June 13, 2011

The regular meeting of the Sidney Public Schools Board of Trustees was held on Monday, June 13, 2011 at 7:00 PM in Room 104 of Central School. Present were Trustees Todd Hermanson, Luann Cooley, Kelly Dey, Dennis Lorenz and Virginia Oraw. Also in attendance were Superintendent Farr, Clerk Beyer, High School Assistant Principal- Sue Andersen and Federal Programs/Testing Coordinator- Gary Arnold. Absent were Trustee Dexter Thiel, High School Principal- Dan Peters, Middle School Principal- Kelly Johnson and Sidney Elementary Principal- Bill Nankivel.

Chairman Hermanson called the meeting to order at 7:00 PM and welcomed the visitors in attendance- Bill Vanderweele with the Sidney Herald and Jeff Mead. The chairman reminded those in attendance to sign in and stated that an opportunity for community comment on non-agenda items would be provided at the end of the meeting. Those wishing to address the board were asked to fill out the Audience Participation form and give it to the clerk to be recognized.

Ms. Dey moved to approve the minutes of the May 9, 2011- regular and reorganization meetings and the special meeting held May 19, 2011. Mrs. Cooley provided the second to the motion which passed unanimously. Ms. Dey moved to approve the May 2011 claim warrants 219584 to 219628 in the amount of $412,119.80. Mr. Lorenz provided the second to the motion which passed 5 to 0.

Clerk Beyer presented ASB Warrants 16140 written to Montana BPA on 5/20/2010 in the amount of $320.00 (contact made to begin procedures to replace check and no response has been forthcoming) and 17248 for $150.00 written in May for a softball tournament in Laurel that was cancelled due to weather. The warrants were cancelled 5 to 0 on a motion by Mrs. Cooley and a second by Mr. Lorenz.

June ASB transfers were approved 5 to 0 on a motion by Mr. Lorenz and a second by Mrs. Cooley.

*From Class of 2011 to FLA $ 10.00 Gift Certificates*

*From Athletics to BPA $ 95.00 Purchase of Track Meet Meals*

**SUPERINTENDENT’S REPORT:**

Superintendent Farr’s report consisted of the following:

- Correspondence from the OPI recognizing the MBI team from the Middle School for receiving the Bronze Award for their exemplary effort and progress toward meeting standards promoting a positive school climate and safety. Trustees expressed their congratulations and requested a letter be sent to the group on behalf of the Trustees;

- 2011-2012 transfers include DelRae Steinbeisser from Elementary to Middle School Special Ed Aide, Elizabeth Mix from Middle School Special Aide to Kindergarten one on one Special Ed Aide and Louise Wraith from Middle School Special Ed to High School Special Ed Aide;:

- Add the new hire of Melissa Hearn- High School Special Ed Teacher and Sara Romo- 2nd Grade Teacher to the Consent Agenda;

- Word from the contractor on the West Side project is contact with the low bidder on the lockers has not been successful and reference checks on the sub contractor show them to be behind on a project in Wyoming. Other suppliers and options are being considered;

- Costs on the roof/canopy portion of the high school project base costs were at $97,250.00 and now may increase by $12,000 to $15,000 plus an additional $24,000 in engineering. Mr. Hermanson requested that Mr. Thiel, Mr. Lorenz, Superintendent Farr, the architect and Roger Byer sit down and work this out; and

- Upcoming meetings and activities include:

 *The next Montana Quality Education Coalition meeting will be July 8, 2011. Mr. Farr is not planning to attend but will get in touch with the director to relay the interests of the Trustees;*

 *Sidney Community Education Foundation is hosting the Sidney Alumni and Friends dinner from 5:00 to 7:00 PM on June 25th during the Town and Country Centennial Celebration with all proceeds to benefit the West Side Playground Fund.*

**STUDENT REPRESENTATIVE REPORT:**

Mrs. Andersen reported to the Trustees that rather than a dedicated student representative to the board, officers of the Student Council will take turns attending meetings beginning this fall.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: June 7, 2011***

Mrs. Cooley presented an overview of the agenda items for this committee:

- Vacancies were reviewed; Resignations, New Hires and Spring Co-curricular contract renewals are on the Consent Agenda;

- Alternative Education, Instructional Aides and Food Service staff salary review as begun. Possible scales for the aides and food service were looked over. The intent is to finalize these at the special meeting on June 29th at which time the Trustees will know the outcome of the elementary mill levy election;

- Salaries for administrators, licensed staff and personnel not on salary schedules were discussed. Trustees have administration looking at a 1% increase;

- Geri Willer, speech therapist has asked for the opportunity to go to a 4 day work week/10 hour day schedule. Mr. Hermanson asked Mr. Farr to recap the discussions. The pre-school has asked for a schedule change from Wednesdays off to Fridays off – this will allow more contact days with students and the need for fewer substitutes which is a plus for continuity in the classroom at this age. Mrs. Willer’s request would work in with this change. Trustees expressed concerns about student times and were told that Mrs. Monsen, Special Ed Director, has had parental requests for speech services after school hours so that students do not miss class time. Mr. Farr will work on the contract addendum and it will include a provision to go back to the current schedule if there is a problem with providing services to students; and

- Calendars indicating available dates for next interest based bargaining team members have gone out and dates are being finalized with Vicki Knudsen from the Department of Labor.

***TRANSPORTATION COMMITTEE: June 7, 2011***

Ms. Dey reviewed the following discussions:

- No applications have been received for the Transportation Assistant;

- Two accidents were reported this past month – one with the car and one with the bus; and

- A transportation request for 2011-2012 has been received and will be on the June 29th meeting agenda.

***BUILDINGS AND GROUNDS COMMITTEE: June 6, 2011***

Mrs. Cooley summarized Building and Grounds discussions:

- Roger Byer of B&B Builders attended the meeting to provide project updates:

*High School 100 wing remodel;*

*Punch list items in the High School 200 and 300 wings are slated to be completed soon. Tile work was to have started today but has not;*

*A timeline for the Middle School project was reviewed with Trustees;*

*The final punch list items for the Central heating system are pending; and*

*Work has been progressing at West Side on the HVAC system;*

 *-* Brian Milne, Interstate Engineering, has been tied up with flooding issues in other communities but the parking lot repairs are on his list to be completed this summer;

- Mr. Milne has also been contacted about the roof and foundation water issues/concerns at West Side. Interstate representatives have been over and surveyed the property. It is anticipated that suggestions will be forthcoming; and

- Verizon has been in contact with the District regarding installation of a tower at the football field. When looking at what would be required for this to happen, Trustees requested that Superintendent Farr contact them and offer the unused property by West Side.

***FINANCE COMMITTEE: June 6, 2011***

 Ms. Dey highlighted committee discussion topics:

- Review of the monthly clerk’s reports: April revenue, expenditure, fund balance and lunch reports were conducted as well as claims review;

- Workers Compensation insurance proposals will be presented at the June 29th meeting;

- Annual memberships for 2011-2012 to the Montana School Boards Association, the Montana Quality Education Coalition and the Montana High School Association (including liability catastrophic insurance) are on the Consent Agenda;

- Also on the Consent Agenda are the 2011-12 continuing education grant awards, ASB account authorizations for Football and Class of 2018 and the closing of the Class of 2011;

- Preliminary discussions of items to be on the agenda on June 29th include the Interfund Transfers of excess oil and gas funds from both Transportation Funds to the Building Reserve funds and any transfers to the compensated absences fund;

- Computer bids will be opened on June 20th at 12:30. Mrs. Cooley will attend the bid opening and the bids will be referred to the Technology Coordinators for a recommendation to be presented June 29th; and

- The audit contract proposal from Strom and Associates is also on the Consent Agenda.

***CURRICULUM AND POLICY COMMITTEE: June 7, 2011***

Ms. Dey recapped the following agenda discussions:

- Preliminary District test data was presented;

- To increase student contact time, the pre-school has requested a schedule change for a Monday-Thursday program with Fridays off instead of Wednesday;

- The Summer Math/Reading program in progressing;

- Contact has been made with the state requesting direction with regards to a summer Migrant program;

- 2011-2012 school handbook changes are on the Consent Agenda for second reading and adoption;

- Discussion continued regarding possible board self-evaluation tools. Part of the process may include evaluation of the board by administrators; and

- Suggested board policy changes due to legislative changes are on the consent agenda for first reading.

**CONSENT AGENDA:**

**New Hires**

- Virginia Dschaak – Head Cheer/Drill Team Coach

- Teresa Stedman – Assistant Cheer/Drill Team Coach

- Craig Bowen – HS PE/Health Education and Head Girls Basketball Coach

- Jeff Mead – Athletic/Activities Director

- Katelyn Eskridge – Special Education Aide (re-hire)

**Resignations**

- Sean Simmons – Technology Assistant

- Halie Sunwall Simmons – Special Education Aide

- Chris Volk – Middle School Football Coach

- Patsy Lane – Food Service

**2011-2012 Spring Sports Co-curricular Responsibility Agreements**

- Steve O’Toole – Head Track Coach - Virginia Dschaak – Assistant Track Coach

- Roger Merritt – Assistant Track Coach - Steve Yockim – Assistant Track Coach

- Stacey Collins – Assistant Track Coach - Terry Roth – Head Girls Softball Coach

- Jennifer DiFonzo – Assistant Softball Coach - Jon Skinner – MS Track Coach

- Brad Faulhaber – MS Track Coach - Ruben Moreno – MS Track Coach

**2011-2012 SEA/Board of Trustees Memorandum of Understanding**

Provides an interim agreement reached through Interest Based Bargaining (IBB) on four of the nine issues that have consensus which shall become part of the Master Agreement upon completion of the IBB process.

*Mentor Compensation:* Option of $500/year or free lunch for the school year with an additional $200 stipend per protégé with a limit of two protégés per school year;

*Dual Credit Compensation:* $100 per student per concurrent class enrollment up to the current adjunct rate once the course minimum enrollment is reached. Also sets out curriculum requirements, supervision of faculty, travel reimbursement and additional compensation for required professional development etc.;

*Noon Duty Provision:* Defined a duty free lunch and what constitutes a shift; and

*Duty Assignments for Traveling Teachers:* Teachers who are regularly scheduled to travel between buildings shall not have a full duty schedule. Duties will be modified to maximize teacher prep and student contact time.

**2011-2012 Montana School Boards Association (MTSBA) Annual Membership - $7,546.00**

**2011-2012 Montana Quality Education Coalition Annual Membership (MQEC) - $2,500.00**

**2011-2012 Montana High School Association Annual Membership (MHSA) $3,750.00**

**2011-2012 MHSA Liability Catastrophe Plan $520.00**

**2011-2012 Continuing Education Grants**

- Jill Albertson Kathleen Roberts Patti Wheeling Jonathon Skinner Ruben Moreno

**Three Year Audit Contract with Strom and Associates, P.C. for Fiscal Years 10-11, 11-12 and 12-13**

Cost will not exceed $11,500.00 based on 165 hours for each year

**2011-2012 Student Handbooks – Second Reading and Adoption**

**2011-2012 Board Policy Revisions – First Reading – resulting from revisions made by the Legislature**

(REV) BP 1110—Trustee taking office – expands who can administer oath of office to qualified candidate

(REV) BP 1111—Procedural statement allowing a candidate for School Board to withdraw within a 38 day limitation

(REV) BP 1120 – Changes issuance of election certificates to not later than fifteen (15) days after the election

(REV) BP 1210 – Expands who may serve as chairperson of Board to include those from outlying districts

(REV) BP 1400 – Modifies dates regarding final budget meetings, adoption and submission as well as language regarding business transacted at special meetings

(REV) BP 1420 – Changes to school board procedure regarding access to minutes (written or recorded)

(REV) BP 1532 – Extends insurance coverage to an additional trustee selected as a nonvoting chairperson

(REV) BP 2100—Clarifies the use of Saturday school for providing additional instruction. Attendance must be voluntary and it does not count toward minimum aggregate hours

(REV) BP 7320—Adds language regarding cooperative purchasing groups

(REV) BP 7515—Establishes a framework for managing all excess reserves and naming the Superintendent and Clerk as the individuals who may assign fund balances to the appropriate category

(REV) BP 8425, 8425P & 8425F—Establishes provisions for service animals in a school setting

**Associated Student Body (ASB) Account Authorizations**

- Approve the establishment of two new accounts 1) Class of 2018 and 2) Football

- Authorize the closure of the Class of 2011 into the District Alumni Account

Mrs. Cooley moved to remove the new hires from the consent agenda. Ms. Dey seconded the motion which passed 5 to 0. Ms. Dey moved to accept the remaining items on the consent agenda. Mrs. Oraw provided the second to the motion which passed 5 to 0. Mrs. Cooley moved to remove the head and assistant cheer/drill team coaches from the list of new hires to be voted on separately. This motion was seconded by Ms. Dey and passed 5 to 0. Ms. Dey moved to approve the new hires less the cheer/drill team coaches. Mrs. Cooley seconded this motion which also passed 5 to 0. Ms. Dey moved to approve the hire of Virginia Dschaak as head cheer/drill team coach and Theresa Stedman as assistant which was seconded by Mrs. Oraw. The motion passed 3 to 1 with Mr. Hermanson voting nay and Mrs. Cooley abstaining from voting due to a conflict of interest.

Chairman Hermanson proceeded to the bid openings on the sale of the freezers and cooler. Craig McPherson provided the only bid that was timely on the $525.00 on the center freezer. Harry Metz submitted a $500.00 bid on the same freezer and $250.00 on the small silver cooler. The bids were taken under advisement until the June 29th special meeting.

With no further business to come before the Trustees, the meeting was adjourned at 7:49 PM.

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 Board Chair

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

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District Clerk