

REGULAR BOARD MEETING

October 27, 2015

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, October 27, 2015 by Kim Campbell, Vice-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 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, Susan Clark, Business Manager, Carrie Brooks, Curriculum Director, Shannon Richards, Special Services Director and Angie Packard, Board Clerk. Dawn Fazio, Chair, Zone 4 was absent and excused. There were also 16 patrons in the audience.
- C. The agenda was approved by unanimous consent.
- D. The following minutes were presented for approval: Regular Board Meeting, September 15, 2015 and Special Board Meeting, October 14, 2015.

RESOLUTION 16-34

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, September 15, 2015 and Special Board Meeting, October 14, 2015 as presented.

Frenzel moved that the Board approve Resolution 16-34, seconded by Torok. The motion carried 4-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Congratulations to Lee Anne Eareckson, MHS teacher, who was named by Luke Miller, MHS Class of 2015 and incoming freshman at Stanford University, as a former teacher who played a significant role in his intellectual, academic, social and personal development. Ms. Eareckson was honored by Stanford University with a certificate recognizing her for the university's "Teacher Tribute Initiative" as having had a meaningful impact on the lives and education of her students.
 2. Congratulations to Cherisse Hill, 3rd grade teacher at Russell Elementary, for organizing a hugely successful clothing exchange for Russell students. Tables full of donated clothing were picked up by the students and the event was so successful another clothing exchange is being planned for the spring.
 3. McDonald Elementary has been busy! Students in various grades have been welcomed by agencies and community programs to learn about resources in our community. This included third and fourth graders attending the dance performance, "Sleeping Beauty," at Beasley Coliseum, second graders learning about fire safety and emergency medical services by touring our local fire station, and kindergarten combining reading, math and science learning about local food production and harvests by touring the WSU apple orchard. A Latah County Sheriff's deputy came to the school and presented to each kindergarten class about emergency services, using the 911 system, bike safety, pedestrian safety, etc. He finished the presentation with turning on his lights and siren and then allowing all the children in the class to explore his police vehicle.
 4. Congratulations to the following MHS students, 9th grade - Natalie Bashaw, Zach Schwager, 10th grade - Sarah Todd, Jenna Woolley, 11th grade - Eliana Fender, Miranda Marsh, 12th grade - Madysen Cochran, Ben Cain, who were presented with the monthly Student Recognition

Award. This award is given to MHS students who best personify qualities of citizenship and leadership

5. Students and staff at Lena Whitmore recently celebrated their annual Math Day where throughout the day students participated in math games in their class and with their buddy classes, Math Builder kit activities from the Palouse Science Discovery Center, and a special "math scholar" guest reader aka Susan Mahoney.
6. Through the efforts of the First Grade team at Lena Whitmore, the reading program "Learning with Lucky" was kept alive after this program lost its sponsors this past summer. The team created a "GoFundMe" site to raise the needed funds and thanks to the amazing donors, \$700 was raised in less than one week to purchase sixty stuffed lab puppies and other program materials for each of Lena's first grades.

B. Public Comments

1. Molly Hierschbiel, Title I Paraprofessional, Russell, expressed her thoughts on the proposed change to the classified grievance policy that is being presented later this evening.
2. Susan Mahoney, MEA President, stated the Board already knows her thoughts on the proposed change to the classified grievance policy and then relayed her opinion and concerns on one of the classified grievances that was filed in the past ten years.
3. Kelli Foutch, IA Paraprofessional, MHS, shared her thoughts on the proposed change to the classified grievance policy.
4. Jeanette Humphreys, IA Paraprofessional, MHS, shared her concerns on the proposed change to the classified grievance policy.

C. Superintendent's Report - Dr. Bailey

1. Facilities Update – construction projects are complete and now all that is left is to deal with legal issues. The seats for the bleachers are complete and are now ADA compatible. The next step is the concrete for the ramp which should be completed in three to four weeks.
2. Elementary/Secondary Class Loads – Elementary levels are peaking with a little room left. Middle school sizes are below 145 but some classrooms such as PE and music are at 160. High school has some classes that are high. Two teachers were added at the high school to keep the numbers around 150. One class that will be added later is Chinese language rather than having World Language. Overall class enrollment K-12 is consistent with last year. There was some discussion about the class loads at the high school.
3. Immunization Data – Joann Dorschel, school nurse, along with staff at each school, made sure each student had the correct immunizations and that of the 196 that were out of compliance, there is only 1 that still needs to be compliant. Dr. Bailey also spoke on the students that are exempt and how that affects them if there is an outbreak. Dibble asked how many students are exempt and Dr. Bailey said he did not have that number.
4. Standards-Based Grading – Just starting this process and had professional development for it during the October days. The elementary schools have been working on this and both the middle & high school have also done some work. The district leadership team is working on how this process will be broken out and the goal is to have all the schools on board by the fall of 2017.
5. Possible Change to Early Graduation Policy – currently students who wish to graduate early need to come before the Board for approval. This was needed in the past as there weren't very many. There are now many different programs and incentives to help students work at their own pace that this may no longer be needed. There was discussion on early graduation.
6. Directors' Report
 - Business Manager – Sue Clark stated that Mimi will have an intern for food services; the business office is busy filling out reports for SDE; and the Transportation Department recently had a Transportation Appreciation Day and completed an emergency drill with students who ride the buses.

- Curriculum Director – Carrie Brooks spoke on the recent professional development days in early October for Standards Based Grading training. She then shared a few comments she received from teachers who attended the training.
- Special Services Director – Shannon Richards spoke on the federal dollars the district receives and how it is allocated. She is also working on the November 1 Child Count which is directly involved with how much federal monies come to the district. She noted they are still hiring for paraprofessional positions for special education. Torok asked Shannon to share why the two new hires left so soon and Shannon stated both felt it was not a great fit for them.

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- D. Report on Region II Fall Meeting – Kim, Jim and Margaret each gave a brief update on what was discussed at the meeting.
- E. Other: none at this time.

3. CONTINUED BUSINESS

- A. Board Goals for 2015/16 – Kim Campbell, Vice-Chair stated that the board has met 2 times to formulate ~~this~~ goals and then read those goals which are:
 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. Enhance communication with all stakeholders.
 - a. Identify ways to increase opportunities to communicate with the stakeholders.
 - b. Identify what information needs to be communicated more effectively.

RESOLUTION 16-35

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

Torok moved that the Board approve Resolution 16-35, seconded by Dibble. The motion carried 4-0-0.

- B. Revisions to the Substitute Handbook – Dr. Greg Bailey, Superintendent stated this handbook provides guidance to substitutes in the district. No further changes have been made since the first reading. He then went through the propose changes.

RESOLUTION 16-36

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

Dibble moved that the Board approve Resolution 16-36, seconded by Frenzel. The motion carried 4-0-0.

- C. Board Policy 4965.00 Adjustment to the Grievance Policy (Classified) - Dr. Greg Bailey, Superintendent stated that the policy needed some revisions. No further changes were made from the first reading. He then went through those changes. Dr. Bailey stated that these changes were proposed

to match Idaho Code and was in no way a slap in the face to classified employees. He addressed the concerns that Ms. Mahoney had and stated that these fall under the harassment policy. He also addressed the "other duties as assigned" that is on the job description. The purpose of the proposed changes was to be more specific on what can be grieved. Dibble asked if all classified staff are "at will" and Dr. Bailey stated they are. There was further discussion about the changes to the policy. Campbell stated that the sentence that is being proposed is the law and grievance must be specific and defensible. Dr. Bailey then spoke on the harassment policy that does deal with unfair treatment and that this is a protection that they have.

RESOLUTION 16-37 *more harm than*

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.

Dibble moved that the Board approve Resolution 16-37, seconded by Frenzel. Frenzel stated that perhaps by removing the words, this may cause ~~have caused harm then~~ was necessary. Torok asked about the history for these words being in policy. There was further discussion on the pros and cons of these words. Torok thanked everyone for coming and making comments on this proposed policy change. Dr. Bailey also said that the Classified Handbook needs to be looked at more thoroughly and would like to form a committee to work on this.

Frenzel then moved to table the motion for Resolution 16-37 on revisions to Board Policy 4965.00 - Adjustment of a Grievance (Classified), seconded by Dibble and it carried 4-0-0.

4. NEW BUSINESS

- A. Revisions to the Classified Handbook - Dr. Greg Bailey, Superintendent recommended tabling revision to the handbook as it was directly related to the classified policy revision that was also tabled.
- B. Bus Bids – Sue Clark, Business Manager stated that bus bids were advertised and three were received. It is recommended to go with Harlow's Bus Sales.

RESOLUTION 16-37

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the bid from Harlow's Bus Sales to purchase two (2) Type C, 71 passenger buses and one diagnostic software package for a total cost of \$158,616.62 as presented.

Frenzel moved that the Board approve Resolution 16-37, seconded by Dibble. Dibble asked about the other bids that were received and stated she would like to see them. Greg Harris, Transportation Director, then stated who the other two bids were from and what they were. The motion carried 4-0-0.

- C. Early Graduation Requests – Dr. Greg Bailey, Superintendent stated that two students are requesting early graduation as allowed by Board Policy. One is from MHS and the other is from PCRHS.

RESOLUTION 16-38

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the early graduation requests for the students from Moscow High School and Paradise Creek Regional High School.

Dibble moved that the Board approve Resolution 16-38, seconded by Frenzel. The motion carried 4-0-0.

- D. Request for Alternative Authorization for Special Education Teacher - Dr. Greg Bailey, Superintendent stated that special education teacher positions have been hard to fill. As no qualified applicants with special education endorsements were forwarded to the Board, the Board must then determine by resolution that a hiring emergency exists for this particular position. He said that a highly qualified and endorsed secondary teacher has applied and been hired for the position. He then asked Shannon Richards her thoughts and she said that the teacher hired will receive mentoring and assistance from the special education teachers at the high school.

RESOLUTION 16-39

RESOLVED: That the Board of Trustees of Moscow School District No. 281 has hereby determined that no qualified candidates with special education endorsements were forwarded to the Board of Trustees for a recently advertised special education teacher position.

WHEREAS: Directed by Idaho State Board rule, the Board of Trustees of Moscow School District No. 281 hereby determines this position to be hard to fill and declares a hiring emergency in this area 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 Ruby Jackson to fill the special education teacher position at Paradise Creek Regional High School which is valid for a period of three years, until completion of the requirements set forth in Idaho State Board of Education Rules.

Frenzel moved that the Board approve Resolution 16-39, seconded by Torok. There was discussion on what happens if the teacher does not complete all the credits. After further discussion, the motion had a word change. The motion carried 4-0-0.

- E. First Reading: Revisions to Job Description for Adventure Club Site Supervisor - Dr. Greg Bailey, Superintendent said that last month the Adventure Club Site Supervisor pay level was changed. As a result of this, the job description was reviewed and revisions were needed.
- F. First Reading: Policies Related to Negotiated Agreement - Dr. Greg Bailey, Superintendent stated that with Susan Mahoney's help it was noted that various certified polices needed to be revised due to completion of negotiations. He stated those revisions have been made but would like to see a broader statement in this policy and reference the Negotiated Agreement so that the policy would not need revising every year. There was discussion on working towards this possibility.

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, September Net Payroll	\$ 792,213.63
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 840,868.82
Accounts Payable, September Bill List	\$ 290,353.64
TOTAL BILLS and PAYROLL	\$ 1,923,436.09

B. Donations

1. Thank you to Decagon Devices for the generous donation of \$2000 to help fund the MOSS Science Camp for Moscow Middle School 6th graders.
2. Thank you to the Moscow Giving Circle Organization for the generous donation of \$1000 to the school lunch program.
3. Thank you to Shane Needham for the donation of five desktop computers to be used by kindergarten students at McDonald Elementary.
4. Thank you to Decagon Devices for the donation of Math Builder kits from the Palouse Science Discovery Center to Lena Whitmore Elementary.

C. Human Resources

1. **Certified – Hires (pending completion of all documentation)**

Jackson, Ruby, Teacher, Special Education, PCRHS, .50 FTE, Category 1 one year only contract, effective 10/15/15

2. **Certified - Stipends**

Adams, Glenn, Teacher, Title I, Russell Elementary, \$50 stipend conducting an IEP meeting on August 20, 2015, effective 10/25/15

Calvert, Jennifer, Teacher, Language Arts, MHS, \$50 stipend for attending an IEP meeting on August 20, 2015, effective 10/25/15

Driver's Education

Fordham, Carolyn, Teacher, Special Education, Russell Elementary, \$2,323 stipend for being a Fall 2015 Driver's Education instructor, effective 10/25/15

Hudelson, Eric, Teacher, Grade 6, MMS, \$2,323 stipend for being a Fall 2015 Driver's Education instructor, effective 10/25/15

3. **Classified – Hires**

Annunziato, Randall, Instructional Assistant Paraprofessional, Special Education Program, MMS, 3.75 hours/day, effective 9/15/15

Belt, Mary (Molly), Instructional Assistant Paraprofessional, Special Education Program, MHS, 7.25 hours/day, effective 10/5/15

Brierly, Jessica, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, 3.75 hours/day, effective 10/14/15

Carter, Tori, Food Service Worker, District-wide, 5.5 hours/day, effective 9/25/15

Dunkin, Calli, Bus Driver in training, Transportation, effective 10/12/15

Feezell, Allie, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, 3.75 hours/day, effective 9/21/15

Ferry, Kevin, Instructional Assistant Paraprofessional, Special Education Program, MHS, 7.25 hours/day, effective 9/16/15

Fraser, Ashley, Food Service Worker, District-wide, 3.25 hours/day, effective 9/21/15

Hart, Esther, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, 3.75 hours/day, effective 9/17/15

Higby, Holly, Interpreter/Tutor for the Hearing Impaired, McDonald Elementary, Preschool, 3.25 hours/day, effective 10/19/15

Rod, Addie, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, 7.25 hours/day, effective 9/28/15

Shea, Yvonne, Food Service Worker, District-wide, 6.5 hours/day, effective 10/19/15

Sombret, Nicole, Aide, West Park Elementary, 5.75 hours/day, effective 10/12/15

Waldmarson, Bonnie, Instructional Assistant Paraprofessional, Special Education Program, MHS, 6 hours/day, effective 10/6/15

MHS Student Employees

Andrews, Chris, Kitchen Helper, MHS, effective 9/24/15

Hofstrand, Josh, Auditorium Tech, MHS, effective 9/1/15

- Malm, Timothy, Auditorium Tech, MHS, effective 9/1/15
Pankopf, Christian, Auditorium Tech, MHS, effective 9/1/15
4. **Classified – Changes/Increase/Decrease**
Bedard, LaDeene, Bus Driver, Transportation, change from route to substitute bus driver, effective 9/1/15
Christian, Karrie, Custodian, Night, District-wide, additional assignment, Aide, Transportation, 7 hours/week, effective 9/17/15
Foutch, Kelli, Instructional Assistant Paraprofessional, Special Education Program, MHS, increase from 3.75 to 7.25 hours/day, effective 9/11/15
Taylor, KaCee, Food Service Worker, MHS, transfer to Cook, Lena Whitmore Elementary, 6.25 hours/day, effective 9/21/15
5. **Classified – Resignations/Terminations/Retirements**
Waldmarson, Bonnie, Instructional Assistant Paraprofessional, Special Education Program, MHS, effective 10/23/15
6. **Extracurricular - Hires/Rehires/Changes/Transfers/Resignations/Terminations/Retirements**
Activities Coordinator – MMS Hire
Wilson-Bailey, Angie, Activities Coordinator, Fall 2015, MMS, effective 9/22/15
Elementary Orchestra – Elementary Hire
McIntosh, Janet, Elementary Orchestra Director, effective 9/21/15
Academic Advisor – MHS Resignations/Terminations/Retirements
Pals, Joel, Pep Band Director, MHS effective 9/17/15
Academic Advisor – MMS Hires
Alvey, Elaine, Art Club Advisor, MMS, effective 10/7/15
Scutt Norman, Shanti, Art Club Advisor, MMS, effective 10/7/15
Volleyball – MMS Hires
Gingras, Ashley, Assistant 7/8th Grade Volleyball Coach, MMS, effective 9/1/15
Hierschbiel, Elizabeth, Assistant 7/8th Grade Volleyball Coach, MMS, effective 9/1/15
Girls Basketball – MMS Resignations/Terminations/Retirements
Gress, Arianna, 8th Grade Girls Basketball Coach, MMS, effective 9/23/15
Jared, Kendrick, Assistant, 7/8th Grade Girls Basketball Coach, MMS, effective 10/8/15
Solomon, Sarah, Assistant, 7/8th Grade Girls Basketball Coach, MMS, effective 10/8/15
Girls Basketball – MHS Resignations/Terminations/Retirements
Bydalek, Andrew, JV Girls Basketball Coach, MHS, effective 10/5/15
Boys Basketball – MMS Resignations/Terminations/Retirements
Jared, Kendrick, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective 10/8/15
Visbal, Chris, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective 10/8/15
Boys Basketball – MMS Hires
Bydalek, Andrew, 8th Grade Boys Basketball Coach, MMS, effective 10/26/15
Williams, Marshall, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective 10/26/15
Activities Workers – Hires/Rehires
Mecham, Donald, Activities Worker, MHS, effective 9/1/15
Olson, Scout, Activities Worker, MHS, effective 9/8/15
Simpson, Ted, Activities Worker, MHS, effective 9/15/15
Sturges, Montana, Activities Worker, MHS, effective 9/15/15
Volunteers – MHS/MMS
Couture, Hayley, Volunteer, Girls Soccer, MHS, effective 9/1/15
Haas, Derek, Volunteer, Activities Worker, MHS, effective 9/23/15
Homer, Zachary, Volunteer, Activities Worker, MHS, effective 9/23/15
Spence, Trish, Volunteer, Cross Country, MHS, effective 9/30/15

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

RESOLUTION 16-40

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

Torok moved that the Board approve Resolution 16-40, seconded by Frenzel. Kim Campbell expressed the Board's thanks and acknowledgment of the donations. The motion carried 4-0-0.

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. Susan Mahoney, MEA President, appreciated the comments on the classified policy and the handbook. She also likes the idea of linking through policy to various agreements and code.
2. Molly Hirschbiel, Title I Parapro, Russell stated her thanks to the Board for tabling the revisions to the classified grievance policy.
3. LaDene Edwards, Lena Music Teacher, also commented on the classified grievance policy.

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 (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 16-41

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 (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.

Frenzel moved that the Board approve Resolution 16-41 second by Torok. Roll call vote for executive session: Campbell – yes, Frenzel – yes, Torok – yes. Dibble - yes. The vote was unanimous for the executive session. A brief break was taken and the Board then entered Executive Session at 8:38 PM.

8. RETURN TO OPEN SESSION

At 8:53 PM the Chair stated that the Board would be returning to open session. Action was then taken on the discussion during the executive session.

RESOLUTION 16-42

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby states that the teacher under discussion during executive session be placed on probation for up to the remainder of the 2015/16 school year.

Dibble moved that the Board approve Resolution 16-42, seconded by Torok. There was additional discussion. The motion passed 3-0-1.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 9:00 PM.