

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

Call To Order

May 13, 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, Amanda Agyeman-Budu, Trustee, Kelly Hickey, Trustee. Brent Lipp, Superintendent and Seara Stovall, Business Manager/District Clerk were also present.

Additional guests present: Haley Morales, Dean of Students, Lynette Brug, Teacher, Delaney Johnson, Teacher, Katie Kading, Teacher, Ali Helgeson, Teacher

Public Comment

None submitted.

Consent Agenda

Amy Gibbons moved to approve the Consent Agenda as presented. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.

Correspondence

1. RiverStone Health School Nurse Report – The trustees reviewed Nurse Rock’s monthly report. The school recognized Mrs. Rock for Nurse’s Appreciation Day, thanking her for all of her efforts this school year.

Committee Report

Finance Committee – Amy Sironi and Amy Gibbons met with Superintendent Lipp and Ms. Stovall to review the FY22 budget numbers and proposals to salaries and benefits. Amy Gibbons shared that the committee met on Monday and there was discussion on budget options and staffing for next school year.

Administrative Report

- Superintendent’s Report–
 1. 8th Grade Promotion / Celebration – Superintendent Lipp shared that the plan is to keep the promotion open to the public with the requirement of masks in place for attendance. It is scheduled for 10:00 am, May 27th. There is a plan in place to celebrate the 8th graders and their accomplishments. Superintendent Lipp thanked the CCEA for providing some additional funds to assist in the celebration.
 2. Interviews – Superintendent Lipp shared that the District is currently in the process of interviewing for staff openings for next year. We have interviewed for current staff level

openings, due to retirement of the certified Title teacher and staff moves to backfill the SPED position. There has been one candidate who was offered a position and has verbally accepted for the Kindergarten opening.

The SPED position opening had two applications received. Neither were hiring options for the District. Ms. Mallo has inquired for a provisional licensure to complete her schooling while teaching SPED fulltime. Administration has completed serious conversations and feel this is our best option to fill the SPED position for FY22.

Due to student numbers and needs, combining classrooms has been considered. It is not felt that is in the best interest for students and staff, so the second grade will keep two teachers for the grade level. Third grade student numbers are high and there may be a need to add an additional staff for those students.

There is also a close eye on the Kindergarten class numbers as there may or may not be a need for two staff members.

3. Maintenance – Superintendent Lipp shared that there was a recent sewage backup in the office restrooms. There was a leaking pipe that was fixed just prior to the backup. The backup is from a line that runs under the new addition of the school and has historically backed up every five or so years. It was water jetted to clear the blockage.
 4. Testing – Superintendent Lipp shared that this spring has been full of testing and we just wrapped up in time to share scores at parent teacher conferences. There’s been some really high scores from kindergarten and fourth grade. Overall, the test results were very positive.
 5. Kindergarten (16) – Superintendent Lipp shared that this grade level will be monitored closely to see if there is a need to have two certified staff members. Currently, the anticipated student enrollment for next year is sixteen.
 6. End of Year – Superintendent Lipp shared that our last day of the school year is May 28th.
 7. Evaluations – Superintendent Lipp shared that he is a bit behind on evaluations but will have it wrapped up next week. He shared some very neat projects being completed by the teaching staff. He was excited about what he was seeing!
 8. Covid-19 – Superintendent Lipp noted this topic would be shared during the following agenda item.
 9. Retirement Celebration - Superintendent Lipp noted that Mrs. Meick has shared that she isn’t interested in a formal celebration. We are looking for appetizers and a casual gathering on a patio. Discussions are in the works with some great ideas.
- Dean of Student’s Report –
 1. End of Year Meetings – Mrs. Morales shared that SPED meetings have filled her calendar. She’s working on transition meetings for incoming kindergartners and outgoing 8th graders. She shared that currently there are seven students being tested for qualifications for the CBEE SPED Cooperative program for next year. There is potential to have up to ten students in one class next year.

2. Give H.O.P.E. – Mrs. Morales reported that the pantry will wrap up with one final week next week. We are serving five families for a total of 15 kids. There will be a need for donations for next year’s pantry.
Superintendent Lipp shared that the church next door has offered to donate classroom supplies and pantry supplies for next year.
3. Special Olympics – Mrs. Morales shared that the student athletes had a parade in front of the entire school today. It was wonderful for all involved. The Special Olympics track and field meet will be held tomorrow and will include spectators for the first time all year.

Old Business

- A. SPED Certified Teacher position recruitment status update was given. Superintendent Lipp shared that there is consideration to utilize a Class 5 Provisional Licensed individual as an option. Ms. Mallo proposed the provisional license option along with her interest to fill the SPED position for FY22. Per Administrative discussion, this appears to be the best option for the District to get the position filled for next year.
- B. Open Board Trustee Position recruitment status update was given. There is currently an unexpired one-year term still vacant with no known interests.

New Business

- A. Certification of General Fund Election Results – Canvass the vote - Discussion was held. Ms. Stovall shared that the levy results were almost identical to last year’s results. FY21 general fund levy election had a total of 1,322 registered voters, with 707 ballots cast for a total voter turnout of 53.5%. There were 316 votes for (44.7%) and 391 votes against (55.3%). FY22 general fund levy election had a total of 1,377 registered voters, with 724 ballots cast for a total voter turnout of 52.58%. There were 338 votes for (46.69%) and 386 votes against (53.31%).
Amanda Agyeman-Budu Amy Gibbons made a motion to certify the General Fund Election results as presented. Amy Gibbons seconded the motion. The motion passed unanimously.
- B. Trustee Election by Acclimation – Discussion was held. Kelly Hickey was elected by acclimation and needs to complete her oath of office with the County Superintendent.
Amy Gibbons moved to accept the trustee election by acclimation for Kelly Hickey as presented. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.
- C. Reorganization of the Board – Discussion was held. It was decided to keep the board organization in tact as currently structured, with Amy Sironi as Chair and Amy Gibbons as Vice-chair. Appreciation was noted for those filling the trustee officer positions.
Amanda Agyeman-Budu moved to approve the board organization as presented and keep it the same as it is currently. Amy Gibbons seconded the motion. The motion passed unanimously.
- D. Appoint Clerk of the District - Discussion was held.
Amanda Agyeman-Budu moved to appoint Seara Stovall Clerk of the District. Amy Gibbons

seconded the motion. The motion passed unanimously.

- E. Trustee Resolution – Request for County to Conduct FY22 Election(s) – Discussion was held. *Amy Gibbons made a motion to approve the County to Conduct FY22 Election(s) as presented. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.*
- F. New Hire –
- a. Mike Brakke – Custodian - Discussion was held. Superintendent Lipp did inquire from the board if they had guidance on hiring processes? He asked for input on what they would like the process to look like. There are options of holding Special Board meetings to complete the hiring in these types of scenarios, when hiring takes place outside of the normal cycle. Some trustees felt the process was not ideal but others felt the need of filling the position outweighed the need to wait for a board meeting to approve the contract until the next Regular board meeting. It was determined that lawfully a special board meeting would be best practice and appropriate for these scenarios. *Amy Gibbons made a motion to hire Mike Brakke as a full-time Custodian for the remainder of FY21. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.*
- b. Amber Rall – Certified Teacher - Discussion was held. Superintendent Lipp noted that she has 3.5 years’ experience as a Kindergarten teacher. *Amanda Agyeman-Budu made a motion to hire Amber Rall as a 1.0 FTE teacher for the 2021-2022 school year at a BA 4. Amy Gibbons seconded the motion. The motion passed unanimously.*
- G. Classified Staff Renewals – Discussion was held. Superintendent Lipp noted that there is potential for multiple paraprofessional positions that will need to be filled for the 2021-2022 school year. In addition, there is still one custodial position that needs to be filled as soon as possible. It was shared that Amy Larson did give verbal notice that she would not be returning next year but an official letter of resignation has not been received at the time of the agenda and meeting packet posting. *Amanda Agyeman-Budu made a motion to rehire all Classified Staff as listed for positions as presented (Danielle Roberts, Earl Ross, Mike Brakke, Sharon Lose, Stacy Mendoza, Nellie Acord, Linda Morgan, Kelsey Menahan, Jeanne Buckley, Marilyn Skredergard, Kindra Speidel, Kasey Felder, and Amy Larson). Amy Gibbons seconded the motion. The motion passed unanimously.*
- H. Classified Staff Wage Increase – Discussion was held. Superintendent Lipp noted that multiple budgets were run and felt this proposed increase keeps the Classified Staff at a competitive rate. This increase is a fair comparison to the increase that has been provided to other entities of the school this past year. Staying competitive and keeping good staff is important for the District to provide our students with a safe and strong education. All Classified Staff have done a fabulous job with all of the Covid-19 challenges presented this year. There were comments of appreciation from the trustees and it was noted that if the budget allowed they would absolutely love to offer more. *Amanda Agyeman-Budu made a motion to approve the Classified Staff salaries as presented.*

Kelly Hickey seconded the motion. The motion passed unanimously.

- I. Administrative Contract Approvals – Superintendent, Brent Lipp, Business Manager / District Clerk, Seara Stovall, and Dean of Students, Haley Morales. Discussion was held.
Amanda Agyeman-Budu made a motion to approve Superintendent, Brent Lipp, Business Manager / District Clerk, Seara Stovall, and Dean of Students, Haley Morales contracts for the 2021-2022 school year as presented. Kelly Hickey seconded the motion. The motion passed unanimously.

- F. RiverStone Health – Contract for School Nurse Services FY22 – Discussion was held. Superintendent Lipp shared that RiverStone Health provides nursing services every Wednesday and Friday, totaling 32 hours per month. These services not only attend to student and staff needs but legal requirements for immunization records and medication administration. He has been very pleased with the services received.
Amanda Agyeman-Budu moved to approve the RiverStone Health Contract for School Nurse Services FY22 as presented for 32 hours a month at the cost of \$19,178. Kelly Hickey seconded the motion. The motion passed unanimously.

- J. First Student – Contract for Busing Services FY22 – Discussion was held. The transportation rate increase for the 2021-2022 school year is 2%. Superintendent Lipp shared his dissatisfaction with First Student, their lack of communication and breach of contract. He asked the board to table this action item until he speaks with them directly.
Amanda Agyeman-Budu moved to table the Contract for Busing Services for FY22 with First Student as presented. Amy Gibbons seconded the motion. The motion passed unanimously.

- K. Audit Summary – Ms. Stovall shared in detail the Audit Summary with explanation of findings and audit responses.

- L. Covid / School Health Report – Superintendent Lipp shared that he is still participating in the weekly update meetings with John Felton. There has been a slight uptick with some local high school students. Vaccination rates are only around 30+% nationwide. There is discussion for open vaccine clinic locations for next year and Superintendent Lipp did note that he offered the school as a possible location.

Superintendent Lipp shared that a new requirement of the ESSER funds is a reopening plan that must be posted to the school webpage by the end of June. There are a lot of questions about this requirement as many schools, like Canyon Creek, have been open and holding in-building learning for the entire school year.

Amanda noted that a staff and parent survey on reopening the school next year would be beneficial in making decisions for next school year.

Agenda Items for the Next Regular Meeting – June 10th

- A. Board Chair to appoint trustees to the committees they will serve on for the coming year
- B. Ratify Contract with CCEA
- C. Reissue Contracts per updated Contract
- D. Approve Health Insurance Contract FY22
- E. Approve Bus Routes
- F. First Student Update
- G. Year-end Budget, Superintendent Spending Authority
- H. ESSER II Budget
- I. Covid / School Health Report

Adjournment

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

Amanda Agyeman-Budu moved to adjourn the meeting at 8:36 p.m. Amy Gibbons seconded the motion. The motion passed unanimously.

Amy Sironi, Chair

Seara Stovall, Business Manager/Clerk