

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

St. Regis School

November 12th, 2008

The meeting was called to order 6:01 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

>>>Visitors<<<

Visitors (according to Sign-in sheet): Diane Gingerich, Terri Barclay, Jacki Gorshe, Dawn Palmer, Anita Lewis, Jamie Lewis, Darlene Jasper, Jim Martin, Jim Warnken

>>>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."

A motion was made by Trustee Sanford and seconded by Trustee Dockter to move the Out of District Student item to the beginning of the meeting after payroll and bills.

Motion Carries 5-0

>>>Minutes<<<

A motion was made by Trustee Skelton and seconded by Trustee Dockter to approve the minutes of the October 8th meeting.

Motion carries 5-0

>>>Finance Committee<<<

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

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve the finance committees report.

>>>Activity Accounts<<<

There were two NSF checks that were covered with cash. Beginning check number was 4960 ending check number was 4985.

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve activity accounts with an ending balance of **\$15955.70**.

Motion carries 5-0

>>>Payroll and Bills<<<

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve the Payroll Warrants from number **23217 to 23288**, and Claim Warrants from number **33101 to 33164**.

Motion Carries 5-0

13. Out of District Student (Executive Session Anticipated)

Executive Session started at 5:08

Ended at 6:38

A motion was made by Trustee Jasper and seconded by Trustee Skelton to admit student E with the requirements of guardianship documents being in order and not starting school before Monday of next week.

Motion Carries 5-0

>>>Old Business<<<

1. Policy 2100 - School Year Calendar and Day – 2nd reading

A motion was made by Trustee Skelton and seconded by Trustee Dockter to approve policy 2100 on the 2nd reading

Motion Carries 5-0

2. Policy 2115 – Class Schedule

Trustee Skelton presented the policy with some revisions that took into account the audience comments from the last meeting.

Trustee Jasper preferred the 1st draft that was presented at the last meeting. He feels that the policy should provide for some oversight this draft makes too many demands and is restrictive. Trustee Sanford reaffirmed her comment from last meeting stating that she does not feel there needs to be a policy for the class schedule.

The general audience feeling was that the new revisions create a hindrance to the administration and the creators of the schedule. There was some discussion about the necessity of the entire first paragraph. The intent of the first paragraph was informational.

Trustee Skelton proposed eliminating lines 18 and 19.

This policy will be on the next agenda as a second reading.

3. 21ST Century Grant Programming update

Advertisements have been placed and letters sent out as well as phone calls made to promote interest in the 21st Century program. It has been difficult to find people interested in teaching the classes, but also a budgetary issue.

Julie Burklund has developed proposal templates that interested people can fill out stating the details of the program they would like to teach. There is a 21st Century committee planned for next week and at that time the proposals can be reviewed

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

1. Budgets – GEAR UP, Gifted & Talented

Final approval of the programs was received by the state and budgets developed. The board was presented with the budgets and approved of them.

2. Hiring – Winter Sports

-HS Assistant Golf Coach – Hank Jensen

-Winter Cheerleading Coach – Jennifer Pruitt

It is the recommendation of the Administration and Athletic Director to hire the above people for winter sports.

A motion was made by Trustee Jasper and seconded by Trustee Dockter to hire the above people for the winter sports. Assistant positions are pending number of participants.

Motion Carries 5-0

There is no recommendation for assistant girl's basketball coach. The coaches have not made their recommendations to the AD.

Cheerleaders will be going to away games and participating at every home game for both teams. There are some conflicts for away games.

3. Policy Update – MTSBA 1st readings.

Minor revisions proposed by the Montana School Boards Association

-Policy 2161P – Special Education

-Policy 2333 – Participation in Commencement Exercises

-Policy 2410 – High School Graduation Requirements

This policy does not list credit requirements, but it is believed that it is in the student handbook.

-Policy 3310 – Student Discipline

These policies will be on the next agenda for a 2nd reading

4. Hiring Adult Education Co-Coordinator - Terri Barclay and Jacki Almquist

We do not have a job description. Clerk will make a job description using the sample provided at the meeting as recommended by the board.

A motion was made by Trustee Dockter and seconded by Trustee Jasper to hire Terri and Jacki as the Adult Ed co-coordinators and split the stipend.

Motion Carries 5-0

5. Contract for Curriculum & Assessment Services - Christine Kuschel

Superintendent Kero recommended that the board hire Christine Kuschel to facilitate 4-5 days of working with the Team on Communication Arts curriculum. She would also be working with the Assessment Committee for 1-2 days.

Christine is the Director of the Missoula Area Curriculum Consortium, and Superintendent Kero recommended that the District join that consortium at a later time.

The entire reading/language arts/communication arts/English curriculum is up for adoption and it would be nice for someone with experience to facilitate this development.

The assessment committee also supports this recommendation.

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve hiring Christine Kuschel to facilitate the curriculum/assessment development.

Motion Carries 5-0

6. Technology Purchases - Presentation partially in Library

The Technology Committee has met 3 times since the last board meeting.

It was the recommendation of the administration and the technology committee to update 130 computers to Microsoft 2007 at the cost of \$52.58 per computer, purchase the automatic update of the Microsoft software at a cost of \$1000, and purchase the site permit for Synchron Eyes, a supervision and teaching tool for classrooms.

The purchases total \$11035.40 and could be paid from the Microsoft Settlement fund.

A motion was made by Trustee Jasper and seconded by Trustee Skelton to purchase the equipment as presented out of the Microsoft Settlement totaling \$11035.40

Motion Carries 5-0

7. Extracurricular Bus Driving rate for Coaches/Teachers

Coaches and Teachers that drive for extracurricular activities receive their stipend/wage for the activity that they are driving for, but need to be paid for their driving. In an attempt to convert the wage to an hourly basis, and based on last year's rate of 20 cents a mile, an hourly rate was determined to be \$12.00/hour.

This information will be on the individual driving contracts.

A motion was made by Trustee Skelton and seconded by Trustee Jasper to set the rate of extracurricular driving for coaches and teachers at \$12/hour.

Motion Carries 5-0

8. School Entrance Improvement Recommendation

Principal Almquist presented purchase suggestions that would help to improve the appearance of the school's entrances. The list includes trash can covers, benches, signs, and banners.

Dave Jensen and the TSA members would make the wooden signs to identify entrances at the cost of a \$500 donation to TSA and the District would pay for the materials.

The total cost of all items would be \$3971.40, and it was recommended by the administration that it be paid from the Building Reserve Fund.

There was also some discussion about placement of a smoker's outpost. Most were opposed to even having one on campus.

Some other building maintenance issues were mentioned such as updating the high school bathrooms and locker rooms.

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve the entrance improvement purchase up to \$3971.40 to be paid from the Building Reserve fund.

Motion Carries 5-0

9. Increased hours for Kitchen Staff: Larry Fields, Dawn Palmer

The Superintendent recommended that the board authorize 8 hours a day for both the Head Cook and Assistant Cook positions.

A motion was made by Trustee Jasper and seconded by Trustee Skelton to approve 8 hours for the head cook position, 8 hours for the assistant cook position, and 4 hours for the dishwasher position.

Motion Carries 5-0

Dawn Palmer commented that the salad bar and fresh fruit and vegetable program is causing increased work load and length of day. She would like to see more than 4 hours a day for the dishwasher.

The board commented that benefits alone would cost almost \$6000, and that Larry would need to present a proposal to the Superintendent and then she would make presentation to the Board.

10. Hiring – Fresh Fruit and Vegetable Program

It was recommended that the Clerk use a project reporter number to track the expenses of this program.

A motion was made by Trustee Dockter and seconded by Trustee Skelton to advertise for a 2 hour temporary position for the Fresh Fruit and Vegetable Program.

Motion Carries 5-0

11. Approval of Individual Transportation Contract

A motion was made by Trustee Dockter and seconded by Trustee Skelton to approve the individual transportation contract for Teresa Lucier due to isolation status.

Motion Carries 5-0

12. Montana History Textbook Purchase

A new textbook was suggested by the history teacher, Jim Martin. The last textbook purchase for Montana History was in 1999.

A motion was made by Trustee Skelton and seconded by Trustee Jasper to approve the purchase of the new Montana History Textbooks.

Motion Carries 5-0

>>>Information/Discussion Items<<<

A. Strategic Planning

The strategic planning meeting is set for tomorrow from 4 p.m. to 8 p.m.

B. Update on Accreditation and Graduation requirements (counselor)

Darlene Jasper gave a presentation of the accreditation and graduation requirements. We need to offer some type of visual arts within the next 2 years. There is a student enrolled

in photography through FVCC, and Darlene will check to see if it qualifies for offering visual art.

It was asked if there is a need to increase requirements and Darlene responded that we have one of the highest requirements in the state at 24 credits. One possible change for Junior High could be to offer visual arts ½ semester and then music the other ½.

C. Tech Committee

This topic was covered in other item earlier in the meeting.

D. Music Position Update

Principal Almquist apologized for the miscommunication in regard to informing the Board about changes in the position. Anita Bailey is teaching High School music and Carla Jensen had been teaching elementary. Now Cori Miranda is teaching the elementary. There is a possibility of hiring a teacher prior to mid-terms. The person they have been talking to comes highly recommended. As soon as all references have been checked, a special meeting will be called to hire this person.

The Union representative, Tom Gigstad is sending the wording for a memo of understanding for Cori Miranda teaching during her prep period. As long as she is willing and compensated and certified K-8, there is not a problem. This item will be placed on the agenda if there is a special meeting called. A contract addendum will also need to be drawn up stating this additional teaching period.

There has been a volunteer coming in to help the 4th graders with the recorder class.

E. Donation from Thomas and Dixie Hall in memory of Majorie Thomas

A generous donation of \$7000 was made to the District by the Hall family. The Hall's plan to retire to St. Regis in two years, and currently live in Philadelphia. There are no limitations to how this money is spent, but the Hall's would like to be notified on how it was spent. The recommendation by the administration would be to use \$2000 for library books and supplies and \$5000 in technology, such as projectors and smart boards.

>>>Administrative Report<<<

Principal Almquist reported on the District Volleyball Tournament. Our girls took 3rd place. Also a volunteer named Phyllis Shepard will be volunteering. All the proper forms have been received and fingerprints and background checks are satisfactory.

>>>Set Next Meeting/Adjourn<<<

The next regular meeting will be December 10th at 6 p.m. in Room 107. The meeting was adjourned by Chairman Dunlap at 9:33 p.m.

District Clerk

Board Chairperson