

**\*\*\*08-09 MINUTES\*\*\***

**St. Regis School  
February 11th, 2009**

The meeting was called to order at 6:00 p.m. by Chairman Dunlap.

**>>>Board Roll Call<<<**

H = Here

A = Absent

P = Partial

A- Ken Jasper  
H- Shelly Dunlap  
H- Jolie Skelton  
H- Tina Dockter  
H-Jackie Sanford

H- Patty Kero, Superintendent  
H- Don Almquist, Principal  
H-Tina Hill, Clerk

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**>>>Visitors<<<**

Visitors (according to Sign-in sheet): Diane Gingerich, Cindy Feasel, Tamara Williams, Julie Burklund, Terri Barclay, Mary Johnston

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**>>>Public Forum<<<**

The chairman made the following statement, "Public Forum is an opportunity to discuss items that are not on the agenda. These items may not be voted on by the board, however. Also, a reminder that individual's right-to-privacy laws usually exceed the public's right-to-know, therefore prohibiting any discussions of individual performance during the public forum section, or any other time during the meeting."

\*The District received \$30,000 from the estate of Rod Lincoln to be placed in memory of Charles Windmueller in the form of a scholarship. The Board suggested running a newspaper ad defining the donation. Trustee Skelton has additional information on this donation to aid in developing the newspaper ad.

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**>>>Minutes<<<**

A motion was made by Trustee Skelton and seconded by Trustee Sanford to approve the minutes of the January 14<sup>th</sup> meeting.

Motion carries 4-0

A motion was made by Trustee Skelton and seconded by Trustee Sanford to approve the minutes of the January 22nd meeting.

Motion carries 4-0

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**>>>Activity Accounts<**

A motion was made by Trustee Skelton and seconded by Trustee Sanford to approve activity accounts with an ending balance of **\$18,042.94 including check numbers 5066 – 5093.**

Motion carries 4-0

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**>>>Finance committee Report<<<**

There were two overpayments in Claims. One was for .55 cents to Western Business with warrant #33343, and the other was an overpayment of \$78.12 to FSA with warrant #33343. These overpayments will be applied to next months payment.

Trustee Skelton asked the Board if it is still necessary to track fresh fruit expenses in the school food fund, and they agreed to keep tracking the expense.

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**>>>Payroll and Bills<<<**

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the Payroll Warrants from number **23490 to 23522, and direction deposit transactions from -89920 to -89884,** and Claim Warrants from number **33283 to 33359.** Claim warrants 33345 – 33359 were voided due to checks being in the printer when reports were printed.

Motion Carries 4-0

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**>>>Old Business<<<**

**None**

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**>>>New Business<<<**

**1. Pre-School Program – Presentation by Mary Johnston**

The need for Preschool is very great in St. Regis. Two possibilities are being discussed – Kindermusik, or a separate program developed by St. Regis School. Kindermusik is a corporate run program that comes with a specific curriculum. It would also require that the instructor attend up to 8 weeks of training, and the total cost of the program and training is approximately \$1000. Parents are also required to attend all classes in which their children attend. The self developed curriculum would have a low start up cost, but would need to pay for the instructor and supplies as well as allow time for the educator to prepare. There was some discussion about providing transportation for the program as well.

It was decided that a committee be organized and bring a recommendation and cost to the board at the next meeting.

**2. Resolution of Staff Complaints/Problem-Solving Procedures**

Policy 5240 was reviewed and it was emphasized that employees should try to solve problems at the lowest level possible, and that the Board will not accept anonymous letters.

**3. Building Fund Reserve Levy**

We had previously been told that we needed to have an election for our building reserve fund levy this year. The Building Reserve Fund Levy is still in place until 2010.

**4. Set Negotiation date with the Teacher’s Union**

During the last negotiations, it was decided that training for interest based bargaining would be attended. As soon as there is information on the training, then the union and board will communicate and the clerk will post the meeting date.

**5. Driver’s Education Program**

There are 12 students eligible and willing to take the Driver’s Education Program. The cost per student may need to be discussed once those numbers are more solid.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to continue the Driver's Education Program.

Motion Carries 4-0

**6. Hiring for Driver's Education Program – Gena Ferlan**

Gena Ferlan is interested in the position again this year. The cost of the rental car will be \$1000. Tentatively the program will start May 21<sup>st</sup> and end June 26<sup>th</sup>.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to hire Gena Ferlan at \$20/hour to teach the St. Regis Traffic Education program as long as there are 5 students enrolled.

There was a discussion about changing the heading on the contract to read something other than coach/extracurricular contract, but it was decided to not change the heading as that is what is used on all other contracts.

Motion Carries 4-0

**7. Updated Substitute List – Buffy Swope**

A motion was made by Trustee Dockter and seconded by Trustee Sanford to add Buffy Swope to the substitute list.

Motion Carries 4-0

**8. Carol White Grant – Meghan McCarthy Grant**

The Superintendent received communication from grant writer Meghan McCarthy Grant. Meghan wanted to know if the Board is interested in having the application for the Carol White Grant submitted. This is the grant that was paid for last year, but was not submitted. Due to the unlikelihood of being awarded the grant, the Board is interested in pursuing other grant opportunities. The Superintendent will contact Meghan and relay this information to her.

**9. Approval of professional leave to attend Military conference – Don Almquist**

Principal Almquist requested that the Board approve a trip to San Diego as professional leave to attend the Marine graduation. This is offered to school representatives with all expenses paid. It is a week of activities including graduation as well as weapons simulation, induction of new recruits, tour of bases, and band performances. He is requesting leave for the week of February 23<sup>rd</sup> – February 27<sup>th</sup>.

During his absence, Jim Martin would handle any discipline issues.

There was some discussion about the added benefits to the school compared to recruiters visiting. Superintendent Kero recommended that the professional leave be approved. It was also mentioned that it is imperative that Principal Almquist be present for the strategic planning meeting that is scheduled for this week.

A motion was made by Trustee Sanford to approve the professional leave for Don Almquist for the week of 2/23-2/27 if the strategic planning meeting can be moved.

Motion dies for lack of a second.

A motion was made by Trustee Skelton to approve 3 days of professional leave and 2 days personal leave.

Motion dies for lack of a second.

A motion was made by Trustee Sanford and seconded by Trustee Dockter to approve the professional leave for Don Almquist for the week of 2/23-2/27 if the strategic planning meeting can be moved.

Motion Carries 3-1 Trustee Skelton opposed

#### **10. School Board Training**

When the training is determined – The board needs to decide who will be part of the negotiation team.

#### **11. Substitute/Coach/Volunteer Form – annual renewal**

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the Substitute/coach/Volunteer form annual renewal.

Motion Carries 4-0

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### **>>>Information/Discussion Items<<<**

#### **A. Memo of Understanding with Union Re: Restitution Payment**

Chairman Dunlap read the Memo aloud – and it was signed at the meeting.

#### **B. Animated Literacy – Presentation by Tamara Williams**

Tamara presented the program that she applies in her Kindergarten classroom.

#### **C. Adult Education – Presentation by Terri Barclay**

Adult Education classes are being offered through Flathead Valley Community College on-line. Sign-up was Monday. Shape – Up Montana is also being offered through adult ed. Kern is considering teaching an Excel class. 13 people sign up FVCC classes. The classes last 6 weeks and there is no textbook cost for the classes that were selected. Each class costs \$89. The Board suggested running ads for the next month. Board agreed that they don't want to turn away anyone that is interested, but it would depend on the demand of the program whether or not there would be a limit placed to only St. Regis residents.

#### **D. Communication Arts Curriculum Textbook Fair**

St. Regis had the largest representation of teachers. This was a great networking opportunity, and the teachers received many free samples.

#### **E. Trustee Election Information**

The Election is May 5<sup>th</sup>, and the call for election has to be made by March 26<sup>th</sup>. If it is decided to run a levy, the resolution has to be passed by this date.

#### **F. Inventory Process Completed**

A copy of the inventory documents is on the all staff drive.

#### **G. MTSBA Advocacy Update**

Ken was not in attendance to provide an update.

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#### **>>>Administrative Report<<<**

**\*MAPS testing** – this testing is provided by NWEA. The test was ceased due to cost. This test provides instant results. Providing this testing would not replace any of the testing that the district currently has. This test covers language arts, reading, and math. The cost is \$3000 for the remainder of this year and all of next year. This is for grades K-10. This item will be on next months agenda, and it was also suggested that the approved testing methods be specified in the staff handbook.

**\*Spring Count is 164**

**\*Ski trip for High Schoolers was on Monday, and 17 students participated.**

**\*NCBI training for 5,6,7,8 grades.**

**\*Talent Show**

**\*Spelling Bee – County Bee will be March 11<sup>th</sup>.**

**\*NAEP assessment for 8<sup>th</sup> graders is on the 17<sup>th</sup> and results will not be in for quite some time.**

**\*Strategic Planning meeting – needs to be rescheduled for possibly March 5<sup>th</sup>.**

**\*MontCas starts the 2<sup>nd</sup> through the 25<sup>th</sup> of March.**

**\*Attendance report** – 58 students are eligible for the swimming reward for attendance. The next reward trip will be the 2<sup>nd</sup> of June to the waterslide in Missoula.

**\*John Deere Tractor** – A decision needs to be made if the tractor is going to be repaired, or ut up for bid and sold. This will be on next months agenda.

**\*Hall Decorations** – There will be spirit week to kick off the District basketball tournament. Our teams play play at 6 and 8 on Thursday.

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#### **>>>EXECUTIVE SESSION<<<**

Personnel Issue – Superintendent

**Began at 8:10**

**Ended at 9:19**

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#### **>>>Set Next Meeting/Adjourn<<<**

The next regular meeting will be March 10th at 6:00 p.m. in the library. The meeting was adjourned by Chairman Dunlap at 9:19 p.m.

District Clerk

Board Chairperson