

REGULAR BOARD MEETING
December 17, 2013

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:03 P.M., December 17, 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 five trustees are in attendance and a quorum was present.

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

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

There were also six 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, November 19, 2013.

RESOLUTION 14-56

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, November 19, 2013 as corrected.

Frenzel moved that the Board approve Resolution 14-56, seconded by Torok. The motion carried 5-0-0.

IV. GOOD NEWS, ANNOUNCEMENTS OR PRESENTATIONS

- A.** The annual Thanksgiving dinner that was prepared by the students at PCRHS was very tasty and was enjoyed by them, the Superintendent and Board members who attended. Ed Norman, PCRHS principal would like to extend his appreciation for all who attended and got to know the students.
- B.** Russell Elementary students and staff have been busy since Thanksgiving collecting food and dry goods for their annual "Fill the Truck" drive. They will be collecting items until Winter Break and then give the items to local shelters. In addition, Kris Curnes' 3rd graders will be doing some math lessons while separating and packaging the items.
- C.** Russell Elementary students are busy this month! They are also doing a "Hat and Mitten Tree" collection to be able to donate to local needy families and have made ornaments for the City Hall tree again this year.

- D. Lena Whitmore’s PAT hosted two successful family events in November, 1) the 2nd annual Family Bingo night where over 120 students and parents attended, and 2) a free father/son breakfast where over 130 turned out for a memorable occasion.
- E. Congratulations to the following MHS students, Emma Ramalingam, Andrew Hall, Hailey Gomez, Patrick Robichaud, Annarose Qualls, Luke Miller, Anna Hopper and Tony Quesnell, who were the recipients of the Student Recognition Award, “Students Who Inspire and Motivate Others” for the month of December.
- F. Dawn Fazio shared that the Holiday Concert at the Kibbi Dome, including several choirs from MSD, was very nice and Supt. Bailey said that the Moscow High School Choir also performed at the AARP meeting last Friday.
- G. Public Comments – there were none at this time.

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, November Net Payroll	\$ 749,305.60
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 776,826.81
Accounts Payable, November Bill List	\$ 335,638.17
TOTAL BILLS and PAYROLL	\$ 1,861,781.58

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

B. **Donations**

- 1. Thank you to SEL for the donation of \$750 to Moscow School District on behalf of their employee, Amanda Robinson, who recently celebrated her 15-year anniversary with SEL. The funds will be used to benefit the MOSS Science Camp.
- 2. Thank you to SEL for the donation of \$200 to MHS on behalf of their employee, David Weaver, who recently celebrated his 10-year anniversary with SEL. The funds will be used to benefit the Natural Helpers program.

C. **Administrative/Human Resources**

1. **Classified – Hires**

Burns, Gerald Matthew, Custodian, nights, District-wide, 8 hours/night, effective 12/2/13.
 Morris, Stacy, Secretary, Curriculum, District Office, 8 hours/day, 230 days/year, effective 12/4/13.

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

Kozlowski, Tammi, Aide, Lena Whitmore Elementary, transfer to Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, 7.25 hours/day, effective 12/2/13.
 Nuhn, Kenneth, Bus Driver Completed Training, Transportation, effective 11/14/13.

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

Clevenger, Allison, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 11/22/13.
 French, Ingrid, Instructional Assistant Paraprofessional, Special Education Program, Lena Whitmore Elementary, effective 11/22/13.

Knock, Jacy, Kitchen Helper, MHS, effective 8/28/13.

Welch, Natalie, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, effective 12/20/13.

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

Academic Advisors – Stipends

Garrett, Tom, Pep/Jazz Band Director, MMS, \$336 stipend for continuation of Jazz Band, effective 12/1/13.

Boys Basketball – MMS Hires

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

Wilson, William Casey, Assistant 7/8th Grade Boys Basketball Coach, MMS, effective, 11/11/13.

Volunteers – MHS/MMS

Barnes, Dan, Volunteer, Softball, MHS, effective 2/28/14.

Heitkamb, Mikayla, Cheerleading, MHS, effective 1/7/14.

Herrenbruck, Brad, Volunteer, Boys Basketball, MHS, effective 11/14/13.

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

RESOLUTION 14-57

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

Campbell moved that the Board approve Resolution 14-57, seconded by Frenzel. Fazio noted that Stacy Morris is the new receptionist at the front desk at the District Office and also serves as the curriculum secretary. She also expressed her appreciation for the donations listed. The motion carried 5-0-0.

VI. CONTINUED BUSINESS

A. Bond Update – Supt. Bailey shared that Ned Warnick, Design West Architects, would be giving a brief presentation later tonight. Supt. Bailey then went on share what has been going on and noted that after Ned gives his presentation they will talk more about the preliminary design for the Moscow School District Community Playfields.

B. Curriculum, Instruction & Assessment – Sarah Hanchey stated that she and her secretary have been very busy working on getting everything ready for the upcoming professional development day that will be focusing on the Idaho Common Core Standards and provided the Board with a copy of the agenda for the day. Torok asked who chooses the topics for the curriculum day meetings and Hanchey replied that this one is aligned with what has been presented at the Idaho Leads meetings. There was further discussion on the different items on the Curriculum Day agenda and how all the subject areas are covered and the different stations and activities that the teachers will be involved in. She also mentioned that the elementary report cards will be updated so that they will align with the new Idaho Common Core Standards and a committee has been formed that will be looking at these changes.

C. Superintendent's Report – Supt. Greg Bailey

1. Professional//Technical School Initiative – Supt. Bailey gave a brief explanation on this initiative and he would like to begin discussion on the possibility of beginning a

Professional/Technical school. He then went on to share how this has been done in other districts and what it would take to start this process here in our district. He stated his goal is to have a zero cost to us as there are startup grants out there that he believes the district would qualify for and that there are local businesses that would also like to be involved. Fazio asked what kind of timeline and Supt. Bailey estimated a start date of two years from now. Supt. Bailey then asked the Board if they would like him to proceed with this and also if they would like to meet with those people who would be involved. There was further discussion on this topic and how it could all come together. The Board was agreeable to having Supt. Bailey pursue this.

2. Jefferson School District's request for support of a resolution for Quality Teachers – Supt. Bailey stated that this is a grassroots effort that has begun and that it is dealing with adequate funding for staffing. There was discussion on this and it was decided to wish them well in their efforts.
3. Annual Safety Inspection Report- there was a few corrective action items, but overall the report was good. One of the concerns identified by the inspector was the large quantity of fire extinguishers which the inspector felt would encourage someone to stay in a burning building longer. Supt. Bailey did note that Lorne Barr will be in contact with the Moscow Fire Department to discuss this issue. He then went on to review the rest of the report.
4. Calendar Committee Update – Supt. Bailey will be contacting those who have served on this committee in the past and would like to see a representative from each building on this committee. He would like to have a collaboration time built in to the calendar that would allow teachers time to talk to their peers once a week which would focus on teachers helping teachers. Dibble stated that this is important and it is also important to get community input on this. There was then further discussion on what would be involved in these collaboration meeting. Fazio noted that there is typically a calendar presentation in December or January but policy does state that as long as they have a calendar by March that this will work. There was also discussion about having parent representation on this committee. Supt. Bailey then asked if anyone in the audience had a comment and Ladene Edwards noted that as a music teacher, and the only one in her building, she likes the idea of having a longer time frame as there would be travel involved to collaborate with other music teachers. Jenny Fereday asked if this would also include special education teachers collaborating with their classified special education paraprofessionals. Sally Freeman asked if this would be a monthly occurrence and Supt. Bailey stated that it would be once a week. There was then further discussion on how this would impact all involved.
5. MEA Co-op – Gift baskets for newborns at Gritman Medical Center – Supt. Bailey stated that there would be a report on this topic at a future date.
6. Follow up regarding Consent Agenda – Supt. Bailey checked with other districts on this and he felt that Lewiston summed it up the best in that the Board approves the report of the hiring, etc. related to classified employees. He feels that this answers the question from last month.

D. First Reading: Human Resources Specialist Job Description– Supt. Greg Bailey stated that last month this job description was pulled as the Board felt there were too many changes and wanted it to come back on its own for a first reading. He then went on to explain what those changes were and noted that they were extensive. There were some questions about the redline copy versus the black copy. Supt. Bailey stated that because there was so much, he felt it would be easier to read if they had a clean copy to review and that the redline copy shows all the changes.

- E. Action on Additional Revision to Superintendent's Job Description** – Supt. Greg Bailey noted that there were a couple of things that needed to be corrected. He noted what they were and recommends approval.

RESOLUTION 14-58

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves additional revisions to the Superintendent's Job Description as presented and amended.

Dibble moved that the Board approve Resolution 14-58, seconded by Frenzel. The motion carried 5-0-0.

- F. Action on Revision to Board Policy, Section IV, Personnel, Policy 4050.00, Teacher Evaluation & Minor Word Change from "Appraisal" to "Evaluation" in Other Sections of Board Policy** – Supt. Greg Bailey began by stating that the word appraisal is outdated and recommends changing it to evaluation. He noted that policy 4050.00 has undergone some additional changes and then read the proposed policy to the Board. Dibble noted that she still did not like some of the wording related to the context of the evaluations and there was discussion on how this could be re-written.

RESOLUTION 14-59

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the revision of Board Policy, Section IV, Personnel, Policy 4050.00 and Minor Word Changes to Section IV, Personnel, Policies 4050.10-4050.30 in the context of teacher evaluation as presented and corrected.

Torok moved that the Board approve Resolution 14-59, seconded by Campbell. The motion carried 5-0-0.

VII. NEW BUSINESS

- A. Approval of Preliminary Design for Moscow School District Community Playfields** – Supt. Greg Bailey stated that there have been four meetings and two public input sessions that have taken place on the designs for the playfields. He then introduced Ned Warnick who would be giving a brief presentation on the design. Ned then stated that this will be the same presentation that Bill Belknap presented last night to the Moscow City Council. He went on to go through the PowerPoint presentation and gave a brief update on each slide. He thanked all those that have been involved with the Authorized Representative Committee (ARC) and the Design/Planning Team (DPT). After Ned completed a portion of the presentation he asked the Board if they had any questions so far and there were some. After the presentation, there was discussion on the various costs for the top three items that were prioritized by the DPT. Right now, it is estimated at \$2.5 million. Dibble asked a question in regards to water quality/drainage and Ned said he would check this out as he does not feel that he is qualified to address her question. Torok then asked a question about the possibility of flooding. Ladene Edwards asked if she could make a comment and Fazio said that would be fine. Edwards then asked if the PE teachers have had any input in what they see as priorities for this site. Supt. Bailey said that Allen Green has been involved as a representative for the high school. Adair then stated that the fields won't be available for use until 2015 or 2016. Torok then expressed his thanks to Ned for the work he has done and the presentations he has given. Supt. Bailey then stated that he recommends approval of these designs so that Design West can put the project out to bid.

RESOLUTION 14-60

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves the Preliminary Design and Facility Item Prioritization for the Moscow School District Community Playfields as presented.

Dibble moved that the Board approve Resolution 14-60, seconded by Torok. The motion carried 5-0-0.

- B. Consideration of Change of Date for February Board Meeting** – Supt. Greg Bailey noted that the February board meeting is scheduled for February 25, which is day two of the ISBA Day on the Hill in Boise. He also noted that the Education Law Institute is also scheduled at the same time as the April board meeting but this will be discussed at a later time once those dates have been confirmed. There was then discussion on the Day on the Hill meeting and changing the date of the February meeting.

RESOLUTION 14-61

RESOLVED: That the Board of Trustees of Moscow School District No. 281 hereby approves changing the February 25, 2014 regular board meeting to February 26, 2014 as presented.

Frenzel moved that the Board approve Resolution 14-61, seconded by Dibble. The motion carried 5-0-0.

- C. Board Training and Literature** – Supt. Greg Bailey said that this was brought up by Campbell as she had noted that there has not been board training since she has been on the board. She will find the list that outlines the trainings and will bring it to the January meeting. Dawn then noted that she had the list and read it to the board. There was then discussion on the topics and when possible trainings could take place.

- 1. Review of Board Policy, Section I, Range 1000 to 1119** – the Board began reviewing this policy page by page and noting changes they would like to make. Changes that were discussed will be made to the policy and presented as a first reading at the January meeting.

Fazio then spoke about putting into board policy something in regards to board self-evaluation.

VIII. INFORMATION - There was no additional information.

IX. SUGGESTIONS AND COMMENTS

A. Public Comments

- Ladene Edwards, Lena music teacher, invited the board to attend the annual winter concert that Lena will be presenting at the Nazarene Church.

X. ADJOURNMENT

There being no further business, the Chair adjourned the meeting at 10:10 P.M.