

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF SD #4

The trustees met in regular session, November 19, 2018 at 6:35 p.m. in the library. Those present throughout the meeting were Chairman Jason Matt, Brent Lipp, Superintendent, Joel Junso, Trustee, Jeanne Carroll, Business Manager, and Jamie Wegner, Trustee.

The chairman called the meeting to order and led the group in the pledge of **CONSENT AGENDA** allegiance. *Jamie moved to accept the amended Consent Agenda. Joel seconded. All in favor.*

PUBLIC COMMENT

Jason moved public comment here to listen to public. Stephanie Cowen said she would just like to hear more information on the trip and help with fund raising. Chris Fears would like the trip to continue and doesn't feel the Washington trip can happen this year due to lateness for fundraising. She would like to support the trip as it has been with a Montana trip. Denise Wynia didn't realize the eighth grade class had been addressed by Mr. Lipp last week about the trip and is just here to listen. Said she didn't really know anything about it.

CORRESPONDENCE

Thank you card from Rhonda for gift card for her time on the board.

ADMINISTRATIVE REPORT

MONTH IN REVIEW

*Family Fun Night: Brent wanted to thank the PTO for this night. It was a \$12 night with lots of fun. Mr. Ross helped set it up. Kudos to those people.

*Athletics: Brent is making a change to the schedule for a B team so there is more playing time for the kids. Some of the kids will go back and forth between the teams. Only so many schools have B teams, so the games are limited. The other different thing is the YBGR game that isn't part of our regular season, the B team will play at that and the A team will play at the County tournament at the end of the season.

*Choir Concert: No concert this trimester, because it ends tomorrow and about 14 kids from choir and going into the next trimester. Each will have 3 performances a year staggered because of the way they land. There will be one in March and May. Next year, we will be back on track. There will still be the elementary concert at Christmas that is theme-based.

*Testing: We just had our MAPS testing. It is the best scores we've had in a long long time. This is the benefits of Wit and Wisdom and Spires in the special ed program. He's pretty happy about that. Kudos to the teachers. They are still learning. This is cutting edge curriculum.

*Report Cards: Brent said report cards go out tomorrow. The standardized report card is not a grade, it is an assessment. It's a whole different ball game than the old report cards. He just shared information with another school district about it.

*Conferences: Coming up in two weeks. Parents can sign up online now. He's looking for feedback on the online program. He is seeing people using it. Its streamlining and modern and easy.

*Thanksgiving Dinner: Brent said thank you to kitchen crew and the whole staff. About 400 people were served on Friday. 16 turkeys were cooked. It is an important tradition. Thanks to Brenda, Erin, Earl and all our office staff. The rest of the staff stepped up and helped out wherever needed.

*Aptegy: He has never been happy with our website and he feels it is out-dated. Aptegy contacted him this summer. They develop the school app in conjunction with a website. Its live and its user friendly for a phone. You could still go and look up our website on your computer if you want. It has a real-time device with it and he can post things and it goes on there immediately. The downside is the cost. He will bring that to the board with a powerpoint next month. It is roughly a \$1000/year for a three year contract at \$3,000. He'd like the board to think about it. Currently, before something can be changed it has to go through about 3 or 4 chains of command, which is a delay. There is currently no cost for the website as it is included in our current tech services contract.

*8th Grade Trip: He said before he talks about it he wants to review a couple of things. Its been a journey. There have been all kinds of takes on it. Its been successful and there have also been some heartaches. Over time, it has become more and more difficult for the district to deal with it and staff to deal with it. It went from an educational, standards-based trip to Oregon coast. He said we tried to hang on to it after Molly Lloyd left. The Montana trip occurred. Its been educational and non-educational. He has tried to keep it educational in the 10 years he has been there. He said one of his ideas along the way was to stop at Silverwood and have a little fun. It seems we lost our way there. It was 10 days, then it went to 3 then back to 5. The most difficult part is to balance fundraising with class time. He said there was some success with that because the kids had to learn how much it cost. Fundraising has been a nightmare for the school. The biggest thing is the liability with our insurance for the district. This year, staff did not want to do it. Staff is busy focusing on education and their personal lives. He has come up with some ideas. It is definitely a change. The Global Travel Alliance is probably the best bet for a trip. They can still go on a trip, but the district is out of the liability of it. Global Travel assumes all liability. It is a 5 day trip to Washington and Philadelphia. It is voluntary. He said his kids went and it was a quality trip. They are working with parents and students on the cost. We don't have 40 kids and so Global's suggestion is to go with Elder Grove or Lockwood school's kids. Lockwood has been doing it for over 20 years. Elder Grove has done this for two years. Elder Grove would like for us to go with them. For every 10 kids that go, one person from the school goes and pays their way. They also get a small stipend for lights outs room checks nightly. That person is the liason between parents and Global Travel. It is not a school-function event, but it kind of is. We are actually the only school in Yellowstone County that is not doing it. Basically, we would have a meeting next week. Global Travel is there and gives out information. There are 3 installment payments. The trip is May 4th through the 8th and covers everything but a couple of meals. There is a copy of the itinerary from Elder Grove that he handed out to audience members. It is all under high security. Security stays in the hallway all night. They are very organized. They take all the stress out of the situation for the district. They will also give out information on fundraising for the parents at that meeting. Canyon Creek would assist by sharing any planned information for fundraisers. We can't sponsor it because then we would have that liability.

He understands it is not feasible for all the kids in the district which is one reason he has held off on that. For anyone who doesn't go, it would look like an 8th grade party for a day. He would move promotion ahead one day. Then they would have a whole day doing fun things around Billings for the rest of the day. The last day of school they would then not have to attend school. Brent said the meeting will be on the 29th. A letter will be going out to parents tomorrow. He did talk to the kids because they were asking a lot of questions. A change always affects someone no matter when it is done.

FACILITIES REPORT

Earl Ross is here to talk to the board about what is going on with the facilities this month. The gym boiler broke down a couple of times. It is close to 30 years old. The circulation pump shut down and had to be repaired. There was no heat in the gym for a couple of days. Montana Boiler does a really good job for us. After they fixed it, the motor burned up on the blower that was also 30 years old. Estimated cost of this repair is \$2500.

With our first snowfall of the year, the John Deer tractor broke down while he was trying to clear snow. A couple of years ago we bought a new mower so the tractor could just be used for snow removal. There were electrical problems. Once they started working on it, they found much more that need to be repaired, totaling \$2500.

Upcoming projects to anticipate by the top 4: Replacing the tractor is one. It is 10 years old and has broken down often. This replacement cost could be \$12,000 to \$15,000 or more, possibly \$20,000. We started replacing the elementary roof last year, because it was rotting. Bradford Roofing came up with a plan to replace the roof in sections. It is cost-prohibitive to do the entire roof all at once. The next stage would be around \$64,000 which would do the middle section of the elementary. Brent said we knew there was puddling on the roof and when it was pulled off, it was wet. Jason said probably we are anticipating the same type of issues when it is replaced. Earl said yes, because we've had the puddling and

leaks. Brent spoke to the permissive levy for the building reserve as perhaps being able to shoulder quite a bit of the cost.

the walk-in cooler and freezer condenser are on a yearly basis, breaking down on us. Apparently when the kitchen was built the condensers are above the drop ceiling and it gets very hot up there. He said they also have about three or four years left in them. They should be replaced with rooftop units which cool better and are not in the heat. Last summer, it was estimated to be about \$8,000.

Brent said the good news is what we have gotten accomplished with new boilers in one area and one area of the roof repaired and replaced. We have our staff to take care of, so all things go together in the budget.

Jason asked how concerned Earl is about the tractor right now. He said after the repair, it is working well, but the bearings fail on a regular basis just because of all the moving parts. He is hoping it will make it through this winter. He does have a little backup snowblower that helps somewhat. Brent said we may have to contract with our current snow removal people if it goes down, for additional snow removal.

Brent asked Earl to come visit with the board just so the board is aware of the items we are looking at for repair or replacement.

NEW BUSINESS:

Interview/Appoint New Board Member

The board read through Amanda's application. She attended school all the way through here and her children attend here. The board visited with her. *Joel moved to approve appointing Amanda Agyman-Budu to the board. Jamie seconded. All in favor.* Jeanne swore Amanda in as trustee.

Second Reading Sexual Harassment Policy **SECOND READING SEXUAL HARASSMENT POLICY**
The board members are fine with the second reading of the policy.

APPROVE HIRING

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Joel moved to approve hiring Kindra Speidel as a paraprofessional. Jamie seconded. Brent said we are now fully staffed. All in favor.

Jamie moved to approve hiring Jasmine Torralba as a long-term substitute for Jess Shade for maternity leave. On the 35th consecutive day of substituting for her, she will be given a pro-rated contract at beginning teacher's salary. Joel seconded. All in favor.

Approval Petition for Permission to Adopt a Budget Amendment **PETITION FOR BUDGET AMENDMENT**

Jamie moved to approve the petition for permission to adopt a budget amendment. Joel seconded. Jeanne said due to our unanticipated enrollment increase of 9 students this fall, we can receive \$12,365.35 in additional state aid. This dollar amount goes down if our enrollment goes down on the February count. It also does not raise our budget limit for next year. Jeanne reviewed the other steps to be followed for the budget amendment process. *All in favor.*

MSUIP AUDIT AND ANNUAL AUDIT REPORT

Jeanne said a desk audit was done for unemployment. She sent payroll reports for the 2017-18 school year to an outside auditor and received word back we passed with flying colors.

Also, the regular auditors were here October 24 and 25th for the annual audit. The only audit comments received were the two I can't do anything about: Segregation of Duties and Financial Statements preparation. Segregation of duties the standard response is that every fiscally sound effort is made to have controls in place. All recommendations have been implemented to the best of our ability. We don't have the budget for more staff to meet those recommendations. As far as the financial statement preparation, costs of training far outweigh the benefits to the district to do this. Statements will continue to be read carefully and we continue to carefully choose our provider. She feels really good about the audit.

Christmas party information was handed out to the board. It will be at a local venue, the Swift River Ranch.

There being no further business, *Joel moved to adjourn the meeting at 7:05 p.m. Jamie seconded. All in favor.*

The December board meeting will be December 17th, 2018.

Jeanne Carroll, Business Manager/Clerk

Jason Matt, Chairman