

REGULAR BOARD MEETING

October 25, 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, October 25, 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, 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. There were also eleven people in the audience.
- C. The agenda was amended to remove item 6 from the superintendent's report and add section *(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* to the executive session. The amended agenda was then approved by unanimous consent.
- D. The following minutes were presented for approval: September 27, 2016.

RESOLUTION 17-44

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the September 27, 2016 regular board meeting.

Trustee Frenzel moved that the Board approve Resolution 17-44, seconded by Trustee Schmidt. The motion carried 5-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Congratulations to Bryce Poplawsky and Avery Pierce-Garnett for winning saxophone spots on the Idaho All-State Jazz Band. The band will perform at November's Idaho Music Educator's Conference. They competed for only five available saxophone spots against students from all around the state.
 2. Congratulations to the following MHS students - 9th grade: Sophia Mangini, Jacob Helmke; 10th grade: Noel Ams, Selma Fairly; 11th grade: Anthony Plummer, Jake Kiblen; and 12th grade: Kathryn Garfield, Brian Coles, who were the recipients of this month's Student Recognition Award, "Exceptionally Polite, Courteous and Respectful."
 3. McDonald Elementary recently received a giant National Geographic Map, which is practically the size of an entire classroom, on loan from the University of Idaho, where students and staff can explore our great state, and literally walk the Bitterroot Mountain Range.
 4. PCRHS students recently contributed to a community service project with PCEI (Palouse-Clearwater Environmental Institute), where they worked to reforest a decommissioned road outside of Helmer by planting 100 Ponderosa Pine trees.
 5. Congratulation to Bob Allenger, who was the selected as the "School Psychologist of the Year" by the Idaho School Psychologist's Association.
 6. Dr. Bailey shared that he was pleased with the turnout during the UI Homecoming Parade for "Stand Up for Idaho Public Schools."
 7. Dawn Fazio shared the great article about Carrie Brooks that was recently in the Daily News.
- B. Public Comments
 1. None at this time.

C. Superintendent's Report - Dr. Bailey

1. Elementary & Secondary Class Loads – have done very well keeping classes within the class size requirements, especially as we are growing.
2. Update on School Funding Formula meeting – Last Monday, Dr. Bailey and Jennifer Johnson attended a meeting in Post Falls with legislators, SBOE members, local school board members, ISBA Region 1 & 2 presidents and superintendents on the school funding formula. This was a round table discussion and it was very productive. Also discussed the need for increased funding for special education, the ability to use funds in other areas of need and classified employee compensation.
3. Operations Director Update – currently three applicants from out of district and two in district. Plan to begin interviewing soon.
4. MSD Education Foundation Update – Cindy Bechinski shared what the foundation is about and what the goal is for the group in helping to fund academic requests from teachers or schools in the Moscow School District. They are planning on beginning in November with a “\$10 Kick-Off” launch to build a base for future funding. There will also be a link on the district’s website for the Foundation.
5. Security Project Update –this is one of the last items related to the bond projects. It is projected to be done at the end of November.
6. Directors Report
 - Business Manager – Jennifer Johnson stated that Greg Harris shared that last week was bus driver appreciation week; Mimi in food service is currently compiling information for an audit; Maintenance & Grounds are working hard completing various projects; and the Business Office has completed work on the financial audit and she is now working on other departmental audits. She also gave appreciation for her staff, and other district staff for their assistance and thanked Jenn Clark for the smooth audit this year. She also thanked the audit committee for their work and assistance.
 - Curriculum Director – Carrie Brooks shared that the October professional development days were a success with a lot of positive feedback from staff. She is also working on getting ready for the Federal Programs review which will take place at the end of November.
 - Special Services Director – Shannon Richards stated that she and Jennifer are working on completing the special education audit that is due to the state.
 - Dr. Bailey shared that in the next three weeks a survey will be going out to parents and students as part of our accreditation renewal.

D. Trustee Business

1. Board Goals:
 - a. Develop an effective process for long range planning.
 - i. Develop a revised mission and vision statement to unify and guide the district.
 - ii. Develop a long term facilities plan to communicate the needs of the district.
 - iii. Develop a financial plan that will support the needs of the school district.
 - b. Strengthen skills in effective leadership within the Board of Trustees.
 - i. Attend trainings to learn new skills and strengthen knowledge of good boardsmanship.
 - ii. Review and revise policies to achieve consistency across the district.
 - c. Identify ways and work to improve communication between the District and the following stakeholders.
 - i. The community as a whole.
 - ii. Teachers and staff.
 - iii. Parents and students.
- Trustee Fazio shared that an ISBA trainer will be available to help the district craft a mission/vision statement sometime after December.

- Discussed a book that each board member should read. Trustee Campbell will get the information to Supt. Bailey so that it can be ordered for them.
- 2. ISBA Convention – four trustees will be attending, along with the superintendent & board clerk.
- 3. 2016-17 Resolutions for presentation at ISBA Convention – these were discussed at the regional meeting held in September.

3. CONTINUED BUSINESS

- A. Second Reading: Classified Employees - Board Policy 4917.00(B) Nonexempt Employees - Dr. Greg Bailey, Superintendent stated that this is the second reading for this policy. No additional revisions have been made from the first reading and recommends approval.

RESOLUTION 17-45

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revision to Board Policy 4917.00 (B) Nonexempt Employees.

Trustee Torok moved that the Board approve Resolution 17-45, seconded by Trustee Frenzel. The motion carried 5-0-0.

4. NEW BUSINESS

- A. Audit Presentation for Moscow Charter School (MCS) – Kevin Smith, Hayden Ross, handed out a copy of MCS’s audit. He stated that it was a clean audit and then proceeded to highlight various parts of the audit. Mr. Smith noted that MCS is in very good financial shape and had very clean books. Tony Bonuccelli, MCS Principal thanked Hayden Ross for their help this year. Trustee Schmidt asked Mr. Bonuccelli to introduce those who were here from MCS. Trustee Torok asked a question related to page 7 and Mr. Smith had them look at pages 14 & 15 that showed where the funds are spent.
- B. Moscow Charter School (MCS) Annual Accountability Review - Dr. Greg Bailey, Superintendent stated that as the charter’s authorizer, MCS is required to complete an annual accountability report. This is a two-step process. The first part is due in June which is for their programming approval and the second, and final approval is the financial audit. The audit was just presented by Kevin Smith, Hayden Ross and was previously approved by the MCS Board of Directors. It now needs the Board’s approval.

RESOLUTION 17-46

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the 2015-2016 Annual Accountability Report for Moscow Charter School.

Trustee Frenzel moved that the Board approve Resolution 17-46, seconded by Trustee Schmidt. The motion carried 5-0-0. Trustee Fazio thanked the MCS Board for their work.

- C. Audit Presentation - Moscow School District – Jenn Clark, Hayden Ross handed out a document which is a recap of audit report. She introduced Tony Matson who would be assisting in the presentation. Ms. Clark stated that the audit went very smoothly this year. She began the review of the audit report and stated it was a very clean audit with one exception, GASB 45, which the Board has opted to not have done. Mr. Matson stated that with GASB 75, the Board may wish to change this. There was further discussion on what this may mean to the district. Ms. Clark went on to review general fund operations and the general fund balance. It was noted that even though the report shows the general fund balance at \$5.1 million, not all of this is cash. She then moved on to the other charts

in the handout. Overall the financial status of the district is very good. Ms. Clark stated that next year, Jennifer would transition into doing more of the financial reports as she gets used to being the business manager. Ms. Clark also stated that it has been a pleasure working with Jennifer and that this audit went very well.

Trustee Campbell asked for clarification on the fund balance. The \$5.1 million is a combination of cash and fixed assets.

- D. Moscow School District Financial Review - Jennifer Johnson, Business Manager stated that the District is required to obtain the services of an independent auditor, Hayden Ross, to review the District's financial statements and records to obtain reasonable assurance that they are free of material misstatement. The financial audit was just presented and needs board approval.

RESOLUTION 17-47

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the 2015-2016 Financial Audit for Moscow School District.

Trustee Frenzel moved that the Board approve Resolution 17-47, seconded by Trustee Campbell. The motion carried 5-0-0.

- E. Early Graduation Requests - Dr. Greg Bailey, Superintendent stated that board policy allows students to graduate early if all requirements for graduation have been met. Four students are requesting early graduation, two in January and two in June.

RESOLUTION 17-48

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

Trustee Torok moved that the Board approve Resolution 17-48, seconded by Trustee Frenzel. The motion carried 5-0-0. Dr. Bailey stated that he will be bringing the board policy on early graduation to the Board at the November meeting for revision considerations.

- F. Revisions to the Classified Handbook - Dr. Greg Bailey, Superintendent stated that recent revisions to various board policies for classified employees has made it necessary to update the handbook to reflect those policy changes. Trustee Fazio asked if there was any rationale for having a second reading and Dr. Bailey stated that he feels this can be approved with only one reading as the changes are related to the updated policies that were recently made.

RESOLUTION 17-49

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

Trustee Frenzel moved that the Board approve Resolution 17-49, seconded by Trustee Torok. The motion carried 5-0-0. Thanks for donations.

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 17-50

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

Trustee Torok moved that the Board approve Resolution 17-50, seconded by Trustee Schmidt. The motion carried 5-0-0.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 803,230.44
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 886,831.94
Accounts Payable, Bill List	\$ 487,471.70
TOTAL BILLS and PAYROLL	\$ 2,177,534.08

B. Donations

1. Thank you to Gary Rynearson for the donation of a snare drum, drum stand, drum sticks, and case, valued at \$150, to the music program at Moscow Middle School.
2. Thank you to Chuck and Shirley Lyons for the donation of art supplies, valued at \$300, to the art classes at Moscow Middle School.
3. Thank you to Jennifer Thigpen and James Seckington for the \$50 donation to the Back Pack program at Moscow Middle School.
4. Thank you to the MHS Class of 1978 for the donation of \$700 to MHS, were the funds will towards various culture and climate programs like Natural Helpers and Youth Empowerment.
5. Thank you to Jiffy Lube for the donation of \$600 for the 1st grade reading puppies at McDonald Elementary.
6. Thank you to Mr. & Mrs. Bradetich for the \$200 donation for Pepper Abbott's classroom at McDonald Elementary.
7. Thank you to Cindy Bechinski for the \$240 donation to the Gifted & Talented program at McDonald Elementary.
8. Thank you to Roger Korus for the generous donation of \$1800, to be split among his grandchildren's classrooms at McDonald Elementary.

C. Human Resources

1. **Certified – Hires (pending completion of all documentation)**
Swarthout, Timothy, Teacher, Technology Education, MHS, 1.0 FTE, One Year Only Category 1 Contract, effective 10/11/16.
2. **Certified - Stipends**
First Year Reading Intervention Lead Stipends:
Pancheri, Patricia, Gifted/Talented Facilitator and Reading Intervention Specialist, McDonald Elementary, \$1,224.50 stipend, effective 11/25/16.
National Board for Professional Teaching Standards:
Faircloth, Cynthia, Teacher, Language Arts, MMS, \$2,000 stipend, effective 10/25/16.
McMurtry, Amy, Teacher, Art, MHS, \$2,000 stipend, effective 10/25/16.
Nelson-Price, Rebecca, Teacher, Language Arts, MMS, \$2,000 stipend, effective 10/25/16.
Pals, Joel, Teacher, Music, MHS, \$2000 stipend, effective 10/25/16.
Scutt-Norman, Shanti, Teacher, Art, MMS, \$2,000 stipend, effective 10/25/16.
Stelck, Luella, Gifted Talented Facilitator/Enrichment Teacher, Russell Elementary, \$2,000 stipend, effective 10/25/16.
2016 Professional Development Presenter Stipends:
Adams, Glenn, Teacher, Title I, Russell Elementary, \$100 stipend, effective 10/25/16.

Aiello, Rachel, Teacher, Mathematics, MMS, \$100 stipend, effective 10/25/16.
Bailey, Robert, Teacher, Language Arts, MHS, \$100 stipend, effective 10/25/16.
Brandt, Thomas, Teacher, Mathematics/Statistics, MHS, \$100 stipend, effective 10/25/16.
Dalebout, Gerald, Teacher, Social Studies, MHS, \$100 stipend, effective 10/25/16.
Faircloth, Cynthia, Teacher, Language Arts, MMS, \$100 stipend, effective 10/25/16.
Gingras, Ashley, Teacher, Grade 4, Russell Elementary, \$100 stipend, effective 10/25/16.
Golightly, Kari, Teacher, Language Arts, MMS, \$100 stipend, effective 10/25/16.
Mahoney, Susan, Teacher, Title I, Lena Whitmore Elementary, \$100 stipend, effective 10/25/16.
Nickodemus, Jessica, Teacher, Science, MMS, \$100 stipend, effective 10/25/16.
Parrill, Rebecca, Teacher, Language Arts, MHS, \$100 stipend, effective 10/25/16.
Payton, Ashley, Teacher, Grade 3, McDonald Elementary, \$100 stipend, effective 10/25/16.
Roll, Katherine, Teacher, Grade 1, Lena Whitmore Elementary, \$100 stipend, effective 10/25/16.
Spinarski, Krysta, Teacher, Grade 3, McDonald Elementary, \$100 stipend, effective 10/25/16.
Summers, Terilyn, Teacher, Grade 1, West Park Elementary, \$100 stipend, effective 10/25/16.

3. **Classified – Hires**

Apt, Jeannine, Instructional Assistant Paraprofessional, Literacy Program, McDonald Elementary, 3.75 hours/day, effective 9/26/16.
Boardman, Sidney, Bus Driver in Training, Transportation, effective 10/14/16.
Hyde, Derek, Bus Driver in Training, Transportation, effective 9/26/16.
Kadlec, Deborah, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, 18 hours/week, effective 9/23/16.
Manson, Stephanie, Instructional Assistant Paraprofessional, Literacy Program, West Park Elementary, 3.75 hours/day, effective 9/26/16.
Marone, Rachel, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, 3.75 hours/day, effective 10/20/16.
Parry, Amy, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, 3.75 hours/day, effective 10/11/16.
Perry, Kelly, Instructional Assistant Paraprofessional, Literacy Program, McDonald Elementary, 3.75 hours/day, effective 9/26/16.
Quist, Lorie, Instructional Assistant Paraprofessional, Literacy Program, McDonald Elementary, 3.75 hours/day, effective 9/26/16.

MHS Student Employees:

Cox, Garrett, Auditorium Tech, MHS, effective 8/30/16.

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

Smith, Margi, Aide, K+ Program, McDonald Elementary, transfer to Instructional Assistant Paraprofessional, Literacy Program, 3.75 hours/day, West Park Elementary, effective 9/26/16.

5. **Classified – Stipends**

Smallwood, Lisa, Data and Assessment Specialist, \$100 stipend for being a 2016 Professional Development Presenter, effective 10/25/16.

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

Apt, Jeannine, Instructional Assistant Paraprofessional, Literacy Program, McDonald Elementary, effective 10/3/16.

Kadlec, Deborah, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, effective 10/5/16.

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

Athletic Trainer - Hire

Cochran, Melissa, Head Athletic Trainer, MHS/MMS, effective 10/13/16.

Activities Coordinator – MMS Re-hire

Wilson-Bailey, Angela, Winter Activities Coordinator, MMS, effective 10/24/16.

Academic Advisors – MHS Hires

Hannon, Cathy, National Honor Society Advisor, MHS, effective 9/30/16.

Lyon, Rachel, National Honor Society Advisor, MHS, effective 9/30/16.

Walker, Dean, Key Club Advisor, MHS, effective 9/30/16.

Girls Basketball – Hires

Wilson, William Casey, JV Girls Basketball Coach, MHS, effective 10/31/16.

Activities Worker – MHS Student Hires

Hill, Kolten, Activities Worker, MHS, effective 10/1/16.

Smith, Ashley, Activities Worker, MHS, effective 10/1/16.

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 – None this month.

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. LaDene Edwards, commented on the class load numbers for Stephanie Sant and Maggie Tapanan at McDonald. Dr. Bailey will check on the numbers.

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 17-51

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.

Trustee Campbell moved that the Board approve Resolution 17-51 second by Trustee Frenzel. Roll call vote for executive session: Mrs. Fazio – yes, Dr. Campbell – 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 8:40 PM.

8. RETURN TO OPEN SESSION

At 9:20 PM the Chair stated that the Board would be returning to open session.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 9:20 PM.