

REGULAR BOARD MEETING

November 18, 2020

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, November 18, 2020 by Trustee Dawna 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. Trustee Faunce was at the physical location and the remaining board members were online via Zoom due to the COVID-19 pandemic.
- B. A quorum of the Board was determined, and trustees present were Dawna Fazio, Chair, Zone 4, Jim Frenzel, Vice-Chair, Zone 1, Ken Faunce, Zone 2, Carolyn Shoemaker, Zone 3, and Brian Kennedy, 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. There were twelve patrons online and none at the physical location.
- C. The agenda was approved by unanimous consent.
- D. The following minutes were presented for approval: October 28, 2020, Regular Board Meeting and November 4, 2020 Special Board Meeting.

RESOLUTION 20-83

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes for the October 28, 2020, Regular Board Meeting and November 4, 2020 Special Board Meeting.

Trustee Frenzel moved that the Board approve Resolution 20-83, seconded by Trustee Faunce. The motion carried 5-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Trustee Frenzel shared that Anna Bales, MHS Class of 2018, was recently inducted into the Mississippi State University chapter of the Honor Society of Phi Kappa Phi, where she is studying biochemistry and serves as the secretary for the MSU Student Government Association. Membership in the Honor Society of Phi Kappa Phi is by invitation only and requires nomination and approval by a chapter. Only the top 10 percent of seniors and 7.5 percent of juniors are eligible for membership.
- B. Public Comments – there were none.
- C. Superintendent's Report - Dr. Bailey
 1. It was noted that in the event of a power outage lasting 15 minutes, a board meeting would end and be rescheduled if needed or remaining agenda items would be added to the next regular meeting.
 2. COVID-19 Response Update – reviewed case numbers.
 3. COVID-19 Grant Uses – Have received word that the District will receive 654 chrome books from the State Board of Education. Three areas of use: stipends, technology, other pandemic related uses such as incentives for substitutes. These COVID funds must be used by December 30th.
 4. Will be communicating with parents about second semester and what that may look like. Original date was December 4th but will be changed to December 9th as additional information needs to be gathered to share with them. Another community chat will be scheduled for December 3rd. No changes will be made before the second semester which starts February 2nd. Discussed different options for second semester but it would all depend on the COVID numbers before any change would occur.

5. Directors' Report

- Business Manager – Jennifer Johnson
 - The business office has been busy assisting with the creation and double-checking of the COVID funds being used for stipends.
 - Working with the Technology Department to determine the exact count of Chromebooks, iPads and laptops needed for students and certified staff.
 - Business office staff have been assisting with the Food Service Procurement Review and the Transportation Audit.
 - Special Education Application was completed last week but ran into technical difficulties at the State Department level. Should be able to submit that application this week.
 - Follow-up:
 - Actual fund balance percent tracking – as Trustee Frenzel had pointed out, the fund balance percent is based on the subsequent budget per Board policy, not the prior year's budget, so the unassigned fund balance is at 13% of the original budget expenditures for 2020/21.
 - Regarding Trustee Fazio's question on the bond, saving money, specifically interest by paying off the bond early – each year prior to filing the L-2 with the County, a meeting is set with Eric Heringer, our Bond Counsel, to discuss the levy rate, market value and the levy amount. So, if we keep the levy amount the same and the market value increases, then the levy rate will go down. If we keep the levy rate the same and the market value increases, then the levy amount will also go up. If the market value goes down, then the converse is true.
- Operations Director – Charlie Gerke
 - Building/Grounds – keeping up with the regular cleaning and disinfecting. Continuing to distribute various COVID supplies to MSD staff as needed. Presently, supplies for PPE, cleaning, and disinfecting materials are in good shape.
 - Technology – tech crew continues to tackle daily challenges presented by Canvas and normal work orders. Continue to work closely with them and the Business Manager to see how far the available tech dollars can be stretched to support the purchase of devices for all students and staff. Expect to take delivery of 654 new Chromebooks in December that are being provided through the State Board of Education. Other purchase orders are expected to be initiated before the Thanksgiving break.
 - Transportation – operating with a bare bones crew of drivers as there are several drivers out due to non-COVID related medical reasons. Advertising for new driver candidates has not resulted in applications in over two months.
 - Student Nutrition Services – one kitchen was completely shut down for a time due to COVID related staff concerns but is now operational, as all our kitchens are now. Currently preparing and distributing between 525-550 meals daily via the cafeteria, three meal bus routes, and curbside pickup site at Lena Whitmore.
 - Prevention – Mandy has started having virtual meetings with the MMS group, Speak Out. Some mentors are now meeting in person with their mentees, following COVID protocols of course.
 - Announced that Ricky Fisher, Warehouse/Receiving Clerk, is retiring as of December 21, after working for the district of 22 years in a variety of roles.
- Curriculum Director – Carrie Brooks
 - Update on the Continuous Improvement Plan (CIP) which is one component of the Combined District Plan that also includes a Literacy Plan and College and Career Advising and Mentoring Plan. Noted that the plan is located on the District's website under MSD Operations.
 - Assessment & Accountability – noted that due to the disruptions caused by COVID-19, many metrics in the Idaho Report Card are missing for 2020. School identification and

recognition labels reflect the status from 2019/20 school year, which have been carried forwarded to the 2020/21 school year. Preliminary fall 2020 IRI data has been released and as many schools were forced to transition to online learning last spring, the IRI was not administered statewide so this fall's results provide the first statewide look at how the pandemic may have impacted student learning. Also reported on the ISAT from spring.

- Elementary adoption is underway of English/Language Arts (ELA) and the adoption team consists of grade level teachers, K-5, Title I/Reading Specialist teachers, Special Education teachers and one elementary administrator.
- Thanked Paula Karr for inviting her to read to her online students. It was fantastic to see Paula in action, teaching remotely to her students.
- Special Services Director – Shannon Richards shared what she has been working on the last month and what will take place in November.

3. DISCUSSION ITEMS

- A. ISBA Convention Highlights/Report - Dawn Fazio, Chair, shared that this was a different convention as it was all virtual. The trustees shared what workshops they attended and gave a brief update on them.
- B. Development of Board Goals - Dawn Fazio, Chair, reviewed the document that Trustees Kennedy & Shoemaker edited. After discussion, there were further edits. A workshop will need to be setup to work on finalizing the goals.
- C. Superintendent Evaluation Preparation - Dawn Fazio, Chair, would like to see an executive session for December 14th at 5:30 PM for the superintendent's evaluation. She would like to have the trustees fill out the form and have it to her by December 11th. A survey will also be sent out to staff.

4. ACTION ITEMS

- A. COVID Stipend- Dawn Fazio, Chair, noted that at the November 4, 2020 Special Board Meeting, stipends were offered to all full and part-time staff members, except for coaches and substitutes, for work related to the COVID pandemic. As the Superintendent and Business Manager were involved with the decision for the stipend, it is in the best interest of the school district, as well as the Superintendent and Business Manager, for the Board to make the determination if the stipend would also be available to them if they meet the requirements as noted in the special board meeting that was held on November 4, 2020.

RESOLUTION 20-84

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves a stipend of \$1184.04, which is the amount approved previously for certified and classified-exempted staff with an FTE \geq .75, for the Superintendent and Business Manager and

BE IT FURTHER RESOLVED: That in order to be eligible for the stated stipend sufficient documentation related to the pandemic must be provided.

Trustee Faunce moved that the Board approve Resolution 20-84, seconded by Trustee Frenzel. The motion carried 5-0-0.

- B. Health Reimbursement Account (HRA) – Jennifer Johnson, Business Manager, stated that due to another full year of healthy membership, the excess reserve fund as of October was \$1,128,840. Due to this, the Insurance Committee discussed and agreed to present to the Board a recommendation to give another \$500 to each member for health-related expenses as outlined in the HRA plan document. The total cost to the excess reserve fund would be \$136,000.

RESOLUTION 20-85

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves setting up another Health Reimbursement Account (HRA) of \$500 for each member for health-related expenses as outlined in the HRA Plan Document.

Trustee Frenzel moved that the Board approve Resolution 20-85, seconded by Trustee Kennedy. The motion carried 5-0-0.

- C. Leave of Absence Request for Classified Employee: Randi Frederick - Dr. Greg Bailey, Superintendent, stated that Randi Frederick, a paraprofessional at Moscow Middle School, is asking for a leave of absence for the second semester, January 1, 2021 through May 1, 2021, to complete her student teaching. Randi is looking to become a special education teacher.

RESOLUTION 20-86

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the leave of absence request for Randi Frederick for January 1 - May 1, 2021.

Trustee Kennedy moved that the Board approve Resolution 20-86, seconded by Trustee Faunce. The motion carried 5-0-0.

- D. MHS Credit Proposal - Dr. Greg Bailey, Superintendent, stated that MHS currently requires students to earn fifty-one (51) credits to graduate. The state minimum is forty-six (46). Due to the hybrid and online schedules caused by the COVID-19 pandemic, MHS is asking to temporarily reduce the number of credits required for graduation to forty-eight (48) which would be done through reducing the required elective credits by three. This temporary reduction would apply to the classes of 2021, 22, 23 & 24. The reasons behind this proposal are pretty simple. Students are, at a minimum, taking online courses 60% of the time. Many students are fully online. While our staff is doing an admirable job of accommodating students and modifying their approaches, taking seven courses each semester is a huge burden on students.

RESOLUTION 20-87

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the temporary reduction of the number of credits required for graduation from fifty-one (51) to forty-eight (48) due to the hybrid and online schedule caused by the COVID-19 pandemic and

BE IT FURTHER RESOLVED: That this temporary reduction will apply to the classes of 2021, 2022, 2023, and 2024.

Trustee Shoemaker moved that the Board approve Resolution 20-87, seconded by Trustee Faunce. The motion carried 5-0-0.

- E. Second Reading: Harassment Policy - Section IV - Personnel: Policy Range 4125-4130 and Section V - Students: Policy Range 5060.00-5067.00 - Dr. Greg Bailey, Superintendent, noted that this is the second reading for these policies. No additional revisions were made.

RESOLUTION 20-88

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to Board Policies Section IV - Personnel: Policy Range 4125-4130 and Section V - Students: Policy Range 5060.000-5067.00.

Trustee Frenzel moved that the Board approve Resolution 20-88, seconded by Trustee Faunce. There was discussion on Section V The motion carried 5-0-0.

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 20-89

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

Trustee Kennedy moved that the Board approve Resolution 20-89, seconded by Trustee Frenzel. The motion carried 5-0-0.

A. Fiscal Services – Board Audit of October Expenditures

Payroll, Net Payroll	\$ 951,247.74
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 941,684.51
Accounts Payable, Bill List	\$ 449,344.22
TOTAL BILLS and PAYROLL	\$ 2,342,276.47

B. Donations – none to list.

C. Human Resources

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

1. **Certified**

Stipends - Canvas Trainers

Bragg, Shelby, Teacher, Grade 2, West Park Elementary, \$1,000.

Carscallen, Lisa, Teacher, PE, McDonald Elementary, \$1,000.

Espy, Dina, Teacher, Spanish, MHS, \$1,000.

Greig, Alex, Teacher, Social Studies, MMS, \$1,000.

Hannon, Cathy, Teacher, Mathematics, MHS, \$1,000.

Karr, Paula, Teacher, Kindergarten, Lena Whitmore Elementary, \$1,000.

Kreyche, Danielle, Teacher, Grade 4, McDonald Elementary, \$1,000.

Lawton, Lori, Teacher, Science, MMS, \$1,000.

Lynn, Jennifer, Teacher, Computer/Electives, MMS, \$1,000.

Nagler, Faye, Teacher Librarian, Elementary Schools, \$1,000.

Pollard, Matthew, Teacher, PCRHS, \$1,000.

Raney, Meghan, Counselor, Lena Whitmore Elementary, \$1,000.

Roll, Katherine, Teacher, Grade 5, Lena Whitmore Elementary, \$1,000.

Schneegans, Stephanie, Teacher, Grade 4, Russell Elementary, \$1,000.

Stanton, Heather, Teacher, PE/Health, MHS, \$1,000.

Stelck, Luella, Teacher, GT/Specialist, Russell Elementary, \$1,000.

Urie, Brandi, Teacher, Kindergarten, McDonald Elementary, \$1,000.

2. **Classified**

Hires/Rehires

Anders, Allison, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, 18 hours/week, effective 10/29/20.

Crawford, Richard, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, 18 hours/week, effective 11/2/20.

Lytle, William (Buck), Warehouse/Receiving Clerk, District-wide, 8 hours/day, effective 1/4/2021.

Pemp, Kelton, Instructional Assistant Paraprofessional, Literacy Program, West Park Elementary, 12 hours/week, effective 11/30/20.

Reed, Christian, Choral Accompanist, Lena Whitmore Elementary, effective 11/10/20.

Classified - Resignations/Terminations/Retirements/Other

Groves, Cecily, Choir Accompanist, Russell Elementary, effective 10/22/20.

Lord, Christina, Instructional Assistant Paraprofessional, Special Education, McDonald Elementary, effective 11/13/20.

Ward, Hailey, Site Supervisor, Adventure Club, effective 12/11/20.

3. **Extracurricular**

Stipends

Brown, Cameron, Activities Coordinator, MMS, \$2,945, 2020 winter season.

Hires/Rehires/Changes/Transfers – Winter 2020

Abrams, Richard, 7th Grade Boys Basketball Coach, MMS, effective 10/19/20.

Hespelt, Nathan, 7/8th Grade Boys Basketball Coach, MMS, effective 10/30/20.

Myers, William (Bill), 7/8th Grade Boys Basketball Coach, MMS, effective 10/19/20.

Thill, John, 8th Grade Boys Basketball Coach, MMS, effective 10/19/20.

Briggs, Colin, JV Girls Basketball Coach, MHS, effective 11/2/20.

Carscallen, Lisa, Assistant V Girls Basketball Coach, MHS, effective 11/2/20.

Colle, Megan, 9th/C Girls Basketball Coach, MHS, effective 11/2/20.

Baker, Gabe, JV Boys Basketball Coach, MHS, effective 11/13/20.

Mindin, Justin, Assistant V Boys Basketball Coach, MHS, effective 11/13/20.

Uhrig, Josh, Head V Boys Basketball Coach, MHS, effective 11/13/20.

Amos, Patrick, Head V Wrestling Coach, MHS, effective 11/16/20.

Carscallen, Zachary, Assistant HS Wrestling Coach, MHS, effective 11/16/20.

Shan, Sawyer, Assistant HS Wrestling Coach, MHS, effective 11/16/20.

Wallace, Adam, Assistant HS Wrestling Coach, MHS, effective 11/16/20.

Resignations/Terminations/Retirements/Other

Bonacci, Cayden, 7/8th Grade Boys Basketball Coach, MMS, effective 10/30/20.

Galligan, Samuel, 7/8th Grade Boys Basketball Coach, MMS, effective 10/30/20.

Walters, Roshawn, 7/8th Grade Boys Basketball Coach, MMS, effective 10/30/20.

Volunteers

Patrick, Andrew, Volunteer, Wrestling, MHS, effective 11/5/20.

D. Disposal of Surplus Equipment Value Under \$500.

1. Sent out for bid - none received - no value.

- 9 - Houghton Mifflin Build Our Nation: Student Edition
- 1 - Houghton Mifflin Build Our Nation: Geography Activities
- 1 - Houghton Mifflin Build Our Nation: Citizenship Simulations
- 1 - Scott Foresman America Yesterday and Today

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. JoyAnn Riley read a statement to the Board from the MEA regarding the reduction of required credits for graduation.

B. The Board set a date of November 30th at 6:30 PM for a workshop to work on their goals.

7. ADJOURNMENT

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