

**REGULAR BOARD MEETING**  
**November 15, 2016**

**1. OPENING ITEMS**

- A. The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:00 PM, November 15, 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, Jim Frenzel, Zone 1, Eric Torok, Zone 2 and Martha Schmidt, Zone 5. Staff members present were Dr. Greg Bailey, Superintendent, Jennifer Johnson, Business Manager, Carrie Brooks, Curriculum Director, Shannon Richards, Special Services Director and Angie Packard, Board Clerk. Trustee Kim Campbell, Zone 3 was absent and excused. There were also 12 patrons in the audience.
- C. The agenda was amended to add an item under Consent Agenda, Item D - adding #1 – Two wrestling mats. The amended agenda was then approved by unanimous consent.
- D. The following minutes were presented for approval: Regular Board Meeting, October 25, 2016 and Special Board Meeting, November 2, 2016.

**RESOLUTION 17-55**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, October 25, 2016 and the Special Board Meeting, November 2, 2016.

Trustee Frenzel moved that the Board approve Resolution 17-55, seconded by Trustee Schmidt. The motion carried 4-0-0.

**2. INFORMATION**

- A. Good News, Announcements or Presentations
  - 1. Presentation: City of Moscow – Mayor Bill Lambert & City Supervisor Gary Riedner presented a commemorative shadow box in recognition of the collaboration between the city and the school district in regards to the community playfields.
  - 2. Presentation: Daizy Fletcher, PCRHS student was introduced by Bill Marineau, PCRHS principal. She gave a presentation on Adverse Childhood Experiences. There were some questions and discussion after Daizy's presentation. The Board thanked her for the presentation and for sharing her story.
  - 3. Supt. Bailey presented awards to the board members that were received at ISBA convention.
- B. Public Comments
  - 1. None at this time.
- C. Superintendent's Report - Dr. Bailey
  - 1. Salary Comparisons for Certified Administration – This information was hard to get from the State as they report it as a whole rather than as an individual. Supt. Bailey recommends staying where we are for this year and revisit it next year. The board suggested that Supt. Bailey contact individual school districts in Idaho for salary comparisons.
  - 2. Winter Weather Closure Process – reviewed the process the district uses to determine closures and notify staff and patrons.
  - 3. Reports: (1) Funding Formula Task Force – Dr. Bailey went to Post Falls with Jennifer Johnson, Business Manager and joined in on a round table discussion on a new funding formula for schools and transportation; (2) ESSA (Every Student Succeeds Act) Hearing – program that is replacing NCLB (No Child Left Behind) and the changes that will or could occur; and (3)

N.I.L.T (North Idaho Legislator Tour) – recently hosted a hospitality event in conjunction with Avista to discuss needs of school districts. Additionally, Senator Nonini stopped by for a visit.

4. Directors Report

- Business Manager – Jennifer Johnson – business office is getting ready to start the process for the revised budget; also working with Carrie & Mimi on the upcoming Federal audit; the transportation and building/grounds departments are doing well; the new oven at West Park has been installed and the food service personnel are very happy.
- Special Services Director – Shannon Richards – recently toured the Spark Program in Lewiston which is a program that helps transition 18-21 year-old special needs students out of high school. Additionally, the immunization report for the school district was submitted by our new nurse and we are now awaiting the results of the report.
- Curriculum Director – Carrie Brooks – working on getting all the documentation for the Federal Review audit that needs to be submitted tomorrow. Also spoke about ESSA and its impact on the McKinney Vento Act and Title I programs. Carrie also gave thanks to the Kiwanis Club for work in gathering school supplies for the students and also providing Thanksgiving dinners for all the PCRHS students to take home.
- Supt. Bailey also reported that a survey has gone out to parents in the last two weeks as part of our accreditation process.

D. Trustee Business

Board Goals: (listed each month)

1. Develop an effective process for long range planning.
    - a. Develop a revised mission and vision statement to unify and guide the district.
    - b. Develop a long term facilities plan to communicate the needs of the district.
    - c. Develop a financial plan that will support the needs of the school district.
  2. Strengthen skills in effective leadership within the Board of Trustees.
    - a. Attend trainings to learn new skills and strengthen knowledge of good boardsmanship.
    - b. Review and revise policies to achieve consistency across the district.
  3. Identify ways and work to improve communication between the District and the following stakeholders.
    - a. The community as a whole.
    - b. Teachers and staff.
    - c. Parents and students.
1. Report on ISBA Convention – the trustees that went, along with the superintendent and board clerk gave a brief report on the sessions they attended.
  2. Board Self-Evaluation – Trustee Fazio stated that this would be a better fit to do along with the goal setting in July and August versus November. There was discussion on this process and changing it to August. The Board would like to conduct a survey at least two months prior to the self-evaluation.

**3. NEW BUSINESS**

- A. Request for Alternative Authorization – Content Specialist in the Area of Special Education at MHS - Dr. Greg Bailey, Superintendent stated that this is needed because the teacher that was hired was working on getting her expired Washington certificate renewed and as the State is backlogged the deadline won't be met in time.

**RESOLUTION 17-56**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 has hereby determined that a candidate without an Idaho Education Credential with a Standard Exception Child certificate

and Generalist K-12 endorsement was recently hired for the Special Education Transition Coordinator position at Moscow High School

**WHEREAS:** Directed by Idaho State Board rule, the Board of Trustees of Moscow School District No. 281 hereby determines an area of need exists in the district for this position and

**NOW, THEREFORE, BE IT FURTHER RESOLVED:** That the Board of Trustees of Moscow School District No. 281 approves the request for alternative authorization for Jill Karsky-Jasienski to fill the Special Education Transition Coordinator position which is valid for one year upon completion of the requirements for an Idaho Education Credential with a Standard Exception Child certificate and Generalist K-12 endorsement as set forth in Idaho State Board of Education Rules.

Trustee Frenzel moved that the Board approve Resolution 17-56, seconded by Trustee Torok. The motion carried 4-0-0.

- B. Superintendent Job Description - Dawn Fazio, Board Chair stated that each year the Board evaluates the Superintendent. In order to do this accurately, the job description for the superintendent is one tool looked at. Brief discussion on the job description took place. Trustee Fazio then addressed the evaluation form that she gave to each trustee. Discussion continued on the evaluation tool and the need to update it.
- C. First Reading: Certified Staff Handbooks - Dr. Greg Bailey, Superintendent stated that administrators were asked to develop certified staff handbooks for their buildings. Supt. Bailey noted that he would like to see all the handbooks remove personal reference to staff and use position titles instead of individual names so that the handbooks would not need to be revised if there are personnel changes. There was discussion on having a commonality among the elementary certified staff handbooks. The handbooks will go through several readings prior to a final reading for approval. The approval process also allows the Board to confirm that general expectations are met for all certified staff within the district.
- D. First Reading: Board Policy 7000.00-7001.00 School/Community Relations - Dr. Greg Bailey, Superintendent stated that this policy needed to be updated as community flyers are no longer distributed via paper but posted electronically on the district's website.
- E. First Reading: Board Policy 5250.00 Early Graduation - Dr. Greg Bailey, Superintendent stated that this policy also need updating as the State of Idaho has put in place different methods for students who wish to graduate early if they so choose. This is really a decision for the parents of the student rather than the Board.

#### 4. 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.*

#### RESOLUTION 17-57

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

Trustee Torok moved that the Board approve Resolution 17-57, seconded by Trustee Frenzel. The motion carried 4-0-0.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 830,109.13
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 899,107.10
Accounts Payable, Bill List	\$ 818,404.77
<b>TOTAL BILLS and PAYROLL</b>	<b>\$ 2,547,621.00</b>

B. Donations

1. Thank you to Scott & Kim Mikolajczyk for the \$200 donation to MMS for their music program.
2. Thank you to Dutch Brothers for the very generous donation of \$2,653 to West Park Elementary through their "Bucks for Kids Day." The funds will go toward kids winter clothes, school supplies, educational events (such as field trips) and other identified needs.
3. Thank you to Festus Olubunmi for the \$25 donation to West Park Elementary where it will be used to purchase supplies that the young students can use.
4. Thank you to Jennifer Thigpen and James Seckington for the \$150 donation to the Back Pack program at Moscow Middle School.

C. Human Resources

1. **Certified - Stipends**

*First Year Reading Intervention Lead Stipends:*

Mahoney, Susan, Teacher, Title I, Lena Whitmore Elementary, \$808 stipend, effective 11/25/16.

*Pep Grant Curriculum Alignment, outside of contract days:*

Barnes, Robin, Teacher, PE/Health, MHS, half day, \$42.50 stipend, effective 11/25/16.

Briggs, Colin, Teacher, PE, Lena Whitmore Elementary, full day, \$85 stipend, effective 11/25/16.

Carscallen, Lisa, Teacher, PE, McDonald Elementary, full day, \$85 stipend, effective 11/25/16.

Fealy, Genevieve, Teacher, PE, MMS, full day, \$85 stipend, effective 11/25/16.

Helbling, Phillip, Teacher, PE/Health, half day, \$42.50 stipend, effective 11/25/16.

Markley, Rick, Teacher, PE, Russell and West Park elementary schools, full day, \$85 stipend, effective 11/25/16.

Shawley, Jessica, Teacher, PE, MMS, full day, \$85 stipend, effective 11/25/16.

Stanton, Heather, Teacher, PE/Health, MHS, half day, \$42.50 stipend, effective 11/25/16.

Thill, John, Teacher, PE, MMS, full day, \$85 stipend, effective 11/25/16.

*Miscellaneous Stipends:*

Stafford, Julie, Teacher, Business, \$1266 stipend for being the Perkins Grant Coordinator, effective 11/25/16.

Weesner, Janice, Gifted and Talented Facilitator, Lena Whitmore and West Park elementary schools, \$125.84 stipend for conference attendance as outlined in the STEM grant, effective 11/25/16.

2. **Classified – Hires**

Lynn, William, Facilities Maintenance Technician, Building & Grounds, 8 hours/day, effective 10/26/16.

Weber, Kathryn, Instructional Assistant Paraprofessional, Special Education Program, MMS, 3.75 hours/day, effective 10/12/16.

*MHS Student Employee Hires:*

Bowles, Sierra, Auditorium Tech, MHS, effective 8/31/16.

Coldsnow, Joseph, Auditorium Tech, MHS, effective 8/31/16.

Jacobs, McKenna, Auditorium Tech, MHS, effective 8/31/16.

McMillan, Marshall, Auditorium Tech, MHS, effective 8/31/16.

Taylor, David, Auditorium Tech, MHS, effective 8/31/16.

3. **Classified – Changes/Increase/Decrease**

Hyde, Derek, Bus Driver, Transportation, change from substitute to route driver, effective 10/20/16.

Sokolowski, Venetia, Aide, Lena Whitmore Elementary, increase from 3 to 4 hours/day due to over class size limits in kindergarten, effective 10/14/16.

4. **Classified – Resignations/Terminations/Retirements**

Ferry, Kevin, Instructional Assistant Paraprofessional, Special Education Program, MHS, effective 12/9/16.

5. **Extracurricular - Hires/Rehires/Changes/Transfers/Resignations/Terminations/Retirements**

*Cheerleading – MHS Hires*

Hierschbiel, Elizabeth, Assistant Cheerleader Advisor, MMS, effective 10/24/16.

*Boys Basketball – MMS Hires/Rehires*

Bydalek, Andrew, 8th Boys Basketball Coach, MMS, effective 10/24/16.

Ingwell, Adam, 7/8th Boys Basketball Coach, MMS, effective 10/24/16.

Loncar, Matejo, 7/8th Boys Basketball Coach, MMS, effective 10/24/16.

Morris, Michael, 7/8th Boys Basketball Coach, MMS, effective 10/24/16.

Ogbuehi, Chikezie, 7/8th Boys Basketball Coach, MMS, effective 10/24/16.

Pickard, Kendra, 7/8th Boys Basketball Coach, MMS, effective 10/24/16.

Thill, John, 7th Boys Basketball Coach, MMS, effective 10/24/16.

York, Reed, 7/8th Boys Basketball Coach, MMS, effective 10/24/16.

*Boys Basketball – MMS Resignations/Terminations/Retirements/Non-Rehires*

Wassmuth, Austin, 7/8th Boys Basketball Coach, MMS, effective 10/21/16.

Williams, Marshall, 7/8th Boys Basketball Coach, MMS, effective 10/21/16.

Woolridge, De'Maunday, 7/8th Boys Basketball Coach, MMS, effective 10/21/16.

*Girls Basketball – MHS Hires/Rehires*

Barnes, Robin, Varsity Girls Basketball Coach, MHS, effective 10/31/16.

Carscallen, Lisa, Varsity Assistant Girls Basketball Coach, MHS, effective 10/31/16.

Greear, Kati, 9th Girls Basketball Coach, MHS, effective 10/31/16.

*Boys Basketball – MHS Hires/Rehires*

Baker, Gabe, JV Boys Basketball Coach, MHS, effective 11/11/16.

Nygaard, Jack, 9th Boys Basketball Coach, MHS, effective 11/11/16.

Stefanchik, Eric, Varsity Assistant Boys Basketball Coach, MHS, effective 11/11/16.

Uhrig, Josh, Varsity Boys Basketball Coach, MHS, effective 11/11/16.

*Wrestling – MHS Rehires*

Bruce, Samuel, Assistant HS Wrestling Coach, MHS, effective 11/14/16.

Carscallen, Zachary, Assistant HS Wrestling Coach, MHS, effective 11/14/16.

*Girls Basketball – MMS Hires/Rehires*

Kadlec, Deborah, 7/8th Girls Basketball Coach, MMS, effective 1/3/17.

Pickard, Kendra, 7/8th Girls Basketball Coach, MMS, effective 1/3/17.

Thill, John, 7th Girls Basketball Coach, MMS, effective 1/3/17.

*Wrestling – MMS Hires/Rehires*

Foss, Matthew, Assistant MS Wrestling Coach, MMS, effective 1/3/17.

Grant, Casey, Assistant MS Wrestling Coach, MMS, effective 1/3/17.

Haley, Matthew, MS Wrestling Coach, MMS, effective 1/3/17.

*Tennis – MHS Resignations/Terminations/Retirements/Non-Rehires*

Gaylor, Richard, Varsity Tennis Coach, MHS, effective 10/28/16.

*Boys Soccer – MHS Resignations/Terminations/Retirements/Non-Rehires*

Gaylor, Richard, Varsity Boys Soccer Coach, MHS, effective 10/28/16.

*Academic Advisors – MHS Resignations/Terminations/Retirements/Non-Rehires*

Gibson, Robert, Pep Band Director, MHS, effective 10/25/16.

*Volunteers – MHS/MMS*

Bowles, Chelsey, Volunteer, Band Auxiliary, MHS, effective 9/8/16.

Deerkop, Carlee, Volunteer, 9th Girls Basketball, MHS, effective 11/1/16.

Larson, Erick, Volunteer, Boys Basketball, MHS, effective 11/11/16.

Olmstead, Bailee, Volunteer, 9th Girls Basketball, MHS, effective 11/1/16.

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. Two wrestling mats.

**5. SUGGESTIONS AND COMMENTS**

A. Public Comments

1. None at this time.

**6. EXECUTIVE SESSION**

- A. Motion and roll call vote for Executive Session pursuant to Idaho Code 74-206 (1) (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

**RESOLUTION 17-58**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 retire into Executive Session pursuant to Idaho Code 74-206 (1) (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

Trustee Torok moved that the Board approve Resolution 17-58 second by Trustee Frenzel. Roll call vote for executive session: Mrs. Fazio – yes, Dr. Frenzel – yes, Mr. Torok – yes. Mrs. Schmidt - yes. The vote was unanimous for the executive session. A brief break was taken and the Board then entered Executive Session at 9:35 PM.

**7. RETURN TO OPEN SESSION**

At 9:50 PM the Chair stated that the Board would be returning to open session.

**8. ADJOURNMENT**

With no further business, the meeting was adjourned at 9:50 PM.