

## REGULAR BOARD MEETING

April 18, 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, April 18, 2017 by Trustee 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, Eric Torok, Zone 2 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 Jim Frenzel, Zone 1 was absent and excused. There were also six patrons in the audience.
- C. The agenda was approved by unanimous consent.
- D. The following minutes were presented for approval: March 28, 2017.

### RESOLUTION 17-101

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the March 28, 2017 regular board meeting.

Trustee Campbell moved that the Board approve Resolution 17-101, seconded by Trustee Torok. The motion carried 4-0-0.

### 2. INFORMATION

- A. Good News, Announcements or Presentations
  1. McDonald Elementary recently held their annual Bingo night with over 350 family and friends present for the evening. The PTO put on the event, which included a bake potato bar, silent auction items donated by various businesses, grade level themed basket items donated by McDonald families, and various Bingo prize items. Additionally, this event raised \$5000 to go toward new playground equipment, a quarter mile walking path around the playground and other programs.
  2. McDonald Elementary had their annual Portfolio night in April and the evening was a perfect example of mastery learning on display. Students from Kindergarten to 5th grade developed goals throughout the year and kept examples of work they completed and then organized their work into one portfolio. The students are then taught how to present their learning to their parents. It is extremely rewarding to watch parents patiently attend to their children while they present their work and the progress they've made throughout the year.
- B. Public Comments
  1. Paige Buehler – spoke on behalf of sanctioning swimming as a sport. Michael Miura and Asaph Cousins agreed with her statement.
  2. Dawn Fazio acknowledged the passing of Kathleen Kearney – a former board member who served in the 70's.
- C. Superintendent's Report - Dr. Bailey
  1. General Updates: spoke briefly on a meeting he had with UI President Staben and Mayor Lambert.
  2. Directors Report
    - a. Business Manager – Jennifer Johnson shared the business office is busy finishing up the remainder of this year's purchase orders and beginning the process for next year. She also spoke about an additional module that is available through skyward for Human Resources;

payment of fees for secondary students which resides in PowerSchool; working on the budget for next year; will be going to the Legislative Roadshow tomorrow in Lewiston.

- b. Operations Director – Charlie Gerke spoke on coordinating the emergency response for all the buildings in terms of common verbiage and what is specific to their site; the progress in regards to the entry to Bear Field and water conditioning; getting ready to hire for temporary summer workers; working on getting old surplus items phased out and disposed of; Phase 2 of the door project should be finished by May 2; implementation of the use of door cards.
  - c. Curriculum Director – Carrie Brooks shared that ISAT testing has been taking place in most of the buildings and so far it is going well. The remaining buildings will begin testing in the next week or so.
  - d. Special Services Director – Shannon Richards shared that special education teachers are proctoring the tests to provide the accommodations for the students that qualify for them; close to hiring special educations teachers for the pre-school and high school.
  - e. Dr. Bailey shared about the lawsuit that was related to the bandwidth issue has been settled and we have been cleared. Additionally, there is a request for documents related the construction lawsuit.
- D. Trustee Fazio asked about the facilities review. Dr. Bailey shared that a company called McKinstry came and reviewed McDonald, Lena and the middle school in regards to HVAC and electrical work. Another company would need to come in and assess the actual structure of the buildings. Trustee Schmidt asked if McKinstry could do this assessment and Dr. Bailey stated this is not their area of expertise. There was also some discussion on the facilitator for the mission and vision process workshop.

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. College & Career Ready Advisor Job Description - Dr. Greg Bailey, Superintendent stated that a slight change was noted to a couple of areas.

#### RESOLUTION 17-102

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

Trustee Torok moved that the Board approve Resolution 17-102, seconded by Trustee Schmidt. The motion carried 4-0-0.

- B. Second Reading: Job Description for Registrar/Secretary at Moscow High School - Dr. Greg Bailey, Superintendent stated that the changes that were added last month have been made as discussed.

### RESOLUTION 17-103

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the job description for Registrar/Secretary for Moscow High School as presented and corrected.

Trustee Campbell moved that the Board approve Resolution 17-103, seconded by Trustee Schmidt. The motion carried 4-0-0.

#### 4. NEW BUSINESS

- A. Granting Permission to the Board Clerk to Deliver Certificates of Election - Dr. Greg Bailey, Superintendent stated that when there is a trustee election and only one candidate has filed and the deadline has passed for filing, that candidate is declared elected. As there was only one qualified candidate for Trustee Zone 2 & Zone 5, there will not be an election and certificates of election must be delivered to those two individuals deemed elected.

### RESOLUTION 17-104

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281, in accordance with Idaho Code 33-502B, hereby finds that the deadline has passed for declarations and write-ins of candidacy for the May 16, 2017 election and as only one qualified candidate has filed for Trustee Zones 2 and 5, declares elected as trustee for Zone 2 is Kenneth Faunce and for Zone 5 is Martha Schmidt and

**FURTHER RESOLVED:** Grants permission to the board clerk to deliver Certificates of Election, which shall be signed by the clerk and bearing the seal of the district, to Kenneth Faunce and Martha Schmidt.

Trustee Campbell moved that the Board approve Resolution 17-104, seconded by Trustee Torok. The motion carried 4-0-0.

- B. First Reading: Board Policy 7100.00 Use of Facilities - Dr. Greg Bailey, Superintendent stated that this policy needs to be updated to reflect the use of software to schedule the facilities, among some changes to procedures and fees. There was discussion on some additional changes.
- C. First Reading: New Board Policy Section VIII, Policy Range 8600-8699, Security Cameras - Dr. Greg Bailey, Superintendent stated that this policy is needed due to the bond supported security camera installation which is nearing completion. Also spoke about when it would be allowable to give law enforcement access to the video from the cameras. He also said that audible is not used with the cameras in the buildings but it is available with the cameras that are on the buses.
- D. Consideration of Adding Swim Team as an Extra Curricular Activity to MHS - Dr. Greg Bailey, Superintendent stated that IHSAA has recently included swimming as a new sanctioned sport. There is a request from the Moscow Swimming Club to add this as a co-ed extra-curricular activity for MHS. Lance Abendroth, Activities Director, stated that this is a good move for our kids as those that are in the swimming club can't participate in a sanctioned sport activity for swimming. There was discussion on where the club travels to compete as this could add additional costs to the budget. Further discussion then took place on this consideration.
- E. Use Contract with Moscow Baseball Association - Dr. Greg Bailey, Superintendent stated that this contract needs be in place annually to prevent conflicts and clearly identify responsibilities.

### **RESOLUTION 17-105**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the 2017 use contract with the Moscow Baseball Association as presented.

Trustee Schmidt moved that the Board approve Resolution 17-105, seconded by Trustee Torok. The motion carried 4-0-0.

- F. Use of Football Safety Equipment - Dr. Greg Bailey, Superintendent stated that IHSAA rules require board approval annually when district-owned equipment is used for football camps.

### **RESOLUTION 17-106**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves student use of district-owned protective football equipment by Moscow High School students while attending and participating in football camp as requested.

Trustee Torok moved that the Board approve Resolution 17-106, seconded by Trustee Schmidt. The motion carried 4-0-0.

- G. Certificated Teacher Contracts for 2017-18 - Dr. Greg Bailey, Superintendent stated that teacher contracts require board approval prior to issuing contracts for the 2017/18 school year. This is needed due to the timeline requirements for returning contracts. It was noted that any agreement made by and between the MEA and the District that could change the salary amount will be reflected in an amendment to be distributed at a later date as has been done in the past.

### **RESOLUTION 17-107**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the contracts for certificated staff for the 2017-2018 school year for Renewable, Category 2, and Category 3 and

**FURTHER RESOLVED:** that the timeline to return certificated signed contracts will be set at ten calendar days from the date they are issued.

Trustee Torok moved that the Board approve Resolution 17-107, seconded by Trustee Schmidt. The motion carried 4-0-0.

- H. Administrative Contract Renewal - Dr. Greg Bailey, Superintendent stated that the Board must also approve contracts for administrative staff and set the timeline for administrative contracts to be returned.

### **RESOLUTION 17-108**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the issuance of contracts for administrative staff through the 2017-19 school year and

**FURTHER RESOLVED:** that the timeline to return administrative signed contracts will be set at ten calendar days from the date they are issued.

Trustee Campbell moved that the Board approve Resolution 17-108, seconded by Trustee Torok. Trustee Schmidt had a question on how the list was created. 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 17-109

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

Trustee Campbell moved that the Board approve Resolution 17-109, seconded by Trustee Schmidt. The motion carried 4-0-0. Trustee Fazio expressed thanks for the donations.

#### A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 801,616.79
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 909,255.64
Accounts Payable, Bill List	\$ 447,794.42
<b>TOTAL BILLS and PAYROLL</b>	<b>\$ 2,158,666.85</b>

#### 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.
3. Thank you to the following individuals/businesses who have donated to the 4th Annual World Expo at MMS: Superior Floors, \$50; Sunset Mart, \$50; Presnell Gage LLC, \$50; Paradise Ridge, 2 gift certificates for 50% off Summer Camp, valued at \$100/each; and Palouse Commercial LLC, \$100.
4. Thank you to Malcolm Neely for the \$1000 donation to Lena Whitmore on behalf of his wife, Anna, where the funds are used to purchase items for the library's Anna M. Neely Learning Center.
5. Thank you to the METER Group for the donation of \$1000 to Moscow High School's band program.
6. Thank you to Dianna Bressemer for the \$50 donation to McDonald Elementary.
7. Thank you to Susan Ripley for the donation of \$100 to MOSS, \$50 to Russell Elementary 4th grade and \$50 to the Moscow Mentor program.

#### C. Human Resources

1. **Certified – Hires**  
Leavitt, Britney, Gifted/Talented Facilitator, MMS, 1.0 FTE, effective 8/22/17.
2. **Certified – Changes/Increase/Decrease**  
Spellman, Emily, Teacher, Kindergarten, McDonald Elementary School, transfer to Teacher, Grade 2, McDonald Elementary, 1.0 FTE, effective 8/22/17.
3. **Certified – Resignations/Terminations/Retirements**  
Freeman, Sally, Speech Language Pathologist, District-wide, effective 6/9/17.  
Pals, Joel, Teacher, Music, MHS, effective 6/13/17.  
Spangler, Julie, Teacher, Grade 1, West Park Elementary, effective 6/9/17.  
Ulrich, Kira, Teacher, Kindergarten, Lena Whitmore Elementary, effective 6/9/17.

4. **Classified – Hires**  
Cutting, Michael, Bus Driver in Training, Transportation, effective 4/5/17.
5. **Classified – Changes/Increase/Decrease**  
Davis, Denise, Secretary, MMS, 7.5 hours/day, 210 days/year, transfer to Secretary, MMS, 7.5 hours/day, 215 days/year, effective 8/1/17.  
Schemmer, Shellie, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, reassignment to Instructional Assistant Paraprofessional, Special Education Program, MMS, 3.75 hours/day, effective 3/27/17.  
Schemmer, Shellie, Substitute Bus Driver, Transportation, change to Route Bus Driver, effective 10/11/16.  
Weber, Kathryn, Instructional Assistant Paraprofessional, Special Education Program, MMS, 3.75 hours/day, transfer to Instructional Assistant Paraprofessional, Special Education Program, MMS, 7.25 hours/day, effective 3/20/17.
6. **Classified – Resignations/Terminations/Retirements**  
Barnes, Rebecca, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, effective 4/1/17.  
Gibson, Breeanna, Group Leader, Adventure Club, effective 5/31/17.  
Howard, Brenda, Instructional Assistant Paraprofessional, Title I Program, Lena Whitmore Elementary, effective 6/8/17.  
Sanchez, Marybell, Group Leader, Adventure Club, effective 4/17/17.
7. **Extracurricular - Hires/Rehires/Changes/Transfers/Resignations/Terminations/Retirements**  
*Tennis – MHS Hires*  
Eng, Marshall, Assistant Tennis Coach, MHS, effective 3/27/17.  
*Track - MMS Hires/Rehires*  
Claus, Toni, Assistant Track Coach, MMS, effective 3/20/17.  
Grant, Casey, Assistant Track Coach, MMS, effective 3/20/17.  
Lawler, Michaela, Assistant Track Coach, MMS, effective 3/20/17.  
Sant, Stephanie, Assistant Track Coach, MMS, effective 3/20/17.  
Spencer, Allyssa, Assistant Track Coach, MMS, effective 4/5/17.  
Thill, John, Head Track Coach, MMS, effective 3/20/17.  
Wallen, Jasper, Assistant Track Coach, MMS, effective 4/5/17.  
*Activities Workers – MHS Hires*  
Davis, Danica, Activities Worker, MHS, effective 3/30/17.  
*Activities Workers – MHS Resignations/Terminations/Retirements/Non-Rehires*  
Gray, Jayson, Activities Worker, effective 4/3/17.  
Legoll, Valerie, Activities Worker, effective 4/3/17.  
*Volunteers – MHS*  
Goetz, Victoria, Volunteer, Track, MHS, effective 3/29/17.

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 – None this month.
  1. Old textbooks for various subjects – no value

## 6. SUGGESTIONS AND COMMENTS

### A. Public Comments

1. Susan Mahoney, MEA president, expressed concerned about the security policy for cameras and the discipline of students and staff. She also mentioned the TOY banquet and invited the Board to attend.

## **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; and (j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1)(a) and (b), Idaho Code.

### **RESOLUTION 17-110**

**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; and (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 17-110 second by Trustee Torok. Roll call vote for executive session: Mrs. Fazio – yes, Dr. Campbell – 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 8:30 PM. At 9:22 PM Trustee Fazio stated that the Board would be returning to open session.

## **8. RETURN TO OPEN SESSION**

- A. Possible Action from Executive Session

### **RESOLUTION 17-111**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the request for waiver of the residency requirement for Carrie Brooks in the position of Curriculum Director in this case only.

Trustee Torok moved that the Board approve Resolution 17-111, seconded by Trustee Schmidt. The motion carried 4-0-0.

## **9. ADJOURNMENT**

- With no further business, the meeting was adjourned at 9:27 PM.