May 14, 2012

The regular meeting of the Sidney Public Schools Board of Trustees was held on Monday, May 14, 2012 at 7:00 PM in Room 104 of Central School on published notice by the clerk. Present were Trustees Todd Hermanson, Dexter Thiel, Dennis Lorenz and Serina Everett. Also in attendance were Superintendent Farr, Clerk Beyer, High School Assistant Principal- Loretta Thiel, High School Principal- Dan Peters, Federal Programs/Testing Coordinator- Gary Arnold and Student Representatives Hailey Steinbeisser and Jalysa Gorder. Luann Cooley arrived at 7:39 during the presentation of the Consent Agenda. Absent were Trustee Kelly Dey, Middle School Principal- Kelly Johnson and Sidney Elementary Principal-Sue Andersen.

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Chairman Hermanson called the meeting to order at 7:00 PM and welcomed the visitors in attendance- West Side teacher- Kathi Roberts, incoming board member- Craig Steinbeisser and Gail Staffanson. Mr. Hermanson 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.

Mr. Lorenz moved to approve the minutes of the April 10 and May 1, 2012 meetings and the April 2012 claim warrants 220295 to 220345 in the amount of $482,715.38. Mrs. Everett seconded the motion which passed 4 to 0.

The April 2012 Associated Student Body report and transfers were approved on a motion by Mrs. Everett with a second by Mr. Lorenz. The motion passed unanimously.

 *From Key Club to Resources Unlimited $ 15.00 Pizza*

*From JMG to Resources Unlimited $ 15.00 Pizza*

 *From FCCLA to FFA $ 18.95 Pamida Correction/ Posting Error*

 *From Athletics to BPA $ 228.00 Meals for track meet*

 *From HS Participation Fee to BPA $ 346.50 Reimburse Fuel for State Meet*

 *From Athletics to Boys Basketball $1005.03 Hotel Rms Laurel/Billings Central Posting Err*

 *From Athletics to Girls Basketball $1386.09 Hotel Rms Laurel/Billings Central Posting Err*

 *From Class of 2012 to Publications $1000.00 Color Photos for Yearbook*

*(Talon profit 2011-12) $22,110.00 from Talon to…..
APC $55.00 Band $385.00 BPA $1210.00 Close Up $330.00
Drill Team $990.00 FFA $1265.00 Freshman $1210.00 HS F.O.R. $660.00
International Club $660.00 Juniors $1595.00 Key Club $990.00 Leo Club $825.00
Nat’l Honor Society $1100.00 Publications $110.00 Seniors $1155.00 Skills USA $2585.00
Softball $990.00 Sophomores $275.00 Speech/Drama $1705.00 Spirit Club $165.00
MS Student Council $495.00 Track $1320.00 Trading Cards $825.00 Vocal ASB $275.00
VB ASB $385.00 Wrestling $550.00*

*(Advisor pay donated back to the following clubs) $912.00 from Talon to….
APC $12.00 BPA $30.00 Band $30.00 Choir $30.00
Close-Up $30.00 Freshman $81.00 Juniors $48.00 F.O.R. $30.00
Key Club $60.00 Leo $45.00 NHS $45.00 Publications $15.00
Speech & Drama $96.00 Skills USA $102.00 Spirit Club $15.00 MS STUCCO $15.00
Softball $123.00 Track $45.00 Volleyball $45.00 Wrestling $15.00*

**SUPERINTENDENT’S REPORT:**

The following updates were presented by Superintendent Farr to the Trustees:

- Correspondence: 1) thank you’s for the flashdrive provided to employees in recognition of Teacher Appreciation Week; and 2) engineering report on the Sugarland Subdivision;

- 2012-2013 Transfers: Greg Schell to Middle School Guidance from Math and RaeAnn Klose from Middle School Math to Middle School Social Studies;

- The High School needs to know which Trustees will hand out diplomas. A decision will be made when Ms. Dey and Mrs. Cooley arrive;

- Trustee training will be offered by Montana School Boards Association in Glendive the 22nd and Miles City the 23rd. Ms. Dey will attend the delegate assembly in Helena on Friday, June 8th;

- Upcoming meetings and events:

*The high school band/choir concert will be tomorrow night with the guest conductor at 7:00 PM;*

 *Montana Quality Education Coalition meeting in Helena April 16th*

*Divisional Track at Miles City this Saturday*

 *State Softball at Anaconda May 24th and State Track at Bozeman May 25-26, 2012 and*

*Last day of school is a full day on Friday, May 25, 2012*

**STUDENT REPRESENTATIVE REPORT:**

Jalysa Gorder and Hailey Steinbeisser, Student Council Representatives, updated the Trustees on the following:

- Student Council continues working on activities for the morning of the last day of school with classes meeting in the afternoon;

- Students are working with John Stockhill Jewelers on the Sherry Arnold Memorial;

- Student elections will be held next week; and

- When asked to sum up the year, Ms. Gorder stated that it was a good year. Students have incorporated spirit into its activities and the Council is working on ways to encourage students to enjoy their classes and high school and improve grades.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: May 8, 2012***

Mr. Thiel summarized committee discussions:

- Met with Michelle Monsen for special education updates included the spring child find screening. Also met with Gary Arnold regarding District testing and Lynn Obermeyer regarding the summer math program;

- Vacancies and transfers were reviewed; resignations and new hires are on the Consent Agenda;

- A new teaching position for 2012-2013 of 1 FTE special education autism classroom is on the Consent Agenda;

- 2012-2013 classified contract renewals as well as adjustments to the classified pay schedule and salaries for classified personnel not on the salary schedule are on the Consent Agenda. Discussion will continue of the possibility of offering hourly impact stipends to classified personnel;

- Job description updates are also on the Consent Agenda; and

- Co-curricular coaching/advisor discussions took place and cheer/dance program renewals are part of the Consent Agenda this evening.

Mr. Thiel asked Superintendent Farr about funding for classified salary increases. Administration responded to the request of the Trustees regarding classified pay by making necessary adjustments to budgets to make it happen. Mr. Hermanson expressed concern for District staff due to the constant need for employees and urged Administration of look outside the box in addressing these issues. Superintendent Farr replied that the District is considering joining Prairie View Consortium for curriculum services which would include professional development for staff- important with the adoption of new core standards and working with an organization to bring college students over to work as custodians or in food service as a way to help those staffs and help the students earn funds for their college.

***TRANSPORTATION COMMITTEE: May 8, 2012***

Mr. Thiel recapped committee agenda items:

- Discussions continue with insurance company representatives on completing the issues remaining from the bus barn fire to the satisfaction of the District;

- Bus camera are scheduled for installation in August;

- The new drivers’ education van has been delivered with the route bus to be purchased in August;

- Fog safety guidelines will be developed for inclement travel conditions; and

- Four transportation members will be sent to the state summer conference for training.

***BUILDING AND GROUNDS COMMITTEE: May 7, 2012***

Mr. Lorenz provided a summary of Building and Grounds topics:

- The committee reviewed building project/maintenance itemized lists*;*

 *High School:* Trustees requested the list be re-prioritized so projects can be planned depending on funding. Mr. Farr reported on a meeting held with Brian West of Fisher Construction regarding the problem with the multi-purpose room;

 *Middle School:* Re-bidding the kitchen remodel and looking at first floor;

 *West Side Elementary:* Still waiting for word from Interstate Engineering regarding the existence of easements for water lines;

*Central Elementary:* Reviewed room/office plan for 2012-2013 and estimates for getting the 1949 second floor area ready for students;

*Bus Barn:* Insurance adjusters have agreed to replace the doors;

- Capacity studies in relation to ongoing development updates will continue to be a discussion item; and

- It appears at this time that staff housing at West Side may be a viable option. Mr. Farr will be meeting with a company this week with a different type of mobile home and Trustees requested he set up meetings with local contractors to see about leasing apartments they build from the contractors.

***FINANCE COMMITTEE: May 7, 2012***

Mr. Lorenz briefed meeting attendees regarding committee discussions:

- The April claims, March financial and lunch reports were reviewed;

- Superintendent Farr reported current enrollment as floating around 1250 Kindergarten through Grade 12;

- Mr. Farr also provided a Montana Quality Education Coalition update;

- Additional attendance agreements for 2011-2012 are on the Consent Agenda;

- Preliminary budget figures were again reviewed;

- Classified, administrative, licensed and drivers education salaries for 2012-2013 are on the Consent Agenda;

- The request for financial assistance by the career and technical education departments was delayed with continued discussion slated in the future;

- 2012-2013 membership in the Montana School Boards Association and the Montana Quality Education Coalition are on the Consent Agenda;

- Continuing Ed grant recommendations are on the agenda;

- Fourth quarter oil and gas funds were $440,000 elementary and $1,442,000 for the high school district which all went to the State. It was the consensus of the Trustees to use any elementary oil and gas funds above the budgeted amount to fund part of the general fund budget amendment due to unanticipated enrollment; and

- MetLife dental rates will remain the same for 2012-2013. With the decrease in MUST rates for 2012-13, employees will see less deduction from their pay for insurance premiums.

***CURRICULUM AND POLICY COMMITTEE: May 8, 2012***

Mrs. Everett highlighted committee topics:

- New high school courses for the 2012-2013 school year are on the Consent Agenda;

- Graduation requirements, communication arts writing assessment and weight training classes were discussed;

- Scott Doty with the Sidney Healthworks is working on a youth in action program working with Eagle athletes on strength and conditioning;

- A small summer Migrant program will be hosted by Fairview with finances handled through Sidney;

- Roger Merritt is working on fundraising for a new football scoreboard;

- First draft of the coach/advisor/parent handbook for extra-curricular activities was presented for review;

- First reading of the 2012-2013 student handbooks is on the consent agenda for tonight;

- Also on the consent agenda are an early graduation request and an out-of-state field trip request; and

- Review and discussion on board policy 8225 on the tobacco free policy. Mr. Peters felt the policy was adequate.

**CONSENT AGENDA:**

**New Hires**

- Darla Pust – Middle School Math (2012-2013)

- Peggy Strupp – MS/HS Spanish (2012-2013)

- Colleen McGinnis Zimmerman – Elementary Teacher (2012-2013)

- Miranda Fehilly – Elementary Teacher (2012-2013)

- Deb Denowh - .5 FTE Elementary Librarian (2012-2013)

- Jace Sullivan – Head Girls Basketball (2012-2013)

- Jane Olson – High School Special Ed Aide

- Mary Quiroz – Elementary Special Ed Aide

- Karlene Dunagan – Middle School Custodian

**Resignations**

- Dennis Anderson – Middle School Custodian

- Teresa Stedman – Cheer/Dance Team Assistant Coach

- Myrna Paulson – Title I Tutor

- Jeff Mead - .5 FTE Activity Director

- Nikole LeFors – Food Service

**2012-2013 Co-curricular Responsibility Agreements – Cheer/Dance Teams**

Virginia Dschaak - Head Cheer/Dance Coach Tonya Schoepp – Co-coach Middle School Cheer

Jodi Berry – Co-coach Middle School Cheer

**2012-2013 Classified Staff Contract/Position Renewals**

***Administration*** *Alicia Clayton Leigh Merritt Nancy Vaira*

***Aides*** *Lori Alexander Jennifer Arias Shelly Averett Sylvia Basnaw*

 *Tara Calvin Charlie Clock Brittany DeBoer Misty Fahrnow Cathy Fischer*

*Tammy Haase Cheryl Hanson Lynette Hoon Rhonda Hunter Susan Iversen*

*Nicole Johnson Marilyn Lorenz Cheryl Mastvelten Teresa Pedersen Cindy Perez*

*Mary Quiroz Sandy Rehbein DelRae Steinbeisser Wanda Tofte*

***Custodians*** *Chuck Buxbaum Karlene Dunagan Jon Getchell Sheila Izler*

*Brenda Kiamas Lenny Larson Lynette Mitchell Karen Moerman Richard Munoz*

*Kenny Vannatta Keith Walla*

***Food Service*** *Charles Couture Rose Couture Debbie Eggar Dru Jones*

*Mary Lake Bobbie Nelson Pam Radke Jenifer Verhasselt Judy Wood*

***Secretarial*** *Petra Candee Michelle Lambert Maria Peters Teresa Stedman*

*Linda Stevens Carla Verhasselt*

***Technology*** *Steve Lowrey Ken Stennes Steve Yockim*

***Transportation*** *Teri Anvik Carla Berg Jerry Buske Tami Edinger*

*Louise Iversen Shelley Moran Rhonda Peterson Charles Cummings Rick Verhasselt*

***Tutors*** *Maria Jensen Anna Nagle Bonnie Osborne Nicole Pope*

**2012-2013 Administrative, Licensed and District Personnel not on a Schedule Salaries and Adoption of New Classified Salary Schedule as of 7/1/2012 (Addendum to these minutes)**

***Administrative***

*Sue Andersen $72,325 210 Days Gary Arnold $72,567 207 Days Daniel Farr $98,876 260 Days*

*Kelly Johnson $7,136 210 Days Dan Peters $79,559 215 Days Loretta Thiel $67,652 207 Days*

***Licensed*** *Lisa Christensen $53,222 Michelle Monsen $68,641 Duane Pust $20,984*

***Classified***

*Shelly Averett $14.99/Hr Nicole Johnson $12.61/Hr Sandy Rehbein $14.46/Hr*

*Wanda Tofte $14.19/Hr Chuck Buxbaum $18.36/Hr Rich Munoz $19.45/Hr*

*Kenny Vannatta $17.79/Hr Carla Verhasselt $16.62/Hr Steve Lowrey $23.94/Hr*

*Ken Stennes $21.44/Hr Steve Yockim $61,846 Nicole Beyer $54,231*

*Alicia Clayton $15.77/Hr Leigh Merritt $17.08/Hr Nancy Vaira $18.66/Hr*

*Anna Nagle $18.84/Hr Barbara Nelson $13.76/Hr Pam Radke $33,726*

*Judy Wood $13.76/Hr Teri Anvik $15.82/Hr Carla Berg $16.36/Hr*

*Jerry Buske $15.61/Hr Charles Cummings $14.42/Hr Tami Edinger $14.42/Hr*

*Louise Iversen $22.88/Hr Shelley Moran $19.30/Hr Rhonda Peterson $19.30/Hr*

*Rick Verhasselt $21.82/Hr*

**2012-2013 Drivers Education Salary Schedule**

4.08% increase from last revision in 2006. ***0-3 Yrs Experience*** $5,204 ***4-7 Yrs*** $5,620 ***8+ Yrs*** $6,089

***Supervisor*** $1,873

**Adoption of Revisions to Job Descriptions**

- Edit length of contract for principals to indicate revised length

- Certified Job Descriptions: 1) clarify responsibility regarding administration of district-wide standardized tests; 2) revise evaluation statement to reflect District and SEA established guidelines; 3) revise work environment to reflect expectations of students vs. work output of students; 4) revise mental/motor demands- simplification of language regarding intense focus; and 5) revise employee signatory page to say “received and reviewed”.

- All Job Descriptions: revise employee signatory page to say “received and reviewed” and revise mental/motor language so all job descriptions are aligned with the same language

- Coach/Advisor job descriptions were reviewed as requested. The committee felt that once the edits were made as noted above under “All Job Descriptions”, they were complete and addressed minimal and essential functions in a satisfactory manner.

**2011-2012 Student Attendance Agreement**

Ike Patterson (K), Zane Patterson (5) and Keziah Olsen (11) Parent: Hannah Wilson Parental Request Fairview School District

**Lambert Public Schools 2012-2013 Transportation Request**

Approve renewal of a request to pick up the Christianson children who reside in the Sidney School District but reside closer to Lambert to allow the Lambert bus to pick them up at the family driveway. The closest bus stop is on Highway 200 and because of mandatory enrollment and for the children’s safety approval of this request has been allowed with no tuition or transportation costs incurred by Sidney Schools.

**Approval of an Autism Spectrum Program for the 2012-2013 School Year**

Continuation of the autism spectrum program will be reviewed annually along with program numbers

**Early Graduation Request**

Ericka Ortiz – transfer student in November who has met the graduation requirements of Sidney Schools and is enlisting in the United States Marine Corps.

**High School Curriculum New Course Offerings for 2012-2013**

- Art III to replace Advanced Art for the 3rd year of art with Advanced Art for 4th year students

- Addition of Psychology II

**Out-of-State Field Trips**

- Grade 4 to Fort Union/Buford – historical trip

- Middle School to National Grasslands in North Dakota – science trip

- Middle School to CCC Camp by the confluence, Fairview Lift Bridge and Lewis & Clark trail – historical

- High School Yearbook Staff to training in Seattle in July

**2012-2013 Montana School Board Membership**

**2012-2013 Montana Quality Education Coalition Membership**

Mrs. Everett moved to approve the Consent Agenda as presented. Mr. Thiel seconded the motion with passed 6 to 0.

**2012-2013 Continuing Education Grant Awards**

Carrie Peters – ED543 and ED518 Rhea Christensen – UC102

Erin Fontana – Political Science and Psychology Kathleen Roberts – SPED552 and SPED553

Jessica Netzer – UC102

The grants were approved as presented on a motion by Mrs. Everett with a second by Mr. Lorenz on a 5 to 0 vote.

With no further business to come before the Trustees, the meeting was adjourned at 7:47 PM. Cake in honor of Todd Hermanson was served with the reorganization meeting to follow.

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 Board Chair

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

Attest:

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District Clerk