

**Special Meeting for Budget Hearing
June 25, 2013**

I. A special meeting for the Annual Budget Hearing of the Board of Trustees of Moscow School District No. 281 is called to order by Dawn Fazio, Chair, at 6:20 PM, June 25, 2013, pursuant to Idaho Code sections 33-506 & 33-801. The hearing is held in the Board Room of the District Office, 650 N. Cleveland, Moscow, Idaho.

II. DETERMINE QUORUM

The Chair asked the clerk to determine if a quorum of the Board is present. Packard responded that five trustees are in attendance and a quorum is present.

Trustees present are Dawn Fazio, Chair, Zone 4, Kim Campbell, Vice Chair, Zone 3, Jim Frenzel, Zone 1, Aleisa Barber, Zone 2 and Margaret Dibble, Zone 5.

The staff members present are Dale Kleinert, Superintendent, Deb Adair, Business Manager/Treasurer, and Angie Packard, Clerk.

III. BUDGET HEARING – Deb Adair began the budget presentation with a slide show that she had prepared. The 13-14 legal advertisement for the budget was published in the Daily News as required by the state. She then began her presentation with a PowerPoint, with the first slide addressing the general fund. She noted that state funding has decreased by at least 20% from 2008 to now. ARRA monies and Jobs Bill monies helped fund positions in 10-11 and when those funds were gone, the cost then came from the general fund. The next slide shows the general fund beginning balance. The general fund revenue source chart showed the funds from local taxes and state support. 12/13 year to date general fund expenses includes salary & benefits, purchased services, materials & supplies, capital objects, insurance & judgments and transfers outs. Adair explained what was expensed out in each category. Adair then went on to state that local revenue comes from property tax, earnings on savings, and other local support. She then went on to explain how the personal property tax replacement will be given out. Adair then continued with the general fund categories. Total revenue is \$20.1 million which is an increase due to the transfer back of the roof costs. The general fund balance for 12/13 was \$3.3 million and Adair predicts it will be \$2.8 million for 13/14. So, the total revenue plus the fund balance for 12/13 was \$23.3 million and for 13/14 it will be \$22.9 million. At this time, Dale Kleinert then gave a brief explanation on how the 13/14 budget was balanced through a variety of cuts, including not filling certificated positions, cutting supply budgets, reorganizing district administration positions and cutting classified positions. He did note that we were able to keep two important programs in the district, the MOSS Science Camp and the SDFS director position and program.

Adair then stated that passing the bond has really helped with our capital projects as monies will not need to be transferred out to cover these costs. She showed a slide that listed the summary of the transfers that were taken from the general fund to cover flooring & asbestos, bus depreciation, food service FICA and arts/auditorium expenses. These transfers totaled \$215,000.

Adair then moved on to the Special Revenue Funds and explained what are all included in this section of the budget. There was a question about the difference in the amounts for the Insurance Broker Consulting line item and Adair explained why the number is lower for 13/14. There are two new categories in this section which are bond redemption and capital construction projects. The total Special Revenue Funds for 13/14 that is being proposed is \$15.2 million which includes the \$10.8 million from the bond. There was a question about the plant facilities item amount and Adair explained what this means. Adair stated that reports will be given quarterly on what is being transferred between the various budget line items.

Fazio stated this is a public hearing and asked if there were any questions or comments from those in the audience. She then asked if the Board had any questions. There were none.

IV. ADJOURN BUDGET HEARING

There being no further questions or discussion, the Chair adjourned the Special Meeting for the Budget Hearing at 6:55 PM.

Regular Board Meeting June 25, 2013

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Moscow School District No. 281 is called to order at 7:00 PM, June 25, 2013 by Dawn Fazio, Chair, pursuant to Idaho Code Sections 33-506 and 33-510. The meeting is held in the Board Room of the District Office, 650 N. Cleveland, Moscow, Idaho.

II. DETERMINE QUORUM

The Chair asked the clerk to determine if a quorum of the Board is present. Packard responded that five trustees are in attendance and a quorum is present.

Trustees present are Dawn Fazio, Chair, Zone 4, Kim Campbell, Vice Chair, Zone 3, Jim Frenzel, Zone 1, Aleisa Barber, Zone 2 and Margaret Dibble, Zone 5.

Fazio welcomed Aleisa back from Romania and noted that both she and Barber are working on little sleep as she has also just returned from a trip.

The staff members present are Dale Kleinert, Superintendent, Deb Adair, Business Manager/Treasurer and Angie Packard, Clerk.

The agenda is presented and approved by unanimous consent.

III. APPROVAL OF MINUTES

The following minutes are presented for approval: Regular Monthly Board Meeting, May 28, 2013.

RESOLUTION 13-127

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Monthly Board Meeting, May 28, 2013 as corrected.

Barber moves the Board approve Resolution 13-127, second by Campbell. The motion passes 5-0-0.

IV. GOOD NEWS, ANNOUNCEMENTS OR PRESENTATIONS

- A.** Congratulations to the PCRHS Class of 2013 where ten students received their diplomas and thanks to all who have participated in helping these young adults complete this stage of their lives.
- B.** Congratulations to the following MHS students who have achieved perfect attendance for the second semester of the 2012-2013 school year, Alexander Albrecht, Rylie Barton, George Beyerlein, Christopher Gee, Navar Horn, Theodore Howard, YuYu Lin Christopher O'Keefe, Chieh We, Fitsum Wudneh, Michael Zuba, and the following students also achieved perfect attendance without so much as a tardy, Nikolaus Albrecht, Damon Beck, Mary Caldwell, Kyle Cutting, Craig Gee, Wilson Guo, Dana Kemeys-McDonald, Zoe Kemeys-McDonald, Emily Mangini, Hyrum Russell, Mathew Shears, and Zalalem Wudneh.

- C. Dale Kleinert shared that Deb Adair is featured in an article in the National Business Managers Action online magazine. He shared some highlights from the article.
- D. **Presentation: Bond Sale Plan** - Eric Heringer, Seattle Northwest Securities Corporation, began his presentation in regards to the bond sale plan and how this will happen. He is excited about this process and gave a handout to the Board that will also be presented up on the screen. He noted that later on the agenda there will be action items related to the bond sale. Eric began his presentation by giving a brief background on the company he works for and the disclosures that are required by law. He noted that Seattle NW is going to be merging with Piper Jaffray & Co. in mid-July so the name of the company will be changing but not the people. Heringer then spoke on the taxpayer impact of the bond and the assumption/projections that were made back prior to the bond election. He shared news in regards to the interest rates and the spike in those rates that has occurred and the impact on the sale of the bond. Barber asked a question in regards to the certification of the bond in September but selling it sooner. Heringer explained how this works and that the interest rate will need to be locked in as soon as possible.

Heringer shared that the interest rate has gone from a projected 3.21 to the current rate of 3.87. This will result in a cost of .57 per 1,000 versus a .54 per 1,000 tax rate increase. One strategy that could be possible is to only sell half of the bond now and perhaps wait to sell the rest to see what the interest rates do but there is a risk to doing this also as the interest rate could go higher. This strategy is currently estimated to save the district \$200,000. Heringer then showed a slide that details the projected debt service and tax rates. Heringer reiterated that this is just a snapshot and interest rates could go down but they could also go up. The proposed financing schedule includes a timeline of events that will take place in July, including locking in the interest rate on July 31, 2013 and the closing of the bond sale on August 15, 2013. Heringer then reviewed the timing and structure of bond payments as it needs to match the tax collection cycle. Heringer concluded his presentation with the last slide that showed the taxable assessed value and revenue sources for Latah County. Other revenue sources are the Idaho School Bond Levy Equalization.

E. Public Comments

- 1. **Ladene Edwards**, Lena music teacher, noted that she saw on the agenda that there will be action on the elementary teacher job description that adds technology to the description and stated her concerns in regards to this. She is also concerned about why it is not on the secondary teacher job description.
- 2. **Greg Fizzel**, UI director for MOSS, thanked the board for working with them to seek funding to keep this program.

V. **CONSENT AGENDA:** All items appearing under this heading will be acted upon by one motion, without discussion. Should any Trustee or other person request that any item be considered separately, that item will be added to the end of the regular agenda.

A. Fiscal Services

- 1. Board Audit of Expenditures

Payroll, May Net Payroll	\$ 767,881.83
Payroll Taxes/Benefits/State, Federal Taxes	767,026.97
Accounts Payable, May Bill List	636,173.78
TOTAL BILLS and PAYROLL	\$2,171,082.58

All funds have been expended consistent with adopted budgets and applicable rules and regulations.

B. Donations

- 1. Thank you to Amy Graves for her donation of \$30 to the Orchestra Program for MMS.

2. Thank you to the Palouse Promenaders for their donation of \$100 to help fund activities for students at MMS.
3. Thank you to Hayden & Ross Financial Advisors for their donation of 50 binders (valued at \$350) to PCRHS and 107 binders (valued at \$535) to MHS.
4. Thank you to the anonymous donor who recently gave a stroller to a student at PCRHS after seeing her carrying the baby in a front back and after speaking to the student discovered she needed a stroller. The woman arrived at the school the next day with the stroller.
5. Thank you to Kathy Weber, Inc., for the donation of \$120 to purchase two yearbooks for two students at MHS.
6. Thank you to Paul & Nora Jehn for their donation of \$564 to go towards the purchase of a projector to benefit students with significant disabilities at MHS.
7. Thank you to the Palouse Choral Society for the gift of \$200 to support music education at MHS.
8. Thank you to the Wells Fargo Community Support Program for the \$10 donation on behalf of Llurhen Sanchez Castro from Glendale, Arizona to McDonald Elementary.
9. Thank you to Red Sun LLC doing business as Papa Murphy's for the \$100 donation to Lee Berg's 5th grade classroom at McDonald Elementary.

C. **Administrative/Human Resources**

1. **Certified – Hire**

Paul, Shahna, Teacher, 2013 Extended School Year Program, \$25/hour, effective 6/24/13.

2. **Certified - Changes/Increase/Decrease**

Adams, Glenn, Teacher, Special Education, PCRHS and Intervention Specialist, District-wide, reassignment to Teacher, Special Education and Title I, PCRHS and MHS, 1.0 FTE, 190 days/year, effective 8/21/13.

Aiello, Rachel, Teacher, Special Education, MMS, transfer to Teacher, Mathematics, MMS, 1.0 FTE, effective 8/21/13.

Ash, Brandi, Teacher, Grade 6, MMS, transfer to Teacher, Grade 4, Lena Whitmore Elementary, 1.0 FTE, effective 8/21/13.

Hannon, Cathy, Teacher, Mathematics, Leave Replacement, MHS, transfer to Teacher, Mathematics, MHS, 1.0 FTE, effective 8/21/13.

Helbling, Phil, Teacher, PE/Wellness, MHS, increase from .67 to 1.0 FTE, effective 8/21/13.

Mathews, Jennifer, Teacher, Spanish, MMS, increase from .17 to 1.0 FTE, effective 8/21/13.

Mueller, Melissa, Teacher, Grade 4, Russell Elementary, transfer to Teacher, Grade 5, Russell Elementary, effective 8/21/13.

Parker, Julia, School Nurse, District-wide, increase from 195 to 205 days/year, effective 8/7/13.

Waer, Natalie, Teacher, Enrichment, West Park Elementary, transfer to Teacher, Grade 2, West Park Elementary, 1.0 FTE, effective 8/21/13.

3. **Certified Retire/Rehire**

Wissner, Gretchen, Gifted/Talented Facilitator, MHS, .60 FTE, effective 9/3/13.

4. **Certified – Stipends**

Driver Education:

Hudelson, Eric, Teacher, Grade 6, MMS, \$1,817 stipend for being a Summer 2013 Driver Education instructor, effective 6/25/13.

Jensen, Carolyn, Teacher, Special Education, Russell Elementary, \$2,668 stipend for being a Summer 2013 Driver Education instructor, effective 6/25/13.

Fuel Up to Play 60:

Fealy, Genevieve, Teacher, PE, MMS, \$85 stipend for being a Fuel Up to Play 60 Advisor, effective 6/1/13.

Shawley, Jessica, Teacher, PE, MMS, \$85 stipend for being a Fuel Up to Play 60 Advisor, effective 6/1/13.

Thill, John, Teacher, PE, MMS, \$85 stipend for being a Fuel Up to Play 60 Advisor, effective 6/1/13.

Professional Development Committee (PDC) Attendance:

Bean, Carly, Teacher, Social Studies, MHS, \$62.50 stipend for attending PDC meetings, effective 6/1/13.

Cole, Becky, School Psychologist, District-wide, \$31.25 stipend for attending PDC meetings, effective 6/1/13.

Foss, Matthew, Teacher, Mathematics, MMS, \$62.50 stipend for attending PDC meetings, effective 6/1/13.

Pancheri, Patty, Teacher, Grade 2, McDonald Elementary, \$62.50 stipend for attending PDC meetings, effective 6/1/13.

Spangler, Julie, Teacher, Grade 1, West Park Elementary, 93.75 stipend for attending PDC meetings, effective 6/1/13.

District Curriculum Assessment Committee (DCAC) Attendance:

Adams, Glenn, Teacher, Special Education, PCRHS, and Intervention Specialist, District-wide, \$187.50 stipend for attending DCAC meetings, effective 6/1/13.

Edwards, LaDene, Teacher, Music, Lena Whitmore Elementary, \$218.75 stipend for attending DCAC meetings, effective 6/1/13.

Faircloth, Cyndi, Teacher, Language Arts, Social Studies, PCRHS, \$156.25 stipend for attending DCAC meetings, effective 6/1/13.

Fehrenbacher, Anna, Teacher, Grade 3, McDonald Elementary, \$250.00 stipend for attending DCAC meetings, effective 6/1/13.

Hightower, Mike, Teacher, Language Arts, MHS, \$187.50 stipend for attending DCAC meetings, effective 6/1/13.

Lynn, Jennifer, Teacher, Business, MMS, \$250.00 stipend for attending DCAC meetings, effective 6/1/13.

Stelck, Lulu, Gifted and Talented Facilitator, Lena Whitmore and West Park Elementary, \$250.00 stipend for attending DCAC meetings, effective 6/1/13.

Wissner, Gretchen, Gifted and Talented Facilitator, MHS, \$156.25 stipend for attending DCAC meetings, effective 6/1/13.

Insurance Committee Attendance:

Albrecht, Jason, Teacher, Social Studies, MMS, \$124.08 stipend for attending Insurance Committee meetings, effective 6/1/13.

Allenger, Bob, School Psychologist, MHS/MMS, \$96.31 stipend for attending Insurance Committee meetings, effective 6/1/13.

Heidelberger, Betty, Counselor, Lena Whitmore, \$111.08 stipend for attending Insurance Committee meetings, effective 6/1/13.

Hudelson, Eric, Teacher, Grade 6, MMS, \$55.54 stipend for attending Insurance Committee meetings, effective 6/1/13.

Jensen, Carolyn, Teacher, Special Education, \$111.08 stipend for attending Insurance Committee meetings, effective 6/1/13.

Jessup, Patricia, Teacher, Special Education, \$138.85 stipend for attending Insurance Committee meetings, effective 6/1/13.

Parce, Jerri, Teacher, Grade 6, MMS, \$138.85 stipend for attending Insurance Committee meetings, effective 6/1/13.

Parker, Julia, School Nurse, District-wide, \$96.31 stipend for attending Insurance Committee meetings, effective 6/1/13.

Strategic Plan Steering Committee Attendance:

Calvert, Jennifer, Teacher, Language Arts, MHS, \$125.00 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Cregar, Elyse, Elementary Library Media Specialist, \$250.00 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Doyle, Johana, Instructional Technology Coordinator, District-wide, \$125.00 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Hightower, Jennifer, Counselor, West Park Elementary and PCRHS, \$250.00 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Huff, Jason, Teacher, Business Ed, MHS, \$125.00 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Wilson-Bailey, Angela, Teacher, Social Studies, MMS, \$218.75 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Zirker, Martha, Teacher, Grade 3, McDonald Elementary, \$218.75 stipend for attending Strategic Plan Steering Committee meetings, effective 6/1/13.

Annual Support Program:

Berger, Ken, Teacher, Science, MHS, \$100 stipend for attending new teacher meetings, effective 6/1/13.

Dalebout, Gerald, Teacher, Social Studies, Language Arts, MHS, \$75 stipend for attending new teacher meetings, effective 6/1/13.

Hannon, Cathy, Teacher, Mathematics, MHS, \$100 stipend for attending new teacher meetings, effective 6/1/13.

Helbling, Phil, Teacher, PE, Wellness, MHS, \$75, stipend for attending new teacher meetings, effective 6/1/13.

Hicke, Diana, Counselor, MHS, \$75 stipend for attending new teacher meetings, effective 6/1/13.

Law, Deidra, Teacher, Grade 6, \$50 stipend for attending new teacher meetings, effective 6/1/13.

Morasch, Victoria, Teacher, ENL, District-wide, \$75 stipend for attending new teacher meetings, effective 6/1/13.

Pollard, Matt, Teacher, Mathematics, Science, PCRHS, \$100 stipend for attending new teacher meetings, effective 6/1/13.

Schiweck, Juliana, Library Media Specialist, MMS, \$75 stipend for attending new teacher meetings, effective 6/1/13.

Wagner, Lindsey, Speech Language Pathologist, McDonald Elementary, \$75 stipend for attending new teacher meetings, effective 6/1/13.

Spring 2013 Concurrent Enrollment Course:

Bean, Carly, Teacher, Social Studies, MHS, \$500 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Blount, Pat, Teacher, Mathematics/Physics, MHS, \$460 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Gravel, Bryce, Teacher, Mathematics, MHS, \$740 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Hightower, Mike, Teacher, Language Arts, MHS, \$840 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Hoogsteen, Sam, Teacher, Social Studies, MHS, \$500 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Hoogsteen, Sam, Teacher, Social Studies, MHS, \$540 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Quinn, Mark, Teacher, Science, MHS, \$440 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13.

Stafford, Julie, Teacher, Business/Psychology, MHS, \$540 stipend for teaching a spring 2013 concurrent enrollment course, effective 6/25/13

5. Certified - Resignations/Terminations/Retirements

Tripepi, Karen, Teacher, Grade 4, McDonald Elementary, effective 6/7/13.

6. Classified – Hires

Temporary Summer Custodian Hires:

Falen, Dennis, Temporary Summer Custodian, District-wide, 40 hours/week, effective 6/10/13.

Ingwell, Adam, Temporary Summer Custodian, District-wide, 40 hours/week, effective 6/10/13.

Weinmann, Kayla, Temporary Summer Custodian, District-wide, 40 hours/week, effective 6/10/13.

7. Classified - Changes/Increase/Decrease

Helbling, Carla, Secretary, MHS, transfer to Attendance Secretary, MHS, 8 hours/day, 205 days/year, effective 8/7/13.

2013 Extended School Year (ESY) Additional Assignments

Brooker, JoDee, Substitute Speech Language Pathologist, ESY Program, 4 hours/day, effective 6/24/13.

Foutch, Kelli, Instructional Assistant Special Education, ESY Program, 4 hours/day, effective 6/24/13.
Quaglietta, Caitlin, Interpreter/Tutor for the Hearing Impaired, ESY Program, 4 hours/day, effective 6/24/13.
Rose, Chelsea, Instructional Assistant Special Education, ESY Program, 4 hours/day, effective 6/24/13.
Sullivan, Sean, Instructional Assistant Special Education, ESY Program, 4 hours/day, effective 6/24/13.
Wallen, Harper, Instructional Assistant Special Education, ESY Program, 4 hours/day, effective 6/24/13.

Additional assignment for the Extended Reading Intervention Program ends for the following employee(s):

Fereday, Jeni, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
French, Ingrid, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
Machado, Kiley, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
Neiheisel, Cynthia, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
Nielson, Cheryl, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
Stevenson, Heather, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
Strout, Sue, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.

8. Classified - Resignations/Terminations/Retirements

Baldwin, Sapphire, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 6/5/13.
Barclay, Dianna, Instructional Assistant Paraprofessional, Special Education Program, West Park Elementary, effective 6/5/13.
Baunach, Phillip, Bus Driver in Training, Transportation, effective 5/23/13.
Bjerke, Colton, Late Night Program Coordinator, District-wide, effective 6/5/13.
Nathan, Kari, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 6/5/13.
Peterson, Jill, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 6/5/13.
Shea, Charles, Bus Driver, Transportation, effective 6/11/13.
Singer, Paul, Bus Driver, Transportation, effective 6/11/13.
Wallen, Harper, Instructional Assistant Paraprofessional, Extended Reading Intervention, Lena Whitmore Elementary, effective 5/31/13.
Williams, Jeremy, Auditorium Tech, MHS, effective 6/7/13.
Wiltsie, Nathan, Bus Driver, Transportation, effective 6/11/13.

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

6th Grade Science Camp – Hire

Stone, Natalie, 6th Grade Camp Advisor, MMS, effective 9/1/12.

Cheerleading – MHS Hires

Caywood, Katie, Head V Cheerleading Advisor, effective 8/12/13.
Drysdale, Jennifer, JV Cheerleading Coach, MHS, effective 8/12/13.

Football - MHS Resignations/Terminations/Retirements

Jacksha, Tom, Assistant Football Coach, MHS, effective 6/11/13.

Boys Soccer – MHS Hires

Gayler, Richard, Head V Boys Soccer Coach, MHS, effective 8/12/13.
Gravel, Bryce, Assistant JV Boys Soccer Coach, MHS, effective 8/12/13.

Girls Basketball - MHS Resignations/Terminations/Retirements

McIntosh, Brandon, Girls 9th Grade Basketball Coach, MHS, effective 5/23/13.

RESOLUTION 13-128

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

Frenzel moves the Board approve Resolution 13-128, second by Barber. The motion passes 5-0-0.

Fazio thanked those listed for the donations that they made to the various schools. She also noted that we are saying goodbye to some more certified employees and thanked them for their service.

VI. CONTINUED BUSINESS

- A. **Report: Curriculum, Instruction & Assessment** – Kleinert noted that Hanchey is working on appeals for ISAT testing as information has just been released. He further noted that the window has just opened and Sarah is working on them.
- B. **Action on Elementary Teacher Job Description** – Dale Kleinert stated that this is the second reading for this description. He noted that LaDene Edwards just spoke on this topic and he noted her concerns with adding the technology piece to the job description. Recommends approval.

RESOLUTION 13-129

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the change to the Elementary Teacher job description as presented.

Dibble moves the Board approve Resolution 13-129, second by Barber. Campbell read part of the description and asked if this covers it and Kleinert said it does. Barber commented that she hopes that every person in this day and age has basic technology skills and it is her understanding that our elementary teachers will receive training in order to teach basic keyboarding skills. Kleinert noted that Barber's comment about the training is correct. There was further discussion on this topic. The motion passes 5-0-0.

- C. **Action on Transportation - Board Policy, Section VIII, Safety Busing 8010.20 and Contracting District Transportation Services 8110.00** – Deb Adair said that this is the second reading on the revisions to these two policies. The changes are minimal and she reviewed what they are and would like to have these policies align with the guidelines set forth in the Standards for Idaho School Buses and Operation (SISBO) and the SDE regulations. She recommends approval.

RESOLUTION 13-130

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to Board Policy, Section VIII, Safety Busing 8010.20 and Contracting District Transportation Services 8110.00 as presented.

Barber moves the Board approve Resolution 13-130, second by Frenzel. The motion passes 5-0-0.

- D. **Action on Relationship Compact** – Dale Kleinert said the Communications Committee has met together and created this relationship compact. He noted that this document has gathered some interest from other districts in the State. The relationship compact will help determine how various committees can communicate in a more effective manner. Kleinert recommends the compact be placed in Board Policy.

RESOLUTION 13-131

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the Relationship Compact as presented and to have it placed in Section IV of Board Policy.

Campbell moves the Board approve Resolution 13-131, second by Frenzel. The motion passes 5-0-0. Fazio thanked the members of the committee for working on and creating this document.

VII. NEW BUSINESS

- A. Adoption of 2013-2014 Budget** – Dale Kleinert noted that earlier this evening the budget was presented at a hearing that is required by state code. He recommends approval.

RESOLUTION 13-132

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the proposed budget for fiscal year 2013-2014, as presented.

Frenzel moves the Board approve Resolution 13-132, second by Barber. The motion passes 5-0-0. Kleinert noted that weeks of work went into the budget process and thanked Adair and her staff for all their hard work.

- B. Action on Reimbursement Resolution** – Deb Adair stated that Eric Heringer spoke on this earlier in response to a question by Barber. Adair said that this resolution will allow us to incur expenditures prior to the issuance of bonds and then receive reimbursement from the proceeds of the bonds. The capital improvements that are scheduled this summer would fall under this. She recommends approval.

RESOLUTION 13-133

WHEREAS, pursuant to the Bond Election Resolution dated March 26, 2013 (the “Bond Election Resolution”) adopted by School District No. 281 (Moscow), Latah County, Idaho (the “District”), a bond election (the “Bond Election”) was called and held on May 21, 2013, and the qualified electors of the District approved the issuance by the District of up to \$10,800,000 general obligation bonds to finance the Project hereinafter described (the “Bonds”);

WHEREAS, through the issuance of the Bonds, the District anticipates financing the costs of renovating, remodeling and adding to existing schools and school facilities, acquiring related equipment and making safety and security improvements throughout the District (such expenditures being herein referred to collectively as the “Project”);

WHEREAS, the District desires to issue general obligation bonds up to the amount authorized under the election;

WHEREAS, the District expects to incur certain expenditures related to the Project prior to issuance of the Bonds and the District reasonably intends to reimburse itself for such prior expenditures incurred (i) within 60 days prior to the date hereof, or (ii) after the date hereof but prior to the issuance of the Bonds, from a portion of the proceeds of the Bonds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of School District No. 281 (Moscow), Latah County, State of Idaho, as follows:

Section 1. The purpose of this Resolution is to permit the District to reimburse itself from the proceeds of the Bonds for expenditures incurred on the Project (i) within 60 days prior to the date hereof, or (ii) after the date hereof but prior to the issuance of the Bonds, and ending on the date of reimbursement.

Section 2. The District intends to incur expenditures with respect to the Project prior to issuance of the Bonds and hereby declares its intent to reimburse those expenditures from the proceeds of the Bonds, and expects such reimbursement to occur not later than 18 months after (i) the date the original expenditure is paid, or (ii) the date the Project is placed in service, but no later than three years after the date the original expenditure is paid.

Section 3. The District expects to make the expenditures from its plant facilities reserve fund, its general fund or any other available revenues.

Section 4. This declaration of official intention is made pursuant to Section 1.150-2, Code of Federal Regulations.

Section 5. The maximum principal amount of the Bonds expected to be issued that have not already been issued prior to expenditures being made to finance the Project is \$10,800,000, plus cost of issuance expenses.

Section 6. The officers of the District are hereby authorized and directed, for and in the name and on behalf of the District, to take any and all actions and execute, acknowledge and deliver any and all agreements, instruments or other documents and revisions or corrections thereof and amendments thereto, as may in their discretion be deemed necessary or desirable to carry out the terms, provisions and intent of this Resolution.

Dibble moves the Board approve Resolution 13-133, second by Barber. The motion passes 5-0-0.

- C. Authority to Proceed – Negotiated Sale of Bonds** – Deb Adair stated that with the successful passage of the bond, the next step is to pass a resolution which ratifies appointment of Seattle Northwest Securities and Hawley Troxell, designates bond series and authorizes a negotiate sale of the bonds. It will also authorize the business manager and others to prepare the Preliminary Official Statement for bond rating, preparation of legal forms and proceeding with the processes under the Guarantee and Credit Enhancement programs. Adair noted that in the board packet, there is a preliminary document that shows what this statement would look like and noted it is a very important document. Recommends approval.

RESOLUTION 13-134

Bond Election Results:

WHEREAS, on March 26, 2013, the Board of Trustees (the “Board”) of School District No. 281 (Moscow), Latah County, State of Idaho (the "District") adopted a Bond Election Resolution (the “Election Resolution”) calling a special school district bond election (the "Bond Election") to be held in the District on May 21, 2013, for the purpose of submitting to the qualified school district electors of the District the propositions set forth in the Election Resolution;

WHEREAS, the Bond Election was held on May 21, 2013, and more than two-thirds of the votes cast at the Bond Election were cast in favor of the issuance of the District's general obligation bonds in one or more series in the aggregate amount of up to \$10,800,000 to finance the costs of renovating, remodeling and adding to existing schools and school facilities, acquiring related

equipment and making safety and security improvements throughout the District (the “Project”) as set forth in the Election Resolution;

Plan of Finance:

WHEREAS, the Board desires to sell its general obligation bonds pursuant to negotiated sale in one or two series, and designated either tax-exempt and/or taxable, and in either case, which may be designated General Obligation Bonds, Series 2013A (Tax-Exempt) (the “2013A Bonds”) and/or General Obligation Bonds, Series 2013B (Taxable) (the “2013B Bonds,” and collectively with the 2013A Bonds, the “Bonds”);

WHEREAS, the Bonds will qualify for the State of Idaho School Bond Guaranty Program under Title 33, chapter 53, Idaho Code (the “Guaranty Program”) and the school bond credit enhancement program pursuant to section 57-728, Idaho Code (the “Credit Enhancement Program”);

Appointment of Service Providers:

WHEREAS, in connection with the proposed issuance and negotiated sale of the Bonds, the District has engaged the services of Seattle-Northwest Securities Corp. as underwriter (the “Underwriter”);

WHEREAS, the District has engaged Hawley Troxell Ennis & Hawley LLP, as bond counsel (“Bond Counsel”) and desires to authorize Bond Counsel to assist the Underwriter in the preparation of documentation for the sale and issuance of the Bonds;

Preparation of Bonds For Sale:

WHEREAS, the Board desires to approve the form of Notice of Negotiated Private Bond Sale (the “POS”) attached to this Resolution as Exhibit A, as required by Idaho Code (the “Notice of Private Sale”) and to authorize Bond Counsel to publish the same prior to the sale of the Bonds;

WHEREAS, the Board desires to authorize the officials of the District to assist the Underwriter in the preparation and completion of the preliminary official statement, a draft of which has been presented to the Board (the “POS”) and to authorize the Chair of the Board, the Superintendent or Business Manager of the District to deem final the POS of the District with respect to the Bonds at such time the POS is final and to authorize the Underwriter to use the POS in connection with the offering of the Bonds.

THEREFORE, IT IS HEREBY RESOLVED by the Board as follows:

Underwriter and Bond Counsel:

Section 1. The Board ratifies the appointment and engagement of the Underwriter for the negotiated sale of the Bonds.

Section 2. The Board ratifies the engagement of Bond Counsel and authorizes Bond Counsel to provide and/or assist with preparation of the documentation for the issuance and sale of the Bonds.

Designation of Series and Negotiated Sale of Bonds:

Section 3. The Board hereby determines that the Bonds of the District shall be sold to the Underwriter pursuant to negotiated sale under and pursuant to Idaho Code Sections 33-1111 and 57-232.

Section 4. The Notice of Private Sale in substantially the form attached as Exhibit A, as revised to reflect the accurate bond designations, is hereby ratified and approved and Bond

Counsel is authorized to complete the Notice of Private Sale and effect timely publication thereof prior to the sale of the Bonds in accordance with Idaho Code.

Section 5. As applicable, at the time of sale of the Bonds, the District expects to designate the 2013A Bonds as tax-exempt and the 2013B Bonds as taxable, both series of Bonds as eligible for the Guaranty Program and Credit Enhancement Program, and provide for the application of the proceeds thereof to finance the Project.

Preliminary Official Statement:

Section 6. The Board authorizes the District's Business Manager and other officials of the District to work with the Underwriter and Bond Counsel to prepare the POS with respect to the District's Bonds. Upon completion of the POS, the Superintendent of the District, Chair of the Board or the Business Manager of the District is authorized and instructed to approve the POS, and to execute and deliver a certificate as to the finality of the POS pursuant to SEC Rule 15c2-12, and the Underwriter is authorized to use the POS in connection with the offering of the Bonds and to submit the POS to rating agencies for purposes of obtaining a rating for the Bonds.

Legal Documents:

Section 7. The Board authorizes Bond Counsel to prepare the form of Bond Resolution to evidence the terms and conditions upon which the District will issue the Bonds, provided that the District will take official action on such Bond Resolution at the time that the District confirms the sale of each series of Bonds pursuant to the terms and provisions of a bond purchase agreement with the Underwriter.

Section 8. The Board authorizes Bond Counsel to complete and timely publish the Notice of Private Sale in accordance with Idaho Code, prior to adoption of the Bond Resolution.

Other:

Section 9. The Board authorizes and/or ratifies (i) the applications of the District's Superintendent and/or other officials of the District to obtain a Certificate of Eligibility under the Guaranty Program and Certificate of Approval of Credit Enhancement under the Credit Enhancement Program, and authorizes payment of any required application and transaction fees authorized thereunder, and (ii) any and all actions taken or to be taken by the District's officials with respect to the preparation for the sale of the Bonds.

Section 10. That all resolutions in conflict or inconsistent herewith are hereby repealed to the extent of any such conflict or inconsistency.

Frenzel moves the Board approve Resolution 13-134, second by Barber. Fazio asked if there were any concerns with how the board is referred in the motion and asked if that was a concern to anyone and it was not. She also asked if it needed to be noted that Seattle Northwest Securities name is being changed to Piper Jaffray & Co. Heringer noted that he did ask if anything needed to be done it that regards and was told it did not. The motion passes 5-0-0.

- D. Approval of 2013-2014 Student Handbooks** – Dale Kleinert stated that it is nice to see the principals here as they are on summer vacation.

1. Kleinert began with the handbook from McDonald and gave Bechinski's apology to the board as she was unable to make it tonight as she is not feeling well. He then noted the changes that were made to the handbook which are minimal.
2. West Park – Bill Marineau noted that changes are made to the handbook as they take place throughout the year on the online version. He said that he works closely with the other elementary principals to keep the handbooks relatively similar. The wording for their handbook is fairly simplified because of the age level of the students. Campbell noted the QR code in the handbook. Dibble asked about the harassment/bullying policy and if it is included in the handbook.
3. Lena – Kendra McMillan noted that there aren't many changes to the handbook other than updates. She noted that the handbook is in a calendar format as this has proven helpful and is well liked by the parents.
4. Russell – Ed Norman noted that they have an agenda that Russell students use and the handbook is contained within it. The copy that the Board is approving is what is sent home for the parents to have a copy. He noted the changes that were made. Fazio noted a typo to a part of the handbook. Campbell asked about the signature sheet and Norman noted that this is a separate sheet that the parents return to the school.
5. PCRHS – Ed Norman noted that there are just a few word changes; along with date changes and that the harassment policy was added.
6. MMS – Craig Allen, Assistant Principal, noted that there have been major changes to their handbook this year, one of which is the production of the handbook in house which will result in considerable savings in printing. He then went on to review the changes that were made. The size of the handbook was also streamlined by consolidating information. Frenzel noted that the table of contents will need to be corrected. Allen thanked him for catching the error and will get that changed prior to final publication.
7. MHS – Allen Green, Assistant Principal, standing in for Mr. Perryman, noted that the handbook has only one major change and it deals with guests at high school dances. He also noted that the bullying/harassment policy is included. This handbook is followed to a tee with the faculty and staff, in addition to the students of MHS.

RESOLUTION 13-135

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the 2013-14 student handbooks for Lena Whitmore Elementary, A.B. McDonald Elementary, J. Russell Elementary, West Park Elementary, Moscow Middle School, Moscow High School, and Paradise Creek Regional High School, as presented.

Frenzel moves the Board approve Resolution 13-135, second by Campbell. The motion passes 5-0-0.

- E. Approval of Transportation Handbook** – Deb Adair stated that this handbook was last updated in 2011 and as regulations at the state levels change; revisions take place to our transportation handbook. She then went on to review the changes that were made to the handbook. She noted that Greg Harris, transportation director, really keeps an eye on what happens in other districts and is pro-active in making changes to our district in order to prevent any incidents. She recommends approval.

RESOLUTION 13-136

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

Barber moves the Board approve Resolution 13-136, second by Frenzel. The motion passes 5-0-0.

- F. First Reading: New Job Description – Data & Assessment Technician** – Dale Kleinert stated that this is a new position in the district that will take the place of the Information Technology Coordinator due to Johana Doyle's retirement. This is an extensive and very important job. It covers all of our demographics and assessment information through the process called ISEE. After review by other district staff, a name change was proposed to be Data & Assessment Specialist. This change will be noted and presented for a second reading & action next month.
- G. Action on Revised Certified Job Descriptions** – Dale Kleinert noted that all of the changes are fairly simple as it just involves updates to the supervisor position from Director of Special Services/Human Resources to Special Services Director.

RESOLUTION 13-137

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the Certified Job Descriptions as presented.

Barber moves the Board approve Resolution 13-137, second by Frenzel. Dibble asked about the supervision of the school nurse and Kleinert said that position will be supervised by Kendra McMillan. The motion passes 5-0-0.

- H. 2013-14 Negotiations Agreement Ratification** – Dale Kleinert stated that negotiations have been taking place over the last couple of months. He noted that Dibble has served as the spokesperson for the board for most of the meetings and as she was not able to make the last few, Campbell stepped in as spokesperson and Frenzel attended them also as the board's representative and came to a tentative agreement at the last meeting. Kleinert stated that there was an MEA meeting on June 24, 2013 with about 30 members in attendance and the agreement received 100% ratification at that meeting. He then went on to review page by page the preliminary negotiations agreement that was accepted by the MEA. The financial implication will be a 1.25% increase to salaries, \$10 increase to the fringe benefit package, a decrease to concurrent enrollment stipends, and various increases to the extracurricular music salaries that will affect the 2013-14 budget which will be revised in January 2014 to include these adjustments. Kleinert noted that an amazing amount of work was done by both teams in a short amount of time. Fazio asked a question about 1.11 and the date that was listed. Kleinert noted that was the date when the tentative agreement was reached.

RESOLUTION 13-138

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the 2013-2014 Negotiations Agreement with the Moscow Education Association, as presented.

Dibble moves the Board approve Resolution 13-138, second by Barber. Campbell commented that this was a lot of work and once it was noted and agreed to go through the agreement step by step and article by article it resolved itself rather quickly and we were working together as a team with the MEA to come to agreement. She also noted that Dibble had gotten them through a lot already with the RIF procedure and many other articles that were important to work through. The motion passes 5-0-0.

- I. Approval of 2013-14 Salary and Benefit Contribution for Qualified Employees** – Dale Kleinert stated that as action was just taken to ratify the Negotiations Agreement with the MEA, it has been

the practice to provide the same adjustments to salaries and benefits to all qualified employees. This would be a 1.25% increase to salaries and a \$10 increase to the fringe benefit package. As noted in the prior item, the 2013-14 budget will be revised in January 2014 to include these adjustments.

RESOLUTION 13-139

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the salary & benefit contribution for qualified employees, as presented.

Barber moves the Board approve Resolution 13-139, second by Frenzel. The motion passes 5-0-0.

- J. Approval to Solicit Qualifications for Basic Architectural Services** – Dale Kleinert stated that earlier this evening timelines were discussed. This request is seeking approval to publish an advertisement to seek architectural firms to help with these projects.

RESOLUTION 13-140

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves publication of requests for qualifications for basic architectural services and the timelines for selection as presented.

Frenzel moves the Board approve Resolution 13-140, second by Barber. The motion passes 5-0-0.

There was a brief three minute recess at 9:20 PM.

- K. Review Board Goals for 2013-2014** – The board members and Kleinert discussed the previous year's goals and what they see as goals for this year. Kleinert will work with the board to get some goals written to be presented at the July board meeting.

VIII. INFORMATION

A. Superintendent's Report

1. Elementary Enrollment / Student Movement – dropped way off at the end of the school year. Kleinert then directed attention to the document detailing the tracking of elementary students.
2. Idaho Leads – Hanchey, Fazio and Kleinert went to this meeting in Coeur d'Alene. It is in direct relation to the Common Core State Standards (CCSS.) Dale gave a brief overview of the meeting and noted that our district has the opportunity to become an Idaho Leads district but the timing of the meetings are not so good. Fazio then shared what she came away with from the meeting.
3. Annual Report of Committees - Kleinert noted they are in the board's packets and it was a busy year.
4. Bond Work Update – There is a MOU in place with the City for the Joseph Street playfields. There will be two different committees that will deal with different aspects of the actual work such as who pays for what, who gives approval and other items.

- B. ISBA Resolutions for 2013-2014.** – Fazio stated these are due at the end of July and the board needs to be thinking about what or if there are any our district would like to submit. Kleinert stated he would be happy to help the board draft them to have them ready for review at the July meeting.

- C. ISBA 71st Annual Convention, November 6-8, 2013 in Coeur d' Alene.** Four members of the board are planning on attending.

D. Other

1. July is the annual meeting. Dawn is going to be out of town for that meeting. She also noted that she would be unavailable for agenda review and Campbell noted she would also be unavailable on July 11. After discussion, the date was changed to July 10, 3:00 PM. Campbell will attend and Dibble will attend in Fazio's place.
2. Fazio noted that she has been thinking about the comment made by the parent last month in regards to EF (foreign exchange program) and feels this is something that needs to wait until the new superintendent and high school principal are in place. The other board members were in agreement with this.
3. Kleinert spoke about channel 16 and Time Warner Cable. He then turned on the television to show what is currently being played on that channel about the district.
4. Fazio then presented Kleinert with a small token of the board's appreciation for all his work and noted that he will be missed. Kleinert then went on to thank Angie & Deb for their work in district. He also thanked the board, individually, including past member Julia McIlroy, for their help and insight during his time as the superintendent.
5. Frenzel then gave Kleinert a small token of appreciation which was a t-shirt stating "Mission Accomplished."

IX. SUGGESTIONS AND COMMENTS

A. Public Comments

1. *Ladene Edwards*, commenting again on the elementary teacher job description, that the comment that was disturbing to her is that anyone can teach keyboarding skills, and that teaching technology is not in her area of expertise as a music teacher.

X. ADJOURNMENT

With no further business, the meeting was adjourned at 10:07 PM.