

**Lake Pend Oreille School District #84**  
**Minutes of Board of Trustees Regular Meeting #393**  
**Sagle School, Sandpoint, ID**  
**March 24, 2009**

**CALL MEETING TO ORDER**

Chairman Pfeifer called the meeting to order at 4:30 PM. A quorum was established with Trustees Vickie Pfeifer, Mindy Cameron, Melanie Snider, Joan Fish and Steve Youngdahl present. Also present were Superintendent Dick Cvitanich and Assistant Administrator Doug Olin.

**EXECUTIVE SESSION**

Trustee Fish made a motion *to move into Executive Session as provided for in Idaho Code, Title 67, Section 2345, Subsection (c) negotiation and/or property for the purpose of discussing property and negotiations issues.* Trustee Snider seconded.

Chairman Pfeifer took the vote with trustees voting as follows:

|                   |     |
|-------------------|-----|
| Trustee Cameron   | aye |
| Trustee Snider    | aye |
| Trustee Fish      | aye |
| Trustee Youngdahl | aye |
| Chairman Pfeifer  | aye |

Motion carried. No final action or decision was made during Executive Session. Property and negotiation issues were discussed.

**RETURN TO OPEN SESSION**

Chairman Pfeifer reconvened the meeting in Open Session at 5:07 PM. A quorum was established with the above named Trustees present. Also present were Superintendent Dick Cvitanich, Assistant Administrator Doug Olin, Business Manager Lisa Hals, Curriculum/Title I Director Judy Hull, Principals Sherri Hatley, Betsy Walker, and Don Moore, Special Services Director Marta Katana, Facilities Director Sid Rayfield, and several members of the Math Curriculum Committee.

Chairman Pfeifer explained there were some changes to the agenda that involved doing some of the items in a different order. Item VII. D. is moved to Section V. C. and item VII. C will be moved up before B. She appointed Doug Olin as Clerk Pro Tem.

The Pledge of Allegiance was led by Principal Don Moore.

**PUBLIC COMMENTS**

*Stan Kraly* asked about the salaries and contracts for the administration. Chairman Pfeifer explained that the Board is currently in the negotiation process with the teachers union and administrator salaries are in the budget process. Mr. Kraly commented that the superintendent, teachers and Board should keep the current economic times in mind when they are negotiating and determining salaries for the coming year.

## **EDUCATION**

Report on Student Led Conferences – Superintendent Cvitanich introduced Sherri Hatley, Principal of Hope School who explained that each class sets up the conferences differently depending on the age appropriateness. Teacher Jenny Shelton gave an explanation what the student led conferences look like in Kindergarten. A sixth grade student from Hope School shared her perspective on the conferences and Ms Hatley shared a letter written by a parent who has always liked student led conferences.

Betsy Walker commented about the Washington student led conferences and noted that the most powerful thing about it is kids are starting to do a self-assessment at an early age, which is a tool they will use all their lives. She believes it a valuable tool for students and parents. Students grow and become better at it each year that they do it. Trustee Youngdahl commented that he has experienced student led conferences for the past three years with his son, noting that it gives the students the opportunity to take responsibility for what they are doing in school.

Update on the Sagle Construction Project – Superintendent Cvitanich commented that the project has not all gone smoothly and talked about the septic system. The Health Department is requiring the district to limit the enrollment and the district will monitor the water usage with the use of new low flow features.

To Select the Pre-qualified Public Works General Contractors – Business Manager Lisa Hals reviewed the two-stage process the district has taken for going out to bid for the projects. The first stage is the pre-qualification of public works general contractors. The second stage is to give the pre-qualified firms the opportunity to bid on the projects.

Ms Hals stated that eight firms submitted pre-qualification packets. She explained that she, Joel Molander, Sid Rayfield and Superintendent Cvitanich reviewed the packets objectively for whether or not they met the criteria that had been set. She pointed out that six firms met the standards and two firms did not meet the standards. She explained that part of the rejection process provides a seven-day opportunity for rejected firms to appeal the decision.

Trustee Fish moved *to select public works licensed general contractors that have met the district's standards and criteria in the request for pre-qualification for the Kootenai and Sagle elementary schools' additions projects. Six firms have been selected. The firms are:*

- 1) Leone & Keeble, Inc; Spokane, Washington
- 2) Graham Construction; Spokane, Washington
- 3) Contractor's Northwest; Coeur d'Alene, Idaho
- 4) Panco Construction; Spokane Valley, Washington
- 5) Levernier Construction; Spokane, Washington
- 6) T.W. Clark Construction; Spokane, Washington

*Move to reject public works licensed general contractors that have failed to meet the district's standards and criteria in the request for pre-qualification for the Kootenai and*

*Sagle elementary schools' additions projects. Two firms have been rejected. The firms are:*

- 1) *Guho Corp.; Eagle, Idaho*
- 2) *Ginno Construction; Coeur d'Alene, Idaho*

*Said firms that have been selected or rejected will receive written notification from the district administration.*

*Additionally, under Idaho law, there is a seven-day appeal window in which a rejected firm must notify the Clerk of the Board in writing of their appeal. The seven-day appeal window ends on April 1, 2009. An appellant will have the opportunity in an open Board session to appear before the Board for 15 minutes to voice why their rejection was erroneous. The Board shall, in this open session, vote on the objection and put in writing their decision for the appellant.*

Trustee Snider seconded. Chairman Pfeifer asked for discussion. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

Ms Hals said the next part of the process is to move forward with going out to bid. If there are any appeals, it will delay the projects as the appellants go before the Board and then potentially to the state level. If there are no protests, bid documents can be sent to the qualified public works general contractors. She pointed out that the two projects can be bid separately, together, or separately/together as a choice of the bidders. Under Idaho law, the district must take the lowest bid. It is advised to either bid them separately or together because Idaho law does not specify what to do in the case of low bids for each project coming from different bidders.

To clarify a question from Trustee Youngdahl, Ms Hals explained the distinction between the alternates and change orders. For an alternate, the bidder tells the expected cost up front along with their base bid. The second part is that if the Board desires to bid as one or separately, the Sagle project is delayed because of approval by the county. Typically a bid is good for 30 days so it could be a problem. Ms Hals went through different scenarios. There was discussion. Ms Hals said the recommendation is to bid the projects separately. She pointed out that it does not require a motion, but rather administrative guidance. After discussion, Chairman Pfeifer stated the agreement of the Board with the information they have, is to bid the projects separately and to accept the lowest base bid.

#### **ACTION ITEMS:**

##### **CONSENT AGENDA**

- A. *Approval of Minutes*
  1. *March 6, 2009 – Student Hearing #390*
  2. *March 10, 2009 – Regular Meeting #391*
- B. *Approval of HR Report*
  1. *New Hires – Classified*
    - a. *Ashley Allison*
    - b. *Janet Hammersley*

*2. Additional Assignment – Classified*  
*a. Lisa Hals*

Trustee Fish made a motion *to approve the Consent Agenda*. Trustee Snider seconded. Chairman Pfeifer asked for discussion. There being none, the vote was taken with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

**BOARD**

1<sup>st</sup> Reading of Revision of Policy 504.13 Equal Education, Nondiscrimination and Sex Equity – Superintendent Cvitanich explained that through the program review of Title I, in order to accept Title I funds, there is a federal requirement to have in policy a statement about sexual orientation. It is a federal mandate. Curriculum/Title I Director Judy Hull clarified that the language needs to be added in order to be compliant with the federal requirements. Chairman Pfeifer stated the policy revision will be on the next meeting agenda for a second reading.

Preliminary Budget Discussion for FY2010 and FY2011 – Superintendent Cvitanich referred to the prior meeting and the request to discuss the philosophy of the budget.

Ms Hull reviewed the federal program funds that are received by the district. The district will receive \$624,000 to use over a two-year period. She said the Stimulus funds will fall under the same mandated set-asides as Title I is now, noting there are certain requirements that have to be fulfilled before allocating the dollars out to the schools. There was discussion and clarifications about the Title I funds.

Special Services Director Marta Katana said the estimated amount the district will receive over two years is \$980,000. She explained that the district is allowed to use 50% of the money to offset the cost for maintenance of effort dollars, which the district uses to help support special education. Maintenance of effort means the district must expend out of the general fund the same amount of dollars for special education each year, not less than the previous year. Ms Hals gave more explanation about the maintenance of effort noting that the federal government has given districts a one time opportunity to reduce their base line.

Superintendent Cvitanich said that Ms Katana and others have been looking at ways that the district can forestall or eliminate special education to a student as a first step who is encountering a problem. This is what is done with Response to Intervention (RTI) and there has been success with it at Southside School where there has not been any special education referrals this year. The goal is to implement RTI at all the schools. Ms Katana pointed out that RTI is a piece of NCLB.

Ms Hals reviewed the funding allocations from the state level. She talked about the insurance premium, denial of approval of the stimulus package applications from the governor's office, and the request for parameters from the Board to the administration for the budget committee.

Ms Hals also shared information about the current legislative session and Superintendent Luna's "ten bad ideas." She said there is about five weeks to prepare the budget. She also talked about the process the state has created for school boards to declare an emergency. Additionally, she highlighted the potential changes in transportation reimbursement from the state.

Ms Hals asked the Board for philosophical parameters for the use of the one-time federal money. Superintendent Cvitanich explained that the administration is asking for some broad ideas. He gave examples such as how to spend Title I dollars and using Title and Special Ed dollars in order to recapture general fund dollars to help with what comes from the state legislature.

Trustee Youngdahl agreed with the ideas Superintendent Cvitanich presented, especially focusing Title I dollars on elementary students as intervention. Trustee Cameron added her support for potential dollars for staff development because it is an investment in the staff. Chairman Pfeifer agreed that it is tempting to use the one-time money for day to day expenses, but that investing it in programs that will carry into the future is a better use of the dollars. Trustee Fish agreed also that the more money that can be invested in training, having teachers mentor other teachers, and the other suggestions would be the best use of the money. Trustee Cameron also commented about the idea of having some minimum class sizes at the high school level as a guiding philosophy. Trustee Fish suggested maximizing the use of IDLA and other internet classes providing more opportunities for students. Superintendent Cvitanich noted the district is already pursuing that option.

Superintendent Cvitanich stated that the small budget committee came up with some options that were not as desirable, but he can share those ideas as well. Chairman Pfeifer asked if the Board had provided enough information. Ms Hals was concerned how the Board felt about shifting staffing dollars from the general fund to Title I. Trustee Snider said she did not think using the extra Title I dollars was a good idea because it will be gone in two years. Trustee Youngdahl would like to add the maximum amount of flexibility as opposed to adding to specific programs. Trustee Cameron added that Title money for early intervention might mean adding Title programs back to Sagle and Washington schools, though it may just be a two-year program. Superintendent Cvitanich commented that any amount of money that allows for pulling more money back to the general fund to create more flexibility makes the most sense to him. Trustee Youngdahl supported that idea. Ms Hals asked if the intent was for the money to be staff intensive or not. Trustee Cameron suggested that it would be more helpful to look at a list of options and help to prioritize them.

There was discussion about when to meet again to continue the budget process. It was suggested to continue at the next meeting on April 14, have another meeting on the 21<sup>st</sup> and again at the regular meeting on the 28<sup>th</sup>. Chairman Pfeifer said if it is necessary, they can meet before the 14<sup>th</sup>.

Principal Don Moore asked the Board to make a firm commitment to return Title I to Sagle and Washington schools. He believes it is important to reinstate the program to those schools.

Approval of Math Curriculum Recommendation – Superintendent Cvitanich said there is a terrific math committee that has been working hard. Ms Hull said she appreciates the time that the Board spends to thoroughly understand the issues that come before them. She said she and Tom Albertson started meeting early and they have 37 members on the math curriculum committee from kindergarten through high school. Their goal was to bring their best recommendation that was aligned kindergarten through high school, matching state standards, the most rigorous, and built on a four-tier model. The four-tier model is intended to reach the upper quartile students, benchmark students, the strategic learners, and the most intensive students. They started with research and goals in September.

Tom Albertson co-chaired the committee with Mary Bird. Ms Hull introduced other members of the committee that were present. Mr. Albertson started the presentation sharing more information about the process of the committee. They gave information with a PowerPoint presentation beginning with the research and priorities including starting algebra in kindergarten. The committee process was explained and details of the selection process activities were given.

The recommendation for the math curriculum is:

- K-5 enVision by Pearson Scott Foresman
- 6-8 Mathematics, Courses 1-3 and Pre Algebra by Pearson Prentice Hall
- 9-12 High School Mathematics (Pre Algebra, Algebra, Geometry, Algebra 2, Pre Calculus, Calculus, Statistics) by Pearson Prentice Hall

Ms Hull said the adoption is from the 2007 supplemental levy and it will come under budget at about \$250,000 for K-12. They reviewed the curriculum strengths including consistency. Ms Hull said they locked in a price for the consumables for the life of the adoption, which will mean a cost savings.

Ms Hull said they are planning an open house to present the teachers' materials to staff before summer to maximize the preparedness for next school year. Chairman Pfeifer is concerned about the transition to a new program. Teacher Jennifer Smith agreed that was an issue they examined. She believes the transition into the new program will be minimized because the algorithms from Everyday Math will be very familiar to the students. The problem solving strategies are very similar also. She said the new program is very user friendly. Teacher Ray Bird said the scope and sequence was one of the features that drew them to the Pearson program. Peggy Lovenbury (Sandpoint Charter School) said the parents like the online tutorials that are available.

Trustee Cameron moved *to accept the Math recommendation as presented*. Trustee Snider seconded.

Chairman Pfeifer asked for further discussion. Superintendent Cvitanich thanked Ms Hull and the committee, noting it was not an easy task. He said the district has the chance to do the right thing for kids with a full implementation and with fidelity, which will be a big part of the work next year. He believes people are signed on and ready to move forward with it. Trustee Youngdahl said he likes that kindergarten through grade 12 are working together.

Chairman Pfeifer took the vote with Trustees Pfeifer, Cameron, Snider, Fish and Youngdahl voting aye. Motion carried.

**ANNOUNCEMENTS**

Superintendent Cvitanich said he wants the Board to know that the district is investigating alternate shipping options for the curriculum adoption as a way of cutting costs.

He also said Board members are all welcome to join the District Office Fitness Challenge. Trustees Pfeifer and Cameron said they have signed up.

**ADJOURN**

There being no further business before the Board, the meeting was adjourned at 7:53 PM.

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Attest: Doug Olin, Clerk Pro Tem

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Vickie Pfeifer, Chair

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Transcribed by: Julie Menghini, Clerk