

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

**St. Regis School
December 9th, 2009**

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

>>>Board Roll Call<<<

H = Here

A = Absent

P = Partial

A- John Cheesman
H- Shelly Dunlap
H- Jolie Skelton
H- Tina Dockter
H-Jackie Sanford

H- Patrick Low, Superintendent
H-Edward Huenemann
H-Tina Hill, Clerk

>>>Visitors<<<

Visitors (according to Sign-in sheet): Dave Jensen, Cindy Feasel, Diane Gingerich, Gerry Gotcher

>>>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."

>>>Minutes<<<

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the minutes of the November 11th meeting.

Motion carries 4-0

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

Motion carries 4-0

>>>Finance Committee<<<

The committee found the beginning and ending warrant numbers of both claims and payroll to be accurate. The recommendation by the board for the NSF check is to write a formal letter to receive payment of NSF. It was suggested that either the board chair or Superintendent write the letter. The school secretary had already written a letter requesting the same.

>>>Activity Accounts<<<

A motion was made by Trustee Dockter and seconded by Trustee Skelton to approve activity accounts with an ending balance of **\$12,972.55 including check number 5249 to 5282.**

Motion carries 4-0

>>>Payroll and Bills<<<

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve the Payroll Warrants from number **23937 to 23969 and direct deposit transactions from – 89565 to -89524**, and Claim Warrants from number **33968 to 34013**. Payroll warrant numbers **23932-23936** were added to 10/09 report after board meeting due to an employee paycheck not being printed as well as the corresponding liability checks

Motion Carries 4-0

>>>Old Business<<<

1. Fingerprints and Background checks (Policy 5122) clarification/update

Superintendent Low added the requested clarification by the Board. Clerk will type clarification into the Policy starting on line 37.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve policy 5122 with added clarifications.

Motion Carries 4-0

2. Policy 3511 – High School Football –Eight Man Minimum Participation requirement (extracurricular activities & athletics)

The existing policy specifies participation numbers and the title lists eight-man football. Due to the District moving to a 6-man program, it was suggested to alter the existing policy. The Athletic Director, Cindy Feasel suggested changing the title to High School sports, and reduce the participation requirement to 10 for all sports with the exception of 6-man football.

This item will be on the next agenda as a 1st reading, and Cindy Feasel will provide proposed language.

3. Concession advisor stipend payment & inventory/profit split

Should the District continue to pay for the Advisor from District's General Fund as is now the case, or pay the Advisor from the profits of the Concession stand.

The Board agreed to continue prior practice.

4. Policy Updates – 2nd reading

- Policy 8430 – Records Management

In order to fulfill the requirements of this policy, a committee would need to be formed. There was a brief conversation about the definition of "litigation holds". The belief is that if there is not an ESI team, the school would be held liable. The board is a bit weary of a committee being necessary.

This item will be on the next agenda for a 3rd reading.

- Policy 5254 – Payment of employer Contributions and Interest on Previous Service
The board asked for clarification on “previous service”. Also the board will need to decide to Pay or NOT Pay. Superintendent Low will contact MTSBA for clarification.

This item will be on the next agenda for a 3rd reading.

- Policy 5338 – Payment of Interest on Employer Contributions for Workers’ Comp Time
The form states PERS, but the policy does not. They also want to know what other schools are doing. Are they paying contribution and interest or just one or the other?

This item will be on the next agenda for a 3rd reading.

- Policy 8105 – School Bus Replacement
It is recommended to adopt suggested language.

A motion was made by Trustee Sanford and seconded by Trustee Dockter to adopt policy 8105

Motion Carries 4-0

5. Policy 7440-Restitution Funds – 2nd Reading – Trustee Skelton

Clarification from prior meeting was given as well as listing all four funds.
The Clerk will place the wording within the policy.

A motion was made by Trustee Dockter and seconded by Trustee Sanford to accept policy 7440 on the 2nd reading.

Motion Carries 4-0

>>>New Business<<<

1. Close –Up Program

Dave Jensen presented information on the program. It used to be that if there were six students participating, then the advisor attended at no cost. That requirement was increased to 8 students before they will cover the cost of the advisor. There are only 3 students interested in participating this year, and the program will only cover 3/8 of the cost which leaves a balance of \$1595 for the advisor. The cost for students this year is \$2200 per student, and the students are currently participating in fundraisers to cover these costs.

The District did pay \$1679 during the 07/08 school year out of General Fund. The Board would like to know what the payment was for.

This item was tabled for next month.

2. Hiring – TSA – Dave Jensen

The stipend for TSA is \$1097.

A motion was made by Trustee Dockter and seconded by Trustee Skelton to hire Dave Jensen as TSA advisor for the 09/10 school year.

Motion Carries 4-0

3. TSA Program

The program requires funding for lodging and meals. The District has covered those costs in the past. The board agreed to pay the stipends out of the Carl Perkins Grant, as well as the room and meals for the advisor. These expenditures were verified as allowable within the grant by Brad King from OPI. The district will also continue to pay for 2 nights of lodging and 6 meals for the students. The event lasts for 2 nights and 3 days. The 3rd meal is paid from the activity fund.

4. Bus #1 (Bluebird – 84 passengers) / quote for new bus

Currently Bus #1 is used in a reserve capacity, and has 134,000 miles. There have been quite a few maintenance costs recently on this bus, and Principal Huenemann obtained quotes from Harlow's to replace Bus #1. The quotes are \$81,040 for a 53 passenger 2010 model, \$86,428 for a 47 passenger 2011 model and \$91,485 for a 2010 with the new emissions standards in place. The board is comfortable with the District's past practice of not obtaining loans for such items, but is interested in increasing the number of mills in the bus depreciation fund during budgeting next year.

5. Chevy Pickup

One of the suggestions for this old truck is to have it renovated at a Job Corps site or CTE center. Dave Jensen, Principal Huenemann, and Scott Lowry will further investigate these options.

This item will be on next months agenda.

6. Updated substitute list – Ashlee Ramsey

A motion was made by Trustee Dockter and seconded by Trustee Sanford to approve the additional of Ashlee Ramsey to the substitute list.

Motion Carries 4-0

7. Approval of additional sick leave days

The SREA recommended granting Mary Johnston up to an addition 5 days of sick leave. Mary is currently working $\frac{3}{4}$ days.

A motion was made by Trustee Sanford and seconded by Trustee Skelton to approve up to 5 additional sick days for Mary Johnston.

Motion Carries 4-0

8. 5 Year Plan

Staff and Board members have been surveyed regarding their preference for a third goal for our new 5/Five Year Plan to be implemented in 2010/11 and submitted to OPI the end of January, 2010. The responses were: Differentiated Instruction, Technology, Social & Emotional skills.

Break at 7:19 – a power pole was struck by a vehicle. Administrators left to assess the problem, and the meeting was adjourned shortly thereafter.

>>>EXECUTIVE SESSION<<< (Scheduled for January work session)

9. SUPERINTENDENT EVALUATION (Scheduled for January work session)

10. Hiring – Superintendent (Scheduled for January work session)

>>>Information/Discussion Items<<<

A. AYP

B. Strategic Plan

C. NWEA results

D. Adult Education Programming

E Reader Board

F. Phone System

>>>Administrative Report<<<

Report included in board packet. No further discussion at meeting.

>>>Clerk's Report<<<

Report included in board packet. No further discussion at meeting.

>>>Set Next Meeting/Adjourn<<<

The next regular meeting will be January 13th at 6 p.m. in Room 107. The meeting was adjourned by Chairman Dunlap at 7:33 p.m.

There will also be a meeting on Thursday, January 7th at 6:00 p.m. in order to conduct the Superintendent Evaluation and hiring.

District Clerk

Board Chairperson