

REGULAR BOARD MEETING
November 15, 2017

1. OPENING ITEMS

- A. The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:01 PM, on November 15, 2017 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.
 - 1. Dr. Greg Bailey, Superintendent, was appointed as temporary clerk due to Angie Packard, Board Clerk, being absent.
- 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, Charlie Gerke, Operations Director, Shannon Richards, Special Services Director and Katy Riebold, Recorder. Carrie Brooks, Curriculum Director, Jennifer Johnson, Business Manager, and Angie Packard, Board Clerk were absent and excused. There were also four patrons in the audience.
- C. Amendment of the agenda, added under the Consent Agenda: Donations Received and correction to Human Resources #5 – Skinner, Jacob, hired for 7th grade Boys Basketball Coach, was approved by unanimous consent.
- D. The following minutes were presented for approval: October 24, 2017.

RESOLUTION 18-47

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the October 24, 2017 regular board meeting.

Trustee Faunce moved that the Board approve Resolution 18-47, seconded by Trustee Frenzel. The motion carried 5-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 - 1. Mr. Allen and Mrs. Hill have returned from Washington D.C. where they accepted the National Blue Ribbon Plaque for Russell Elementary.
 - a. Mr. Allen shared the plaque and the National Blue Ribbon flag with the Board. He relayed that in a couple of weeks, there will be a flag raising ceremony at the school. The flag will hang outside for a short time after which it will be on display in the gym. Mr. Allen said that a display case is being installed near the main office that will house the Blue Ribbon plaque and the Presidential letter that was received, along with pictures and historical details of J. Russell Elementary. He also shared that there were approximately 340 schools represented from across the nation at the two-day conference. Both days offered breakout sessions, two of which were led by the Secretary of Education and the National Teacher of the Year. Mr. Allen said that he came away with some wonderful ideas that he will use at J. Russell Elementary. He thanked the Board for allowing him to make the trip. Dr. Bailey commented that he would like for a picture to be taken with Champion Ed and the National Blue Ribbon flag.
 - 2. Dr. Bailey shared news of a donation from Wilkinson Orthodontics for the Moscow Middle School band program.
 - 3. Dr. Bailey shared news about Mr. Huff and the Moscow High School yearbook being recognized by an annual gallery for Best Yearbook Programs.
 - 4. Mr. Perryman shared the Student Recognition Awards. This month, the students acknowledged were recognized for being exceptionally polite and those students are: 9th grade: Noah Gregg & Kendall Forseth; 10th grade: Austin Buchanan & Kaylee Brooks; 11th grade: Natalie Bashaw & David Howard; and 12th grade: Lena Werner & Beza Qualls.

5. Trustee Frenzel shared what a great time he had at the Orchestra, Choir and Band concert in October.
6. Trustee Frenzel also shared an article from the Moscow Daily News that talked about West Park Elementary's Enrichment program and how they are using robots.

B. Public Comments

1. None at this time.

C. Superintendent's Report - Dr. Bailey

1. Snow Days - Review of Procedures: Dr. Bailey stated that decisions on snow days are made by 5:15 a.m. He and Mr. Harris generally start evaluating the conditions at 3 a.m. by looking at weather, following the weather stations and driving roads. If a snow day is called, the first recording goes out at 5:15 a.m. to the Moscow School District Administrators, bus drivers and cooks, the local radio stations, and other schools in the area. Dr. Bailey stated that this year, he will change the time of notification for teachers and other personnel in the district to 5:45 a.m. At 6:00 a.m., Board of Trustees and parents will be notified. Dr. Bailey also posts a notice on the Moscow School District Facebook page and the District's website.
2. District Accreditation Goals: Dr. Bailey discussed that we are still working on Math and Language Arts vertical and horizontal alignment as this process aligns with mastery-based learning. The District will also work on communication. He also discussed the possibility of a blog and ask one teacher and one student to write something positive about mastery-learning that will be helpful for parents. He further stated that communication with parents will be a focus.
3. Presentation of Mastery Based Learning at ISBA Conference: Dr. Bailey stated that the presentations on mastery-based learning went well and was happy with outcome. He shared that, both after the presentation and throughout the conference, there were questions being asked about progress. He felt that the conversations and professionalism are reaching a higher level and positive changes are being seen.
4. Dr. Bailey shared with the Board of Trustees that he was approached by the Dean of Education at the University of Idaho about co-sponsoring a movie on public education. He then showed a trailer of the movie. Trustee Fazio asked about the length of the film; Dr. Bailey believes it is full length and would potentially be something shown at the Kenworthy. A suggestion was made to invite state legislators to view it as well. Discussion followed and it was agreed that additional information was needed before a decision could be reached. Dr. Bailey will contact the University of Idaho regarding the possibility of viewing the full length film prior to a decision.
5. Directors Report
 - Business Manager – Jennifer Johnson was absent.
 - Operations Director – Charlie Gerke reported that interviews were conducted the day prior and the day of for the Director of Student Nutrition position and he hopes to offer the position to an applicant by the end of the week. He also reported that the annual request for bus bids is out and will be returned by November 20. Mr. Harris is asking parents in the Moscow School District to pilot an app "Predictable Ride" that tracks busses in real time allowing parents to know when kids have reached their bus stop. Mr. Gerke also reported that all the security equipment has been installed in all the buildings and is getting closer to full functionality. He stated that the beginning of the next school year is the goal for removal of lock cores on exterior doors with only electronic locks for access. Dr. Bailey commented that, for the most part, there has been very positive feedback from parents and the community in regard to the new security measures. Mr. Gerke also spoke about the Standard Response Team. This is a program being utilized District-wide that allows all schools and buildings in the District to have the same crisis response protocols. Initial trainings have taken place and all information is in teacher's hands, district staff, and bus drivers. Mr. Gerke informed the Board that on November 27, Steven Filer will be at the Moscow High School auditorium for training on recognizing drugs,

symptoms, and paraphernalia. Optional staff training will be taking place from 3:30-4:30 pm and the parent event will be at 6:30 pm.

- Curriculum Director – Carrie Brooks was absent.
- Special Services Director – Shannon Richards reported that the Special Education budget was completed, submitted, and sent back to add a timeline for adoption of the Uniform Guidance Grant (UGG) manual. The District is aware that the new UGG is available but that references have not been added to the Board policies. Mrs. Brooks, Mrs. Johnson and Mrs. Richards will be working to add the needed references and hope to have this completed in February. She added the timeline and resubmitted the budget, which was accepted. She reported that the November 1 child count has been submitted to the state, and is up by seven students, which includes Moscow Charter School numbers. Mrs. Richards stated that Special Education has been successful in hiring paraprofessionals at the high school, and continue to interview for part-time paraprofessionals. She reported that this month she will be going through files to select examples of “exemplar” IEPs (three are needed from Moscow School District as well as three from Moscow Charter School) to go to the State to get feedback. Mrs. Richards thanked the Board for allowing her to go to Reno for the Special Education Director’s conference where the focus was on teaching positive behavior skills. There were sixteen Directors from across Idaho at the three-day conference.

D. Board Goals: (will be listed as a part of the agenda and meeting minutes each month)

1. Develop an effective process for long range planning.
 - a. Develop a revised mission and vision statement to unify and guide the district.
 - b. Develop a long term facilities plan to communicate the needs of the district.
 - c. Develop a financial plan that will support the needs of the school district.
2. Strengthen skills in effective leadership within the Board of Trustees.
 - a. Attend trainings to learn new skills and strengthen knowledge of good boardsmanship.

The Board of Trustees discussed their attendance at the ISBA Conference in Coeur d’Alene, Idaho.

Trustee Frenzel discussed his attendance in an Interest-Based Bargaining session and felt that it would be a more conducive way to interact with staff. He also reported that he attended two different mastery-based presentations, one by the Moscow School District and one by the IMEN group, as well some school financing sessions.

Trustee Campbell attended the Interest-Based Bargaining session as well and feels that there needs to be a representative to be trained in the near future. She also attended a legislative session with Senator Nonini, Representatives Nilsson-Troy and Amador, and felt there was a good discussion that took place.

Dr. Bailey discussed that he attended a bond information session, as well as a session pertaining to public school funding formulas and potential changes to funding based on enrollment not attendance. He also attended a mastery-based session.

Trustee Schmidt attended “Planning for Bond Elections.” She feels it is important to start thinking about that now and reported that the presenters suggested taking a survey to discover willingness to support a bond. Trustee Schmidt stated that overall, she was very pleased with the presentations and felt that the keynotes tied in well with mastery-based learning.

Trustee Faunce attended the “Planning for Bond Elections” session as well and felt his take away was planning—years of planning. The presenters also recommended having citizens advocate for a bond as the Board of Trustees can only inform, not advocate. Trustee Faunce reported that as there was such a large amount of information given, he asked the presenters to email the presentation. Once that is received, he will ask Board Clerk Packard to share it with all the trustees. He also attended a session on bullying but was disappointed as he felt that information wasn’t being given so much as their program was being sold, but did feel that there were useful pieces of information. There was also a session by the Moscow Police on child pornography and

online predators and felt this was an excellent presentation about how to recognize behaviors and materials. A suggestion was made about having the Moscow Police present a parent information night. Dr. Bailey will contact Chief Fry about this option. Mr. Perryman stated that they are offering parent information presentations.

Trustee Fazio attended a session regarding State and Federal law and policy changes. She reported that she also attended a STEM funding session in which several STEM-based grant opportunities were discussed. Dr. Bailey felt that some of the grants Trustee Fazio listed have been applied for.

Dr. Bailey made the Board of Trustees aware that there may be a need for policy readings and/or changes as the State Board is making changes that schools may not be getting notified of.

Trustee Fazio discussed future training opportunities. She received a list regarding opportunities through ISBA, but is interested in interest-based bargaining over other trainings. A self-evaluation was distributed to each trustee and Dr. Bailey with the goal to have them completed to discuss at the December Regular Board Meeting.

- 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 for Student Nutrition Supervisor - Dr. Greg Bailey Superintendent stated that changes from the October meeting discussion have been made and recommends approval.

RESOLUTION 18-48

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revised job description for Student Nutrition Supervisor.

Trustee Frenzel moved that the Board approve Resolution 18-48, seconded by Trustee Faunce. The motion carried 5-0-0.

- B. Second Reading: New Job Description for Varsity Head Athletic Coach - Dr. Greg Bailey Superintendent stated that changes from the October meeting discussion have been made and recommends approval.

RESOLUTION 18-49

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the new job description for Varsity Head Athletic Coach.

Trustee Faunce moved that the Board approve Resolution 18-49, seconded by Trustee Schmidt. The motion carried 5-0-0.

- C. Second Reading: Job Description for Head Athletic Coach - Dr. Greg Bailey Superintendent stated that changes from the October meeting discussion have been made and recommends approval.

RESOLUTION 18-50

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revised job description for Head Athletic Coach.

Trustee Schmidt moved that the Board approve Resolution 18-50, seconded by Trustee Frenzel. The motion carried 5-0-0.

- D. Second Reading: Job Description for Assistant Athletic Coach - Dr. Greg Bailey Superintendent stated that changes from the October meeting discussion have been made and recommends approval.

RESOLUTION 18-51

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revised job description for Assistant Athletic Coach.

Trustee Campbell moved that the Board approve Resolution 18-51, seconded by Trustee Faunce. The motion carried 5-0-0.

- E. Second Reading: Job Description for Academic Activities Adviser - Dr. Greg Bailey Superintendent stated that changes from the October meeting discussion have been made and recommends approval.

RESOLUTION 18-52

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revised job description for Academic Activities Adviser.

Trustee Faunce moved that the Board approve Resolution 18-52, seconded by Trustee Schmidt. Trustee Frenzel asked, as clarification of this position, if an example of an Academic Activity would be Debate. Dr. Bailey replied yes. The motion carried 5-0-0.

- F. Second Reading: Board Policy Section IV, Policy Range 4000-4699, Certified Employees - Dr. Greg Bailey, Superintendent requested that this be tabled as a clean document with changes was not available due to the absence of the Board Clerk. The policy will come for a second reading in December.
- G. Second Reading: 2018-19 School Calendar Adoption - Dr. Greg Bailey, Superintendent said that the corrections noted last month have been made on the 2018-19 calendar. The previous December dates listed were incorrect. Changes from December 3,4,5, should be 3,4,5,6,7 on 18-19 year. Trustee Faunce stated that the date shows 2017-18, this will be corrected to 2018-19. Each year, the following year's calendar is developed with input from the District Leadership Team which now serves as the Calendar Committee.

RESOLUTION 18-53

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the calendar for the 2018-19 school year.

Trustee Frenzel moved that the Board approve Resolution 18-53, correcting the year, seconded by Trustee Faunce. The motion carried 5-0-0.

4. NEW BUSINESS

A. Student Engagement Time at MHS - Erik Perryman, Principal discussed how mastery-based learning requires re-teaching and reassessment of students if mastery is not achieved on a lesson, and enrichment if the student is beyond the lesson. Currently, teachers are trying to make this fit in before or after school or at lunch, but with busing, student's jobs, after school activities, these times are not as readily available. The Leadership Team at Moscow High School put together six schedule options and Mr. Perryman reported on which he feels is the best one. They have designated an hour every Thursday and are calling it "access" with the purpose being for students to have access to teachers. Mr. Perryman stated that they are hoping this will help students develop ownership by strengthening their skills for obtaining needed help. At the beginning of the week, teachers will publish what offerings they will be having during their "access" period, such as thesis re-writing, unit retesting, re-teaching of a unit. Students will be required to sign up for a teacher and will be accountable to that teacher for that period. Mr. Perryman also had a hand-out showing how utilizing an "access" hour will standardize meeting times over the current variant schedule. He stated that he was hoping to implement this schedule next semester, but now would like to have a two- to three-week trial after Spring Break. There will need to be student training as well as parent communication as soon as possible. Mr. Perryman will start with email notification to the parents. Dr. Bailey asked that if the process is going well, would Mr. Perryman come back and ask to continue to program. Mr. Perryman replied that if this is the case, he would like to have teachers and/or students share their thoughts with the Board.

Dr. Bailey stated that boundaries need to be established so students are not utilizing "access" as a homework or study hour and are not being allowed to leave if there is no make-up work needed. All students need to have a place to be. Mr. Perryman replied that they are working with the Tech Department to establish a system through Office 365 that will allow students to schedule and teachers to see who is expected in their classroom.

The Board had questions about the teachers' thoughts, the software that would be used for tracking and the allowed "access" time per week. Mr. Perryman invited the Board to visit once they have started their trial.

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 18-54

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 18-54, seconded by Trustee Faunce. The motion carried 5-0-0.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 860,655.39
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 942,082.50
Accounts Payable, Bill List	\$ 324,449.86
TOTAL BILLS and PAYROLL	\$ 2,212,718.75

B. Donations

1. Thank you to the following for their donation to McDonald Elementary:

- Jane Hetsler donated \$162 to be used for breakfast and lunch for students.
 - Ben & Stephanie Anderson donated \$5.
 - Catherine Prestwich donated \$10.
 - Cory Ray, on behalf of the Moscow Elks Lodge #249 donated \$1000.
2. Thank you to Sally Fredericks for the donation of \$200 to help with student meal charges.

C. Human Resources

1. **Certified - Stipends**

Potts, Victoria, Teacher, ENL, District-wide, \$415.87 stipend for teaching a professional development course "ELL Teaching Strategies," effective 11/25/17.

2. **Classified – Hires**

Johnston, Kenneth, Instructional Assistant Paraprofessional, Special Education Program, MHS, 7.25 hours/day, effective 11/15/17.

Kolbeck, Laura, Aide, Classroom, McDonald Elementary, 3.75 hours/day, effective 11/13/17.

Sperry, Richard, Custodian, Night, District-wide, 8 hours/night, effective 10/26/17.

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

Krenz, Sarah, Aide, Classroom, Lena Whitmore Elementary, decrease 1 hour/day, effective 11/6/17.

McClory, Jodi, Aide, Classroom, Lena Whitmore Elementary, increase 1 hour/day, effective 10/23/17.

McClory, Jodi, Aide, Classroom, Lena Whitmore Elementary, decrease 1 hour/day, effective 10/29/17.

Rehder, Holli, Aide, Classroom, McDonald Elementary, decrease to 4 hours/week, effective 11/6/17.

Quist, Lori, Aide, Classroom, Lena Whitmore Elementary, decrease .75 hour/day, effective 10/29/17.

Williams, Sandi, Aide, Classroom, Lena Whitmore Elementary, increase .75 hour/day, effective 10/23/17.

Williams, Sandi, Aide, Classroom, Lena Whitmore Elementary, decrease .75 hour/day, effective 11/6/17.

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

Effrig, Cody, Bus Driver, Substitute, Transportation, effective 11/1/17.

Patterson, Michelle, Instructional Assistant Paraprofessional, Special Education Program, West Park Elementary, effective 10/27/17.

Sudheesh, Asha, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 11/10/17.

5. **Extracurricular**

Hires/Rehires/Changes/Transfers

Austin, Allen, 7/8th Boys Basketball Coach, MMS, effective 10/24/17.

Galligan, Samuel, 7/8th Boys Basketball Coach, MMS, effective 10/24/17.

Hill, Kolten, 7/8th Boys Basketball Coach, MMS, effective 10/24/17.

Morris, Michael, 7/8th Boys Basketball Coach, MMS, effective 10/24/17.

Skinner, Jacob, 7th Boys Basketball Coach, MMS, effective 10/24/17. *Amended from 7th/8th grade.*

Thill, John, 8th Grade Boys Basketball Coach, MMS, effective 10/24/17.

Utehs, Adam, 7/8th Boys Basketball Coach, MMS, effective 10/24/17.

Barnes, Robin, Head V Girls Basketball Coach, MHS, effective 10/30/17.

Carscallen, Lisa, Assistant V Girls Basketball Coach, MHS, effective 10/30/17.

Johnson, Taylor, 9th Grade Girls Basketball Coach, MHS, effective 10/30/17.

Wilson, William Casey, JV Girls Basketball Coach, MHS, effective 10/30/17.

Uhrig, Josh, Head V Boys Basketball Coach, MHS, effective 11/10/17.

Baker, Gabe, JV Boys Basketball Coach, MHS, effective 11/10/17.
Minden, Justin, Assistant V Boys Basketball Coach, MHS, effective 11/10/17.
Stefanchik, Eric, 9th Grade Boys Basketball Coach, MHS, effective 11/10/17.
Amos, Patrick, Head V Wrestling Coach, MHS, effective 11/13/17.
Carscallen, Zachary, Assistant Wrestling Coach, MHS, effective 11/13/17.
Haley, Matthew, Head MS Wrestling Coach, MMS, effective 1/2/18.
Foss, Matthew, Assistant MS Wrestling Coach, MMS, effective 1/2/18.
Grant, Casey, Assistant MS Wrestling Coach, MMS, effective 1/2/18.

Resignations/Terminations/Retirements

Ogbuehi, Chikezie, 7/8th Boys Basketball Coach, MMS, effective 10/23/17.
Pickard, Kendra, 7/8th Boys Basketball Coach, MMS, effective 10/23/17.
Pickering, Zachary, Assistant Wrestling Coach, MHS, effective 9/29/17.

Volunteers – MHS

Boyd, Jason, Volunteer – Boys Basketball, MHS, effective 11/10/17.
Dewberry, Morgan, Volunteer – Girls Basketball, MHS, effective 10/31/17.
Larson, Erick, Volunteer – Boys Basketball, MHS, effective 11/10/17.
Quinnett, Brian, Volunteer – Boys Basketball, MHS, effective 11/10/17.
Schlueter, Aaron, Volunteer – Boys Basketball, MMS, effective 10/24/17.

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

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

6. SUGGESTIONS AND COMMENTS

A. Public Comments

1. 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 (c) To acquire an interest in real property which is not owned by a public agency authorized under section 74-206(1)(b) and (c), Idaho Code.

RESOLUTION 18-55

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 (c) To acquire an interest in real property which is not owned by a public agency authorized under section 74-206(1)(b) and (c), Idaho Code.

Trustee Campbell moved that the Board approve Resolution 18-55, seconded by Trustee Frenzel. Roll call vote for executive session: Mrs. Fazio – yes, Dr. Campbell – yes; Dr. Frenzel – yes, Dr. Faunce – yes, Mrs. Schmidt - yes. The vote was unanimous for the executive session. A brief break was taken and the Board then entered Executive Session at 8:45 PM.

8. ADJOURNMENT

The Board returned to Open Session and with no further business, the meeting was adjourned at 9:15 PM.