

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

Call To Order

March 10, 2022

Chair, Amy Sironi, called the Regular Meeting of the Board of Trustees to order at 6:31 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, and Carl Siroky, Trustee. Brent Lipp, Superintendent and Dani Roberts, Business Manager/District Clerk were also present.

Additional guests present: Haley Morales, Dean of Students, Matt Komac, MSGIA, Candi Allen, Meghan Ascheman, Jason Ascheman, Mark Acord, Megan Erickson, Teresa Wood, Kevin Wood

Absent: NA

Adjustments to the Agenda

NA

Public Comment

NA

Consent Agenda

Superintendent Lipp brought up staff concerns about the payroll document in the board packet and if there is a different report that can be used. Board concerns were about what legally needs to be shared to the public. Carl Siroky wondered about other business and how much is shared. Discussion was held.

Amy Gibbons moved to approve the Consent Agenda as presented. Carl Siroky seconded the motion. The motion passed unanimously (4-0).

Committee Reports

1. Draft Policy Review – Series 1000 - 4000 Update (*Information*) Carl Siroky said that they have completed all of their series. Would like to get clarification from Chris on any edits. First reading is done.
2. Draft Policy Review – Series 5000 - 9000 Update (*Information*) Kelly Hickey said they finished through 8000, still need to finish 9000. 8000 had lots of questions about busing. First reading is done.

Correspondence

1. RiverStone Health – School Nurse Report: Superintendent Lipp shared Nurse Rock's monthly

report. Superintendent Lipp shared an update and concerns about what the future status could be concerning the school nurse.

Administrative Report

- Superintendent's Report –
 1. Levy – Superintendent Lipp talked about the workshop he and Mrs. Roberts would be attending about budget and levy finance. The pros and cons were also brought up and discussed about running a levy this year. Comparison was talked about regarding District #2 levies and the current economy our community is facing. He recommended that a special board meeting be set to decide, as it would need to be posted by March 25th. The board had concerns about trying to run a successful levy the same time as District #2 and also the financial impact on the school for running a levy.

Public Comment:

Kevin Wood talked about the possibility of giving more notice to community members.

Candi Allen wanted to know how far parent involvement could be for running a levy.

It was noted from The Board that parent involvement is always welcome and appreciated.

2. Policy Updates – Superintendent Lipp shared how productive these committees have been working and appreciated everyone's hard work. Superintendent Lipp brought up a couple points that were discussed with Kriss Goss and also that a tentative date has been scheduled with Kriss for April 3rd. He mentioned that once that date was confirmed, he would inform The Board. Discussion was held about how The Board would like to meet with Kriss (i.e. in person or zoom).
3. Science Curriculum - Superintendent Lipp shared that this committee has not made as much progress lately. He shared that all of the resources and materials have now come in and discussed the timetable about the next steps, including a presentation by the committee on their recommendation to The Board. The Board did have questions about when action would need to be taken on this in order to have it ready for the next school year.
4. Evaluations – Superintendent Lipp shared that the second wave will be all be done by April 15th. He noted that it has been a struggle to get into the classrooms due to a larger amount of student issues that have required his attention as of late.
5. Office Update – Superintendent Lipp shared that the office staffing and transitions have been going very well.
6. Sports -Superintendent Lipp shared sports is wrapping up and that we have had a very good volleyball season. He noted that we had such a great turn out of girls signing up that we are able to put 3 teams into the first tournament. The second tournament will

be in 3-4 weeks. He also noted that all the girls have done well, made great improvements, and have had good sportsmanship.

- Dean of Student's Report –

1. PowerSchool Training – Mrs. Morales shared that while at PowerSchool University she was able to learn a lot of things, including using PowerSchool to track discipline data, which currently we use SWIS for. She also shared that she was able to take classes on report cards and will hopefully be able to implement a new report card next year.
2. Discipline – Mrs. Morales shared that discipline has been high lately. She did not have current numbers printed for this meeting as there has been no time to input the data, but did share that it has mainly been under the category of disrespect. The Board did have concerns about her spending so much time of her job on this and possible solutions to alleviate. Superintendent Lipp discussed the PAX program and how he and Mrs. Morales are wanting to implement it next year. This program will help keep all staff and students on the same page of discipline expectations. He noted that The Board is welcome to attend any PAX training.
3. Statewide Testing – Mrs. Morales shared that we have a lot of testing coming up. 5th & 8th science is next week. We also have 3rd-8th SBAC and in April is spring NWEA (which is district wide.) She shared that there is a lot of preparation involved in each of these to make sure computers are set up correctly and teachers are trained properly. The Board did have questions about reporting results to The Board and how often that can happen. Superintendent Lipp did note that he reviewed the data that has come in so far for this school year and that the students have done pretty well and do not have any major areas of concern.
4. Weekly Emails – Mrs. Morales shared that she and Superintendent Lipp, with input from other office staff, talk about what is going on in the week ahead and send it out to staff to keep everyone up-to-date.

Old Business

- A. Agenda Document Revisions – Superintendent Lipp shared that there was a request from the Trustees to revise the Board of Trustees meeting agenda to include the following:
 - a. REACH Acronym – *Respect, Empower, Achieve, Cooperate, Help*. An example was provided on this month's agenda and discussion was held.
 - b. Notice Regarding Public Comment – 1420F – An example was provided of the updated look with the current policy language. Amy Sironi noted that once the new policies were adopted, the language would also be updated to stay current. Discussion was held.
- B. Covid/ School Health Update (*Information*) – Superintendent Lipp shared that although there is a common cold going around the school building, Canyon Creek School seems to be in a good spot. Discussion was held about the weekly reports sent out by Mr. Felton. The Board appreciated how the school office has been tracking data for the school and parent efforts in

keeping the school informed.

New Business

- A. MSGIA Presentation (*Information*) – (insurance) MTSBA employee/MSGIA. Matt Komac presented to The Board the benefits and details of using MSGIA for the school insurance. It was noted that Canyon Creek School is already a member of MSGIA with their work comp, property and liability trust. Mr. Komac presented multiple categories including: Bus and auto true replacement cost coverage, Cyber protection packages, Risk management, Safe Schools online training program (for all staff), CDL training courses, Building and playground risk assessments, Property appropriations (specific building requirements), District School Board legal training (for all Board Members), In-District coach sponsors training, Online member dashboard, Mobile app for reporting loses, How the program is an assessable program with a self-funded pool, Network security assessments (includes internet security survey), Nova4 (not built into the program but would be at a discounted rate if The Board wished to add it on), Deadly weapons event coverage, Social media monitoring (case-by-case basis, as needed), Pre-loss incident expense benefit, Accidental breakage coverage (annual deductible instead of event deductible), Special events coverage (applies to outside users), Earthquake and flood coverage, and New building construction coverage.

Mr. Komac also noted to The Board that this program is designed specifically for school districts in Montana. He also wanted The Board to be aware that new members to this program are required to a 3-year initial contract commitment. After the initial 3-year contract it would then go to a yearly contract.

Mr. Komac left a packet for each board member to review and would follow up at the next board meeting in April to answer any questions The Board may have and if they would like to proceed with the program. He said that a July 1st, 2022 renewal is the goal.

Carl Siroky asked Mr. Komac if the initial premium is also locked in for the full 3-year contract too. Mr. Komac answered that it was not-The premium would change each year.

- B. Establish Date for Levy Special Board Meeting (*Action*) –The Board discussed possible dates and determined Tuesday, March 22nd at 6:30 pm.
- C. FY21 Audit Summary (*Action*) – Amy Sironi asked for a motion for the FY21 audit summary. Kelly Hickey motioned. Amy Gibbons seconded the motion.

Superintendent Lipp explained the three findings and the remedies for each finding on the report. He discussed how Canyon Creek School receives two of those findings every year due to not having adequate staffing in the office. He noted that the third finding Canyon Creek School

received is due to the nature of the approval of staff absences process. Discussion was held about possible solutions to these findings.

There was no public comment.

Motion by Amy Sironi, motion to accept FY21 audit summary. The motion passed unanimously (4-0)

- D. Approve FY23 School Calendar (*Action*) – *Amy Sironi asked for a motion for the FY23 calendar. Amy Gibbons motioned. Kelly Hickey seconded the motion.*

Superintendent Lipp explained that three different calendar options were brought to the staff this year. He noted how the option most chosen by staff is very similar to the 21-22 school year calendar. Discussion was held about bringing community input into the calendar decision next year.

Public comment:

Candi Allen said that it looks good!

Motion by Amy Sironi, motion to accept FY23 school calendar. The motion passed unanimously (4-0)

- E. Renew Kelly Connect Contract (*Action*) – *Amy Sironi asked for a motion to accept the Kelly Connect contract. Kelly Hickey motioned. Amy Gibbons seconded the motion.*

Superintendent Lipp explained past instances on what happens at a school-level when trying to dispose of an outdated copier/printer and why Canyon Creek School switched to a lease agreement in 2017. The Board reviewed the updated contract (Front Office machine, Clerk machine, Color printer in hallway, hallway machine, Room 9 machine, Superintendent machine) and the increased costs of the new agreement. Superintendent Lipp noted that Kelly Connect is more expensive than the competitors but the service is unbeatable. Discussion was held about the average amounts compared to the agreement costs and competitive bidding.

Amy Gibbons moved to accept the renewal of the Kelly Connect Contract. Kelly Hickey seconded the motion. The motion passed unanimously.

- F. 1900 Policies (*Action*) – *Amy Sironi asked for a motion for the 1900 policies. Carl Siroky motioned. Kelly Hickey seconded the motion.*

Superintendent Lipp communicated how Canyon Creek School is no longer using the 1900 policies and also how the Federal Government had lifted the mask mandate on school buses. He noted that after a discussion with the school attorney, we could cancel the 1900 policies and

leave them in our policy manual and reinstate them if we needed them again. Superintendent Lipp recommended to The Board to cancel the 1900 policy series. Haley Morales also mentioned, that if they were canceled the school would be able to have visitors again. Superintendent Lipp pointed out that for students, staff, and visitors who are more comfortable in a mask are welcome and encouraged to wear one in the school building. Discussion was held about how this effects compatibility with ESSER funds requirements.

There was no public comment.

Motion by Carl Siroky, motion to discontinue the use of the 1900 policy series as of March 16th. Seconded by Kelly Hickey. The motion passed unanimously (4-0)

Agenda Items for the Next Regular Meeting – April 27th (changed from 14th)

- A. Prepare for possible levy election
- B. Staff appreciation from trustees
- C. Testing update reports (NWEA)
- D. Policy updates
- E. Teacher contracts
- F. Science curriculum presentation
- G. MSGIA

Adjournment

The next Regular Meeting will be held Thursday, April 27th, 2022 at 6:30 p.m. in the Canyon Creek School District Library.

Amy Sironi moved to adjourn the meeting at 8:23 p.m. Carl Siroky seconded the motion. The motion passed unanimously.

Amy Sironi, Chair

Dani Roberts, Business Manager/Clerk