

Idaho School District and Community College Trustee Zone Equalization – Approved by the State Board of Education April 5, 2021

Requirements

For the purpose of determining “equalized” populations between trustee zones, no one trustee zone shall differ in population by more than 10 percent (10%) from any other trustee zone within the school district or community college district.

School districts shall use the most current State Board of Education approved legal descriptions for their school district boundary.

Trustee zone boundaries shall follow census block boundaries or the exterior boundary of the school district, whichever is applicable. Trustee zone boundaries will group census blocks within common identifiable lines and trustee zone legal descriptions:

- Will follow common identifiable lines, i.e., section lines, subdivision boundaries, road centerlines, waterways, railroad lines, etc.
- Will split census blocks only when the proposal can demonstrate to the State Board of Education that any proposed deviation from census block boundaries will accurately account for all individuals within that census block.

There may be circumstances in which the census block lines and the proposed trustee zone boundary lines do not match. In such cases the inconsistencies will need to be identified and a proposed solution for population count for the census block or blocks affected must be included as part of the submitted proposal.

The State Board of Education may reject a proposal for any of the following reasons:

- The creation of bizarrely-shaped zones or potential gerrymandering;
- Creating zones that differ more than 10 percent from any other trustee zone in the school district (*see example calculation below*);
- Trustee zones that do not completely account for all areas within the district boundary;
- An inadequate legal description that does not meet professional standards;
- Proposals that are incomplete and don't include adequate legal descriptions, map and population summaries;
- Proposals that fail to use approved district boundary legal descriptions; or
- Proposals that fail to utilize the 2020 Census Data as their source for population data.

Proposals shall include:

- A copy of the legal description of each trustee zone prepared by a licenses attorney, licensed professional land surveyor, or licensed professional engineer professionally trained and experienced in legal descriptions of real property
- A map of the district showing each trustee zone
- The population of each trustee zone

- A summary of each trustee zone population and the percentage difference between the largest trustee zone population and each of the other trustee zones
- A list of sources used for data to create the proposal
- School district trustee zone proposals must also include determination of the number of trustee zones and the date of expiration of the term of office for each trustee.
- Community college trustee zone for community college districts situated within two or more counties, when any one of the counties has sufficient population to warrant at least one zone, then the boundaries of a trustee zone shall be located wholly within the boundaries of such county.

Maps submitted with the proposal must include:

- Include the proposed trustee zone boundaries
- Include the existing trustee zone boundaries
- Clearly delineate which is the existing and which is the proposed trustee zone boundary
- Include census block boundaries and populations within each block

To calculate the percentage difference between school district zones:

1. Determine the zone with the largest population
2. Subtract the population of each zone from the largest zone to determine the difference in population
3. Divide the largest zone population into the other zone differences to create a percentage

Example of a district zone population summary:

Highest Zone Population		100
Zone	Population	%Difference
1	100	0.00%
2	88	12.00%
3	93	7.00%
4	92	8.00%
5	94	6.00%

Trustee Zone Submittal Process:

- School district trustee zone proposals shall be submitted to the Department of Education for submittal to the State Board of Education preparation at the next applicable Board meeting for consideration.
- Community college district trustee zone proposals shall be submitted to the Office of the State Board of consideration for submittal to the State Board of Education preparation at the next applicable Board meeting for consideration.

- The proposals shall be submitted in a timeframe set by the Executive Director that aligns with the timelines established in Idaho Code