

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

The trustees met in regular session, October 23, 2019 at 6:30 p.m. in the library. Those present throughout the meeting were Brent Lipp, Superintendent, Amanda Agyeman-Budu, Jeanne Carroll, Business Manager, Amy Sironi, Trustee, and Joel Junso, Chairman. Haley Morales, Dean of Students was also present.

The chairman, Joel Junso called the meeting to order and led the group in the pledge of allegiance.

CONSENT AGENDA

Jeanne had a correction to the September 23, 2019 minutes on the motion for adjournment of the meeting. Amanda moved. Amy seconded the motion for adjournment. *Amy moved to approve the amended Consent Agenda. Amanda seconded. All in favor.*

PUBLIC COMMENT

Joel asked if there was any public comment. There was none.

ADMINISTRATIVE REPORT

Brent presented his Superintendent Goals for 2019-20 and spoke about them.

He has them prioritized by helping Haley Morales be successful in her new position, working on a positive atmosphere for the school, putting the needs and interests of the students first. All his decisions are based on putting the needs and interests of the students first. And another priority is to listen to the needs of staff, parents, and the trustees. He wants to use data more to show establishment of goals. He wants to work on school-wide practices. Be there all the time for his non-tenured teachers on professional responsibilities and instructional strategies. He enjoys the community task force and plans to continue being part of that as it helps build relations with non-parent community relations. He is working on improving the website. There are quite a few policies reviews to be done, to work to pass levies set by the board, stay informed of legislative updates, communicating with trustees and more trainings for the school board in particular. He also wants to help make sure the new business manager/clerk has a smooth transition.

Another thing he would like to visit with the board about are quite a few staff with family member losses. He shared some things that are available to them for help this morning at the staff meeting.

The eighth graders have a Kindness group that have been focusing on kindness and positivity. They have actually been trying to help out around the school with jobs and it seems as though they are having a good time doing it. Ms. Konzen is the one that started that charge.

Haley gave her Dean's Report on:

PLC's: Professional learning committees. "When Pencil met Eraser" was read by Haley to them to point out that working together helps make positive learning committees. She has a form for them to complete to help keep them on task. She said it has really worked well.

SWISS: Kim and Brent have done these in the past. The behavior list she shared at the last meeting works with these forms. She had a graph showing discipline for the month of September and what were the highest areas of problems and where they happened location and time wise and grade. She can provide these to the board whatever frequency they want. Brent said the SWISS system is free and is provided by the Montana Behavioral Institute. He said there is a lot of really good information that they can break out on here. Haley is getting things dealt with faster so that has been really positive. They are looking for ways to deal with disrespect. Definitions of disrespect and defiance were discussed and electronic entry. Haley documents her investigations into each incident. Brent said he and Haley are held to a standard of due process. He said 80% of these are teachable moments and they try to provide coping mechanisms. The board appreciates the information.

SPED Testing/Observations: She is doing the testing and has about 12 kids. She shares the results with the parents, does observations and if they qualify, then IEP's are done working with Ms. Hammonds.

PIR Day:

Fostering Resilient Learners focusing on understanding traumas was one of the presentations. All the staff were really dialed into listening to it. Then the second part of it was relationship, responsibility and regulation on developing a culture of safety for the students. They are working on this for the school. The zones of regulation is for developing and understanding the zones and how to deal with them for student discipline, ie, coping mechanisms and support for the kids.

NEW BUSINESS:

HIRING OF PARAPROFESSIONAL

Brent recommended hiring Kasey Felder as paraprofessional. He said she has good experience with trauma-type kids and this good really be a benefit for us. She will not be scheduled to work with her own child. Amy moved to hire Kasey Felder as a paraprofessional. Amanda seconded. All in favor.

ENROLLMENT REPORT

Jeanne reported that on October 7th, count day, our official count was 248 and explained that our fall and spring counts are used in calculating next year's budget. After the spring enrollment count in February, OPI will issue preliminary budget numbers in early March.

EVALUATION PROCESS CERTIFIED AND CLASSIFIED

Brent uses them as a tool to promote growth for the professional and provide professional training. Brent included in the board packet the board policy and documents describing the forms that are used for evaluation of certified and classified staff. All non-tenured teachers will be evaluated twice this school year, and tenured teachers will be evaluated one time per every three years as per the Master Agreement. Although usually he doesn't wait three years on the tenured staff. He's never had one say no, don't do that. The first evaluations will take place this fall and the second set will be concluded by May. He reviewed his blank evaluation forms with the board and explained how they are used. There are criteria used. We are a common core school so everything is standards-based. The rubric is based off of the Office of Public Instruction's guidelines. He gives suggestions in the box below and have them sign the evaluation. They are given a copy and one is put in their file. The process is very transparent. Classified staff will be evaluated one time per year and most of these evaluations are completed in the spring. All staff are given job descriptions in the orientation packet that is handed out on the first PIR day in August. He would like to try to set one up similar to the one used for the teachers, but can't use the same one as that one is strictly teacher based. He does the same thing with them. He meets with each one, review it and talk about it, sign it, a copy is given to the employee and there is one for a file copy. He has used these for plan of improvements as well, with that clearly stated. The board agrees that improving the classified evaluation would be a good idea. He is thinking of building perhaps three different ones for different areas of the classified staff. He has checked around with other districts on what they use. They are using his.

He will be giving monthly reports to the board stating the number of evaluations that have been completed per month. He said currently he has started evaluating teachers and has completed one evaluation at this time. He plans to have all non-tenure teachers' first evaluations completed by the November board meeting. There were suggestions for where a person could go to get one for the classifieds. Brent asked if we can approve what we have and then work on a new one by August for classifieds. With employment law and policy there is a part in there for the board to approve the evaluation process.

Amanda made a motion to approve Brent's plan for evaluation process for certified and classified staff. Amy seconded the motion. All in favor.

DATA FOR ACADEMIC ACHIEVEMENT

Brent presented the Data for Academic Achievement which is from the SBAC testing our students completed last spring. This compares our district with other districts. He reviewed the results with the board. He said in his opinion, the school is doing well and we will always strive to do better and find ways for improvement. He is pleased with the results and he compliments our staff in the dedication and hard work they apply every day to our students. He explained the progression from Iowa Basics to this. We are 97 to 98% efficient in reading, and 78% in math. When SBAC testing came in they said you will see your scores go down about 50%. Canyon Creek started working on it early and got ahead of the curve. So when the first test came out, we still had the drop, but not quite like they thought and it keeps improving. He also compared off the GEMS website with other schools. The results speak highly of the county schools over Billings schools. Discussion followed. The NWEA test we are doing now is another way of testing individual growth.

INTERVIEW AND POSSIBLE APPOINTMENT OF ONE TRUSTEE

Joel thanked the two applicants for applying and appreciate them wanting to join the board. Joel said because we are a few days past our 60 day appointment deadline, one trustee will be appointed by the county superintendent of schools and the district will appoint the other trustee. The board visited with the two applicants who would like to be on the board.

Amanda made a motion to appoint Amy Gibbons as trustee. Amy seconded. All in favor.
Sherry Long, will appoint Jason Ascheman tomorrow.

Jeanne said she has paperwork for each to take to the County Superintendent's Office within 15 days of their appointment to be sworn in, as she did not renew her notary seal because of her upcoming retirement.

The board welcomed them as new board members.

The next regular board meeting will be November 19th at 6:30 p.m. There will be a new board member training meeting scheduled for November 7th at 6:30 p.m.

There being no further business, *Amanda moved to adjourn the meeting at 7:00 p.m.*
Amy seconded. All in favor.

Jeanne Carroll, Business Manager/Clerk

Joel Junso, Chairman