

Canyon Creek School District #4
Yellowstone County, Billings, MT
6:30 p.m. – Library

Call To Order

July 19, 2021

Chair Amy Sironi called the Regular Meeting of the Board of Trustees to order at 6:30 p.m. by leading those present in the Pledge of Allegiance. The following trustees and officers were present: Amy Sironi, Chair, Amy Gibbons, Vice-Chair, Kelly Hickey, Trustee. Brent Lipp, Superintendent and Seara Stovall, Business Manager/District Clerk were also present.

Additional guests present: Buffy and James Wiesner

Public Comment

None submitted.

Consent Agenda

Additional memo for New Business item #9 bus route approval for FY22 was distributed with bus route mileage. New Business item #7 was stricken from the agenda.

Amy Gibbons moved to approve the adjusted Consent Agenda as presented. Kelly Hickey seconded the motion. The motion passed unanimously.

Correspondence

1. Letter of Resignation – Amanda Agyeman-Budu – The board recognized Amanda for her efforts. Chair, Amy Sironi noted with the resignation, there is an additional open Board of Trustee’s seat. *Amy Gibbons moved to accept the Letter of Resignation for Amanda Agyeman-Budu as presented. Kelly Hickey seconded the motion. The motion passed unanimously.*

Committee Report

Negotiations Committee – Amy Sironi, Kelly Hickey, Superintendent Lipp and Ms. Stovall met with the Canyon Creek Education Association (CCEA) to continue contract negotiations on July 13, 2021. Kelly Hickey gave a summary of the negotiations team discussions held with the CCEA. The Board of Trustees declined the salary proposal from the CCEA.

The Board of Trustees, Administration and the CCEA met all day, concluding with the following; a two year contract (2021-2022 and 2022-2023). New insurance was proposed at a significant premium savings with better plan coverages. The District will provide three insurance options and pay the amount of \$550 per month with current contract language stating that any additional insurance rate increases shall be split 50-50. Adoption of language under Article 7, “All participants must subscribe with the same insurance company chosen by the District.” Upon acceptance of the insurance proposal, the board of trustees proposed a 1.5% increase to the base on the salary matrix for two years, with entry level

teachers beginning at step 5 and remaining at step 5 for five years. Free lunch will be provided. Additional relatives will be added to the immediate family leave definitions (Aunt, Uncle, Aunt-in-law, and Uncle-in-law). The FMLA language will remain as is in the current contract. Teachers working conditions, Article 11c – Employers who are assigned by administration the responsibility of another classroom for a half-day or full-day of instruction due to the unavailability of substitutes, the teacher shall be compensated at the current substitute rate. 7:30 – 11:30 equals a half day and 7:30 – 3:30 equals a full day. Compensation will result in students being in the class for the entire amount of time and compensation will align with a half-day of sub pay or a full-day of sub pay. Currently the sub rate of pay is \$45.00 for a half-day and \$90.00 for a full-day. The Canyon Creek Board of Trustees has the right to adjust the substitute pay at any time during a contract without approval of the Canyon Creek Education Association.

After a full day of negotiations, the CCEA requested the contract negotiations be tabled in order for them to speak with Jeff, Union Representative of the Billings Education Association. There is a follow-up meeting scheduled for July 21st at noon to resume negotiations.

Administrative Report

- Superintendent's Report –
 1. Maintenance – Superintendent Lipp shared details to the following facility projects. The new gym boiler is very near completion with electrical work being the final component. The furnaces are scheduled to be installed the middle of August for a week long project. Bradford Roof Management is scheduled to start next week and will be done prior to school starting. The door replacements will be done prior to school starting; currently we are waiting on the materials. The building cleaning is in great shape with Mr. Ross and Mr. Brakke doing an amazing job!
 2. Summer School – Superintendent Lipp shared that the summer school program is moving along successfully with two students participating. The program will wrap up next week.
 3. ESSER Funding – Superintendent Lipp shared that we are currently and actively working the budgets. ESSER I final cash request was submitted. ESSER II application has been submitted and is in review by OPI. Upon approval, Ms. Stovall will complete the cash request for the boiler replacement, primary wing furnace replacements and gym auxiliary door repairs/replacement.
 4. After School Tutoring Program – Superintendent Lipp shared that we are working towards a possible 2-year program, utilizing ESSER III funds. The goal is to provide additional assistance to any student who requests additional support. The planning is in the works.
 5. Staffing / Interviewing – Superintendent Lipp shared that the certified staffing has been completed and due to enrollment, there will not be any additional hires. Superintendent Lipp shared some specific student numbers per class and staffing assignments. The data was portraying anticipated numbers per grade level.
 6. Kindergarten Numbers – Superintendent Lipp shared that there is currently 14 incoming Kindergarteners enrolled, with four of them being out-of-district students.

7. Reopening Plan – Superintendent Lipp shared that he is currently working on the reopening plan for approval at the August board meeting. There was open discussion on the conflicting guidance from the CDC, federal government and local control. The federal government is requiring masks to be worn on “public transportation”, which includes school buses. There was a lot of discussion on what is wanted for next year and how the trustees want the year to run.
8. Covid-19 – Superintendent Lipp shared that he is still participating in the weekly meetings with John Felton. There are increased numbers of the Delta variant of Covid.

Old Business

- A. Open Board Trustee Positions recruitment status update was given. There is currently two unexpired, one-year terms vacant with no known interests. James Wiesner from the audience did note his interest in joining the board. There was discussion on what it means to be a trustee and the responsibilities. Superintendent Lipp will follow-up with a board trustee application for completion.

New Business

- A. Approve Health Insurance Contract for FY22. This item was stricken from the agenda as the CCEA did not respond specifically to the request to accept the new insurance proposal. The response received was that they did not accept the proposal as a whole.
- B. Audit Engagement Letter – Discussion was held. Ms. Stovall shared that the FY21 audit engagement letter was received from Olness & Associates, P. C. It specifies under the current working conditions, the audit will be conducted from the school office. The proposed audit start date is September 16, 2021.
Kelly Hickey made a motion to accept the Audit Engagement Letter from Olness & Associates, P. C. as presented. Amy Gibbons seconded the motion. The motion passed unanimously.
- C. Approve Bus Routes for FY22 – Discussion was held. Superintendent Lipp shared that the routes have changed due to last year’s transportation struggles and the Covid impact. We will continue to run three, seventy-eight passenger buses, even though the numbers on some routes have decreased. Once school is in session, the ridership is anticipated to increase.
Kelly Hickey made a motion to approve the bus routes for FY22 as presented. Amy Gibbons seconded the motion. The motion passed unanimously.
- D. Lunch Fees and Other Miscellaneous Fees - Discussion was held. Superintendent Lipp recommended to the board of trustees to increase the school milk prices to offset the costs incurred during the school year. The proposed milk fee is an increase from the current rate of \$0.35 per carton to \$0.50 per carton of milk. The existing breakfast and lunch fees will remain the same as FY21. In addition, the activity fee of \$30 per sport will remain unchanged for FY22.
Amy Gibbons made a motion to approve the increase in cost for a carton of milk from \$0.35 to \$0.50 as presented. Kelly Hickey seconded the motion. The motion passed unanimously.

- E. Approve Student Handbook for FY22 –Discussion was held. Superintendent Lipp reviewed the student handbook in detail with the trustees. The adjustments were discussed in detail.
Amy Gibbons made a motion to approve Student Handbook for FY22 as presented. Kelly Hickey seconded the motion. The motion passed unanimously.

- F. Approve Out-of-District Students FY22 – Discussion was held. Superintendent Lipp reviewed the enrollment numbers and numbers of out-of-district students per grade level with the trustees. His proposal includes approval of 65 out-of-district students based on the guidelines in Policy 3141.
Amy Gibbons made a motion to approve the Out-of-District Students attendance for FY22 as presented. Kelly Hickey seconded the motion. The motion passed unanimously.

- G. Tetra Tech Contract – Discussion was held. Superintendent Lipp recommended to accept the contract from Tetra Tech to conduct our annual water sampling for lead, copper, nitrates and all other areas necessary to be compliant with the DEQ water requirements. The cost includes guidance in meeting the new standards for lead in public water systems.
Amy Gibbons made a motion to accept the contract with Tetra Tech as presented. Kelly Hickey seconded the motion. The motion passed unanimously.

- H. Montana Quality Education Coalition (MQEC) – Discussion was held. MQEC is a collaborative effort of the entire education community, providing the vital advocacy function of holding the state accountable to the guarantees of the Montana Constitution. The Trustees made a decision to look into this as a future option.

- I. Trustees Evaluate Prior Year Board Performance – Discussion and reflection on the prior year was held. Last school year had extreme challenges due to the pandemic. As a whole, the efforts put forth by the board and commitment from the trustees was very strong. The academic data shows that the school succeeded during a very challenging year.

- J. Review Board Goals – Discussion was held and it was shared that Board Education was the goal set last fiscal year. The trustees reviewed the requirements to attain the Golden Gavel award, which requires each board member to obtain 12 credited hours in a fiscal year for certification. With full board certification, the board then qualifies for the Golden Gavel Award. The continued work to update and keep current the Policies and Handbooks is also a goal. The work continues and is well on track to where the trustees want to be.

Agenda Items for the Next Regular Meeting – August 10th

- A. Ratify Contract with CCEA
- B. Reissue Contracts per updated Contract
- C. Approve Health Insurance Contract FY22
- D. Approve Staff Handbook for FY22
- E. Policy 1900 Series Review/Revision

- F. FY22 School Reopening Plan
- G. MTSBA Policy Services Status / Meeting Scheduled
- H. Extra-Curricular Contracts
- I. New Hire – Long-term Substitute

Agenda Items for the Next Special Meeting – August 18th

- A. Trustees Financial Summary 2020 - 2021
- B. Final Budget Adoption 2021 - 2022

Adjournment

The next Regular Meeting will be held Tuesday, August 10, 2021 at 6:30 p.m. in the Canyon Creek School District Library.

Amy Gibbons moved to adjourn the meeting at 8:41 p.m. Kelly Hickey seconded the motion. The motion passed unanimously.

Amy Sironi, Chair

Seara Stovall, Business Manager/Clerk