

*****09-10 MINUTES*****

St. Regis School

August 12th, 2009

The meeting was called to order at 6:02 p.m. by Chairman Dunlap.

>>>Board Roll Call<<<

H = Here

A = Absent

P = Partial

H- John Cheesman

H- Shelly Dunlap

H- Jolie Skelton

H- Tina Dockter

H-Jackie Sanford

H- Patrick Low, Superintendent

H-Tina Hill, Clerk

>>>Visitors<<<

Visitors (according to Sign-in sheet): Mary Johnston, Melody Adamson, Charlee Thompson, Anna Getz

>>>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."

*Melody Adamson, the new 2nd grade teacher was introduced.

*Mary Johnston gave an update about the pre-school and pre-kindergarten round-up. Currently, there are 5 pre-schoolers enrolled and 10 pre-kindergarten.

*John Cheesman stated that the Community Council would like to work with the school on the open house. The open house will be sometime in September.

>>>Minutes<<<

The July 8th minutes state that the ending check number for activity accounts was 5172, when in fact the ending check number was 5173.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the minutes of the July 8th meeting with the amended changes to activity accounts ending check number.

Motion carries 5-0

A motion was made by Trustee Dockter and seconded by Trustee Sanford to approve the minutes of the July 20th meeting.

Motion carries 5-0

>>>Finance Committee<<<

The committee found the beginning and ending warrant numbers of both claims and payroll to be accurate. One NSF check for \$100 was recorded in activity accounts. Trustees Skelton and Dunlap volunteered to perform the duties of finance committee next month.

>>>Activity Accounts<<<

A motion was made by Trustee Skelton and seconded by Trustee Dockter to approve activity accounts with an ending balance of **\$13537.72 including check number 5174 to 5176.**

Motion carries 5-0

>>>Payroll and Bills<<<

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the Payroll Warrants from number **23811 to 23827 and direct deposit transactions from -89695 to -89679,** and Claim Warrants from number **33705 to 33766.**

Motion Carries 5-0

>>>Old Business<<<

1. Construction/Summer projects (Scott) -Update

The projects that had been approved for summer are in progress and nearing completion. The bathroom remodel project has gone over the bid/approval amount due to unforeseen necessary changes to old plumbing and shut off valves. The amount over bid/approval is \$4130.

The automatic propane valve shut off needs replacement at a cost of \$1500. The valve is scheduled to be replaced.

One of the boiler control panels is not functioning and should be replaced. The cost is \$5286.75.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to purchase the control panel for \$5286.75. This expense will be paid from Quality Educator Deferred Maintenance.

Motion Carries 5-0

2. Technology Request – Kern Wilson

Due to a savings on the purchases approved at the July meeting, Kern Wilson was requesting that the savings be applied to 6 more ceiling mounts for projectors, and 3 classroom printers. The board was in agreement that the other items can be purchased because it is within the original approval amount.

3. Policy Update – MTSBA

***Policy 3300 Suspension and Expulsion (3rd Reading)**

The board was concerned because our existing policy included language for long-term suspension. This policy will be tabled as a 3rd reading until the September meeting and Superintendent Low will contact MTSBA to provide more information on this policy. Essentially, there is not a procedure that covers the time between 10 days (maximum suspension), and 20 days (expulsion).

*Policy 3600F1 Notification to Parents and Students of Rights Concerning a Student's School Records (3rd Reading)

A motion was made by Trustee Skelton and seconded by Trustee Sanford to approve 3600F1 on the 3rd reading.

Motion Carries 5-0

*Policy 5328P Family Medical Leave (2nd Reading)
The changes to this policy follow new State and Federal guidelines.

A motion was made by Trustee Skelton and seconded by Trustee Sanford to approve Policy 5328P.

Motion Carries 5-0

>>>New Business<<<

1. Extracurricular stipend committee update

Trustee Skelton updated the board on the committee activities to date. The committee will be meeting again on Friday. The job descriptions will not be done for this school year, but will be worked on throughout the school year. The concentrations of the committee are the stipend amounts. During PIR days prior to school, the union will be able to review the recommendations of the committee, and then the negotiating team will meet. If an agreement is reached, the recommendation will be brought to the Board for approval at the September meeting.

2. Hiring Extracurricular Fall/Winter Ticket Seller – Kathy Koepke

A motion was made by Trustee Sanford and seconded by Trustee Cheeseman to hire Kathy Koepke as the fall/winter ticket taker

Motion Carries 5-0

3. Hiring Coaches

The following list was recommended for hire by the Athletic Director and Superintendent.

| | |
|-----------------------------|------------------|
| Position | |
| JH Head Football | Jess Tuchscherer |
| JH Assist Football | Dustin Feasel |
| JH Head Volleyball | Melody Adamson |
| JH Assist Volleyball | Janelle Pruitt |
| HS Assist Girls Basketball | Tamara Williams |
| Fall & Winter Cheer Advisor | Melody Adamson |

The hiring of Dustin Feasel is pending completion of an acceptable background check.

The question was raised about JV coaches turning out for practice prior to the minimum of 12 players participating. There will be a coaches meeting on the 17th, and this topic will be covered. Superintendent Low will notify the board if there are coaching concerns on this topic.

Mary Johnston is interested in coaching speech or drama and she will look into the requirements for those activities.

There was also some discussion concerning the required emergency response forms that are supposed to be on all the buses. Superintendent Low will look into this.

A motion was made by Trustee Dockter and seconded by Trustee Sanford to approve the above list of recommended coaches, numbers pending for assistant coaches

Motion Carries 5-0

4. Paraprofessional starting wage

The rationale was to adapt a blend between the ending wage from last school year, and the increases to minimum wage and the increase to classified salaries.

This starting wage applies to paraprofessionals and not to all classified staff. The general feeling by the Administration and Board is that paraprofessional have additional requirements and certifications for their positions.

A motion was made by Trustee Skelton and seconded by Trustee Cheesman to set the starting salary of a paraprofessional at \$8.75 if they are Highly Qualified and have certification. Otherwise, the starting wage would be \$7.35 until such certification is received.

Motion Carries 5-0

5. Budget Approval

County Treasurer, Annabelle Getz was in attendance to assist with the budget process. The Budget cannot be entirely finalized due to the taxable value not being set. This is a state-wide process, and once values are received, the final budget can be set. Anna believes that the taxable value will go up, therefore mills will go down.

As a result of protested taxes received and the fact that regular reserves are full, the District now has excess reserves for protested taxes.

The only taxes being protested at this time are with Pudget Sound.

A motion was made by Trustee Skelton and seconded by Trustee Sanford to approve the MAEFAIRS budget for 09/10 with the understanding that taxable values will change.

Motion Carries 5-0

The Board would like Annabelle Getz to create and send a report quarterly that includes the balances of CDs and interest for the restitution categories. The Board has requested Anna's presence at the next meeting to present this report.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the MAEFAIRS trustees' financial summary.

Motion Carries 5-0

Executive Session started at 8:08

Open at 8:15

6. Hiring – Principal – Elliott Crump (EXECUTIVE SESSION ANTICIPATED)

Executive Session started at 6:50

Ended at 7:27

A motion was made by Trustee Cheesman and seconded by Trustee Skelton second to hire Edward Huenemann as the Principal for a salary of \$51,400 and a moving stipend of \$3000.

Motion Carries 5-0

Elliott Crump could not accept the position.

7. Hiring – Special Education Instructor – Joe Russo (EXECUTIVE SESSION ANTICIPATED)

It is the recommendation of administration to hire Joe Russo as the Special Education Instructor. Some of the candidates that applied for this position were not be able to come due to salary amounts.

Joe is currently working for the department of defense overseas teaching military students. The Co-op is willing to assist with IEPs during the transition.

Members of the audience suggested a gathering to meet the new teacher in order to relieve some of the concerns of parents, staff and students. Such gathering will be scheduled.

A motion was made by Trustee Skelton and seconded by Trustee Cheesman to hire Joe Russo as the Special Education / Title instructor.

Motion Carries 5-0

8. Contingency Special Education services contract – Sanders County Coop.

This contract was being offered in order to stay in compliant in the event of no certified special ed/title instructor. This is not needed at this time.

9. Approval of Surplus items list

A list of items was presented by both the maintenance department and the technology department. Policy 8400 and Montana Law describe the manner in which these items can be disposed or sold. An advertisement will be put in the paper to provide proper notice to the public.

The items are as follows:

Choral Risers
Restroom Fixtures
Universal gym
Leg press sled
Misc. weight equip.
Basketball Trainer
Leaper
John Deere Tractor
Sow blower for John Deere
Plow for John Deere
Overhead Door
15 computers
6 printers
15 monitors

A motion was made by Trustee Sanford and seconded by Trustee Dockter to approve the surplus items list.

Motion Carries 5-0

10. Approval of Individual Transportation Contract

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve individual Transportation contract for 1126 South Seven Mile Cr.

Motion Carries 5-0

11. Approval of Updated Substitute List – Dustin Feasel

A motion was made by Trustee Skelton and seconded by Trustee Sanford to add Dustin Feasel to the substitute list pending receipt of an acceptable background check.

Motion Carries 4-0

>>>Information/Discussion Items<<<

A. AYP Update

St. Regis made AYP!! Thank you to the staff and students.

Sections B and C were missing the supporting data, and will be given to the board once received.

B. Strategic Plan

The possible dates to resume strategic planning are September 29th and 30th from 5-9 p.m. Community members will be invited to attend one of these dates.

C. PTA

A flyer will be included in the back to school documents with information on PTA. Mary Johnston has volunteered to be the teacher representatives. The Board would like this item on the agenda for next month for a recommendation regarding PTO or PTA.

>>>Administrative Report<<<

Superintendent Low addressed the board and included his report in the Board Packet. Some of the items he discussed were an Open House tentatively scheduled for September, orientation of new staff, strategic planning, and attendance at the School Administrators Conference in Helena.

>>>Clerk's Report<<<

Quick Start Energy Grant – the District was awarded \$9900 – which covered the cost of the energy audit. All funds have been distributed and no more are available for that grant.

HB 645 – Department of Commerce – deferred Maintenance & Energy Efficiency Improvements. Funding is based on \$1575 per quality educator. The District will receive \$33,118.83. These funds need to be spent by 09/30/2010. The application is done. There are additional monthly reporting requirements for transparency and accountability.

Traffic Ed - The District will receive approximately \$1200, which is \$75 per student.

Propane Bid – only one bid received and that was from our current provider. This item will be on the next agenda for approval.

Montana Conference of Education Leadership (MCEL) will be October 14-16 in Missoula at the Hilton Garden Inn.

Expenditure budgets are not complete and should be ready for the September board meeting.

>>>Set Next Meeting/Adjourn<<<

The next regular meeting will be September 9th at 6 p.m. in Room 107. The meeting was adjourned by Chairman Dunlap at 9:21 p.m.

District Clerk

Board Chairperson