

REGULAR BOARD MEETING

November 18, 2014

1. OPENING ITEMS

- A. The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:02 PM, November 18, 2014, by Dawn Fazio, Chair, pursuant to Idaho Code Sections 33-506 and 33-510. The meeting was held in the Music Room of Moscow Middle School, 1410 East D Street, Moscow, Idaho.
- B. Fazio asked the clerk to determine if a quorum of the Board was present. Packard responded that five trustees were in attendance and a quorum was present. Trustees present were Dawn Fazio, Chair, Zone 4, Kim Campbell, Vice-Chair, Zone 3, Jim Frenzel, Zone 1, Eric Torok, Zone 2, and Margaret Dibble, Zone 5. Staff members present were Dr. Greg Bailey, Superintendent, Deb Adair, Business Manager, Carrie Brooks, Curriculum Director and Angie Packard, Board Clerk. There were also five patrons in the audience.
- C. The agenda, with a change, was approved by unanimous consent. The presentation by the Future Problem Solvers was rescheduled.
- D. The following minutes were presented for approval: Regular Board Meeting, October 28, 2014.

RESOLUTION 15-48

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, October 28, 2014 as presented.

Campbell moved that the Board approve Resolution 15-48, seconded by Torok. The motion carried 5-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Congratulations to Robert Allenger, MMS/MHS School Psychologist, who won the Distinguished Service Award from the Idaho School Psychologist Association on October 3, 2014 for his dedication and efforts to better the profession of school psychology.
 2. MMS students participated in the fifth annual Fuel Up to Play 60 Fun Run. Prior to running on October 30, 2014, the entire school took the Fuel Up to Play 60 pledge, promising to live healthier lives and to be active at least 60 minutes each day. Pairing this wonderful school event with our Halloween costume day made the run even more exciting. It was fun to see running wizards, TVs, referees wearing tutus, and an active turtle leading the front of the pack. Great job MMS and Go Cubs!
 3. The 2014 MMS Island Project competition is complete and the votes have been counted. Congratulations to our top three 7th grade island project winners: Katie W. – Java Island, Ava B. – Huckleberryious Island, and Adela H. – Soul Island. These hard working 7th grade students from Mr. Albrecht's and Mr. Haley's classrooms competed against their peers to create and design the most fun, unique, and creative island projects. The annual island project has become a tradition at MMS, allowing the entire 7th grade to showcase their design brilliance and artistic abilities, while demonstrating their mastery of mapping and geography skills. Congratulations on a job well done!
 4. Congratulations to the following MHS students, Christopher Andrews, Christian Rucker, Caia Monson, Jayda Hoyt, Mikhail Lyon, Emily Payne, Leslie Dodson and Caleb Delozier, who received the Student Recognition Reward for "Most Improved, Academically, Attendance, and/or Attitude."

5. The MMS seventh grade Introduction to Construction Technology class, taught by JD Poulos, is continuing the tradition of creating projects to be donated to the Palouse Cares Auctions that will be raffled off during their event on the first Saturday of December. Congratulations Mr. Poulos on partnering with Palouse Cares, a wonderful non-profit organization, and employees of Moscow Building Supply.
6. Thank you to Lieutenant Colonel Brad Martin for conducting an amazing Veteran's Day assembly at McDonald Elementary on November 11. Lieutenant Colonel Martin explained the importance of Veteran's Day and what it means to be a Veteran. He also explained how he had served in Iraq and Bosnia and other areas where children do not have enough food, clothing, and shelter. He explained that members of the military work very hard to help people throughout the world.
7. Six students from Moscow High School participated in the county-wide Disability Mentoring Day on October 29, 2014. The event allowed students to complete a job shadow where they learned first-hand about a career from a professional in their field of interest. Students also enjoyed a presentation by local business owner Joe Raiden, who spoke about self-employment. Our students represented our school well and learned a tremendous amount about a potential career.
8. Dr. Bailey presented awards to the board members that were received during the recent ISBA Annual Convention in Boise. The awards were: Trustee Award of Boardmanship – Level II, Excellence were Jim Frenzel & Eric Torok; Level IV, Distinction were Kim Campbell & Dawn Fazio; Master of Boardmanship was awarded to the MSD Trustees as a whole and they were one of eight districts in Idaho to receive this award; and Dawn Fazio was presented the "Award of Excellence" for being a board member for twenty years.
9. Kim Campbell shared that IHSAA (Idaho High School Athletic Association) requires all schools to send grades for every student participating on athletic teams and compiles the team's GPA's and awards the top Team GPA as the IHSAA Academic State Champions. This fall, our Girls Cross Country team earned that distinguished honor with a cumulative GPA of 3.99. Additionally, the following teams received the Distinguished Team Scholastic Award - Boys Cross Country team, GPA of 3.61; Girls Soccer team, GPA of 3.76; Boys Soccer team, GPA of 3.38; and Volleyball team, GPA of 3.5.
10. Jim Frenzel shared that the MHS Boys Swim Team has won their third consecutive State Title by beating Bishop Kelly by over 60 points. Additionally, this brings their state titles won to ten.
11. Eric Torok shared a post from Facebook that asked what people thought of the MSD in relation to programs for special needs children and the responses were very positive for our district. He shared a printout of the comments with the other board members.

B. Public Comments

1. Susan Mahoney, MEA president, shared that tomorrow is Education Support Professionals Day and that the MEA will be delivering cookies to each building in honor of them.

C. Special Projects Update - Dr. Bailey began by sharing that the bathrooms are closer to being completed. He also shared that last week there was a concern with asbestos that resulted in closing the high school for a day to make sure there was not a hazard to students and staff. Dr. Bailey also said that last night he received a call from the contractor that the floor in the bathroom at McDonald was basically "cooking" and the temperature was extremely hot. He stated that this was related to the boiler and is being addressed. Dr. Bailey then spoke on the Bear Den and what is being done there. He is also hopeful that the punch list for the science labs will be able to be completed soon. As far as the community reaction to the closing of the high school, he has received positive emails on this decision and has addressed any concerns that were expressed by parents. Discussion then centered on the different punch lists that will need to be completed for the projects. Torok asked about the

playfields and Dr. Bailey said they are very close to being done. He also stated that the city will be in charge of key checkouts and the district will have a master key for all locks.

D. Superintendent's Report - Dr. Bailey

1. AdvancEd Workshop - Trustees Frenzel and Campbell, along with Carrie Brooks, Curriculum Director and Dr. Bailey attended the daylong strategic planning workshop in Boise. He then gave a brief update on what was presented and the next steps for the district in this process. Campbell shared that this was one of the best strategic planning workshops she has been to and that it broke the process down into manageable portions. Frenzel noted that the software for this process is very good and is well laid out. There was further discussion on how this process will occur and how the committee will be formed to address the strategic plan which will need to be finalized by May 3. Dr. Bailey also noted that our district is piloting this process this year.
2. Directors Report
 - Carrie Brooks stated that she had nothing else to add to the AdvancEd workshop and that she is currently working on accreditation.
 - Deb Adair shared that she and Jennifer Johnson are working on budget revisions, the Transportation Office is having their annual audit, and that there has been turnover in the Food Service Department so Mimi has been busy hiring this fall.
 - Shannon Richards is out of town at a workshop for Special Education.

E. Report on ISBA Annual Convention - Jim Frenzel, Kim Campbell, Margaret Dibble, Dawn Fazio, Angie Packard, and Dr. Bailey each shared about the workshops they attended. All the workshops were very informative. Additionally, Dibble noted that at the business session, where ISBA sets resolutions to present to the legislators, that there were three that dealt with funding for building construction, and she briefly spoke on each one. Fazio spoke on dual credits that high school students can earn, and Dr. Bailey then gave a brief explanation on how dual credits work with a high school and a university. There was discussion on the different aspects of taking dual credit classes.

F. Other – none at this time.

3. **CONTINUED BUSINESS** – there was none.

4. **NEW BUSINESS**

A. Minor Revisions to Business Manager Job Description – Dr. Bailey stated that with Deb Adair’s resignation as Business Manager, a review of the current job description found some discrepancies between the job description and the current job responsibilities. He then reviewed the changes to the job description that he is recommending to bring it up to date. It was noted that SFO needs to be spelled out in the description. Adair stated that it stands for Certified Administrator of School Finance and Operations.

RESOLUTION 15-49

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the Business Manager Job Description with SFO spelled out.

Dibble moved that the Board approve Resolution 15-49, seconded by Frenzel. The motion carried 5-0-0.

B. Purchase of Cafeteria Tables – Deb Adair, Business Manager, stated that the in-wall cafeteria tables at Lena and McDonald need to be replaced as soon as possible as the locking mechanisms and tables are at the end of their lifespan. She also noted that they are very cumbersome and heavy. These tables are original to their building and should be replaced for safety reasons. Adair estimates the cost to

replace these in-wall tables would be around \$75,000. This expense would be in the revised 14/15 budget. She then noted that the expense could be paid one of two ways, through the plant facilities fund, leaving only \$75,000 for HVAC, or from the general fund, which has a 14/15 budget estimate of an unappropriated fund balance at \$3.5 million. Frenzel asked when Adair anticipates having to upgrade the HVAC system and there was some discussion on this.

RESOLUTION 15-50

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the purchase of in-wall cafeteria tables for A.B. McDonald Elementary and Lena Whitmore Elementary for an estimated cost of \$75,000, with the funds coming from the General Fund.

Dibble moved that the Board approve Resolution 15-50, seconded by Frenzel. It was asked to amend the motion to change the wording to estimated cost instead of actual cost. Dibble then amended the motion as requested. Torok asked how it came to be such an emergency need. Adair stated that it is on the list that was created during the bond discussion of items needing replacement and after discussion with Lorne Barr and Dr. Bailey, it was moved up. Dr. Bailey also addressed the many items that need to be updated and said that the maintenance department has been doing a great job keeping Lorne informed of the most pressing needs. Torok also asked if a committee needed to be formed to address these needs. Discussion then followed and it was asked if the spreadsheet that was compiled on the needs of the district during the bond discussion could be made available to the board members. The motion carried 5-0-0.

- C. Purchase Chromebooks for All Schools – Deb Adair, Business Manager, began by saying that increased testing requirements have generated a new technology need. After review by administrators, the technology department and others, it was determined that Chromebooks would be the answer to our current needs. Adair noted that these devices may be used for testing and assessment, keyboard training, tutorial programs, interventions and staff use for school improvement. She is recommending purchasing 300-350 Chromebooks at an estimated cost per unit of \$350. Adair further noted that \$100,000 will come from the General Fund, using last year's carryover of state technology money and part of this year's allocation. Additionally, some administrators will be purchasing additional units out of their building funds. Adair will check with state contracted vendors and if a competitive option is not found, it will go out for bid. Dr. Bailey shared that the Dream Team was formed to look at technology needs and what would best address the needs of the school district. He also spoke about the Doceo Center at the UI that leads teaching innovation and technology integration in K-12 schools in Idaho. The presence of the Doceo Center now makes the Dream Team redundant.

RESOLUTION 15-51

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the purchase of 300-350 Chromebooks for all schools for an estimated cost of \$122,500.

Frenzel moved that the Board approve Resolution 15-51, seconded by Dibble. Frenzel noted that the use of Chromebooks for testing was addressed in an ISAT workshop he attended. There was further discussion on the use of Chromebooks. The motion carried 5-0-0.

- D. Emergency Closure at Moscow High School – Dr. Bailey noted that on November 12 it was determined that there was a possibility of asbestos being disturbed within the high school in an area currently under construction, which was one of the bathrooms. Dr. Bailey said that as a cautionary

measure, Moscow High School was closed on November 13, in order to have the air quality checked for asbestos fiber. He recommended that the lost day not be made up as the school is currently above the state required time for student instruction. The financial cost to the district is paying classified staff for an emergency day and certified staff for a day of instruction.

RESOLUTION 15-52

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the proposal for not making up the day for students, declares it as an emergency closure day and paying certified and classified staff for the day.

Campbell moved that the Board approve Resolution 15-52, seconded by Dibble. The motion carried 5-0-0.

5. CONSENT AGENDA

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Items listed under the consent agenda have gone through Board subcommittee review and recommendation. Items may be removed from the consent agenda at the request of any board member and added to the end of the agenda.

A. Fiscal Services – Board Audit of Expenditures

Payroll, October Net Payroll	\$ 773,287.23
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 806,180.14
Accounts Payable, October Bill List	\$ 2,458,085.94
TOTAL BILLS and PAYROLL	\$ 4,037,553.31

B. Donations

1. Thank you to David Weaver and Schweitzer Engineering Laboratories for donating a color printer to MHS.
2. Thank you to David Trail, Northwestern Mutual, for donating two computers, complete with monitors and keyboards, to MHS.
3. Thank you to Jon Kimberling, Kimberling Insurance, for donating \$250 and the Latah County Youth Advocacy for donating \$1000, to help fund the Rachel's Challenge assembly at MHS.

C. Human Resources

1. Classified – Hires

Hammons, Kylee, Group Leader, Adventure Club, effective 11/12/14.

Robinson, Nickkol, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, 3.75 hours/day, effective 10/27/14.

Shamburg, Sheyenne, Group Leader, Adventure Club, effective 11/12/14.

Sharples, Tiffany, Instructional Assistant Paraprofessional, Reading/Math Intervention, McDonald Elementary, 3.75 hours/day, effective 11/3/14.

2. Classified – Resignations/Terminations/Retirements

Adair, Deb, Business Manager, effective 12/5/14.

Fanen-Hieber, Randi, Instructional Assistant Paraprofessional, Special Education Program, MHS, effective 11/5/14.

3. Extracurricular - Hires/Rehires/Changes/Transfers/Resignations/Terminations/Retirements

Boys Basketball – MMS Hire

Bostrom, Trever, 7/8th Grade Boys Basketball Coach, MMS, effective 10/29/14.

Girls Basketball – MHS Hires

Bydalek, Andrew, JV Girls Basketball Coach, MHS, effective 11/3/14.

Wilson, William Casey, Assistant V Girls Basketball Coach, MHS, effective 11/3/14.

Boys Basketball – MHS Hires

Briggs, Colin, Assistant V Boys Basketball Coach, MHS, effective 11/14/14.
Volunteer
Westgate, Alex, 8th Grade Basketball, Volunteer, MMS, effective 10/27/14.

Fiscal Implication: These personnel actions do not exceed the budget allocation for personnel as approved by the Board.

D. Disposal of Surplus Equipment Value Under \$500 – None this month.

RESOLUTION 15-53

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves all items listed under the Consent Agenda as presented.

Dibble moved that the Board approve Resolution 15-53, seconded by Torok. The motion carried 5-0-0.

Fazio expressed the board's appreciation and thanks for the listed donations.

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. None at this time.

B. Other

1. Fazio noted that this is Deb Adair's last board meeting and that she will be missed. Adair stated that it has been a pleasure working with the board. Dibble then presented Adair with a small token of their appreciation. Dr. Bailey also stated his appreciation for the great work Deb has done for the district and that she is an exceptional employee.
2. Dr. Bailey shared that the district office will be closing at 2:30 the day before Thanksgiving.

7. ADJOURNMENT

With no further business, the meeting was adjourned at 8:56 PM.