

*****10-11 MINUTES*****

St. Regis School

June 8th, 2011

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

>>>Board Roll Call<<<

H = Here

A = Absent

P = Partial

H- John Cheesman

H- Shelly Dunlap

H- Jackie Sanford

H- Charlee Thompson

P- Carol Young

H- Patrick Low, Superintendent

H-Tammy Demien

H-Tina Hill, Clerk

>>>Visitors<<<

Visitors (according to Sign-in sheet): Diane Gingerich

>>>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."

>>>Guest Presenter – Foreign Exchange Program<<<

None

>>>Communications<<<

The Board received a letter from a student in favor of a 7 period day; the assignment was to write a persuasive letter.

The Board was in receipt of a thank you note from Superior BPA for transportation.

The Board was in receipt of a thank you note from Vermae McDonald for the flowers for Jack's funeral.

>>>Minutes<<<

A motion was made by Trustee Sanford and seconded by Trustee Cheesman to approve the minutes of the May 10th meeting.

Motion carries 4-0

A motion was made by Trustee Sanford and seconded by Trustee Thompson to approve the minutes of the May 25th meeting.

Motion carries 4-0

A motion was made by Trustee Sanford and seconded by Trustee Cheesman to approve the minutes of the May 25th hearing.

Motion carries 4-0

>>>Finance Committee<<<

The committee found the beginning and ending warrant numbers of both claims and payroll to be accurate. Payroll check numbers 24659, 24679, 24698 and 24716 were voided due to incorrect withholding amounts. Claim warrant #35191 was voided due to overpayment.

Mineral County Treasurer/Superintendent, Mary Yarnall was present and gave a financial report to the Board.

Mary stated that some of the District's protested taxes will be released. The approximate amount of protested taxes released plus delinquent taxes received is \$27,000.

>>>Activity Accounts<<<

A motion was made by Trustee Sanford and seconded by Trustee Young to approve activity accounts with an ending balance of **\$16,320.38**. **Last month's report showed ending check number as #5557. It should have been #5566. Check numbers for this month are # 5567 to #5574.**

An additional note made by Trustee Sanford is that the Activity Account for Athletics has a negative balance.

Motion carries 5-0

>>>Payroll and Bills<<<

A motion was made by Trustee Sanford and seconded by Trustee Young to approve the Payroll Warrants from number **24727 to 24766 and direct deposit transactions from – 88776 to -88752**, and Claim Warrants from number **35166 to 35232**. Warrant #24654-24723 were approved on May 25th.

Motion Carries 5-0

>>>Old Business<<<

1. Individual Teacher Contract Template adoption

This template has been before the Board since mid-winter. There have been some questions raised by staff stating that the template contradicts policy/master agreement in regards to "assigning duties".

The attorney at MTSBA has reviewed the document, and did not state that there was a contradiction.

A motion was made by Trustee Young and seconded by Trustee Cheesman to approve individual teacher contract template.

Motion Carries 5-0

2. Negotiations Update

Negotiations are on hold until after the General Fund Levy election on June 21st. There are 4 issues left unfinished and 12 issues that have been settled.

3. Athletic Code Section A – 2011/2012 school year

The suggestion by the Superintendent is to allow the new A.D. to review and comment on the Code. This item will be on the July agenda.

4. Policy 3511 – High School Sports

Have to update this policy to follow athletic code. This item will be on the July agenda.

5. MOU for teacher lane advancement

The representative for the Union stated that if, through negotiations, a salary freeze occurred, an MOU would be a mute point. This item will be on the July agenda.

6. Draft Class Schedule 2011/2012

Superintendent Low discussed the items that the new draft schedule incorporates: Computer Applications for 9th grade, Business Marketing for 10th grade, 11th Honors English, 12th Honors Biology.

Office 10 and new hardware to support technology is supported by Admin.

World Language may be something other than Spanish.

The difference between advanced English Comp and Honors English is that students will have an advanced reading list and more of them, as well as writing assignments at a higher level.

Principal Demien commented that the new music teacher does have some foreign language background, but is not certified in that subject, but not far from receiving endorsement. Under these conditions, the teacher could not teach high school without being certified.

We do not have a draft of the schedule, but Superintendent Low anticipates that Darlene will have something in the next 3 weeks. Might be later than that due to hirings not being complete.

7. General Fund Levy

Will be held June 21st.

>>>New Business<<<

1. CTE Committee Recommendations

The next advisory meeting is scheduled for July 7th at 4 p.m. which may have to be moved as most of the committee members are on break. The following are recommendations of the CTE committee:

- *Computer applications required for 9th grade level
- *Business Marketing/Intro to Business required at the 10th grade level.
- *Accounting and Welding pathways to include the same required courses.
- *Providing Office 10 at our JH/SH levels in our library on mobile computer cart, and on teacher work stations.
- *develop two work study positions at Tricon through Dave Jensen and Tricon mgmt – welding work and vehicle maintenance
- *offering Accounting I and II every year. The Board is not in favor of offering I or II e/o year as sometimes scheduling conflicts make it difficult for students to take Accounting.
- *adopt the Missoula area curriculum consortium CTE materials as recently updated in May 2011. Curriculum course content is to be delivered within our District as closely as we are financially able to do so.

Concern is that we are spending money to upgrade the word packages, but that won't help our kids if the operating system is not upgraded. A goal of the District is to get new equipment and software systems.

The approximate amount to upgrade the JH/SH workstations and the C.O.W.'s is \$8,000. The Board would like to know what computers that would leave to be upgraded. They would also like to know the locations of the computers to be upgraded as well as the computers that are not scheduled for upgrade.

The Board is interested in having all of the computers upgraded at the same time. The approximate cost for this is \$15,000 with 1 year assurance at a cost of \$56 per computer.

This item will be on the July agenda.

Trustee Thompson suggested a parent/student "preferencing night" so that parents can help to guide their students.

Board would like to add this item to the agenda to get some recommendations on how to involve parents in the preferencing process. A mailing sent to parents might help parents to be aware of the options available to their students.

The Board would like to discuss building the Business program. Trustee Young stressed that the committee would like to prepare the students for their life ahead of them, and would like to get as much into the Business program for the future of the students.

Honors classes is a subject that the board would like to pursue.

As more classes become required, that limits the amount of spaces that students can fill with electives.

Superintendent Low will work with Darlene to invite parents to a “preferencing night” in August.

The Board packet included a syllabus that was created by the teacher based on the CTE committee’s emphasis to encourage entrepreneurialism. After the consortium document was received, it was more “world” based so the teacher developed the syllabus based on the entrepreneurial position.

CTE committee recommendation is to use the syllabus and curriculum developed by the consortium for 1st year. The Board feels that the District paid to participate in the consortium, so we should follow the curriculum that is developed. The Board understands that the curriculum is a guideline and would like to stay as close to the guidelines as possible

The preference of Superintendent Low and Principal Demien is to empower the teacher to deliver the syllabus that was developed by the teacher.

The Board would like to follow the syllabus developed by the consortium within our budget constraints. The Board also stated that participation in the consortium meetings should be mandatory. Staff members within the scheduled curriculum need to be present, and a substitute teacher will be provided.

Administration stressed that the consortium is a guide, and would like Christine Kuschel to come and address the board to explain how other Districts use the curriculum.

Administration will present to the teacher the option to teach the model they developed or the one developed by the curriculum.

2. 9th Grade Band Requirement

9th grade band or choir is required. The Board would like to continue this.

The new music teacher was hired as fulltime and the classes are yet to be determined.

3. Hiring – Driver’s Ed Instructor –Ed Newell

There will be a Parent meeting/dinner on July 6th. Ed has 20+ years experience.

A motion was made by Trustee Thompson and seconded by Trustee Young to hire Ed Newell as the Driver’s Ed Instructor at a previously agreed upon rate of \$21.63 per hour

Motion Carries =5-0

4. Bus Routes

The County Transportation meeting is July 7th and the routes are approved by the Commissioners. Principal Demien recommended that the routes remain the same.

A motion was made by Trustee Young and seconded by Trustee Cheesman to approve the bus routes and use the same routes as last year.

Motion Carries 5-0

5. Individual Transportation Contracts

A motion was made by Trustee Sanford and seconded by Trustee Thompson to approve the individual transportation contract for 445 Graham Gulch Rd. in St. Regis for the 11/12 school year.

Motion Carries 5-0

6. Approval of MUST Insurance Health Plan

A motion was made by Trustee Cheesman and seconded by Trustee Young to approve the MUST Insurance Health Plan

Motion Carries 5-0

7. Northern Tool Credit Application

Obtaining credit cards requires Board approval. The Maintenance Director researched prices with Northern Tool, and found that their prices are substantially lower than the competition. A credit application was completed, as is often the situation required by vendors. The intent was to establish credit with the company with a “direct bill” process, but the District received a Northern Tool credit card in the mail. This was not expected. The Maintenance Director would like to be able to use this vendor.

A motion was made by Trustee Young and seconded by Trustee Sanford to approve the Northern Tool and Equipment Credit Card with a credit limit of \$2500

Superintendent Low stated that his preference is to not have credit cards, but they are not willing to bill us.

Motion Carries 5-0

8. Hiring – 21st Century Director

Superintendent Low recommended Julie Burklund as the 21st Century Director for the 11/12 school year.

A motion was made by Trustee Cheesman and seconded by Trustee Thompson to hire Julie Burklund as 21st Century Director for the 11/12 school year

Motion Carries 5-0

9. Hiring – 21st Century Summer Staff

The following list is recommended by Julie Burklund and supported by Administration:

Teresa Wilson
Jodie Burklund
Tailor Davis
Melody Adamson
Sabrina Managhan
Carla Jensen
Maury Johnston
Chris West

A motion was made by Trustee Thompson and seconded by Trustee Cheesman to hire the 21st century summer staff as listed.

These positions should be posted every year.

Motion Carries 5-0

10. Approval of 21st Century Summer programming

The following activities will be offered this summer:

K-3

4th – 6th

Secret Agent
Extreme Science
Outdoor Extravaganza
Game-On

CSI: Crack the Case
Bob the Builder (construction)
Outdoor Extravaganza
Leader of the Pack

*Star Parties will also be offered

The activities listed have not been attached to dates. The Board would like an updated list as activities are planned.

A motion was made by Thompson and seconded by Trustee Sanford to approve the 21st Century summer programming.

Motion Carries 5-0

1. Adoption of CTE Curriculum

The District needs to be very clear about how we are going to use the Curriculum that is adopted. Curriculum course content is to be used within St. Regis School District as closely as we are financially able to do so (staffing & resources, including budget funding).

What would be helpful to the Board is if Administration is aware of anything that we are not financially able to support, and then the Board should be notified in order to attempt to find funding sources.

A motion was made by Trustee Young and seconded by Trustee Sanford to adopt the Missoula Area Curriculum Consortium CTE materials starting with the updated version beginning May 2011 with the exception of Business Marketing for 11/12.

Motion Carries 5-0

A motion was made by Trustee Young and seconded by Trustee Sanford that beginning with the 11/12 representative staff must participate in consortium meetings relating to their subject area.

Motion Carries 5-0

12. Adoption of Health Curriculum

This document was shared with Wellness Committee members several months ago. This document is recommended by the Wellness Committee. Administration is seeking adoption of the 6th, 7th, and 8th grade portions. There will not be a recommendation for the other grade levels for the health curriculum.

Going forward, the Board is interested in adopting the entire curriculum, not just pieces. It appears that our current curriculum is in line with this curriculum for the other classes.

This item will be on the November agenda for K-5 and 9-12.

There are not any problems identified with the current curriculum. The District is not in receipt of a document for K-12.

The other curriculum's that need to be on a future agenda are Fine Arts, Technology, and Workplace Competencies. For the 11/12 year, the District can participate in the Communication Arts Curriculum and can determine if we need to purchase textbooks.

A motion was made by Trustee Sanford and seconded by Trustee Thompson to adopt 6th-8th grade Health Curriculum

It has been our policy that if parents do not wish students to participate in different aspects they can withhold their students from those activities.

Motion Carries 5-0

13. Approval of Out of District Student

This is a Pre-School student.

A motion was made by Trustee Thompson and seconded by Trustee Sanford to approve the Out of District Student as presented.

Motion Carries 5-0

14. Approval of Black Mountain Software invoice

The invoice is over the \$2500 spending threshold, so approval by the Board is required.

A motion was made by Trustee Sanford and seconded by Trustee Cheesman to approve the Black Mountain invoice for \$5082.

Motion Carries 5-0

15. Approval of Nurse's Contract

The invoice is over the \$2500 spending threshold, so approval by the Board is required.

The amount of the contract does not include a 3% increase as was originally proposed.

A motion was made by Trustee Young and seconded by Trustee Thompson to approve the nurse's contract for 11/12 for \$9343.

Motion Carries 5-0

16. Hiring for summer sports camps

The following is a list of camps and coaches as recommended by the Administration:

- *Junior High Girls and Boys Basketball Camp – Coach Mark Field
- *High School Boys Basketball Camp – Mark Field is interested and understands that our District's hiring may impact who becomes the new HS Boy's Head Coach.
- *Junior High and High School Volleyball Camp – Janelle Pruitt
- *Girls HS Basketball – Janelle Pruitt
- *JH Flag Football – Kevin Managhan
- *HS FB – consider with hiring of new ad

The recommendation for High School camps is to run the programs in the evening to accommodate students that work.

If new hires are qualified and interested, a team coaching approach would be considered.

A motion was made by Trustee Thompson and seconded by Trustee Young to hire Mark Field, Janelle Pruitt and Kevin Managhan for summer sports camps for 2011.

Motion Carries 4-0 Trustee Cheesman abstained due to nepotism.

17. Curriculum Consortium for Science

Christine Kuschel would serve the District to review the Science curriculum and textbooks.

A motion was made by Trustee Young and seconded by Trustee Cheesman to hire the Curriculum consortium to review the K-12 science curriculum for 11/12.

Motion Carries 5-0

18. Classified Contract Template

Review and bring forth for 2nd reading.
Place on following agenda.

19. Extra Duty Contract Template

Place on next week's agenda.

20. Student Resource Officer

Deputy Cole is being trained as a DARE officer in July and also as a school resource officer. We can have access to him 1 day a week for 10 weeks. The Sheriff's Department is working on funding for this project and it looks very promising for the 11/12 school year. The ultimate goal is for the officer to be available to the 3 schools within the county 40 hours a week.

>>>Information/Discussion Items<<<

A. MTSBA webinar trainings

The Board will continue this discussion. Good meeting times are in the evenings of July, but no Tuesdays.

B. Big Sky Pathways website update

Counselor updated website.

C. Gifted and Talented update for 2011/2012 school year

Staffing model still being considered. Another instructor could be added.

D. Technology Plan update

Wonderful input from staff. May be presented to Board at July 13th meeting.

Need to set up additional server for staff access to grade books from home.

>>>Administrative Report<<<

Principal Report Highlights:

Presented Assessment data.

MontCas scores looked really good.

Dibels scores were not as good as a whole, but really good individual improvement.

It is so important to be able to go in and monitor the assessments. Would like to allow a partial day for staff and students following the testing windows.

Superintendent Report Highlights:

Special Ed audit received great news – well organized.

Energy Partners rate for propane is \$1.78, which represents a 49% increase.

Grant opportunities – if able to qualify for grant funds, there are several projects that could be addressed.

>>>Clerk's Report<<<

A report was given to the Board that summarizes the different fund balances within the different funds. Of specific interest are the General Fund which is mostly committed, and the School Lunch fund which reached the budget limits. Some expenditures may need to be reviewed and recoded in order to stay within funding levels.

>>>Set Next Meeting/Adjourn<<<

The next regular meeting will be July 13th at 6 p.m. in the Library. The meeting was adjourned by Chairman Dunlap at 9:38 pm.

District Clerk

Board Chairperson