

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

**St. Regis School**

**March 10th, 2009**

The meeting was called to order at 6:03 p.m. by Chairman Dunlap.

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

H = Here

A = Absent

P = Partial

H- 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): Terri Barclay, Mary Johnston, Julie Burklund, Jim Martin, Cindy Feasel, Diane Gingerich, Tamara Williams, Darlene Jasper

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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."

Terri Barclay spoke about a posting of a public forum meeting that will be held in Superior to address the displaced Tricon workers as well as other displaced workers.

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**>>>Minutes<<<**

A motion was made by Trustee Jasper and seconded by Trustee Sanford to approve the minutes of the February 11<sup>th</sup> meeting.

Motion carries 5-0

A motion was made by Trustee Sanford and seconded by Trustee Dockter to approve the minutes of the March 3rd meeting.

Motion carries 5-0

A motion was made by Trustee Sanford and seconded by Trustee Jasper to approve the minutes of the March 5th meeting.

Motion carries 5-0

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**>>>Finance Committee<<<**

Chairman Dunlap performed the finance committee procedures for this month, and Trustee Sanford and Chairman Dunlap will do it for next month. The possibility of reworking the internal audit process was discussed. It was agreed that they would take turns every month and that one

member that volunteered the previous would serve the next month in order to provide some continuity.

The committee found the beginning and ending warrant numbers of both claims and payroll to be accurate.

**>>>Activity Accounts<<<**

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve activity accounts with an ending balance of **\$17069.25 including check number 5094 to 5105.**

Motion carries 5-0

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

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve the Payroll Warrants from number **23523 to 23552 and direct deposit transactions from -89883 to -89831,** and Claim Warrants from number **33360 to 33420.** Warrant #33260 was cancelled from a prior period because it was never received by the vendor or cashed. A copy of the warrant is not available, it was made payable to Schober's.

Motion Carries 5-0

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

**1. School Board Training**

The training is tentatively set for March 16<sup>th</sup> and 19<sup>th</sup>. From 4-8pm

**2. Set Negotiation date with the Teacher's Union**

The training needs to occur before a negotiations date can be set. This item was tabled.

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

**1. Bus Purchase**

Scott Lowry presented information on the need for a new bus. The bus we would be replacing is a 78 passenger bus, and that capacity is needed due to evacuation drills and combined sporting events.

The trade-in value on the current 78 passenger bus would be \$4000. The District could also choose to put the item out for bid. This item will be placed on the next agenda in order to make a decision trading or selling the existing bus.

The price quote that Scott presented was \$107,454.19 for an Option RE Type Bus. The price includes a security system and snow chains.

A motion was made by Trustee Jasper and seconded by Trustee Jasper to accept the recommendation to purchase a new bus for \$107,454.19

Motion Carries 5-0

**2. Scott's Report**

\* John Deere tractor – repair or sell

The repair cost is \$1500. It was suggested that the tractor be kept along with the implements. A storage facility would be needed. We do need a place to store it. This item will be tabled until the July meeting. Scott will look into storage facilities, and Tina Hill will look into any additional insurance requirements if the students were to build storage.

**\* RoofNet booklets**

The proposal is to perform all of the roof maintenance annually and the projected amounts are \$22,000 for year 1, \$30,000 for year 2, and \$32,000 for year 3. This item will be placed on the next agenda.

**3. 21<sup>st</sup> Century Update - MCT**

The Missoula Children's Theatre will be here during the week of March 16-21. The performance will be on the 21<sup>st</sup>. An accompanist is needed, and Anita Bailey has agreed to be the accompanist, but has not been approved as a 21<sup>st</sup> Century employee.

A motion was made by Trustee Jasper and seconded by Trustee Sanford to hire Anita Bailey as the accompanist for the MCT performance for \$125.

Motion Carries 5-0

**4. Policy 3521 – Admission to Athletic Events**

There is a conflict between policy and practice. The past practice has been to charge \$3 for students and \$5 for adults, and free to the St. Regis students.

Due to the cost of officials, the athletic fund is not staying out of the red. Some board members would still like to see the St. Regis students not charged for gate fees. The possibility was also discussed that the concession stand not be entirely worked by the junior class, as well as students being able to purchase activity cards. These can be obtained through the yearbook photographer at no additional cost.

The policy needs to be updated to what is happening currently, and then any changes can be made from there.

**5. Policy – 3512 – Extra Curricular Meal Policy**

Cindy will look into special meal allotments for tournaments – 1<sup>st</sup> reading.

**6. Preliminary Budget - General Fund Levy**

Due to declining enrollment, the district will not receive an increase in the budget next year. There will actually be a shortfall of \$26,629.82.

Superintendent Kero does recommend running the general fund levy. A committee should be formed consisting of one member of the board, an administrator, and a staff member in order to get the word out to help pass the levy. Trustee Dockter volunteered to be on that committee.

**7. School Election – Resolution for Election**

A motion was made by Trustee Jasper and seconded by Trustee Dockter to pass the resolution for the trustee election and mill levy election to be held May 5<sup>th</sup>, 2009

Motion Carries 5-0

**8. MAPS testing**

This testing covers reading, math, science, and language usage. The results are immediate. The cost includes tests that you can perform 3 times a year. We can test new students at any time and can also test students that you want to track. The program has been ordered for this year and can test once in the spring.

Approval is needed for next year's testing. The total cost is \$2125.

A motion was made by Trustee Sanford and seconded by Trustee Jasper to approve purchasing the MAPS testing for next year.

Motion Carries 5-0

**9. Policy 2120 – Curriculum Development & Assessment**

Reviewed current policy with additional last paragraph added.

Change last paragraph wording to read

“...individual assessment tests will be mailed to parents along with grades and discussed with the child's parent or guardians during the semi-annual parent/teacher conference schedule.”

The results from the Montcas should be received in June or July.

This policy will be put on the next agenda for a 2<sup>nd</sup> reading

**10. Updated Policies – MTSBA Recommendations**

- Policy 3226 – Bullying/Harassment/Intimidation/Hazing
- Policy 3231 – Searches and Seizure
- Policy 5015 – Bullying/Harassment/Intimidation
- Policy 5130 – Staff Health
- Policy 1700 - Uniform Grievance Procedure

Tina Hill will email our current policies to Joe Brott at MTSBA. This will be a 1<sup>st</sup> reading for all these policies.

**11. Updated Substitute List – Ellen Wiles, Susan Nelson, Jenan Mitchell, Steve O'Donnell**

Steve's background check has not been received.

Several subs have been added this year, and they have all had the substitute training.

A motion was made by Trustee Jasper and seconded by Trustee Sanford to add the above names to the substitute list, and the addition of Steve O'Donnell is pending acceptable background check.

Motion Carries 5-0

## 12. Non-renewal/Renewal of Teacher Contracts

The following tenured teachers' contracts were renewed

Jacki Almquist  
Terri Barclay  
Julie Burklund  
Becky Colip  
Cindy Feasel  
Mark Feasel  
Diane Gingerich  
Darlene Jasper  
Dave Jensen  
Linda McLinden  
Jim Warnken  
Chris West  
Kern Wilson  
Monica Wilson

A motion was made by Trustee Jasper and seconded by Trustee Dockter to accept the tenured renewal list.

Terri Barclay made a comment on behalf of the union. If the Board is planning on rehiring a non-renewed teacher, then that teacher should be allowed to accumulate years to count toward tenure. Also that a 1<sup>st</sup> year teacher that is non-renewed, but then rehired would be placed at the 2<sup>nd</sup> step on the salary schedule.

The Board agreed.

Motion Carries 5-0

The following non-tenured teachers' contracts were renewed

Jim Martin  
Tamara Williams  
Mary Johnson

A motion was made by Trustee Sanford and seconded by Trustee Dockter accept the non-tenured renewal list.

Motion Carries 5-0

The following non-tenured teachers' contracts were non-renewed

Meg Feist  
Shelly Martineau  
Cori Miranda  
Dave Winkler

A motion was made by Trustee Jasper and seconded by Trustee Skelton to accept the non-tenured, non-renewal list.

Motion Carries 5-0

**13. P-Card use agreement form**

This form is highly recommended by MASBO in the procurement card implementation and use process. It helps to ensure that the users of the cards would do so in an appropriate manner. This form was also recommended by the Superintendent.

A motion was made by Trustee Jasper and seconded by Trustee Sanford to approve the P-Card use agreement form.

Motion Carries 5-0

**14. Driver's Education – cost per student**

The recommendation by both the Superintendent as well as the Driver's Ed instructor is to charge \$150 per student.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to charge the students \$150 for the driver's education course.

Motion Carries 5-0

Principal Almquist left at this time due to illness.

Gena Ferlan would like to add 1 hour per day for prep with a maximum of 25 hours. This item will be put on the next agenda.

**15. Retirement Incentives**

The minutes from February 8, 2006 showed an incentive of \$10,000 to be paid in July of that year. Does the board want to offer an incentive and if so, how much? The suggestion was for a couple board members to come up with criteria or if anyone is interested in early retirement, they could come forward with suggestions. Superintendent Kero will mention it to the staff at the staff meeting. This item will be on the agenda for the next meeting.

**16. Establish Hiring Committee**

Several Board members are interested in establishing a board/administration interview team for hiring new teachers. Joe Brott of the MTSBA approved of this idea and suggested that the Board establish this committee.

A motion was made by Trustee Jasper and seconded by Trustee Skelton to establish a hiring committee comprised of 4 members with 1-2 members of the board and community members as well as administration.

Motion Carries 5-0

**17. Hiring - Dishwasher**

We have only received one application. The ad has been placed in the paper.

Tabled

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

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

The deadline for this grant was March 6<sup>th</sup>. It has been mailed. Copies are available in the office.

**B. MTSBA Advocacy Update**

There is a day of advocacy coming up on March 16<sup>th</sup> in Helena. The bills to watch are HB 2 and SB 69 and 70.

**C. Class Schedule**

The staff has met 6 different times to gain information for the schedule. Darlene Jasper presented the results of those meetings. Elementary staff was very adamant that the school day be shortened for the k-3. The general idea would be to keep class length not less than 50 minutes. Class preferencing for High School will happen next week to see where the interests of the students are.

There was no discussion at staff meetings that addressed combining positions. Electives being in the afternoons seemed to work well this year. One suggestion was to not have business classes competing with electives. If the length of day is going to be changed, then it needs to be approved by the board. Also if a shorter length of school day is proposed, then it was proposed that the distance of time between the end of the school and 4:00 be structured.

The bell schedule should be added to the next agenda.

**D. 21<sup>st</sup> Century Grant Application Deadline**

The application will be available around May 1. The grant is not competitive. Julie Burklund will be writing the grant for next year.

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

**\*It was suggested that the paper be contacted in regard to the preschool program as well as the play.**

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

The next regular meeting will be April 8 at 6 p.m. in Room 107. The meeting was adjourned by Chairman Dunlap at 8:54 p.m.

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District Clerk

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Board Chairperson