

REGULAR BOARD MEETING

February 28, 2017

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, February 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, 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, Charlie Gerke, Operations Director, 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 six patrons in the audience.
- C. The agenda was amended to add an item under new business: I. Hearing Findings from Executive Session held earlier this evening. The amended agenda was then approved by unanimous consent.
- D. The following minutes were presented for approval: Special Board Meeting, January 23, 2017, Regular Board Meeting, January 24, 2017 & Special Board Meeting, February 13, 2017.

RESOLUTION 17-83

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Special Board Meeting, January 23, 2017, Regular Board Meeting, January 24, 2017 & Special Board Meeting, February 13, 2017.

Trustee Frenzel moved that the Board approve Resolution 17-83, seconded by Trustee Schmidt. The motion carried 4-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. **PRESENTATION:** Solar Panels: Noah Leibnitz began the presentation with a slideshow that outlined the benefits of bringing solar panels to Moscow High School. He also reviewed grant funding opportunities that are available. There were a few questions from the Board. The Board encouraged the students to continue the pursuit of the grant funds.
 2. Congratulations to the following MHS students, 9th grade: Taylor Coahran & Jacob Martin; 10th grade: Jonathan Gragert & Candance Riley; 11th grade: Maya Salada & Ashley Murphy; and 12th grade: Whitney Cook & Koben Reyes, who were the recipients of the monthly Student Recognition Award for who best personify qualities of citizenship and leadership.
 3. Lena has recently begun a Genuine Quality (GQ) Club, with Colin Briggs as advisor, for 5th grade boys striving to become better gentlemen. The process to become a member was to complete an application with essay questions and have their parent sign it. At their first meeting, they learned why it is important to "dress to impress" and how to tie a tie.
 4. Kathy Stefani, Music teacher at McDonald, was recently featured in a video for UI Lionel Hampton Jazz Festival - Jazz in School. There is a video on You Tube that can be viewed at this link: <https://www.youtube.com/watch?v=-PvRQ2F3aLA>.
 5. Recently the STEAM Room at Russell has received \$2,500 in funding from the Idaho STEM Action Center to purchase a 3D printer and filament to go along with it. The 3D printer is up and running. Students attending the after school Wednesday Workshop in the STEAM room have already been designing things to print. In addition to the 3D printer, the STEAM Room at

Russell has also received \$10,000 in funding from the Idaho STEM Action Center to purchase 18 laptop computers. These computers were purchased to support the computer coding we are providing our students in the STEAM Room. Students will use these computers to program LEGO robotics, design objects in a CAD program for 3D printing, and participate in digital storytelling using Alice Oracle.

6. Russell students helped spread the love on Valentine's Day where each student made a valentine. Most of the students made their cards during Russell's Round Up where 3rd, 4th, and 5th grade students get together to collaborate on a project and get to know one another. Representatives from each classroom were then bussed to Good Samaritan Village where they delivered the Valentines to residents. There were many excited reports from the deliverers including "one old man had tears in his eyes when I handed my Valentine to him and then he started singing for us." It was amazing to see how emotional the students were while telling about the experience. Some had happy tears in their eyes because they knew how much it meant to the residents of Good Sam to feel loved and thought about. It is definitely a project that will continue in the future.
7. Russell's Student Council is looking for other community type projects to get involved with now. In the past, the student council has stuck with projects within the school, but this year's group of kids is especially excited and motivated to reach out and connect with the community around us. Currently they are discussing a project to help clean up the Russell neighborhood.
8. Reading month at Russell is in full force. Students and parents are reading to collect Gobstoppers in team jars. The theme this year is "Rudy and the Reading Factory" (after Charlie and the Chocolate Factory by Roald Dahl). Whichever team has the most reading minutes at the end of the month will win a jar of real Gobstoppers! Students are excited about this prize and are reading up a storm.
9. Congratulations to Joshua Corgatelli, MHS senior, for winning the 2016 Branch 063 Fleet Reserve Association's 12th grade essay contest: What Memorial Day Means to Me. His essay has been forwarded to the Pacific Northwest Region office for further competition at the regional level.
10. The elementary choir took 1st place at the Jazz Festival.

B. Public Comments

1. None at this time.

C. Superintendent's Report - Dr. Bailey

1. Secondary Class Loads – this list is what the current student loads are at the middle school and high school.
2. Over Extended Class Loads – with the overage in students at both the elementary and secondary level, some teachers have been given stipends for having large classes.
3. UI Proposal – Dr. Bailey met with the dean of the College of Education and she proposed an idea for a project-based school within the high school called UMIAC (UI-Moscow Innovation Academy.) Dr. Bailey gave further information on this concept and his thoughts on it.
4. Evaluation Process – the district uses the Charlotte Danielson framework as it has been adopted by the State. Dr. Bailey spoke on the different areas of the four domains.
5. Directors Report
 - a. Business Manager – Jennifer Johnson shared that day to day operations are going smoothly. Nothing additional to report.
 - b. Operations Director – Charlie Gerke shared a drawing for the new staircase entry to Bear Field and plans are to have it completed this summer. There was some discussion on the cross-traffic flow for the staircase. Charlie also stated that they have hired the Prevention Coordinator, who will start tomorrow and also a new boiler/maintenance person who will start March 20th. Additionally, he and Greg Harris will be meeting with Tyler Palmer with the City of Moscow to discuss snow removal issues and what worked and didn't work.
 - c. Curriculum Director – Carrie Brooks was out of town.

- d. Special Services Director – Shannon Richards gave an update on the December Child Count numbers from the State Department, which includes Moscow Charter School, and that there has been an increase in the number of students that are served in the Moscow School District this year. She then spoke on the recent professional development she provided for some of her staff on the evaluation process as they don't fit in the standard teacher evaluation form. She also spoke about the transitional program for 18-21 year olds that provides payment for work placement that will be reimbursed from the Idaho Vocational Rehabilitation Services. This funding is a year to year basis and the amount could also change year to year.
- D. Legislative Update/Day on the Hill – Three trustees, along with the superintendent, attended this meeting in Boise. There was some discussion on the 2/3 majority needed to go into an Executive Session. The trustees and superintendent were able to meet with local legislators also. Trustee Schmidt shared on the financial workshop she attended. Supt. Bailey spoke on the different topics that are before the legislature.
- E. Board Goals: (will be 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 is a first reading for an update to the superintendent's job description. The proposed changes were reviewed with additional changes made. The clerk will make the additional changes and send it out to the board members for further review.

A brief break was taken at 8:35 PM. The meeting resumed at 8:40 PM.

4. NEW BUSINESS

- A. Revised Budget for 2016/2017 - Jennifer Johnson, Business Manager stated that there was a hearing earlier this evening on the proposed revisions to the 2016/17 budget.

RESOLUTION 17-84

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the 2016/2017 budget as presented.

Trustee Frenzel moved that the Board approve Resolution 17-84, seconded by Trustee Torok. The motion carried 4-0-0.

- B. Gas & Diesel Bid - Jennifer Johnson, Business Manager stated that a proposal for bids was advertised and only one bid was received.

RESOLUTION 17-85

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby accepts the bid from Busch Distributors for gas and diesel fuel for the district bus fleet and vehicles for the period of March 1, 2017 to February 28, 2018.

Trustee Torok moved that the Board approve Resolution 17-85, seconded by Trustee Schmidt. The motion carried 4-0-0.

- C. Leave of Absence Request: Heather Stanton - Dr. Greg Bailey, Superintendent stated that Heather Stanton is asking for a 1.0 FTE leave of absence for the fall semester of the 2017/18 school year.

RESOLUTION 17-86

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the leave of absence request from Heather Stanton for a 1.0 FTE for the fall semester of the 2017/18 school year and she must provide a written letter of intent to return by December 1, 2017.

Trustee Torok moved that the Board approve Resolution 17-86, seconded by Trustee Frenzel. The motion carried 4-0-0.

- D. Request - Release from Contract: Mary Ann Thornton - Dr. Greg Bailey, Superintendent stated that after certificated contracts are signed, requests to be released must be approved by the Board.

RESOLUTION 17-87

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the request from Mary Ann Thornton to be released from her contract for the remainder of the 2016-2017 school year.

Trustee Frenzel moved that the Board approve Resolution 17-87, seconded by Trustee Schmidt. The motion carried 4-0-0.

- E. Second Reading: Board Policies on Wellness - 1250.00-1250.60 - Dr. Greg Bailey, Superintendent stated this is the second reading for this policy. There were a few additional changes made. This policy will come back for an additional reading in March.
- F. How to Raise Your Bond Rating - Supt. Greg Bailey, Jennifer Johnson, & Dr. Jim Frenzel, Trustee. Trustee Frenzel began the discussion by sharing some information from an ISBA workshop he attended in November and consideration adding the policies on Bond Rating to the district's board policy. Jennifer shared that she did some research on the contingency reserve. Discussion continued on the different percentages that are recommended for fund balances. The Board would like the superintendent to review the policies and recommend revisions as needed to include the items discussed.
- G. First Reading: 2016/17 School Calendar - Dr. Greg Bailey, Superintendent said the committee is recommending changing May 25th to a day in session and taking June 7th as a workday, with the last day of school for students being June 6th.

- H. First Reading: New Job Description - College & Career Ready Advisor - Dr. Greg Bailey, Superintendent stated this is a position that could be either classified or certified. There were some revisions made to the job description after review.
- I. Finding from Executive Session held at 5:30 PM on February 18, 2017

RESOLUTION 17-88

RESOLVED That the Board of Trustees of Moscow School District No. 281 hereby expels the student identified by Student Discipline Case 17-05 pursuant to Board Policies 5050.00, 5052.00 & 5053.01 (6) and Idaho Code 33-205 until August 1, 2018 and

FURTHER RESOLVED that the student identified by Case 17-05 is not allowed access to the campuses of Moscow School District or attendance at any school events during the expulsion and

BE IT FURTHER RESOLVED that the student identified by Case 17-05 can meet with the superintendent on January 16, 2017 for possible consideration for re-entry into Moscow School District for the second semester of the 2017/2018 school year, provided the following conditions have been met:

- 1. Successful completion of counseling as determined by the Superintendent.
- 2. A written statement from the student identifying the student's future educational goals.

Trustee Torok moved that the Board approve Resolution 17-88 second by Trustee Frenzel. 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 17-89

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

Trustee Frenzel moved that the Board approve Resolution 17-89, seconded by Trustee Torok. The motion carried 4-0-0.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 774,773.04
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 904,903.32
Accounts Payable, Bill List	\$ 548,608.32
TOTAL BILLS and PAYROLL	\$ 2,228,284.68

B. Donations

- 1. Thank you to Amie Quesnell for the donation of a violin (\$2000 value) and bow (\$400) value to the MHS Orchestra.
- 2. Thank you to Judy Johnson for the \$50 donation where it will be used to help fund travel to competition for MMS's Future City Team.
- 3. Thank you to Tony Mangini, NRS, for the donation of \$200 to help fund travel to competition for MMS's Future City Team.

4. Thank you to WSU Engineering Department for the generous donation of \$1000 to help fund travel to competition for MMS's Future City Team.
5. Thank you to Claudine Zender for the donation of an Armstrong Model 104 student flute and case (\$150 value) to MMS's music program.

C. Human Resources

1. **Certified - Stipends**

Summers, Terilyn, Teacher, Grade 1, West Park Elementary, \$75 stipend, Referral Bonus for a Bus Driver, effective 2/24/17.

Case Load Overage - 1st Semester – Elementary

Briggs, Colin, Teacher, PE, Lena Whitmore Elementary, \$400 stipend, case load over in 2 classes by 8 students, effective 2/24/17.

Edwards, LaDene, Teacher, Music, Lena Whitmore Elementary, \$400 stipend, case load over in 2 classes by 8 students, effective 2/24/17.

Case Load Overage - 1st Semester – Secondary

Baxter, Kathy, Teacher, Language Arts, MHS, \$75 stipend, case load over by 3 students, effective 2/24/17.

Brandt, Thomas, Teacher, Mathematics, MHS, \$25 stipend, case load over by 1 student, effective 2/24/17.

Dalebout, Gerald, Teacher, Social Studies, MHS, \$350 stipend, case load over by 7 students, effective 2/24/17.

Kirkland, Melissa, Teacher, Social Studies, MHS, \$75 stipend, case load over by 3 students, effective 2/24/17.

Stanton, Heather, Teacher, PE/Wellness, MHS, \$25 stipend, case load over by 1 student, effective 2/24/17.

Tanner, Michelle, Teacher, Social Studies, MHS, \$50 stipend, case load over by 2 students, effective 2/24/17.

Wear, Michael, Teacher, Social Studies, MHS, \$75 stipend, case load over by 3 students, effective 2/24/17.

Concurrent Enrollment Course - 1st Semester:

Dalebout, Gerald, Teacher, Social Studies, MHS, \$500 stipend for teaching one concurrent enrollment course, effective 2/24/17.

Eareckson, Lee Anne, Teacher, French/Science, MHS, \$380 stipend for teaching one concurrent enrollment course, effective 2/24/17.

Espy, Dina, Teacher, Spanish, MHS, \$1,320 stipend for teaching two concurrent enrollment courses, effective 2/24/17.

Garcia, Jessica, Teacher, Spanish/Art, MHS, \$620 stipend for teaching one concurrent enrollment course, effective 2/24/17.

Hightower, Mike, Teacher, Language Arts, MHS, \$1,360 stipend for teaching two concurrent enrollment courses, effective 2/24/17.

Hoogsteen, Sam, Teacher, Social Studies, MHS, \$520 stipend for teaching one concurrent enrollment course, effective 2/24/17.

Quinn, Mark, Teacher, Science, MHS, \$860 stipend for teaching two concurrent enrollment courses, effective 2/24/17.

Stafford, Julie, Teacher, Business, MHS, \$560 stipend for teaching one concurrent enrollment course, effective 2/24/17.

Tanner, Michelle, Social Studies, MHS, \$380 stipend for teaching one concurrent enrollment course, effective 2/24/17.

Wear, Mike, Teacher, Social Studies, MHS, \$640 stipend for teaching one concurrent enrollment course, effective 2/24/17.

2. **Classified – Hires**

Hebert, Joshua, Accompanist, Elementary Choir, effective 2/10/17.

Johnston, Ken, Food Service Worker, District-wide, 6.5 hours/day, effective 2/16/17.

Lugo-Schramm, Lucy, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, 3.75 hours/day, effective 2/13/17.

Scruggs, Shelly, Instructional Assistant Paraprofessional, Literacy Program, McDonald Elementary, 3.75 hours/day, effective 1/30/17.

Sims, Wendy, Food Service Worker, District-wide, 7.5 hours/week, effective 2/3/17.

Strey, Miranda, Prevention Coordinator, District-wide, 6 hours/day, school year position, effective 3/1/17.

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

Crawford, Roger, Instructional Assistant Paraprofessional, Special Education Program, MHS, transfer from 3.75 to 7.25 hours/day position, effective 1/26/17.

Kriebel, Candi, Aide, Classroom Reduction, Lena Whitmore Elementary, decrease from 1.5 to 1 hour/day, effective 2/13/17.

Marone, Rachel, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, decrease additional assignment, Aide, Classroom Reduction, Lena Whitmore Elementary, 1 hour/day, effective 2/13/17.

4. **Classified – Stipend**

Boardman, Sidney, Bus Driver, Substitute, Transportation, \$125 sign-on bonus, effective 3/24/17.

Hyde, Derek, Bus Driver, Transportation, \$125 sign-on bonus, effective 2/24/17.

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

Cass, Michael, Lead Groundskeeper, Building/Grounds, effective 4/24/17.

Collins, Jennifer, Instructional Assistant Paraprofessional, Special Education Program, MHS, effective 1/25/17.

Hagen, David, Accompanist, Elementary Choir, effective 1/25/17.

Jarocki, Stefan, Accompanist, Elementary Choir, effective 1/25/17.

Mitchell, Nicholas, Accompanist, Elementary Choir, effective 1/25/17.

Parchen, Eric, Accompanist, Elementary Choir, effective 1/25/17.

Scholz, Matthew, Accompanist, Elementary Choir, effective 1/25/17.

Snarr, Jacob, Accompanist, Elementary Choir, effective 1/25/17.

Taylor, Mary Lou, Registrar/Secretary, MHS, effective 7/31/17.

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

Wrestling - MHS Resignations/Terminations/Retirements/Non-Rehires

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

Baseball - MHS Resignations/Terminations/Retirements/Non-Rehires

Snyder, Ryan, Assistant JV Baseball Coach, MHS, effective 2/20/17.

Baseball – MHS Hires/Rehires

Ingwell, Adam, Assistant V Baseball Coach, MHS, effective 2/24/17.

Payne, Garrett, JV Baseball Coach, MHS, effective 2/24/17.

Golf – MHS Hires/Rehires

Button, Ross, Head Golf Coach, MHS, effective 2/24/17.

Utehs, Adam, Assistant Golf Coach, MHS, effective 2/24/17.

Golf – MHS Resignations/Terminations/Retirements/Non-Rehires

Huff, Jason, Assistant Golf Coach, MHS, effective 2/6/17.

Softball - MHS Hires/Rehires

Chandler, Deven, Assistant V Softball Coach, MHS, effective 2/24/17.

Matsuoka, Ted, Head Softball Coach, MHS, effective 2/24/17.

Nalley, Samantha, JV Softball Coach, MHS, effective 2/24/17.

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

Chenoweth, Sean, Assistant Tennis Coach, MHS, effective 5/20/16.

Larrick, Rachel, JV Tennis Coach, MHS, effective 1/27/17.

Tennis – MHS Hires

Gaylor, Richard, Head Tennis Coach, MHS, effective 2/24/17.

Track - MHS Resignations/Terminations/Retirements/Non-Rehires

Panchol, Emmanuel, Assistant Track Coach, MHS, effective 2/17/17.

Panchol, Remaxy, Assistant Track Coach, MHS, effective 2/17/17.

Track - MHS Hires/Rehires

Helbling, Phillip, Head Track Coach, MHS, effective 2/24/17.

Ruck, Roxanne, Assistant Track Coach, MHS, effective 2/24/17.

Schumaker, Wade, Assistant Track Coach, MHS, effective 2/24/17.

Stypa, John, Assistant Track Coach, MHS, effective 2/24/17.

Activities Workers – MHS Student Hires

Corgatelli, Joshua, Activities Worker, MHS, effective 1/21/17.

Kitchel, Kathleen, Activities Worker, MHS, effective 1/26/17.

Volunteers – MHS

Eng, Marshall, Volunteer, Tennis, MHS, effective 2/24/17.

Larkins, Matthew, Volunteer, Baseball, MHS, effective 2/24/17.

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.

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. Susan Mahoney, Lena teacher, asked if August 22nd was considered as a replacement date for June 7th. Dr. Bailey stated that it needs to be an instructional day and August 22nd wouldn't work.

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 17-90

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.

Frenzel moved that the Board approve Resolution 17-90 second by Torok. 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 9:42 PM.

8. RETURN TO OPEN SESSION

At 10:05 PM the Chair stated that the Board would be returning to open session.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 10:05 PM.