

REGULAR BOARD MEETING

January 17, 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, January 17, 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, Kim Campbell, Vice-Chair, Zone 3, Jim Frenzel, Zone 1, Ken Faunce, Zone 2 and Martha Schmidt, Zone 5. Staff members present were Dr. Greg Bailey, Superintendent, Jennifer Johnson, Business Manager, Charlie Gerke, Operations Director, Carrie Brooks, Curriculum Director, Shannon Richards, Special Services Director and Angie Packard, Board Clerk. There were also twelve patrons in the audience.
- C. The agenda was approved by unanimous consent.
- D. The following minutes were presented for approval: December 13, 2017. Trustee Fazio had a few corrections.

RESOLUTION 18-64

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the December 13, 2017 regular board meeting as amended.

Trustee Frenzel moved that the Board approve Resolution 18-64, seconded by Trustee Faunce. The motion carried 5-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. Presentation - Kathy Stefani, (McDonald Elementary Music Teacher). All-State music conference is being held here in Moscow, Feb. 1-3. She is president elect of the Idaho Music Educators Association. She shared that in two weeks the Idaho All State Music Conference will take place in Moscow and this is the first time back in quite some time. She went on to share who all would be coming and what will be taking place. Elementary, middle and high school students will be performing on Friday and Saturday. The district facilities will be well used during this time.
 2. Trustee Frenzel shared two articles:
 - a. MHS student Zach Schwager used his Eagle Scout project to collect stuffed toys that were then given to Latah County EMS services where they are given to children when EMS is responding to an emergency call regarding a child.
 - b. MMS students Defne Yuksel, Nicole Xian, Ellie Pimentel, and Aneesha Shrestha, recently took second place for their design at the 2018 sub-regional competition in Pullman and will be going to the DiscoverE's Future City regional competition in Seattle.
- B. Public Comments
 1. Molly Hirschbiel, Russell Para-pro, asked to submit to the Board a petition regarding classified staff attending IEA regional meetings using MEA leave.
 2. Jenni Fereday, Lena library aide, spoke in support of what Molly Hirschbiel said earlier regarding classified staff using MEA leave.
 3. Susan Mahoney, MEA co-president, spoke in support of classified employees being granted MEA leave and perhaps it can be put in policy in the classified section.
 4. LaDene Edwards, Lena Music Teacher, spoke about the proposed policy changes to the Certified Section.
- C. Superintendent's Report - Dr. Bailey
 1. Boardmanship Awards Presentation – certificates were awarded to each board member from ISBA for trainings that they completed.

2. Upcoming Events – ISBA Day on the Hill is an event that the board members can attend during the legislative session and get the opportunity to meet with local legislators. The All State Music conference will be held February 1-3 in Moscow. MMS will be presenting a play tomorrow afternoon.

3. Directors Report

- Business Manager – Jennifer Johnson shared that day to day operations in the business office are going well. All of the W-2's have been completed and can be accessed via Employee Access or were mailed out. The revised budget is being completed. Additionally, she is working with Ms. Brooks and Ms. Richards on Federal grants. She also shared that she and Julie Smith will be attending a Skyward Conference in Coeur d'Alene to learn about the new modules in Skyward.
- Operations Director – Charlie Gerke shared that the maintenance department has been busy and is happy there hasn't been much snow. Currently they are working on getting heat back into the warehouse. He also shared what is going on in Food Services and Transportation. The Technology Department will be short-handed as one of the techs had surgery and will be out for a while. He also spoke on the recent Drug Prevention Awareness event that Mandy Strey recently organized.
- Special Services Director – Shannon Richards shared that she is busy filling the para-pro positions and has 6 part-time positions that still need to be filled. She also shared about the recent report that she submitted that had one baseline error that will be taken care of shortly.
- Susan Mahoney shared about the possible dates for interest based bargaining training and who would be doing the training. This training would be two full, eight hour days back to back. Dates need to be discussed and perhaps it can be a Friday/Saturday.
- Curriculum Director – Carrie Brooks shared a PowerPoint about Mastery Based Education research. There was discussion after Ms. Brooks' presentation.
- Trustee Fazio asked Dr. Bailey to give an update on the communication he had with the company whose bid was rejected in regards to bus purchases.

- D. Board Goals: (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.

Trustee Fazio mentioned that four of the trustees will be attending Day on the Hill. Trustee Campbell spoke about some training with ISBA and could possibly schedule this for February 6 (which would be a Tuesday evening) as a trainer will be in the area working with the Troy School District. Trustee Campbell also spoke about a possible meeting with the city council to improve communication between the two entities. Dr. Bailey will set this up.

3. CONTINUED BUSINESS

- A. Third Reading: Board Policy Section IV, Policy Range 4000-4699, Certified Employees – Dr. Greg Bailey, Superintendent spoke on some additional revisions that will be needed to this policy and it

will be brought back for another reading in February. Trustee Campbell then spoke on what revisions she would like to see to this policy section in relation to the Negotiated Agreement and perhaps have links to the Negotiated Agreement in Board Policy when it is posted online.

4. NEW BUSINESS

- A. Mission & Vision: Process for Stakeholder Input – Dr. Greg Bailey, Superintendent, shared that at the December meeting it was discussed getting input from stakeholders in this process. He then went through what possible questions could be asked to start the conversation. Stakeholders are seen as students, parents, staff, businesses and community members. There was discussion on various ways of getting information out. The trustees were very willing to interview elementary students.

The following guiding questions are recommended by the administrative staff to be asked of the stakeholders.

- What do we want our students to know and be able to do?
- What does a successful graduate look like?
- What does an ideal school look like, feel like, and prioritize?

Stakeholder Groups (Method of gathering information)

- Students (Board Members interview a sample of students from each building).
- Staff - (Choice by building administration of either an online survey or administrator lead discussion)
- Parents - (Online survey emailed to all parents)
- Businesses - (Online Survey distributed by Chamber of Commerce).
- Other Community Stakeholders (Notice in the paper regarding the online survey option)

- B. First Reading: Policy 1210.00 First Aid/CPR/AED Training - Dr. Greg Bailey, Superintendent, stated that the current policy requires fourteen (14) different classifications of staff to be certified in CPR/AED and first aid skills. The district is currently unable to complete the training that is required to meet the standard that has been set by this policy. Dr. Bailey reviewed policies from other districts and the proposed revision better matches what other districts are doing. These changes will continue to provide access to people with training to provide medical support, but also allow time to provide all staff with basic first aid skills as well.
- C. Superintendent's Annual Evaluation - Dawn Fazio, Chair shared some purposes for the superintendent's evaluation that she learned at a training she attended. She then stated that last night, January 16, the Board met in Executive Session to hold the annual evaluation of Superintendent Greg Bailey. Trustee Fazio then read a statement she prepared following Dr. Bailey's evaluation. That statement is: *"The MSD Board of Trustees has completed its annual written review of our Superintendent, Dr. Greg Bailey, as required by Idaho law and we will shortly move to extend his 3-year contract another year. Dr. Bailey has been leading the district for 4 ½ years and continues to work on his goals of building a more united and cohesive district, improving school facilities, building cooperative relationships with outside stakeholders and agencies like the City and UI, and working towards mastery-based education at all levels. He is hard working, organized and goal oriented and makes decisions based on what is best for kids. Community members as well as staff find him approachable, friendly and willing to listen. Accomplishments during the past year include improving safety at the Middle School with better traffic flow and district wide by installing security cameras and doors, making significant progress towards Mastery-based Learning and leading others in this effort state wide, hiring a top quality Business Manager and an Operations Director, and maintaining contact with local and state legislators to influence state educational policy. Greg, we value your excellent leadership and say thank you for a job well done!"*

RESOLUTION 18-65

RESOLVED: That the Board of Trustees of Moscow School District No. 281 conducted the annual, written formal evaluation of Superintendent Gregory J. Bailey on January 16, 2018, as required by Idaho Code 33-513 (2), and hereby extends his contract to June 30, 2021, at a salary to be determined at a later date.

Trustee Faunce moved that the Board approve Resolution 18-65, seconded by Trustee Frenzel. The motion carried 5-0-0.

- D. Call for Gas & Diesel Bids - Jennifer Johnson, Business Manager stated MSD requests proposals for gas and diesel for the bus fleet and district vehicles. The last bidding process concluded February 28, 2017. This bidding encourages competition and garners the best possible price for fuel.

RESOLUTION 18-66

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves publication of requests for proposals for gas and diesel bids for the bus fleet and District vehicles for the period of March 1, 2018 through February 28, 2019.

Trustee Frenzel moved that the Board approve Resolution 18-66, seconded by Trustee Schmidt. 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 18-67

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

Trustee Frenzel moved that the Board approve Resolution 18-67, seconded by Trustee Faunce. The motion carried 5-0-0.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 836,400.65
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 943,344.94
Accounts Payable, Bill List	\$ 304,436.00
TOTAL BILLS and PAYROLL	\$ 2,084,181.59

B. Donations

1. Thank you to Mrs. Michal McReynolds for the donation of a refrigerator, dishwasher, stove and oven to Paradise Creek Regional High School.
2. Thank you to SEL, on behalf of employees Ms. Irene Hokenson, Mr. Jacob Seideman, Mr. Jim Smallwood and Mr. Lance Wells, for their donation to the math and science program at Paradise Creek Regional High School.
3. Thank you to Scott Jutte, Moscow Building Supply store manager, for the donation of 2 panels of MDF board, to Lena Whitmore Elementary where it will be used for the base of their new "Epic LEGO Wall."

4. Thank you to Kelly Smith, on behalf of Spence Hardware & Supply, for the donation of one case of Loctite adhesive, to Lena Whitmore Elementary, where it will be used in the construction of their new "Epic LEGO Wall."
5. Thank you to SEL, on behalf of employees Ashley Olzendam, Brenda Arteaga, Chad Nelson, Christy Day, Cindy Schenk, Donna Tomlin, Frank Barta, Justin Kuska, Karena Carter, Kelsey Manning, Kevin Shea, Kim Lane, Linda Roberts, Mac Cyr, and William Greene, for the \$1400 donation to Lena Whitmore Elementary where the funds will go towards materials and supplies for their annual Math Day celebration.
6. Thank you to Sarah Nelson for the donation of \$100 to Moscow Middle School.
7. Thank you to the Latah County Community Foundation for the \$500 grant to Moscow Middle School's Weekend Food Backpack program.

C. Human Resources

1. **Certified - Stipends**

Driver's Education – Winter 2017-18

Fordham, Carolyn, Teacher, Special Education, Russell Elementary, \$3,275 stipend for being a Driver's Education instructor, effective 12/25/17.

Hudelson, Eric, Teacher, Grade 6, MMS, \$1,950 stipend for being a Driver's Education instructor, effective 12/25/17.

PEP Grant Work Outside of Contract Days

Barnes, Robin, Teacher, PE/Wellness, MHS, \$170 stipend, effective 1/25/18.

Carscallen, Lisa, Teacher, PE, McDonald Elementary, \$170 stipend, effective 1/25/18.

Edwards, Ky, Teacher, PE/Wellness, MHS, \$170 stipend, effective 1/25/18.

Fealy, Genevieve, Teacher, PE, MMS, \$170 stipend, effective 1/25/18.

Helbling, Phillip, Teacher, PE/Wellness, MHS, \$170 stipend, effective 1/25/18.

Ingwell, Adam, Teacher, PE/Wellness, MHS, \$170 stipend, effective 1/25/18.

Markley, Richard, Teacher, PE, Russell Elementary and West Park Elementary, \$170 stipend, effective 1/25/18.

Roach, Kevin, Teacher, PE, MMS, \$170 stipend, effective 1/25/18.

Shawley, Jessica, Teacher, PE, MMS, \$170 stipend, effective 1/25/18.

Stanton, Heather, Teacher, PE/Wellness, MHS, \$255 stipend, effective 2/25/18.

Thill, John, Teacher, PE, MMS, \$170 stipend, effective 1/25/18.

2. **Classified – Hires**

Chandler, Deven, Aide, Classroom, West Park Elementary, 3 hours/day, effective 12/11/17.

Hasenoehrl, Julia, Aide, Classroom, West Park Elementary, 3 hours/day, effective 12/12/17.

Lawson, Sadye, Aide, Classroom, West Park Elementary, 1.75 hours/day, effective 12/11/17.

Marchbanks, Valarie, Bus Driver in Training, Transportation, effective 1/8/18.

Mink, Amy, Group Leader, Adventure Club, effective 1/12/18.

Ortiz, Breana, Group Leader, Adventure Club, effective 1/12/18.

Sundquist, Makayla, Group Leader, Adventure Club, effective 1/12/18.

Temme, Madeleine, Instructional Assistant Paraprofessional, Special Education Program, MHS, 3.75 hours/day, effective 1/2/18.

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

Martin, Skyler, Bus Driver in Training, Transportation, change to Substitute Bus Aide, effective 1/2/18.

McClory, Jodi, Aide, Classroom, Lena Whitmore Elementary, increase 1 hour/day, effective 12/11/17.

McClory, Jodi, Aide, Classroom, Lena Whitmore Elementary, decrease 1 hour/day, effective 12/15/17.

Pankratz, Marley, Bus Driver, Transportation, additional assignment, Food Service Worker, MHS, 2 hours/day, effective 1/2/18.

Rehder, Holli, Aide, Classroom, McDonald Elementary, increase from 2 to 4 hours/week, effective 1/2/18.

Schemmer, Shellie, Substitute Bus Driver, Transportation, change to Substitute Bus Aide, effective 1/2/18.

Williams, Sandi, Aide, Classroom, Lena Whitmore Elementary, increase .75 hour/day, effective 12/11/17.

Williams, Sandi, Aide, Classroom, Lena Whitmore Elementary, decrease .75 hour/day, effective 12/15/17.

4. **Classified – Stipend**

Cutting, Mike, Substitute Bus Driver, Transportation, \$250, 2nd half of sign-on bonus with a CDL, effective 1/25/18.

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

Lopez, Danielle, Custodian, Night, MHS, effective 1/5/18.

McGrew, Brianna, Aide, Classroom, McDonald Elementary, effective 1/2/18.

Yannes, Seth, Custodian, Night, District-wide, effective 1/10/18.

6. **Extracurricular**

Hires/Rehires/Changes/Transfers

Colyer, Courtney, 7/8th Girls Basketball Coach, MMS, effective 1/2/18.

McCullough, Kyle, Assistant Wrestling Coach, MMS, effective 1/2/18.

Fosberg, McKenzie, 7/8th Girls Basketball Coach, MMS, effective 1/2/18.

Gay, Sabrina, 7th Girls Basketball Coach, MMS, effective 1/2/18.

Holt, Miranda, 7/8th Girls Basketball Coach, MMS, effective 1/2/18.

Johnson, Nash, Assistant Wrestling Coach, MMS, effective 12/4/17.

Nalley, Samantha, Varsity Softball Coach, MHS, effective 2/23/18.

Pickard, Kendra, 7/8th Girls Basketball Coach, MMS, effective 1/2/18.

Shan, Sawyer, Assistant Wrestling Coach, MMS, effective 1/11/18.

Resignations/Terminations/Retirements

Stephens, Emily, Activities Worker, MHS, effective 12/14/17.

Activities Workers – Hires/Rehires

Rod, Griffin, Activities Worker, MHS, effective 1/2/18.

Volunteers – MHS/MMS

Palmer, Scott, Volunteer, Wrestling, MMS, effective 1/3/18.

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

D. Disposal of Surplus Equipment Value Under \$500 – None this month.

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. LaDene Edwards, Lena Music teacher, spoke about the survey for parents being online and could it be done by paper. She also spoke about the policy on the CPR/AED and first aid and her concerns with only two people per building being trained in these skills.

7. ADJOURNMENT

With no further business, the meeting was adjourned at 9:05 PM.