

**MINUTES OF THE  
REGULAR SESSION BOARD MEETING  
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25  
Education Service Center Board Room  
Tuesday, August 19, 2014  
5:30 p.m.**

**BOARD MEMBERS/SUPERINTENDENT PRESENT:**

Janie Gebhardt, Chair  
Jackie Cranor, Vice Chair  
Dave Mattson, Clerk

Jim Facer, Assistant Treasurer  
Paul Vitale, Member  
Mary Vagner, Superintendent

**CONVENE REGULAR MEETING**

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 19<sup>th</sup> day of August, 2014, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:27 p.m.

**PLEDGE OF ALLEGIANCE**

Andrea Sprague 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 Mr. Facer 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 – July 15, 2014**

**b. Regular Board Meeting – July 15, 2014**

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

**RECOGNITIONS/VISITORS/CORRESPONDENCE – Information**

**a. Visitors and Correspondence**

1) *Introduce New Administrators*

Ms. Craney said the District was lucky to have the new administrators. She said the new principals were already developing relationships. She introduced Nick Muckerman, the new Principal at Edahow Elementary, Jason Winward, the new Principal at Jefferson Elementary, Jill Pixton, the new Principal at Indian Hills, Stuart Johnson, the new Principal at Tyhee Elementary and Philip Armstrong, the new Principal at Lewis & Clark. She said Becky Bullock was not in attendance but was the new Principal at Syringa Elementary. She introduced Gretchen Anderson as the new Title I Coordinator. Ms. Harwood said the new group of administrators was a great example of the District growing its leaders. She said Jena Wilcox was the new Assistant Principal at Highland High School, Justin Jolley was the new Assistant Principal at Pocatello High School, Lisa Delonas was the Principal at Pocatello High School and Brandon Vaughn was the new Turnaround Office at New Horizon Center. Ms. Vagner said Jay Lenker was not in attendance but was the new interim Assistant Principal at Alameda Middle School. She said out of all of the new assignments only two were from out of District. She said the administration was proud to place its staff members in leadership positions as each became qualified and looked forward to building capacity in the new administrators. She thanked the new administrators for coming to be introduced to the Board.

**b. Recognitions - Information - Ms. Allen**

Ms. Allen invited members of the Education Foundation Board to the podium. She said she was pleased to recognize the members for their support. She said the Education Foundation provided instructional enhancement. She said the Mission of the Foundation was to support, promote and sponsor the educational objectives of the schools by raising funds and awarding grants. She said the Foundation raised \$142,000 last year to improve the educational experience. She said each of the members participated in Committee work and helped with the Festival of Trees, the Brian Reams 3 on 3 Basketball Tournament and the Give a Dollar

Campaign. She said Kristi Samuelson was the Chair, Jackie Cranor was the Board liaison. She said the remaining Board of Directors included Stacey Jensen, Shawna Sprague, Steve Morton, Jim Allen, Tim Anderson, George Chandler, JJ Murphy, Arlene Hurlbert, Karen Judd, Heidi Kessler, Lance Howell, Brandi Dye and Misty Kuckelman.

**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.

Ms. Gebhardt said Mr. Lorax would have three minutes to address the Board and would be asked to leave the premises immediately following his opportunity to speak.

**Idaho Lorax – General Delivery, Pocatello, ID**

Mr. Lorax said he believed it was because he publically designated the locations of contamination that he was banned from District property. He said he was worried about the catastrophes within the community from contamination that was supposed to be cleaned up. He said the New Horizon Center had two feet of contaminated materials dumped right next to it. He said there were contaminates swirling in the wind during a ball game at Hawthorne Middle School. He said Tendoy Elementary could also be contaminated. He said people in the community were not dealing with the hazardous materials as the serious concern that they were. He said most people did not own a Geiger counter, but every school should have one. He said the hazardous materials were invisible and odorless but they would kill every person on the planet which was a documented fact. He said he came on strong only because he had just three minutes to present the information when he thought he would have five. He said Ms. Vagner and many other community leaders were responsible and liable for felony offenses because they had been informed. He said the community leaders knew about the contamination and covered it up which ultimately would lead to the deaths of children, pets and adults due to the cancer caused by the hazardous material. He said the contaminants were a reduced form of uranium and heavy metals. He said nothing compared to their deadliness. He said he prayed the Board would do something in the community and charge those that were responsible with the task of cleaning up the dangerous materials. He said Northern Idaho was in the process of cleaning up the contaminants. He thanked the Board for its time and said he hoped they would do something about it. He said a Geiger counter was only \$250 and that surely Ms. Vagner could afford to buy one for the District.

**REPORTS**

**a. Media Report – Ms. Allen**

Ms. Allen said media coverage was a little quieter over the last month. She said there were twelve local print articles mostly on back to school activities. She said there was a very good article on the summer school graduation. She said a lot of the media outlets continued to be interested in personnel and it was important to remind the media and the public that there were three laws that prevented the District from commenting on personnel matters including FERPA, which prevented the release of personally identifiable student data, Idaho Code 9-340 and Idaho Code 33-518 which prohibited the District from disclosing anything in an employee's personnel file. She said District personnel were very careful to avoid violating any of these laws when addressing the public. She said often the District provided a written statement or declined to comment. She said there was a letter to the editor about a bus from Highland to Century High School being discontinued. She said she wanted to clarify that the District previously was required to provide transportation to School Choice students under the NCLB Act which was no longer in place. She said all of the students that qualified under the old Act had graduated so the District was no longer required to provide that route. She said there had been broad coverage of leadership premiums across the state. She said there continued to be discussions regarding negotiations. She said three Districts in the state planned to hold levies. She said Madison would run a Supplemental Levy, Teton planned to ask for a Bond to help build new schools and Swan Valley would ask voters to renew its School Plant Facilities Levy. She said there was some media coverage about student fees. She said the media outlets failed to compare the District's fees with surrounding

areas and she wanted to clarify that the District's fees were very much in line with the surrounding Districts. She said it could be a good topic for a Board editorial. Ms. Cranor thanked Ms. Allen for suggesting a comparison of fees since it came up quite a bit this time of year. She said people needed to be reminded that the legislature did not fund those types of activities. She said the District's hands were tied. Ms. Allen said she understood that presenting the information did not make a parent's pocketbook feel any better but she believed that the media failed to show that the District was not the only one in this situation.

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

Ms. Allen 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 included budget information for the 2013-14 school year. She invited Ms. Samuelson to join her. She said the report listed the Foundation's Board of Directors. She thanked Ms. Cranor for suggesting a replacement member and she was pleased to report that the Foundation extended the invitation and that person agreed to serve on the Board. She said the contributions were listed in the report from July 1, 2013 to June 30, 2014. She said the individual contributions amounted to \$27,014.52 and business contributions totaled \$165,585.69 for a total contribution of \$192,600.21. She said the contribution amount for the previous year compared to the starting year was an increase of 165,461.57. She said she was completely impressed and proud of the Foundation's hard work to raise that kind of money. She said the report listed all the grants awarded. She said grants were written for curriculum materials, music, blood pressure kits and individual teacher grants. She said District employees donated over \$18,000 to the Foundation. She said it was important to note that the District's employees continued to work at reduced pay levels and were still stepping up to increase their contributions to the Foundation. She said The Foundation really appreciated their help. Ms. Allen introduced Stacey Jensen, a teacher at Edahow, who was the vice-chair and said she was at every fund raising activity. Ms. Samuelson said it was a privilege to be associated with this Board of Directors. She said the Foundations' work was a lot of fun but was also a lot of work. She said it was great to see how the funds raised supported the District. She said the Board of Directors was a great group of people and she was grateful to live in such a generous community. She said the Foundation raised almost \$200,000 last year. She said the Board took awarding the grants very seriously. She said the Board of Directors ensured that the District was making the best use of that money to enhance education. She thanked Ms. Allen for the opportunity to serve on the committee.

**c. Portneuf Health Care Foundation Grant Award**

Ms. Allen said included in the packet was a letter from the Portneuf Health Care Foundation notifying the District that it was awarded a grant for athletic training equipment and supplies. She said grant would purchase medical equipment for the athletic training program to be distributed to three of the high schools. She said the Hospital had been a great partner and the District greatly appreciated the additional support from the Portneuf Health Care Foundation. She said the grant for supplies and equipment amount to a \$47,000 donation to keep kids safe and was over and above the contribution from the Hospital. She said it would not go unnoticed. She said the District was highly supportive of the local Hospital.

**d. Report on Standing Committees for 2014-2015**

Mr. Mattson said he continued to be impressed with Judge Murray bringing a variety of agencies together to make the community better. Ms. Cranor said that Mr. Facer was unable to attend the reorganization meeting and asked if there were any Committees that he would like to serve on. Mr. Facer said he enjoyed participating on the CIP Committee and was interested in continuing if anyone was willing to trade assignments. Mr. Vitale said he was happy to let have Mr. Facer take his spot on the CIP Committee.

**BUSINESS OPERATIONS (BUDGET, MAINTENANCE, TRANSPORTATION, FOOD SERVICE) –**

Information – Mr. Reed

**a. Idaho General Fund Update**

Mr. Reed said included in the packet was the monthly Idaho General Fund Revenue report for August. He said the state had been ambitious with its revenue projections. He said initial projections showed at 6.1% increase and were later revised to 5.5%. He said state revenue ended up dead even. He said July collections were short by \$3.3 million, but projections were not too far behind overall and hoped the start of the new fiscal year would be better. He said 50% of state revenue went towards education. He said he would continue to monitor revenue closely.

**b. Bus Routes 2014-15**

Mr. Reed said included in the packet were the proposed bus routes for the 2014-2015 school year. He said the lists were extensive. He said the Board was required to approve all bus stops at the start of the year. He said the District had a GIS system that coordinated all of the routes. He said all of the stops were timed and

corresponded with the number of busses that the District had. He said a lot of work went into coordinating all of the routes. He said there were over 1,600 stops. He said the transportation department was extremely efficient and conscientious of how transportation dollars were spent. He said the Board would be asked to set the bus routes and authorize the administration to make adjustments throughout the school year under New Business.

**c. Annual Auction Results**

Mr. Reed said included in the packet was a memorandum detailing the outcome of the surplus property auction held on July 12, 2014 at Prime Time Auctions. He said the property that went to auction was no longer needed or useful. He said the District sold \$8,700 in merchandise and had \$2,900 in expenses for a net profit of \$5,800. He said the results were similar to years past. He said items sold at auction typically included old furniture or vehicles.

**d. 2014 Audit Report**

Mr. Reed said the 2014 Audit was currently underway. He said he met with auditors last week and they have completed all student activity fund audits. No major exceptions. There were some recommendations that have already gone to the Bursars. He said he turned over all financial records and will review all entries to make sure they are accurate. He said we came out very close to our projections last year. There will not be any cushion going into this year and we will really have to watch our budgets.

**e. Summer Projects Update**

Mr. Reed said Tyhee Elementary School's parking lot was finished. He said the project was delayed for nearly a week due to the rain, but it was finished. He said the turnaround area was paved and worked exceptionally well. He said most of the summer projects were complete at this point. He said there was a power outage at Pocatello High School on Thursday and was finally restored the following Monday. He said the electrical panel had damaged parts that had to be repaired. Mr. Mattson said it sounded like the switch was old. Mr. Reed said it was very old and was massive. He said the circuitry was still good but various parts in the breaker had to be replaced. He said it was probably the same breaker that was installed when the school was built. Ms. Gebhardt thanked the maintenance staff for working to resolve the issue quickly.

**f. Asbestos Inspection Results**

Mr. Reed said included in the packet was a letter from the U.S. Environmental Protection Agency notifying the District that no asbestos related violations were found during the inspection conducted on April 16, 2014. He said occasionally the EPA conducted surprise visits and the District had its audit in April. He said Randy Gwynn went through extensive training on asbestos requirements and was the gatekeeper for the asbestos plans and compliance for each of the schools. He said the auditor selected at random one school at the elementary, middle and high school levels. He said the auditor did not find any violations and said they were pleased with the District's record keeping and compliance.

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

Mr. Reed said the final participation numbers for the Food Service Summer Feeding program were included in the packet. He said the report showed a yearly comparison. He said last summer the food service department served 98,000 and this year participation was up by another thousand meals. He said the program had grown every year since it started in 2001 until around 2011 when it started to decline slightly. He said overall the program was still very successful. Ms. Cranor said the rain might have affected participation. Mr. Reed agreed that rain and heat tended to keep people away. He said the two parks with the highest participation were Alameda Park and OK Ward Park.

**h. Lease Agreement Between Pocatello/Chubbuck School District #25 and ISU for Public School Space at ISU**

Mr. Reed said included in the packet was the lease agreement between the Pocatello/Chubbuck School District #25 and ISU for Public School space on ISU's campus. He said the programs on ISU's campus were the K-1 and the VOICE programs. He said the programs were in Albion Hall which still prohibited anyone from carrying a weapon in that area with the exception of ISU's Public Safety Officers. He said the Board would be asked to approve the Lease Agreement under New Business.

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

Mr. Reed said included in the packet was a notice from the City of Chubbuck regarding a request from the Academy Charter School to build a new school. He said the charter was requesting to annex the property into the City of Chubbuck. He said the administration did not know when the Academy planned to build but it would most likely be in the near future. He said he spoke with an administrator at the Charter and it initially planned to build a K-8 school that would house 550 students. He said the Academy Charter was currently capped at 276 students. He said the new building and increased enrollment cap could have an impact on the

District's enrollment and funding. Ms. Cranor asked Mr. Reed if he knew anything about the multi-family housing units on Briscoe Road. Mr. Reed said he did not have any details on those particular units. He said a lot of multi-family houses were being built throughout the community. He said it might have something to do with stricter laws for first-time homebuyers.

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

Mr. Reed said it had been an extremely busy summer and all departments worked very hard to prepare for the new school year.

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

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

Mr. Wegner said included in the packet was the draft Title II-A budget for the 2014-15 school year. He said it was a federal allocation for professional development. He said the 2014-15 allotment was \$515,000 and the carryover was \$70,900 for a total of \$586,000. He said the District could not carry over more than 25% of the allocation. He said about half of Ms. Luras' salary was paid out of the budget because most of her job description was professional development related. He said a small portion of the instructional coaches were paid for out of the budget and the rest were paid for out of Title I. He said paying a portion of the salaries out of the Title II-A budget allowed the coaches to work at non-Title I schools. He said all or a portion of the technology training specialists salaries were paid for out of the budget. He said stipends used to be paid for out of this budget but had been moved to other budgets. He said it was the same situation for BLT stipends which would be funded out of Leadership Premiums this year. He said there were quite a few new staff members this year so the stipend allocation had to be increased. He said department chairs would be paid for out of Leadership Premiums this year. He said anything UbD related would be paid for out of that account this year. He said there was a line item for professional development instructor salaries. He said the District developed a professional development plan for deepening teachers' content knowledge in math, K through Algebra I. He said other professional development courses included iPad Training, Effective Use of eBooks, Simple Dances for Elementary PE which provided more options for teachers to teach elementary PE, and Essential Questions in Unit Development. He said after those line items were paid the remaining balance was about \$226,000. He said the District was required to provide a portion of those funds to the private schools which would leave about \$217,000. He said \$85,000 would be set aside for schools to implement their School Improvement Plans. He said one of the main uses for the funds was to increase the number of Highly Qualified teachers. He said the funds were used to help teachers gain certifications in order to be considered HQ. He said most of the remaining line items had the same allocations as the year before. He said writing was a major focus this year and would be picked up by HB638. He said included in the packet was the carryover history 2008 – 2013 and the number of staff that were funded out of the budget.

Ms. Naftz said included in the packet was the proposed Carl Perkins Budget for the 2014-15 school year. She said the District applied for the Carl Perkins grant every year. She said last year the District was allocated \$165,000. She said the District had no control over the allocation amount. She said this year the allocation was \$152,000. She said the District had to meet four criteria in order to be eligible for the funds. She said the money had to directly support the PTE program and to supplement supplies and equipment. She said \$76,000 was allocated for the Coordinator's salary. She said she was responsible to collect data, write grants, track programs and make recommendations. She said \$24,000 was allocated for travel which allowed PTE teachers to attend professional development conferences, students to travel to and from state organizational meetings, transportation to the Tech Expo, Gender Equity Conference and Career and College Ready Days. She said transportation was also provided for PTE students to go to work sites and job visits. Ms. Cranor asked if the PTE classes were specific to certain high schools. Ms. Naftz said some of the courses were offered at one location only but most were offered at all three high schools. She said she had spoken to the Transportation Department about providing bussing to the other high schools was too costly to implement. She said other items funded out of the Carl Perkin's Budget included the National Academy Foundation for Training and Service, the ISU welding and machining programs and professional development for health and PE teachers. She said a new PTE website would be implemented this year. She said the District was planning to hire a Workplace Coordinator that would meet with students and help them determine a career goal. She said another item in the budget was allocated for materials and supplies that were in addition to the usual supplies, such as laptops or specialized equipment. She said this year more laptops would be purchased for the Early Child Professions program and six specialty computers would be purchased for the Journalism Program. She

said one more mobile computer lab would be purchased which would bring the total to three. She said so far 110 iPads had been purchased out of the Carl Perkins' Budget which meant that each of the high schools would have an iPad Lab. She said the budget also included supplies for special populations in order to help them become college and career ready.

Ms. Anderson said included in the packet was the draft Title I budget for the 2014-15 school year along with a detailed explanation of the budget. She said the department would not receive final numbers from the state until October. She said the projected allocation was \$2.5 million which was down slightly from previous years and was a result of continued reductions at the federal level. She said the carryover from the previous year was about 15% of the allocation. She said the department was slightly over the 15% carryover requirement but had received a waiver from the state to allow the overage. She said the reason for the overage was a reduction in staff which increased the anticipated carryover. She said the District initiatives concentrated Title I spending on K-5 schools and believed strongly in early intervention and would continue to focus on those schools. She said the majority of the Title I budget addressed K-5 needs associated with the Common Core and technology. She said the first set aside was for homeless students. She said \$25,000 had been added for homeless students using carryover. She said it was decided based on the tremendous need at the secondary level. She said the funds would pay for a part time CRW to assist with those students. She said \$6,000 was allocated for supplies. She said the \$12,172 that was allocated for "neglected" went directly to the Bannock House. She said Bannock House served 17 students last year. She said the average stay for a student last year was 232 days. She said \$226,975 was allocated for District level coaches. She said there was one full time math coach, an ELA coach and a technology coach that served the elementary schools and the private and charter schools. She said \$7,000 was set aside for school improvement. She said the allocation was tentative until paraprofessionals were assigned to assist with tutoring at Turning Point and at New Horizon Center. She said the last item was the carryover amount which was \$458,719. She said the District planned to use the carryover to purchase three additional mobile labs to equalize the elementary schools. She said storage carts had already been purchased for those labs. She said a key focus this year was on the Six-Trait Writing Training to implement the Common Core. She said there were 30 brand new elementary teachers this year and some of the carryover would be used to provide professional development for those teachers. She said \$24,000 was set aside for use in 2015-16. She said the set aside would be used to pay to have Eric Jensen, a nationally recognized researcher and presenter, to work with the schools on working with students in poverty next year. She said the final allocation was \$2,368,000 which went directly to schools to pay for staff, supplies and professional development. She said 1% of the budget had to be set aside for parent education courses. She said the District set aside another \$10,000 for Love and Logic and other parenting classes for a total of \$35,000. She said the budget outlined per pupil spending and the number of free and reduced students. She said the free and reduced eligibility at Edahow had declined but she anticipated those numbers would even out with the addition of a new DLP teacher and another 1<sup>st</sup> grade class at the school. She said the charter school had a decrease in eligibility because fewer students qualified this year.

Mr. Miner said included in the packet was the draft Special Education budget for the 2014-15 school year. He said the numbers were still preliminary. He said the District would get final information in November. He said the special education allocation was \$2.5 million. He said the carryover from 2013-14 was \$1.15 million for a total of \$3.7 million. He said most of the budget was allocated for teacher salaries including school nurses and speech therapists. He said the District had one SLP contracted through a community agency. He said there were 36 students served by the local charter school and 8 that were served through local private schools. He said the special education preschool allocation was anticipated to be \$128,000 which mostly paid for teacher salaries. He said the total special education budget for all categories was \$3.797 million.

**b. Status of Special Education Services – Mr. Miner**

Mr. Miner said included in packet was a Powerpoint presentation detailing the Special Education services provided, the number of students served and the staffing picture for the 2014-15 school year. He said the District's child count was anticipated to be slightly higher than previous years. He said most of the students served as defined by IDEA fell under the Specific Learning Disability (SLD) category, then speech/language impaired, then health impaired which was anything that impacted a student's social or educational ability, then developmentally delayed which included 3 – 9 year olds, most of whom were served at the Lincoln Center, then intellectual disability, then autism spectrum disorders which made up 10% of special education students. He said the remaining 10% included students with any emotional disturbance, visual/hearing impaired, traumatic brain injuries, multiple disabilities, orthopedic impaired and deaf and blind students. He said the District had 63.5 special education teachers. He said there were 29.5 in the elementary schools, 15 in the middle schools and 19 in the high schools. He said the state was requiring Districts to switch the focus to

the newly implemented Results Driven Accountability (RDA) model. He said Districts would have to look at special education student achievement results, graduation rates, dropout rates, participation in general education programs, discipline, improved outcomes for preschool, parent satisfaction and post-secondary outcomes. He said the state believed that monitoring paperwork did not improve student outcomes so Districts were being held to a higher standard for the special education population this year. He said the District would continue to focus on maintaining paperwork including IEPs. He said the District received a “Meets Requirements” rating from the state by monitoring IEP compliance. He said the District met the 60 day timeline. He said the instructional focus would be on aligning IEPs to the Common Core. He said the District would develop a task force this year to conduct a review of the resource room curriculum. He said the staff reviewed the DLP and resource room curriculum and determined the current curriculum was working well. He said the Medicaid revenue that the District received was reimbursement for services provided to students throughout the year. He said the District added a Developmental Learning Program (DLP) at the elementary and middle schools for a total of two DLPs at each level. He said there was a resource room available in every building. He said other programs included adjustive education, hearing impaired, Turning Point, career development transition for junior and seniors that needed work experience, and the VOICE Program for 18 – 21 year old students. He said that program was housed on ISU’s campus. He said the District was bussing 150 students door to door as directed by the IEP. He said the students had either an orthopedic or cognitive disability that prevented them from being able to board a regular bus. Ms. Cranor asked if the special education routes were listed in the bus routes that were included in the packet. Ms. Vagner said she believed they were. Mr. Miner said the District’s accommodations went from simple accommodations all the way to intensive specialized program accommodations. Ms. Gebhardt asked about the current resource room curriculum. Mr. Miner said it was specialized curriculum for students that were pulled out of the general population to focus on a particular area. He said this was his first year as the Director of Special Services and he was grateful to have taken over a healthy, well-functioning program.

**c. State Required Testing for 2014-15 – Mr. Wegner**

Mr. Wegner said included in the packet were the testing dates by grade level for the various assessments for the 2014-15 school year. He said the state determined that it would now refer to the SBAC assessments as the ISAT 2.0. He said the assessment would not change and would still be aligned to the Idaho Core Standards. He said the District would still conduct the ISAT 1.0 retakes in the spring for 12<sup>th</sup> graders who had not passed the current assessment. He said the ISAT 2.0 test window was still tentative. He said the dates still had to be approved by the State Board of Education but were tentatively set for March 30<sup>th</sup> – May 22<sup>nd</sup>. He said that was one week longer than last year which was good. He said the required grades showed 3<sup>rd</sup> – 11<sup>th</sup> but the District learned that testing 11<sup>th</sup> graders was optional this year. He said the administration would bring a recommendation to the Board in September to allow 11<sup>th</sup> graders to be exempt from testing this year. He said the Science ISAT would still be given to 5<sup>th</sup> – 10<sup>th</sup> graders. He said the state required an End of Course exam. He said most students would take biology and the District would administer that exam. Ms. Gebhardt asked if the test was revamped to address the concerns from last year. Mr. Wegner said it was. He said the purpose of administering the assessment last year was to identify any areas that needed revision. He said he hoped it would be a better test this year.

**d. Draft ISAT Remediation Budget 2014-15 – Mr. Wegner**

Mr. Wegner said included in the packet was a draft ISAT Remediation Budget for the 2014-15 school year. He said the state allocated funds for students who were not successful on the ISAT. He said this year the state allocated money for PLATO since the state was no longer contracting through PLATO. He said the District received \$21,000 for PLATO for a total of \$165,000 for remediation. He said the District was able to get PLATO through the IASA for \$13,000. He said the District would purchase additional licenses for credit recovery which amounted to \$11,000. He said the District ended up spending roughly the amount that was allocated by the state. He said the credit recovery licenses supported the after school programs and lunch academy. He said it also funded a CRW at the elementary and the high school academic success coaches that helped students stay caught up on work. He said a part-time LEP paraprofessional was also funded out of the remediation budget to provide LEP services. He said \$16,000 remained unallocated at this point.

**e. Professional Development Update – Mr. Wegner**

Mr. Wegner said included in the addendum was an updated spreadsheet detailing the professional development activities planned for the 2014-15 school year. He said there was \$192,000 in carryover. He said currently only \$39,000 was unallocated. He said the state provided an additional \$74,000 through HB65 funds. He said included in that amount was the additional \$50,000 from the state. He said \$17,000 had not been allocated. He said the state allocated \$165,000 for curricular materials for the Idaho Core Standards

which could be print or electronic. He said the state allocated \$274,000 for professional development to help implement the Idaho Core Standards. He said only \$30,000 remained unallocated at this time. He said the items in the spreadsheet that were highlighted in yellow represented funds that were already spent or were obligated and any items highlighted in green were contractual obligations. He said last year the District implemented instructional camps for teachers to meet and collaborate on ICS unit implementation. He said the camps were teacher facilitated. He said teachers were paid a \$200 stipend for participation. He said stipends were paid in June for unit development for math, social studies and science. He said funds were allocated for writing coaches which was a major focus this year. He said math coaches would be paid out of the Leadership Premiums this year. He said the District would have lead writing coaches that would articulate the infrastructure of the program and provide training for teachers. He said \$25,000 was allocated for the writing coaches professional development. He said the secondary department chair stipends would be paid for out the Leadership Premiums this year which had come out of Title II-A funds in the past. He said \$65,000 had been set aside for printing based on the greatest need communicated by teachers. Ms. Cranor asked if that was in addition to the \$165,000 provided by the state for ICS materials. Mr. Wegner said yes because the \$165,000 allocated by the state did not include printing costs as an allowable expenditure. He said money had been set aside for informational texts. He said the technology coaches were providing training the following day and would be paid a stipend out of professional development funds. He said the District held CHAMPS courses over the summer and budgeted for 40 teachers to attend. He said most of the participants were new teachers. He said the contractual allocations included Lexia software, stipends for Lexia participants and Six-Trait Writing Training. He said another contractual obligation included the MVP Program which was the integrated math program out of Utah. He said Pocatello High School was interested in moving in that direction and would participate in the training in October. He said the District developed a plan to increase teacher's content knowledge in math and contracted with Cory Bennett from ISU to train the teachers. He said another line item was to pay for substitutes while teachers participated in professional development. He said the District would bring in K through Algebra 1 teachers to participate in training on ICS math progressions. He said included in the addendum was an updated spreadsheet that showed the amount allocated for bringing people in to participate for either a half day at \$50 or a full day at \$100. He said the cost for one contract day for certified staff for professional development was \$165,000 which did not include benefits. He said with benefits that amount would be closer to \$180,000. Ms. Vagner said if the Board chose to spend the money that way, then all of the professional development activities outlined in the spreadsheet would not be able to take place. Ms. Cranor asked if that meant none of the activities could go on. Ms. Vagner said with the exception of the items that were already paid for, or the District was contractually obligated, the remaining activities would not take place. She said another thing to think about was the fact that the professional development activities that were planned were targeted for specific teachers or groups and not every single teacher needed professional development. Mr. Wegner reviewed the K through Algebra I math professional development plan. He said the need for this professional development was a result of teachers communicating the need to deepen their content knowledge in math. He said the outcome of the professional development was to provide for job embedded multi-tiered content knowledge, deeper understanding of progressions K through Algebra I and to grow school level math coaches who could support staff throughout the buildings. He said there was a half day of content based training with Cory Bennett that would provide two credits for teachers. He said there were several optional professional development activities for math training like the MVP math training for the high schools and Think Through Math training which was actually software for student learning but many teachers utilized the program to deepen their knowledge, and finally for instructional camps. He said all of the activities were detailed in the spreadsheet.

**f. Building Leadership Teams (BLT) Retreat Report – Mr. Wegner**

Mr. Wegner said included in the packet was the agenda for the Building Leadership Teams (BLT) Retreat that took place earlier that day. He said the Retreat was held at Century High School and 270 members attended. He said principals and teacher leaders met for the day to review school data, conduct self-reflection and to plan for the school year. He said it was a good opportunity for the teams to look at the previous year of unit implementation and determine what could be improved for this year. He said school teams also reviewed the PLCs and the implementation of the Second Step and Virtues projects. He said the Instructional Directors attended and it was gratifying to listen to the level of conversations taking place and watching new administrators team-build with their staff.

**g. Any Other Curriculum/PLCs/TIA/Beliefs Update – Mr. Wegner**

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

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

Ms. Craney thanked Mr. Mattson and Mr. Vitale for attending the Head Start event with Senator Crapo. She said Senator Crapo's aide also attended to learn about the Head Start program. She said the new Head Start Coordinator, Cathy Brey did a very nice job presenting the program. She said the program application process was completed August 3<sup>rd</sup>. She said twelve new staff members were hired this year with approval from the Policy Council. She said two positions were still open.

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

Ms. Craney said included in the packet was a memorandum with an overview of the 21<sup>st</sup> Century After School Program for the 2014-15 school year. She said the program would begin September 22<sup>nd</sup>. She said the New Horizon Center, Tyhee and Syringa Elementary Schools were all in their 5<sup>th</sup> year and would start the reapplication process in the fall. She said Indian Hills, Lewis & Clark and Tendoy Elementary Schools would resubmit their grants. She said Ellis, Washington and Greenacres were not awarded. She said Ellis Elementary submitted a proposal to use Title I funds to support the program. She said no staff members lost their jobs and the District was able to move staff around and place them in various buildings due to attrition. She said the previous After School Coordinator recently resigned and the assistant would be part-time. She said staff training was currently taking place.

**j. Elementary Registration/Preliminary Enrollment Numbers – Ms. Craney**

Ms. Craney said included in the addendum were preliminary enrollment numbers K-5 with information as of August 19<sup>th</sup>. She said elementary registration took place August 12, 2014 and schools were continuing to process enrollment. She said the numbers were as of that morning. She said students continued to register every day. She said enrollment numbers were monitored closely and the administration identified any potential overcrowding situations. She said there were potential overcrowding issues at Chubbuck, Edahow, Ellis, Gate City, Indian Hills, Jefferson and Lewis & Clark Elementary Schools. She said she hoped enrollment would even out after the transfer meeting later that week. She said at first it appeared that enrollment would be down this year but numbers were beginning to get closer to previous projections. She said principals and secretaries were following up with students that had not registered that attended the year before.

**k. Elementary Staffing Update – Ms. Craney**

Ms. Craney said the elementary schools were fully staffed with professional personnel. She said the administrators were still in the process of hiring a parapro and CRW at Jefferson Elementary and a half-time parapro at Syringa Elementary.

**l. ISU Administrative and Counseling Intern Requests – Ms. Craney**

Ms. Craney said included in the addendum was a request from the Idaho State University to place administrative, social worker and counseling interns at various elementary and secondary schools for the 2014-15 school year. She said Joseph Gonzales was originally listed as a counselor but had been corrected to a social worker. Ms. Cranor asked how teachers who were on contract completed their internship hours. Ms. Craney said they worked very hard and put in a lot of hours off-contract time. She said it took a lot of time and sacrifice. She said the requests were reviewed by the administration and were in order. She said the Board would be asked to approve the requests under the Consent Agenda.

**m. Any Other Elementary Education/PLCs/TIA/Beliefs Update – Ms. Craney**

Ms. Craney had no further Elementary Education updates at the time of the meeting.

**n. Summer School 2014 Report – Ms. Harwood**

Ms. Harwood said included in the packet was a memorandum detailing the Summer School participation numbers and the total credits earned during the 2014 Summer School session. She thanked Ms. Gebhardt and Mr. Vitale for attending the Summer School Graduation. She said 153 credits were recovered and 523 credits were awarded which was exciting. She said the most rewarding part of the Summer School Graduation ceremony was the Valedictorian speech honoring Heidi Kessler for her leadership and the summer school teachers, Katie Williams, Sandy Nalley and Chris Richardson for creating such a great culture there. She said 18 middle school students were able to promote to high school as a result of summer school.

**o. Secondary Registration, Schedule Distribution and Fee Collection Update – Ms. Harwood**

Ms. Harwood said registration, schedule distribution and fee collections were held August 13 & 14, 2014. She said it was interesting to watch the process for the first time. She said Pocatello High School's registration was going well until a storm hit and the school lost power. She said by the next morning Ms. Delonas had moved registration over to the Palace and the process carried on smoothly. She said New Horizon Center would hold registration and schedule pick up that week.

**p. 2014 Fall Athletic Schedules Inclusive of Travel – Ms. Harwood**

Ms. Harwood said included in the packet were the 2014 fall athletic schedules for three of the high schools. She said a new program called Schedule Star allowed her to login and pull up each of the school's activity schedules for the year. Ms. Gebhardt asked if JV and Varsity traveled together on the same bus. Ms. Harwood said she was still learning the process but would find out and follow-up with the Board. She said the Board would be asked to approve the 2014 Fall Athletic Schedules inclusive of travel under New Business.

**q. Out of District/Overnight Field Trip Requests – Ms. Harwood**

Ms. Harwood said included in the packet were Out of District/Overnight Field Trip requests. She said the requests were reviewed by the administration and any outstanding information was followed up on with the high school principals and would be in order prior to the trips taking place. She said she called principals to ensure there were both male and female chaperones. She said she also called principals to make sure that parent permission slips and liability insurance were obtained before taking any trips in private vehicles. Ms. Cranor said she appreciated the letter from the teacher highlighting the experience from the previous trip and the detailed explanation for the current trip request. Ms. Harwood said the Board would be asked to approve the requests under New Business.

**r. Any Other Secondary Education/PLCs/TIA/Beliefs Update – Ms. Harwood**

Ms. Harwood said the District was buying preps for math at Pocatello High School which was significant. She said Century High School was also buying preps. She said the District was still working on getting a highly qualified math teacher at New Horizon Center. She said it was extremely hard to fill math and science teachers this year. She said filling a position by buying out preps was not ideal. Ms. Vagner said the candidate pool was depleted. Ms. Harwood said Ms. Delonas started interviewing early in the process and was able to pick up some good math teachers but still ended up not being able to fill one math position. Ms. Vagner said Dr. Howell would identify unfilled staff positions during his report and would identify any teachers that were not traditionally certified.

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

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

Mr. Smart said the department was in the middle of the summer school ISEE submission. He said Ms. Ranere had finished the special education portion and he would finish his part the next day. He said he covered the list of technology summer projects during the last Board Meeting and most of the tasks had been completed. He said there were a few projects that needed to be wrapped up which included the installation of network switches. He said two of the projects that would go beyond the start of school were the installation of high school wireless and the elementary UPS upgrade. He said the UPS systems that were delivered needed a different plug and had to be reordered. He said the installation of the high school phone systems was almost complete.

**b. Pay Manual Revisions 2014-15**

Mr. Smart said included in the packet was the proposed Pay Manual Revisions for the 2014-15 school year. He said there were three major changes. He said the first change was to include the Affordable Care Act language. He said the biggest dilemma with implementing those changes had to do with defining what was affordable. He said the District would utilize the Harbor Method which amounted to \$97 per month. He said only six employees qualified for coverage. He said the employees were notified and the District had yet to see how many would take advantage of the coverage. He said the second change was the removal of language stating that employees who did not work for a seven month period would not qualify for summer insurance. He said the language was removed as it was a violation of the Affordable Care Act. He said the final change listed qualifying events in order for an employee to change their deductions. He said the Board would be asked to approve the revisions under New Business.

**c. Substitute Rates**

Mr. Smart said the administration proposes raising substitute rates by 1% as a result of the 1% pay increase passed through from the state which would cost approximately \$5,000 out of the general fund. He said the current substitute teacher daily rates were \$59.29 for non-certificated which would be raised to \$59.88, \$74.36 for substitutes with a Bachelors which would be raised to \$75.10 and finally \$79.38 for substitutes with a Masters which would be raised to \$89.10. He said the Board would be asked to approve the increased substitute rates under New Business.

**d. Wellness Dashboard Report**

Mr. Smart said included in the packet was the current Wellness Dashboard Report with information as of June. He said participation rates exceeded the minimum participation levels in order to obtain the full 4%

renewal discount which was great news. He said some of the major loss categories increased from the month before but was a typical trend as quite a few employees tended to wait until the end of the year to schedule appointments. He said overall the District's loss ratios were in good shape.

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

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

**HUMAN RESOURCES – Information – Dr. Howell**

**a. Monthly Human Resources Report**

Dr. Howell said included in the packet was the monthly Human Resources report inclusive of a spreadsheet detailing the number of professional vacancies in the District. He said there was a lot of activity over the recent months. He said the Assistant Principal at Irving Middle School, Kit Kanekoa accepted a position in Burley. He said Mr. Lenker was able to step in at the last minute utilizing a provisional authorization. He said there were eight new hires. He said the department fielded many calls from parents regarding a position at Tyhee Elementary requesting to transfer their child to another classroom. He said there were more alternative authorization requests this year than he could ever remember processing. He said the professional vacancies spreadsheet included a column that showed whether or not a teacher had a traditional certificate. He said the alternative and provisional authorizations were a one year interim position. He said in most cases the teacher ended up pursuing their certificate which was required if they wanted a permanent position. He said Mr. Miner and Ms. Anderson were also hired on a provisional authorization. He said another teacher was adding a new certificate in special education and was currently filling the position on an alternative authorization this year. He said there were three alternative authorization content specialists which meant that an exemplary student teacher intern was hired to teach on a provisional certificate. He said those student teacher interns came highly recommended by the University and a District staff member would determine whether or not the intern had the necessary skills to manage a classroom. He said ISU had 33 student teacher interns this semester which was down about 20 interns from previous years. He said the pool had dramatically declined, especially in math. He said there was only one math intern this year. He said that intern was currently working on a provisional authorization for the Twin Falls School District. He said the District still needed one special education teacher and the Blackfoot School District was looking to fill four special education teacher positions. He said finally on the Human Resources Report were stipend requests for credit recovery for summer school. He said the stipends would be paid for out of remediation funds. Ms. Cranor said the District should inform the legislature that the candidate pool was dropping off so drastically which was scary. Ms. Vagner said she would add it to the agenda for the Board's Meeting with Legislators in December. Dr. Howell said the professional vacancies list also showed the number of ABCTE Certified teachers that had a related degree and could go online and take a professional teaching knowledge exam then a content exam and complete an essay in order to qualify that way. He said it was rigorous, but a non-traditional approach. He said it was an interim certificate and ABCTE teachers participated in a two-year mentoring program and were required to meet certain expectations in order to get the full-certification. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

**b. Policy 7115 – Required Personnel Records – 1<sup>st</sup> Reading for Adoption**

Dr. Howell said included in the addendum was Policy 7115 – Required Personnel Records. He said the change to the policy removed the requirement for employees to provide a birth certificate during the hiring process. He said another change was made to the transcript requirement clarifying that some positions required credit hours rather than a degree. He said birth certificates used to be required by PERSI but were no longer required. He said if the Board adopted the Policy that night then the department would not have to collect birth certificates for the 90 new employees that year which would save a lot of time. He said the Board would be asked to adopt the Policy on first reading under New Business, per Board Policy 2210.

**c. Annual Policy Review for New Employees and Returning Staff**

Dr. Howell said included in the packet was a master list of all District Policies that would be reviewed during the District's Annual Policy Review for all staff. He said the District regularly reviewed policies and brought any necessary changes to the Board. He said policy review would begin September 1, 2014 and close on October 3, 2014. He said the policy review for new employees was more comprehensive and was managed through Human Resources. He said the District Office retained a record of each employee's policy review.

**d. Salary Increase for Classified Staff and Administrators**

Dr. Howell said the Board authorized a .84% salary increase for classified staff and administrators during the May Board Meeting with an understanding that it would be increased to the full 1% prior to the start of the

2014-15 school year. He said the additional increase amounted to .16%. He said the Board would be asked to approve the .16% increase for classified staff and administrators under Old Business.

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

Dr. Howell had no further Human Resources updates at the time of the meeting.

**SUPERINTENDENT REPORT – Information – Mrs. Vagner**

**a. District #25 Vision/Mission/Beliefs/Learning Goals Statement**

Ms. Vagner said included in the packet was the District's Vision/Mission/Beliefs/Learner Goals Statement which was first adopted in August, 2007. She said the statement addressed guidance for the District. She said the Board would be asked to affirm the Statement under New Business.

**b. District #25 Board of Trustees Strategic Goals**

Ms. Vagner said included in the packet were the District #25 Board of Trustees Strategic Goals. She said the Strategic Goals were enduring and covered the components in the Strategic Plan and provided the necessary direction for the District. She said the Board would be asked to affirm the Strategic Goals under New Business.

**c. District #25 2013 – 2018 Strategic Plan**

Ms. Vagner said included in the packet was the District #25 2013 – 2018 Strategic Plan. She said the District plan was revised by function. She said the Strategic Plans contained all elements of the instructional programs. She said any new items were highlighted in yellow. She said a complete Strategic Plan would be posted to the District's website by September 1<sup>st</sup>. She said the departments would benchmark the Strategic Plan throughout the year and finally in the spring. She said the Board would be asked to adopt the District #25 2013 – 2018 Strategic Plan under New Business.

**d. Board Work Session Topics for 2014-2015**

Ms. Vagner said included in the packet were the anticipated Board Work Session Topics outlined for the 2014-2015 school year. She said topics were added to the outline based on any necessary Board Action or any topics that the Board should be aware of relative to coming changes. She said the document was used as a guide throughout the year.

**e. Student Reinstatement Hearings – Wednesday, August 20, 2014**

Ms. Vagner said student Reinstatement Hearings were scheduled for Wednesday, August 20, 2014 beginning at 1:30 p.m. in the Superintendent's Office. She said there were four Hearings scheduled. She said Ms. Gebhardt, Mr. Vitale and Mr. Mattson would attend.

**f. Board of Trustees/Superintendent/Cabinet Retreat**

Ms. Vagner said the Board of Trustees/Superintendent/Cabinet Retreat would need to be scheduled for the fall. She said the following dates were recommended: Tuesday, September 30<sup>th</sup>, Wednesday, October 1<sup>st</sup> or Thursday, October 2<sup>nd</sup> from 4:30 – 8:30 p.m. She said Susan Scherz from the ISBA was available on those dates. Ms. Cranor said she would be gone the last week of October. Mr. Mattson said he would be gone for the last part of September and would get back on October 8<sup>th</sup>. Ms. Vagner said she would contact Ms. Scherz for alternate dates.

**g. Policy 2211 – Pocatello/Chubbuck School District No. 25 – Board of Trustees – 1<sup>st</sup> Reading**

Ms. Vagner said included in the packet was Policy 2211 – Pocatello/Chubbuck School District No. 25 – Board of Trustees. She said the change to the policy corrected a Trustees' term of office from three year to four years per Idaho Code along with several grammatical changes. She said the Board would be asked to hear the Policy on first reading under New Business.

**h. Policy 6205 – Use of District Owned Electronic Devices, Software, Systems and Network Equipment – 2<sup>nd</sup> Reading for Deletion**

Ms. Vagner said included in the packet was Policy 6205 – Use of District Owned Electronic Devices, Software, Systems and Network Equipment. She said the policy was heard on first reading for deletion at the July 15, 2014 Regular Board Meeting. She said the policy deletion was posted for public input and none was received. She said the Board would be asked to hear the policy on second reading for deletion under Old Business.

**i. Policy 7134 – Staff Use of District Owned Electronic Devices, Software, Systems and Network Equipment – 2<sup>nd</sup> Reading**

Ms. Vagner said included in the packet was Policy 7134 – Staff Use of District Owned Electronic Devices, Software, Systems and Network Equipment. She said the policy was a rewrite of Policy 6205 which was being heard for deletion and included specific requirements for District owned devices that were used by staff. She said the policy was heard on first reading at the July 15, 2014 Regular Board Meeting and was posted for

public input, however, none was received and no further changes were made. Ms. Vagner said this policy along with the procedure and form would be included in the annual policy review. She said the Board would be asked to hear the Policy on second reading for adoption under Old Business.

**j. Policy 8161 – Student Use of District Owned Electronic Devices, Software, Systems and Network Equipment – 2<sup>nd</sup> Reading**

Ms. Vagner said included in the packet was Policy 8161 – Student Use of District Owned Electronic Devices, Software, Systems and Network Equipment. She said the policy was a rewrite of Policy 6205 and included specific requirements for District owned devices that were used by students. She said the policy was heard on first reading at the July 15, 2014 Regular Board Meeting and was posted for public input, however, none was received and no further changes were made. She said the Board would be asked to hear the Policy on second reading for adoption under Old Business.

**k. Hiring Reverts Back to the Board of Trustees after August 31, 2014**

Ms. Vagner said the Board authorized the Superintendent to hire through the summer months at the June 17, 2014 Regular Board ending August 31, 2014. She said hiring of certificated staff automatically reverted back to the Board effective September 1, 2014. She said the administration was grateful for the opportunity to hire in a timely manner during the summer months.

**l. Administrative Organizational Chart**

Ms. Vagner said included in the packet was the District’s Administrative Organizational Chart. She said the chart detailed the duties and responsibilities of the Superintendent and each of the Directors. She said responsibilities had shifted and changed and this new document detailed the different areas of responsibility.

**m. Board Calendar**

Ms. Vagner said included in the packet was the calendar of the Board’s Meeting Schedule inclusive of various Committees from August 18, 2014 through October 3, 2014. She said the Board would be asked to attend the All Staff Welcome Back on Thursday, August 21<sup>st</sup>. She said the ISBA Annual Convention would be held in Boise this year and was scheduled for November 12 – 14, 2014. She said Ms. Johnson would contact the Board members for their availability.

**n. Any Other Superintendent’s Update**

Ms. Vagner 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.

**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 on public comment pertinent to agenda action items as the time of the meeting.

**CONSENT AGENDA – Self Explanatory – Action – Mrs. Vagner**

**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 15, 2014 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 11, 2014 in the amount of \$2,242,334.22.

**Administrative Recommendation:** Administration recommended Board approve the bills and invoices as of August 11, 2014 in the amount of \$2,242,334.22.

- c. **Topic:** *Approve Supplemental Financial Information from July 1, 2014 through July 31, 2014*  
**Policy Issue:** Board acts on Financial Information.  
**Background Information:** Included in the packet was supplemental financial information for the period of July 1, 2014 through July 31, 2014.  
**Administrative Recommendation:** Administration recommended Board approve supplemental financial information from July 1, 2014 through July 31, 2014 as presented.
- d. **Topic:** *Approve ISU Administrative, Social Worker and Counseling Intern Requests*  
**Policy Issue:** Board approves administrative and counseling intern access in schools.  
**Background Information:** ISU was requesting to place two administrative interns, one social worker intern and one counseling intern in District schools during the 2014-15 school year.  
**Administrative Recommendation:** Administration recommended Board approve the ISU Administrative, Social Worker and Counseling Intern requests as presented.  
**Board Direction/Action on the Consent Agenda:** A motion was made by Ms. Cranor and seconded by Mr. Facer to approve the Consent Agenda as presented. The voting was unanimous in the affirmative.

**OLD BUSINESS – Information – Action – Mrs. Vagner**

- a. **Topic:** *Approve .16% Salary Increase for Classified Staff and Administrators*  
**Policy Issue:** Board approves salary increases.  
**Background Information:** This item was previously discussed on the agenda.  
**Administrative Recommendation:** Administration recommended Board approve the .16% salary increase for classified staff and administrators as presented.  
**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Mr. Vitale to approve the .16% salary increase for classified staff and administrators as presented. The voting was unanimous in the affirmative.
- b. **Topic:** *Hear on Second Reading for Deletion:*  
Policy 6205 – Use of District Owned Electronic Devices, Software, Systems and Network Equipment  
**Policy Issue:** Board deletes Policy.  
**Background Information:** This item was previously discussed on the agenda.  
**Administrative Recommendation:** Administration recommended Board hear the above listed policy on second reading for deletion as presented.  
**Board Direction/Action:** A motion was made by Ms. Cranor and seconded by Mr. Facer to hear the above listed policy on second reading for deletion as presented. The voting was unanimous in the affirmative.
- c. **Topic:** *Hear on Second Reading for Adoption:*  
Policy 7134 – Staff Use of District Owned Electronic Devices, Software, Systems and Network Equipment  
Policy 8161 – Student Use of District Owned Electronic Devices, Software, Systems and Network Equipment  
**Policy Issue:** Board adopts Policy.  
**Background Information:** This item was previously discussed on the agenda.  
**Administrative Recommendation:** Administration recommended Board hear the above listed policies on second reading for adoption as presented.  
**Board Direction/Action:** A motion was made by Mr. Facer and seconded by Mr. Vitale to hear the above listed policies on second reading as presented. The voting was unanimous in the affirmative.

**NEW BUSINESS – Information – Action – Mrs. Vagner**

- a. **Topic:** *Adopt on First Reading:*  
Policy 7115 – Required Personnel Records  
**Policy Issue:** Board adopts Policies on first reading per Policy 2210.  
**Background Information:** This item was previously discussed on the agenda.  
**Administrative Recommendation:** Administration recommended Board adopt the above listed policy on first reading per Board Policy 2210 as presented.  
**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Mr. Vitale to adopt the above listed policy on first reading as presented. The voting was unanimous in the affirmative.
- b. **Topic:** *Hear on First Reading:*  
Policy 2211 - Pocatello/Chubbuck School District No. 25 – Board of Trustees  
**Policy Issue:** Board adopts Policy.

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

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

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

c. **Topic:** *Approve 2014 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 2014 Fall Athletic Schedules inclusive of travel as presented.

**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Mr. Facer to approve the 2014 fall athletic schedules as presented. The voting was unanimous in the affirmative.

d. **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 Ms. Cranor and seconded by Mr. Vitale to approve the Out of District/Overnight Field Trip requests with the provision of adequate male and female chaperones as presented. The voting was unanimous in the affirmative.

e. **Topic:** *Set Bus Routes for 2014-2015 and Authorize Administration to make any Adjustments during the School Year*

**Policy Issue:** Board annually sets bus routes.

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

**Administrative Recommendation:** Administration recommended Board set the 2014-2015 bus routes as presented and authorize the administration to make any adjustments during the school year.

**Board Direction/Action:** A motion was made by Mr. Vitale and seconded by Mr. Mattson to set the 2014-2015 bus routes as presented and authorize the administration to make any adjustments during the school year. The voting was unanimous in the affirmative.

f. **Topic:** *Approve Lease Agreement Between the Pocatello/Chubbuck School District No. 25 and ISU for Public School Space at ISU*

**Policy Issue:** Board approves lease agreements.

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

**Administrative Recommendation:** Administration recommended Board approve the Lease Agreement between the Pocatello/Chubbuck School District No. 25 and ISU for Public School Space at ISU as presented.

**Board Direction/Action:** A motion was made by Ms. Cranor and seconded by Mr. Facer to approve the Lease Agreement between the Pocatello/Chubbuck School District No. 25 and ISU for Public School space at ISU as presented. The voting was unanimous in the affirmative.

g. **Topic:** *Approve Pay Manual Revisions for 2014-15*

**Policy Issue:** Board approves Pay Manual revisions.

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

**Administrative Recommendation:** Administration recommended Board approve the Pay Manual revisions for 2014-15 as presented.

**Board Direction/Action:** A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the Pay Manual revisions as presented. The voting was unanimous in the affirmative.

h. **Topic:** *Set Substitute Rates*

**Policy Issue:** Board sets rates of pay.

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

**Administrative Recommendation:** Administration recommended Board set the substitute rates with a 1% increase as presented.

**Board Direction/Action:** A motion was made by Mr. Mattson and seconded by Ms. Cranor to set the substitute rates with a 1% increase as presented. The voting was unanimous in the affirmative.

i. **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. Facer and seconded by Mr. Vitale to affirm the District #25 Vision /Mission/Beliefs/Learner Goals Statement as presented. The voting was unanimous in the affirmative.

j. **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 Strategic Goals, which were first adopted in August, 2007 and affirmed annually.

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

k. **Topic:** *Adopt District #25 2013 – 2018 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 2013 – 2018 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 Mr. Vitale to adopt the District #25 2013 – 2018 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. Facer and seconded by Ms. Cranor to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 8:18 p.m.

**APPROVED ON:**

16 September 2014

**MINUTES PREPARED BY:**

[Signature]  
Secretary, Board of Trustees

**BY:**

[Signature]  
Chair

**ATTESTED BY:**

[Signature]  
Clerk