March 15, 2011

A special meeting of the Sidney Public Schools Board of Trustees was held on Tuesday, March 15, 2011 at 6:30 PM in the office of the superintendent for the purpose of a student’s education plan. Present were the student, the student’s mother, Middle School Principal- Kelly Johnson, Superintendent Farr, Trustees Todd Hermanson, Luann Cooley, Kelly Dey and Virginia Oraw. Trustees Dexter Thiel and Dennis Lorenz arrived at 6:38 PM.

Chairman Hermanson called the meeting to order at 6:31 PM. At 6:32 Chairman Hermanson announced that the next matter to come before the Board was a personal matter and that he had determined as follows: 1) that the matter of the individual’s privacy is involved; 2) that such privacy demands protection of the individual for the sake of reputation, and otherwise, little, if anything, could be gained by publicly disclosing the information to be discussed; and 3) that the demand for privacy in this matter clearly exceeds the merits of public disclosure. Therefore, he called for an executive session for the purpose of a middle school student’s education plan.

At 7:13 PM Chairman Hermanson reconvened the meeting. Ms. Dey moved to accept the recommendation of administration as discussed in executive session. Mrs. Oraw provided the second. The motion passed 5 to 0 with Mr. Lorenz abstaining on this elementary issue.

The evening continued with the regular meeting of the Sidney Public Schools Board of Trustees originally scheduled for Monday, March 14, 2011 but postponed via public notice to allow trustees and administration to attend legislative hearings on school funding issues. All trustees were present . Also in attendance were Superintendent Farr, Clerk Beyer, High School Principal- Dan Peters, Federal Programs/Testing Coordinator- Gary Arnold, Middle School Principal- Kelly Johnson, High School Assistant Principal- Sue Andersen and Student Representative Ashley Cooley. Absent was Sidney Elementary Principal- Bill Nankivel.

Chairman Hermanson welcomed the visitors in attendance- Bill Vanderweele with the Sidney Herald, Janet Spracklin representing the SEA and Middle School English Teacher, Jessie Lofthus and four students to present persuasive speeches to the Trustees. The chairman reminded the audience 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.

February 2011 claim warrants 219412 t0 219474 in the amount of $1,104,962.60 and the minutes of February 14, 2011 were approved 6 to 0 on a motion by Ms. Dey and a second by Mrs. Cooley.

Clerk Beyer presented warrant #219265 in the amount of $260.09 to American Welding & Gas(payment adjustment) and ASB Check 15710 to Corvallis Booster Club for $65.90 (uncashed and no response to e-mail requests) to be voided. The warrants were cancelled 6 to 0 on a motion by Mr. Lorenz and a second by Ms. Dey.

February ASB transfers were approved 6 to 0 on a motion by Mrs. Cooley and a second by Mrs. Oraw.

*From BPA to FCCLA $ 226.25 Lattes for BPA regional judges for working*

*From Boys Basketball $ 700.00 Band Donation from Steve Kelly- Basketball 50/50 Winner*

**SUPERINTENDENT’S REPORT:**

Superintendent Farr provided the following information:

- Add the resignations of Cathy Fischer – Talon Advisor and Tim Stubstad – Assistant Wrestling Coach;

- Itemizations received on Middle School Phase II/III were distributed for informational purposes only;

- Five in-house applicants will be interviewed for the Assistant High School Principal this week. Following these interviews, a recommendation will be made to hire one of the applicants or to post outside the District;

- No new information is available regarding oil and gas issues in the legislature;

- Upcoming meetings and activities include:

 *The next Montana Quality Education Coalition meeting will be April 18, 2011. Minutes to the meeting held Sunday will be forwarded when available;*

 *Early release for curriculum/professional development on Wednesday, March 16, 2011;*

 *Clerk Beyer, Superintendent Farr and Nancy Vaira will attend a budgeting workshop in Billings on March 28th; and*

 *The SEA Banquet will be Friday, April 29, 2011. Please let the office know if you plan to attend.*

- Mary Voll, Taylor Thiessen, Natasha Uran and Shawnee Tyler, middle school students of Jessie Lofthus, presented their persuasive speeches to the trustees.

**STUDENT REPRESENTATIVE REPORT:**

With the resignation of Hailee Tighe from the student representative position, Ashley Cooley shared the following high school news and happenings:

- Prom will be March 26, 2011 and tickets are now on sale; and

- Track and softball seasons have begun.

Mrs. Cooley asked if the student council had received feedback on the question of sportsmanship in the Eastern A. Mrs. Andersen responded stating the Student Council has come to a consensus in regards to this item and has spoken with Mr. Peters and Mr. Gear. They discovered that it is not written policy- just a code of conduct and are waiting for replies to their surveys before presenting all information to the Trustees at one time.

Mr. Peters reported that the choir had received a “1” at the Eastern A Music Festival in Hardin and Business Professionals of America had returned from Billings with compliments to students for their behavior.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: March 8, 2011***

Ms. Dey highlighted the following committee topics:

- Supervisor reports:

 *Steve Yockim- Technology and Mike Gear- Activities Director-* were unable to attend but Mr. Gear provided a written report which included issues regarding school spirit and staffing items on the consent agenda;

- Vacancies were reviewed; Resignations and New Hires are on the consent agenda;

- Contract extension request for the District Truancy Officer is on the consent agenda;

- Winter sports contract renewals have been delayed until April with the exception of Volleyball;

- Administrative contract renewals are on the consent agenda;

- Salary review for Alternative Education staff is on hold pending legislative action on school funding. Food Service salaries are on the consent agenda tonight; and

- Interest Based Bargaining sessions are set for March 16th and April 13th.

***TRANSPORTATION COMMITTEE: March 8, 2011***

Mrs. Cooley reported that Rick Verhasselt, Transportation Supervisor, was in attendance providing updates on mileage and condition of fleet, staff attendance at a class offered on the computer aspects of the bus engines, the addition of two new substitute drivers and the expected delivery of the small route bus the end of April.

***BUILDINGS AND GROUNDS COMMITTEE: March 7, 2011***

Mr. Thiel outlined Building and Grounds discussions:

- Roger Byer of B&B Builders and Sally of ABC Building Concepts

 *Plans for the Middle School were presented;*

 *Discussion with Trustees set March 15th as the day plans for the 100 wing at the high school will be available. Plans did not arrive, however, a complete set will be personally delivered by Mr. Deutsch on Friday;*

 *Mechanical engineers have been to West Side.*

- Nicole Simonsen, West Side teacher, presented an update on playground funding – it is at $100,000.00;

- Concern and possible costs in bringing the Central elevator up to either the 2004 or 2008 codes were reviewed. Administration was instructed to proceed to bring the elevator up to the 2004 codes at this time; and

- Verizon has not been in contact with the District again regarding placing a tower on District property.

***FINANCE COMMITTEE: March 7, 2011***

 Ms. Dey summarized the following committee agenda items:

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

- Specifications for the property/liability insurance were available as of March 1st. The bid opening is scheduled for April 20th at 3:00 PM. Mr. Smith will be in attendance for the opening with the intent of providing a written report and recommendation;

- 2011-2012 preliminary budget figures have not changed. Trustees travelled to Helena yesterday to meet with members of the legislature and to provide testimony regarding bills that affect school funding and district oil and gas funds;

- With the unknowns affecting school funding at the legislature and the need to certify trustee and levy ballots no later than April 6, it is possible the District will take advantage of a state law that allows the levy election to be run once the legislative session has concluded. Unless the trustee portion meets the law for cancelling by acclamation, this election will still need to be held on May 3rd with Trustee petitions due on March 24, 2011 ; and

- The request to establish a High School Art Club Associated Student Body account is on the consent agenda.

***CURRICULUM AND POLICY COMMITTEE: March 8, 2011***

Ms. Dey imparted the following information:

- Discussion continued regarding possible changes to high school science and world history curriculum;

- Kelly Johnson, Middle School Principal, presented a possible change in class periods from 7 to 8;

- Discussion regarding District course remediation opportunities including PLATO, North Dakota Independent Study and Montana Digital Academy continued;

- Safety Committee policy revisions are on the consent agenda for first reading tonight;

- The 2011-2012 calendar is on the consent agenda for adoption tonight and;

- Board policy review of sections 1000- 2000 continues.

**CONSENT AGENDA:**

**Resignations**

- Michelle Sletvold – Kindergarten Teacher – effective at the end of the 2010-2011 school year

- Alana Conzelman – High School Custodian – effective May 27, 2011

- Ron Callen – West Side Custodian – effective May 31, 2011

- Jonathon Skinner – Head Girls Basketball Coach

- Brad Faulhaber – Assistant Girls Basketball Coach

- Mike Gear – Head Football Coach

- Mike Gear – Activities/Athletic Director

- Cathy Fischer – Talon Advisor

- Tim Stubstad – Assistant High School Wrestling Coach

**New Hires**

- Jennifer DiFonzo – Head Girls Volleyball Coach

- Elizabeth Mix – OT/PT Special Education Aide

- Petra Candee – Middle School Administrative Secretary for 2011-2012

**2011-2012 Administrators’ Contract Renewal**

Sue Andersen – Elementary Principal Kelly Johnson – Middle School Principal

Dan Peters – High School Principal Gary Arnold – Federal Programs/Testing Coordinator

Salary to be determined following the close of the legislative session.

**2011-2012 Volleyball Co-curricular Responsibility Agreements**

Mary Leibach, Kathy Johnson and Lacey Nevins for Middle School Volleyball Coaches

**Authorize the Establishment of the High School Art Club Associated Student Body Account**

**2010-2011 Truancy Officer Contract Extension**

**-** Brenda Kiamas for an additional block of 10 hours at $150.00

**2011-2012 School Calendar**

First day for teachers – Monday, August 22, 2011 Students begin- Wednesday, August 24, 2011

Last day for both teachers and students will be May 25, 2012

**2010-2011 Food Service Salaries**

- Add $.15/hour to remaining food service employees retroactive to the beginning of the 2010-2011 school year

 *Affected Employees: Mary Lake, Pam Thiel, Charles Couture, Molly Cook-Fine and Judy Wood*

- A more complete solution to the wages and positions of the food service staff will be finalized prior to July 1, 2011 based on fiscal information.

**First Reading of the Safety Loss and Control Program Policy Revisions**

*- Section D Transportation*

Pre-inspection expectations Automatic External Defibrillators section added

 Expectations of transportation supervisor in regards to Hazard Communication Program

*- Section E Custodial-Maintenance Safety Rules*

 Repackaging of chemicals instructions Appendix reference for safe and proper lifting

 Know locations of eye wash station, first aid kit, AED device and fire extinguisher

*- Section F Office Safety Rules*

 Offices to retain current copies of SPS Campus Safety Procedures

 Added AEDs and first aid kits to list of items that should be accessible to all employees

 Specifies “first aide/blood borne pathogen” to appropriate procedures used when helping sick or injured student/personnel

 Add section regarding protection of student and employee personal information as a matter of safety and security with instructions for employees to lock or log-out of workstations to prevent unauthorized computer use

*- Section G Food Service/FCS Safety Rules*

 Know location of closest first aid kit and AED Appendix reference for safe and proper lifting

 Use of caution devices and staff training in regards to safety equipment in the high school kitchen

*- Section H Classroom Rules*

 Addition of AEDs and SPS Campus Safety Procedures manual to the need to know location of

 Add section regarding protection of student and employee personal information as a matter of safety and security with instructions for employees to lock or log-out of workstations to prevent unauthorized computer use

*- Section I Custodial/Maintenance of IA/Science Labs- Safety Rules*

Reference to Hazard Communication Program in regards to irritating chemical or agent

New section- know location of eye wash station, first aid kit, AED and fire extinguisher

*- Section J General Shop Inspection and Safety Rules*

Add long hair, jewelry and loose clothing warning in work areas Instructions to inspect all equipment prior to use

Addition of AEDs and emergency shutoffs- know location of Combine #9 and 12 on page J-2

Addition of AED use to shop instructor certification in First Aid & CPR

Combine #4 and #11 on page J-3 and add reference to Communication Hazard Program

Add dust masks to list of personal protection equipment that will be available

Combine #3 and #11 on page J-5

Instruction on proper use of equipment cords and all power/extension cords

The consent agenda was approved as presented 6 to 0 on a motion by Mr. Lorenz and a second by Ms. Dey.

Mr. Hermanson thanked the Board and Superintendent Farr for the Helena trip. He expressed the Board’s appreciation for the attention to details, meeting schedules and work accomplished by Superintendent Farr with regards to this trip.

With no further business to come before the Trustees, the meeting was adjourned at 8:12 PM.

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 Board Chair

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

Attest:

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District Clerk