

REGULAR BOARD MEETING

March 28, 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 PM, March 28, 2017 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 Martha Schmidt, Zone 5. Staff members present were Dr. Greg Bailey, Superintendent, Jennifer Johnson, Business Manager, Charlie Gerke, Operations Director, Carrie Brooks, Curriculum Director, Shannon Richards, Special Services Director and Angie Packard, Board Clerk. Trustee Eric Torok, Zone 2, was absent and excused. There were also 24 patrons in the audience.
- C. The agenda, with an amendment to the Consent Agenda, was approved by unanimous consent.
- D. The following minutes were presented for approval: Special Board Meeting for Executive Session, February 28, 2017, Special Board Meeting for Revised Budget Hearing, February 28, 2017 and Regular Board Meeting, February 28, 2017.

RESOLUTION 17-91

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Special Board Meeting for Executive Session, February 28, 2017, Special Board Meeting for Revised Budget Hearing, February 28, 2017 and Regular Board Meeting, February 28, 2017.

Trustee Frenzel moved that the Board approve Resolution 17-91, seconded by Trustee Campbell. The motion carried 4-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Lena's Genuine Quality (GQ) Club, with Colin Briggs as advisor, for 5th grade boys recently worked on their code of conduct, pasted their picture on it and then signed the code of conduct as a way to hold themselves accountable for following the ten codes to the best of their ability. The codes are:
 - a. *We will begin each day by affirming our individual and collective greatness.*
 - b. *We will begin each day by showing someone appreciation. (compliment, handshake, hug)*
 - c. *We will always do our best to help others achieve their goals and dreams.*
 - d. *We will always strive for the highest character, integrity, and honesty.*
 - e. *We will always maintain a passion for excellence in what we do. Anything worth doing is worth doing well!*
 - f. *We will always maintain the manners and posture worthy of gentlemen, carrying ourselves with pride and*
 - g. *We will always demonstrate respect for ourselves and for the rights and property of others.*
 - h. *We will always say positive and encouraging things to others.*
 - i. *We will never hit others.*
 - j. *We will apply each of the first nine codes of conduct as though someone was always watching.*
 2. Congratulations to the following MHS students, 9th grade: Matisen Huntley & Ryan Charit; 10th grade: Reanna Benson & Rosemary Adams; 11th grade: Anna Bales & Tia Vierling; and 12th grade: Caleb Couch & Johan Boll, who received the Student Recognition Award. This award is presented monthly to MHS students who best personify qualities of citizenship and leadership.

3. Congratulations to Lena 3rd grade teacher, Tiffany Ringo, who received a \$730 grant from the Shopko Foundation, where the funds will be used to support the "Lena Whitmore Elementary 3rd Grade Film Festival."
4. Congratulations to Moscow High School for being awarded the "Idaho High School Activities Association Sportsmanship Award" for the 2016-17 4A State Boys basketball tournament. This is a great accomplishment for Coach Uhrg, our student athletes and the program.

B. Public Comments

1. Susan Mahoney, Lena Title I Teacher, stated her thanks to those who came and read during Lena's Book-a-Bunga day.

C. Superintendent's Report - Dr. Bailey

1. Blue Ribbon Award – Russell Elementary was nominated for this national recognition award and received \$30,000 just for being nominated.
2. CapEd Credit Union Grant Awards (2) – Tiffany Ringo was awarded \$750 to get a computer for her classroom and Luella Stelck was awarded \$500.

3. Directors' Report

- Business Manager – Jennifer Johnson stated that the revised budget has been completed. Work will now begin on the 17/18 budget and year end processes.
- Operations Director – Charlie Gerke – Phase 1 of security process should be complete by April 1. Currently working on bid requests for the entry to Bear field and getting water softening for each building. Gerke noted the hiring of several positions – Maintenance Technician, Prevention Coordinator, and Lead Groundskeeper. Gerke is hoping to go online soon with the community facility use software and this will involve some revisions to the Facility Use policy. He also noted there are 75 active matches for Moscow mentors and 16 students waiting for mentors.
- Curriculum Director – Carrie Brooks spoke briefly on the PLC training and acknowledged the teachers in the audience who attend the training in Arizona. Also had the teachers stand that were part of the curriculum committees for this year's adoptions.
- Special Services Director – Shannon Richards shared what is happening in the Special Services departments within the schools and the files that are reviewed each year for compliance. Special Education teachers are finishing up the alternate assessment for science and will be administering the language arts and math assessments next. She also gave a brief update on a recent Saturday training and a mini-law conference she & Bob Allenger attended.

D. Legislative Update: Dr. Bailey spoke on several bills that were passed. The following bills passed both the House (H) and Senate (S): H0036, H0070, H0074, H0075, H0105, H0113, H0186, H0199, S1018, S1029, S1030, S1034, S1059, S1094 and S1123. Bills that did not make it: using public funds to provide information on financial elections; school closures on election days; and charter school request to remove the requirement for teacher certification. Trustee Campbell then spoke about a bill that was sponsored by ISBA to optimize the reimbursement of school-based Medicaid program. Another bill that did not pass was changing the date for trustee elections from May to November. Trustee Campbell noted that she believes this might come before the legislators again. She also spoke on salary-based apportionment for classified employees that ISBA will address next year.

E. Board Goals: (listed as a part of the agenda and meeting minutes 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.

3. CONTINUED BUSINESS

- A. Superintendent Job Description - Dawn Fazio, Board Chair stated that this has been worked on over several board meetings. Discussion followed on a few additional revisions that were made.

RESOLUTION 17-92

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the Superintendent's job description and the additional corrections presented.

Trustee Campbell moved that the Board approve Resolution 17-92, seconded by Trustee Frenzel. The motion carried 4-0-0.

- B. Third Reading: Board Policies on Wellness - 1250.00-1250.60 - Dr. Greg Bailey, Superintendent stated that this policy has had two readings but additional revisions were made and it is now ready for a final reading. Discussion followed on those revisions.

RESOLUTION 17-93

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to Board Policy 1250.00-1250.60 and to replace the Healthy Snack List with the Smart Snacks Chart in Appendix B as presented.

Trustee Campbell moved that the Board approve Resolution 17-93, seconded by Trustee Frenzel. The motion carried 4-0-0. Trustee Fazio thanked everyone for their hard work on this policy.

- C. Second Reading: New Job Description - College & Career Ready Advisor - Dr. Greg Bailey, Superintendent stated the discussed revisions to this job description were made. Discussion followed and a few additional revisions were made.

RESOLUTION 17-94

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the job description for College and Career Ready Advisor as presented and revised.

Trustee Campbell moved that the Board approve Resolution 17-94, seconded by Trustee Schmidt. The motion carried 4-0-0.

- D. Second Reading: 2016/17 School Calendar - Dr. Greg Bailey, Superintendent stated that the school calendar for the upcoming school year is being presented for approval. There was a change made after the first reading as discussed and no further changes have been made.

RESOLUTION 17-95

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the calendar for the 2017/18 school year as presented.

Trustee Frenzel moved that the Board approve Resolution 17-95, seconded by Trustee Schmidt. The motion carried 4-0-0.

4. NEW BUSINESS

- A. Emergency Closure: District-wide - Weather/Road Conditions - Dr. Greg Bailey, Superintendent stated that there was a snow day on March 9 due to hazardous road conditions. There was discussion on if the day would be made up and Dr. Bailey said he is recommending not making up the day.

RESOLUTION 17-96

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the March 9, 2017 school closure day due to hazardous road conditions caused by severe winter weather.

Trustee Frenzel moved that the Board approve Resolution 17-96, seconded by Trustee Schmidt. The motion carried 4-0-0.

- B. Curriculum Adoption Materials for Social Studies, Health & P.E. - Carrie Brooks, Curriculum Director stated that the content areas up for adoption are social studies, health and PE. There were several teachers in attendance who worked on these adoptions. The cost for the materials is \$258,307. There were some questions from the Board for the teachers on the choice of adoption materials.

RESOLUTION 17-97

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the purchase of textbooks and curriculum materials for K-12 Social Studies, Health and Physical Education as presented.

Trustee Frenzel moved that the Board approve Resolution 17-97, seconded by Trustee Schmidt. The motion carried 4-0-0. Trustee Fazio thanked the teachers for all their hard work. Jason Albrecht also expressed thanks to Carrie Brooks for allowing them to work on the adoptions during school hours. Angie Wilson-Bailey expressed thanks for the tech department and all the work they did in making sure the adoption choices regarding technology worked within the district.

- C. First Reading: Job Description for Registrar/Secretary at Moscow High School - Dr. Greg Bailey, Superintendent stated that when a position has a retirement, the job description is reviewed and revised if needed. There have been some revisions to this job description.
- D. Leave of Absence Request: Shanti Scutt-Norman - Dr. Greg Bailey, Superintendent stated that Shanti is requesting a one year, full-time (1.0 FTE), leave of absence for the 2017/18 school year.

RESOLUTION 17-98

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the leave of absence request from Shanti Scutt-Norman for a full time (1.0 FTE) for the 2017-18 school year.

Trustee Frenzel moved that the Board approve Resolution 17-98, seconded by Trustee Campbell. The motion carried 4-0-0.

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.

RESOLUTION 17-99

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves all items listed under the Consent Agenda as presented. Trustee Fazio expressed thanks for the donations listed.

Trustee Frenzel moved that the Board approve Resolution 17-99, seconded by Trustee Campbell. The motion carried 4-0-0.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 812,366.80
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 888,074.10
Accounts Payable, Bill List	\$ 362,080.77
TOTAL BILLS and PAYROLL	\$ 2,062,521.67

B. Donations

1. Thank you to Mark Monson for the \$100 donation to McDonald Elementary.
2. Thank you to Joe Johnson, Latah Sanitation Inc., for the generous donation of \$3471 for the MHS Band & Orchestra trip to California & Disneyland performance and workshop.

C. Human Resources

1. Certified – Changes/Increase/Decrease
Pollard, Jennifer, Teacher, Academic Strategies/Study Skills, MHS, transfer to Teacher, Science, MHS, 1.0 FTE, effective 8/22/17.
2. Certified - Stipends
Weesner, Janice, Gifted/Talented Facilitator, Lena Whitmore and West Park elementary schools, \$755.63 stipend, Botball Robotics Grant, effective 3/24/17.
Mock, Judy, Teacher, Grade 5, Lena Whitmore Elementary, \$755.63 stipend, Botball Robotics Grant, effective 3/24/17.
Pannkuk, Molly, Teacher, Grade 5, Lena Whitmore Elementary, \$755.63 stipend, Botball Robotics Grant, effective 3/24/17.
Driver Education:
Fordham, Carolyn, Teacher, Special Education, Russell Elementary, \$2,599 stipend for being a Spring 2017 Driver Education instructor, effective 3/24/17.
Hudelson, Eric, Teacher, Grade 6, MMS, \$2,323 stipend for being a Spring 2107 Driver Education instructor, effective 3/24/17.
3. Certified – Resignations/Terminations/Retirements
Bell, Deborah, Teacher, Grade 2, McDonald Elementary, effective 6/9/17.
Hughes, Diane, Teacher, Grade 1, Lena Whitmore Elementary, effective 6/9/17.
Johnson, Denise, Teacher, Grade 1, McDonald Elementary, effective 6/9/17.
Parce, Jerri, Teacher, Grade 5, McDonald Elementary, effective 6/9/17.
4. Classified – Hires
Collins, Jennifer, Substitute Bus Aide, Transportation, effective 3/7/17.
Cox, Kristen, Accompanist, Elementary Choir, effective 12/13/16.
Hughes, Michael, Facilities Maintenance Technician, Building and Grounds, 8 hours/day, effective 3/20/17.

Quinn, Jeremy, Accompanist, Elementary Choir, effective 2/20/17.

Tyler, Aaron, Lead Groundskeeper, Building and Grounds, 8 hours/day, effective 4/4/17.

MHS Student Employees

Boyd, Mpho, Student Worker, effective 1/30/17.

Hanley, Mary, Student Worker, effective 1/30/17.

LaQua, Paige, Student Worker, effective 1/30/17.

McKetta, Matthew, Student Worker, effective 1/30/17.

Raiden, Matthew, Student Worker, effective 1/30/17.

Ward, Devin, Student Worker, effective 1/30/17.

Wommack, Janice, Student Worker, effective 1/30/17.

5. Classified – Changes/Increase/Decrease

Kriebel, Candi, Aide, Classroom Reduction, Lena Whitmore Elementary, increase from 1 to 1.5 hours/day, effective 3/20/17.

Kriebel, Candi, Aide, Classroom Reduction, West Park Elementary, additional assignment, 10 hours/week, effective 3/6/17.

Manson, Stephanie, Instructional Assistant Paraprofessional, Literacy Program, West Park Elementary, additional assignment, Aide, Classroom Reduction, 5 hours/week, effective 3/6/17.

Sokolowski, Venetia, Aide, Lena Whitmore Elementary, additional assignment, Aide, Classroom Reduction, 1 hour/day, effective 3/20/17.

Legoll, Valerie, Medicaid Technician, District Office, decrease additional assignment, Bus Aide, Transportation, effective 3/6/17.

Wilson, Joshua, Bus Driver, Transportation, additional assignment, Custodian, Night, District-wide, 4 hours/night, 178 days/year, effective 3/20/17.

6. Classified – Resignations/Terminations/Retirements

Baltzell, Victoria, Instructional Assistant Paraprofessional, Special Education Program, MMS, effective 3/17/17.

Lish, Cynthia, Secretary, MMS, effective 6/23/17.

Sodorff, Lori, Food Service Worker, District-wide, effective 3/20/17.

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

Track - MHS Hires/Rehires

Edwards, Ky, Assistant Track Coach, MHS, effective 2/24/17.

Harris, Robert, Assistant Track Coach, MHS, effective 3/9/17.

Tennis – MHS Hires

White, Brad, Assistant Tennis Coach, MHS, effective 3/9/17.

Softball - MHS Hires/Rehires

Miller, Marie, Assistant JV Softball Coach, MHS, effective 3/21/17.

Cheerleading – MMS Resignations/Terminations/Retirements/Non-Rehires

Baltzell, Victoria, MS Cheerleader Advisor, MMS, effective 3/10/17.

Volunteers – MHS

Barnes, Robin, Volunteer, Softball, MHS, effective 3/8/17.

Beller, Jennifer, Volunteer, Tennis, MHS, effective 3/3/17.

Brooks, Logan, Volunteer, Baseball, MHS, effective 3/10/17.

Niehenke, Collin, Volunteer, Track, MHS, effective 2/28/17.

Papineau, Drew, Volunteer, Baseball, MHS, effective 3/6/17.

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. Outdated library books (over 10 years old) from MMS - no value.
2. CISCO Network Switches (approximate value per switch)

- 15 @ \$30/each
- 31 @ \$50/each
- 1 @ \$60/each
- 22 @ \$80/each
- 3 @ \$125/each

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. None at this time.

7. EXECUTIVE SESSION

- A. Motion and roll call vote for Executive Session pursuant to Idaho Code 74-206 (1) (j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1) (a) and (b), Idaho Code.

RESOLUTION 17-100

RESOLVED: That the Board of Trustees of Moscow School District No. 281 retire into Executive Session pursuant to Idaho Code 74-206 (1) (j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1)(a) and (b), Idaho Code.

Trustee Campbell moved that the Board approve Resolution 17-100 second by Frenzel. Roll call vote for executive session: Mrs. Fazio – yes; Dr. Campbell – yes; Dr. Frenzel – 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 8:15 PM.

8. RETURN TO OPEN SESSION

At 9:12 PM the Chair stated that the Board would be returning to open session.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 9:12 PM.