



# West Ada

## SCHOOL DISTRICT

### SCHOOL BOARD MEETING MINUTES JULY 28, 2015

Date, Place & Time	The regular meeting of the Board of Trustees, West Ada School District, convened on Tuesday, July 28, 2015, 12:01 p.m., at the District Service Center, 1303 E. Central Drive, Meridian, Idaho
Trustees in Attendance	Chairman Tina Dean, Dr. Russ Joki, Dr. Julie Madsen, Carol Sayles, Mike Vuittonet
Staff in Attendance	Dr. Linda Clark, Barbara Leeds, Joe Yochum, Trish Duncan, David Moser, Troy Stephens, Cindy Sisson, Ramona Lee, Dr. Jerry Reininger, Devan Delashmatt, Don Lowman, Jackie Thomason, Jeff Dodds, Dr. Bruce Gestrin, Alex Simpson, Angie Neal
Guests	Bob Lundgren, Taylor Birkinbine, Sarah Holt, Lisa Austin, Corlyss Peterson, Nel Larsen, Starr Johnson, Jennifer Swindell, Connee Bentley, Charlene Haggard, Matthew Haggard, Kelly Davies, Rhonda McDonough, Sarah Suggs, Bill Suggs, Grant Joki, Kevin Leishman
<b>CALL TO ORDER</b>	Chairman Dean
<b>Consent Agenda</b>	<p>Dr. Clark pointed out a correction to the minutes of the special board meeting dated July 15, 2015. Corrected copies were given to trustees for review.</p> <p>Trustee Joki brought up a point of order stating there was a long list of minutes from April through June and as he was not present at any of those meetings, he will abstain from a vote to approve.</p> <p>Trustee Joki continued with an observation that was made once before, the meeting room is fine, but those of you following the celebrations this month for the 25<sup>th</sup> anniversary of the Americans with Disabilities Act, how important it is to have access. He made a plea to the superintendent and others responsible for the meeting room to do everything they can to make this area accessible. Posted signage doesn't suggest where the elevator is, would have to ask and wait for the key and he thinks we can do better. Chairman Dean interjected this item could be added to a future agenda for discussion.</p> <p>Trustee Joki made a motion to amend the agenda to include in the work session items that were first discussed in the July 7, 2015 board meeting including:</p> <ol style="list-style-type: none"><li>1-appointment of legal counsel</li><li>2-review of the temporary appointment of the clerk and treasurer</li><li>3-Director of Assessment job description.</li></ol> <p>The board discussed appropriateness of placing items on the work session vs. discussion/action if there was need for a vote.</p>

Trustee Sayles asked to have the administrative and teacher evaluations added to the agenda.

Trustee Vuittonet stated there was a quite a bit on the agenda with the discussion of the strategic plan and administrators were not given notice to prepare anything for the meeting. He asked that future requests be made through the chair before they are brought up during a meeting.

Chairman Dean asked that Trustee Joki restate his motion.

Trustee Joki made a motion to amend the agenda to include as potential action items:

- 1-Director of Assessment job description
- 2-appointment of legal counsel
- 3-review of the temporary appointment of the clerk and treasurer
- 4-discussion regarding the administrator and teacher evaluations

The motion was seconded by Trustee Sayles. Discussion was called and Trustee Joki stated it was not his intention to spend four hours on the strategic plan, he had some general remarks to make and was not going to rewrite it at this meeting.

Chairman Dean called for a vote. Trustee Vuittonet voted no, Trustee Madsen voted no, Trustee Sayles voted yes, Trustee Joki voted yes and the chair voted no. The motion was defeated by a vote of 3-2.

Chairman Dean stated the items would be presented at a future meeting.

Trustee Vuittonet made a motion to approve the minutes dated April 28 through June 29, 2015. Trustee Sayles seconded the motion, Trustee Sayles voted yes, Trustee Vuittonet voted yes, Trustee Joki abstained, Trustee Madsen abstained and Chairman Dean voted yes. The minutes dated April 28 through June 29, 2015 were approved on a 3 yea, 0 nay, and 2 abstention vote.

Trustee Vuittonet moved, Trustee Madsen seconded and the vote was unanimous to approve the remaining items on the consent agenda.

Trustee Sayles called for a point of order, reminding trustees they were under the open meeting law. Trustee Vuittonet asked for clarification and Trustee Sayles indicated the new law would remedy the situation with the tabled items that were supposed to be on a future meeting.

Trustee Vuittonet stated it was under the purview of the chairman and superintendent and was not opposed to having the items discussed but should have been mentioned to the chair earlier.

Chairman Dean indicated there simply too many things to put this on the agenda.

Trustee Joki reminded the chairman they had asked for these items to be on the next agenda and why they are not is a matter for them to discuss and then add the items. He doesn't know how long they will spend on the strategic plan, for the board to refuse to put these items on the agenda represents a prediction they will not have time to get to them. Agendas are carried over, it is noted on the agenda that these are items worthy of discussion and agrees with Trustee

Sayles, a motion was made to put the items on the agenda, unfortunate they did not agree. If there is time at the end of the meeting, he would like for them to reconsider the amendment.

Trustee Vuittonet reiterated that a vote was taken and the items will be discussed at a future meeting, it is redundant to open the discussion again.

Trustee Joki stated that Roberts Rules of Order includes reconsideration of motions and it would be perfectly appropriate and especially if they have the time.

Chairman Dean announced they would reconsider the amendment at the end of the meeting for another vote.

### **Discussion/Action**

#### **Board Training**

Board Training – Trish Duncan reported a tentative date had been scheduled with Elaine Eberharter-Maki to provide training to the board on August 11<sup>th</sup>. Due to the number of items that will be considered that evening, Ms. Duncan was asked to reschedule with Ms. Eberharter-Maki.

Chairman Dean asked for availability to attend the ISBA new school board training and will let the organizers know what dates will work.

#### **Idaho School Board Association Review**

Alex Simpson shared a five year retrospective on revenue, savings, and expenses of the district's membership with the Idaho School Board Association (ISBA). Alan Ranstrom, from Moreton and Company, was asked to research savings on insurance, SafeSchools staff training and opinion of counsel on claims for the report. Mr. Simpson explained dividends had been paid to the district in 2010-2013 which either covered the cost of membership or reduced it by a significant amount. A change in insurance carriers during the 2012-13 school year and no experience rating with the new vendor, have temporarily stopped the pay out of dividends. There is an expectation of a dividend in the spring of 2016, but the amount will be unknown until that time.

Trustee Joki – when looking at revenue and savings, what is the difference? Is the savings being treated as revenue?

Alex – no, the chart shows reductions in the cost for liability insurance.

Trustee Joki – so it is not technically revenue, it is the projection if you went out on your own and what it would cost.

Alex – Yes, that is correct

Trustee Joki – it is important to note, this influences whether we would be out on our own and save by joining other public entities. This is a way for the ISBA to market their product. We don't want people to think we are getting a check.

Chairman Dean – clarified the savings would be extra expenditures we would have had to pay if they did not belong to the ISBA.

Trustee Joki – that is portraying it wrong, you are following their marketing strategy, and we may have been able to pay less.

Trustee Vuittonet- felt the report shows what could have been saved. The \$13,300 under the SafeSchools training would be additional dollars spent for the same videos.

Dr. Clark – this is not an ISBA document, it was prepared by Mr. Simpson. Moreton and Company is our insurance broker, they were used to estimate the savings. We receive the training videos for free, opinions of counsel, calls and interactions are prepaid by the membership.

Trustee Joki – thanked the chair for indulging him, we need to keep talking about costs that are being saved, there are free things out there. Alex is using the ISBA sources and we need to be careful when we are looking at this, he is not sure this is a good deal. The ISBA is more representative of the small districts in the state than the larger districts.

Trustee Vuittonet – thinks this is a good deal. Mortenson has been in business for a long time and can figure savings well. For the record, he appreciates the report and is happy that Tina requested it.

Trustee Madsen – has the district shopped insurance, how long have they been with this carrier?

Alex – liability insurance was shopped for two or three years ago. Three companies bid and Mortenson came in the lowest.

Trustee Madsen – would like to see us look at the numbers again for due diligence of tax dollars.

Alex – the cycle would be in the next fiscal period, he could start the process for the 2016-2017 fiscal year.

Trustee Joki – asked if the ISBA dues for the coming year had been paid.

Alex – yes, he believes they have.

Trustee Joki – although he has been watching the accounts payable reports, he has not seen the expenditure and thought it was due by the end of July.

Dr. Clark – the dues were budgeted as part of the 2015-2016 expenses. The billing was approved in June and was paid this month. The payment will be reflected on the list of bills paid in July the board will review as part of the August 11<sup>th</sup> board meeting.

Trustee Joki – the bill was treated as an automatic membership, and he requests they review continued membership. It is an important organization, however, he remembers the executive director commented on this board critically without facts. We need to pursue weighted voting at the state convention or pursue a large category distinction. It is one thing to have a pool of membership but we don't get the benefit of focused lobbying for large districts. Boise and Nampa share these concerns and we need to push for those kind of representations and push away from the executive director for her comments.

Chairman Dean – the board has been working on getting representation for large districts.

Trustee Vuittonet – the district unsuccessfully ran a resolution through ISBA to change the voting structure, however, the Governmental Affairs committee realized large districts require more of a vote and representation and are in the process of adding members to that committee. Hopefully that will answer some of Trustee Joki's concerns. This seems to be a bigger move than changing the other rules. Trustee Vuittonet stated the organization had been a benefit for him, providing not only training, but awareness of issues. He has been frustrated at times, but is not ready to throw in the towel on belonging to this group. The ISBA had been supportive of legislation the district was working on and he does not want to lose that collaboration.

Chairman Dean - it is appropriate to question the expenditure to make sure the expense is not taking away from students.

Dr. Clark – as the board changes and they wish to review items on the adopted budget, they are happy to do it. The ISBA will be supporting a resolution from last year about impact fees or a tool to help growing districts cover the cost of growth. The idea started last legislative session but it was taken in another direction.

Trustee Vuittonet – still support the need for some kind of fee. It would be beneficial to have something passed, would save hundreds of thousands of dollars over the life of the bond.

## **Work Session**

Strategic Plan Review Dr. Clark provided an overview of the creation of the current three year strategic plan (2014-15 through 2016-17). The district has completed year one of the plan which was developed to (1) articulate the district's vision and goals; (2) be actionable; and (3) provide accountability. Two strategic objectives were established to show greater congruence between the strategic plan, the budget and the work being done; and heightened the accountability and public visibility of the improvement goals and work done to attain them.

The board established the initial Key Performance Indicators at the beginning of 2014-15 and administration was directed to provide an explanation along with the initial district-wide data that would be posted on the district web site. The board determined 2014-15 would be a base-line year and would create specific targets for the KPI's beginning with the 2015-16 school year. A more robust dash board that will allow parents access to the KPI's by individual school is ready for the board to review and KPI targets need to be formulated once the data has been received.

The strategic plan was developed with the involvement of many individuals and groups using input from advisory committees, teachers, administrators and patrons. The plan is reviewed annually in August with updates from individual departments and the KPI update. The plan meets the new state requirements which state in part:

- 1-be data driven, specifically in student outcomes;
- 2-Set clear and measurable targets based on student outcomes;
- 3-Include a clearly developed and articulated vision and mission; and
- 4-Include key indicators for monitoring performance.

The challenge has been the lack of timely data on state assessments which impacts the reporting of the KPI's, evaluation of staff, the superintendent and

reporting data to parents. The State Department of Education will allow districts to revise strategic plans until the end of September.

Jackie Thomason, chief academic officer, shared an overview of three of the district KPI's: the Idaho Reading Indicator, NWEA MAP and ISAT testing from the spring.

The KPIs for the Idaho Reading Indicator (IRI) included fall and spring data for two years for kindergarten and 3<sup>rd</sup> grade. The following are the percent of students meeting benchmark (3s):

Kindergarten	Fall 2013 70%	Spring 2014 82%	Fall 2014 72%	Spring 2015 80%
3 <sup>rd</sup> Grade	Fall 2013 75%	Spring 2014 75%	Fall 2014 76%	Spring 2015 76%

Jackie answered questions about the appropriate use of the IRI for the district KPIs and as a student fluency measure.

Trustee Joki reflected on his familiarity with the IRI as he helped his granddaughters prepare for the test. He realizes this is in statute and the district has no choice in its use, however, there is nothing in statute on how it is presented. This is not a test of comprehension but one of word recognition and speed reading. It is unfortunate that children are being subjected to this and now there is an opportunity for trustees to speak up at the state legislature and the conference that this is not an indicator of reading ability. They need to do everything they can as a board and staff to help better prepare students for the IRI, perhaps changing instructional approaches. After looking at his grandchildren's results, it struck him how disappointed parents and students will be with the data. He spoke with a reading specialist at the State Department and she echoed his concern, this is not a good test and it is unfortunate how it is being administered. Children are being told to read as fast as they can and to circle words they cannot read, they should be told to go slowly. Trustee Joki asked Ms. Thomason to comment on if she felt the test scores were satisfactory and what she would do to help teachers and parents prepare for the IRI this school year.

Ms. Thomason believes the results can be used, but we will have to be careful as they don't measure comprehension. The test is being used inappropriately to hold teachers and schools accountable. Training was held last fall to encourage students to read as if they were having a conversation, but there continues to be instances of staff asking students to read quickly. The state continues to look for a replacement for this test.

Trustee Joki stated that parents can walk away thinking their students are poor readers. He believes they need to change the impression. It is a sad state for the Department of Education to use this test of student reading achievement. They as a board and educators can play a role in reacting to these tests, he wants to have an influence on what they will use.

Chairman Dean commented they need to get a message to the legislature. Perhaps the board could devise a letter or written communication of importance and place it on the web site.

Dr. Clark stated these concerns are shared by everyone in buildings and schools. It is a frustration but we do have to administer. It is under the board's purview not to use this test as a KPI. When the KPI's were developed, there were very few to choose from. Ms. Thomason serves as chairman of the State Board committee on testing and can express their concerns at that level as well.

The district administered the NWEA MAP assessment in grades 2 – 8 in the fall of 2014 and spring of 2015. The growth data for the 3 KPI grades—3, 5, and 8— were presented. The following percent of students met or exceeded the NWEA fall-to-spring growth targets for math and reading:

3 <sup>rd</sup> Grade	Reading = 58%	Math = 67%
5 <sup>th</sup> Grade	Reading = 61%	Math = 70%
8 <sup>th</sup> Grade	Reading = 53%	Math = 58%

Jackie presented a brief background to the ISAT 2.0 explaining the change in the rigor of the test structure and questions, alignment to Idaho Core Standards, and levels of proficiency. Student growth will not be calculated until the spring of 2016. The proficiency data for grades 3 – 8 and 10 were presented.

3 <sup>rd</sup> Grade	Reading = 57%	Math = 61%
4 <sup>th</sup> Grade	Reading = 55%	Math = 57%
5 <sup>th</sup> Grade	Reading = 61%	Math = 50%
6 <sup>th</sup> Grade	Reading = 58%	Math = 46%
7 <sup>th</sup> Grade	Reading = 62%	Math = 48%
8 <sup>th</sup> Grade	Reading = 61%	Math = 48%
10 <sup>th</sup> Grade	Reading = 71%	Math = 45%

Data has been interpreted for schools and administrators, and the next level of analysis would look at multiple areas including economics and ethnicity so teachers and administrators can write improvement goals based on that data.

Dr. Clark explained that every school has an annual improvement plan and FTE has been utilized to put academic coaches in buildings with the lowest achievement. There has been tremendous success with Title I schools and putting them in every building would bring the greatest success. Ms. Thomason will be working with administrators on their improvement plan. There are concerns that top students are not growing in reading, a committee will be put together to look at strategies for high end reading materials.

In response to Chairman Dean's questions on the number of schools in dire need of content specialist, Dr. Clark explained they were putting a half time position in six buildings. Work needs to be done on a model at the two large middle school to address compartmentalizing. A recommendation to add more positions could come to the board if enrollment exceeds projections this fall.

Trustee Joki asked that Ms. Thomason make her power point presentation available by email.

Jeff Dodds, data system administrator, provided an overview of the new dashboard available on the district web site for parents to view individual school and grade level testing data.

The board recessed at 1:46 p.m. for a break and reconvened at 2:01 p.m. to continue the review of the strategic plan.

Dr. Clark reviewed the strategic plan format which captures the state requirements. The action level aligns to the budget and is part of the district administrator's evaluations. The Board had previously discussed the addition of citizenship in general and in regard to digital tools to strategic objective one.

Chairman Dean indicated the document might be overwhelming to parents and Trustee Vuittonet suggested the document be broken down to the levels of interest for parents that should make it easier and more user friendly.

Trustee Joki stated the depth and complexity of the strategic plan was useful to staff, but the question is, how does the public at large get the information they are looking for? There is a need for a separate document for the public. Parents are asking how they are writing student outcomes and want those outcomes to convey meaning. The names of administrators and department staff are nowhere to be found in the document. Trustee Joki expressed his willingness to participate on a committee to look at revisions to the plan.

Dr. Clark thanked Dr. Joki for his suggestions, suggesting that he share his ideas, let staff take their section and committees will be convened to get the work done. Board members will need to decide which committees they would like to serve on so they can be part of the process.

Board Member  
Assignments

Dr. Clark reviewed the list of current trustee committee assignments. Trustees will give Dr. Clark their preferences and names of patrons from their zone to serve on the instructional improvement, operations and technology committees.

Superintendent  
Evaluation Format

Dr. Clark guided trustees through the process currently used to evaluate the superintendent.

Chairman Dean asked for questions, comments or modifications to the format and how the sections are weighted.

Trustee Vuittonet sits on the state evaluation committee and stated this form goes beyond what is required. It is easy to use, and better than processes used in the past.

Trustee Sayles made a motion to apply the same categories used in the teacher evaluation. Dr. Clark asked for clarification on whether the form would have specific definitions for each section. Trustee Sayles stated she objected to having only two categories to rate the evaluation on, the superintendent should be held to the same categories teachers are evaluated on. This should not be a narrative, but board member comments should be taken into consideration. The motion died for lack of a second.

Trustee Vuittonet felt the Danielson model had clear meaning for each category, they are clear and guide how to meet the measures. Any

superintendent would need to know what the value of the definitions are and if they are meeting them. The board would need to take time if this is the direction they want to go.

Trustee Joki discussed the scales that are typically found in many evaluative documents and noted the Danielson model scale represents perception. They could expand the scale and make the narrative report part of it.

Dr. Clark offered the Likert scale as an option allowing the board to use a numbering system to agree or disagree with a statement and also include room for board comment.

Trustee Vuittonet stated that defining particular items would be for the evaluator and the person being evaluated, it can get confusing. He has looked at models across the nation and almost all have the kind of format that is fair to all parties.

Chairman Dean summarized Trustee Vuittonet's request to have more detailed information for each heading and asked if he had seen evaluation forms that he liked.

Trustee Vuittonet stated there were examples through the State Board.

Trustee Joki commented the evaluations can be simple or complex. He suggested that if we stick with this, either schedule some kind of response to the chair and superintendent from other models or say this looks okay. He had no reservations with the simple Likert scale, which can be defined and will accomplish the same thing. The important part is how it is communicated to the superintendent. Quarterly would be more helpful than once a year.

Chairman Dean reminded the board that Dr. Clark had done quarterly updates throughout the previous fiscal year.

Trustee Joki made a motion to continue with the current format, asking the superintendent and chair to return with a scale that allows for more choices on the rating. The motion was seconded by Trustee Sayles and the vote was unanimous to approve.

Board Reports/  
Assignments

Chairman Dean spoke with Neva at Ada County elections and board members will need to fill out the form they received from the clerk and submit to the county for annual reporting of election fundraising from July 1, 2015 through June 30, 2016. Any money raised will have to be accounted for as part of the Sunshine report.

Trustee Vuittonet spoke about changes to the ISBA governmental affairs committee which will give large districts more representation. The committee will make sure each region has a president and vice president, with the vice president stepping into the president's seat every two years. Representation based on enrollment will be considered at the ISBA convention.

Superintendent's  
Report

Dr. Clark informed trustees that printing of the strategic plan on the web site had been simplified and was available for use.

Trustee Joki made a motion to amend the agenda to include discussion on the appointment of legal counsel, the review of the clerk and treasurer, and the

assessment director position from the July 7<sup>th</sup> board meeting, the motion was seconded by Trustee Sayles. Trustee Vuittonet asked for discussion stating he was opposed to amending the agenda. The items Trustee Joki wishes to discuss are important and he hoped information regarding them would be shared prior to the next meeting if the motion does not pass. That would also give the staff time to research any questions they may have.

Chairman Dean asked if the items they would discuss were: 1- the appointment of legal counsel; 2-the temporary appointment of the clerk and treasurer; and 3- approving the hire of the Director of Assessment. Dr. Clark stated the approval to hire was time sensitive as hiring someone from the pool of applicants would cause a domino effect, but the issue could wait until August 11<sup>th</sup>.

Trustee Vuittonet asked for the items to be held until the next meeting and inquired what the nature of the questions are so everyone can participate in the discussion.

Trustee Joki asked for advance notice of items on the agenda. There was no advance reports on three items presented tonight, he would like to add items are so they can discuss in real time. The board can't limit speaking to the agenda unless it is a legal issue for executive session.

Trustee Vuittonet countered that they have an opportunity to enquire and ask about anything on the agenda. The public needs to see and know what the board will talk about. There is an opportunity to ask and enquire ahead of time.

Chairman Dean stated there was a motion and a second on the floor and asked for a vote. Trustee Joki voted yes, Trustee Sayles voted yes, Trustee Madsen voted yes, Trustee Vuittonet voted no and Chairman Dean voted yes. The motion passed with a four to one vote.

Dr. Clark suggested they develop board protocol. Currently she meets with the chair and vice chair the week preceding the meeting then information is given to the clerk. Any amendments to the agenda are made at the beginning of the meeting, and they have been careful in the past to add items that are time sensitive. This board needs to develop their own protocol, which would be helpful to administration.

Trustee Joki suggested bylaws could help resolve issues.

Dr. Clark agreed they could have bylaws, other boards operate with something simpler and it would be helpful for those involved.

Appointment of legal counsel – Dr. Clark shared an overview of information regarding attorney services with the board. Trustee Joki knew of many districts that have retained an attorney that comes or is on call for the board. His impression regarding the firms listed is they are specialized and cannot answer open meeting law or specific questions. Dr. Clark answered that most firms were full service law firms and can answer these questions. The only attorney listed on a retainer is Elaine Eberharter-Maki, the rest are paid on a case to case basis.

Trustee Joki noticed on the budget summary pages an increase in legal expenses and asked for clarification. Alex Simpson did not recall an increase

and Trustee Joki asked the Chair to have staff look at the line item and if there are increases, tell the board why.

Trustee Madsen asked two clarifying questions 1- what is the \$10,000 retainer amount; and 2- what is the net hourly rate for listed attorneys. Dr. Clark explained Elaine Eberharter-Maki offers a reduced hourly cost with a \$10,000 retainer; the other attorneys charge hourly. Dr. Clark will report the hourly rates to the board.

### **Clerk and Treasurer Appointments**

Trustee Joki clarified he moved to make the appointment temporary for an opportunity to review board expectations with the two employees. It wasn't to imply they wouldn't want them to remain. There were a number of expectations mentioned in passing and he asked the superintendent whether it was appropriate for the expectations of the board to be discussed in public session.

Chairman Dean spoke to the requirements provided in Idaho Code for the clerk and treasurer positions and that any discussion regarding the evaluation of any employee would need to be in executive session.

Trustee Vuittonet asked if they would discuss the function of the job but nothing in particular to the employee.

Trustee Joki agreed that was what he had in mind. He then expressed his concern with the agenda and the timeliness of the minutes. It is his expectation as a trustee that the board records are maintained by the clerk in a timely manner and available to the public.

Trustee Vuittonet called for a point of order, stating it was not appropriate to talk about an employee, it is a personnel matter.

Chairman Dean reminded Trustee Joki that he was to speak in generalities.

Trustee Joki thought that was what he was doing and stated other trustees might have a remark on this issue. He asked Dr. Clark why a job description was not included in the information shared regarding the clerk and treasurer positions.

Dr. Clark stated she had been asked only for the related Idaho code and would provide the job descriptions. She then reminded Trustee Joki this was a performance issue and the board needs to work with the person who supervises any individual they have concerns about.

Chairman Dean will schedule a discussion on the permanent appointment of the clerk and treasurer at the next meeting and asked Dr. Clark to bring additional information to the meeting.

Trustee Joki asked the information be provided in advance of the meeting, stating they might want to discuss the description and ask for an executive session. He then stated that statutorily, the clerk works for the board.

Trustee Vuittonet made a motion to make the clerk and treasurer appointments permanent, the motion died for lack of a second.

Director of  
Assessment Job  
Description

Dr. Clark provided a summary of the Assessment Director's job description and additional work performed by that individual. Compensation for this position in 2014-15 reflected an administrator with an Ed Specialist degree who has maxed on the experience factor. The salary for this position will reflect the responsibility, education and experience factor. Comments that the district is top heavy are unfounded and we are paying out less than we receive.

Dr. Clark provided a detailed briefing on administrative salaries, with comparison data for surrounding districts. She noted the fact that the district has fewer admin FTE than given by the state and the district spends less money on admin than received by the state.

Chairman Dean asked where the extra dollars intended to pay these positions goes.

Dr. Clark explained we are paying out in excess of \$11 million over what we receive from the state for certified salaries. The extra dollars are used to balance the general fund budget. Personnel costs make up almost 90% of the current budget. During the downturn administrative and teacher positions were cut and vacated positions were not filled. They are few hands to do the work necessary at the district office.

Trustee Joki thanked Dr. Clark for the information, the data is helpful and he would like time to review. There are a few things he would like information on:

- 1- What is the hourly rate paid to retired administrators Alta Graham, Dr. Jan Horning and Dr. Bruce Gestrin
- 2- Identify curriculum staff that is not in the general fund
- 3- The Geri Gillespy position, when was it approved, he can't remember seeing the approval in the minutes.

He has looked at the budget and noted the central office administration was given an increase, what is driving that increase.

Dr. Clark explained that Ms. Gillespy is the administrator of digital integration, a position that was approved in the budget, as was the chief operations officer. Dr. Horning filled in for Dr. Gestrin when he retired and is not coming back to work. Dr. Gestrin is now paid out of the bond. The district has been fortunate to re-employ retirees at a lower cost to fill holes in areas positions were cut and pays reduced benefits. Alta has served as the master scheduler so all high schools could use the IEN and provide a common schedule.

Trustee Vuittonet appreciates their in-depth conversation and appreciates the board wants to know about the positions. The board only supervises one individual, the superintendent, and the board doesn't want to send a message that we are micromanaging other employees. It can be disconcerting for employees and he hopes they can come to some kind of answer for them. Don't want it to seem they don't have trust for superintendent and administration recommendations.

Chairman Dean stated that new members have no historical information and will have more questions.

Trustee Joki expressed his disagreement with Trustee Vuittonet's point on hiring, the board hires all of them. No authority is given to any employee to make hiring or firing decisions. It is a statutory ruling.

Chairman Dean asked they address the one item and called for a motion to approve the job duties and job description for the Director of Assessment.

Trustee Vuittonet made a motion to approve the job description of the Director of Assessment, the motion died for a lack of a second.

Trustee Joki asked to read through the information Dr. Clark had given them before a decision is made.

Trustee Madsen echoed his thoughts, there is a great deal of clarifying information and it speaks to setting board protocol about having information before they are asked to make a big decision. When she questions amounts, there has to be a realization they are micro in the district budget but macro to the patron.

Trustee Joki requested that the chair and vice chair do two things prior to setting the agenda 1- invite comment from other trustees; and 2- give the trustees a heads up on what is on the agenda well in advance of when it appears on the web site.

**ADJOURNMENT**

Trustee Vuittonet moved, Trustee Madsen seconded and the vote was unanimous to adjourn the meeting at 4:15 p.m.

**ADJOURNMENT**

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Chairman

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Clerk