

REGULAR BOARD MEETING

November 19, 2013

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:02 pm, November 19, 2013 by Dawn Fazio, Chair, pursuant to Idaho Code Sections 33-506 and 33-510. The meeting was held in the Music Room, Moscow Middle School, 1410 East D St, Moscow, Idaho.

II. DETERMINE QUORUM

Fazio asked the clerk to determine if a quorum of the Board was present. Packard responded that four trustees are in attendance and a quorum was present.

Trustees present were Dawn Fazio, Chair, Zone 4, Jim Frenzel, Zone 1, Eric Torok, Zone 2 and Margaret Dibble, Zone 5. Kim Campbell, Vice Chair, Zone 3, was absent and excused.

The staff members present were Greg Bailey, Superintendent, Sarah Hanchey, Curriculum Director Deb Adair, Business Manager/Treasurer, and Angie Packard, Clerk.

There were also five people in the audience.

The agenda was presented and approved by unanimous consent.

III. APPROVAL OF MINUTES

The following minutes are presented for approval: Regular Board Meeting, October 22, 2013.

RESOLUTION 14-51

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, October 22, 2013 as corrected.

Frenzel moved that the Board approve Resolution 14-51, seconded by Dibble. The motion carried 4-0-0.

IV. GOOD NEWS, ANNOUNCEMENTS OR PRESENTATIONS

A. Congratulations to Russell Elementary team of Suzie Davis, Carolyn Jensen and Sue Swank who participated in the Region II Scratch for Schools event that was held in October. This team scratched 750 tickets with a worth of \$438 by the end of the evening that will be given to Russell Elementary.

B. Congratulations to the following MHS students, Noah Leibnitz, Duncan Thomson, Anna Curet, YuYu Lin, Meghan Reisenauer, Wilson Guo, Tasha Paul and Zoe Kemeys-McDonald, who were the recipients of the Student Recognition Award, "Most Motivated to Succeed Academically."

C. Fazio shared that she attended the Monster Mash that was presented by McDonald Elementary and that it was very good.

D. Public Comments

1. Susan Mahoney, MEA President, said that this is American Education Week and spoke on what that entailed.

V. CONSENT AGENDA: All items appearing under this heading will be acted upon by one motion, without discussion. Should any Trustee or other person request that any item be considered separately that item will be added to the end of the regular agenda.

A. Fiscal Services

1. Board Audit of Expenditures

Payroll, October Net Payroll	\$ 762,347.40
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 778,504.19
Accounts Payable, October Bill List	\$ 522,647.98
TOTAL BILLS and PAYROLL	\$ 2,063,499.57

All funds have been expended consistent with adopted budgets and applicable rules and regulations.

B. Donations

1. Thank you to Levi Delson, Neal Goodwin and Dan Weaver, for the generous donation of a HP Color Laserjet 4650N that will be used by the Publications class at MHS.
2. Thank you to Groppe Heating & Electric for the generous donation of sheet metal, valued at \$450 that will be used for student learning activities and projects in MHS Engineering and Technology program.

C. Administrative/Human Resources

1. **Certified – Stipends**

Miscellaneous:

Mullin, Linda, Teacher, Spanish, MHS, \$62.50 for translation services for a District letter to parents regarding testing, effective 11/1/13.

Driver Education:

Hudelson, Eric, Teacher, Grade 6, MMS, \$2,346 stipend for being a Winter 2013/14 Driver Education instructor, effective 12/1/13.

Jensen, Carolyn, Teacher, Special Education, Russell Elementary, \$2,323 stipend for being a Winter 2013/14 Driver Education instructor, effective 12/1/13.

2. **Classified – Hires**

Hungate, Juliette, Instructional Assistant Paraprofessional, Special Education Program, MHS, 7.25 hours/day, effective 11/4/13.

Nuhn, Kenneth, Bus Driver in Training, Transportation, effective 10/25/13.

Schatz, Julia, Group Leader, Adventure Club, 3.25 hours/day, effective 11/11/13.

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

Gibson, Gabrielle, Food Service Worker, MMS, increase from 5.5 to 6.25 hours/day, effective 11/11/13.

Pope, Jolene, Food Service Worker, West Park, increase from 3 to 3.5 hours/day, effective 11/11/13.

Rogalski, Julie, Cook, West Park, increase from 5.5 to 5.75 hours/day, effective 11/11/13.

Schaper, Clarissa, Cook, MMS, increase from 7.25 to 7.5 hours/day, effective 11/11/13.

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

Brower, Kristine, Secretary, Curriculum, District Office, effective 10/30/13.

Fowler, Andrew, Kitchen Helper, MHS, effective 8/28/13.

McGee, Larry, Custodian, nights, MHS, effective 11/8/13.

Perry, William, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 10/18/13.

Pope, Lloyd, Facilities Maintenance Technician, District-wide, effective 12/31/13.

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

Academic Advisors MMS/MHS Hires

Brinkerhoff, Catherine, HS Drama Director, MHS, effective 10/22/13.

Garrett, Tom, MS Band, MMS, effective 8/28/13.

Cameron, Cherice, MS Orchestra, MMS, effective 8/28/13.

Pals, Joel, HS Band, MHS, effective 8/28/13.

Pals, Joel, HS Orchestra, MHS, effective 8/28/13.

Hendrickson, Carly, 6th Grade Science Camp, MMS, effective 11/1/13.

Hudelson, Eric, 6th Grade Science Camp, MMS, effective 11/1/13.

Law, Deidra, 6th Grade Science Camp, MMS, effective 11/1/13.

Mangini, Paige, 6th Grade Science Camp, MMS, effective 11/1/13.

Wallen, Harper, 6th Grade Science Camp, MMS, effective 11/1/13.

Girls Basketball – MHS Hires/Re-hires

Barnes, Robin, Head V Girls Basketball Coach, MHS, effective 11/1/13.

Laggis, Zoi, Assistant V Girls Basketball Coach, MHS, effective 11/1/13.

Jacobs, Amie, JV Girls Basketball Coach, MHS, effective 11/1/13.

Moore, Genevieve, 9th Grade Girls Basketball Coach, MHS, effective 11/1/13.

Sprenger, Brook, Assistant JV Girls Basketball Coach, MHS, effective 11/1/13.

Boys Basketball – MHS Hires

Dail, Aaron, Head V Boys Basketball Coach, MHS, effective 11/15/13.

Herrenbruck, Adam, 9th Grade Boys Basketball Coach, MHS, effective 11/15/13.

Line, Cody, JV Boys Basketball Coach, MHS, effective 11/15/13.

Reynolds, Guy, Assistant V Boys Basketball Coach, MHS, effective 11/15/13.

Boys Basketball – MMS Hires

Eberlin, Ryne, 8th Grade Boys Basketball Coach, MMS, effective 10/28/13.

Merica, Chris, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective, 11/1/13.

Morris, Michael, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective, 11/1/13.

Thill, John, 7th Grade Boys Basketball Coach, MMS, effective 10/28/13.

Visbal, Chris, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective, 11/4/13.

Girls Basketball - MMS Resignations/Terminations/Retirements

Fahrenwald, Kristen, Assistant 7/8th Grade Girls Basketball Coach, MMS, effective 9/24/13.

Wilson, Zach, 7th Grade Girls Basketball Coach, MMS, effective 9/24/13.

Girls Basketball – MMS Hires/Rehires

Thill, John, 7th Grade Girls Basketball Coach, MMS, effective 1/7/14.

Wrestling – MHS Hires/Rehires

Clark, Stihles, Assistant HS Wrestling Coach, MHS, effective 11/1/13.

Davis, Jonathan, Head V Wrestling Coach, MHS, effective 11/1/13.

Hinkle, Kyle, Assistant HS Wrestling Coach, MHS, effective 11/1/13.

Zumwalt, Tyler, Assistant HS Wrestling Coach, MHS, effective 11/1/13.

Wrestling – MMS Hires/Rehires

Haley, Matthew, 7/8th Grade Wrestling Coach, MMS, effective 1/7/14.

Softball - MMS Resignations/Terminations/Retirements

Blea, Jami, Assistant JV Softball Coach, MHS, effective 10/23/13.

Volunteers – MHS/MMS

Westgate, Alex, Volunteer, 8th Grade Boys Basketball, MMS, effective 10/28/13.

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

RESOLUTION 14-52

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

Dibble moved that the Board approve Resolution 14-52, seconded by Frenzel. The motion carried 4-0-0. Fazio noted the two donations that were listed.

VI. CONTINUED BUSINESS

A. Bond Update – Supt. Greg Bailey stated that a public input meeting on November 12 was held, however, it wasn't well attended. The purpose of this meeting was to seek input from interested stakeholders on the updates to the facilities. Adair stated that it was an interesting process and that it was great. Adair also noted that on November 21, a community input meeting for the Moscow School District Community Playfields will be held at the Latah County Fairgrounds. Trustee Torok will be there as the board representative and a property owner. Supt. Bailey noted that he hopes there will be a better turnout for this meeting as the meeting that was held last week had only four in attendance. He then went on to state that the district will be handling the advertisement for this meeting and also listed the other places where information for this meeting will be posted. Dibble asked about the format of the meeting. Bailey stated that there will be different stations as has been done in the past and that there will be committee members around each station to answer questions. There will be another open house meeting on December 12, also at the Fairgrounds and the city will take care of handling the advertisement for it. It was asked what would be the difference between the two meetings. The second meeting will be a presentation of any changes done to the plan after the first meeting.

B. Curriculum, Instruction & Assessment – Sarah Hanchey gave an update on the SBAC test. This test is replacing the ISAT test that we currently have. She stated that this spring each student in grades 3-11 will be taking this test. However, no scores will be given as it will be a field test. Hanchey noted that parent notification letters were sent out on November 1 and that there has not been any negative feedback. Torok asked about whether there was any positive feedback and Hanchey said there actually hasn't been any feedback. Dibble asked who was paying for this test and Hanchey stated that the state will be paying for this test in place of the ISAT.

Dibble noted that she has heard that students who receive adaptive tests don't try as well because they keep getting more questions and Hanchey said that the number of test questions remain the same, but get more difficult to allow better evaluation of the student. Frenzel asked how long a student will be sitting in the computer lab taking the test and Hanchey stated that as it is not a timed test, the time needed will depend on the grade level and student taking the test. There was continued discussion about this test and it was noted that it is a pilot for this year. Hanchey then passed out examples of performance tasks for the SBAC in reading/language arts and math. Dibble wondered who would be scoring the tests and Bailey gave an explanation on what is being looked at to accomplish this. Hanchey then resumed her report and Torok asked if the questions are the same across the states and she said that is correct. There was further discussion on the logistics of this testing with the computer labs and how each class will be scheduled to get the tests completed.

C. Superintendent's Report – Supt. Greg Bailey

1. Strategic Plan Steering Committee and Committee Design – Supt. Bailey gave each of the trustees a document and then noted that when he came to the district he observed that there were a lot of committees. He then identified all of the committees and spoke on what he believes should be the functions of each one. He stated that communication needs to happen and noted that MSDNet needs to be redesigned so that all of the information on it

can become more usable. Supt. Bailey then went through his recommendations for consideration for each committee. He would like to present this to each committee for input and is also asking the Board for their input. Torok asked what the administrative council was and Supt. Bailey stated that it is all the administrators meeting with him at the district office. Fazio asked what Bailey sees as the next steps and he stated that this is just at an informational stage right now. Dibble asked for a follow up report. There was continued discussion. Bailey noted that he would like to gain additional input from different people.

2. Information: Delegating to the Superintendent the authority to execute actions pertaining to personnel matters – Supt. Bailey noted that when it comes to classified personnel there are policies in place that allow him to take care of any matters that may occur. He then noted where these policies are and what they are. Torok asked since Supt. Bailey has this authority should the classified section of the consent agenda be removed and have it become an informational item. Dibble stated that she is not comfortable with this. Adair then said that the same could be applied to the financial section as she has been delegated the authority to spend the funds for the district. There was further discussion on this and what needs to be under the consent agenda and should it be a consent or informational. Bailey will investigate this further.

- D. Action on Section VI, Board Policy 6076.10-6076.40, Title I Parental Involvement** – Supt. Greg Bailey noted that this policy needed to be brought into compliance with federal regulations. Hanchey also stated that the changes that were noted last month have been added.

RESOLUTION 14-53

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revision Board Policy, Section VI, Title I Parental Involvement, 6076.10-6076.40, as presented.

Dibble moved that the Board approve Resolution 14-53, seconded by Torok. It was noted that the motion need to be amended so Dibble changed the previous motion and it was then seconded by Frenzel. The motion carried 4-0-0.

VII. NEW BUSINESS

- A. Approval of Revision to Superintendent Job Description** – Supt. Greg Bailey stated that with the retirement of Johana Doyle and Kevin McDonough, those positions were eliminated and need to be removed from the Superintendent Job Description. Fazio asked about the HR Director position and Bailey stated that this position is also a part of his duties. Fazio noted that the Superintendent Job Description has many areas that deal directly with human resources and would like to see this line “HR director” removed.

RESOLUTION 14-54

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the Superintendent Job Description with the removal of the Human Resources Director in item 1.7 under Organization and Administration, as presented.

Frenzel moved that the Board approve Resolution 14-54, seconded by Dibble. Torok asked if the district is looking to fill the position of HR Director any time soon and Bailey stated no,

not in the near future. He also noted that this was a position that was eliminated to save money. The motion carried 4-0-0.

- B. Approval of Revisions to Job Descriptions for Coordinator: Safe & Drug Free Schools & Family Support; Mentor Program/Safe & Drug Free Schools Coordinator; Adventure Club Director; Lead Network Specialist; Network Specialist; Network Technician; Medicaid/Compliance Technician; Administrative Assistant; Human Resources Specialist; Interpreter/Tutor for the Hearing Impaired; Nursing Assistant** – Supt. Greg Bailey asked if the Trustees would like to speak further about the Human Resources Specialist job description and all were in agreement. Supt. Bailey then began with the Human Resources Specialist job description and how it has changed over the years. With new requirements from the SDE, the job has changed and the job description needs to be updated to reflect these requirements. Supt. Bailey then went through the changes. This will be the first reading for the Human Resources Specialist job description and will come back to the Board in December for action. Supt. Bailey then noted that the remaining job descriptions have only minor changes to the area of supervision and noted what they were.

RESOLUTION 14-55

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the job descriptions for Coordinator: Safe & Drug Free Schools & Family Support, Mentor Program/Safe & Drug Free Schools Coordinator, Adventure Club Director, Lead Network Specialist, Network Specialist, Network Technician, Medicaid/Compliance Technician, Administrative Assistant, Interpreter/Tutor for the Hearing Impaired and Nursing Assistant as presented.

Dibble moved that the Board approve Resolution 14-55, seconded by Frenzel. The motion carried 4-0-0.

- C. Action on Revision to Board Policy, Section IV, Personnel, Policy 4050.00, Teacher Appraisal** – Supt. Greg Bailey passed out an updated version with additional changes. He then went on to review the changes. He recommends this be a first reading with action taken at the December board meeting. It was also noted that the wording should be changed from “Teacher Appraisal” to “Teacher Evaluation” throughout the policy as noted.

VIII. INFORMATION

A. ISBA Convention Report

1. Bailey shared about the workshops he attended. He also noted that he attended a workshop called “BoardDocs” that relates to paperless board meetings. He noted that overall the workshops he attended were well done. Torok noted this was his first convention and that he attended a workshop called “School Finance 101” and that it was a very good session. Another one he attended was on the Idaho Common Cores Standards and he learned a lot. Frenzel went to three different sessions: Patron Input (which was very interesting), Apple sales pitch, and the new Accreditation Presentation. Fazio noted that she went to a workshop call “Why am I a Superintendent?” She then gave a brief overview of the workshop. She also attended one called “Protocol for the Board Chair. She stated that she feels that the board needs to go through sections of board policy monthly. Fazio then gave each trustee a handout that gave further information on board self-evaluation from a workshop she attended. She also noted that this was the 20th convention she has attended.

2. Deb Adair gave a brief presentation on a workshop she went to and gave a handout to the trustees. This handout has a list of websites that are very helpful to board members and administrators. Adair then shared some tips she learned at this workshop.

- B.** Other – Supt. Bailey noted that he was asked to speak to both the League of Women Voters and the GOP in regards to the Idaho Common Core Standards. He noted that he will also be speaking to the AARP in December on the same topic.

IX. SUGGESTIONS AND COMMENT

A. Public Comments

1. Althea Buchal, Daily News reporter, spoke on the concerns of the community in relation to the Idaho Common Core Standards and suggested having a community forum on this topic, perhaps at the U of I. She also spoke about the length of the SBAC and the scores. Bailey responded that the district will not see any scores as this will be a pilot test without results. He also addressed her concern with the length of the test.
2. Ladene Edwards, Lena music teacher, noted that was good to hear about the convention they attended. She then addressed the nursing assistant job description and would perhaps call the position an assistant nurse versus a nursing assistant out of respect. She also then addressed the need for an elementary music teacher job description and asked what the Board's thoughts are on that. Fazio noted that she has not addressed it yet, Dibble & Frenzel noted that they both have read them but have not formulated an opinion as of yet. Supt. Bailey noted that he has not addressed it either. There was continued discussion on this.

X. ADJOURNMENT

There being no further business, the Chair adjourned the meeting at 9:19 PM.