

REGULAR BOARD MEETING

January 26, 2016

1. OPENING ITEMS

- A. The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:01 PM, January 26, 2016 by Dawn Fazio, Chair, pursuant to Idaho Code Sections 33-506 and 33-510. The meeting was held in the Board Room of the District Office, 650 N. Cleveland St., Moscow, Idaho.
- B. A quorum of the Board was determined and trustees present were Dawn Fazio, Chair, Zone 4, Kim Campbell, Vice-Chair, Zone 3, Jim Frenzel, Zone 1, and Eric Torok, Zone 2. Staff members present were Dr. Greg Bailey, Superintendent, Carrie Brooks, Curriculum Director, and Angie Packard, Board Clerk. Susan Clark, Business Manager and Shannon Richards, Special Services Director were absent and excused. There were also 13 patrons in the audience.
- C. The agenda was amended to add the following: Opening Items, item D – add approval of January 25 2016 minutes; Under Information – change item E from Other to Trustee Vacancy Interview: Date & Time for Special Board Meeting. The agenda was then approved by unanimous consent.
- D. The following minutes were presented for approval: Regular Board Meeting, December 15, 2015 and Special Board Meeting for Executive Session, January 25, 2016.

RESOLUTION 16-56

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, December 15, 2015 and the Special Board Meeting for Executive Session, January 25, 2016 as presented.

Frenzel moved that the Board approve Resolution 16-56, seconded by Torok. The motion carried 4-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. PCRHS students, along with teacher, Matt Pollard, recently tested the water quality of Paradise Creek as part of the UI Extension effort to promote citizen science and an article on this effort was recently featured in the Daily News. This class water quality monitoring project is part of “The Confluence Project”, a cooperative effort between the UI College of Education and the UI Extension's IDAH₂O program.
- B. Public Comments
 1. Ginger Rankin, community member, handed out papers to the Board and then spoke about safety of children in our community in regards to firearms. Also addressed the issue of firearms and the Brady campaign she is promoting “Ask.”
 2. Donal Wilkinson, community member, spoke about his support for the program “Ask” and gun safety and that it is just common sense to support this program.
 3. Susan Mahoney, MEA President, stated her opposition to the changes that are being proposed for the classified grievance process.
 4. Molly Hirschbiel, Title I Paraprofessional at Russell, echoed what Ms. Mahoney stated and is also opposed to changing the language.
 5. Sue Byrne, Instructional Asst. Paraprofessional at Russell, also spoke in support of the comments made by Ms. Mahoney and Ms. Hirschbiel. She also spoke about the vague job descriptions for classified employees.

6. LaDene Edwards, Lena music teacher, also commented, as a certified employee, that she supports the comments made in regards to the classified grievance policy. She then commented about the Collaboration Review Committee that she is on and her concern about those days being on the proposed calendar for next year without discussion on changing the day.

C. Superintendent's Report - Dr. Bailey

1. Legislative Review – the session has begun and Dr. Bailey stated that he has been in contact with Senator Schmidt & Representative Nilsson-Troy. They have agreed to sponsor the resolution that the District submitted to ISBA regarding the requesting of past work records for employees. He also noted that the Governor is supporting pay increase for teachers but still has a long way to go to bring funding back to the 2009 level. The governor is also in support of funding for all day kindergarten.
2. Region I & II Superintendents Meeting – Dr. Bailey is the president for Region II and organized a meeting with Region I and II. The UI was happy to sponsor the meeting as it gave them an audience with all the superintendents. President Staben, along with Bill Goesling & Don Soltman from the State Board of Education and Corinne Mantle-Bromley, Dean of the College of Education were also in attendance. A topic discussed at the meeting and of interest to the Board dealt with the shortage of teachers. He also said that the message that the Albertson's Foundation is sending out in regards to students failing gives the impression that schools are failing the students. The meeting also addressed ISAT testing and the time it takes to take the test along with frustration with it being exit test required for graduation and why the SAT or ACT isn't being used as an exit test. Overall, it was a very productive meeting.
3. Palouse Eureka! STEM Program – Dr. Bailey stated this is a very interesting program. The program will be housed in the upper level of the old Frontier building. UI students will be providing most of the instruction, along with all supplies. Teachers are welcome to come and try out different kits and the plan is to have after school and summer programs. Another option would also include having various classrooms come to them.
4. Facility Inspection Report went very well. The final report is not yet complete but a post report was discussed. There are still some issues with plugging surge protectors into other surge protectors, called “daisy-chaining” which can be a fire hazard. Additionally there should not be any candles with wicks and one was found. Lastly, there needs to be better documentation of lockdown drills which need to be approved by the police department. The only cost that came out of the report was the need for portable chairs for those students who would need to be able to go from floor to floor when the elevator cannot be used during a fire drill or other emergency.
5. Directors Report
 - Business Manager –Dr. Bailey noted that Sue Clark recently had foot surgery and excused her tonight so there is not a report.
 - Special Services Director – Shannon Richards - no report tonight as she was also excused from the meeting. She did ask Dr. Bailey to share she is working on the Child Find program.
6. Policy Review Update – the various policies that were assigned to the administrators are being prepared and will be presented for review in February. There was discussion on the assignment of policy to the board members.
7. Curriculum Director – Carrie Brooks reported on the professional development help on January 4. Additionally, the math adoption process has been completed and new curriculum has been selected and will be presented to the Board in February.

D. Board Goals: (these are listed as a part of the agenda and meeting minutes each month)

1. Develop an effective process for long range planning.
 - Develop a revised mission and vision statement to unify and guide the district.
 - Develop a long term facilities plan to communicate the needs of the district.

- Develop a financial plan that will support the needs of the school district.
- 2. Strengthen skills in effective leadership within the Board of Trustees.
 - Attend trainings to learn new skills and strengthen knowledge of good boardsmanship.
 - Review and revise policies to achieve consistency across the district.
- 3. Enhance communication with all stakeholders.
 - Identify ways to increase opportunities to communicate with the stakeholders.
 - Identify what information needs to be communicated more effectively.

Dawn noted that a workshop needs to be scheduled to work on these but would like to wait for the new board member.

- E. Trustee Vacancy Interview: Date & Time for Special Board Meeting – Dawn Fazio stated that she would like to see this scheduled soon and Dr. Bailey stated that he would like to see it next week. Discussion was held on the date and time. It was then scheduled for Thursday, February 4 at 5:30 PM at the District Office Board Room. This will be an open session.
- F. Other:
 - 1. Dawn noted that some of the trustees and the superintendent will be attending Day on the Hill in Boise on February 15-16, 2016.

3. CONTINUED BUSINESS

- A. Board Policy 4965.00 Adjustment of a Grievance (Classified) - Dr. Greg Bailey, Superintendent stated that board policy is reviewed and revised as needed. This policy had gone through an early revision but was tabled by the Board and requested that the superintendent look at this policy and any further revisions again. Dr. Bailey stated that this policy has been reviewed and language added that heeds legal advice.

RESOLUTION 16-57

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to Board Policy 4965.00 - Adjustment of a Grievance (Classified) as presented.

Frenzel moved that the Board approve Resolution 16-57, seconded by Campbell. There was discussion on different jobs within the district, standard practice of professionalism and standard practice. There was also discussion on the statement at the beginning of the policy. Campbell noted that she does not want to see vague language in policy. The motion carried 4-0-0.

- B. Classified Personnel Handbook - Dr. Greg Bailey, Superintendent stated that some changes to the handbook were made after the first reading last month.

RESOLUTION 16-58

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the changes to the Classified Personnel Handbook as presented.

Frenzel moved that the Board approve Resolution 16-58, seconded by Torok. The motion carried 4-0-0.

4. NEW BUSINESS

- A. Annual Turtle Trip - Dr. Greg Bailey, Superintendent said that the purpose of the Turtle Trip is to provide students who are active in the Environmental Club at MHS with the opportunity to

experience a different culture while assisting biologists in the conservation of endangered sea turtles. This trip has been experienced by many MHS students over the past 18 years under the leadership of advisor Lee Ann Eareckson. The MHS Environmental Club is requesting Board permission to travel to Huatulco, Mexico and remote sites operated by Centro Mexicano Tortuguero, on the south coast of the state of Oaxaca, Mexico, October 1-9, 2016 on the Annual Sea Turtle Conservation Trip. Students will miss three days of school as two days are Professional Development Days and school is not in session. All funds for this trip are raised by the Environmental Club and the individual students going on the trip. Lee Ann Eareckson then shared that this was a new location for the turtle trip last year due to concerns at the prior site they went to in the past. She gave a brief overview of what the students would be doing and the work they will be involved in with the turtles. She shared that last year the students were able to see thousands of turtles on the beach. While she is sad to not be able to go to the former location, she is happy with this change. There were questions on how many students and chaperones will be going. It was noted that it is great that this new location has been a positive one.

RESOLUTION 16-59

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the request of the Moscow High School Environmental Club for the annual Sea Turtle Conservation Trip to Huatulco, Mexico and remote sites operated by Centro Mexicano Tortuguero, on the south coast of the state of Oaxaca, Mexico, October 1-9, 2016.

Frenzel moved that the Board approve Resolution 16-59, seconded by Torok. The motion carried 4-0-0.

At 8:09 PM a short recess was taken. The meeting resumes at 8:12 PM.

- B. Call for Gas & Diesel Bids – Dr. Greg Bailey, Superintendent stated that each year the district requests proposals for diesel and gas for the buses and district vehicles. The last bidding process concluded February 2015 and a new bid must be advertised for the period of February 1, 2016 to March 1, 2017.

RESOLUTION 16-60

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves publication of requests for proposals for providing diesel and gasoline for the bus fleet and District vehicles for the period of March 1, 2016 through February 28, 2017.

Torok moved that the Board approve Resolution 16-60, seconded by Frenzel. The motion carried 4-0-0.

- C. Superintendent's Annual Evaluation - Dawn Fazio, Chair stated that the Board met last night to conclude the annual evaluation of the superintendent. As discussed, Dr. Bailey's goals were reviewed. Frenzel noted that the comments provided through the survey were very helpful. It was noted that the Board, with the exception of Dawn, do not know who made the comments. It was noted that it would be nice to find a way to encourage greater participation.

RESOLUTION 16-61

RESOLVED: That the Board of Trustees of Moscow School District No. 281 conducted the annual, written formal evaluation of Superintendent Gregory J. Bailey on January 25, 2016, as required by

Idaho Code 33-513 (2), and hereby extends his contract to June 30, 2019 at a salary to be determined at a later date.

Frenzel moved that the Board approve Resolution 16-61, seconded by Campbell. The motion carried 4-0-0.

- D. First Reading: All Day Kindergarten for 2016/17 - Dr. Greg Bailey, Superintendent stated that half day kindergarten has been provided by the District for a long time and a K+ program was introduced several years ago. Dr. Bailey noted that with the increased academic requirements placed on students, it would benefit our students to have a stronger educational foundation at the beginning of their academics. There is a financial cost to adding all-day kindergarten as there would be an addition of four (4) FTE certified positions. The start-up costs and supplies would come from the current funds in the K+ program. Dr. Bailey stated that he has spoken to K+ staff and addressed their concerns. He further spoke on the reasoning behind offering all-day kindergarten. Dawn noted that she hopes there will still be time for play as this is important for kindergartners. There was further discussion on the financial costs.
- E. First Reading: 2016-17 School Calendar - Dr. Greg Bailey, Superintendent stated this is the first reading for the proposed calendar for the 2016-17 school year. He noted that when selecting days to hold school the following criteria is considered. First, what calendar best meets the educational needs of our students; second, what calendar develops the best attendance; and third, what calendar best meets the needs of our students' and staff members' families. Dr. Bailey then reviewed the calendar that is being proposed. There was further discussion on the proposed calendar. Campbell noted the comments that were received on the collaboration and that many parents do not like it at all.

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, Net Payroll	\$ 771,574.16
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 859,951.47
Accounts Payable, _____ Bill List	\$ 417,932.52
TOTAL BILLS and PAYROLL	\$ 2,049,458.15

B. Donations

1. Thank you to SEL, on behalf of employees Angie Bennett, Brenda Arteaga, Christy Fasekas, Frank Barta, Jacob Johnson, Jade Puga, James Mobley, Linda Gibney, Mac Cyr, Matt Farnsworth, Sean Robertson, Stan Gotshall, Sydney Falen, Ted Owens, and Walter Williams, for the generous donation of \$1500 to Lena Whitmore Elementary where the funds will be used for the Accelerated Math program.
2. Thank you to the following individuals & businesses that have donated to the 3rd Annual MMS World Expo: Martin & Julie Trail, \$50; Chipman & Taylor, \$25; Design West Architects, P.A., \$150; Happy Day Corporation, (2) \$25 gift cards; Hayden Ross, PLLC, \$100; La Casa Lopez, gift certificate for (2) complimentary meals; Latah Federal Credit Union, \$50; Potlatch No. 1 Federal Credit Union, \$100; Palouse Ice Rink, (12) free Public Skate passes; Pickard Orthodontics, \$100; Prichard Art Gallery, \$10 gift certificate; and Subway, (4) free Regular 6 Inch sandwiches.
3. Thank you to Tom Campbell for the \$50 donation to Lena Whitmore's library where it will be used to purchase additional books for the library.

4. Thank you to Gritman Medical Center for the generous donation of \$528 for the MMS Back Pack Program which gives assistance to children in need by sending home a back pack full of food to help sustain them through the weekend.

C. Human Resources

1. Certified - Stipends

Leadership Positions – January Payments:

Albrecht, Jason, Teacher, Social Studies, MMS, \$1,700 leadership premium, Secondary New Teacher Lead Mentor, effective 1/25/16.

Alvey, Elaine, Teacher, Grade 6, MMS, \$850 leadership premium, 504 Building Coordinator, effective 1/25/16.

Haley, Matthew, Teacher, Social Studies, MMS, \$850 leadership premium, MMS Public Relations/Event/Volunteer Coordinator, effective 1/25/16.

Hoogsteen, Sam, Teacher, Social Studies, MHS, \$1,275 leadership premium, MHS Public Relations/Event/Volunteer Coordinator, effective 1/25/16.

Parce, Jerri, Teacher, Grade 5, McDonald Elementary, \$1,700 leadership premium, Elementary New Teacher Lead Mentor, effective 1/25/16.

Rylee, Stephanie, Teacher, Special Education, West Park Elementary, \$850 leadership premium, Elementary Paraprofessional Trainer, effective 1/25/16.

Singleton, Cory, Teacher, Special Education, MHS, \$850 leadership premium, Secondary Paraprofessional Trainer, effective 1/25/16.

Stone, Natalie, Counselor, MMS, \$850 leadership premium, MMS Assessment Coordinator, effective 1/25/16.

2. Classified – Hires

Wyatt, Debra, Instructional Assistant Paraprofessional, Title I, 7.25 hours/day, for the remainder of the 2015/16 school year only, effective 1/25/16.

MHS Student Employee:

Flint, Milo, Kitchen Helper, MHS, effective 1/11/16.

3. Classified – Stipends

Dunkin, Calli, Substitute Bus Driver, Transportation, \$250 stipend, ½ hiring incentive for a driver hired with a CDL, effective 2/25/16.

Attended Training “Behavioral Management & De-escalation Strategies” on a non-scheduled work day 1/4/16:

Adams, Michelle, Instructional Assistant Paraprofessional, Special Education Program, West Park Elementary, \$35 stipend, effective 1/25/16.

Barnes, Rebecca, Instructional Assistant Paraprofessional Braillist, Special Education Program, Districtwide, \$35 stipend, effective 1/25/16.

Brooker, JoDee, Instructional Assistant Paraprofessional, Speech/Language, Special Education Program, West Park Elementary, \$35 stipend, effective 1/25/16.

Byrne, Susan, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, \$35 stipend, effective 1/25/16.

Carscallen, Debby, Head Athletic Trainer, MHS/MMS, \$35 stipend, effective 1/25/16.

Claus, Toni, Instructional Assistant Paraprofessional, Special Education Program, West Park Elementary, \$35 stipend, effective 1/25/16.

Engelbrecht, Tamara, Instructional Assistant Paraprofessional, Special Education Program, West Park Elementary, \$35 stipend, effective 1/25/16.

Ferry, Kevin, Instructional Assistant Paraprofessional, Special Education Program, MHS, \$35 stipend, effective 1/25/16.

Gatlin, Rhodora, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, \$35 stipend, effective 1/25/16

Heiniger, Barbara, Instructional Assistant Paraprofessional, Special Education Program, West Park Elementary, \$35 stipend, effective 1/25/16.

Hierschbiel, Molly, Instructional Assistant Paraprofessional, Title I Program, West Park Elementary, \$35 stipend, effective 1/25/16.

Hurst, Tamra, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, \$35 stipend, effective 1/25/16.

Ownbey, Michelle, Instructional Assistant Paraprofessional, K+ Program, McDonald Elementary, \$35 stipend, effective 1/25/16.

Sanford, Jeanne, Instructional Assistant Elementary Library, McDonald Elementary, \$35 stipend, effective 1/25/16.

Schmidt, Patricia, Instructional Assistant Paraprofessional, Special Education Program, MHS, \$35 stipend, effective 1/25/16.

Thorsteinson, Anita, Instructional Assistant Elementary Library, West Park Elementary, \$35 stipend, effective 1/25/16.

Trevisan, Fran, Instructional Assistant Elementary Library, Russell Elementary, \$35 stipend, effective 1/25/16.

Watson, Kelly, Instructional Assistant Secondary Library, MMS, \$35 stipend, effective 1/25/16.

Weaver, Lynn, Instructional Assistant Paraprofessional, Special Education Program, MHS, \$35 stipend, effective 1/25/16.

West, Emily, Instructional Assistant Paraprofessional, Special Education Program, MHS, \$35 stipend, effective 1/25/16.

4. Classified – Changes/Increase/Decrease

Barnes, Rebecca, Instructional Assistant Paraprofessional Braillist, Special Education Program, Districtwide, reassignment to Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, 7.25 hours/day, effective 1/19/16.

Lamke, Michael, Bus Driver, Transportation, change from a driver in training to a substitute bus driver, effective 12/11/15.

Kok, Tara, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, increase from 6.25 to 6.75 hours/day, effective 1/19/16.

Legoll, Valerie, Medicaid/Compliance Technician, District Office, additional assignment, Aide, Bus Duty, Transportation, 2 hours/day, effective 1/7/16.

Russell, Jennifer, PEP Grant Manager, District-wide, decrease from 75% to 45% position, effective 2/11/16.

Sivula, Joseph, Bus Driver, Transportation, change from driver in training to a substitute bus driver, effective 1/11/16.

Williams, Sandi, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, increase from 3.75 to 4.75 hours/day, effective 1/13/16.

5. Classified – Resignations/Terminations/Retirements

Hart, Esther, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, effective 12/18/15.

Higby, Holly, Interpreter/Tutor for the Hearing Impaired, McDonald Preschool, effective 1/15/16.

Kozlowski, Tammi, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, effective 1/15/16.

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

Cheerleaders – MMS Hire

Englund, Emilee, Assistant 7/8th Grade Cheerleader Coach, MMS, effective 1/5/16.

Girls Basketball – MMS Hires/Rehires

Gress, Arianna, Assistant 7/8th Grade Girls Basketball Coach, effective 1/5/16

Hofmann, Ryan, 8th Grade Girls Basketball Coach, effective 1/5/16.

Kadlec, Debbie, Assistant 7/8th Grade Girls Basketball Coach, effective 1/5/16.

Panchol, Emmanuel, Assistant 7/8th Grade Girls Basketball Coach, effective 1/8/16.

Pickard, Kendra, Assistant 7/8th Grade Girls Basketball Coach, effective 1/5/16.

Tennis – MHS Hire

Gayler, Richard, Head V Tennis Coach, MHS, effective 2/26/16.

Baseball - MHS Resignations/Terminations/Retirements

Wells, Kyler, Assistant JV Baseball Coach, MHS, effective 1/5/16.

Track – MHS Resignations/Terminations/Retirements

Briggs, Colin, Assistant Track Coach, MHS, effective 1/8/16.

Hill, Jacki, Assistant Track Coach, MHS, effective 1/8/16.

Activities Workers – MHS/MMS Hires

Douge, Ravenna, Activities Worker, MHS/MMS, effective 12/10/15.

Lawler, Michaela, Activities Worker, MHS/MMS, effective 1/15/16.

Shears, Matthew, Activities Worker, MHS/MMS, effective 1/6/16.

Volunteers – MHS/MMS

Anderson, Catherine, Volunteer, Accompanist, Elementary Choir, effective 12/4/15.

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

1. Sell forty one (41) used textbooks to Follett for \$185.
2. Dispose of 801 used textbooks - no value.

RESOLUTION 16-62

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

Frenzel moved that the Board approve Resolution 16-62, seconded by Torok. The motion carried 4-0-0.

Dawn expressed the Board's thanks for the donations listed.

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. Susan Mahoney commented on all day kindergarten and thinks it is a good idea but cautions the Board to look at all the factors in implementing this.
2. LaDene Edwards commented on the bubble classes and perhaps consider going back to four elementary schools, K-5.

7. EXECUTIVE SESSION

- A. Motion and roll call vote for Executive Session pursuant to Idaho Code 74-206 (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 individual agent, or public school student.

RESOLUTION 16-63

RESOLVED: That the Board of Trustees of Moscow School District No. 281 retire into Executive Session pursuant to Idaho Code 74-206 (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 individual agent, or public school student.

Torok moved that the Board approve Resolution 16-63 second by Frenzel. Roll call vote for executive session: Fazio – yes, Campbell – yes, Frenzel – yes, Torok – yes. The vote was unanimous for the executive session. A brief break was taken and the Board then entered Executive Session at 8:55 PM.

8. RETURN TO OPEN SESSION

At 9:06 PM the Board returned to open session.

A. Action from Executive Session.

RESOLUTION 16-64

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby releases Debra Stephens from her contract for the remainder of the 2015-16 school year as presented.

Torok moved that the Board approve Resolution 16-64, seconded by Frenzel. The motion carried 4-0-0.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 9:08 PM.