

REGULAR BOARD MEETING

January 24, 2017

1. OPENING ITEMS

- A. The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:00 PM, January 24, 2017 by 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, Eric Torok, 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, and Angie Packard, Board Clerk. Shannon Richards, Special Services Director was absent and excused. There were also nine patrons in the audience.
- C. The agenda was approved by unanimous consent. Amendment to agenda
- D. The following minutes were presented for approval: December 13, 2016.

RESOLUTION 17-72

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the December 13, 2016 regular board meeting.

Trustee Frenzel moved that the Board approve Resolution 17-72, seconded by Trustee Schmidt. The motion carried 5-0-0.

2. INFORMATION

- A. Good News, Announcements or Presentations
 1. **PRESENTATION:** Chinese Language Program at MHS - Lee Ann Eareckson began her presentation with a PowerPoint on the Chinese Language program at the high school. This program is possible through a partnership with the UI Confucius Institute. Classes began in 2014 with 20/25 students per year since 2014. Chinese 1 & 2 were added in 15/16. Ms. Eareckson also spoke on what the classes entail and also community outreach. Students in the classes also have an opportunity to go to summer "camp" in China for language and culture classes. Chinese can be offered at MMS if desired. Ms. Eareckson would like to see Chinese offered just like French and Spanish. There were some questions from the Board.
 2. The Moscow U-Night event was a mega success, and a huge thank you goes out to every student, staff member, and parent who donated food and/or money for the MMS Cub Cupboard program. A special shout out to all the cheerleaders, band members, and fans who made this event a fun night. Additionally, both schools (MHS and MMS) brought in 1163 cans of food for their school pantry program with an additional \$276 in donations from the community. We also were given \$500 from Gritman for the program. Gritman was also wonderful in donating 500 t-shirts (\$2,000 value) and gift cards for 20 free pizzas. A huge success all the way around.
 3. Joann's Fabrics adopted West Park a number of years ago as a gift recipient of their unsold seasonal items. Linda McClaine, her husband and others volunteer their time to go get the goods and an email then goes out to staff to signal a crazy grab session to get some items they may like to decorate with. This is nice of the employees of JoAnn's Fabrics to think of schools and not just crush and fill landfills with unsold items.
 4. McDonald Elementary students are taking advantage of the Idaho Commission for Libraries \$4000 grant they received and are checking out more than double the amount of books they have in the past. Students are now strongly encouraged to check out at least one non-fiction book of their choice each week along with other books they desire.

5. McDonald Elementary recently analyzed data from a survey their students, parents and teachers took about their school, and when students were asked the open ended question of what they liked the most about their school, the number one typed in response was, “the teachers!” This answer even beat out, “recess on their large playground.” McDonald staff is profoundly grateful that their students feel the love and care given them each day.
6. McDonald Elementary 3rd and 5th grades have had the opportunity to perform musical numbers at the Palouse Mall. The mall management and patrons were complementary of the student’s performances and behavior while connecting with the community.
7. Trustee Campbell shared that she was impressed with the Daily News article about Lori Lawton’s students from MMS who received first place at a recent Future City competition. Trustee Frenzel shared that the students were Defne Yuksel, Aneesha Shrestha, Nicole Xiao and Ellie Pimentel and will go on to compete in Seattle.
8. Trustee Campbell shared that the recent ELI presentations were a real treat to attend.
9. It was mentioned that there was also a great article in the newspaper about the wrestling program and they were commended on the good work they are doing.
10. Charlie shared about a lighting project that Lorne Barr instigated that has saved the district about \$2000 a month.

B. Public Comments

1. None at this time.

C. Superintendent's Report - Dr. Bailey

1. Dr. Bailey started that tomorrow is “Wear Red for Ed” day for education. Dr. Bailey also shared about the ELI presentations that he attended.
2. Blue Ribbon Nomination – Russell Elementary has been nominated for this very prestigious national award. They were nominated by the SDE Title I program director.
3. Certified Staff Evaluation News – this issue has been in the news lately stating that 99% of school district were out of compliance. He went on to state that the criteria the State used to review the evaluations was not developed at the time the evaluations were done. This has been a frustrating time trying to meet the deadlines and get the information uploaded that the State is requiring.
4. Legislative Issues – the legislators have started meeting. Dr. Bailey has a phone conference every Friday with Region 1 Superintendents, the Lewiston Superintendent, Senator Nonini, Senator Bayer, Representative Troy and anyone else that may join in. Some of the concerns discussed have questioned the reason the State wants to do their own mastery based teacher certification instead of using the national teacher certification. The legislators are also looking at having any group that is for/against a bond/levy to report on any donations/expenditures they have incurred.
5. Calendar Update – a little delay in getting this together as the collaboration committee needed to meet first. They have had one meeting and will be meeting again on Wednesday, Jan. 25.
6. Directors’ Report
 - a. Business Manager – Jennifer Johnson reported that the business office is working on completing 1099’s, 1094’s & 1095’s and have completed all W2’s. She is continuing to work on budget revisions and has meet with Greg Bailey, Lorne Barr and Charlie Gerke to review the final projects using Bond dollars. She would like to move forward this spring with Phase II of the security project, the water treatment project and the middle school staircase and ticket booth. In order to complete all the projects, she would need to increase the transfer out amount from the General Fund in the amount of \$105,000, above the current transfer out budget of \$261,600. The plan is to expense the Bond dollars by the end of the 2016/17 fiscal year.
 - b. Operations Director – Charlie Gerke

1. Transportation Review – results were the best ever received which included an area with a 100% compliance. Other areas were in the 90+% compliance. The only area that needs some attention is better student supervision at the loading/unloading area.
 2. Security System Update – this includes cameras and access control. The cameras are almost all installed and there will be some preliminary training on the process. Access control (e.g., door projects) has been taking place and once it is complete, it will progress building by building to become “live” with the key cards. Electrical contractors will be on site next week to finish up Phase I. Phase II will then begin with the replacement of the doors. The Board had questions about the security system.
 3. Snow Removal – the grounds crew and maintenance crew have been doing a great job keeping up with removing the snow and ice.
- c. Curriculum Director – Carrie Brooks
1. Mastery-Based Learning Special Presentation – last Thursday several attended the training in Boise. This was a great learning experience. Building principals are sharing this information with their staff. She is looking forward to presenting this information to the Board on February 13.
- d. Special Services Director – Shannon Richards was absent tonight.

D. Board Goals: Trustee Fazio stated that the Board would like to continue working on 1 (a) and asked Trustee Campbell about the facilitator that she was in contact with to help develop the mission and vision statement. Discussed having a video meeting between the facilitator and the Board to set up community meetings. Trustee Campbell will get in touch with the facilitator this next week. Trustee Fazio then went on to review and speak on the remaining goals. Trustee Fazio also reminded the Board about visiting the schools they were assigned.

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: Superintendent Job Description - Dawn Fazio, Board Chair stated that the Board has been reviewing and revising the job description for the superintendent. This is part of the process and tool used to evaluate the superintendent. There was discussion on some additional changes to the job description. Trustee Fazio and Trustee Schmidt will work together on the changes discussed and present it for another reading in February.

B. Second Reading: Job Description: Safe & Drug Free Schools Coordinator - Dr. Greg Bailey, Superintendent stated this job description has been reviewed and revised. He stated that additional revisions have been made, one being changing the title to “Prevention Coordinator.”

RESOLUTION 17-73

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the job description for the Prevention Coordinator as presented and amended.

Trustee Frenzel moved that the Board approve Resolution 17-73, seconded by Trustee Torok. The motion carried 5-0-0.

4. NEW BUSINESS

- A. Annual Turtle Trip - Dr. Greg Bailey, Superintendent stated this is an annual trip for members of the MHS Environmental Club. Dr. Bailey then asked Ms. Eareckson to give some additional information. She then stated this will be the 3rd year they will have gone to this location and gave some background on the work they will be doing with the sea turtles. Ms. Eareckson then thanked the board members for all their hard work serving on the board and thanks to Jennifer Johnson's help in keeping all the funds together for the turtle trip. Trustee Torok had some concerns with travel and when/how the decision would be made if a cancellation needed to be made.

RESOLUTION 17-74

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 Huatulco, Mexico and remote sites operated by Centro Mexicano Tortuguero, on the south coast of the state of Oaxaca, Mexico, Sept. 30-Oct. 8, 2017.

Trustee Frenzel moved that the Board approve Resolution 17-74, seconded by Trustee Schmidt. The motion carried 5-0-0. Ms. Eareckson thanked Trustee Torok for his concerns with traveling to Mexico.

- B. Call for Gas & Diesel Bids - Jennifer Johnson, Business Manager stated that the district must request bids for gas and diesel each year. The current year's contract ends the last day of February. There were some questions on the costs of fuel.

RESOLUTION 17-75

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, 2017 through February 28, 2018.

Trustee Torok moved that the Board approve Resolution 17-75, seconded by Trustee Frenzel. The motion carried 5-0-0.

- C. Emergency Closure: District-wide - Weather/Icy Road Conditions - Dr. Greg Bailey, Superintendent stated that when the district has emergency school closures, Idaho Code 33-512 (1) states that the Board of Trustees must approve any emergency school closures. There were two days in January that school was closed due to winter weather and icy road conditions. Dr. Bailey also stated that there is a day in May built in to make up one of the snow days. He then went on to give his reasons for recommending making up one day.

RESOLUTION 17-76

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the January 9, 2017 and January 18, 2017 school closure days due to winter weather and icy road conditions and

BE IT FURTHER RESOLVED: To make up one day on May 26, 2017.

Trustee Campbell moved that the Board approve Resolution 17-76, seconded by Trustee Frenzel. The motion carried 5-0-0.

- D. Section II - Administration: Board Policy 2010.00 Administrative Positions - Dr. Greg Bailey, Superintendent stated that this is a very minor change to policy and is recommending approval. Dr. Bailey gave a brief explanation on why this position was added.

RESOLUTION 17-77

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revision to Board Policy 2010.00 - Administrative Positions as presented.

Trustee Frenzel moved that the Board approve Resolution 17-77, seconded by Trustee Torok. The motion carried 5-0-0.

- E. First Reading: Board Policies on Wellness - 1250.00-1250.60 - Dr. Greg Bailey, Superintendent stated that a committee recently reviewed the policy on wellness and has made some revisions to meet current needs and expectations of the district. Dr. Bailey then asked Gillian Ballard (PEP grant director) to address how they did this process. She noted that the review of the policy was due to federal regulations. There was discussion and comments on the proposed revisions. The committee will meet again, with Dr. Bailey, to make additional revisions as discussed.
- F. Superintendent's Annual Evaluation - Dawn Fazio, Chair stated that the Board conducted Dr. Bailey's annual evaluation on Monday, January 23, 2017. Trustee Fazio gave a brief summary of his review and stated that overall the District is going in the right direction.

RESOLUTION 17-78

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 23, 2017, as required by Idaho Code 33-513 (2), and hereby extends his contract to June 30, 2020, at a salary to be determined at a later date.

Trustee Torok moved that the Board approve Resolution 17-78, seconded by Trustee Frenzel. The motion carried 5-0-0.

- G. Proposal for Curricular Programming Change - Carrie Brooks, Curriculum Director stated that MHS is proposing two new classes, a stand-alone Health (9-12) - 1 credit requirement and a stand-alone Physical Education I (9-12) – 1 credit requirement. These two new classes will change the current Wellness graduation requirements. Ms. Brooks stated that the PE/Health teachers are here to answer any questions. There were some questions on how a curriculum would be designed for the new courses. Heather Stanton gave an explanation on how this will work and what work has already been done through the PEP grant funds. Trustee Fazio asked the teachers present to introduce themselves: they were Heather Stanton, Adam Ingwell, and Phil Helbling. Ms. Stanton expressed thanks for all the work the PEP Grant Manager Gillian Ballard has done as this has been her first year in the position but it is the third year for the grant and she had a lot thrown at her. Mr. Perryman then gave a brief comment on all the work that these three teachers have done.

RESOLUTION 17-79

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the proposal for a stand-alone course for Health (9-12) and Physical Education (9-10) at Moscow High School, beginning in the Fall of 2017, as presented.

Trustee Frenzel moved that the Board approve Resolution 17-79, seconded by Trustee Campbell. 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 17-80

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

Trustee Torok moved that the Board approve Resolution 17-80, seconded by Trustee Frenzel. The motion carried 5-0-0. Trustee Fazio also expressed appreciation for the many donations listed.

A. Fiscal Services – Board Audit of Expenditures

Payroll, Net Payroll	\$ 801,943.39
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 912,969.46
Accounts Payable, Bill List	\$ 717,995.91
TOTAL BILLS and PAYROLL	\$ 2,432,908.76

B. Donations

1. Thank you to the Latah County Community Foundation donation of \$750 to MMS where the funds will be used for their Back Pack program.
2. Thank you to SEL INC for the donation of \$2200 on behalf of their employees, Brandon Summers, Chad Yates, Christopher Remacle, Chuck Crossler, Heather Knight, Jacqueline Kirkham, Jazmin Rappe, Jean-Paul Nduwayo-Ntore, John Lind, John Prestwich, John Thompson, Jon Meyer, Kate Jorgensen, Kevin Shea, Kyle Garrett, Linda Ainsworth, Nate Pope, Patty Oates, Ryan Brown, Todd Brown, Tom Sokoloski, and Troy Ledford, where the funds will be used to help purchase a new chemical storage unit for the Science Department at Moscow Middle School.
3. Thank you to Amie Wolbrecht for the donation of a crash pad for the sensory room at MMS.
4. Thank you to SEL INC for the donation of \$750 on behalf of their employee, Leith Sorenson, to McDonald Elementary.
5. Thank you to Tina Hilding and Von Walden for the donation of \$500 to MHS Choir and \$500 to MHS Band and Orchestra.
6. Thank you to David Harlan for the donation of \$120 to MHS Choir for caroling as the pre-show live music at "The Santaland Diaries" productions.
7. Thank you to SEL INC for the donation of \$6100 on behalf of their employees, Amber Anderson, Andy Miller, April Ihm, Barry Klas, Blake Bielenberg, Brad Saul, Chad Trautman, Cindy Pas, Cris Quezada, David Buehler, David Weaver, DeeAnn Thomson, Elizabeth Oates, Eric Bechtel, Gabrielle Gibson, Geoff Williams, Grace McGreevy, James Mobley, Jason Kramer, Jennifer Cossel, Jenny Gonzales, Jeremy Klas, Jessica Greene, Josh Hofstrand, Josh McCullough, JT Manning, Justin Kuska, Katie Hill, Kellen Probert, Kevin Kinzer, Kim Huffman-Scott, Kimberly Phillips, Krysta Ficca, Kurt Kaltmaier, Lillian Jordan, Marilyn Franklin, Martin Eng, Megan Rourke, Melanie Weller, Melissa Underwood, Mike Stubbers, Mitchell Gonzales, Pam Hindberg, Paul Garfield, Rebecca Lidean, Rick Manning, Robyn Jacobs, Roy Edwards, Sara Arar, Sarah

Wilcox, Scott Manson, Sean Robertson, Stephanie Burau, Steven Greene, Susan Townsend-Kaus, T Crozier, Tayler Murry, Tessa Saul, Tina Carlson, Tracy Young and Vince Hadley, to MHS.

8. Thank you to SEL INC, on behalf of their employees, Ashley Olzendam, Brenda Arteaga, Chad Nelson, Christy Day, Cindy Schenk, Donna Tomlin, Frank Barta, Jacob Johnson, Karen Carter, Lauren Donica, Linda Roberts, Mac Cyr, Sydney Falen, Walter Williams, and William Greene, for the \$1500 donation to Lena Whitmore Elementary.
9. Thank you to SEL INC, on behalf of twenty of their employees, for the \$2000 donation to McDonald Elementary.

C. Human Resources

1. Certified – Hires (pending completion of all documentation)

Cangialosi, Jenna, Teacher, Mathematics, Moscow High School, 1.0 FTE, Category 1 One Year Only Contract, effective 1/3/17.

2. Certified - Stipends

Leadership Positions – January Payments:

Haley, Matthew, Teacher, Social Studies, MMS, \$900 leadership premium, MMS Public Relations/Event/Volunteer Coordinator, effective 1/25/17.

Hespelt, Nathan, Counselor, MMS, \$900 leadership premium, MMS Assessment Coordinator, effective 1/25/17.

Hoogsteen, Samuel, Teacher, Social Studies, MHS, \$1,350 leadership premium, MHS Public Relations/Event/Volunteer Coordinator, effective 1/25/17.

Rylee, Stephanie, Teacher, Special Education, West Park Elementary, \$900 leadership premium, Elementary Paraprofessional Trainer, effective 1/25/17.

Singleton, Cory, Teacher, Special Education, MHS, \$900 leadership premium, Secondary Paraprofessional Trainer, effective 1/25/17.

Stone, Natalie, Counselor, MMS, \$900 leadership premium, MMS 504 Coordinator, effective 1/25/17.

Miscellaneous Stipends:

Mahoney, Susan, Teacher, Title I, Lena Whitmore elementary schools, \$251.50 stipend for being the accompanist for the winter concert, effective 2/24/17.

3. Certified – Resignations/Terminations/Retirements

Gergen, LeAnna, Teacher, Special Education, Preschool, McDonald Elementary, effective 6/9/17.

4. Classified – Hires

Bonney, Tammy, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, 3.75 hours/day, effective 1/3/17.

Babin, Acadia, Group Leader, Adventure Club, effective 12/14/16.

Goetz, Victoria, Group Leader, Adventure Club, effective 12/14/16.

Nowak, McKenna, Group Leader, Adventure Club, effective 12/14/16.

Paz, Sherri, Group Leader, Adventure Club, effective 12/14/16.

MHS Student Employee Hires

Mobley, Stephen, Auditorium Tech, MHS, effective 8/30/16.

5. Classified – Changes/Increase/Decrease

Belchhoff, Rick, Custodian, Night, District-wide, transfer to Custodian, Day, District-wide, 8 hours/day, effective 1/23/17.

McGraw, Dave, Bus Driver, Transportation, change from substitute to route driver, effective 1/4/17.

Marone, Rachel, Instructional Assistant Paraprofessional, Literacy Program, Lena Whitmore Elementary, additional assignment, Aide, Classroom Reduction, Lena Whitmore Elementary 1 hour/day, effective 11/30/16.

Nuhn, Ken, Substitute Bus Driver, Transportation, change to Aide, Transportation, effective 1/5/17.

Petersen, Jennifer, Custodian, Night, District-wide, 4 hours/night, school year position, transfer to Custodian, Night, 8 hours/night, year round position, effective 1/30/17.

Shea, Yvonne, Food Service Worker, MHS, transfer to Food Service Worker, Lena Whitmore Elementary, 6 hours/day, effective 1/23/17.

Sokoloski, Netia, Aide, Lena Whitmore Elementary, decrease 1 hour/day for Classroom Reduction, effective 1/17/17.

6. Classified – Resignations/Terminations/Retirements

Dunkin, Calli, Bus Driver, Transportation, effective 1/9/17.

Feezell, Allie, Group Leader, Adventure Club, effective 12/21/16.

Lynn, William, Facilities Maintenance Technician, Building/Grounds, effective 1/6/17.

Ross, Jasmine, Food Service Worker, Lena Whitmore Elementary, effective 12/16/16.

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

Girls Basketball – MMS Resignations/Terminations/Retirements/Non-Rehires

Kadlec, Debbie, 7/8 Girls Basketball Coach, MMS, effective 1/3/17.

Panchol, Emmanuel, 7/8 Girls Basketball Coach, MMS, effective 1/3/17.

Girls Basketball – MMS Hires

Bydalek, Andrew, 8th Grade Girls Basketball Coach, MMS, effective 1/3/17.

Loncar, Mateja, 7/8 Girls Basketball Coach, MMS, effective 1/3/17.

Parry, Samuel, 7/8 Girls Basketball Coach, MMS, effective 1/10/17.

Baseball – MHS Resignations/Terminations/Retirements/Non-Rehires

Lewis, Jay, Varsity Baseball Coach, MHS, effective 11/21/16.

Baseball – MHS Hires

Rod, Griffin, Varsity Baseball Coach, MHS, effective 2/24/17.

Softball – MHS Resignations/Terminations/Retirements/Non-Rehires

Campos, Madison, JV Softball Coach, MHS, effective 1/17/17.

Helbling, Stephanie, Assistant V Softball Coach, MHS, effective 1/17/17.

Weight, Kyra, Assistant JV Softball Coach, MHS, effective 1/17/17.

Activities Workers – MHS/MMS Hires

Haley, Matthew, Activities Worker, MHS/MMS, effective 12/1/16.

Hill, Cherisse, Activities Worker, MHS/MMS, effective 12/1/16.

Knott, Kathy, Activities Worker, MHS/MMS, effective 12/1/16.

LeBeau, Katrina, Activities Worker, MHS/MMS, effective 1/10/17.

Ordonez, Marcos, Activities Worker, MHS/MMS, effective 1/5/17.

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. Angie Shea, parent, had a question about PE at MHS and how it would work for a student who may have had prior issues with PE classes.
2. LaDene Edwards asked about the book that Trustee Fazio had referenced earlier in the meeting, *In Praise of American Educators and How They Can Become Even Better*, which the board members are reading.

7. ADJOURNMENT

With no further business, the meeting was adjourned at 9:20 PM.