

**Special Board Meeting  
January 28, 2014**

**I. CALL TO ORDER**

A special meeting of the Board of Trustees of Moscow School District No. 281 was called to order by Dawn Fazio, Chair, at 6:35 PM, January 28, 2014, pursuant to Idaho Code Sections 33-506 (2), 33-510, and 67-2341 (6) (b) and notice properly given. The Chair stated the purpose of the Special Meeting was to hold a Budget Hearing on the proposed revised 2013-2014 maintenance and operation budget with action to be taken in the regular monthly meeting to follow. The meeting was held in the Music Room of Moscow Middle School, 1410 East D Street, Moscow, Idaho.

**II. DETERMINE QUORUM**

The Chair asked the clerk to determine if a quorum of the Board was present for the meeting. Packard responded that five trustees were 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.

Staff members present were Greg Bailey, Superintendent, Deb Adair, Business Manager/Treasurer, and Angie Packard, Clerk.

There were no members in the audience for the budget hearing.

**III. BUDGET HEARING on Revised 2013-2014 Budget** – Deb Adair began by giving a brief explanation on why this hearing is held. She stated that when the budget for the year is set in June, the audit has not yet taken place and only estimated numbers are available. She also noted that this hearing gives the Board more accurate information and solidifies the budget for the remainder of the year. Adair then went through the general fund and the changes to this part of the budget. There was discussion in regards to the increased cost for water and sewer charges. Torok also asked about the Technology costs and what is driving that cost. Adair stated that this reflects the funds that came from the Luna money for the purchase of iPads. Campbell noted that the fund balance projection was very close and commended Adair on this.

Adair then moved on to the special funds part of the budget. She highlighted the areas that were revised. Of note was the \$180,000 grant that MMS received for their SmartBoards. She then directed the Board's attention to page 18 and spoke about the funds designated for student nutrition services. Campbell asked about the Summer Food Program and Adair stated that those funds are included but the money is received from the Federal government to operate the program. Torok asked about the purchase services line item and there was some discussion on line items. Also on page 18 is the listing for the bond project funds and it will show the payment and interest related to the bond repayment. She noted that on page 19, the \$1.5 million listed is the funds from the City of Moscow for the playfields. Fazio asked when the interest payment on the bond is due and Adair said we just paid it and then the principal payment will be in August. This is paid twice a year. Torok thanked Adair for the good job.

Fazio asked if those that had entered the hearing if they had any questions. There were none.

**IV. ADJOURN SPECIAL MEETING**

At 7:02 PM the Chair adjourned the Special Meeting for the Budget Revision Hearing.

**REGULAR BOARD MEETING**  
**January 28, 2014**

**I. CALL TO ORDER**

The regular meeting of the Board of Trustees of Moscow School District No. 281 was called to order at 7:06 PM, January 28, 2014 by Dawn Fazio, Chair, pursuant to Idaho Code Sections 33-506 and 33-510. The meeting was held in the Music Room of Moscow Middle School, 1410 East D Street, Moscow, Idaho.

**II. DETERMINE QUORUM**

The Chair asked the clerk to determine if a quorum of the Board was present for the meeting. Packard responded that five trustees were 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.

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

There were also seven people in the audience.

The agenda was presented and a change was noted on the date for the minutes to be approved and the agenda was then approved by unanimous consent.

**III. APPROVAL OF MINUTES**

The following minutes were presented for approval: Regular Board Meeting, December 17, 2013.

**RESOLUTION 14-63**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the minutes of the Regular Board Meeting, December 17, 2013 as corrected.

Frenzel moved that the Board approve Resolution 14-63, seconded by Torok. The motion carried 5-0-0.

**IV. GOOD NEWS, ANNOUNCEMENTS OR PRESENTATIONS**

- A. The UI Women's basketball team recently did an assembly for Readers as Leaders at Russell Elementary to promote the importance of reading.
- B. PCRHS has been awarded the Moscow Food Co-op "A Dime in Time" grant for March. These funds will be used toward the annual trip the students take each year. This year's destination is North Idaho College for a college tour, along with a trail ride on the "Route of the Hiawatha."
- C. Congratulations to Nicole Xiao, 4<sup>th</sup> grade student at McDonald Elementary, who won the McDonald Geography Bee that was held on January 14, 2014.
- D. Congratulations to the 2<sup>nd</sup> & 5<sup>th</sup> grades at Lena for their buddy project that won the contest sponsored by the Latah County Human Rights Task Force by creating a poster on the topic of Helping Others. Their poster showed kids on their playground demonstrating ways they could help others and play well with others. The Lena library will be receiving a gift certificate from

Book People that the students were awarded which their teacher received at the annual MLK Jr breakfast held on January 18.

**E.** Fazio mentioned she read a letter of thanks in the newspaper to the people and businesses that helped with the flood at the high school and appreciates the superintendent for writing it. Fazio also noted some of the board members attended several of the ELI presentations that were held recently and said that Campbell was a mentor to one of the students. Campbell noted that there were several very creative presentations and she was the mentor on the subject of plant breeding.

**F. Public Comments**

1. 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, December Net Payroll	\$ 738,265.43
Payroll Withholdings: Benefits / Federal Tax / State Tax	\$ 780,414.19
Accounts Payable, December Bill List	\$ 309,405.85
<b>TOTAL BILLS and PAYROLL</b>	<b>\$ 1,828,085.47</b>

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

**B. Donations**

1. Thank you to Schweitzer Engineering Laboratory (SEL), on behalf of employees Andy Miller and Bill Robinson, for the \$950 donation to help fund the MMS Student Aid account.
2. Thank you to Schweitzer Engineering Laboratory (SEL), for the \$950 donation to benefit MMS's continued participation in the McCall Outdoor Science School.
3. Thank you to W. Rand Walker for his donation of \$400 that will be used to help fund the Boys Basketball program at MMS.
4. Thank you to Tina Hilding and Von Walden for the generous donation of \$1000 to benefit the MHS Choir and Drama programs.
5. Thank you to AARP for the donation of \$152 to the MHS Choir program.
6. Thank you to Mr. H. Allen Adams (MHS Class of 1997 and former choir student) for his donation of \$300 to the MHS Choir program.
7. Thank you to Wudneh Admassu & Elizabeth Lemma for their donation of \$200 to be used for student and classroom needs at MHS.
8. Thank you to Anthony and Paige Mangini for their \$200 donation for the MHS Art department.
9. Thank you to Frank Church and FabTec for the \$100 donation for the PCRHS field trip to North Idaho College and the trail ride on the "Route of the Hiawatha."
10. Thank you to Helena Probasco for her generous donation of ten \$50 Walmart gift cards to Lena Whitmore Elementary teachers who were randomly drawn to receive them.
11. Thank you to Peg Kingery, Moscow Food Co-op "Dime in Time", for the donation of \$511.80 to the Moscow Mentor/Bear Buddies program.

**C. Administrative/Human Resources**

1. **Certified – Stipends**

Heidelberger, Betty, Counselor, Lena Whitmore and West Park elementary schools, \$300 stipend for providing a parenting class, effective 12/24/13.

Stafford, Julie, Teacher, Business/Econ, MHS, \$1,240 stipend for work on the Carl Perkins Grant, effective 1/25/14.

**2. Classified – Hires**

Brinkerhoff, Catharine, Instructional Assistant Paraprofessional, Special Education Program, MHS, 3.75 hours/day, effective 1/7/14.

Falen, Dennis, Facilities Maintenance Technician, Building and Grounds Department, 8 hours/day, effective 1/2/14.

Hause, Aasha, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, 3.75 hours/day, effective 1/17/14.

Womack, Camy, Aide, Lena Whitmore Elementary, 3 hours/day, effective 1/13/14.

***Student Employee Hire:***

Bruce, Connor, Auditorium Technician, MHS, effective 8/28/13.

Klas, Braxton, Auditorium Technician, MHS, effective 8/28/13.

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

Keeney, Lauren, Instructional Assistant Paraprofessional, Special Education Program, Russell Elementary, increase from 3.75 to 7.25 hours/day, effective 1/7/14.

Sanford, Jeanne, Aide, McDonald Elementary, decrease from 3.75 to 2.75 hours/day, effective 1/21/14.

Smith, Jessica, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, increase from 3.75 to 7.25 hours/day, effective 1/27/14.

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

Dechert, Thomas, Bus Driver, Transportation, effective 1/9/14.

Farr, Rebecca, Instructional Assistant Paraprofessional, Special Education Program, McDonald Elementary, effective 1/8/14.

Langdon, Sarah, Group Leader, Adventure Club, effective 5/9/14.

Parkhurst, Ariel, Group Leader, Adventure Club, effective 12/17/13.

Thompson, Bill, Custodian, Nights, District-wide, effective 12/25/13.

Wilson, Zachary, Network Specialist, Technology Department, effective 1/31/14.

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

***Girls Basketball – MMS Hires/Re-hires***

Eberlin, Ryne, 8<sup>th</sup> Grade Girls Basketball Coach, MMS, effective 1/7/14.

Gress, Arianna, Assistant 7/8<sup>th</sup> Grade Girls Basketball Coach, MMS, effective, 1/7/14.

Visbal, Christopher, Assistant 7/8<sup>th</sup> Grade Girls Basketball Coach, MMS, effective, 1/7/14.

Wilson, William Casey, Assistant 7/8<sup>th</sup> Grade Girls Basketball Coach, MMS, effective, 1/7/14.

***Wrestling – MMS Hires***

Foss, Matthew, Assistant Wrestling Coach, MMS, effective 1/7/14.

Oldemeyer, Kyle, Assistant Wrestling Coach, MMS, effective 1/7/14.

***Tennis – MHS Hires***

Kowatsch, John, Head V Tennis Coach, MHS, effective 2/28/14.

***Track – MHS Resignations/Terminations/Retirements***

Dalton, Josh, Assistant Track Coach, MHS, effective 1/16/14.

***Track – MMS Resignations/Terminations/Retirements***

Albrecht, Stacy, Assistant Track Coach, MMS, effective 1/7/14.

Fealy, Genevieve, Head MS Track Coach, MMS, effective 1/9/14.

***Activities Workers – MHS Resignations/Terminations/Retirements***

Bright, Lindsey, Activities Worker, MHS, effective 1/16/14.

***Volunteers – MHS/MMS***

Fitzgerald, Jaxon, Wrestling Volunteer, MMS, effective 1/21/14.

Osborne, Kasey, change to a volunteer Activities Worker, MHS, effective 1/9/14.

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

## RESOLUTION 14-64

**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 14-64, seconded by Frenzel. The motion carried 5-0-0.

Fazio also noted the number of donations and expressed her appreciation for them.

## VI. CONTINUED BUSINESS

- A. Bond Update** – Deb Adair noted that there is a lot happening. Designs are coming together, with final ones coming due next week for the science labs and Bear Den in order to get ready for construction to begin in March. Supt. Bailey also noted that with all the changes happening, community events will need to be rescheduled to accommodate the construction phases. Adair then spoke about the bids and how those will go out. She also noted that the playfields are also on line and a meeting will be scheduled next week to finalize the documents so that they can also be sent out for bid. Fazio asked if we are on schedule and Supt. Bailey stated we are and Adair noted that we are also on budget. Torok asked if Design West's fee was fixed and Adair affirmed that they are. Supt. Bailey asked Bill Marineau to comment on the technology upgrades. Marineau then gave a brief statement on what is going on with all the upgrades and the wiring that is needed. He also spoke about standardizing the classrooms as far as the technology needs are required. Supt. Bailey also noted that the prep work for security cameras for all the schools will also be installed. There was then further discussion on all the aspects for the technology needs and what will be taking place now and in the future.
- B. Curriculum, Instruction & Assessment** – Sarah Hanchey gave an update about the Extended Reading Program and how it addresses the needs of students in grades 1 through 3. This program is fully funded by the state and provides intervention for those students. She noted that this is in addition to the Title I program that is in place year round. Fazio asked how this works in regards to hiring and Hanchey shared that it depends on the needs of the students in each building. There was further discussion and questions from the board. Fazio asked Hanchey to give a brief update on the Curriculum Day that took place on January 6. Hanchey stated that it was a good training session on the Idaho Common Core Standards and gave highlights on what took place.
- C. Superintendent's Report** – Supt. Greg Bailey
1. Enrollment is at 2267 which is about 31 more students than this time last year. The numbers are pretty stable. Campbell noted that it is great that the numbers are up.
  2. Update on flood situation at MHS during winter break – Supt. Bailey expressed his appreciation for the quick response from our maintenance staff once the flood was discovered. He then gave a brief update on what is happening. The building was pretty much ready for students returning from Winter Break with the exception of a few classrooms that needed further work due to the possibility of asbestos. Those classes were relocated to the 1912 building for one week. All costs will be covered by our insurance with the exception of the \$2500 deductible. It was noted that the insurance company has been awesome to work with.

3. Update on information regarding a Professional/Technical Education (PTE) school – Supt. Bailey noted that there is interest from the community to start one here. He did speak with the director of the Kootenai Technical Education Campus (KTEC). He stated that he would like to take some community members and board members to Coeur d’Alene to view this facility. He also noted that he has not heard anything negative about the possibility of having a PTE school located in Moscow. Supt. Bailey said that this would be more of a regional program and has spoken to most of the superintendents of the neighboring districts. Campbell, Dibble and Torok expressed interest in going to Coeur d’Alene. Torok asked about the possibility of students from across the state line being able to participate. Supt. Bailey noted that he has not investigated this yet but is planning on getting in touch with Bill Goesling, Idaho State Board of Education, to see if that is possible. There was one question from the audience in regards to the types of trainings that will be offered. There was further discussion on what is envisioned for this program and how it will help those students who might not be ready to go on to college.

- D. **Action on Job Description for Human Resources Specialist** – Supt. Greg Bailey noted that job description was revised and the changes were presented for a first reading last month. He recommends approval.

#### **RESOLUTION 14-65**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the revisions to the job description for the Human Resources Specialist as presented.

Torok moved that the Board approve Resolution 14-65, seconded by Dibble. The motion carried 5-0-0.

- E. **Continue Review of Board Policy, Section I, Policy Sections 1000-1299** – Fazio noted that pages 1-10 were reviewed last month. She did note a change on page 10 that wasn’t made. The Board then went on to review the remainder of the document and discussed changes they would like to see made. These changes will be noted and brought back for a first reading in February.

### **VII. NEW BUSINESS**

- A. **Approval of Revised Budget for 2013-14** – Deb Adair noted that earlier tonight a revised budget hearing was conducted. Supt. Bailey recommends approval.

#### **RESOLUTION 14-66**

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves the revised 2013-2014 budget as presented.

Dibble moved that the Board approve Resolution 14-66, seconded by Frenzel. The motion carried 5-0-0.

- B. **Approval to Solicit Bids for Diesel & Gasoline** – Deb Adair stated that each year the district must seek bids for diesel and gas. This is done as it is a requirement in Idaho Code.

## RESOLUTION 14-67

**RESOLVED:** That the Board of Trustees of Moscow School District No. 281 hereby approves publication of requests for proposals for providing diesel and gasoline for the bus fleet and District vehicles for the period of March 1, 2014 through February 28, 2015.

Frenzel moved that the Board approve Resolution 14-67, seconded by Campbell. Torok asked how we are doing so far in the budget this year for fuel costs and Adair said we are within budget. The motion carried 5-0-0.

- C. Approval of New Course Proposal at MHS – Organic Chemistry** – Sarah Hanchey stated that this course proposal is for 12<sup>th</sup> grade students and would be a single semester course with a prerequisite of Honors Chemistry. This course is designed for those students who are planning to pursue a science degree. Campbell asked if AP Chemistry is offered and Hanchey stated that we offer Honors Chemistry. Frenzel asked what is covered in Honors Chemistry and Hanchey explained the difference is that a very small portion of Honors Chemistry covers organic chemistry. There was further discussion on the different types of chemistry classes that are currently offered and why this would need to be offered. As there were further questions, the proposal was tabled until next month. The Board requested that Hanchey bring more information in February on the different chemistry courses currently being offered.
- D. First Reading: Elementary Music Teacher Job Description** – Supt. Greg Bailey noted that this was brought to the Board’s attention by LaDene Edwards, Lena’s music teacher. Supt. Bailey then went through the job description.
- E. First Reading: School Calendar Adoption for 2014-2015** – Supt. Greg Bailey stated that the calendar committee, comprised of 20 members, has met twice and are proposing some changes that are different from previous years. He would like to get the Board’s permission to conduct a survey of parents on the proposed changes. One of the major changes would be a weekly collaboration for teachers. He then went on to present the rationale for this change and when it would take place. Bailey also stated which days are being considered for additional student instruction to enable the teachers to have a weekly collaboration. There were some questions and concerns that were discussed. Dibble asked what the next step would be and Supt. Bailey stated that he would like to send a flyer to each parent and have a survey available online to get their feedback. Torok asked Bailey if he had a way to measure the effectiveness of the collaboration. Bailey stated that at this time he does not but that options can be explored. The Board was in agreement to having the superintendent pursue a survey of parents.
- F. Action on Superintendent’s Annual Evaluation** - Dawn Fazio stated that Idaho Code requires an annual evaluation of the superintendent. She noted that they met last night, January 27, 2014 and conducted his evaluation. The Board is very pleased with Supt. Bailey and discussed extending his contract for another year.

## RESOLUTION 14-68

**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 27, 2014 as required by Idaho Code 33-513 (2) and hereby extends his contract to June 30, 2017, at a salary to be determined at a later date.

Dibble moved that the Board approve Resolution 14-68, seconded by Torok. Campbell noted that a survey was conducted among all staff. The comments were reviewed by each board member and they were very useful. The survey was sent to all staff, approximately 300, and there were 90 responses. The motion carried 5-0-0.

## **VIII. INFORMATION**

- A.** ISBA “Day on the Hill” is on Feb. 24-25 in Boise. Frenzel, Campbell and Fazio, along with Supt. Bailey will be attending. This is a good opportunity to meet with local legislators. Fazio also noted that with three board members attending this conference, that the February board meeting was moved.
- B.** Fazio then stated that at the December board meeting, the February board meeting change of date was approved. This is just a reminder that the date for that meeting will be February 26, 2014 which is a Wednesday.
- C. Other**
  - 1. Fazio noted that she contacted Jackie Hooper with ISBA to set up some board trainings. She will get back to the other board members on the topics and dates.
  - 2. Supt. Bailey noted that there is a weekly meeting for a phone conversation with our legislators. The meeting that was scheduled for tomorrow has been canceled. However, each Wednesday at 3:00 PM has been set at the District Office for anyone who wishes to come.

## **IX. SUGGESTIONS AND COMMENTS**

- A. Public Comments**
  - 1. *Susan Mahoney*, MEA President and Title I teacher, stated her appreciation for the board’s willingness to look at a weekly collaboration time for the teachers.
  - 2. *LaDene Edwards*, Lena music teacher, spoke on her concern about the calendar. She also thanked the board for the consideration of the music teacher job description and spoke on some of the content of the description. Fazio stated that since this is a first reading, she asked Ladene to email those changes to Supt. Bailey.

## **X. ADJOURNMENT**

There being no further business, the Chair adjourned the meeting at 9:16 PM.