

**MINUTES OF THE
REGULAR SESSION BOARD MEETING
AND SPECIAL MEETING/WORK SESSION
TO INTRODUCE STUDENT REPRESENTATIVES TO THE BOARD
POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25
Education Service Center Board Room
Tuesday, September 21, 2010
5:15 p.m.**

BOARD MEMBERS/SUPERINTENDENT PRESENT:

Marianne Donnelly, Chair
Janie Gebhardt, Vice Chair
Frank Rash, Clerk

John Sargent, Member
Jackie Cranor, Member
Mary Vagner, Superintendent

CALL TO ORDER/SPECIAL MEETING

Chair Donnelly called the Special Meeting/Work Session to order at 5:37 p.m. to introduce the Student Representatives to the Board and have a short orientation. Ms. Vagner said this was the fifth year that the District had the opportunity for student representatives to the Board of Trustees. She asked the student representatives to stand and introduce themselves. Ms. Taryn Traugher introduced herself as the student representative for Pocatello High School. Ms. Kylie McKee introduced herself as the student representative for Highland High School. Ms. Chalese Andrus said she was also a student representative for Highland High School. Mr. Kort Guillette introduced himself as the student representative for Century High School. Ms. Jennifer Robinson introduced herself as the student representative for New Horizon High School. Ms. Vagner said student representatives engaged with the principals and had a number of responsibilities that the Board Chair would cover. She said she would wrap up with the District's expectations and any questions from the students. She said student representatives were an important part of the Board's work because they gave the Board an opportunity to hear what was happening first hand in the schools as it was making decisions. She said student representatives reported monthly at the regular meetings as to the activities of students at their school. She said report were usually three minutes or less. She said student representatives were welcome to attend Work Sessions and provide input. She said an example of a topic a student representative might provide input on something like student uniforms. She said she would expect students would have a lot to say on Board decisions that directly affected them and encouraged them to attend. She said student representatives were expected to meet with their principal on a monthly basis to discuss the upcoming Board report. She said principals were knowledgeable about the type of report the Board needed to hear. She said materials for the meetings were posted to the website the Friday before the meeting and were no longer printed in large paper packets as in the past. She said when student representatives and the principals met they should talk about the content of the meeting and consult with the student body to report pertinent activities of the Board. She said students were welcome to be involved in District committees and expected there might be some interest in the Stocks Building and Alameda Center. She said another priority committee this year was the Athletics Facilities Strategic Planning committee which was responsible for identifying issues with existing facilities and finding solutions. She said Mr. Devine was responsible for heading the committee. She said student representatives were expected to attend the monthly Board meetings and if they could not attend a backup should be selected. She said if backup did not come the Board was at a loss as to what was going on at the school. She said student representatives were welcome to contact Board members about meetings, expectations or questions. She said there was a contact sheet on the back of the agenda. She said student reports were at the beginning of the Board meeting and students were welcome to stay as long as they wanted or could. Ms. Donnelly said when the Board first invited student representatives to join the Board meetings the students thought they were voting members. She said by law only members elected by the people in geographical zones could take action to vote on issues so student representatives could not be voting members but the Board welcomed their input. She said there were some duties of the Board that were confidential such as personnel issues and student discipline that the student representatives could not participate in but general policies and direction of the District were activities they were welcome to

participate in. She said a topic of interest in the past for student representatives had been the high school redesign. Ms. Gebhardt said if student representatives had questions they should feel free to call Board members and ask anything. Ms. Vagner asked Ms. Traugher if she had any advice or support for the new student representatives as this was Ms. Traugher's second year as a student representative. Ms. Traugher said her advice was to be prepared to report. She said if you were unprepared it was hard to think of things on the spot. Ms. Vagner said the administration and the Board were there to support all of the student representatives. She told the student representatives to stay in contact with their principals and student body. She said there were not too many School Boards that offered the opportunity for leadership in this way and appreciated that the Board valued student participation at the Board table and said it was a good connection for the Board and schools. Ms. Vagner said the student representatives could be seated. Ms. Donnelly thanked the principals and student representatives.

CONVENE REGULAR MEETING

A Regular Session of the Board of Trustees of School District No. 25 was held in Pocatello, Idaho on the 21st day of September, 2010, as provided in Section 33-510, Idaho Code. Chair Donnelly called the Regular meeting to order at 5:48 p.m.

PLEDGE OF ALLEGIANCE

Trevor Smith led the audience in the Pledge of Allegiance.

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

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

APPROVAL OF MINUTES – Self Explanatory – Action

- a. **Regular Board Meeting** – August 17, 2010
- b. **Executive Session/Hearing** – August 25, 2010
- c. **Executive Session/Hearing** – September 1, 2010

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

RECOGNITIONS/VISITORS/CORRESPONDENCE – Information

a. Visitors and Correspondence

1) Moment of Silence for Jacqueline Lillian Ortiz

Ms. Donnelly asked for a moment of silence for Jacqueline Lillian Ortiz a young student in the District who had recently passed away.

b. Recognitions - Information - Mrs. Allen

Ms. Allen asked Bridget Alexander and Trevor Smith of Century High School and Amanda Clark of Pocatello High School to come to the front. She said the students were semifinalists in the National Academic Merit Scholarship Program. She said the students had the opportunity to receive \$8,400 in scholarships. She said to be considered semifinalists the students must fulfill several requirements to attain a finalist position. She said about 90% of semifinalist achieved this position. She said students were screened based on 2009 SAT test scores and less than 1% of high school seniors qualified. She said students must have an outstanding academic record, be endorsed and recommended by their principal, submit an extensive scholarship application and essay and participate in leadership roles in their school and community. She said it takes a community to raise a child and these students had taken responsibility for their learning. She said students learn in different ways and at different rates and the students were a great example of success in a variety of different areas.

Ms. Allen recognized the ISU class that was present to observe the School Board meeting.

c. Seating of Student Representatives to the Board

The student representatives to the Board were seated prior to the recognitions.

d. Public Comment on Items Not on Agenda

There was no public comment on items not on the agenda.

REPORTS – Information

a. Student Representative Reports (3 min each)

1) Alameda Center – Jennifer Robinson

Ms. Robinson said there was not a lot to report on yet as school was just getting started. She said she was new to this and was unsure of what to report on. Ms. Vagner said the administration would help provide background and resources for the next report.

2) Century High School – Kort Guillette/Emily McAteer

Mr. Guillette said the school had started doing video announcements which was a big hit with the students. He said there were two anchors and a sports desk. He said the school was participating in Rachel’s Challenge again this year. He said Rachel’s Challenge was in memory of one of the students killed in the Columbine shooting and the father of the student came to schools as a motivational speaker. He said Century had a Friends of Rachel’s Club to help raise money and awareness. He said the club would meet Friday.

3) Highland High School – Kylie McKee/Chalese Andrus

Ms. McKee said Highland High School had 17 new teachers this year and were doing great. She said Back to School was a great success and there was a lot of college information available for students. She said sports were off to a good start. She said their football team was 1-3 and the other sports were doing well. She said the school had a lot of clubs and service projects planned. She said there was an African American Club to educate students on African American cultures. She said students were busy with preparations for homecoming because it was the following week. She said the school was fundraising for the Pocatello African Sister City Project and hoped to earn over \$2,000. She said the school was having a fundraising Bar-b-q the next Friday and the Board was invited. She said the students were having fun and the year was off to a good start.

4) Pocatello High School – Taryn Traughber

Ms. Traughber said it was the second full week of school and things were very hectic. She said the school held a blood drive which had gone very well. She said students would find out the following day how many pints had been collected. She said drama had auditions for the fall play which was “The Man Who Came to Dinner” and had completed the first rehearsal. She said tomorrow was the all school lunch and club rush. She said there would be more information on clubs after that and would have more to report at the next Board meeting. She said the school’s homecoming game was that Friday and Saturday was the homecoming dance. She said things were very hectic.

b. Report on Standing Committees for 2010-11

Ms. Gebhardt said the Architectural Selection Committee was moving forward with the selection of an architect and had had several meetings to review proposals. She said the Education Foundation Board met the previous week and wanted to increase public awareness that scholarship funds were available to apply for through the Education Foundation Board to cover student activity participation fees. She said the Board also wanted to invite people to contribute to the fund and invest in local youth. She said she attended Judge Murray’s meeting and a lot was going on. She said they discussed Bannock Youth Foundation Mentoring, Anger Management was being offered and CASA was looking for volunteers. Mr. Rash said the Architect Selection Committee had received eleven applications and the committee narrowed it down to three firms. He said the committee would decide on a firm who would begin drawing ideas. He said the Athletic Facilities Strategic Planning Committee was comprised of District, City and ISU representatives. He said there was good representation from the community. Ms. Donnelly said the Insurance/Wellness Committee prepared an action plan to increase employee participation and decrease District premiums. She said it would leave more of a budget for things like salaries and benefits. She said the District had good employee response with Wellness participation initially but hit a plateau and needed to find incentives for increased participation which was a challenge.

2010-2011

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| Budget Committee | John Sargent/Jackie Cranor |
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| CIP Committee | Frank Rash |
| Curriculum Committee | Janie Gebhardt/Jackie Cranor |
| District Leadership Council | Marianne Donnelly/John Sargent |
| Education Foundation (Vice Chair is Designated Representative) | Janie Gebhardt |
| Head Start | Jackie Cranor |
| Insurance/Wellness Comm. | Marianne Donnelly/Frank Rash |
| Insurance Representation Selection | N/A |
| Judge Murray's Juvenile Advisory Committee | Janie Gebhardt/Jackie Cranor |
| Local Issues-Chamber of Commerce | John Sargent |
| Long Range Facility Planning | Frank Rash |
| PTA Regional Council Meetings (Meetings are in the Board Room at 7:00 p.m.) | Board Rotation |
| | December 15, 2010 |
| | TBA |
| | TBA |
| Pocatello Community Charter School Liaison | Janie Gebhardt/John Sargent |
| Safe and Drug Free Schools Advisory Committee | N/A |
| Safety Committee | Jackie Cranor |
| Instructional Technology Committee | Jackie Cranor |
| Textbook Adoption | Jackie Cranor |
| Facilities Study for Extra-Curricular Activities Inclusive of Use of Holt Arena | Frank Rash/John Sargent |
| Renovation of Stocks Building, Relocation of Alternative Programs, Modification of Alameda Center and Opening of 4 th Middle School | Frank Rash/Janie Gebhardt |
| Key Communicators | Marianne Donnelly/John Sargent |

c. Report on Region V ISBA Meeting held September 20, 2010 in Marsh Valley

Mr. Sargent said it was good to hear from the local Representatives at the ISBA Region 5 meeting. He said the representatives talked about the deficit in Idaho's general fund budget and said the District's Resolutions were well received. He said 4 out of the 5 submitted were approved by the ISBA. He said there were several more from around the state that were approved. Ms. Donnelly said there were a couple of legislators that were more open and considerate of ideas for funding than they had been in previous years and seemed more optimistic. Ms. Cranor said she was glad to see Ms. Bilyeu and a few other local representatives. She said it was nice to see them listening to the District's problems and genuinely trying to find solutions.

CURRICULUM AND INSTRUCTION AND SCHOOL SAFETY – Information – Mr. Wegner, Dr. Mortensen, Mr. Devine, Mr. Hobbs

a. Staff Visiting and/or Entering Facilities or Homes Protocol Form (M-13) – Mr. Hobbs

Mr. Hobbs said the administration created a form outlining the protocols for staff entering and visiting homes and facilities. He said one of the safety checks in place was to check in with law enforcement before entering a home or facility. He said the form was included in the packet. He said the protocol applied to social workers, homebound teachers and any other personnel that had a need to enter facilities or homes. He said the District needed to be aware when staff was visiting homes.

b. Rules Governing Thoroughness – Policy Review – Mr. Hobbs

Mr. Hobbs said included in the packet was a memorandum crosschecking District policy with the policies the state required Districts to have in place. He said all of the policies were summarized and adequate with the exception of a suicide prevention policy and recommended a draft policy be brought to the Board at the December Work Session. He said the District had comprehensive policies that covered the state requirements for the rest of the topics. He said one of the topics on the state's list was physical restraint and seclusion which had been brought to the Board for 1st reading at the August 17, 2010 Regular Board Meeting.

c. Policy 8155 – Physical Restraint – 2nd Reading for Adoption – Ms. Steenrod

Mr. Hobbs said included in the packet was the staff input and the revised policy as a result of the input. He said the change was a clarification in the language and the Board would be asked to hear the policy on second reading for adoption.

d. 2010 Annual Measurable Achievement Objective (AMAO) Determinations – Mr. Wegner

Mr. Wegner said the State Department of Education released the Annual Measurable Achievement Objective (AMAO) determinations for each District. He said the report was included in the packet and was the target for LEP. HE said LEP students were required to take the assessment annually whether or not they participated. He said LEP students tested in English, reading, writing and comprehension. He said the data was based on 34 or less students and then by those who advance by one level and those who attain proficiency in each sub domain. He said the District met all of the criteria in each target.

e. Any Other Curriculum/PLCs/TIA/Beliefs Update - Mr. Wegner

Mr. Wegner said we received a letter from Mike Rush at the State Department of Education outlining new requirements from the State Board requiring Districts to notify patrons on state letterhead over Mr. Rush's signature of a District's AYP status. He said the District held a press conference notifying patrons of its AYP status and posted a detailed PowerPoint on the District's website. He said after clarifying with the SDE the District would add the electronic letter on state letterhead to the PowerPoint in order to meet the new mandate. He said Ms. Allen notified the media through a press release informing patrons of where the new information could be found. Ms. Donnelly clarified that the District did not have to send a hard copy of the letter to each patron. Mr. Wegner said it would not.

f. PCCS Programmatic Audit Management Letter – Dr. Mortensen

Dr. Mortensen said the Pocatello Community Charter School Programmatic Audit was presented to the Board at the July 20, 2010 Regular Board Meeting and a detailed report had been included in the June 15, 2010 Regular Board Meeting packet. She said the PCCS Programmatic Audit Management Letter was the response to the report and presentation. She said the administration had a chance to look at the recommendations and accommodations before drafting a response. She said the District had the responsibility to oversee and monitor the programs funded by Title I, Title VI B and the charter's school improvement plan to ensure compliance with federal regulations. She said the administration outlined in the letter the things the charter needed to continue doing to complete that monitoring. She said included in the addendum was a detailed electronic report that the charter would be required to fill in and submit annually to the District and the state. She said some of the tabs covered reporting information like student demographics, goals and annual achievement. She said all schools in the District were required to submit the same reporting information. Ms. Cranor asked if it was the first time the charter was required to report to the District with this template. Dr. Mortensen said yes. She said the new requirements coming from the state were added as information only. She said schools were working with building leadership teams and it was a process.

g. 21st Century Program Update – Dr. Mortensen

Dr. Mortensen said the Elementary schools had their 21st Century After School Programs and 60% of Joyce Anderson's staff was new. She said after school centers would open the following Monday. She said the District looked forward to working with community partners for the academic support students received through the program.

h. Procedure 6129 – Field Trips – Dr. Mortensen

Dr. Mortensen said the procedure had been updated to reflect the work of the committee for elementary and secondary classrooms and was being brought to the Board as an update. Ms. Cranor said she had read an email

about a field trip scholarship fund and asked what that was for. Ms. Vagner said the email was from the ISBA and was related to a specific field trip.

i. Elementary and Secondary ISU Student Counseling Interns – Dr. Mortensen

Dr. Mortensen said there was a list of seven ISU interns that would work with District counselors for the 2010-11 school year. She said the intern and counselor assignments provided a good mix of exposure to professional practices and recommended the Board move forward with the approval of the intern assignments.

j. Head Start Update

Dr. Mortensen said Head Start's first day was September 7, 2010 and had 179 students at Lincoln. She said the maximum capacity was 186 students and the school was full. She said there was a long wait list for Head Start. She said annual Head Start Health Fair was Thursday from 6:00 p.m. to 7:30 p.m. and teachers would perform individual screenings along with health fair community partners. She said Ms. Donnelly and Ms. Cranor received the federal review report that was completed last spring and submitted in August. She said the administration had not received confirmation of receipt or acceptance but anticipated it would receive confirmation in the following month. She said a Head Start update would be added to her monthly report.

k. Any Other Elementary Education/PLCs/TIA/Beliefs Update – Dr. Mortensen

Dr. Mortensen said elementary was busy with screenings and would start strategic interventions following the screenings. She said a math screening would be piloted and hoped to implement District wide. Ms. Cranor asked how many new elementary students there were. Dr. Mortensen said she did not have an exact number and Mr. Smart would report during his Student Enrollment update.

l. Policy 6312 – Reporting Student Progress – 2nd Reading for Adoption – Mr. Devine

Mr. Devine said Policy 6312 – Reporting Student Progress was being heard on second reading for adoption. He said no public input was received.

m. Policy 6313 – Failures – 2nd Reading for Deletion – Mr. Devine

Mr. Devine said no public input was received on Policy 6313 – Failures and the Board would be asked to hear the policy on second reading for deletion.

n. Policy 8351 – Student Activity and Participation Fees and Student Fines – 2nd Reading for Adoption – Mr. Devine

Mr. Devine said no public input was received relative to Policy 8351 – Student Activity and Participation Fees and Student Fines and the Board would be asked to hear the policy on second reading for adoption.

o. Extra-Curricular Program Participation Numbers – Mr. Devine

Mr. Devine said included in the packet were extra-curricular program participation numbers from all three high schools. He said Highland and Pocatello had some of its scholarship and payment information available but was not available for Century High School as the bursar had broken her ankle and would be out for a month. Mr. Sargent asked about the incomplete drama scholarship numbers. Mr. Devine said the schools would not collect fees for drama until students were involved in it. He said some collected fees up front because they competed right away and others did not. Mr. Sargent noted that two of the high schools had increased participation. Mr. Devine said football had a large increase. Mr. Rash asked if there had been any push back on the increased fees. Mr. Devine said he had not gotten any push back but had been approached for help with fees. Mr. Sargent said the participation numbers were fairly comparable for all of the schools.

p. 6th Grade Participation in No-cut Middle School Activities – Mr. Devine

Mr. Devine said originally the 6th Grade Move Committee had decided that 6th grade student would not participate in middle school sports. He said it had been a year since a portion of the 6th graders had transitioned to the middle school and there had been a large number of requests from parents, students and coaches to allow 6th graders to participate in cross country, wrestling and track. He said the committee was convened and the committee agreed unanimously that the proposal be brought to the Board to allow 6th grade students to participate in no-cut middle school activities. He said the committee felt that all of the original concerns like carpooling and supervision had been addressed. He said parents were so interested in their 6th grade students participating that they were willing to volunteer to pick up other 6th grade students from the elementary and to qualify as volunteer coaches if extra supervision was needed.

q. Camp Reconciliation Reports – Mr. Devine

Mr. Devine said there were only two camp reconciliation reports from Century included in the packet and had since received several more which would be ready for the next Board meeting. Ms. Gebhardt said on one of the camp reports there were two different rates for students and asked why. Mr. Sargent said some students attended the camp for longer. Ms. Vagner said participants were from varying age groups. Ms. Gebhardt said it made sense but the report was not very clear.

r. Out of District/Overnight Field Trip Requests – Mr. Devine

Mr. Devine said some reports were sent in well in advance to begin planning but did not have travel details yet and would resubmit an approval form when travel arrangements were made. Mr. Sargent asked if there was a certain amount of time required to fund raise for a trip. He said one request required students to pay \$800 each and the trip was in two months. He said recently a request was denied based on a similar scenario. Mr. Devine said fundraising was one of the factors for the trip being denied but not the only one. Mr. Sargent said fundraising in such a short time was one of the issues and the District should be consistent. Ms. Vagner asked if the administration could look into the fundraising for the FFA trip and get back to the Board. Ms. Vagner and Mr. Devine agreed that approvals and denials needed to be consistent. Ms. Vagner noted that the FFA fundraised throughout the year every year in anticipation of the annual trip. Mr. Sargent said he was fine with the FFA trip and just wanted to make sure the District was consistent with the trips it allowed and did not allow. Ms. Vagner said Mr. Devine would emphasize the importance of consistency to his principals.

s. Any Other Secondary Education/PLCs/TIA/Beliefs Update - Mr. Devine

Mr. Devine said the Athletic Facilities Strategic Planning Committee would meet on September 29, 2010 to identify the issues for the District's athletic facilities and possible solutions. He said Century High School had two different radio sponsors back out on broadcasting the games which left them without any sponsorships. He said the District was able to secure live webcasting with the announcer that used to be with the radio station that broadcasted Century's games in the past. He said the District anticipated the live webcasts would be a success.

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

a. Draft Timeline for Renovation of Stocks Building, Relocation of Alternative Programs, Modification of Alameda Center and Opening of 4th Middle School

Mr. Smart said included in the packet was an updated timeline with checkmarks to show items already completed. He said projects would begin in October at minimal cost and in May, 2011 School Plant Facilities Funds would become available for renovations. He said the renovations would take about a year and the District should be able to open Stocks Building as an alternative school by 2012 and begin remodeling for a 4th middle school in 2013-14. He said the District was at capacity in almost all of its schools and a 4th middle school was critical. Ms. Donnelly said it would be nice if a 4th middle school was available now.

b. Architect Selection

Mr. Smart said the Architect Selection Committee reviewed eleven architect proposals and committee members rated the firms and met again to narrow a selection for presentation to the Board. He said the committee requested the Board hear presentations from three firms and provide input. He said all three firms were reputable and possessed the necessary qualifications. He said included in the packet were proposed dates for a Special Meeting/Work Session to hear presentations from the architectural firms and provide input to the Architect Selection Committee. He said the proposed dates were September 29, 2010 and September 30, 2010. Ms. Vagner said once a date was decided on the administration would send letters to the firms confirming the Special Meeting. She said Ms. Johnson would send an email with the proposed dates to the Board. Mr. Sargent said he knew September 29, 2010 would not work and asked for one more proposed date. Ms. Vagner said another option was to propose September 30, 2010 and October 5, 2010. Ms. Gebhardt said she thought it was important to point out that the District was funding the project without going for a bond and using School Plant Facilities Money only as it came in. She said it meant progress was not instantaneous but also that the District was not spending money it didn't have. Mr. Sargent asked if the architectural firms were local. Mr. Rash said two of the firms were from Pocatello and one of the firms was from Driggs.

c. Idaho General Fund Update

Mr. Smart said the latest Idaho Outlook was included in the addendum. He said the national economy affected the state of Idaho and showed a subdued economic recovery but tax collections at the state level were higher two months in a row which was a good sign. He said the revenues exceeded expectations in individual income tax. He said the state projections were \$5 million ahead of what they thought they would be for August. He said it was a good start for the fiscal year but only time would tell. He said the District received a proposed copy of the state department of education's budget and said it did not make it into the packet so he would generalize. He said the budget showed a \$69 million dollar increase but there were a lot of decreases that would offset it. He said there were a lot of increased costs. He said salary based apportionment was increased and the state was proposing to fund movement for education. He said experience would be frozen for a third year in a row. He said there would be \$1 million less budgeted in retirement benefits. He said the state would have to take care of PERSI increases. He said the overall increase was about 9%. He said the District's \$6 million PERSI budget could go up to \$8 million over 3 years. He said the employee side of PERSI costs could go up by the same percentage. He said he thought that was the biggest reason for an increase to the salary apportionment budget. Mr. Smart said it had to do with the funding level required by the state of Idaho. He said there would be no experience movement and the transportation budget would remain the same. He said the state was not showing any decrease in salaries but was not allowing any movement either. He said flat funding was expected and the state was being fairly conservative at this time.

d. Financial Audit Update

He said auditors had been at the District daily and things were going smoothly. He said the audit would be complete in the next month and the District would be ready with an official report at the October 19, 2010 Regular Board Meeting.

e. Coordinated Review Effort (CRE) and School Meals Initiative (SMI) Review

Mr. Smart said the State Department of Education's State Agency Coordinator would be conducting a Coordinated Review Effort at the District from November 11, 2010 to November 12, 2010. He said a CNP member would conduct a School Meals Initiative (SMI) review of the District's National School Meals Program October 4, 2010 through October 8, 2010. He said the District had the information it needed to complete the review and did not anticipate any problems. Ms. Vagner said the follow up audit was a regular occurrence. Mr. Smart said the Food Service department was organized and prepared and anticipated the District would have a favorable audit.

f. Medicaid Revenue by Fiscal Year

Mr. Smart said included the packet was a Medicaid Revenue graph that showed a decrease in Medicaid revenue for 2010. He said the decrease related to what was covered under the new Medicaid rules and guidelines as well as the financial condition of the state.

g. Policy 5310 – Purchasing Guide – 1st Reading

Mr. Smart said the change to Policy 5310 – Purchasing Guide was an increase in the maximum informal bid amount from \$25,000 to \$50,000. He said the requested changes had been discussed at the September 14, 2010 Work Session and the Board would be asked to hear the policy on first reading.

h. Proposed Building and Subdivisions (New Construction)

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

i. Any Other Business Operations Update

Mr. Smart had no further Business Operations updates at the time of the meeting.

EMPLOYEE SERVICES – Information – Mr. Smart

a. Infinite Campus Report

Mr. Smart said Infinite Campus was up and running and the District was still dealing with learning curves on reporting. He said the administration would continue to work through the issues with the schools. Ms. Gebhardt asked how things were coming with the difficulties in the lunch room and food service. He said school lunch was a big challenge in the beginning and things were starting to calm down as people got used to the new system and the new student ID's. He said the terminals were working just fine. He said students were assigned a new student ID and getting them served and paid for during the lunch rush was a process. He said

making deposits and balancing reports were problematic. He said the administration was working with Infinite Campus to resolve all of the issues. He said Infinite Campus had not seen some of the issues the District was dealing with. He said he did not know how much more training would be necessary but thought employees did not receive all the training they needed. Ms. Cranor asked if parents could access the online portal. Mr. Smart parents did have access to the online Parent Portal. He said additional training would be scheduled for employees and the District would work to get them all the help they needed.

b. Student Enrollment Information Update

Mr. Smart said included in the packet was membership as of September 10, 2010. He said membership was at 12,423 students. He said the District had anticipated an increase just not that much. He said most schools were at capacity. He said the shaded areas on the spreadsheet reflected schools that were above capacity. He said the ADA generated by those students would allow the District to hire additional staff which would have to be finalized by October 15, 2010. Ms Cranor asked if there was any room to place additional staff. Mr. Smart said most additional staff would be placed in the secondary. Mr. Davis noted most of the additional staff would be traveling teachers. Mr. Smart said he would have an ADA chart in the packet for the October 19, 2010 Board Meeting. Ms. Donnelly noted the biggest increase by far was in the Kindergarten with 1,147 students. Mr. Smart said the administration worked very hard to find additional classroom space for those students. He said with each Kindergarten class at 25 students there was room for 1,150 students and the District had 1,147. He said an ideal Kindergarten classroom was 20 students per class. Mr. Sargent noted that a lot of the elementary schools were overloaded including Chubbuck and Ellis Elementary.

c. Value Report for Lockton Companies, LLC

Mr. Smart said included in the packet was the Value Report for Lockton Companies, LLC. He said Bill Lindsey and Angela Moon were not able to be at the District to present the report. He said the Business and Employee Services Department worked with them constantly and appreciated their knowledge and expertise. He said the report stated that the District had been with Lockton Companies for nine years and had significant value through their efforts. He said it stated Lockton was always trying to find things to bring more value to the contract. He said last year the District negotiated with Regence when they moved to a different platform and the products offered did not line up with the District's plan, Lockton worked with Regence to ensure the platforms lined up and the transition was seamless for the District's employees. He said the Lockton was able to work with Regence to ensure a smooth transition with a zero percent increase, with the bonus plan and with a two percent decrease. He said other Districts had gotten 14% increases. He said future increases were anybody's guess. He said Lockton Companies was based on a specific work plan and had measurable results. He said Lockton made two trips to meet with the Insurance Committee and with local insurance vendors and participated in community events. He said the District enjoyed the benefit of their knowledge and expertise and relied on them for its operations. He said Lockton appreciated serving the District. Ms. Vagner acknowledged Ms. Giles for her participation in working closely with Mr. Smart and Lockton Companies and appreciated her dedication and proficiency. Mr. Smart said Lockton Companies worked almost exclusively with Ms. Giles and said she provided an invaluable service to the District.

d. Any Other Employee Services 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 the Monthly Human Resources Report was exclusively new hires and twelve new staff members were proposed for approval. He said the Board was aware the District had added positions at the elementary to accommodate the increase in Kindergarten children. He said many of the additions for secondary were percentages of an FTE for math, social studies and electives. He said the District needed to place the candidates soon and hoped to have the new hires finalized by the end of the week. He said the District was happy to bring some of the class sizes down. Ms. Cranor asked what an interventionist was. Dr. Howell said interventionists were funded through Title I and worked in conjunction with Ms. Rutherford with students that had behavioral issues. Ms. Donnelly asked what progress had been made with hiring bus drivers. Dr. Howell said the District was doing pretty good with hiring bus drivers but could use more substitute drivers. He said

there were still 15 positions for para-professionals open. He said food service was in place and things were moving forward.

b. Any Other Human Resources Update

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

SUPERINTENDENT REPORT – Information – Mrs. Vagner

a. Jobs Bill Money

Ms. Vagner said the Board had extensive discussion regarding the Job's Bill Money at the September 14, 2010 Work Session. She said the Budget Committee would meet Thursday, September 23, 2010 which would also discuss the Job's Bill and allocation of resources. She said the ISBA recommended Boards remain cautious with the expenditure of the Job's Bill funds and retain them for the 2011-12 school year. She said the legislature indicated there could be a \$300 to \$400 million shortfall for FY 2012 and leadership was meeting monthly to monitor revenue. Ms. Cranor said she was impressed with the District's use of the ARRA funds and noted a lot of Districts had placed permanent positions in their ARRA funds and now had to move those positions back into the general fund. She said those Districts were talking about having to use Job's Bill money to cover those positions when ARRA funding was gone. She said it was nice that the District would not have to use Job's Bill money to cover positions funded through ARRA. Ms. Vagner said it was difficult decision making but wise decision making and now the District did not have to put positions back with money it did not have. Ms. Vagner said the administration would bring further discussion to the Board after the Budget Committee met and discussed priorities. She said the committee had certified and classified representation as well as community and Board representation. She said most people on the committee had been there for some time and were knowledgeable of the District's budget.

b. ISBA Resolution Follow Up

Ms. Vagner said the ISBA Executive Director reviewed the Resolutions at the Region 5 meeting. She said five of the Resolutions had come from the District. She said the ISBA recommended amending one of the Resolutions which was included in the packet. She said the amended Resolution was relative to Budget Flexibility. She recommended the Board approve the changes to go forward to the ISBA Board with a "do pass". She said the Board would receive a packet of Resolutions to review at the October 12, 2010 Work Session to provide direction.

c. Board/Superintendent/Cabinet Retreat – September 27, 2010

She said the Board/Superintendent/Cabinet Retreat was scheduled for the following Monday. She said the retreat would wrap up at 8:30 p.m. whether or not the agenda was fully covered. She said the Board would do a self evaluation and go over its Operating Principals. She asked if the agenda was suitable. The Board agreed it was. She said a follow up meeting could be scheduled if the retreat was not completed in one evening.

d. Schedule Superintendent's Evaluation

Ms. Vagner said this was the mini informal evaluation of the Superintendent.

e. District 25 2009-2014 Strategic Plan

Ms. Vagner said the District 25 2009 – 2014 Strategic Plan would be fully posted to the District's website by the October 19, 2010 Regular Board Meeting.

f. Chamber of Commerce Dual Enrollment Scholarship Fund Usage Summary

Ms. Vagner said the Chamber of Commerce Dual Enrollment Scholarship Fund Usage Summary was not available due to the late start of the school year but should be ready for the October 19, 2010 Regular Board Meeting.

g. Calendar

Ms. Vagner solicited Board attendance for the ISBA Convention November 10 – 13, 2010. Mr. Rash said he could attend, Ms. Donnelly said yes, Ms. Gebhardt said yes, Ms. Cranor said yes and Mr. Sargent said he could not. She said the ISBA Conference information was available on the ISBA website. She said Ms. Johnson would email the information to the Board and they would need to respond with their registration information to receive discounted rates.

Ms. Vagner said Common Core Standards were being drafted. She said the Elementary and Secondary Act was being reauthorized by congress and is expected to be geared towards improving early learning outcomes. She

said it was expected to include implementing college and career ready standards, effective teachers and principals, turning around persistently lowest achieving schools, promoting math and science through STEM, data based decision making, program practices and strategies for effectiveness and improving productivity. She said Districts did not know what would be contained in the topics except for greater accountability. She said there was also word that the federal government would be shifting from formula grants to competitive grants. She said that would really limit school Districts especially in less dense areas. She said October 15, 2010 was the first major reporting to the State Department of Education through ISEE. She said the administration would participate in a conference call the next day to learn more about uploading data to the state. She said the data upload process was a huge burden to the administration and employees responsible. She said Mr. Smart had a lot to prepare for the first upload.

Monday, September 20, 2010

Region 5 Meeting
Marsh Valley
7:00 p.m.

Tuesday, September 21, 2010

Student Discipline Hearing
Superintendent's Office at the Education Service Center
4:45 p.m.

Tuesday, September 21, 2010

Special Meeting/Work Session
Introduction of Student Representatives to the Board
Board Room at the Education Service Center
5:15 p.m.

Tuesday, September 21, 2010

Regular Board Meeting
Board Room at the Education Service Center
5:30 p.m.

Monday, September 27, 2010

Board/Superintendent/Cabinet Retreat
Board Room at the Education Service Center
4:30 p.m. – 8:30 p.m.

Tuesday, October 5, 2010

Board School Visits
9:00 a.m. – 11:30 a.m.
Lincoln Center – Ms. Cranor/Mr. Sargent/Ms. Vagner
Pocatello High School – Ms. Gebhardt/Ms. Mortensen
Gateway – Ms. Donnelly/Mr. Rash/Mr. Devine

Wednesday, October 6, 2010

Student Discipline Hearings
Superintendent's Office at the Education Service Center
4:30 p.m.

Tuesday, October 12, 2010

Board Work Session
Board Room at the Education Service Center

1:30 p.m.

Tuesday, October 19, 2010

Regular Board Meeting

Board Room at the Education Service Center

5:30 p.m.

PUBLIC COMMENT – Self Explanatory

a. Public Comment Pertinent to Agenda Action items

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 17, 2010 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 10, 2010 in the amount of \$1,032,820.77.

Administrative Recommendation: Administration recommended Board approve the bills and invoices as of September 10, 2010 in the amount of \$1,032,820.77.

c. Topic: Approve Supplemental Financial Information from August 1, 2010 through August 31, 2010

Policy Issue: Board acts on Financial Information.

Background Information: Included in the packet was supplemental financial information for the period of August 1, 2010 through August 31, 2010.

Administrative Recommendation: Administration recommended Board approve supplemental financial information from August 1, 2010 through August 31, 2010.

d. Topic: Approve Elementary and Secondary ISU Student Counseling Interns

Policy Issue: Board approves student counselor intern access in the schools.

Background Information: Included in the packet was the information on the ISU Elementary and Secondary Student Counselor Intern placements for the 2010-11 school year. This item was discussed previously on the agenda.

Administrative Recommendation: Administration recommended Board approve the Elementary and Secondary ISU Student Counselor Intern placements for the 2010-11 school year as presented.

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

OLD BUSINESS – Information – Action – Mrs. Vagner

a. Topic: Hear on Second Reading for Adoption/Deletion:

Policy 8155 – Physical Restraint

Policy 6312 – Reporting Student Progress

Policy 6313 – Failures – *for Deletion*

Policy 8351 – Student Activity and Participation Fees and Student Fines

Policy Issue: Board adopts policy.

Background Information: The above listed Policies were posted for public comment and input was received with no substantive changes to the Policies.

Administrative Recommendation: Administration recommended Board hear on second reading for adoption and/or deletion Policies:

Policy 8155 – Physical Restraint
Policy 6312 – Reporting Student Progress
Policy 6313 – Failures – *for Deletion*
Policy 8351 – Student Activity and Participation Fees and Student Fines

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Mr. Sargent to hear on second reading for adoption and/or deletion as presented Policies:

Policy 8155 – Physical Restraint
Policy 6312 – Reporting Student Progress
Policy 6313 – Failures – *for Deletion*
Policy 8351 – Student Activity and Participation Fees and Student Fines

The voting was unanimous in the affirmative.

b. Topic: *Approve PCCS Programmatic Audit Management Letter*

Policy Issue: Board approves programmatic audit management letters for the Pocatello Community Charter School.

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

Administrative Recommendation: Administration recommended Board approve the Pocatello Community Charter School Programmatic Audit Management Letter as presented.

Board Direction/Action: A motion was made by Mr. Sargent and seconded by Ms. Gebhardt to approve the Pocatello Community Charter School Programmatic Audit Management Letter as presented. The voting was unanimous in the affirmative.

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

Policy Issue: Board approves Out of District/Overnight Field Trip Requests.

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

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

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Ms. Cranor that the Board approve the Out of District/Overnight Field Trips with the exception that consistency be ensured in all approvals and denials. The voting was unanimous in the affirmative.

d. Topic: *Adopt ISBA Resolution as Amended:*

Budget Flexibility

Policy Issue: Board adopts Resolutions.

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

Administrative Recommendation: Administration recommended the Board adopt the ISBA Resolution as amended:

Budget Flexibility

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Ms. Gebhardt that the Board adopt the ISBA Resolution as amended:

Budget Flexibility

The voting was unanimous in the affirmative.

NEW BUSINESS – Information – Action – Mrs. Vagner

a. Topic: *Approve 6th Grade Participation in Non-Cut Sports*

Policy Issue: Board approves 6th grade participation in sports.

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

Administrative Recommendation: Administration recommended Board approve the 6th grade participation in non-cut sports as presented.

Board Direction/Action: A motion was made by Ms. Gebhardt and seconded by Mr. Sargent that the Board approve the 6th grade participation in non-cut sports as presented. The voting was unanimous in the affirmative.

b. Topic: *Hear on First Reading:*

Policy 5310 – Purchasing Guide

Policy Issue: Board adopts policy.

Background Information: Following the first reading the Policy was posted for public comment. Input would be solicited and the Policy calendared for adoption on second reading in October.

Administrative Recommendation: Administration recommended Board hear on first reading Policy:
Policy 5310 – Purchasing Guide

Board Direction/Action: A motion was made by Ms. Cranor and seconded by Ms. Gebhardt to hear on first reading Policy:

Policy 5310 – Purchasing Guide

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. Gebhardt and seconded by Mr. Sargent to adjourn. The voting was unanimous in the affirmative. The Board adjourned its Regular Meeting at 7:41 p.m.

APPROVED ON:

MINUTES PREPARED BY:

Secretary, Board of Trustees

BY:

Chair

ATTESTED BY:

Clerk