June 8, 2015

The regular monthly meeting of the Sidney Public Schools Board of Trustees was held Monday, June 8, 2015 at 7:00 PM in Room 103 of Central School on posted notice by the clerk. Present were Trustees Kelly Dey, Melissa Sanders, Dennis Lorenz, Luke Savage and Craig Steinbeisser. Serina Everett arrived during the Superintendent’s Report. Also in attendance were Superintendent- Daniel Farr and Clerk- Nicole Beyer. Absent were: West Side Principal- Jon Skinner; Central Principal- Brent Sukut; High School Vice-Principal- Loretta Thiel; Middle School Principal- Kelly Johnson; High School Principal- Sue Andersen and Curriculum/ Federal Programs Director- Thom Barnhart.

At 7:00 PM Chairwoman Dey called the meeting to order.

Ms. Dey welcomed the visitors in attendance: SEA Representatives Mark Halvorson and Elaine Stedman and Bill Vanderweele with the Sidney Herald.

Ms. Dey stated an opportunity for community comment on non-agenda items would be provided later in the meeting. Those wishing to address the board on agenda items 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 for the regular and reorganization meetings held May 11, 2015, and the special meeting held May 14, 2015 as well as the May 2015 claim warrants 222410 to 222465 in the amount of $306,006.86. Mrs. Sanders seconded the motion which passed 6 to 0.

**Clerk Beyer presented the following checks/warrants to be cancelled as well as the following abandoned lunch accounts under $5.00 to be written off:**

**District: 222340 Roger Merritt 3/23/15 $211.90 Both his personal & District Credit Card were charged**

**222346 H.W. Wilson Co. 3/23/15 $278.00 Paid by Credit Card in Dec. to Greyhouse Publishing**

**ASB: Voided Referee Checks Due to Game Cancellations or Referee No-Shows**

**21043 1/14/15 Sidney MOA $36.00 21121 1/28/15 Sidney MOA $36.00**

**21120 1/28/15 Sidney MOA $36.00 21119 1/28/15 Sidney MOA $36.00**

**21118 1/28/15 Sidney MOA $36.00 21333 3/25/15 Sidney MOA $36.00**

**21332 3/25/15 Sidney MOA $36.00 21312 3/25/15 Sidney MOA $36.00**

**21313 3/25/15 Sidney MOA $36.00 21317 3/25/15 Sidney MOA $36.00**

**21316 3/25/15 Sidney MOA $36.00 21324 3/25/15 Sidney MOA $36.00**

**21325 3/25/15 Sidney MOA $36.00 21328 3/25/15 Sidney MOA $36.00**

**21329 3/25/15 Sidney MOA $36.00 21348 3/31/15 Sidney MOA $12.96**

**Abandoned Lunch Accounts under $5.00:**

**Bowen Herrington Balance $.40 Kylee Kozak Balance $4.50**

**Mrs. Everett moved to cancel the voided warrants/checks and transfer the abandoned lunch accounts under $5.00. Mr. Lorenz provided the second to the motion which passed 6 to 0.**

The following Associated Student Body transfers were approved on a motion by Mr. Lorenz, seconded by Mr. Steinbeisser and passed 6 to 0.

FROM TO AMOUNT EXPLANATION

Central Breakfast (409) Eagle Kids (410) $ 400.74 Concessions earned by Eagle Kids

Boys Basketball (156) 2C Basketball (158) $ 345.00 Incorrect Account was Charged

**SUPERINTENDENT’S REPORT:**

Superintendent Farr reported the following to the Trustees:

**Correspondence:**

- Thank you from Janet Brannan for the chance to attend Title IX training.

**2015-2016 Staff Transfers:**

- Lynette Farr from Kindergarten Teacher to Grade 2 Teacher

- Sarah Beyer from Title I Tutor to Speech Aide

- Nikole LeFors from Sub Route Driver to Route 2 Bus Driver

**Special Board Meeting:**

Board had discussed calling a special meeting to handle end of the year transactions on June 25, 2015. Due to a conflict for Dr. Farr on this date, Chair Dey is moving the meeting to Monday, June 29, 2015 at 7:30 in the Superintendent’s Office.

**PayneWest Property and Liability Insurance Update:**

- 2014-2015 premium was $69,300 increasing to $77,998 for 2015-2016- a 12.55% increase. The increase is attributed to property additions and a 123% loss ratio compared to 77% the year before. A detailed listing will be forthcoming from PayneWest;

**Calendar Events:**

- IBB is scheduled for Wednesday, June 17th and again Wednesday, June 24th at Central School;

- The Richland Community Complex Planning Board is hosting a “study meeting” at 5:00 PM on June 15th at the Community Services Building. They are requesting representatives from various groups in Richland County including the school board. Dr. Farr will be in attendance and Mrs. Everett is on the Complex board. Ms. Dey is planning on attending if possible; and

**Board Policy Addition:**

- The changes to the Facilities Use and the Transportation Bus Use policies were made as requested and included for first reading this evening.

**STUDENT REPRESENTATIVE REPORT: No student representative was in attendance.**

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: June 2, 2015***

Mr. Lorenz recapitulated the following committee topics:

- Vacancies and transfers were reviewed;

- New Hires and Resignations including summer maintenance help and spring extra-curricular advisors/coaches are on the Consent Agenda; and

- Also on the Consent Agenda is Leave of Absence request from Khrystye Earle for Traffic Education.

***TRANSPORTATION COMMITTEE June 2, 2015***

Mrs. Sanders outlined committee discussions:

- Brian LeFors, Transportation Supervisor, provided a very thorough update on the Transportation Department;

- The District will proceed with the replacement of route buses 4 and 8;

- The new MCI bus is scheduled to arrive in Pembina, ND this week. Brian and Ernie will pick the bus up and take advantage of going through the plant in Pembina for service training;

- The 2013 bus known as shorty does not meet the needs of the District. It requires a CDL driver and was used sparingly due to the unavailability of activity drivers. So, the District will declare the bus obsolete and following the proper advertising, will sell the bus and replace it with a vehicle similar to the Richland County Transportation buses allowing for a wider variety of drivers; and

***BUILDING AND GROUNDS COMMITTEE: June 1, 2015***

Mr. Steinbeisser reported on the following committee agenda discussions:

- Proceeding on talks with Stockman Bank about possible acquisition for administration offices;

- The District has hired Agri-Industries to complete the court yard water line replacement;

- Nothing new on CTE wing expansion one year walk through or updates to the transportation building;

- Hydroseeding of the area disturbed by the West Side sewer bypass system will finalize the project;

- Attention to the Central first floor remodel punch list continues. First floor also experienced a flood the last week of school due to a burst heater core. B&B Builders has been in it to address this issue;

- Work has begun on the replacement of the intercom system at Central;

- Replacement of bleacher motors at the high school has been authorized at a cost of $33,150.00;

- Lowell Cutshaw with Interstate Engineering will work on cost estimates for the survey and rebuilding of the north high school parking lot; and

- Discussed the West Side expansion remodel include the purchase of kitchen equipment, the roof system replacement and storm drainage including the possible need for a drainage detention plan.

***FINANCE COMMITTEE: June 1, 2015***

Mrs. Everett highlighted the following committee discussions:

- May claims and April financial reports and lunch reports were reviewed;

- Dr. Farr reported that letters were sent home with students K-4 to try and determine family mobility for 2016 to assist with staffing needs;

- Dr. Farr also reported on Montana Quality Education Coalition discussions which revolved around state scholarship funding for church schools;

- Preliminary 2015-2016 budget discussions centered on review of the 2014-2015 Oil & Gas revenue report; updated General Fund maximum budget amounts and options available for funding maximum budgets with oil and gas funds under new legislative law as well as possible salary/insurance increases;

- A special board meeting will be held on June 29th at 7:30 PM to address end of the year issues, address policy changes for 2015-16 and any District resignations and/or new hires;

- 2015-2016 Fees and Charges were discussed and are on the Consent Agenda this evening;

- 2015-2016 Montana Cooperative Services Agreement and Altacare Contract are on the Consent Agenda;

- Heard a request to establish a new ASB account – Eagle Kids ASB which is on the Consent Agenda;

- Reviewed annual authorization for the Compensated Absences Fund Transfer also on the Consent Agenda; and

- Discussed a request by the Insurance Committee to transfer the District AFLAC account to a local agent to better serve the employees of the District.

***CURRICULUM AND POLICY COMMITTEE: June 2, 2015***

Mr. Savage reported on the following committee topics:

- Dr. Farr presented the curriculum report which included updates on Math, English/Language Arts and Foreign Language Curriculum;

- The committee also discussed PLC updates;

- Changes to the 2015-16 student handbooks for each school were reviewed;

- The first reading of policy changes for Sections 3000-5000 as well as new policies to be adopted are on the Consent Agenda;

- Job Description changes were also reviewed and are on the Consent Agenda tonight; and

- FFA has submitted an out-of-state fieldtrip request for 2015-2016 to attend their national conference. Committee debate centered on fairness issues regarding the new board requirements for BPA students to attend their national conference. This item is also on the Consent Agenda for consideration tonight.

**CONSENT AGENDA:**

**Resignations**

- Pamela Stephenson - .5 FTE Custodian/Route Driver

- Dakota Gilligan – Student Custodian

- Kalynn Brazeal – High School Business Education Teacher

- Tasha Gordon – Elementary Special Education Aide

- Chad Quilling – High School Boys Basketball Coach

- Rhoda Lyons – High School Custodian

**New Hires**

- Jordanne Huffman – Special Education Teacher

- Marie Holler – Middle School Business Teacher

- Denise Rauch – High School/Middle School Vocal Music Teacher

- Chris Merica –High School Physical Education Teacher

- Matt Buske- Summer Groundskeeper/Custodian

- Deb Prevost – Middle School Physical Education Teacher (Temporary Contract)

- Summer Custodian Student Helpers: John Haraldson; James Haraldson; Landon Smith

New hires approved pending results of background checks and clearance by Administration.

**2015-2016 Spring Co-curricular Renewals/Hires**

*Track and Field:*

Steve O’Toole – Head Coach Stacey Collins – HS Ass’t Steve Yockim – HS Ass’t

Roger Merritt – HS Ass’t Crystal Weltikol – Middle School Kaitlin Bell – Middle School

*Girls Softball:*

Damon McLaughlin – Head Jesse Nesper – Assistant Jennifer DiFonzo – Assistant

*Activity Advisors*

Kilee Sundt – HS & MS Band Janet Spracklin – Elem Music Ted Fulgham – FFA

Roger Merritt – Skills USA Elaine Stedman – BPA Jeanne Lang – FCCLA

Marie Holler – MS Academics Yvonne Gebhardt – HS Academics Molly McLaughlin- MS Student Council

David McDonald – Science Club Peggy Strupp – Co-Foreign Xchng Nicole Franklin – Co-Foreign Xchng

Janet Brannan – Title IX Jessie Fisher – Auditorium Manager

Richland Opportunities, Inc. will be contracted to act as Talon Advisors and receive the double stipend

**Leave of Absence Request:** Khrystye Earle from 2015-2016 Drivers Education duties for personal reasons

**2015-2016 Montana Cooperative Service (MCS) Educational Purchasing Agreement- including food service program: Cost = $1200.00**

**2015-2016 Altacare Contract for Comprehensive School and Community Treatment Services**

**Authorize the establishment of a new Central Elementary Associated Student Body (ASB) account:**

**-** Eagle Kids

**Direct the ASB Fund Custodian to Close the Class of 2015 ASB Account and transfer any remaining funds to the District Alumni Account- Fund 285**

**2015-2016 School Meal Prices and Activity Fees:**

- Traffic Education fees will increase from $260.00 to $275.00

- The High School breakfast fee will increase by $.50 to $1.50 to be in compliance with federal reimbursement rates and program requirements;

- Fees for use of the high school track will be put in place to help offset custodian costs. Fees will be $125.00 per day with an increase to $200.00 per day if the request includes use of the high school restrooms; and

- With the loss of the local independent bussing company, the District has received requests for use of both yellow busses and the cruisers. Discussion resulted in the establishment of fees set at $75.00 per hour for yellow bus rental and $125.00 for MCI bus rental up to four hours.

**2014-2015 Compensated Absences Transfer**

- Authorize the District Clerk to transfer an amount not to exceed 30% of accumulated sick and vacation leave costs allowed by law from the elementary and/or the high school general fund budget into the respective compensated absences funds provided funds are available.

**Board Policy Revisions First Reading**

**- (New) 1700. Uniform Complaint Procedure:** MTSBA policy 1700 simplifies the policy manual while not altering the process. This policy eliminates 3210P, 3215, 4310P, and 5240P**.**

**- (REV) 2410P. High School Graduation Requirements:** Revisions consistent with MCA 20-9-313 allow an early graduate who has completed less than 8 semesters to be counted for ANB purposes to the end of the year.

**- (REV) BP 3210. Equal Education, Nondiscrimination and Sex Equity:** Deals with federal legislation, specifically Title IX. Revisions include language specific to six discrimination, gender identity, sexual orientation, or failure to conform to stereotypical notions of masculinity or femininity.

**- (REV) 3231. Search and Seizure Policy:** Clarifies procedures related to “pat down” of a student. Pat downs will be conducted by a school official or employee of same gender as the student.

**- (REV) 3600P. Students Records Procedure Policy:** Provides greater clarification to specific procedures and the hearing process to be utilized regarding student records.

**- (NEW) BP 5125. Whistle Blowing and Retaliation.** This policy would be asked for in cases of litigation on discrimination. MTSBA considers this a required change to the policy.

**- (REV) 8132: Transportation Policy 8132**: Revised to address use of activity busses by non-school groups.

**Approve adoption of the 2015-2016 Student Handbooks for Sidney High School; Sidney Middle School; West Side Elementary and Central Elementary**

**Out-of-State Field Trip**

- FFA 1 to 5 students to attend the national FFA event in Louisville, Kentucky, October 23 through 30th, 2015.

**Job Description Edits**

- Categories reviewed this year: Transportation; K-12 Coaching/Advisor and Certified Teacher

- One area under development is a Guidance evaluation instrument

**Obsolete Property Disposal Resolution:**

2013 Chevy Express Cutaway VIN# 1GB6G5BL5D1167341 because it is, or is about to become, abandoned, obsolete, undesirable or unsuitable for the school purposes of the District.

The Consent Agenda was approved as presented 6 to 0 on a motion by Mr. Savage and a second by Mr. Steinbeisser.

During the Opportunity for Community Comment, Chairwoman, Kelly Dey reported on the delegate assembly she attended in Helena where attendees were asked how familiar they were with their District’s strategic plan. Therefore, in lieu of the regular meeting on Monday, July, 13th, 2015, the Board would be engaged in the District strategic plan.

Mark Halvorson, representing the Sidney Education Association, requested the presence of Maggie Copeland with the Montana Education Association at the next Interest Based Bargaining session as an expert witness. When Ms. Dey asked what she would be presenting on, Mr. Halvorson replied she would be presenting on budgets, sources of funding and information from the Office of Public Instruction. He felt she would be better able to present their perspective. Following discussion between Trustees, Mr. Halvorson and Mrs. Stedman the consensus was the process was still in initial stages and that it was too early to bring in an outside person but the Trustees would welcome presentation of this information by the SEA representatives.

Trustee, Missy Sanders, also requested an update from Superintendent Farr with regards to Stockman Bank. Mr. Farr reported that Stockman was willing to work with the school to give them a break and that he would continue his conversations with Garth Kallevig in this regard.

With no further business to come before the Trustees, the meeting was adjourned at 7:18 PM.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair

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

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District Clerk