

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

The trustees met in regular session Monday, September 23, 2013 at 6:30 p.m. in the library. Those present throughout the meeting were Chair Rhonda Hogstad, trustees Manny Zuniga, Mark Berg, and Charlene Severson, Superintendent Brent Lipp, and Business Manager Suzie Zentz. There were no visitors.

The chair called the meeting to order and led the group in the pledge of allegiance.

There were no adjustments to the agenda.

AGENDA ADJ

*Manny Zuniga made a motion to approve the consent agenda as presented; Mark Berg seconded the motion. Mark asked about Purchase Power. Suzie explained that it is a company which allows us to load our postage meter with postage and then be billed later. All voted in favor.*

CONSENT AGENDA

There was no correspondence.

CORRESPONDENCE

**ADMINISTRATIVE REPORT**

ADMN REPORT

Mr. Lipp reviewed his administrative report with the trustees.

- Brent said that he had been very busy with Principal duties for the first few weeks of school. He felt like this was the best start in five years. He is very happy with all the work taking place in our classrooms.
- We have been very busy with professional development—working on the English/Language Arts component of the Common Core Standards during our PIR days.
- Brent attended a SAM conference on Professional Learning Communities (PLC) with specific teachers assigned to the groups as leader. The conference provided excellent information.
- Brent discussed the Common Core Standards we are adopting and distributed a FAQ sheet on the subject to trustees. He is planning to provide more information on our website, through the newsletter, and in conversation to any interested parties.
- Brent joined a PLC which meets at Lockwood once a month.
- Our garden is being harvested and is providing lots of goodies to our students. We are getting more and more ideas about how to incorporate the use of the garden into classrooms and the cafeteria. Kudos to Jennifer Tolton and other staff for their hard work on this project.
- We are almost ready to launch our parent notification system (School Reach). We will run a test the first part of October. This system can send out a variety of notifications by phone, text or email. It will also send lunch balances and call regarding absentees.
- A big congratulations to Mrs. Halama who received First Interstate Bank’s “One Class at a Time” award of \$300.00 for her Tech Ed class!

Mark Berg asked why we schedule two PIR days in a row. He mentioned that some parents find it difficult to get day care two days in a row. Brent noted that two days provide the opportunity to do "in depth" professional development.

#### **COMMITTEE REPORTS**

There were no committee reports.

#### **OLD BUSINESS**

Brent reported on the status of the flashing highway lights. He is frustrated over this issue, but is still waiting for the county to give us the information we need to make progress on this issue. We need information on the cost and options available to us, etc.

#### **NEW BUSINESS**

*Charlene Severson made a motion to approve the recommendation to hire Ashley Vogl as a Paraprofessional for the 2013-14 school year for 6.5 hours/day at \$9.50/hour; Manny Zuniga seconded the motion. Mrs. Vogl is a certified teacher. She will be working with special education students. All voted in favor of the motion.*

*Manny Zuniga made a motion to approve the recommendation to hire Courtney Miles as a Paraprofessional for the 2013-14 school year for 6.5 hours/day at \$9.50/hour; Mark Berg seconded the motion. Mrs. Miles is also a certified teacher. She will be working primarily in a one-on-one special education position and has also worked for us as a substitute. All voted in favor of the motion.*

Brent gave a brief report on our current enrollment. (We will have more concrete information next month.) We are experiencing a rather large number of students in grades K-4. At present, Brent is looking for a regular education instructional aide to work in 3<sup>rd</sup> and 4<sup>th</sup> grades. The Title I teacher is also working in these classrooms.

Brent reviewed his goals from last year and has updated and made changes for this year. He noted that much of what he is doing is implementation of goals which are not completed yet. He said that Suzie and the Safety Committee had completely revised the Crisis Management Manual and provided training for the staff.

Other areas which Brent is addressing are:

- Wellness—received a \$500 grant for the School Nutrition program. We are working on the breakfast program and plan to continue with the FitKids program with Mr. Rice.
- MBI—staff members have really taken charge of the program and are doing a great job.
- Assessment—we are working hard on this with Jim Staab.

#### **FLASHING LIGHTS UPDATE**

#### **NEW HIRES**

#### **ENROLLMENT**

#### **SUPERINTENDENT GOALS**

- Technology—we are establishing a staff Technology Committee. They are planning to survey our needs and revise the Technology Plan.
- Community Engagement—a difficult area. We need to work toward support for a levy if it is needed.
- Instruction—Continuing to provide good professional development.
- Evaluation—Implementing new state requirements.
- Facilities—Building/Grounds is studying the front entrance area and investigating replacing windows. Continuing work on the flashing safety light issue.
- Brent is continuing his own professional development by joining a PLC and attending various training opportunities.

*Mark Berg made a motion to approve the 3-year audit contract with Olness & Associates as presented; Charlene Severson seconded the motion. Suzie explained that the cost for 2012-13 is the same as it was for 2011-12. The increase for the 2013-14 and 2014-15 is approximately 3% each year. All voted in favor of the motion.*

**AUDIT CONTRACT**

The trustees discussed the upcoming MCEL conference and the various sessions being offered. Charlene, Rhonda, Mark, Suzie, and Brent plan to attend. Manny will check to see if he is able to get the time off and let Suzie know.

**MCEL INFORMATION**

**PUBLIC COMMENT**

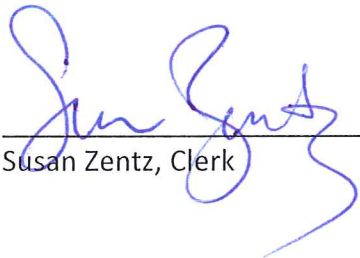
There was no public comment.

**AGENDA ITEMS FOR THE NEXT REGULAR MEETING**

Building & Grounds report on Sept 27<sup>th</sup> meeting  
Enrollment/ANB update

*There being no further business, Manny Zuniga made a motion to adjourn at 8:03 p.m.*

Respectfully submitted,

  
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Susan Zentz, Clerk

  
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Rhonda Hogstad, Chair