

**MINUTES OF THE BOARD OF TRUSTEES
SPECIAL MEETING/WORK SESSION
Pocatello/Chubbuck School District No. 25
Tuesday, October 14, 2014
Board Room at the Education Service Center
1:30 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Janie Gebhardt, Chair	Jim Facer, Asst. Treasurer
Jackie Cranor, Vice Chair	Paul Vitale, Member
Dave Mattson, Clerk	Mary M. Vagner, Superintendent

A Special Meeting/Work Session of the Board of Trustees of Pocatello/Chubbuck School District No. 25 was held on Tuesday, October 14, 2014, at 1:30 p.m. in the Board Room at the Education Service Center, 3115 Pole Line Road, Pocatello, Idaho, as provided in Section 33-510, Idaho Code:

Convene Work Session

Chair Gebhardt Convened the Work Session at 1:31 p.m. She reviewed the agenda and the addendum and said the Special Meeting/Work Session was for the purpose of the administration discussing with the Board the following topics:

1. **Annual Overview of PTE Programs**
2. **Homeless/Truancy Court Presentation/Detailed Citation Report**
3. **Supplemental Levy Information**
4. **Food Service Community Eligibility Provision**
5. **Easement Request on Century High School Property**
6. **Annual Print Shop/Warehouse Report**
7. **Tiered Licensure/Career Ladder Presentation**
8. **2014-15 Staffing Summary**
9. **Head Start Governance, Leadership and Oversight Capacity Screener/Requirement of the Head Start Grant**
10. **Head Start Health and Safety Assessment**
11. **ISBA Resolutions**
12. **Public Comment**

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

Board Operating Principles #22 & 23:

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

13. **Adjourn Work Session**
14. **Convene Special Meeting/Executive Session to Discuss in Accordance with Idaho Code Section 67-2345 (1)**
(b) To consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent
15. **Return to Open Session – No Action to be Taken**
16. **Adjourn**

Annual Overview of PTE Programs

Ms. Naftz said included in the packet was the overview of the PTE programs for the 2014-15 school year. She said there were two new programs this year, the First Responders Academy which included law enforcement, firefighting and emergency response. She said the program had been well received by students. She said the law enforcement program was a three year program and this was the first year. She said the second new program was the Veterinarian Technical program

which was included in the agricultural group of programs. She said the Vet-Tech program was taught at Pocatello High School by a certified Agricultural teacher. She said it was another area that received a lot of enthusiasm from students. She said a lot of students had already taken the Intro to Ag Industries course and the new course provided an opportunity for those students to become Capstone completers. She said it was a two year process to bring a new course online. She said the PTE program was also able to find a new automotive teacher and would be able to reopen the program. She said five new PTE were hired for 2014-15. She said the PTE program required a lot of data to be reported to the state and the most important piece was to have completers in PTE courses. She said only seniors were reported to the state. She said last year 194 seniors completed at least one program of study. She said last year her goal was to find out how many students were only missing one course in order to become completers and was able to increase that number by 28% by informing those students that they only needed one more course. She said her goal this year was to increase the number of completers by another 5% and exceeded that goal by an additional 2.5%. Ms. Vagner said the PTE program completers counted towards a school's Star Rating and was equivalent to taking a dual credit course. Ms. Naftz said the programs had an entry-level, two intermediate levels and the Capstone course to complete a program. She said 76% of completers at Century High School was in the Health Professions program. She said some programs had low completer percentages and she was in the process of trying to determine the cause. She said most of the completers at Highland High School were in the Business programs. She said New Horizon High School had completers in Early Childhood and Business programs which was impressive for the school to have completers. She said at Pocatello High School most of the completers were in the Nursing Assistant program. She said ISU was bringing on a Medical Coders program and she was looking into what she would have to do to bring the course to the District's PTE program. She said the District restructured its Electronics program to align with ISU which took a lot of cooperation between ISU, the state and the District to rearrange the curriculum. She said as a result the District would have completers in Electronics this year. She said the new Director was Dwight Johnson from the Department of Labor and he was focused on connecting students with the job market. She said he was gathering information on how many students were enrolled in various courses in order to gain support at the state level. She said right now everyone had a program of study but some Districts were small and did not have enough staff to offer a program of study in order to get completers and were offering cluster programs which were a variety of elective PTE courses. She said District 25 had 17 PTE courses, which was more courses than any other District in the state. Ms. Gebhardt asked how students could complete an Agricultural program of study if most of the Ag programs were only offered at Highland High School and the Vet-Tech program was only being offered at Pocatello High School. Ms. Naftz said both of the high schools offered Intro to Ag which made it possible for students to complete at either school. She reviewed the PTE budget and said the first column was the added cost funds. She said the funds were used to help programs that could not be funded by the District. She said the total added cost funds were approximately \$240,000. She said the numbers would not be final until the District received its allocation from the state in December. She said the second column showed the Perkins funds. She said the District would get about \$152,000. She said the next area of funding was for the PTS programs and the District had to provide evidence of how many students were attending and how many were outside of their boundary. She said Cami Chopski created an Ad Hoc filter to compile the data that showed where a student lived and where he/she attended school and each of the District's programs met the criteria by more than 15%. She said the District would receive around \$560,000 overall for PTE. Mr. Mattson said it was great to see how passionate the PTE teachers were. Ms. Naftz agreed. She said the District would host a speed interview event in March which was an opportunity for Capstone completers to interview and provide their resumes to various businesses in the community.

Homeless/Truancy Court Presentation/Detailed Citation Report

Mr. Hobbs said included in the packet was a memorandum detailing the number of homeless students by school. He said the District had 122 homeless students. He said homelessness did not carry from one year to the next and students were required to establish homelessness every year. Ms. Cranor said she was reading the funding eligibility guidelines and wondered why some extra-curricular activities were covered but athletics were not. Mr. Hobbs said he did not know the reason and only recently became aware of the rule. He said the District did not pay for athletics out of the homeless funds but just waived the participation fee which he did not consider a violation of the guidelines. He said the schools no longer purchased sports equipment for those students. Ms. Cranor said she thought it was a little strange that the guidelines allowed the District to pay for prom but not an athletic activity. Mr. Hobbs said he would try to find an explanation. Ms. Vagner said the students housed at the Bannock Youth Development Center would have their athletic fees paid for. Mr. Hobs said he anticipated the number of homeless students to increase as the year went on. He said one quarter of the District's Title I funds were required to be set aside for homeless students. He said the District might have to increase the budget for homeless students based on the number of homeless students in the District this year. He said the District was doing a better job identifying "unaccompanied youth". He said there were even a few homeless students that were living out of a vehicle. He said the law did not discriminate on the reason a student was homeless. He said it did not matter

whether the child was forced out of their home or if they left on their own, they still qualified as homeless. Mr. Mattson asked if the students volunteered that information. Mr. Hobbs said on occasion. He said sometimes law enforcement officials were aware when a child had nowhere to go after school. He said he conducted homeless training at all of the schools and asked the administrators to be vigilant about any conversations or situations that could indicate homelessness. Ms. Vagner said the principals, CRWs, counselors, teachers and SROs typically had a good idea of which students needed extra support. She said Century High School was working with the Idaho Food Bank to open a food pantry at the school. She said the school had several homeless students that had a difficult time accessing resources due to their location. Mr. Hobbs said the District just hired a CRW to work with all secondary students and would be housed out of Pocatello High School. He said the District could also utilize homeless funds to hire tutors in order to help students graduate. He said Todd Mauger and Leslie Land were present to report on Truancy Court. Mr. Mauger said Truancy Court started in 2008 through collaboration with the District, Judge Murray and the Pocatello Police Department. He said Truancy Court was originally funded through a three grant and was based on the seven best practices for combatting truancy. Ms. Land said there were currently 36 families involved in Truancy Court and 433 families had been served since the inception of the program. She said the number of trancies a student had before attending Truancy Court was around 40 or more and typically dramatically reduced after a family attended Truancy Court. She said prior to attending Truancy Court an average of 16% of students had failing GPAs and that number was reduced to 3% after attending Truancy Court. Mr. Mauger said there was also a vast improvement in grades. Ms. Land said 70% of students did not return after the first year and 81% did not return twelve months after completion. Mr. Mauger said the total cost for Truancy Court was \$19,504. He said the School District funded \$9,700 and the Bannock Juvenile Probation Department paid for the other half. He said \$6,000 was funded through the probation trust fund which came from probation fees. He said \$3,800 came from the youth court program and juvenile probation requested \$4,000 for 2015. He said he was hopeful that the program would be awarded another grant. Mr. Hobbs said the District originally paid for the whole program out of Safe and Drug Free Schools money from the state, but had not received Safe and Drug Free Schools funding in a number of years. He said five years after starting the Truancy Court program the District's graduation rates went from 84% to over 90%. Mr. Mauger said there had been a cultural shift in the community which was reflected in the District's graduation rates. Ms. Cranor said Tyhee Elementary had seen major improvements in student grades after starting its attendance program. She said it was very clear that good attendance had a positive effect on grades. Mr. Mauger said the Truancy Court program caught students early before they started failing due to poor attendance. He said it was better to be proactive than reactive. Ms. Gebhardt said students were less likely to be truant if they knew the District was serious about consequences for poor attendance. Mr. Hobbs said the District had a great relationship with all of the various agencies and thanked everyone for doing their part to improve student attendance. He said it really helped the District's at-risk population. He said the District just completed its first day of training in Restorative Justice which was taught by Mr. Mauger. He said the programs went a long way in preventing and treating problems.

Supplemental Levy Information

Ms. Vagner said the timeline for the Supplemental Levy was difficult because the administration did not know what would happen with the Legislative session and did not know what the District's budget would be for the upcoming school year, but still had to set a levy amount in December. Mr. Smart said the first opportunity to hold a Levy Election was March 10, 2015. He said the next chance was in May and was too late for the District to run a levy because the budget would already have to be set by that time. He said the District had to submit a Resolution setting a levy amount to the County in January so the Board would have to take action on a Resolution in December. He said the County was responsible for the publication and noticing of the levy. He said the District would have some indication from the County by March 20, 2015 as to whether or not the levy passed. Mr. Reed said the District had a Supplemental Levy for the past 60 years. He said the levy had only failed twice in the past 60 years and each time passed on the second try. He said the District was lucky to have good support from the community. He reviewed the levy history since 1984. He said in 1984 the amount was just under a half million. He said there was a major change to the levy amount when the state eliminated the M&O tax which forced District to go to their local communities for support. He said the Supplemental Levy now accounted for 13% of the District's budget which was scary. He said some Districts in the state were reliant on local levies by 20% or more. He said the District's Supplemental Levy only covered the absolute essentials in order to operate. He said the District had been able to balance the budget over the last couple of years using the \$8.5 million Supplemental Levy money in addition to one-time set aside reserves. He said this year the reserves were gone and the District would not be able to balance the budget with an \$8.5 million levy unless it received new money from the state. He said over 80% of Districts across the state now relied on Supplemental Levies to balance. He said local levies had become the new normal source of funding for School Districts and was a disturbing trend. He said he believed the public was starting to understand the position that School Districts were in. Mr. Smart reviewed the property value and levy rates. He said the information at the bottom of the spreadsheet showed the various tax impacts to families based on the value of their home.

He said a family with a home valued at \$275,000 would pay \$459 per year for the current Supplemental Levy. He said sometimes the District was able to increase the levy without increasing taxes if property values increased that year. He said with property values remaining steady an increase to the Supplemental Levy would mean an increase to property taxes for homeowners. He said the Homeowner's Exemption would also increase this year. He said part of the increased levy rate was based on what the city and county had done by increases taxes. Mr. Smart said the administration knew if could not count on any considerable increase from the state for operational funding. Mr. Vitale asked Mr. Smart if he knew the amount of the tax impact from the city and county. Mr. Smart said he did not know but would provide the information at the Regular Board Meeting next Tuesday. Ms. Cranor said it was important for the public to realize where the tax impacts were coming from. She said there were also a lot of people that thought that the Emergency Levy money carried from year to year and did not understand that it was one-time money. She asked if the tax base was affected by companies moving in and out of the area. Mr. Reed said yes the closing of the Heinz Plant would affect the tax base. Ms. Vagner said it was critical for people to realize that the District had no more reserves to use in balancing the budget. Ms. Cranor said some people were aware but could not afford to support an increase. She said the District could not continue raising the Supplemental Levy every two years but realized it could not afford not to. Ms. Gebhardt said it was very discouraging to hear certain legislators and the Governor continue to tell Districts that Supplemental Levies were a better way for Districts to be funded. She said it was not an even playing field across the state and did not meet the definition of a uniform and equitable funding system as laid out by the state's Constitution. She said it was really hard to discuss increasing the levy knowing the impact it would have on the community. Mr. Reed said it was even more difficult now that laws had been passed limiting Districts to two elections per year, one of them before Districts knew what would be allocated by the state and the other after budgets were due to the state. He said School Districts used to be able to wait until the budget had been set by the state so the administration would know what it needed in order to balance. Mr. Vitale said it was a bad environment for asking for an increase due to the tax increases implemented by the city and county. Mr. Reed said there were only a few years at a time where the District had the same levy amount. He said it was difficult to maintain a budget on a static amount especially when it was facing significant cost increases. Ms. Cranor said she had a difficult time asking for an increase the last time the District ran a Supplemental Levy and it was even harder this year. She said the Board and administration were responsible to taxpayers and asked if there was any way the District could get by one more year. Mr. Reed said both scenarios were scary. He said if the levy remained status quo the District would not be able to balance the budget, but it would be even more catastrophic to go for an increase and fail. He said all of the appropriated fund balance had been used. He said the District would have to figure out some way to make up for that difference for the 2015-16 school year, especially if it did not ask for an increase. He said it was a difficult decision for the Board to make knowing that the District needed more money, but also having to be sensitive to taxpayers. He said he did not know what to recommend, but was laying out the information that the Board needed in order to make a decision. Ms. Cranor said last year even with the reserves the District was as close as it had ever been to anticipated revenues and expenditures. Mr. Reed said the administration always hoped for more revenues than it anticipated needing. Ms. Gebhardt asked the amount of the appropriated fund balance that was used up in order to balance the budget. Mr. Reed said it was about \$1.5 million. Ms. Gebhardt asked if that meant there would a \$1.5 million deficit for the 2015-16 school year if the levy remained status quo. Mr. Reed said that was correct unless the legislature gave Districts flexibility in their budgets. He said the one thing that made it currently impossible to balance the budget was that the legislature had designated line by line exactly what Districts had to spend the money on. Ms. Cranor said it would go a long way if the legislature gave Districts operational money with no strings attached. Mr. Smart said the District was still behind the 2009 level of funding by \$1.5 million. He said the amount of money proposed for the 2015-16 public schools budget was more than enough to cover the Districts needs if the funds were not earmarked. Mr. Reed said the increase to operational funding for next year was only 2% which was far less than was needed to operate. Ms. Cranor said she felt like Districts enabled the state to keep underfunding education because every time the state underfunded Districts they just passed Supplemental Levies. She said it probably affirmed to the legislature that Districts did not need as much as they claimed. Mr. Vitale said it was a Catch 22. Ms. Cranor said she didn't know how to make a stand to let the legislature know that Districts had done all they could do and it was time for the state to step up and do its part. Mr. Reed said it was even harder knowing that the state was ranked 50th in the nation in per pupil spending. Mr. Vitale said those statistics had not made much of an impact on the legislature. Ms. Cranor said she knew the District needed more money but hated to keep asking the community for more with the condition that the local economy was in. Mr. Vitale said he was afraid that the timing of the city and county tax increases would have a negative impact on the District's levy. Ms. Vagner said the administration would find out the percentage of those tax increases and would bring the information to the Board for further discussion. She said the Key Communicators and Budget Committees would meet in the coming months and the administration would bring that input to the Board. She said the Board would need to begin discussing a levy amount in November. Mr. Vitale said he would suggest that Board members talk to their constituents to get a feel for support from the community. Ms. Cranor asked if it was possible to survey staff. Ms. Vagner said she would meet with the PEA President and discuss feedback from staff.

Food Service Community Eligibility Provision

Mr. Reed said included in the packet was the Food Service Community Eligibility Provision (CEP) Report. Mr. Wilson said the Healthy Hunger Free Kids Act offered all students free meals in high poverty areas. He said the intent was to provide access to those in need without all of the paperwork. He said the CEP was phased in over three years in several states as a pilot program before it became available nationwide in 2014. He said a school or LEA had to have a minimum of 40% of students that were eligible for direct certification in order to qualify for CEP. He said included in the packet was information from four other School Districts that had implemented the program. He said some Districts were able to include all of their schools and others chose a few schools based on the greatest need. He said one concern was what would happen to the Food Service reimbursement. Mr. Reed said direct certification was based on the number of students that qualified for the SNAP or TAFI programs. He said the program was not intended to bring in revenue but to assist families in need while reducing the amount of paperwork that Districts were currently required to process. He said included in the packet was a spreadsheet detailing the eligibility percentages at each school. He said as of March, 2014 all of the District's elementary schools qualified for participation if Lincoln and Head Start were included. He said in order to be eligible schools had to participate in both breakfast and lunch and Head Start currently had its own lunch program. He said Ms. Brey was willing to change that practice if the District decided to go in this direction. Mr. Reed said the numbers had fluctuated as of September. He said the District was not eligible based on September's numbers. He said the numbers were constantly shifting and the administration would have to monitor the numbers to see where it stood if the District decided to implement the program. He said 50% of the District's schools would have to participate in order for the Food Service program to maintain its current funding levels. He said if less than 50% of schools participated the District would start losing revenue. Ms. Gebhardt asked what "communities" were. Mr. Wilson said a community was any combination of two or more schools. Mr. Reed said Districts that had implemented the programs had increased participation substantially and had to hire additional staff to run the program. He said the cost for hiring additional personnel was offset by the increased participation. Mr. Wilson said the program was so new that the state didn't have any data yet. He said he spoke with the Caldwell School District who had started the year with a \$500 negative balance and was currently up \$30,000. Ms. Vagner asked the Board if it was willing to pursue the program or whether or not it wanted to combine certain schools or take an all or nothing approach. She said middle and high schools would most likely hurt the District's eligibility and the program would likely be an elementary program. Ms. Gebhardt and Ms. Cranor said they would prefer an all or nothing approach. Ms. Gebhardt said she worried about opening the topic up for community input when the Board didn't yet fully understand the program. Mr. Reed said he was not sure why the eligibility percentages went down so drastically in a few short months, but numbers did tend to fluctuate up and down. Ms. Cranor said she would like to see how the other Districts did over a longer course of time with a report back to the Board. Mr. Reed said the District could monitor the status of the other Districts and provide a report to the Board further down the road. Mr. Wilson said there was a deadline last year and the District did not receive the information in time to consider implementing the program. He said if the Board decided to move forward it wouldn't be implemented until the 2015-16 school year. Ms. Gebhardt asked if the Board needed to make a decision that day. Ms. Vagner said absolutely not. She said the community should be provided the opportunity to weigh in on the entitlement issue and the Board would determine whether or not it wanted to pursue that conversation.

Annual Print Shop/Warehouse Report

Mr. Reed introduced the print shop and warehouse staff. He said Kealy Gifford had been with the District for three years, Will Olson had been with the District for about ten years, Mooney Spillett had been with the District for 32 years and Thomas Uehling started earlier in the year. He said the District ran a full service print shop and copy room in addition to managing the mail. He said Mr. Olson did a great job with the turnaround time. Mr. Olson said the District had two production machines including one color. Mr. Reed said the schools sent information electronically or hard copy and Mr. Olson took care of the print order. He said included in the packet was a graph showing the levels of print materials since 2001. He said production dropped in 2013 but was due to expanding copying programs at each of the schools. He said between the print room and schools, production had actually increased to 8 million copies per year. He said Mr. Olson still had to help out with certain specialty print jobs that the schools could not handle on their own. He said since Mr. Olson had been in the department it had always operated in the black. He said it did not necessarily make any money, but the print shop was self-sufficient and did not cost the General Fund money to operate. Mr. Olson said it helped that the new machines were much more energy efficient. Mr. Reed said the cost per copy had actually decreased since the start of the program. Ms. Cranor asked if the print shop did much color copying. Mr. Olson said yes, but it was usually for specialty projects rather than color copies. Mr. Reed said the District ran a central warehouse because it had the space. He said the warehouse stored about half-million dollars in inventory at any given time. He said the Inventory Loss Report was provided to the Board every February and showed the amount of inventory coming in and out of the warehouse. He said

with how many people came in and out of the warehouse it was amazing how well the warehouse staff were able to keep track of each and every item down to the penny. He said it would be closer but the equipment that came back to the warehouse from the Alameda Center when the New Horizon Center moved skewed the numbers. He said the warehouse also took back obsolete items from schools. He said the District was able to save hundreds of thousands of dollars in purchasing because it had the warehouse to house materials that could be ordered in bulk. Ms. Vagner said the work ethic and customer service attitude of the print shop and warehouse staff met the District's Vision and Mission.

Easement Request on Century High School Property

Mr. Reed said he received a request from Mr. McKinnon was a representative of Western States that had just purchased property south of Century High School. He said Mr. McKinnon reported that he was running into some challenges with the sewer services because he would have to tie into the lift station in order to complete the sewer line to the company's new location. He said when the District built Century High School there were no sewer services in that area and the District had an agreement with the county that anyone who connected to the sewer line would have to pay the District a hookup fee. He said there were a handful of people that had used the lift station and paid the hookup fee which was about \$922 per acre. He said the companies paid the county and the District was reimbursed. He said in order for someone to access sewer services in that area they either had to pay the hookup fee, tear up the road and install their own sewer line or request an easement from the District. Mr. Mattson asked if the company would have to tear up the street or if it would be able to bore underneath. Mr. Reed said it would require excavation. He said typically when a company looked at possible building sites it considered all of the costs including sewer services. He said it would have a considerable impact on Century High School if the company tore up the road. He said if that was the only option for the company then the District might want to consider granting an easement request, but the company had other options. Ms. Gebhardt asked if there were any time-sensitive issues. Mr. Reed said most likely not and the project could be completed over the summer while school was out. He said the company would also have to consider the impact to traffic. He said generally speaking the District did not grant easement requests to private businesses unless there was some type of an exchange that would benefit the District. Ms. Cranor said she recently had to endure five months of torn up streets in her neighborhood because of a sewer line replacement project and was not in favor of the company digging up the street in front of Century High School. Mr. Reed said it was almost impossible to change an easement once it was granted. He said it might make better sense to extend the sewer line down the street based on future growth. Mr. Facer said he worried about the sewer line having issues over time which could cause havoc for the school if it happened while school was in session. Ms. Gebhardt said she would like to see some of the pros and cons. Mr. Reed said granting the easement request had no benefit for the District and only potential problems. The Board agreed it would not recommend granting an easement request.

Tiered Licensure/Career Ladder Presentation

Ms. Vagner said she did not know very much about Tiered Licensure at this point but knew that the Board needed to start the discussion because it was being talked about by elected officials and the media across the state. She said between two and three hundred people were present in Pocatello to provide input to the State Department of Education regarding the Tiered Licensure proposal. She said the more information that came from the state the more questions she had about Tiered Licensure. She said it placed a burden on teachers and administrators and was another unfunded mandate. She said Dr. Howell compiled a summary of the District's hiring season and would present the information to the District's legislative delegation. She said the career ladder was the proposed pay schedule and had three tiers. She said the first tier started at \$40,000 and the third tier went up to \$60,000. She said the State Board of Education would consider action this fall and if it was approved it would go the legislature in the 2015 session. She said in order for a student to become a new teacher he/she had to obtain a residency certificate and would need a recommendation from the College of Education. She said the student would need to have an evaluation with basic or proficient ratings, but she was unsure who would be responsible for evaluating the student. She said after three years the new teacher could apply for a Professional Certificate and would have to demonstrate proficiency on the Danielson's Framework and had to have sixteen elements that were proficient or better with no more than two basic ratings and no unsatisfactory ratings. She said the teacher needed to have an Individual Professional Learning Plan and show growth in student achievement. She said if the teacher did not meet the criteria he/she would be placed on a contingency status. She said a Professional Certificate was good for five years. She said a new teacher would start at \$40,000 for the first three years and would then be moved up to \$50,000. She said for three of the five years there were various levels of proficiency that had to be met. She said it put a principal in a tough position to have to evaluate a teacher and was responsible for determining whether or not a teacher kept his/her certificate or if they moved up the career ladder. She said any teacher on a contingency status would not be eligible for any Leadership Premiums other than hard to fill. She said he/she would also be unable to apply for a Master Certificate. She said in order to qualify for a Master Certificate the teacher had to have enough credits and was required to have at least eight years of experience and a Professional Certificate for five of those years. She said having a Master's Degree no

longer met the additional qualifications criteria. She said 60% of students had to meet or exceed growth targets for three out of five years in order for a teacher to maintain his/her Professional Certificate. She said Districts had some flexibility with setting growth targets but for a teacher teaching an AP course there may not be much room for growth. She said for most teachers the career ladder meant a one-time improvement in pay by \$10,000 and would stay there for the remainder of their career. She said many Districts did not have a distinguished rating on their evaluation tool and this District was one of them. She said there was a very fine line between distinguished and proficient and having to make that determination put principals in a difficult position. Dr. Howell said he attended extensive Danielson's training which taught that teachers should live in the proficient category and visit the distinguished category and should not be rated as distinguished all of the time. He said the career ladder was recommending the opposite of the Danielson's Model. He said the Danielson's Model was not intended to be punitive and should not be connected to a teacher's pay. He said the proposed model from the state was punitive. Ms. Vagner said a teacher at the Master Level could not be on a performance plan. She said if a teacher was placed on a performance plan and his/her certification came up for renewal the teacher would be backed off to a Professional Certificate which meant a \$10,000 cut in pay. She said the summative evaluation would require two observations to be completed by two different evaluators. She said it was already hard enough to keep up with evaluations in a school with a large staff and adding another evaluator would make it even more difficult. She said even if administrators teamed up there was no way they could find time to conduct an additional 50 to 60 evaluations in addition to their own staff. She said it was important to communicate to the legislature that the proposal was not feasible. She said it also did not make sense to have a second person evaluating a teacher with no context. She said a teacher could appeal to the Professional Standards Commission but could only appeal whether or not the process was followed. She said all principals had to be trained and certified in the Danielson's Framework by 2018. She said Dr. Howell was taking the lead on providing training for administrators and was preparing principals to take the certification test. She said Dr. Howell and Ms. Pettit had both taken the test and were certified trainers. Ms. Vagner said the list of student growth options included standardized achievement tests, formative assessments, teacher-constructed assessments, PSAT/SAT scores, End of Course exams which would only show growth if pre and post examinations were conducted, Science ISAT and ACT or PTE exams. Ms. Gebhardt said there was already so much a college student had to do in order to become a teacher and this proposal made the process so much harder that she could not imagine anyone wanting to teach in this state. She said there were so many requirements and extremely limited opportunities for advancement or to improve pay. She said the whole thing was so unappealing. Ms. Cranor said it was unequitable compared to any other profession in the state that required certification and she did not understand why teachers were being targeted.

2014-15 Staffing Summary

Dr. Howell said included in the packet was a staffing summary for the District. He said the District was able to post positions and started recruiting early but over the summer it became apparent that the demand would exceed the supply. He said the District had not experienced this in the past with ISU being so central to the District. He said the District had taken advantage of every opportunity to fill positions using Alternate or Provisional Authorizations especially in the administrative category. He said there were event student teachers that were working as teachers who had come highly recommended by ISU. He said those students still had to complete their student teaching assignments in addition to teaching full time. He said there was an elementary teacher who was taking a teacher-to-new certification in order to become certified in Special Education. He said there were a number of candidates that had gone the ABCTE route. He said most candidates had started out in another field and then decided to pursue education. He said there were six positions that the District was unable to fill at the start of the year. He said the District was eventually able to fill those positions but it was challenging. He said administrators were working hard calling candidates again and again. He said the District even had to implement some involuntary transfers to fill HQ positions in order to avoid losing federal funds. He said the District was working with teachers that were HQ in one area but not another to take the state Praxis in order to become HQ in both areas. He said the District filled some positions by buying out teacher prep periods. He said Highland High School was able to hire an additional counselor because Pocatello High School gave Highland an FTE for the year. He said Century and Pocatello High Schools and Hawthorne Middle School all had long term substitutes filling in for teachers that had either retired or resigned. He reviewed the number of staff members that were 51 and over. He said 40% of the District's staff was nearing retirement. He said that amounted to 240 positions that would open up in the coming years and compared to the number of candidates coming out of ISU did not look hopeful. He said even more concerning was the number of candidates coming out of the administrative program. He said the numbers were extremely limited. He said only one candidate graduated from the administrative program last year. He said it was not just ISU but was a trend across the state. He said the District's pay levels were still at the same levels from 2006. He said the cost of living had gone up substantially in that eight year period. He said it was not appealing for people considering the profession. He said people also had to face a 4% reduction coming into the District. He said the District was still seeing the fallout from the pay reductions and if the state pursued the Tiered Licensure Model it would cause even more anxiety for staff. He said

teachers would not be able to consider long term financial commitments or planning which was scary. He said the workload for principals having to conduct pre and post conferences and classroom evaluations was a major concern. He said he anticipated that staff would not consider becoming administrators. He said there was no incentive for a teacher to become an administrator when it meant increased accountability and the possibility of making less money than a veteran teacher.

Head Start Governance, Leadership and Oversight Capacity Screener/Requirement of the Head Start Grant

Ms. Craney said included in the packet was the Head Start Governance Screener which was required by the grant. She said it would be brought for Board approval next week. She said the screener was completed by a representative group that included herself, Mr. Vitale, a Head Start parent and Cathy Brey. She said the screener reflected the practices of Head Start. She said Head Start met all of the requirements for its Governing Body. She said the Head Start Program was run very well and had a lot of checks and balances in place. She said the screener asked about training and technical procedures, how the Governing Body exercised its responsibility and how the Policy Council operated. She said the program had established procedures and met requirements in all areas. She said the group reviewed the reports that were presented to the Policy Council at the monthly meetings and there was only one area that needed to be addressed regarding meals and snacks. She said the Governing Body was the School Board and the District. She said the financial reports were reviewed by Mr. Reed and the Board. She said Head Start would also provide information on its Annual Report including average monthly enrollment and the percentage of eligible children served.

Head Start Health and Safety Assessment

Ms. Craney said included in the packet was the Health and Safety Screener and was information only. She said the assessment reviewed everything from classroom lighting to playground equipment and Head Start was in compliance in all areas. She said health and safety procedures were in place and staff members were trained. She said Head Start was compliant with its supervision policies and procedures, and staff to student ratios were maintained. She said Head Start no longer provided transportation but had policies and procedures in place for field trips.

ISBA Resolutions

Ms. Gebhardt said ISBA communicated that the Board should have two presenters at the Convention for each of the proposed Resolutions submitted by the District. She said the committee would ask why the Resolution was needed, whether or not it was an old or new issue, if something had happened at the state or District level and whether or not there would be any negative effect if the Resolution passed. She said the presenters would have three minutes to summarize and might have to answer questions about the Resolution. She said she would review the Resolutions and would seek voting direction from the Board. She said the first Resolution was Average Class Size which was submitted by the District. She said it proposed an equitable means of calculating class size across the state. Ms. Vagner said the current law made it so that smaller Districts could greatly reduce the average class size and would have a negative impact on larger Districts. The Board recommended a "Do Pass". Ms. Gebhardt said the second Resolution was the Strategic Planning Timeline which proposed an extended deadline for the submission of Strategic Plans to the state. The Board recommended a "Do Pass". Ms. Gebhardt reviewed the third Resolution, Salary Based Apportionment for Classified Employees. She said it addressed the fact that some classified staff were not compensated for the necessary duties that were performed and the Resolution proposed raising the formula to pay those classified staff members a better rate for the technical duties performed. The Board recommended a "Do Pass". Ms. Gebhardt said the fourth Resolution was Make Permanent the Income Tax Credit for Contributions to Idaho Public Schools which was being presented in the light that a permanent tax credit would increase contributions to public schools. She said there was some concern about who the tax credit would benefit. The Board recommended a "Do Pass". Ms. Gebhardt said the fifth Resolution was Increasing Criminal Liability for Bullying and Harassment which would make any bullying or harassment citation a misdemeanor. She said Districts and law enforcement were concerned that there was no real consequence for bullying offenses. Ms. Vagner said Sergeant Daniels was in favor of the proposal. Mr. Facer asked if the misdemeanor would be dropped once a student turned 18. Ms. Vagner said it would, but the hope was that a misdemeanor would deter the behavior. Ms. Gebhardt said in the past the District had not done anything about truancy and after consequences for truancy was implemented the number of trancies was dramatically reduced. Ms. Cranor said she could support the Resolution. The Board recommended a "Do Pass". Ms. Gebhardt said the sixth Resolution was Support for 6th Grade Alternative School Funding. She said currently Districts funded alternate schooling for 6th graders out of its General Fund and additional funding from the state would help lessen the financial burden to Districts. The Board recommended a "Do Pass". Ms. Gebhardt said the seventh Resolution was Removal of the State's Instructional Salary Cap. She said removing the cap would allow Districts to adequately fund teachers for experience. The Board recommended a "Do Pass". Ms. Gebhardt said the eighth Resolution was Removal of the Limitation on the Amount of Sick Leave that Staff Can Transfer from One District to Another. The Board

recommended a "Do Not Pass". Ms. Gebhardt said the ninth Resolution was Reducing the Super Majority Requirement for Approval of School Facilities Bonds. The Board recommended a "Do Pass". Ms. Gebhardt said the tenth Resolution was School District Impact Fees which would reduce the impact to Districts when building a new school. The Board recommended a "Do Pass". Ms. Gebhardt said the eleventh Resolution was Maintaining District Fiscal Authority. The Board recommended a "Do Pass". Ms. Gebhardt said the twelfth Resolution was Timely Completion of Negotiations which proposed a deadline for the negotiations process. The Board recommended a "Do Pass". Ms. Gebhardt and Ms. Cranor agreed to present the District's Resolutions at the Convention.

Public Comment

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

Board Operating Principles #22 & 23:

22) The Board will follow the chain of command referring others to present their issues, problems, or proposals to the person who can properly and expeditiously address the issues; 23) Board members will refrain from communications which create conditions of bias should a problem or complaint become the subject matter of a hearing before the Board. There was no public comment at the time of the meeting.

Adjourn Work Session

Chair Gebhardt adjourned the Special Meeting/Work Session at 4:34 p.m.

APPROVED ON:

20 January 2015
By:

Janie Gebhardt
Chair

MINUTES PREPARED BY:

[Signature]
Secretary, Board of Trustees

ATTESTED BY:

[Signature]
Clerk