

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, September 16, 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 16th day of September, 2014, as provided in Section 33-510, Idaho Code. Chair Gebhardt called the Regular meeting to order at 5:27 p.m. She welcomed the ISU Students that were in attendance to observe.

PLEDGE OF ALLEGIANCE

February Higgins 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. Vitale and seconded by Ms. Cranor to approve the agenda and the addendum as presented. The voting was unanimous in the affirmative.

APPROVAL OF MINUTES – *Self Explanatory* – Action

- a. **Special Meeting/Executive Session/Personnel** – August 19, 2014
- b. **Regular Board Meeting** – August 19, 2014
- c. **Special Meeting/Executive Session/Hearing** – August 20, 2014

A motion was made by Mr. Facer and seconded by Mr. Mattson to approve the minutes as corrected. The voting was unanimous in the affirmative.

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

1) *Moreton & Company Report on Liability Insurance Coverage*

Ms. Gebhardt introduced Mr. Allan Ranstrom from Moreton & Company and said he would present the liability insurance coverage information. Mr. Ranstrom said he was pleased to provide an overview of the liability insurance program. He said over the last few years the number of claims had improved. He said Moreton & Company was pleased with the risk management efforts by the Board and District. He said the District had taken advantage of the SafeSchools program and had implemented a policy review process through the system which had been a positive effort. He said part of the policy provided for the opinion of counsel which allowed the District to consult with an attorney when considering an employment decision. He said the District had taken advantage of the provision which contributed to reduced employment claims. He said the ISBA insurance plan was in its 31st year. He said one of the factors for a good audit was stability and the District had only had three liability insurance carriers, most recently switching to ICRMP as of July 1, 2014. He said they took a year to study the change to see if it would be beneficial to the District before making the decision to switch. He said the company was very willing to work with Moreton & Company to design a policy that would benefit the ISBA and School Districts. He said it was very positive. He said the previous liability insurance policy was state of the art and this was better. He said the company did an outstanding job handling claims. He said Idaho had recently experienced some severe storms that resulted in major property claims and ICRMP had responded favorably and in a timely manner. He said it had been a good transition and was a positive move for the District. He said Moreton & Company was always looking for ways to improve. He said it helped that the District had an amazing administrative team.

b. Recognitions - Information – Ms. Allen

Ms. Allen said she would recognize Wendy Shelman, a highly qualified master English teacher and debate coach at Pocatello High School. She said Ms. Shelman was unable to attend as she was attending a debate tournament which was an all year commitment. She said Ms. Shelman had been awarded the Distinguished Service Award by the National Speech and Debate Association. She said the National Speech and Debate Association's vision was to empower every child in the United States to become an effective communicator, an ethical individual, a creative thinker and a leader in a democratic society. She said the organization directed high school speech and debate events. She thanked Ms. Shelman for her commitment to students and for devoting herself to the ideals of the association.

Ms. Allen said she would recognize the District's community partners. She asked Rob Taylor, Brenda Stanely and Kristi Samuelson to come to the podium. She said Mr. Taylor was the President and CEO of ISU Credit Union, Ms. Stanley was the Marketing Director at Portneuf Medical Center and Ms. Samuelson was the Chair of the Simplot Education Council. She invited representatives from the Simplot Education Council in the audience to join them at the podium. She said the District's Vision and Mission was to maximize learning for all students through rigor, relevance and relationship, whatever it takes. She said the District would not be able to actualize its Vision and Mission without its community partners, especially the three being recognized that evening. She said the District's funding had been cut by \$5 million per year since 2008 and these community partners helped to restore some of those funds for educational materials. She said they contributed to the District's learner goals. She said the District was presenting these companies with the Extraordinary Partner Award as they were top contributors for the Education Foundation. She said ISU Credit Union was the presenting sponsor for the Festival of Trees, Portneuf Medical Center was a Gold sponsor and donated supplies and funds to help pay for athletics. She said J.R. Simplot was a Silver Bell sponsor and helped teachers enhance their classrooms with technology. She said Simplot also sponsored the Teacher of the Year Award. She said she and Ms. Samuelson were liaisons on the other's Foundation Boards. She said it was her honor to present the District's Extraordinary Partner Award to these three organizations.

c. Public Comment on Items Not on Agenda

Board Protocols for Public Comment will be followed at all Board Meetings. Patrons wishing to address the Board will fill out Form AD 2 – Request to Appear before the Board and present it to the Board Chair or Board Secretary prior to the meeting. Because of the diversity of issues, members of the Board may not respond to delegations. Instead, issues are recorded and referred to the proper staff member for follow-up. The Board is informed of these efforts by the staff member responding to concerns.

Board Operating Principles #22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; **23)** Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board.

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

REPORTS

a. Media Report – Ms. Allen

Ms. Allen said there was always an increased interest in school at the start of the year. She said there were 10 print articles, 12 regional articles and 10 television stories mostly on back to school topics. She said there continued to be interest in a personnel issue. She said the District continued to tell the press that personnel matters were protected and could not be discussed. She said she did not anticipate that the coverage would calm down. She said other stories included student and staff awards. She said there was some coverage regarding the Enterovirus and Districts were advised to use flu precautions. She said the District sent out notification to staff and parents through Infinite Campus. She said there were typically 10,000 cases per year in the United States. She said people were directed to watch for cold-like symptoms that could become more serious. She said the District would stay in close contact with the Health Department. She said there was also coverage on how much students were allowed to charge on lunch accounts. She said the District's efforts were having a positive impact and students that were over the cap were able to call their parents and were provided a snack. She said the Education Foundation donated funds to purchase the snacks including fruit and grain bars, cheese sticks and water. She said there was some coverage about the difficulty in recruiting and retaining school administrators statewide. She said there was coverage about Superintendent Luna giving out raises to his senior staff and awarding \$270,000 in bonuses ranging from \$6,000 to \$10,000. She said she was

not sure how the State Department was able to afford that level of bonuses. She said only a portion of Idaho's teachers were eligible for bonuses this year with the maximum being \$5,400 through Leadership Premiums. She said a recent study projected that Idaho's student population would become more poor, more diverse and less rural in the coming years. She said by 2019 the Caucasian student population would be 81% and Hispanic students would be the fastest growing student population.

b. Continuation of the More You Know Vignettes

Ms. Allen said she was pleased to report that KPVI and the District would partner to continue with "The More You Know Vignettes."

c. Report on Standing Committees for 2014-2015

Ms. Gebhardt said she attended Judge Murray's Advisory Committee and the committee was in the process of developing training for youth on drug abuse prevention and would take place September 30th. She said John Rauker and Howard Manwaring were presenting. She said SPAN Idaho was doing a Fun Run on October 4th at Bonneville to help raise awareness about hope and help available for people that may be having suicidal thoughts.

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

a. ACT/SAT and Science ISAT Scores – Mr. Wegner

Mr. Wegner said the ACT and SAT scores were included in the packet. He said the ACT data reflected a limited number of students since the state switched to the SAT. He said SAT scores for the District were slightly above the state averages in English and reading and slightly below in math and science. He said the critical reading data was available at the District and state level and was broken down by high school. He said the report provided the percentage of students that tested below, at or above the state level. He said at Century High School 292 students took the test with an average score of 490. He said 5% of the students were above the District and state averages and the high school had the highest scores in the District. He said last page of the report was a comparison from one year to the next. He said in 2014, 51 students from New Horizon High School took SAT compared to 33 the year before. He said the average score was 348 compared to 327 the year before. He said each of the high schools would analyze the data and any specific areas of the test that would be included in their School Improvement Plans for the coming year.

b. Policy 8122 – Graduation Requirements – Mr. Wegner

Mr. Wegner said included in the addendum was Policy 8122 – Graduation Requirements. He said the proposed changes clearly articulated expectations in math and science that were currently in place. He said high school students were expected to take three science credits over three trimesters. He said the number of math credits was increased from six to seven. He said the science credit expectation had been in place for years. He said language was also added in regards to student learning plans per IDAPA Rules. He said course forecasting would begin to take place in Infinite Campus in the spring. Ms. Cranor asked who was involved in course forecasting. Mr. Wegner said it was typically the school counselors as they were involved in the planning process with students. Ms. Cranor said she was worried about their time. Mr. Wegner said it was typically done in a group setting. He said there was a feature in Infinite Campus that allowed students and parents to forecast their own schedule and the students would then bring the plans to the counselors for approval but would help save time. He said the Board would be asked to hear the policy on first reading under New Business.

c. School Improvement Requirements and Assurance Pages – Mr. Wegner

Mr. Wegner said every school in the District was involved in school improvement planning that began during the BLT Retreat. He said schools were now developing SMART Goals and updating plans in the WISE Tool. He said any school that was required to submit an improvement plan last year would have to do so again as the Star Rating status was frozen. He said the administration was working with those schools to make sure they were ready to submit their plans. He said the timeline was much shorter this year with plans having to be submitted to the state by November 1st instead of March 1st. He said the schools that were required to submit SMART Goals this year included Syringa Elementary, Washington Elementary, Wilcox Elementary, Franklin Middle School, Highland High School, Pocatello High School and the Pocatello Community Charter School. He said the schools that were required to submit SMART Goals and Continuous Improvement Plans included Ellis Elementary, Greenacres Elementary, Lewis & Clark Elementary, Tendoy Elementary, Hawthorne Middle School, Irving Middle School and the District. He said New Horizon High School was required to

submit year three of its Rapid Improvement Plan, and Kinport would submit its Turnaround Plan. He said the Board would be asked to approve the Assurance pages for all of the plans at the October Board Meeting.

d. Expectations for ISAT 2.0 – Mr. Wegner

Mr. Wegner said included in the packet is information regarding the state's expectations for the ISAT 2.0 which was presented at the September 9, 2014 Work Session. He said the test was optional for juniors this year who would have to take it next year without a passing score requirement. He said the following year juniors would have to pass at a 9th grade level, and then at a 10th grade level the year after that and then finally at the 11th grade level in 2019. He said the Board would be asked to allow juniors to be exempt from taking the ISAT 2.0 for the 2014-15 school year under New Business.

e. 2014-15 Curriculum Cycle of Renewal – Mr. Wegner

Mr. Wegner said included in the packet was the Curriculum Cycle of Renewal for the 2014-15 school year. He said at this point the District would be adopting elementary math textbooks if funding was available. He said there were no funds for math or PTE this year. He said there were limited funds for middle and high school math this year which would purchase minimal supplemental materials. He said in the 3 year column there were no new materials for 6 – 12 ELA because the District was unable to implement an adoption last year and was only shown as a point of reference. Ms. Gebhardt said she could not remember the last time the District was able to do a textbook adoption. Mr. Wegner said he thought K-5 Math Expressions was the last textbook adoption by the District which was about 6 or 7 years ago. He said the District was able to set aside some money for some literature eBooks, but not textbooks. He said the money was set aside using HB65 funds. He said the District planned to free up additional funding for more eBooks in the coming year. He said more and more eBooks were being developed but the cost still had not gone down. He said the way eBooks were set up for Districts was through an ongoing subscription fee. He said with the cost of the device, the eBook and the subscription it did not save the District any money.

f. Instructional Technology Update – Mr. Wegner

Mr. Wegner said technology resources and applications went hand in hand with teachers and students. He said in order to meet the needs of teachers, the technology specialists' implemented additional opportunities through Lync, a web-based training. He said the technology specialists' utilized instant messaging and video conferences. He said during the sessions the trainers could present and answer any questions. He said sessions had already been held for Infinite Campus training and more were planned. He said some of the upcoming Lync meetings included Mileposts, Moodle and more Infinite Campus training sessions. He said the curriculum department was using Moodle to house the units. He said resources could be added to the units at any time which could be accessed by colleagues in order to collaborate. He said Irving Middle School was posting all of its lesson plans on Moodle so students would know what was coming up or what assignments they were missing.

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 said Head Start's enrollment was at 186 and was full. She said the program had a 23 day pre-service workshop and still had three positions that had to be filled by the end of the month. She said the Head Start Grant was moving from a three year to a five year grant. She said Head Start would now set five year goals and would assess them in year three.

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

Ms. Craney said the 21st Century After School Program had an onsite review and received a list of areas for improvement. She said included in the packet was the 21st Century After School Program Improvement Plan that showed improvement actions and the timeline. She said the various documents included were referenced in the plan and were samples of how the program intended to correct deficiencies. She said all of the centers were up and running. She said Lucie Barbados was the new program assistant and was in training that week. She said the program services would start on September 22, 2014. Ms. Gebhardt asked how students were enrolled. Ms. Craney said recommendations came from teachers or CRWs but most buildings accepted parent requests if there was room. She said if there was not room in the program, a committee would be convened to accept enrollment based on need.

j. Elementary Report Cards Revisions – Ms. Craney

Ms. Craney said included in the packet were two samples of the new elementary report cards for the 2014-15 school year. She said the changes were reviewed at the September 9, 2014 Work Session. She said the Board would be asked to approve the K-5 elementary report cards under New Business.

k. Idaho Food Bank Back Pack Program Agreement 2014-15 – Ms. Craney

Ms. Craney said included in the packet was an agreement between the Idaho Food Bank and the Pocatello/Chubbuck School District #25 for the Back Pack Program for the 2014-15 school year. She said the back packs provided meals for students in need. Ms. Gebhardt asked if the program was stilled capped at 300 backpacks per month. Ms. Craney said yes. She said the Board would be asked to approve the agreement under New Business.

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

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

m. High School Activity and Athletic Event Entry Fee Proposals – Ms. Harwood

Ms. Harwood said included in the packet were proposals from three of the high schools to pilot modified entry fees which the athletic directors hoped would reduce patron costs for events and anticipated would increase participation and gate sales for the high schools. She said the proposals were discussed at the September 9, 2014 Work Session. She said the Board would be asked to approve the pilot proposals under New Business with the caveat that the three high schools would track their gate receipts and concessions to assess the outcomes. Ms. Cranor said Century and Pocatello High Schools did not list how card holders would be identified. Ms. Vagner clarified that pictures would be included on the cards. Ms. Harwood said she followed up with Mr. Anderson who confirmed that cards would have pictures. Mr. Mattson asked if there was a benchmark set for the current year to document any change in gate receipts. Ms. Harwood said Mr. Bell was one of the most detailed people she knew and he had the information ready. Mr. Mattson asked if it would become a competition. Ms. Harwood said whichever proposal showed the most improvement over last year would be implemented at all three high schools. Ms. Vagner said Ms. Harwood would work with the schools to gather a true comparison of data. Ms. Harwood said the athletic directors had also discussed at length the cost of Holt Arena and options for addressing that issue. Ms. Vagner said Ms. Harwood and the athletic directors would meet in the spring to begin brainstorming options.

n. Summer Camp Reconciliation Report – Ms. Harwood

Ms. Harwood said included in the packet was the 2014 Summer Camp Reconciliation Report which detailed the fees collected for summer camps, the camp expenses and the revenue that went into each activity fund. She said this was the first time she had compiled and analyzed the report. Ms. Cranor said the Century High School and Highland High School volleyball teams seemed to generate the most astounding revenue. Ms. Harwood agreed. Ms. Gebhardt said Pocatello High School revenue was far below the other two high schools. Ms. Harwood said some of the camps were free and wouldn't generate revenue. She said she talked with Ms. Delonas about the net proceeds and was told that Pocatello High School did not charge its participants as much as the other two schools in order to include more students.

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

Ms. Harwood said included in the packet were the Out of District/Overnight Field Trip requests. She said the administration reviewed the information and made extra care to include both male and female chaperones. Ms. Cranor said her only concern was high school students having to pay so much to participate. She said it was a large cost for parents. Ms. Harwood said debate was particularly problematic because almost all of the events were overnight and it was a year-long activity. Ms. Cranor said she wondered if the Board should limit the number of trips in order to save families' money. Ms. Vitale said it could be hard on parents at times because kids always wanted to go. Mr. Mattson said it shouldn't be up to the Board to stop parents from sending their kids on a trip. Ms. Gebhardt agreed that was not the Board's responsibility to impose how many trips a student could take. Ms. Cranor said she thought an organization should take it into consideration when planning the activities. Ms. Vagner said the groups did a lot of fundraising so the burden was not heavier on any one family compared to another. Ms. Harwood said the Board would be asked to approve the requests under Old Business.

p. Any Other Secondary Education/PLCs/TIA/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 monthly Idaho General Fund Revenue report for August. He said revenue was up 6% from the same time last year. He said he hoped revenue would continue to hold strong.

b. Free and Reduced Lunch Report

Mr. Reed said included in the packet was the current Free and Reduced report. He said the participation percentage was similar to last year's participation. He said current participation was at 51% and last year that number was just above 52%.

c. Food Service Account Balances

Mr. Reed said included in the packet was a list of the Food Service Account Balances by school. He said the outstanding balance was \$17,000 at the end of the school year and the Board discussed how it would approach lowering that number. He said after the Board implemented a charging cap, the outstanding balances were down to about \$9,800. He said Food Service was making some progress and parents had responded positively. He said he was hopeful the issue would dissipate as the school year progressed.

d. Donation of Books from Pocatello High School to the Marshall Public Library

Mr. Reed said included in the packet was the memorandum explaining the Board's authority to donate real property along with the letter from Principal Delonas at Pocatello High School providing rationale for the request for Pocatello High School to donate unused books to the Marshall Public Library. He said the information was reviewed at the September 9, 2014 Work Session. He said the Library was interested in receiving the books. He said the Board would be asked to approve the request under New Business.

e. Appoint Certified and Classified VEBA Trustees

Mr. Reed said the VEBA Trust Fund was the Voluntary Employee Benefit Arrangement Fund. He said the trust started at just over \$1 million and was down to \$475,000. He said Trustees terms ran for two years at a time. He said the current Trustees were Laurie Butler and Tony Stapleton whose terms were up and the committee recommended appointing Mike Grady as the classified representative and Jan Damron as the certified representative. He said the VEBA Committee met two or three times per year. He said the Board would be asked to Appoint the VEBA Trustees under New Business.

f. Moreton & Company Report on Liability Insurance Coverage

Mr. Reed said the Moreton & Company Audit Report was given earlier that evening. He said the administration was appreciative of the work that Moreton & Company did for the District and for the professional relationship with its representatives.

g. Update on Cell Tower Land Lease Proposal

Mr. Reed said included in the packet was a letter from the District to the Chubbuck City Land Use Development Commission thanking them for meeting in regards to the cell tower land lease proposal. He said Mr. Schutjer presented to the Chubbuck City Council and there were a few attendees to speak in opposition to the proposal. He said some of the opposition included not wanting an eyesore in their community caused by the tower and any flashing lights, and other objections were based on safety concerns such as radiation caused by the cell tower. He said the Land Use Commission heard the comments and the District's position and ended up in 3 to 3 tie vote so the issue was tabled until October. He said the Commission would not take any more public input. He said the Commission would research the issue and would revote in October. He said he would follow up after the Council Meeting in October.

h. Proposed Building and Subdivisions (New Construction)

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

i. Any Other Business Operations/Operational Support Update

Mr. Reed said the District was in the last couple of weeks of the Audit and was working on the final report and finalizing testing. He said the Financial Audit would be presented to the Board at the October 21, 2014 Regular Board Meeting. He said the Audit would be advertised in the Journal by the 28th which was required by Idaho Code.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Campus/ISEE Upload/Technology Update

Mr. Smart said almost all of the summer projects were complete. He said there were a couple of projects that were in the final stages including the installation of the UPS Systems in the elementary schools and the wireless infrastructure in the high schools. He said the crews were making good progress. He said the ISEE upload was completed last month. He said the District would have to start the new version of ISEE for next month. He said the new upload would include Advanced Opportunities. He said the upload was the funding mechanism for dual credit courses and there were still a lot of unknowns. He said he hoped to have some assistance from the Regional ISEE representative.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was current student enrollment data. He said there were currently 12,421 students enrolled which was slightly lower than previous projections and the biggest decrease was in Kindergarten. He said the District would have to adjust its units later in the year. Ms. Cranor asked why one of the Kindergarten classrooms only showed 4 students. Mr. Smart said there were a number of combined classrooms that had both Kindergarten and 1st grade and the number of Kindergarteners may be low in that particular combined classroom.

c. Value Report from Lockton Companies, LLC

Mr. Smart said included in the packet was the Value Report from Lockton Companies, LLC detailing the benefit services provided for the 2013-2014 school year. He said Lockton assisted the District in developing its employee fringe benefit package. He said the Wellness Committee would discuss some issues with the current plan including MyRegence.com. He said employees were doing their best to achieve the vitality credit of 4%. He said the committee would tell Lockton what it wanted to see and Lockton would work to obtain a benefit package from there. He said the company also helped the District stay on top of relevant changes like ObamaCare. He said the District had a good working relationship with Lockton.

d. Election Timelines for Trustee Elections and Supplemental Levy

Mr. Smart said included in the packet was the timeline for the Trustee Elections and the Supplemental Levy Election. He said the County conducted the Elections but the District was required to meet certain deadlines. He said the Supplemental Levy Election was in March and the Trustee Election was in May. He said the District would run a Supplemental Levy. He said the Board would have to adopt a Resolution setting the levy amount months ahead of the Election in order to meet deadlines. He said the Board would have to approve the Resolution at the December Board Meeting. He said it would be a difficult discussion especially when the District did not know what its allocation would be. Ms. Gebhardt asked if there was early voting. Mr. Smart said it was allowed for all elections up to 28 days before the Election.

e. Summer Wellness Challenge

Mr. Smart said the Summer Wellness Challenge was part of the District's vitality credit. He said Ms. Giles organized the event every year. He said there were a lot of certificates to sign this year for walking, biking, swimming and aerobics. He said there were 12 people that really excelled and received gift cards for winning in their category. He said the principals would help recognize their staff members by presenting their gift cards and certificates to them. He said the Education Center recognized its participants at the staff meeting the previous week. Ms. Cranor asked if he would send a list of the participants to the Board. Mr. Smart said yes.

f. Wellness Dashboard Report

Mr. Smart said included in the packet was the current Wellness Dashboard Report. He said the District was meeting its goals but the big unknown was medical. He said those numbers tended to fluctuate when staff members returned to school. He said right now the numbers continued to remain steady. He said included in the addendum was a draft Wellness/Insurance Committee outline. He said meetings were added based on topics that had to be discussed. He said the Committee would begin to meet in October.

g. Any Other Employee Services/Operational Support Update

Mr. Smart had no further 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. He said there were three certified staff resignations. He said the replacements were also included on the report. He said there was an art position that was expected to come for Hawthorne Middle School. He said Evelyn Robinson would return to the District as an Interventionist working with STAR Coaches. He said Mr. Miner was working to fill the school nurse position. He said staffing was in pretty good shape and the District was covering math at two of the high schools by buying out teacher preps. He said the District had to buy out a couple more preps for a half time science teacher. He said the Board would be asked to approve the Human Resources Activity under the Consent Agenda.

b. Any Other Human Resources/Operational Support Update

Dr. Howell said there were a lot of student interns present at the meeting that night and hoped they would apply as part time substitutes for teaching, custodial, bus driver and food service positions.

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. SRO Memorandum of Understanding 2014-15

Ms. Vagner said included in the packet was the Memorandum of Understanding between the Pocatello/Chubbuck School District No. 25 and the City of Pocatello for School Resource Officers (SROs) for the 2014-15 school year. She said the Agreement was not on the agenda for approval as the language was exactly the same as the previous year and the contract had already been executed by the City.

b. Policy 2211 - Pocatello/Chubbuck School District No. 25 – Board of Trustees – 2nd Reading

Ms. Vagner said included in the packet was Policy 2211 – Pocatello/Chubbuck School District No. 25 – Board of Trustees. She said following a first reading the policy 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.

c. Policy 3711 – Student Data Privacy and Security – 1st Reading

Ms. Vagner said included in the packet was Policy 3711 – Student Data Privacy and Security. She said the policy was required by the State Board of Education and was an adoption of the model policy provided by the state. She said the draft policy was reviewed at the September 9, 2014 Work Session. She said the policy would be posted for public input following a first reading. She said the Board would be asked to hear the policy on first reading under New Business.

d. Board/Superintendent/Cabinet Retreat

The Board/Superintendent/Cabinet Retreat has been set for Monday, October 13, 2014. She said the draft agenda was included in the packet. Ms. Cranor said she would like the Board to petition the ISBA to address the issue of salaries and operational costs and would like to include something in the Retreat agenda. She said the District had nothing to offer its teachers and somebody needed to address the issue. She said the state was losing teachers and was at a critical point. She said the District didn't have money to do anything about it but it could make this an issue for the Legislature this year. She said the Board should be supportive in pushing the issue forward. Ms. Gebhardt said there were Resolutions put forward last year about those very topics. Ms. Cranor said she wanted this Board to stand together behind those Resolutions and to be vocal about pushing them forward. Ms. Vagner said pushing that concept was important and she would add that topic under "Brainstorming for 2014-15" on the Retreat agenda. She said the Board could certainly present the concept to their colleagues at the Regional Meeting. Mr. Vitale agreed those were the most important topics and it was important to have a unanimous Board behind those Resolutions. He said the District's staff needed to know what the Board was attempting to do. Ms. Vagner said the administration was working on the Legislative Agenda for December and would make sure that the topic was strongly represented and the Board could provide any further direction in October. She said the draft Retreat agenda would be shared with Ms. Scherz who would facilitate the meeting. She said topics would not be addressed in depth but was a comprehensive discussion. The Board was in agreement with the agenda. Ms. Gebhardt said the ISBA Resolutions would be posted to the website soon.

e. Board Calendar

Ms. Vagner said included in the packet was the calendar of the Board's Meeting Schedule inclusive of various Committees from September 15, 2014 through November 14, 2014. She said she had started to meet with the PEA President on a regular basis. She said the PEA was planning an Educator's Night Out on October 15th at Red Lion from 5 – 8 p.m. She said the PEA was gathering raffle prize donations. She said Cabinet would be asked to donate their time for substitute teaching. Ms. Cranor said she would like the Board to come together to create a raffle prize. Ms. Vagner said starting in October the Board would begin to discuss a levy amount that would be paramount to action in December.

f. 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 no public comment pertinent to agenda action items at 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 August 19, 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 September 08, 2014 in the amount of \$1,912,016.01.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of September 08, 2014 in the amount of \$1,912,016.01.

c. Topic: *Approve Supplemental Financial Information from August 1, 2014 through August 31, 2014*

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of August 1, 2014 through August 31, 2014.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from August 1, 2014 through August 31, 2014 as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

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

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

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

Administrative Recommendation: Administration recommended Board approve the Out of District/Overnight Field Trip requests as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Mr. Facer to approve the Out of District/Overnight Field Trips as presented. The voting was unanimous in the affirmative.

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

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 second reading for adoption as presented.

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

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Hear on First Reading:*

Policy 8122 – Graduation Requirements

Policy 3711 – Student Data Privacy and Security

Policy Issue: Board adopts policy.

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

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

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

b. Topic: *Allow Juniors to be Exempt from Taking the ISAT 2.0 for the 2014-15 School Year*

Policy Issue: Board approves exemptions for testing.

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

Administrative Recommendation: Administration recommended Board allow juniors to be exempt from taking the ISAT 2.0 for the 2014-15 school year as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to allow juniors to be exempt from taking the ISAT 2.0 for the 2014-15 school year as presented. The voting was unanimous in the affirmative.

c. Topic: *Approve K-5 Elementary Report Cards*

Policy Issue: Board approves report card revisions.

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

Administrative Recommendation: Administration recommended Board approve the K-5 Elementary Report Cards as presented.

Board Direction/Action: A motion was made by Mr. Mattson and seconded by Ms. Cranor to approve the K-5 Elementary Report Cards as presented. The voting was unanimous in the affirmative.

d. Topic: *Approve Agreement Between the Idaho Food Bank and the Pocatello/Chubbuck School District #25 for the Back Pack Program for the 2014-15 School Year*

Policy Issue: Board approves Agreements for the Idaho Food Bank Back Pack Program.

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

Administrative Recommendation: Administration recommended Board approve the Agreement between the Idaho Food Bank and the Pocatello/Chubbuck School District #25 for the Back Pack Program for the 2014-15 school year as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to approve the Agreement between the Idaho Food Bank and the Pocatello/Chubbuck School District No. 25 for the Back Pack Program for the 2014-15 School Year as presented. The voting was unanimous in the affirmative.

e. Topic: *Approve High School Activity and Athletic Event Entry Fee Proposals as Pilots*

Policy Issue: Board approves changes to activity and athletic event entry fees.

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

Administrative Recommendation: Administration recommended Board approve the high school activity and athletic event entry fee proposals as pilots with the caveat that the three high schools track their gate receipts and concessions to assess the outcomes with an understanding that the fees will be uniform for all of the high schools for the 2015-16 school year as presented.

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Mr. Facer to approve the high school activity and athletic event entry fee proposals as pilots with the caveat that the three high schools track their gate receipts and concessions to assess the outcomes with an understanding that the fees will be uniform for all of the high schools for 2015-16 as presented. The voting was unanimous in the affirmative.

f. Topic: *Approve Request from Pocatello High School to Donate Books to the Marshall Public Library*

Policy Issue: Board approves book donations.

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

Administrative Recommendation: Administration recommended Board approve the request from Pocatello High School to donate books to the Marshall Public Library as presented.

Board Direction/Action: A motion was made by Mr. Facer and seconded by Mr. Vitale to approve the request from Pocatello High School to donate books to the Marshall Public Library as presented. The voting was unanimous in the affirmative.

g. Topic: *Appoint VEBA Trustees*

Policy Issue: Board appoints VEBA Trustees.

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

Administrative Recommendation: Administration recommended Board appoint Jan Damron and Mike Grady as VEBA Trustees as presented.

Board Direction/Action: A motion was made by Mr. Vitale and seconded by Mr. Mattson to appoint the Jan Damron and Mike Grady as VEBA Trustees 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 Ms. Cranor and seconded by Mr. Facer to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 7:00 p.m.

APPROVED ON:

21 October 2014

MINUTES PREPARED BY:


Secretary, Board of Trustees

BY:


Chair

ATTESTED BY:


Clerk