired to create the campaign to promote attendance and included radio, television, print ads and billboards. She said she was glad the District didn’t need to spend its limited resources on advertising. She said hiring and retaining qualified teacher continued to be a concern across the nation, especially in California and Indiana.

**b. Annual Pocatello/Chubbuck School District No. 25 Education Foundation Report – Ms. Allen**

Ms. Allen invited Kristi Samuelson to the podium. She said included in the packet was the annual Pocatello/Chubbuck School District No. 25 Education Foundation Report detailing the Foundation’s goals and accomplishments and budget information for the 2014-15 school year. She said the total business and individual contributions from July 1, 2014 through June 30, 2015 amounted to \$201,305.39. She said monthly payroll deductions amounted to \$1,499.83. She said the Foundation received contributions from McDonald’s to support the CAKE Awards. She said the Foundation had \$230,474.78 to start the year. She said Foundation members worked very hard to fundraise and she was proud of what they were able to accomplish. She said businesses had donated \$177,539.67 and individual donations amounted to \$23,765.72. She said contributions had increased by \$11,900 over the previous year. She said a list of the grants awarded during the 2014-15 school year were included in the report. She said the grants awarded totaled \$118,698.27. She said that amount did not include grants that were awarded from Festival of Trees funds. She said Festival grants totaled \$8,895. She said the grant funds allowed teachers to purchase items that students would not have access to otherwise. Ms. Samuelson said it was a great privilege to be Chair of the Foundation. She said there were 16 members on the Foundation and there was no way any of this would happen without all of their hard work and dedication. She said it could be challenging to figure out how the money would best serve students. She said employees donated nearly \$1,500 every month. She said it may not seem like a lot, but it did when you considered whose pockets the money was coming out of. She said the donations had a positive impact in the classroom.

**c. Volunteer for Standing Committees for 2015-16**

Ms. Gebhardt said at the July 21, 2015 Regular Board Meeting, the Board agreed to table this discussion until the August Board Meeting. She said only two Board Members could be represented on a District Committee because more than two was a quorum and constituted an official meeting. She said board members would be asked to volunteer for the various committees listed on the agenda. Board members volunteered as follows:

	2014-15	2015-16
Budget Committee	Jackie Cranor/Jim Facer	Dave Mattson/Jacob Gertsch
CIP Committee/Long Range Facility Planning	Jim Facer/Dave Mattson	Jackie Cranor/Dave Mattson
Curriculum Committee	Janie Gebhardt/Jackie Cranor	Janie Gebhardt/Jackie Cranor
Education Foundation (Vice Chair is Designated Representative)	Jackie Cranor	Jackie Cranor
Head Start	Paul Vitale/Dave Mattson	Paul Vitale/Dave Mattson
Insurance/Wellness Committee	Paul Vitale/Dave Mattson	Dave Mattson/Jacob Gertsch
Judge Murray’s Juvenile Advisory Committee	Janie Gebhardt/Dave Mattson	Janie Gebhardt/Dave Mattson
Local Issues-Chamber of Commerce	Jim Facer/Paul Vitale	Paul Vitale/Jacob Gertsch
PTA Regional Council Meeting (7:00 p.m.)	No Meeting	Jackie Cranor
Pocatello Community Charter School Liaison	Janie Gebhardt/Paul Vitale	Janie Gebhardt/Paul Vitale
Safety Committee	Jackie Cranor/Jim Facer	Dave Mattson/Jacob Gertsch
Instructional Technology Committee	Janie Gebhardt/Dave Mattson	Dave Mattson/Jacob Gertsch
Textbook Adoption	Janie Gebhardt/Jackie Cranor	Janie Gebhardt/Jackie Cranor
Key Communicators	Paul Vitale/Dave Mattson	Jackie Cranor/Paul Vitale
Fix It Committee	Jackie Cranor/Paul Vitale	Jackie Cranor/Paul Vitale
Valley Pride Portneuf River Project Committee	Paul Vitale/Dave Mattson	Paul Vitale/Dave Mattson

**3. CURRICULUM AND INSTRUCTION AND SCHOOL SAFETY – Information – Mr. Orr, Ms. Craney, Ms. Harwood, Mr. Hobbs**

**a. Special Services Enrollment/Staffing Update – Mr. Miner**

Mr. Miner said included in the packet was a presentation detailing the Special Education services provided, the number of students served and the staffing picture for the 2015-16 school year. He said the District was up 100 students over last year. He said this District was the third largest special services program in the state. He said Specific Learning Disability students made up 30% of the total population, speech/language impaired made up 20%, and health and development delayed and intellectually delayed made up the rest. He said there were 63.5 special education teachers in the District and 13 of them were new this year. He said Stephanie Morrison was hired as the District's teacher for the deaf. He said there were two student teachers working in the extended resource rooms. He said the administration continually monitored compliance and the District received a "meets requirements" rating for the third year in a row. He said compliance requirements included eligibility, IEPs and timelines. He said the state reviewed about 60 files during its compliance check. He said one of the major focuses for the special services department was on managing behavior. He said the District was seeing growth in that area. He said the District had to go through a consulting service to work with the high risk population in an effort to manage behavior. He said the administration was working to align the District's IEPs to the Idaho Core Standards. He said it was difficult to find material that aligned with the standards and even more difficult to adapt the general education curriculum to special education. He said the District used a program called SEAS (Special Education Automated Software) to manage IEP paperwork. He said the District would have to upgrade its SEAS software to the "Achieve" level this year. He said the current platform was obsolete and would no longer be supported by the state. He said the upgrade would allow special education teachers to become more efficient and spend less time on paperwork. He said a common complaint from most special education teachers was having to spend more time being a clerk than a teacher. He said anything the District could do to streamline the paperwork and compliance process was a benefit to students. He said the estimated funding was based on November enrollment numbers and was anticipated to be about \$2.46 million which was similar to previous years. He said the District was able to submit certain expenses to Medicaid for reimbursement for students who received specialized services. He said the District had 470 students that were eligible for specialized services. Ms. Cranor asked if the District's Medicaid reimbursement had increased. Mr. Miner said yes. He said last year the District was reimbursed around \$380,000 and this year it was around \$500,000. He said the agency that handled the District's Medicaid billing charged 8% but was helping to maximize the District's reimbursement. Mr. Reed said the additional revenue could also mean that the District had increased its expenditures. Ms. Gebhardt asked if the District's special services department had oversight of the preschool program. Mr. Miner said the department did have oversight of Lincoln Center students. He said there were 166 students enrolled at the Lincoln Center this year. He said the District was doing a better job of identifying eligible students and the numbers continued to grow. He said there was a large population of high needs students coming from the Lincoln Center to the elementary schools. He said the District also got a lot of special education students coming from out of the area. He said the resource rooms had an average of 22 students per classroom and the number of caseloads was growing. He said if the District could identify at a young age and align the special education curriculum with the standards he hoped it would minimize over-identification. He said the adjustive education group had 60 students with an emotional disability or that needed social/emotional support. He said Turning Point was the District's elementary RtI program and was housed at the New Horizon Center. He said Turning Point would start the year with 12 students. He said there were two teachers overseeing the program this year. Ms. Cranor asked if the students received any counseling. Mr. Miner said yes. He said there was a counselor at the New Horizon Center that worked specifically with Turning Point and Kinport Middle School students. He said the counselor worked with the students on social skills and anger management. He said the VOICE program was the 18 to 21 year old program and would start the year with 12 students. He said there were 160 students that required specialized transportation which was a dramatic increase over previous years. He said special education bussing covered over 360 square miles and was a third of the overall transportation budget. Ms. Cranor asked if the District was reimbursed for transportation. Mr. Reed said the funding formula was the same for all students. Mr. Miner said there were 30 students in the extended resource rooms. He said the District had a dispute resolution process that allowed parents to submit a dispute if they were unhappy with the services their child was receiving. He said the resolution process started with the State Department of Education and the District worked with the family and the state to facilitate a resolution. He said the next step was mediation, then a formal complaint to the SDE and then a due process hearing. He said the department just finished a successful mediated IEP meeting last week. He said the department prided itself on handling a dispute before it reached a formal complaint. He said out of 1,300 special education students only 12 needed Crisis Prevention Intervention. He said Crisis Prevention

Intervention was a certified method to work with students with aggressive behaviors. He said the District was working with ISU to develop the skillset of staff working with CPI students. He said it was his responsibility to ensure that staff had the best training possible. He said increasing their skills would prepare them to handle aggressive behaviors in a safe way. Mr. Gertsch asked if there were CPI trained staff member across the District or if they were just at the New Horizon Center. Mr. Miner said the District had one certified trainer that was trained to teach others. He said the District had 60 staff members that were trained in CPI. He said there was a group of CPI trained staff members that were part of a District response team.

**b. Federal Program Budgets Report: Title II-A; Carl Perkins; Title I; Special Education – Mr. Orr, Ms. Naftz, Ms. Kinghorn and Mr. Miner**

Mr. Miner said included in the packet was the draft IDEA – Part B Funds budget. He said the federal government renamed the funding and it was no longer referred to as Title VI-B. He said the estimated budget was \$2.46 million. He said the state reimbursed the District for the SEAS program. He said the carryover was estimated to be more this year due to frugal spending. He said the funding was allocated for specific items. He said salaries for teachers, aides and a substitute nurse made up most of the budget. He said the rest was purchased services. He said the District had a growing population that required specific health services. He said having a substitute nurse was critical. He said the supplies budget was used to purchase curriculum materials and the capital objects budget was used to purchase medical equipment. He said the capital objects budget was larger this year but there were quite a few students that required high tech wheelchairs, walkers and assistive technology. He said some of the wheelchairs were extremely sophisticated and could cost nearly \$40,000. He said the District also had a half time nurse and a half time SLP. He said the District contracted a full time SLP, 2 occupational therapists and 1 physical therapist. He said \$50,000 was allocated for professional development and each special education staff member was allotted \$150 to use for any professional development they needed. He said if a staff member requested more than \$150 for professional development it was approved on a case by case basis. He said there was a need for more training in understanding special education law as it was constantly changing. He said the District's special services department no longer had oversight of the Pocatello Community Charter School's program. He said the \$60,000 that used to be allocated for PCCS now went directly to the Charter. He said the general distribution allocation was significantly less K-12. Ms. Gebhardt asked when the District would receive the final allocation. Mr. Miner said it was on a different schedule than the general fund and went from September 30 to October 1. Mr. Gertsch asked how much was allocated versus reimbursement. Mr. Reed said the District tried to align the grant portion as close as it could to the fiscal year to help estimate the carryover and track the actual budget. He said special services funding was one of the most difficult to track and anticipate. He said in years past, Districts could request funds in advance but that was no longer allowed. He said almost all of the budget was reimbursement only. Mr. Orr reviewed the draft allocation and the carryover for the Title II-A budget. He said the first portion of the budget included salaries and professional development. He said next were stipends and instructor salaries. He said the District was required to set aside a portion of the funds for private schools. He said after salaries were paid and funds were allocated to the private schools, the remaining balance was approximately \$211,000. He said the administration was proposing that the balance be used for school-wide professional development. He said the goal was to increase the number of highly qualified teachers a paraprofessionals. He said the rest would be used for the District's mentor program, materials and district-level professional development. He said the first draft of the budget was reviewed and approved by the Instructional Directors and would be brought to the Curriculum Committee before coming to the Board for final approval. Ms. Cranor asked about the question next to Montessori. Mr. Orr said it was because Montessori was a new private school and the District did not know what the school's enrollment would be. Ms. Naftz said included in the addendum was the draft Carl Perkins budget. She said the total anticipated budget was \$149,725.00. She said the funding supported the professional-technical programs. She said she anticipated the allocation would be similar to last year. She said the first two pages detailed the administrative costs. She said the second portion went towards program enhancement based on building level needs. She said she requested \$20,000 to help transport students to the state conference in Boise. She said the cost of transportation had increased. She said the other trips included the Tech Expo and Gender Equality Conference at ISU. She said she received budget requests for more worksite visit opportunities for students. She said some of the budget was set aside for programs that used all of their budget and didn't have enough for the Summer Conference. She said budget was increased for additional CNA supervision and funding was added for testing for program completers. She said money was set aside to support the National Academy Association of Finance. She said funds were also used to support the ISU welding programs and to pay for a website coordinator to help students with on the job training. She said some of the funds were used for job coaches to prepare special needs students for the workforce. She said the last page was a list of specific items teachers had requested for their programs. She said one of the higher priced items was a tire changing machine for the automotive program. Ms. Gebhardt asked if Carl Perkins was federal funding. Ms. Naftz said it was state funding. Ms. Cranor asked how many PTE programs the District had. Ms. Naftz said there were 19

PTE courses in various schools. She said one course could include several sub-courses, for example Highland High School's business course included accounting, insurance, management and general studies. She said with that in mind there were probably closer to 30 or 32 courses. Mr. Mattson asked if the District planned to increase the number of PTE courses it offered. Ms. Naftz said she tried to submit new proposals each year. Mr. Gertsch asked about community involvement in on-the-job training. Ms. Naftz said the PTE Advisors met with community groups twice a year to try and get more involvement from local businesses. She said it was a bit of a challenge in a college town because most of the internships available were usually offered to college students first. Ms. Kinghorn said included in the packet was the draft Title I allocation. She said the allocation for Title I was not received until late October. She said she anticipated the District would receive \$2.48 million. She said that was down \$35,000 from the previous year due to PCCS taking over its own funding. She said the District was allowed to carryover 15% of the total budget. She said the District applied for a waiver and was able to carryover slightly more this year due to the reallocation of funds. She said the District planned to use some of the funding to increase the high school CRW from part-time to full-time. She said the CRW provided services to the homeless population in the high schools. She said she was hopeful that the District could expand those services to middle school students this year. She said money was set aside for supplies and some that flowed directly to the Bannock Youth Foundation. She said money was also set aside for Love and Logic courses that were provide to parents. She said each school received a budget for parental involvement. She said part of the budget was allocated for salaries for ELA and math coaches, a technology consultant and a prevention specialist. She said the prevention specialist would assist Ms. Nelson at Tendoy and Washington Elementary Schools this year. She said a paraprofessional would be assigned to the New Horizon Center to assist with School Improvement. She said the next portion of the budget was set aside for indirect costs which included her salary and her administrative assistant's salary. She said \$437,000 was set aside for professional development. She said the District offered Six-Trait Writing professional development this year and set aside funding for IELA and WIDA assessments and printing. She said the budget also funded the test proctors to oversee the assessments. She said over \$1 million went directly to elementary schools. She said the allocation was based on March 1<sup>st</sup> Free and Reduced Meal eligibility percentages. She said a committee reviewed the budget to make per pupil allocations and the funding was divided into 4 tiers. She said schools with 70% or higher eligibility rates received a higher per pupil allocation. She said K-5 early intervention was a critical focus. She said the next focus was on providing assistance for homeless students and students with a second language. Ms. Gebhardt asked if the only elementary school that did not receive Title I funding was Gate City Elementary. Ms. Kinghorn said that was correct. She said allocations were based on federal requirements and then the 4 tier eligibility system. She said she anticipated the private school population would impact the District's eligibility and funding next year.

**c. Draft ISAT Remediation Budget 2015-16 – Mr. Orr**

Mr. Orr said included in the packet was the draft ISAT Remediation Budget for the 2015-16 school year. He said the budget was allocated to support students that received a basic or below basic score on the ISAT. He said the funding was used to support PLATO and other credit recovery programs. He said the budget also included stipends for staff to teach remediation courses during lunch academy or after school academies. He said a portion of the funds supported the CRW at Tyhee Elementary and the high school academic success coaches.

**d. ISAT 2.0 Results – Mr. Orr**

Mr. Orr said the preliminary ISAT results were released in early August. He said the District scores were higher than anticipated. He said the District scored above the state in every grade level with the exception of 10<sup>th</sup> grade. He said the state had not yet released the data for the District's economically disadvantaged students. He said the administration would meet as a team to review the 10<sup>th</sup> grade results and would work with ISU to deepen content knowledge for math teachers. He said he was very pleased with the results overall and looked forward to further improvement. He congratulated the elementary schools for meeting or exceeding all of the benchmarks. He said the results would be posted to the District's website following the press release.

**e. Building Leadership Teams (BLT) Retreat Report – Mr. Orr**

Mr. Orr said included in the packet was the agenda for the Building Leadership Teams (BLT) Retreat which was held earlier that day. He said there were over 150 attendees including principals and assistant principals. He said the teams met to review data and discuss how the previous year had gone and where the school was headed relative to school improvement planning. He said it was a very productive day and he heard a lot of positive comments.

**f. Professional Development Plan for 2015-16 – Mr. Orr**

Mr. Orr said included in the packet was the Professional Development Plan for the 2015-16 school year. He said the training dates and times were included. He said two sessions for writing coach training would be provided and the instructional coaches would offer training throughout the year. He said the District would provide ongoing training for school-based math coaches and Mr. Bennett at ISU would provide additional training for grade level math teachers. He said other professional development opportunities included new teacher training, Six-Trait Writing and grade level instructional camps which were optional and were intended to support the implementation

of ICS. He said in order to incentivize participation the District would provide a bonus to any teacher that attended all eight instructional camps.

**g. Compass Learning Software Update – Mr. Orr**

Mr. Orr said included in the packet was the District's Compass Learning software utilization report for the 2014-15 school year. He said the greatest use was at the second grade level. He said the version used by the District was out of date and was no longer supported by Microsoft. He said continuing to use the software without paying for an upgrade would leave the District's server vulnerable. He said it was too costly to upgrade the software and the District would not be able to continue using the software for the coming school year. He said PLATO was a similar program and was still supported by the state and teachers could still utilize that option. Ms. Cranor asked how similar the programs were. Mr. Orr said both programs provided computer based support but the operating systems were slightly different.

**h. Instructional Technology Update – Mr. Orr**

Mr. Orr said the Instructional Technology Specialists provided Promethean training the previous week for Festival of Trees Promethean Board recipients and new teachers. He said they also provided a Google Apps for Education (GAPE) training.

**i. Any Other Curriculum/PLCs/Beliefs Update – Mr. Orr**

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

**j. Head Start Program Update – Ms. Craney**

Ms. Craney said Head Start staff started on Monday for training before students came back. She said all positions had been filled with the exception of one paraprofessional. She said students were fully enrolled and there were a lot more on the waiting list. She said the District's Head Start program was well respected and continued to meet the needs of students and families. Ms. Gebhardt said attendance was a concern for Head Start last year and asked if there was a plan to address attendance. Ms. Craney said attendance continued to be a concern and was an area of focus every year. Ms. Brey said Head Start had attendance contracts with parents and if a student continued to miss days, the student could be unenrolled. Ms. Craney said a family was given 90 days to address attendance issues. She said students attended for 6 hours a day, 5 days a week.

**k. 21<sup>st</sup> Century After School Program Update – Ms. Craney**

Ms. Craney said the 21<sup>st</sup> Century After School Program was in the planning stages and was set to begin on September 28, 2015. She said the After School Program was awarded a new grant for Hawthorne Middle School, Wilcox and Greenacres Elementary Schools. She said the program at Hawthorne had a theatrical focus. She said the administration was in the process of hiring site coordinators and hoped to be ready to go by the end of September.

**l. PCCS LEA Status Approval Letter – Ms. Craney**

Ms. Craney said included in the packet was a letter from the State Department of Education notifying the Pocatello Community Charter School and the District that the request from PCCS to become its own LEA had been approved effective July 1, 2015. She said it meant that PCCS would be responsible for its own financial management and compliance. She said the District would continue as the authorizer until the State Charter Commission agreed to transfer the Charter's authorizer.

**m. Elementary Registration/Enrollment Update – Ms. Craney**

She said included in the addendum were the preliminary elementary enrollment numbers. She said the District implemented online registration this year and had a few unanticipated challenges. She said there were two different processes for online registration, one for previously enrolled students, and one for students who were new to the District. She said the process worked really well for parents that remembered their Parent Portal password, but was very challenging for parents that needed a new account or password reset. She said it also created a delay in schools reporting enrollment numbers. She said for students that were new to the District, all of those parents now had Parent Portal accounts set up and the process would be streamlined for next year. She said in the future it would save secretaries and registrars a lot of work down the road by not having to manually enter all of the data for new students. She said some of the schools had much lower enrollment than anticipated including Edahow, Lewis & Clark and Syringa Elementary Schools. She said there were some overload situations that would have to be addressed. She said there were a lot more third graders at Edahow, Washington, Ellis and Tyhee than originally anticipated and some of them could have to be overloaded to a sister school. She said it was very challenging to anticipate enrollment numbers especially when you take into account the number of students that may or may not attend a charter or private school. Ms. Cranor said she was surprised to see that the Charter School expansion did not impact enrollment at Chubbuck Elementary as much as anticipated. Ms. Craney said she still did not know which students actually ended up attending the Charter. Ms. Gebhardt asked if the District would get that information at some point. Ms. Craney said yes the charter schools eventually shared their enrollment numbers with the District.

- n. **Elementary Staffing Update** – Ms. Craney  
Ms. Craney said the elementary schools were fully staffed with the exception of a few paraprofessionals.
- o. **ISU Student Teaching Intern Requests** – Ms. Craney  
Ms. Craney said included in the packet was a request from ISU to place thirteen student teaching interns in various District schools for the 2015-16 school year. She said the request was reviewed by the administration and was in order. She said the Board would be asked to approve the requests under the Consent Agenda.
- p. **Any Other Elementary Education/PLCs/Beliefs Update** – Ms. Craney  
Ms. Craney had no further Elementary Education updates at the time of the meeting.
- q. **Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration** – *2<sup>nd</sup> Reading* – Ms. Harwood  
Ms. Harwood said included in the packet was Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration. She said the change to the policy added language to include middle school students in the DAPC Hearings section. She said the policy was posted for public input and none was received. She said further grammatical changes were made and were highlighted in yellow. She said the Board would be asked to hear the policy on first reading under New Business.
- r. **Final Summer School Update** – Ms. Harwood  
Ms. Harwood said 534 students attended during the two sessions of summer school and 14 of those were from out of District. She said 769 credits were attempted and 639 were earned. She said that was a huge credit to the staff at summer school and only 3 students would be assigned to the New Horizon Center as super 8<sup>th</sup> graders.
- s. **Secondary Registration, Schedule Distribution and Fee Collection Update** – Ms. Harwood  
Ms. Harwood said the secondary registration, schedule distribution and fee collection was held August 12 & 13, 2015. She said the schedule pickup went very well. She said the middle schools had steady traffic on both days. She said there was a slight miscommunication from a news station that reported that only 8<sup>th</sup> graders needed to pick up schedules rather than all middle school students. She said the high schools did a good job communicating with parents that 9<sup>th</sup> and 10<sup>th</sup> grade schedule pickups were the first day and 11<sup>th</sup> and 12<sup>th</sup> grade schedule pickups were the next day which worked very well. She said enrollment numbers were still very preliminary. She said the administration shifted a staff member from Pocatello High School to Highland High School based on anticipated enrollment at Highland which was not as high as originally projected. She said it was causing some problems for Pocatello High School because people saw the low enrollment numbers and assumed there was room for their student, but did not take into account that there were not enough teachers to serve any more students. She said staff schedules were still a challenge. She said the District anticipated losing 25 students at Hawthorne Middle School to the Charter expansion, so a part time position was moved to Franklin Middle School. She said 12 out of 18 students ended up staying at Hawthorne which caused an understaffing issue. She said schools were holding schedules until participation fees from the previous year were paid. She said students were not allowed to sign up for courses or activities with a fee until previous fees were paid. Ms. Cranor asked if there were scholarships available. Ms. Harwood said the Reams Memorial Basketball Tournament used to raise money to pay for participation fees but the tournament had not been continued. Ms. Cranor said the District needed to find a new source of funding. Ms. Harwood said that was something the schools were always working on. Ms. Cranor said it was concerning that the District couldn't find a way to help kids participate. Ms. Harwood said she received several fundraising requests from Pocatello High School that would be used to help students pay for participation fees. She said the coaches realize that a lot of the students need help with fees. She said she would bring it up at her next meeting with the Athletic Directors.
- t. **2015 Fall Athletic Schedules Inclusive of Travel** – Ms. Harwood  
Ms. Harwood said included in the packet were the 2015 Fall Athletic Schedules for three of the high schools. She said the Board would be asked to approve the schedules inclusive of travel under New Business.
- u. **Out of District/Overnight Field Trip Requests** – Ms. Harwood  
She said included in the packet were Out of District/Overnight Field Trip requests. She said she reviewed the information and the requests were in order. She said the Board would be asked to approve the requests under New Business.
- v. **Early Graduation Request** – Ms. Harwood  
Ms. Harwood said included in the packet was an early graduation request that was administratively approved for a summer school student. She said the Board was informed of the request in advance and was asked to formerly approve the request following summer school graduation. She said the Board would be asked to approve the request under Old Business.
- w. **Any Other Secondary Education/PLCs/Beliefs Update** – Ms. Harwood  
Ms. Harwood had no further Secondary Education updates at the time of the meeting.

**4. BUSINESS OPERATIONS (BUDGET, MAINTENANCE, TRANSPORTATION, FOOD SERVICE) – Information – Mr. Reed**

**a. Idaho General Fund Update**

Mr. Reed said included in the packet was the Idaho General Fund Revenue Report for August. He said revenue collection for the end of the year ended ahead of projections. He said revenue fell short in July but was up \$15 million overall. He said it was evidence that the economy was improving. He said revenue projections were right on target and he hoped it would be another good year.

**b. Lease Agreement with ISU for Public School Space**

Mr. Reed said included in the packet was the Agreement with ISU for Public School Space for the 2015-16 school year. He said the Contract had been in place for a number of years and there were no changes from the previous year, therefore Board approval was not required and the Agreement was signed and returned administratively. He said ISU did not charge the District for the space and it was a good relationship.

**c. Annual Auction Results**

Mr. Reed said included in the addendum was a memorandum detailing the outcome of the auction held on July 11, 2015 at Prime Time Auctions. He said it was the most revenue the District had collected from the auction in a number of years and netted just over \$11,000. He said a majority of the revenue came from vehicle sales.

**d. 2015 Audit Report**

Mr. Reed said the Audit Team was in the process of completing the Audit Report. He said the review of the student activity fund management was complete and the administration would follow up with the schools on the protocols for managing student activity funds. He said the Annual Financial Report would be presented to the Board in October.

**e. Summer Projects Update**

Mr. Reed said a detailed CIP presentation would be provided to the Board at the September Work Session. He said projects were wrapping up and facilities would be ready to go for the opening of the 2015-16 school year. He said it was a major push to complete all of the projects at Highland High School and he thanked the Contractor, Varsity and the maintenance staff for doing whatever it takes to make sure the school was ready to open.

**f. Year End Summer Feeding Program Update**

Mr. Reed said included in the addendum were the final participation numbers for the Food Service Summer Feeding program for 2015. He said the Food Service department had operated the program for the last 14 years and served approximately 100,000 meals over the summer. He said participation had increased over the last two years, but was lower than the highest participation in 2010 when 137,000 meals were served. He said participation tended to be weather dependent. He said if the weather was nice, the program did well, but if it was rainy or hot then numbers usually declined. Ms. Gebhardt said participation always seemed to drop off in August. Mr. Reed said attendance was probably impacted by vacations or other summer activities during August.

**g. Policy 5310 – Purchasing Guide – 1<sup>st</sup> Reading**

Mr. Reed said included in the packet was Policy 5310 – Purchasing Guide. He said the change to the policy added language referencing Idaho Code relative to vendors who objected to the District's process or procedures outlined in a bid. He said the administration learned of the need for the additional language during the Food Service Audit. He said the Board would be asked to hear the policy on first reading under New Business.

**h. Proposed Building and Subdivisions (New Construction)**

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

**i. Any Other Business Operations/Operational Support Update**

Mr. Reed said he worked with the District's Medicaid billing service provider to renegotiate the maintenance fee to 8% for the coming year, 7.5% the following year and 7% for the third year. He said the company was amenable to negotiating its rates due to the District's exceptional administrative practices. Ms. Gebhardt asked if the service paid for itself in terms of higher reimbursement. Mr. Reed said it did. He said the guidelines and rules for Medicaid reimbursement were constantly changing and the company was diligent about staying on top of those changes.

**5. EMPLOYEE SERVICES – Information – Mr. Smart**

**a. Campus/ISEE Upload/Technology Update**

Mr. Smart said the state was sending a new version of ISEE to districts. He said the District was ready for the change and would only have to complete six submissions per year instead of ten.

**b. Technology Department Summer Work Update**

Mr. Smart said the technology staff finished the Bonneville Annex technology upgrades. He said all schools had been upgraded to digital phone systems with the exception of Syringa Elementary and Hawthorne Middle School. He said all of the computer labs upgrades were complete except for Highland High School due to the remodeling projects taking place in the school. He said the computer installation and replacement projects would be finished

by the end of the week. He said the technology staff had also installed several new Promethean Boards. He said the technology department requested a higher reimbursement per megabyte for the District's broadband which was approved by the state.

**c. Any Other Employee Services/Operational Support Update**

Mr. Smart said the transition to the District's new medical provider, Pacific Source, was going well.

**6. HUMAN RESOURCES – Information – Ms. Pettit**

**a. Monthly Human Resources Report**

Ms. Pettit said included in the packet was the monthly Human Resources Report. She said the New Horizon Center had an opening for a math position, and the administration had to transfer a math teacher from Irving Middle School to fill that opening using an alternate authorization. She said the District hired 72 new teachers and 50 classified staff. She said the District hired three student teachers from ISU who were in the process of finishing their credentials and came highly recommended from the University. She said six new hires were content specialists and would be assigned a mentor. She said the District was fully staffed for the 2015-16 school year.

**b. Policy 7155 – Drug and Alcohol Free Workplace – 2<sup>nd</sup> Reading**

Ms. Pettit said included in the packet was Policy 7155 – Drug and Alcohol Free Workplace. She said the change to the policy added further clarification regarding the misuse of prescription and over the counter drugs. She said the policy was posted for public input and none was received. She said further changes were made to clean up the policy language and remove some redundancy, however, the changes were not substantive and the Board would be asked to hear the Policy on second reading for adoption under Old Business.

**c. Overview of District Annual Policy Review**

Ms. Pettit said included in the packet was a master list of all of the policies that were required for review during the District's Annual Policy Review for all staff. She said the policy review would begin September 1, 2015 and close on October 2, 2015. She said the policy review for new employees was more comprehensive and was managed through the Human Resources department. She said the record of completion was retained in the SafeSchools program. Ms. Cranor said the policy review was extensive and suggested providing a summary to staff for reference after the review was complete. Ms. Pettit said she would look into creating a summary. Mr. Gertsch said he thought some employee groups might need to review a particular policy that might not apply to a different group. Ms. Pettit said there were some policies that everyone needed to review, but others were separated by employee group.

**d. Hiring Reverts Back to the Board of Trustees after August 31, 2015**

Ms. Pettit said at the June 16, 2015 Regular Board Meeting the Board authorized the Superintendent to hire through the summer months ending August 31, 2015. She said the hiring of certificated staff would automatically revert back to the Board effective September 1, 2015. She said she was grateful to the Board for allowing the administration to hire during the summer as it was a critical time for hiring and made everyone's job much easier.

**e. Any Other Human Resources/Operational Support Update**

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

**7. SUPERINTENDENT REPORT – Information – Dr. Howell**

**a. Policy 2310 – Meetings of the Board of Trustees – 2<sup>nd</sup> Reading**

Dr. Howell said included in the packet was Policy 2310 – Meetings of the Board of Trustees. He said the changes to the policy included updating the order of business on board agendas to align with current board meeting practice and to specify that board records would be kept on file electronically. He said the policy was posted for public input, but none was received and no further changes were made. He said he was excited to move towards a fully electronic system. He said the Board would be asked to hear the policy on second reading for adoption under Old Business.

**b. Vision/Mission/Beliefs/Learning Goals Statement**

Dr. Howell said included in the packet was the District's Vision/Mission/Beliefs/Learner Goals Statement which was first adopted in August, 2007. He said the Statement would be reviewed in more detail at the Board/Superintendent/Cabinet Retreat. He said the programs and activities taking place in the District were relevant and applicable. He said the statement was created in 2007 but was still very relevant and effective in current times. He said the Board would be asked to affirm the Statement under New Business.

**c. Board of Trustees Strategic Goals**

Dr. Howell said included in the packet were the Board of Trustees Strategic Goals. He said the goals were research based and relevant to current times. He said the Board would be asked to affirm the Strategic Goals under New Business.

**d. 2014 – 2019 Strategic Plan**

Dr. Howell said included in the packet was the District's 2014 – 2019 Strategic Plan. He said the complete version of the Strategic Plan would be posted to the District's website once all of the state data was received. He said the

Board would be asked to adopt the District's 2014 – 2019 Strategic Plan under New Business. Ms. Cranor said the Community Relations portion of the Strategic Plan talked about having a community reception once the Board selected a new Superintendent and said she still thought that was a good idea. Ms. Gebhardt said the Board could work with Ms. Allen to plan a reception. Dr. Howell agreed. He said the Curriculum section always had the most changes and additions to keep up with all of the state changes. Dr. Howell said he was a member of the Rotary Club of Pocatello, was on the Pocatello/Chubbuck Chamber of Commerce Board and the Bannock Development Corporation Board. He said he was becoming immersed in the community.

**e. Weapons on Campus for Veteran's Day and Starter Guns for Track Meets**

Dr. Howell said the Board annually took action to allow weapons on school campus for Veteran's Day activities and to allow for the use of starter guns at track meets. He said the Board would be asked to grant permission for weapons to be brought on campus for Veteran's Day activities and for the use of starter guns at track meets under New Business. Mr. Mattson asked why it could not be approved administratively. Dr. Howell said it was in conflict with existing board policy and he would review Idaho Code to see if there were any restrictions on revising the policy.

**f. Board Calendar**

Dr. Howell said included in the packet was the calendar of the Board's Meeting Schedule, various Committee Meetings and Back to School events from August 17, 2015 through October 2, 2015. He said the Back to School Meet and Greet began at 7:15 a.m. with a light refreshment in front of Pocatello High School and the official meeting would start at 8:00 a.m. He said any interested community members were invited to attend the presentation by Eric Jensen on Engaging Students from Poverty. He said school started next week on Wednesday, August 26, 2015. He said the District Office administrators would be out in the schools for the first three days. He said the upcoming board meetings included the September Work Session, an Education Foundation Committee Meeting and Local Issues. He said Ms. Johnson would email the schedule Friday afternoon.

**g. Any Other Superintendent's Update**

Dr. Howell said the administration was keeping a very close watch on enrollment and staffing.

**8. PUBLIC COMMENT – Self Explanatory**

**a. Public Comment Pertinent to Agenda Action items**

Board Protocols for Public Comment will be followed at all Board Meetings. Patrons wishing to address the Board will fill out Form AD 2 – Request to Appear before the Board and present it to the Board Chair or Board Secretary prior to the meeting. 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.

There was no public comment pertinent to agenda action items at the time of the meeting.

**9. CONSENT AGENDA – Self Explanatory – Action – Dr. Howell**

**a. Topic: Approve Human Resource Activity**

**Policy Issue:** Board approves Human Resource Activity

**Background Information:** Included in the packet was documentation of the Human Resource Activity regarding certified employees since the July 21, 2015 Regular Board Meeting.

**Administrative Recommendation:** Administration recommended Board approve Human Resource Activity as presented.

**b. Topic: Authorize Payment of Claims**

**Policy Issue:** Board approves all Claims.

**Background Information:** Included in the packet were bills and invoices as of August 10, 2015 in the amount of \$1,268,289.20.

**Administrative Recommendation:** Administration recommended Board approve the bills and invoices as of August 10, 2015 in the amount of \$1,268,289.20.

**c. Topic: Approve Supplemental Financial Information from July 1, 2015 through July 31, 2015**

**Policy Issue:** Board acts on Financial Information.

**Background Information:** Included in the packet was supplemental financial information for the period of July 1, 2015 through July 31, 2015.

**Administrative Recommendation:** Administration recommended Board approve supplemental financial information from July 1, 2015 through July 31, 2015 as presented.

**d. Topic: *Approve ISU Student Teaching Intern Requests***

**Policy Issue:** Board approves placement of student teaching interns in various District schools.

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

**Administrative Recommendation:** Administration recommended Board approve the ISU student teaching intern requests as presented.

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

**10. OLD BUSINESS – Information – Action – Dr. Howell**

**a. Topic: *Approve Early Graduation Request***

**Policy Issue:** Board approves early graduation request.

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

**Administrative Recommendation:** Administration recommended Board approve the Early Graduation Request as presented.

**Board Direction/Action:** A motion was made by Mr. Gertsch and seconded by Mr. Mattson to approve the early graduation request as presented. The voting was unanimous in the affirmative.

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

Policy 2310 – Meetings of the Board of Trustees

Policy 7155 – Drug and Alcohol Free Workplace

Policy 8110 – Student Placement, Retention, Credits, Promotion and Acceleration

**Policy Issue:** Board adopts policy.

**Background Information:** These policies were previously discussed on the agenda.

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

**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Mr. Gertsch to hear on second reading for adoption the above listed policies as presented. The voting was unanimous in the affirmative.

**11. NEW BUSINESS – Information – Action – Dr. Howell**

**a. Topic: *Approve 2015 Fall Athletic Schedules Inclusive of Travel***

**Policy Issue:** Board approves athletic schedules and travel.

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

**Administrative Recommendation:** Administration recommended Board approve the 2015 fall athletic schedules inclusive of travel as presented.

**Board Direction/Action:** A motion was made by Mr. Gertsch and seconded by Mr. Mattson to approve the 2015 fall athletic schedules inclusive of travel as presented. The voting was unanimous in the affirmative.

**b. Topic: *Approve Out of District/Overnight Field Trip Requests***

**Policy Issue:** Board approves out of district/overnight travel.

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

**Administrative Recommendation:** Administration recommended Board approve the out of district/overnight field trip requests as presented.

**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Mr. Gertsch to approve the out of district/overnight field trip requests as presented. The voting was unanimous in the affirmative. Ms. Cranor returned at 6:54 p.m.

**c. Topic: *Hear on First Reading:***

Policy 5310 – Purchasing Guide

**Policy Issue:** Board adopts policy.

**Background Information:** This policy was previously discussed on the agenda.

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

**Board Direction/Action:** A motion was made by Mr. Gertsch and seconded by Mr. Mattson to hear on first reading the above listed policy as presented. The voting was unanimous in the affirmative.

**d. Topic: *Grant Permission for the Honor Guard to Carry Weapons on School Property for Veteran's Day Ceremonies and the Use of Starter Guns for Track Meets***

**Policy Issue:** Board grants permission for allowable exceptions to the weapons policy per federal statute.

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

**Administrative Recommendation:** Administration recommended Board grant permission for the Honor Guard to carry weapons on school property for Veteran's Day Ceremonies and the use of starter guns for track meets as presented.

**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Ms. Cranor to grant permission for the Honor Guard to carry weapons on school property for Veteran's Day Ceremonies and the use of starter guns for track meets as presented. The voting was unanimous in the affirmative.

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

**Policy Issue:** Board sets the direction for the District.

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

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

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

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

**Policy Issue:** Board sets the direction for the District.

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

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

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

g. **Topic: Adopt District #25 2014 – 2019 Strategic Plan**

**Policy Issue:** Board sets the direction for the District.

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

**Administrative Recommendation:** Administration recommended Board adopt the District #25 2014 – 2019 Strategic Plan, which was first adopted in August, 2007 and annually adopted thereafter.

**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Ms. Cranor to adopt the District #25 2014 – 2019 Strategic Plan as presented. The voting was unanimous in the affirmative.

**ANNOUNCEMENTS**

There were no announcements at the time of the meeting.

**ADJOURN**

A motion was made by Mr. Mattson and seconded by Mr. Gertsch to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 6:57 p.m.

**APPROVED ON:**

September 15, 2015

**BY:**

Jenice G. Heppardt  
Chair

**MINUTES PREPARED BY:**

[Signature]  
Secretary, Board of Trustees

**ATTESTED BY:**

[Signature]  
Clerk