

REGULAR BOARD MEETING

April 18, 2018

1. OPENING ITEMS

- A. The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:00 PM, April 18, 2018 by Trustee Dawn Fazio, Chair, pursuant to Idaho Code Sections 33-506 and 33-510. The meeting was held in the Board Room of the District Office, 650 N. Cleveland St., Moscow, Idaho.
- B. A quorum of the Board was determined and trustees present were Dawn Fazio, Chair, Zone 4, Jim Frenzel, Zone 1, and Ken Faunce, Zone 2. 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, Vice-Chair, Zone 3 and Martha Schmidt, Zone 5 were absent and excused. There were also ten (10) patrons in the audience.
- C. The agenda was amended to add the following: #2 Information, Superintendent's Report, Item #4 – Change of Date for May and June board meetings; #4 New Business - Item I: First Reading: Manual for Uniform Grant Guidance for Federal Programs; Item J: Base Bid for Domestic Water Conditioning Improvements Project; #5 Consent Agenda, D. Disposal of Surplus Value Under \$500, Item #2 Miscellaneous Items: 1 ham/glute weight machine - \$75. The agenda was then approved by unanimous consent.
- D. The following minutes were presented for approval: Special Board Meeting for Executive Session, March 21, 2018 and Regular Board Meeting, March 21, 2018.

RESOLUTION 18-82

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Special Board Meeting for Executive Session, March 21, 2018 and the Regular Board Meeting, March 21, 2018.

Trustee Frenzel moved that the Board approve Resolution 18-82, seconded by Trustee Faunce. The motion carried 3-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Congratulations to McDonald Elementary 5th grader, Kayden Semier, for winning his school's Geography Bee, which qualifies him to participate in the state competition for the second year in a row.
 2. Congratulations to the following MHS students, 9th grade: Cameron Shirts & Kiera Vierling; 10th grade: Julien Reineke-Quinlan & Jonna Sobeloff-Gittes; 11th grade: Rosemary Adams, Ari Carter & Jill Ingram; 12th grade: Caleb Lyon & Lena Werner, who were the recipients of the Student Recognition Award for "Positive Leadership in the Classroom, Clubs, Athletics, and/or Academic Competitions." This award is presented monthly to students at MHS who best personify qualities of citizenship and leadership.
 3. Congratulations to Jessica Shawley, MMS PE teacher, for receiving a \$500 grant from SHAPE Idaho to purchase spot stacking curriculum for her classroom.
 4. Congratulations to MMS Future Cities team who place 2nd among 34 teams at the Future Cities regional competition held in Seattle.
 5. Congratulations to Anthony Plummer, MHS, who was the winner of the 2018 Idaho State Poetry Out Loud and will represent Idaho at the National Poetry Out Loud competition.
 6. Congratulations to this year's TOY (Teacher of the Year) winners: Elementary, Glenn Adams, Russell; Secondary, Lee Anne Eareckson, MHS; ESP (Educational Support Person), Jenni

Fereday, Lena Whitmore School Library; and Friend of Education, Irene Fracz, Volunteer at West Park and Russell.

7. Trustee Frenzel shared the following from the Daily News:
 - a. Two MMS students, Barrett Abendroth & Jackson Prestwich, recently attend a drone workshop sponsored by the UI and their new program Idaho Drone League, where they learned how to pilot a small drone, and watched the camera's view on an electronic tablet.
 - b. A robotics team, from MMS, MHS and PPCS, made up of 6th-9th graders, Aengus Kennedy, Brayden Weaver, Dominic Dorigo, Micah Wolbrecht, Benji Sobeloff-Gittes and Petra Kennedy, will be headed to Houston Texas to compete against the best in world. They will represent the city and the State of Idaho at the "*For Inspiration and Recognition of Science and Technology LEGO League World Festival*", part of the FIRST Championship.

B. Public Comments

1. Gleanne Wray, League of Women Voters, thanked Greg and Charlie for being on the panel to discuss school safety at the recent League of Women Voters meeting.
2. Molly Hirschbiel, Russell Title I Parapro, thanked the Board and Greg for meeting with her and Jenni on the topic of classified leave for MEA use.
3. Bill Marineau, Principal, PCRHS, shared that they had asked for bicycle donations and took apart 24 bikes and reassembled them into 16 usable bikes. Also shared that PCRHS has graduated 6 students so far this year.

C. Superintendent's Report - Dr. Bailey

1. Threat of Two Schools in Moscow: Issue & Update – gave a brief explanation of what happened when notified of the threat, days following the threat and how parents and community reacted, and commended the staff on how they handled today, 4/18/18. Absences noted were 77 on Monday, 97 on Tuesday and 379 on Wednesday. Also noted that he was at a meeting up at the UI where the State Board of Education was meeting and discussing school safety issues and was asked to give a brief presentation on how the District handled the threat.
2. Update on League of Women Voters Presentation – He and Charlie Gerke, along with Chief James Fry and McKenzie Fosberg, SRO, spoke at their monthly meeting about school safety. Dr. Bailey expressed how closely the MPD and the MSD worked together on the recent threat.
3. Classified Professional Leave – Had a very nice conversation with Jenni Fereday and Molly Hirschbiel. He noted that the District does care about the classified employees and is recommending six (6) days of professional leave for classified staff. The MEA will have the opportunity to distribute the leave days, subject to approval by building administration.
4. Change of Date for May & June board meetings – In a discussion with one of the trustees, it was noted that she wouldn't be available for them and asked if they could be changed. There was discussion and the meetings will be changed as follows: change the May meeting to Wednesday the 23rd and the June meeting to Tuesday the 26th.
5. Directors Report
 - Business Manager – Jennifer Johnson – Business operations are running smoothly. Have communicated with all secretaries to wrap up this year and they can now begin entering basic requests for next year. Also, Dr. Bailey, Heidi Holman and she will travel to Lewiston for the Legislative Roundup next week.
 - Operations Director – Charlie Gerke – starting the hiring process for temporary summer help; noted that Lorne Barr has resigned his position and it has been opened; transportation is surviving the spring season changes due to weather; the tech department has been busy with the ISAT testing season; the summer food program will start the end of June; and the prevention program has been going well.
 - Curriculum Director – Carrie Brooks – newly adopted Science materials have begun arriving; no big issues with ISAT testing; IRI testing will begin soon; Lena has qualified for Title I for next year; and there will be several heading to Boise for additional IMEN training.

- Special Services Director – Shannon Richards – ISAT Alt testing is also going on right now for English/Language Arts and Math; special education also uses April and May for transitioning student from preschool; opening up positions for paraprofessionals; participated in a state department training on special education data.

D. Board Goals 2017/18: (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. Second Reading: New Job Description - Curriculum & Data/Assessment Specialist - Dr. Greg Bailey, Superintendent stated this is the second reading for this job description and no further revisions have been made. Trustee Frenzel had a question about number 7 and would like to change the first word to “utilize” instead of “implement”. It was agreed to make that change.

RESOLUTION 18-83

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the new job description for Curriculum & Data/Assessment Specialist as presented with the minor word change to number 7.

Trustee Faunce moved that the Board approve Resolution 18-83, seconded by Trustee Frenzel. The motion carried 3-0-0.

4. NEW BUSINESS

- A. Moving West Park Elementary from a Targeted Assistance Title I Program to a School-wide Title I Program - Carrie Brooks, Curriculum Director gave a brief background on what a school-wide Title I program would offer students. She then had Bill Marineau, West Park principal, introduce Kara Ardern, Title I teacher and Teri Summers, 1st grade teacher and also currently Mr. Marineau’s intern. Each of them shared briefly using a PowerPoint presentation and why going to school wide Title I program will greatly benefit each student, not only in reading but also in math and writing. Trustee Frenzel asked if there was room at West Park to have a school wide program. Mr. Marineau then explained how it would work. Ms. Summers also gave a brief explanation on different methods that could be used to deliver instruction. Trustee Fazio asked what percentage is needed to become a school wide Title I school and it was noted 45%, which West Park has been at for several years.

RESOLUTION 18-84

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves moving West Park Elementary to a school-wide Title I program, as presented.

Trustee Frenzel moved that the Board approve Resolution 18-84, seconded by Trustee Faunce. The motion carried 3-0-0.

- B. Annual Turtle Trip - Dr. Greg Bailey, Superintendent stated that the purpose of the Turtle Trip is to allow Environmental Club members to experience working with the turtles and the scientists. Dr. Bailey then had Lee Anne Eareckson give additional background on the trip. She shared some slides from a previous trip to this site and spoke on the work they are going to be doing. She noted that the one change for this year's trip would be to go during Thanksgiving vacation.

RESOLUTION 18-85

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the request of the Moscow High School Environmental Club for the annual Sea Turtle Conservation Trip to Centro Mexicano Tortuguero on the south coast of the state of Oaxaca, Mexico.

Trustee Faunce moved that the Board approve Resolution 18-85, seconded by Trustee Frenzel. The motion carried 3-0-0. Trustee Fazio thanked Ms. Eareckson for being here and for her presentation.

- C. Use of Football Safety Equipment - Dr. Greg Bailey, Superintendent stated that per IHSAA rules state then no school owned uniforms and/or protective equipment may be used with written permission from the Board. A request has come from the Head Football Coach to be allowed to use this equipment while participating in a three-day minicamp and the UI three-day team camp. Trustee Frenzel asked where the insurance coverage comes from and Dr. Bailey said the District provides this.

RESOLUTION 18-86

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

Trustee Frenzel moved that the Board approve Resolution 18-86, seconded by Trustee Faunce. The motion carried 3-0-0.

- D. Use Contract with Moscow Baseball Association - Dr. Greg Bailey, Superintendent stated that a contractual contract must be in place annually and the current one has expired. Dr. Bailey shared that this contract will probably not be needed in the future when they transition to using the MSD Community Playfields which is managed by the city's Parks & Recreation department.

RESOLUTION 18-87

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the 2018 use contract with the Moscow Baseball Association as presented.

Trustee Frenzel moved that the Board approve Resolution 18-87, seconded by Trustee Faunce. The motion carried 3-0-0.

- E. Sale of Surplus Equipment Valued over \$1000 - Charlie Gerke, Operations Director stated that a propane-powered floor burnisher was purchased to use during the summer of the MSD reconfiguration to treat wood floors and as it is no longer needed, he is requesting permission to list it on MSD's Public Surplus auction site.

RESOLUTION 18-88

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves listing the propane-powered floor burnisher for sale on the district's public auction site.

Trustee Faunce moved that the Board approve Resolution 18-88, seconded by Trustee Frenzel. The motion carried 3-0-0.

- F. Job Descriptions: Elementary Library Media Specialist and Secondary Library Media Specialist - Dr. Greg Bailey, Superintendent stated that the endorsement on the Idaho Education Credential for Elementary and Secondary Library Media Specialists have been renamed to Elementary and Secondary Teacher Librarian. These two job descriptions need to be updated to reflect the name changes per the endorsement. No other changes are being proposed.

RESOLUTION 18-89

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the name changes for the job descriptions for Elementary Library Media Specialist to Elementary Teacher Librarian and Secondary Library Media Specialist to Secondary Teacher Librarian.

Trustee Frenzel moved that the Board approve Resolution 18-89, seconded by Trustee Faunce. The motion carried 3-0-0.

- G. First Reading: Revisions to Job Descriptions for Instructional Assistant, Elementary Library & Instructional Assistant, Secondary Library - Dr. Greg Bailey, Superintendent stated that these two job descriptions were reviewed by the Elementary and Secondary Teacher Librarians and it was determined that updates were needed.
- H. Board Policy: Section I - Internal Operations - Dawn Fazio, Board Chair said this will be a first reading for this policy and then proposed changes were reviewed and discussed. It was also noted that it may take more than two readings to make the proposed revisions. Once this section of policy is reviewed and adopted, the Board will review Section II.
- I. First Reading: Manual for Uniform Grant Guidance for Federal Programs – Jennifer Johnson, Business Manager, gave a brief overview of why this manual needs to be in place. She noted that it has been reviewed by herself, Charlie Gerke, Carrie Brooks and Shannon Richards.
- J. Base Bid for Domestic Water Conditioning Improvements Project – Charlie Gerke, Operations Director stated that this project will be for a new water treatment project at McDonald Elementary. Two bids were received this afternoon and it is being recommended to accept the bid from Quality Contractors LLC. There were some questions from the trustees on the differences in the two bids.

RESOLUTION 18-90

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby accepts the base bid from Quality Contractors LLC for the amount of \$116,000 as presented.

Trustee Frenzel moved that the Board approve Resolution 18-90, seconded by Trustee Faunce. The motion carried 3-0-0.

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 18-91

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

Trustee Faunce moved that the Board approve Resolution 18-91, seconded by Trustee Frenzel. The motion carried 3-0-0. Trustee Fazio expressed the Board's thanks for the donations listed. Also expressed her appreciation for those staff members that are leaving the District.

A. Fiscal Services – Board Audit of Expenditures for March

Payroll, Net Payroll	\$ 865,622.13
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 927,510.80
Accounts Payable, Bill List	\$ 389,453.57
TOTAL BILLS and PAYROLL	\$ 2,182,586.50

B. Donations

1. Thank you to Mr. Neely, in honor of his wife, Anna Neely, for the generous donation of \$1000 to the Anna M. Neely Learning Center at Lena Whitmore Elementary.
2. Thank you to Pete Isakson for the generous donation of \$1100 to McDonald Elementary.
3. Thank you to the Moscow Education Foundation for the following grants to MSD teachers:
 - \$500 - Cheryl Gillette - Lena Whitmore - River of Rockfish Project
 - \$400 - Faye Nagle - McDonald & Lena Libraries - Transition Books for Nurturing Independent Readers
 - \$455.26 - Emily Spellman - McDonald - Classroom Comfort
 - \$275 - Karen Tripepi - McDonald - Extended Learning
 - \$500 - Lori Lawton - MMS - Future City travel
 - \$495.83 - Erik Brynestad - MHS - Special Education Book Library
 - \$346.33 - Matt Pollard - PCRHS - Spectroscopy Chemistry Workshop for students

C. Human Resources

(Fiscal Implication: These personnel actions do not exceed the budget allocation for personnel as approved by the Board.)

1. Certified – Hires
Siebe, Jacob, Teacher, Mathematics, MHS, 1.0 FTE, effective 8/22/18.
2. Certified – Changes/Increase/Decrease
Bafus, Renae, College and Career Ready Advisor, MHS, increase from .60 to 1.0 FTE, effective 8/22/18.
3. Certified - Stipends
GAA Camp Grant Leaders
Gillette, Cheryl, Teacher, Grade 3, Lena Whitmore Elementary, \$208, effective 4/25/18.
Hudelson, Genevieve, Teacher, Grade 3, Lena Whitmore Elementary, \$208, effective 4/25/18.
Ringo, Tiffany, Teacher, Grade 3, Lena Whitmore Elementary, \$208, effective 4/25/18.
Weesner, Janice, Gifted/Talented Facilitator, Lena Whitmore and West Park Elementary, \$208, effective 4/25/18.
4. Certified – Resignations/Terminations/Retirements
Johnson, Mikaela, Teacher, Special Education, MMS, effective 6/8/18.
Klein, Emily, Teacher, Special Education, Lena Whitmore Elementary, effective 6/8/18.

Laun, Katy, Teacher, Grade 1, McDonald Elementary, effective 6/8/18.

Lawton, Ned, Teacher, Science, MMS, effective 6/8/18.

Mahoney, Susan, Teacher, Literacy and Title I, Lena Whitmore Elementary and PCRHS, effective 6/8/18.

Mendoza, Marco, Teacher, Spanish, MMS, effective 6/8/18.

Prevost, Anna, Teacher, Art, MMS, effective 6/8/18.

5. Classified – Hires

Hilton, Scott, Choir Accompanist, Russell Elementary, effective 2/5/18.

Shoemaker, Mallory, Instructional Assistant Paraprofessional, MMS, 17.75 hours/week, effective 4/9/18.

MHS Student Hires

Cannell, Kyle, Auditorium Tech, MHS, effective 1/22/18.

6. Classified – Changes/Increase/Decrease

Hasenoehrl, Julia, Aide, Classroom Overage, West Park Elementary, decrease 2 hours/day, effective 3/27/18.

Hierschbiel, Elizabeth, Instructional Assistant Paraprofessional, transfer from MMS to Russell Elementary, 7.25 hours/day, effective 3/21/18.

Krenz, Sarah, Aide, Classroom Overage, Lena Whitmore Elementary, increase 1 hour/day, effective 3/29/18.

Quist, Lorie, Aide, Classroom Overage, Lena Whitmore Elementary, increase 1 hour/day, effective 4/2/18.

Riebold, Katherine, Secretary, Curriculum, District Office, transfer to Curriculum and Data/Assessment Specialist, 8 hours/day, 230 days/year, effective 4/16/18.

Salazar, Samantha, Instructional Assistant Paraprofessional, increase hours from 3.75 to 7.25 hours/day, effective 4/16/18.

Sokoloski, Netia, Aide, Classroom Overage, Lena Whitmore Elementary, increase .75 hour/day, effective 4/2/18.

Williams, Sandi, Aide, Classroom Overage, Lena Whitmore Elementary, increase .75 hour/day, effective 4/2/18.

7. Classified Exempt – Resignations/Terminations/Retirements/Other

Barr, Lorne, Building & Grounds Maintenance Supervisor, District-wide, effective 4/30/18.

8. Classified – Resignations/Terminations/Retirements/Other

Kolbeck, Laura (Renn), Aide, Classroom Overage, McDonald Elementary, effective 3/30/18.

Mink, Amy, Group Leader, Adventure Club, effective 5/4/18.

Topp, Irene, Group Leader, Adventure Club, effective 5/10/18.

9. Extracurricular

Hires/Rehires/Changes/Transfers

Holt, Miranda, Assistant Track Coach, MMS, effective 3/19/18.

Prevost, Anna, Assistant Track Coach, MMS, effective 3/19/18.

Skinner, Jake, Assistant Track Coach, MMS, effective 3/19/18.

Volunteers

Barnes, Dan, Volunteer, Softball, MHS, effective 2/23/18.

Barnes, Robin, Volunteer, Softball, MHS, effective 2/23/18.

Beller, Jennifer, Volunteer, Tennis, MHS, effective 2/23/18.

Howard, Theodore, Volunteer, Baseball, MHS, effective 3/19/18.

McMillan, Jenny, Volunteer, Softball, MHS, effective 2/23/18.

D. Disposal of Surplus Equipment Value Under \$500

1. Miscellaneous old textbooks for math, foreign language, health, science, & English - no value.

2. All items below will be placed on the District's "Surplus Items Auction" page:

Miscellaneous Items:

- 51 - dumb bells (weight varying from 30-100 lbs) - \$5.00/each
- 10 - plate weights (varying from 25-45 lbs) - \$5.00/each
- 1 - chrome rack for weights - \$35.00
- 2 - single post racks for weights - \$10.00/each
- 1 - double post rack for weights - \$15.00
- 1 - ham/glute weight machine - \$75
- 1 - "Sports" radio/cd player - \$5.00
- 4 - artificial plants - \$5.00/each
- 1 - Peavey XR 600E amp/mixer - \$35.00

Super Micro Servers (these were removed from service during the summer of 2017)

- 4 - Model 811-L-600B - \$100/each
- 2 - Model 815-6 - \$100/each
- 1 - Model 119-7 - \$100/each

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. None at this time.

7. EXECUTIVE SESSION

- A. Motion and roll call vote for Executive Session pursuant to Idaho Code 74-206 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student and (j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1)(a) and (b), Idaho Code.

Trustee Kim Campbell was called at 8:55 PM and joined the Board for Executive Session.

RESOLUTION 18-92

RESOLVED: That the Board of Trustees of Moscow School District No. 281 retire into Executive Session pursuant to Idaho Code 74-206 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student and (j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1)(a) and (b), Idaho Code.

Trustee Frenzel moved that the Board approve Resolution 18-92 second by Trustee Faunce. Roll call vote for executive session: Mrs. Fazio – yes, Dr. Campbell – yes; Dr. Frenzel – yes, Dr. Faunce – yes. The vote was unanimous for the executive session. A brief break was taken and the Board then entered Executive Session at 9:00 PM.

8. RETURN TO OPEN SESSION

At 9:15 PM the Chair stated that the Board would be returning to open session and the following action was taken:

RESOLUTION 18-93

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby places Teacher A on probation per Idaho Code 33-513 (5).

Trustee Frenzel moved that the Board approve Resolution 18-93, seconded by Trustee Faunce. The motion carried 3-0-0.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 9:16 PM.