

**POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25  
BOARD OF TRUSTEES  
SPECIAL MEETING/EXECUTIVE SESSION/DUE PROCESS HEARING**

**EXECUTIVE SESSION TO DISCUSS MEET AND CONFER AND  
NEGOTIATIONS  
(With No Action to be Taken)**

**4:00 p.m.  
Superintendent's Office at the Education Service Center**

The Board of Trustees for the Pocatello/Chubbuck School District No. 25 will hold a Special Meeting in the Board Room at the Education Service Center, 3115 Pole Line Road, Pocatello, ID 83201 to Report on Items Raised at the April 27, 2010 Special Meeting Regarding Balancing the Budget; Introduce Mr. Marv Smith as Hearing Officer; Adjourn to Executive Session for the Purpose of Personnel in Accordance with Idaho Code 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 agent*; Convene Due Process Hearing; Close Due Process Hearing; Adjourn Executive Session for the Purpose of Personnel per Idaho Code state above; Summarize Decision Making Process and Timeline; and Adjourn

**Board Room at the Education Service Center  
3115 Pole Line Road  
Pocatello, ID 83201  
4:30 p.m.**

**Tuesday, May 4, 2010**

**AGENDA**

- 1. Welcome, Call to Order and Statement of Purpose**
- 2. Approval of Agenda**
- 3. Report on Items Raised at the April 27, 2010 Special Meeting Regarding Balancing the Budget**
  - **Current Status of Recommendations to Balance Budget Inclusive of Detailed Reduction Information to Expenditures by Object**
  - **Fund Balance Reduction**
  - **3.5% Pay Reduction**
  - **4 Day School Week**
  - **30 & 40% Extra-Curricular Activities Reduction**
    - **Family Cap on Participation Fees**
    - **Use of Holt Arena**
    - **Eliminate Middle School Extra-Curricular Activities**
  - **Run another election to move 50% (or some) of the School Plant Facilities Levy money into the General Fund to offset 6.91% Salary Reduction**
  - **Non-Mandated Program Elimination to Reduce Burden to Staff**
  - **Any Further Direction from the Board**

Included in the packet is the summary from the April 26, 2010 Budget Committee Meeting and input received from staff regarding the budget and the declaration of financial emergency. All other supporting documentation will be at Board places on Tuesday, May 4, 2010.

**4. Introduce Hearing Officer**

**5. Adjourn to Executive Session in the Superintendent's Office at the Education Service Center –**  
*To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or agent;*

**6. Return to Open Session**

**7. Convene Due Process Hearings – Board Room**

Each due process hearing will be held in open session, unless the person involved requests in writing the hearing be held in Executive Session. As the hearings begin, the Hearing Officer will explain the hearing protocols.

- a. 10-01
- b. 10-02
- c. 10-03
- d. 10-04
- e. 10-05
- f. 10-06
- g. 10-07
- h. 10-08
- i. 10-09
- j. 10-10
- k. 10-11
- l. 10-12
- m. 10-13
- n. 10-14
- o. 10-15

*And Continuing*

**8. Close Due Process Hearing**

**9. Adjourn to Executive Session in the Superintendent's Office at the Education Service Center -**  
*To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or agent;*

**10. Return to Open Session and Summarize Decision Making Process and Time Line**

**11. Adjourn**

Budget Committee  
April 15, 2010

1. Questions from Tuesday's Board Work Session
2. Review Current Expenditure Mix
3. Review "Cut List"
4. "Current to Current" (Expenditures vs Resources)
5. Suggestions, Comments or Advice for Board

Meeting Recommendations:

Mid-year holdback - don't be so drastic in the percentage - anticipate 2%, not 5.5%

Take additional dollars from reserves.

Increase Participation Fees, but include family caps

Cut middle school extra curricular

Questions: What would be the cost for participants if the city picked-up the program?

Get out of Holt Arena

Make changes a "shock" to the community. Not doing so makes it appear that we are able to do with less.

Meeting Comments / Questions:

Are there any extra-curricular programs in the state that are fully funded by student fees?

Can texts be purchased on a subset of chapters rather than a full printing, saving in textbook costs? (It was suggested that some universities have this done to save on student costs)

Next Meeting: April 21 at 4:00 p.m.

Budget Committee  
April 21, 2010  
4:00 p.m. - 5:15 p.m.

1. Implications of the board's "Opt In" of the Financial Emergency
2. School Plant Levy
3. Classified FTE Reductions
  - a. Maintain the integrity of the Negotiated Agreement
  - b. Reductions will have minimal impact on classrooms
  - c. All areas of the district will be impacted
4. State Salary Reductions

Next Meeting:  
April 26<sup>th</sup> at 4:00 p.m.

Items for that meeting: Review of Requested Budgets

Meeting Recommendations:

Try to use furloughs with the Classified staff rather than just a decrease in the hourly wage.  
Cut back in postage costs by only sending out a single, year-end report card. Use the services provided by Infinite Campus to allow parents to view grade data.  
Review Varsity Contractor's contract and services. There was some indication from the group that their "product" is less than quality and that many have to go after them and do additional cleaning or make repairs on damage.

Meeting Comments / Questions:

The committee would like to see copies of the following:  
Senate letter responding to the House's letter to Superintendents and School Boards  
Post Register article on participation fees  
Holt Arena costs for football games  
Base Salary information from 1995 through 2010

**Salary Apportionment - 2009 Base Salaries**

	Index	Base	Support Units	Allocation Factor	Salary Allocation	FY 2010 Actual Salaries	Salary From Other Sources	Pct Reimb by State
Instructional	1.65155	25,231	590	1.100	27,043,997	32,181,771	5,137,774	84.04%
Administrative	1.84149	36,532	590	0.075	2,976,844	3,013,261	36,417	98.79%
Classified	1.00000	20,376	590	0.375	4,508,190	6,291,227	<u>1,783,037</u>	71.66%
							6,957,227	

**Salary Apportionment - 2010 Base Salaries**

	Index	Base	Support Units	Allocation Factor	Salary Allocation	Pct Reduction	FY 2010 Actual Salaries	Salary From Other Sources	Pct Reimb by State	Increase in "Other" From FY 2009	State Reduction Equivalent on District Schedule	Percent Taken
Instructional	1.65155	24,567	590	1.100	26,332,285	2.63%	32,181,771	5,849,486	81.82%	711,712	2.21%	1.00%
Administrative	1.84149	34,704	590	0.075	2,827,888	5.00%	3,013,261	185,373	93.85%	148,956	4.94%	1.00%
Classified	1.00000	19,840	590	0.375	4,389,600	2.63%	6,291,227	<u>1,901,627</u>	69.77%	<u>118,590</u>	1.89%	1.00%
								7,936,486		979,259		

**Salary Apportionment - 2011 Base Salaries**

	Index	Base	Support Units	Allocation Factor	Salary Allocation	Pct Reduction	FY 2010 Actual Salaries	Salary From Other Sources	Pct Reimb by State	Increase in "Other" From FY 2010	State Reduction Equivalent on District Schedule
Instructional	1.65155	23,565	590	1.100	25,258,285	4.08%	32,181,771	6,923,486	78.49%	1,074,000	3.34%
Administrative	1.84149	32,441	590	0.075	2,643,485	6.52%	3,013,261	369,776	87.73%	184,403	6.12%
Classified	1.00000	19,041	590	0.375	4,212,821	4.03%	6,291,227	<u>2,078,406</u>	66.96%	<u>176,779</u>	2.81%
								9,371,667		1,435,181	

Two Year Total 2,414,440

Budget Committee  
April 26, 2010  
4:00 p.m. - 5:15 p.m.

1. Senator Cameron Letter
2. Postage History
3. Textbook Feedback
4. Participation Fees review
5. Holt Arena Costs
6. Base Salary History
7. Updated State Salary Analysis
8. Budget Data

Comments / Suggestions:

- A. To save on postage, only send out a single year-end report card.
- B. Raise participation fees, but maintain a family cap.
- C. Make a plan to get out of Holt Arena - may require looking beyond next year.
- D. Student Fees - When determining student fees that are paid by all high school students, the cost for all schools should be the highest cost item from each individual high school. The example was that perhaps one high school can create a year book with a lower cost because of a larger print run. By making that school's year book cost the determining factor might make the other school's yearbooks actually cost the activity fund money because they cannot print at the same cost.
- E. Be open on what participation fees are paying for. The participation fees for choir pay for much different things than the fees for football.
- F. The following comment was made by some of the community representatives after the rest of the committee had left the room: Any pay cut that might be made should be permanent in order to avoid issues in future budgets.
- G. The following philosophic statement was also offered by one committee member:  
"There are many intangible aspects of education. This puts school boards in an uncomfortable position of evaluating the effectiveness of a system that has many components that can't be measured. Textbooks and technology are important enhancements to education, buildings and the safety of those buildings are imperative, but without teachers most children would not learn at all. People that work with students have lasting impact. Educators and support personnel will never be paid what they are worth. Pocatello School District 25 has a commitment to its staff and will make every effort to pay their staff as much as is fiscally possible and will make every effort to be good stewards of the tax dollars provided to the district."

Next Meeting: May 10, 4:00 p.m.



# MEMORANDUM

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**DATE:** April 28, 2010  
**TO:** Mary M. Vagner, Superintendent  
**FROM:** Shelley Allen, Community Relations & Communications Specialist  
**RE:** Comments and Suggestions from Staff Regarding Budget Reductions

Included in this Memorandum are staff comments and suggestions regarding the proposed budget reductions and the declaration of a financial emergency. Suggestions and comments from staff have been summarized inasmuch as possible to do so. At the end of the summation are comments, submitted by staff, in their entirety.

## **Employee suggestions on budget reductions:**

### Main Points:

- Go to a four-day school week – 5
- Recycle – 2
- Drop Holt Arena Use - 6

I think we should cut sports. At least lose the dome and freshman sports.

Many smaller districts to the south have gone to a 4 day school week over recent years for the purpose of saving a substantial amount of money in the areas of busing, food, heating, and classified costs. To the best of my understanding, the total cost saving amounted to somewhere around 20% of their respective operating budgets. I am aware this topic HAS been brought up to the superintendent and board, and immediately shot down. The only reason that has been given for not considering this option is that it is the schools' responsibility to provide food for needy students on the fifth day of every week, thereby not allowing this option to be considered.

To me, this is not addressing our primary function as educators. If we can preserve programs (and salaries) for merely reducing our school week from 5 days to 4, why not look at this as a viable saving possibility? We currently provide backpack bags for families for weekend food, so it would seem like we could add another day's worth of food to assist these families.

I realize that ALL cost cutting measures are uncomfortable for us all, but it would seem like this option would be viable enough for serious consideration.

Why not go to a 4 day week schedule? Other districts have done it and have saved \$30,000 or more. I think it should be at least considered.

### Budget Ideas:

Implement a yearly materials and printing fee for all students, i.e. \$25.00 per year

4 day work week

Participate in recycling program(s)

If days are going to be cut, please do so in a block. Taking a day here and a day there is only felt by us. We need the impact to be felt by parents.

I live across the interstate from Century. It is appalling how many lights are on in the parking lot as well as inside the building at Century at night - I drove by the other night around 10:00 and all lights in the parking lot were on - even the lights way out by Hildreth Rd. Many interior lights (hallways) were on as well. What I consider to be "decorative" outside lights were on as well - those are the lights that are not shining on doorways but are shining on the side of the building - do these have a purpose? I view all the energy these lights are using as a huge waste of money.

This year I have to make sure I have the credits to re-up my contract and pay to renew my certificate but they now say those move over's will be blocked. Mary stated to me in our conversation that she would never block those moves because she wanted her staff to continue to improve their educations. I really don't think it's fair that I have to pay for the credits and pay to re-new contracts and then get denied the ability to be able to move over. Could you please ask their intent on this matter?

I work food service, and so my wages are significantly smaller than the rest of the school dist. I understand that we need to find the money somewhere but, I will have my wages cut, then since I pay for insurance, I will have to pay more for my insurance. I feel you are hitting those that get the lower wages and pay for their own insurance are getting gouged twice.

You should consider decreasing their wages by 2 or 3 percent instead of 7% across the board. Some of our people would be making lower than minimum if you add the insurance into that.

Please take into consideration our futures as well.

I suggest the following for consideration:

1. 4 day school week
2. Eliminate the positions of district math and readings consultants and their assistants, and put the teachers back in the classroom thus eliminating the need to hire new teachers.
3. Eliminate the Kathy Luras' position and have her go back to teaching.
4. Consider having public transportation cover the school bussing. Issue students bus passes.
5. Have all extracurricular activities work on a self supporting budget without district funding of any kind. That includes transportation, equipment rental, and coaches.
6. Completely drop the use of Holt Arena unless the facility usage is donated or privately funded.
7. Completely drop the use of the Stephens Performing Arts Center unless the facility usage is donated or privately funded.
8. Share the Resource Officers between the High Schools and Middle Schools.
9. Only offer one session of Summer School.
10. No longer require classes such as SIOP and the Cultural Diversity Class. That would eliminate the money invested in class materials and fees for the instructors.
11. Use the emergency snow day every year. It is one day that the district does not have to pay for.
12. Offer teachers the opportunity to purchase (at a greatly discounted rate) the computers they have been using at school when new computers are being installed in the school. They will probably generate considerably more money than just putting pallets of computers up for auction.
13. No longer offer food at breaks at the high schools.
14. No longer fund the district art show.

15. No longer fund transportation of music programs.
16. Plant more trees on the west side of the school buildings to provide shade and save on air conditioning.
17. Start school in September thus it will save money on air conditioning. I know that this will mean that school will continue through part of June.
18. No more spring break. It will save money on bringing up buildings up to temperature.
19. Significantly reduce or freeze academic related field trips unless they are student funded.
20. Stop sending things in the mail to parents of students.
21. Charge double or triple insurance premiums to smokers so that it keeps the insurance premiums down for those employees making healthy life choices. It is not right that the rest of us should have to pay for their poor life choices.
22. Do not buy new DVD players for the classrooms
23. Do not buy smart boards for elementary schools.
24. Set up recycle bins for aluminum in all schools.
25. No more carpet in schools.

Put all staff except bus drivers, aides and food service workers on full time. They already get full time pay and benefits. During the summer teachers can do reports, records, training, prep, PLC, etc. The time they have students can be concentrated on teaching without other distractions and less need for subs. Use only as many schools as necessary to conserve on energy. This would be a much more efficient way to operate. Teachers could write grants.

Stop using Holt Arena but don't cut things that keep kids out of trouble like sports, music, clubs. Set a class-size minimum and cancel any classes that don't have enough students.

I know you have to make cuts. But it costs me money to come to work so please cuts day too so some of the money I lose can be saved by not coming to work as many days.

I am very concerned that paraprofessionals will have another cut in pay. I have heard the board is considering a 6% pay cut for paraprofessionals, which would cut my pay to around \$9.49 an hour. Considering that I have also heard that our hours and number of days of work may also be lessened, I feel that I could probably work somewhere else making more money. If we are going to lose out on so much, it almost seems to be not worth the stress that comes along with the job that I do, and I know of several others that feel the same way. I understand that cuts need to be made, but why do they need to be made to those of us who do not make much anyway. There are many people in this district that make considerably more than we do, and I fear that cutting paraprofessional salaries will force many to seek other employment. The reason I am in the position I am in is because I love working with children, but with cuts in pay two years in a row, I may not be able to continue doing the job I love.

I suggest that the use of Holt Arena for football be eliminated. It is a luxury. My understanding is that it would save about \$70,000. I have attended football games in outlying districts. We can do without the dome.

In the interest of those children who we serve and those who work so very hard to teach and help them, I believe it is wrong to have a 7% salary cut for all. Consider many of the paraprofessionals: lunch servers, bus drivers, custodians, etc. They work **VERY HARD** and they do not presently earn a living wage. Why should they shoulder the burden of another cut? A large pay cut for them is much more devastating than the same percentage for someone making above \$70,000.

Adjusting teacher pay to state pay would save money. Eliminate the false base. Start talking in \$ per hour instead of annual so there is a fair comparison.

In my opinion, the cuts should be bigger for those who can better afford to manage them. This is not the teachers and the aforementioned classified people. I recommend that we listen to the public who say that there are too many highly paid administrators and highly paid classified at the ed center. We could pay 3 teachers for what many of them are making. They are over paid. It does not make sense that the people who are doing the educating, the ones who most affect our children, the ones who are repeatedly required to take more and more classes on their own time, are the ones whose wages should be cut. Again, we can do better for Idaho. These huge wage cuts will hamper the Pocatello economy, as well. I also believe that we should stop using the Holt arena for sports and graduation. That luxury should be eliminated before cutting teachers' wages.

Think about all of us. I am not a teacher but I am a good employee. If you don't have other staff to keep our schools operating, kids won't have schools and teachers won't not have jobs. Non-teacher staff maintain buildings, order supplies, prepare and deliver food, hire teachers, pay teachers, do the paperwork to get the money to operate, organize everything , set schedules and calendars, complete mandatory reports, follow the law, pay bills, hear complaints. We are struggling too! People in our community are struggling, some have lost their jobs and everyone has had had to make adjustments. I don't know why the teachers feel they should not share in this struggle. They're jobs are secure and that should mean something. So please think about the rest of us. We are important too.

Here are a couple of ways to save some dollars.

I'm sure everybody has suggestions, but here goes.

#1. I think we're spoiled. Let's stop using Holt arena and start using our own facilities. Irving field will have to do.

#2. Credit recovery. There are still students, no matter how we prod, who sit and do very, very little. Stop throwing so much resource to those who don't care. We could make these labs available after school for those who really want to work. Give them a full schedule of other classes. Make them get the math on their own time. (After the first time through, of course).