

**MINUTES OF THE REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
BOARD OF TRUSTEES
Education Service Center Board Room
Tuesday, November 17, 2015
5:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair
Jackie Cranor, Vice Chair
Paul Vitale, Clerk

Dave Mattson, Assistant Treasurer
Jacob Gertsch, Member
Douglas Howell, Interim Superintendent

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of the Pocatello/Chubbuck School District No. 25 was held in Pocatello, Idaho on the 17th day of November, 2015, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the regular session meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Jessa Campos led the audience in the Pledge of Allegiance.

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

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

APPROVAL OF MINUTES – *Self Explanatory* – Action

- a. **Special Meeting/Work Session** – October 6, 2015
- b. **Special Meeting/Work Session/Executive Session** – October 13, 2015
- c. **Regular Board Meeting** – October 20, 2015
- d. **Special Meeting/Executive Session/Hearings** – October 21, 2015

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

VISITORS/CORRESPONDENCE/RECOGNITIONS – Information

a. Visitors and Correspondence

b. Recognitions – Information – Ms. Allen

Dr. Howell invited Jessa Campos and Nick Gallardo and their teachers to the podium. He said the CAKE program supported a safe, caring and respectful environment. He said it promoted great character and contributed to raising the bar. He said the District partnered with McDonalds to implement the program. He said Jessa's teacher, Ms. Fowlkes, said Jessa helped every student feel like they were part of the group. He said she wrote that Jessa encouraged friends not to quit, helped them with math, and when a student was hurt, she befriended and helped them. He said she encouraged other students during competitions and told them how well they were doing. Ms. Julie Fowlkes said every teacher wants a classroom full of students just like Jessa. She said Jessa loved to learn, was excited to be there and her enthusiasm radiated and was contagious. Dr. Howell said Nick Gallardo was a senior at New Horizon High School and his teacher Ms. Liana Litzsinger nominated him. He said Ms. Litzsinger wrote that she had watched Nick become a young man full of strength and integrity with a great work ethic. He said she wrote that he was the voice of reason when things got difficult, and was honest about difficult behavior, but did so in a way that was encouraging and not demeaning or judgmental. He said he encouraged others to do their best and represented his school and the District well. He said Nick was also taking CNA classes at another high school. He thanked him for being a man of character and for serving as a Student Representative to the Board of Trustees. Ms. Litzsinger said she couldn't say enough about Nick. She said he was a positive influence among his peers. She said he was never afraid to defend her, or other students. She said he was honest, and students appreciated his honesty and courage. She said he was an advocate for himself and for others. Dr. Howell said both students would be recognized in their classrooms the next day and they and their teachers would receive a gift card from McDonalds and the school's media center would receive a \$50 donation in their names. He congratulated them for being selected as the CAKE Award recipients. He thanked both of their parents and their teachers and presented each of the students a certificate.

Dr. Howell invited Melissa Nelson and Mary Kay Ryner from the Kindness Committee to the podium. He said Melissa's kindness mission began a few months ago and she was able to raise money to purchase t-shirts for every elementary student in the District. He said student's wore their Kindness t-shirts every third Thursday. He said the women on the committee coordinated events throughout the community in collaboration with various businesses and the School District. He said the District was excited to continue participating in the various kindness activities throughout the year. He said the shirts helped remind students to practice kindness. He said all of the schools had received their shirts and were excited to continue the partnership. Ms. Nelson thanked the Board for the opportunity to involve the District. She said the kindness initiative was very important to her and she wanted to make a difference for her child and for all children. She said she decided to use her voice for kindness after hearing several stories from parents in the community. She thanked the administration for meeting with her and approving the partnership. She said the campaign directly aligned with the District's belief that parents and the community play a vital role in a student's education. She said she wanted to do something to raise awareness throughout the community. She said it was a good reminder that kindness was the answer and started with each and every individual and was essential to preventing bullying. She said the campaign was able to raise \$20,500 in two months. She said she had hoped to raise \$33,000 in order to purchase t-shirts for every student K-12, but was still able to purchase t-shirts for 16 elementary schools in the District, the charter schools and Fort Hall. She said 7,500 students received Kindness t-shirts. She said it was not just another shirt, it was about unity. She said it helped students feel like they were a part of something bigger which helped to prevent bullying and feelings of isolation. She said it was powerful to see the look of belonging on their faces. She said it was amazing to see everyone's efforts come together. She said one school did not order t-shirts, but the campaign pulled together to purchase the shirts for those students too. She said the students were able to directly experience kindness and inclusion from the community. She said she hoped to continue the effort and raise even more awareness in the coming years. She thanked the committee members and Terry Fredrickson at New Day Products for making the t-shirts. She said his business was helping the campaign and providing opportunities for people with disabilities in the community all at the same time. She said Ms. Ryner was the Regional Director for the PTA and was the campaign's non-profit sponsor. She said she appreciated every volunteer and thanked the Board for the opportunity.

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.

There was no public comment on items not on the agenda at the time of the meeting.

REPORTS

a. Student Representative Reports (3 minutes each)

1) **New Horizon Center** – *Chase Funk; Nickolas Gallardo*

Mr. Gallardo said students from the New Horizon Center visited a Veteran's home to honor their service on Veteran's Day. He said there was also a special lesson on Veterans during the Veteran's Day Assembly that included a flag ceremony and students singing the National Anthem. He said students would attend the Idaho Drug Free Youth (IDFY) Retreat at Liberty Hall later that week. He said student leaders attended an IDFY Retreat in McCall. He said the retreat had great lessons and students gained many skills. He said students would participate in a day of service at the Idaho Food Bank. He said the school was excited for the start of a new trimester.

2) **Century High School** – *Caitlyn Callaghan; Alonzo Hartman*

The Century High School Student Representative was excused.

3) **Highland High School** – *Taylor Snell; Jenny Andrus; Emily McIntosh*

Ms. Snell said the Student Government was kicking off a fundraiser and the school's canned food drive was a success. She said 5,982 cans were donated to the Salvation Army. She said Freddy Flynn was the guest speaker at the Veteran's Day Assembly and it was great. She said Century High School hosted a debate tournament and took 1st place. She said band competed in five competitions and took 1st, 2nd, 3rd, 4th and 5th place. She said student athletes were preparing for winter sports. She said the drama department just finished its presentation of Arsenic and Old Lace and was very successful. She said girls' basketball just started. She said the football team took 3rd place at state and boys' basketball and wrestling tryouts were just starting.

4) **Pocatello High School** – *Brooke Miller; AJ Hancock*

The Pocatello High School Student Representative was excused.

b. Media Report and Community Relations Update – Ms. Allen

Dr. Howell said Veteran's Day activities and Red Ribbon Week were the highlight stories over the past month. He said there were several good stories about the CAKE Awards, teacher grants and the Festival of Trees. He said Ms. Allen

had started the “Like Us on Facebook” challenge. He said the first 500 people to like the page would be entered into a drawing for cookies and peanut butter bars from the District’s Food Service Department. He said the page had just over 300 likes as of that week. He said Ms. Allen had already posted over 30 pictures on the Facebook page highlighting various student and staff achievements. He said statewide news coverage included stories on school district levies and bonds. He said about 90% of the levies and bonds across the state had passed, including the Idaho Falls School District which had previously failed on three separate attempts. He said the Caldwell School District recalled two board members and the West Ada School District had petitions on both sides of the effort to recall four board members.

c. Festival of Trees Update – Ms. Allen

Dr. Howell said included in the packet was information relative to the Festival of Trees sponsors, committee members and the Employee Appreciation Reception. He said all of the Committees were ready to go. He said he wanted to publically recognize the community sponsors. He said the presenting sponsor was the ISU Credit Union; the platinum sponsor was Portneuf Medical Center; the gold sponsors included Connections Credit Union, Farm Bureau, KPVI, FMC and Key Bank; the silver bell sponsors included J.R. Simplot Company, the Idaho Hand Institute, Pocatello Children’s Clinic, Pocatello Orthopaedics and Sports Medicine Institute, Farmers Insurance, Zion’s Bank, DL Evans Bank, and Modern Woodsman; the corporate table sponsors included Citizen’s Community Bank, Idaho State University, Idaho Power, McDonalds, Affinity Partnerships, Racine, Olsen, Nye, Budge & Bailey, Portneuf Heart and Lung Surgeons, ISU College of Education, ISU College of Arts and Letters and the Pocatello/Chubbuck Chamber of Commerce; the angel sponsors included Lockton Company, Deaton & Company and Audio Enhancement and the snowflake sponsor was Idaho Central Credit Union. He said the Festival of Trees event would kick off with the Opening Gala on December 1st. He said the Gala and the Children’s Royal Tea were already sold out. He said there were still a few tickets left for the Breakfast with Santa and the Ladies Holiday Tea. He said information had been distributed throughout the community and the District would enter a float in the Festival of Light’s Parade. He said the Festival would open to the public on Wednesday, December 2nd. He said Wednesday was also Senior’s Day and seniors could attend for free and would be treated with cookies and hot cider. He said Wednesday evening was the Employee Appreciation Reception from 5 – 7 p.m. He said this year the Committee decided to give family passes to employees, so they could bring their families back during the week. He said the District was grateful for the many volunteers and sponsors that made the event possible.

d. ISBA Annual Convention Report – Board Members

Ms. Gebhardt said board members attended the ISBA Annual Convention in Coeur d’Alene on November 11 – 13, 2015. She said it was a good conference and was very well attended. She said the main purpose of the convention was to review and vote on Resolutions. She said there were twelve proposed Resolutions and all but two passed. She said the two that did not pass included the Local Option Sales Tax Resolution and the Public Works Construction Resolution. She said the Parental Rights Resolution submitted by the District did pass, but with an amendment. Ms. Cranor said the amendment removed the language about the legislature holding at bay any expansion of parental rights legislation. She said the Board received several comments from patrons who had concerns with the Resolution. Ms. Gebhardt said some people were worried that names and specific complaints would be reported to the ISBA, which was incorrect. She said the report would only document the number and types of incidents that districts had to handle as a result of the legislation and would not include any names. She said it was important for the legislature to know what kind of impact this legislation had on school districts. Ms. Cranor said parts of the parental rights law conflicted with existing state and federal laws that districts were required to abide by. She said the intent of the Resolution had nothing to do removing parental rights, or documenting complaints for retaliation. She said she received information at the Convention on how to promote a positive image for the District which she would pass on to Ms. Allen. Mr. Vitale said the workshops were very informative. He said one of the workshops included information about the federal government backing out of school board responsibilities. Ms. Gebhardt said the student groups were fun and innovative and it was inspirational to see the amazing things that students were capable of.

e. Report on Standing Committees for 2015-2016

Ms. Gebhardt said included in the packet were minutes from previous Committee Meetings. Mr. Mattson said he attended the Wellness/Insurance Committee meeting and was incredible to see how well the transition to Pacific Source was going. He said everyone talked about how wonderful it was working with Pacific Source. He said staff members had positive things to say about the new wellness program, Café Well. He said word of mouth was spreading and people were getting healthy as a result of the wellness program which helped employees and the District. Ms. Gebhardt said she attended the District Curriculum Subcommittee regarding the potential middle school math adoption. She said Committee members listened very well and considered all comments. Mr. Orr said the Subcommittee would meet again in January to review presentations from the publishers and planned to bring a recommendation to the Board in February. Ms. Cranor said she and Mr. Vitale attended the Key Communicators meeting and reviewed the ISBA Resolutions.

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

a. Instructional Technology Update – Mr. Orr

Mr. Orr said included in the addendum was the current Instructional Technology newsletter, Tech News. He said the current issue highlighted “Digital Citizenship” which was an important topic. He said digital citizenship was the first step to media literacy. He said the newsletter provided many helpful resources to staff and students.

b. Revised 2016 Alternate Route to Graduation Plan – Mr. Orr

Mr. Orr said included in the packet was the revised 2016 Alternate Route to Graduation Plan. He said the revised plan included the SAT and ACT test as one of the measures for meeting the alternate route to graduation. He said it was beneficial to any seniors coming to the District from out of state. He said the Board would be asked to approve the revised plan under New Business.

c. Any Other Curriculum/PLCs/Beliefs Update – Mr. Orr

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

d. Head Start Program Update – Ms. Craney

Mr. Orr said the Head Start Program continued to operate at full capacity. He said the Policy Council representatives were elected and started this month. He said Head Start was still waiting on the findings from the Onsite Review that was conducted last month and would report the findings to the Board once they were received.

e. 21st Century After School Program Update – Ms. Craney

Mr. Orr said the After School Program was still struggling to hire additional aides. He said Ms. Adams continued to regularly review applications and conduct interviews. He said the 21st Century After School Program was accepting new grant applications for the coming school year. He said After School staff would attend a workshop to learn about the application process and would apply to open other after school sites.

f. Idaho Food Bank Back Pack Program Update – Ms. Craney

Mr. Orr said included in the packet was the Idaho Food Bank Back Pack report for the month of October and the Pantry Reports for Lewis & Clark and Tyhee Elementary. He said the monthly allotment of 1,000 back packs was received by the warehouse and 894 back packs were distributed. He said both Gate City Elementary and Hawthorne Middle School submitted applications to the Idaho Food Bank and would be eligible to receive back pack allotments in the future. He said the Idaho Food Bank was allocating two weeks’ worth of back packs to provide students with enough food to get through the Thanksgiving break. He said the Curriculum Department and staff members from Greenacres Elementary went to the Idaho Food Bank to help bag potatoes in 9 – 50 lb. bags. He said it was a great experience and felt good to contribute to those in need.

g. Any Other Elementary Education/PLCs/Beliefs Update – Ms. Craney

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

h. Policy 8160 – Student Dress Code – 2nd Reading – Ms. Harwood

Ms. Harwood said included in the packet was Policy 8160 – Student Dress Code. She said the change added a provision for a principal to make an exception to the prohibition of headgear at school. She said the policy was posted for public input following a first reading, however, none was received. She said one grammatical correction was made, and was highlighted in yellow. She said the Board would be asked to hear the policy on second reading for adoption under Old Business.

i. Western Governor’s University Agreement – Ms. Harwood

Ms. Harwood said included in the packet was an Agreement between the Pocatello/Chubbuck School District No. 25 and Western Governor’s University to place administrative interns in various District schools. She said the Board would be asked to approve the Agreement under the Consent Agenda.

j. Western Governor’s University and ISU Administrative Intern Requests – Ms. Harwood

Ms. Harwood said included in the packet were requests from Western Governor’s University to place an administrative intern at Gate City Elementary and Highland High School and a request from ISU to place an administrative intern at Indian Hills Elementary, Hawthorne Middle School and Pocatello High School during the 2015-16 school year. She said the requests were routine and the Board would be asked to approve the requests under the Consent Agenda.

k. DAPC Committee Report – Ms. Harwood

Ms. Harwood said included in the addendum was a report detailing the DAPC Hearings that were held for the 1st trimester. She said the information was provided by grade level. She said the administration had been meeting with most of the students since last year and five of them were finally placed at the New Horizon Center to give them the best chance for staying on track to graduate on time. She said one of the students was a senior who was in an unfortunate circumstance and needed an opportunity to earn credits quickly. She said another student really wanted to stay at Pocatello High School and then ended up deciding that New Horizon High School would be a better fit them. Ms.

Cranor asked if transferring students to the New Horizon Center was impacting class size. Ms. Harwood said Mr. Wallace anticipated and planned for the increase in enrollment and was creating a schedule to meet the additional needs. She said there were also a number of students the returned to their home school at the end of the first trimester which evened the student population out. She said Mr. Wallace was prepared to accommodate anywhere from 120 to 150 students at any given time.

l. Out of State/Overnight Travel Requests – Ms. Harwood

Ms. Harwood said included in the packet were the out of state/overnight travel requests. She said the requests were reviewed and were in order. She said the Board would be asked to approve the requests under Old Business. Ms. Cranor asked why the wrestling team had to stay overnight. Ms. Harwood said sometimes the cost of traveling back and forth to meet a particular schedule was more expensive than staying overnight. She said one of the travel requests did not have enough chaperones, so Dave Ross volunteered to go with the group.

m. Early Graduation Requests – Ms. Harwood

Ms. Harwood said included in the packet was a report detailing the current early graduation requests. She said the requests were reviewed and approved by the school counselor, principal and herself. She said most of the requests were from Pocatello High School. She said there were 16 requests for early graduation and most of the reasons were to work and save for college. She said the Board would be asked to approve the requests under Old Business.

n. Any Other Secondary Education/PLCs/Beliefs Update – Ms. Harwood

Ms. Harwood had no further Secondary Education updates at the time of the meeting.

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 November. He said revenue for the month was \$3.5 million below projections. He said revenue was \$1.4 million below projections for the year. He said it sounded like a lot, but was not too far off the mark. He said it still reflected a 5.8% increase over the previous year. He said the economy was showing signs of improvement.

b. Free and Reduced Lunch Report

Mr. Reed said included in the packet was the current Free and Reduced Lunch Report. He said the current free and reduced lunch rate was at 53.19% overall. He said the percentage always fluctuated throughout the year, but was typically not that high. He said he anticipated the rate to decrease before the end of the year.

c. Rise Broadband Update

Mr. Reed said included in the packet was a draft Agreement between the Pocatello/Chubbuck School District No. 25 and Rise Broadband. He said further changes had to be made prior to finalizing the Agreement. He said the Board would be asked approve the Agreement, pending final changes, under New Business. He said a final copy would be sent to the Board for review prior to executing the Agreement. He said Syringa Wireless was going out of business on December 31st and would remove their equipment from the roof of Pocatello High School. He said Syringa had been subcontracting with Rise Broadband allowing them to utilize Syringa's cell tower. He said Rise Broadband was requesting to maintain their tower in the same location. He said the Agreement would allow Rise Broadband to lease the space for \$575 per month for five years. He said either party could terminate the Agreement at any time and was a continuation of the existing use through Syringa Wireless. Ms. Gebhardt asked if Rise Broadband would also provide the District's cell phone service. Mr. Reed said they would not, and only provided broadband services. He said the District was not utilizing the company's broadband service, and would only lease the space to Rise Broadband. He said the District was working on providing a different cell phone package through Verizon Wireless which had a very affordable government rate. He said the District would not need to use Verizon exclusively, but was an affordable option to offer employees. Mr. Gertsch clarified that the District was only leasing the space to Rise Broadband and was not receiving any services. Mr. Reed said that was correct.

d. Proposed Building and Subdivisions (New Construction)

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

e. Any Other Business Operations/Operational Support Update

Mr. Reed said the CIP Committee would meet the next day at 2:00 p.m. He said he met with 30 representatives in the community regarding the Portneuf River beautification project. He said a federal facilitator attended the meeting. He said the District was a stakeholder in the project because the project proposal bordered two of the District's schools, Irving Middle School and Indian Hills Elementary. He said the meeting went well and there was a lot of good discussion. He said a lot of ideas and funding options were reviewed. Ms. Cranor asked if the Committee was still considering the removal of the concrete canal. Mr. Reed said a lot of people were in favor of that option, but coming up with the funding to implement the proposal may not be immediately forthcoming. He said some of the ideas would not be entertained for another ten years. He said it was a long term project and the next meeting was scheduled for January.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said the ISEE reporting schedule had changed and school districts were not required to upload reports as frequently. He said the department was in the process of finalizing the November upload. He said the report currently had 45 errors which would be cleaned up prior to submission. He said the District would not have to submit another ISEE report until March. He said submitting the report twice a year eliminated the need to go back and correct the same error on each previous report. Ms. Gebhardt said it sounded like Mr. Burkman was getting up to speed very quickly. Mr. Smart said there were a lot of challenges and Mr. Burkman jumped right in to take care of them. He said he had done a good job and the data was right on the money. He said the technology department worked over the weekend to resolve network issues.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was the current student enrollment data. He said included in the addendum was a correction to the middle school enrollment numbers at Hawthorne Middle School. He said enrollment was higher than anticipated for this time of year.

c. Parent Input into Teacher Evaluations

Mr. Smart said included in the packet was information regarding parent input into teacher evaluations. He said the District sent over 4,400 letters out to parents last week. He said some households received multiple survey requests. He said some families received up to 10 requests which could easily happen with families that had two or three students in high school. He said survey responses were already starting to come in and parents had until December 2nd to respond.

d. Unit Projections

Mr. Smart said the October ISEE upload showed that the District had 592 units as of the first trimester, which was 13 more units than he originally anticipated. He said enrollment was always higher at the start of the year than it was towards the end, and he expected that number to go down slightly after the November ISEE upload. Ms. Gebhardt asked if any budget increase would be retroactive to the start of the year. Mr. Smart said yes. He said the state based a district's salary allocation on the number of units. He said the District lost three units last year due to protection and he anticipated a similar loss in units this year. Ms. Cranor asked if the state switching from an ADA to an ADM calculation would benefit the District financially. Mr. Smart said he was not sure, but thought it would be more beneficial than ADA. He said if the state ended up switching to ADM, they would probably just change the divisor and allocate the same amount to districts. He said he would better unit information after the November ISEE upload.

e. Wellness/Insurance Update

Mr. Smart said included in the packet was the first Wellness Dashboard Report detailing the membership and participation with the District's new medical provider, Pacific Source. He said there was not a lot of information yet because the plan was brand new. He said there were lot of new prescription drugs on the market that were very expensive and the District was working with Pacific Source to figure out how to manage costs. Ms. Cranor asked if anyone ever went after the drug companies. Mr. Smart said not that he knew of, but there could come a day when that happened. He said the District was working to address the issue before it had a negative impact on the District's renewal rates.

f. Any Other Employee Services/Operational Support Update

Mr. Smart had no further Employee Services updates at the time of the meeting.

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 one retirement was included in the addendum. She said a student teacher would take the place of the resigning teacher. She said the District was finally able to fill the broadcasting position at Highland High School. She said the new teacher was a local businessman that owned a technology company and was excited about the teaching opportunity. She said it was a great fit and Ms. Naftz was able to work with him to complete his PTE credential. She said there were a few requests for alternative authorizations: one for a math teacher at Pocatello High School that had not finished their minor, but still had enough credits for their major. She said the PTE teacher at Alameda Middle School was supposed to take the Praxis but did not get it done in time and ended up having to request an alternative authorization until they completed the Praxis. She said also included on the report were requests to pay the Leadership Premiums and principal mentorship stipends. She said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. Any Other Human Resources/Operational Support Update

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

SUPERINTENDENT REPORT – Information – Dr. Howell

a. Code of Ethics for School Board Members

Dr. Howell said included in the packet was the ISBA Code of Ethics for School Board Members. He said the Board agreed to affirm the Code of Ethics for Board Members and thought it would be good for employees to know that Board Members were also accountable to a Code of Ethics. He said the Board would be asked to affirm the Code of Ethics under Old Business.

b. Agenda for Board Work Session with Legislators

Dr. Howell said included in the packet was the agenda for the Board Work Session with legislators which was set for Monday, November 30, 2015. He said a light refreshment would be provided. He said he had a chance to meet with several legislators during the Legislative Tour, and the District's delegation was always supportive and a great advocate for education. He said Mr. Orr and Ms. Harwood would present the curriculum topics and would review ISBA Resolution No. 10. He said Mr. Reed and Mr. Smart would present the budget information and talk about the District's needs. He said Ms. Pettit would present the human resources information. He said the Governor spoke at the ISBA Convention for about twenty minutes and seemed very supportive of education and said he would encourage the legislature to fully fund the career ladder and support State Superintendent Ybarra's budget. He said he anticipated an increase in operational funding. Ms. Cranor said there was a lot of discussion about funding kindergarten. She asked if the topic could be added to the agenda. She said some 1st grade students came to the District not knowing their colors or numbers yet. She said funding kindergarten was an important issue. She said it would come up during the legislative session and the legislators needed to know where the District stood. She said the District's kindergarten program was not adequate. Mr. Vitale agreed that it was worth mentioning, but didn't think the administration should go into it in depth at that meeting. Ms. Gebhardt said every other day attendance was definitely not conducive to an effective program. Ms. Cranor asked Dean Mendive if the Charter had full day kindergarten. He said some Charter schools had all day programs. He said Idaho was one of the only states that did not fully fund kindergarten, and was one out of 24 states that did not provide any preschool support. Ms. Gebhardt said one concern for the District was the lack of space to implement a full-time kindergarten program. Dr. Howell said all but two legislators would be at the meeting, and Representatives Ken Andrus and Kelley Packer asked to be excused.

c. Board Calendar

Dr. Howell said included in the packet was the calendar of the Board's Meeting Schedule and various Committee Meetings from November 16, 2015 through January 8, 2016. He said the Festival of Trees events had been added to the calendar and were included in the addendum. He said the Student Discipline Hearings for December 2, 2015 had been cancelled because it fell on the same night as the Employee Appreciation Reception. He said Restorative Practices was working very well throughout the District with students, staff and even families. He said Mr. Hobbs and the RP Trainers were offering courses on professional development days. He said about 55% to 60% of staff had been trained. He said students and staff would have a week off for Thanksgiving break. He said the week off and the attendance incentive program should help to improve the District's ADA for November.

d. Any Other Superintendent's Update

Dr. Howell had no further Superintendent's update at the time of the meeting.

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.

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

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 October 20, 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 November 9, 2015 in the amount of \$1,498,919.86.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of November 9, 2015 in the amount of \$1,498,919.86.

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

Policy Issue: Board acts on Financial Information.

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

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

d. Topic: *Approve Western Governor's University Agreement*

Policy Issue: Board approves Agreements to place interns in various District schools.

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

Administrative Recommendation: Administration recommended Board approve the Western Governor's University Agreement as presented.

e. Topic: *Approve Western Governor's University and ISU Administrative Intern Requests*

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

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

Administrative Recommendation: Administration recommended Board approve the Western Governor's University and ISU Administrative Intern requests as presented.

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

OLD BUSINESS – Information – Action – Dr. Howell

a. Topic: *Approve Out of State/Overnight Travel Requests*

Policy Issue: Board approves out of state/overnight travel.

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

Administrative Recommendation: Administration recommended Board approve the out of state/overnight travel requests as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the out of state/overnight travel as presented. The voting was unanimous in the affirmative.

b. Topic: *Approve Early Graduation Requests*

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 Requests as presented.

Board Direction/Action: A motion was made by Mr. Gertsch and seconded by Ms. Cranor to approve the Early Graduation Requests as presented. The voting was unanimous in the affirmative.

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

Policy 8160 – Student Dress Code

Policy Issue: Board adopts policy.

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

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

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

d. Topic: *Affirm ISBA Code of Ethics for School Board Members*

Policy Issue: Board affirms the code of ethics for school board members.

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

Administrative Recommendation: Administration recommended Board affirm the ISBA Code of Ethics for School Board Members as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Ms. Cranor to affirm the ISBA Code of Ethics for School Board Members as presented. The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Dr. Howell

a. Topic: *Approve Revised 2016 Alternate Route to Graduation Plan*

Policy Issue: Board approves alternate route to graduations plans.

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

Administrative Recommendation: Administration recommended Board approve the revised 2016 Alternate Route to Graduation Plan as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the revised 2016 Alternate Route to Graduation Plan as presented. The voting was unanimous in the affirmative.

b. **Topic:** *Approve Agreement between the Pocatello/Chubbuck School District No. 25 and Rise Broadband Pending Final Changes*

Policy Issue: Board approves various Agreements.

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

Administrative Recommendation: Administration recommended Board approve the Agreement between the Pocatello/Chubbuck School District No. 25 and Rise Broadband pending final changes as presented.

Board Direction/Action: A motion was made by Mr. Gertsch and seconded by Ms. Cranor to approve the Agreement between the Pocatello/Chubbuck School District No. 25 and Rise Broadband pending final changes 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. Gertsch and seconded by Mr. Vitale to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 7:18 p.m.

APPROVED ON:

15 December 2015

BY:

Janie Gebhardt
Chair

ATTESTED BY:

[Signature]
Clerk

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees