

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

The trustees met in regular session, Monday, August 17, 2015 at 6:30 p.m. in the library. Those present throughout the meeting were Chair Rhonda Hogstad, Superintendent Brent Lipp, Trustee Billie Bergstrom, Business Manager Jeanne Carroll, and Trustee Manny Zuniga.

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

### AGENDA ADJ

*Manny made a motion to approve the amended Consent Agenda without extra-curricular July 2015. Billie seconded. All in favor.*

### CONSENT AGENDA

### CORRESPONDENCE

None.

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### Month in Review

Mr. Lipp reviewed his administrative report with the trustees:

### ADMIN REPORT

- Duck Creek lights should be up and ready to start working this week. Poles and Solar panels will be going up soon. A waiver was issued on the construction permit. Yellowstone County is contributing \$5000 towards it.

- Enrollment is up somewhat. Quite a few moved, but then some moved in. We are ahead of the game right now. 3<sup>rd</sup> grade is going to be a large class and he met with the sped teachers to work on a game plan.

- He wants to really recognize Earl and Michelle for all the work done this summer. Earl deserves special recognition for doing it all by himself for the month of June. Brent will be taking them out to lunch also.

- Open house on the 27<sup>th</sup> from 6-7 p.m. to meet teachers and see classes. Brent will do two presentations on the new report card systems on that same night. There is also a little blurb in the newsletter about it.

- He said the Employee handbook is close and it will be on the next meeting's agenda.

- MCEL is coming up in October. It's a good one for trustees to attend. Brent says he would like to attend a national conference this year and may ask to do that in the future.

- PIR days will be K-8 rural districts at Elder Grove and then back here after lunch. The next day will be Professional Learning Communities with the teachers. They will work with Andrea Myers on curriculum. They will all then work in their classrooms.

- First day of school is August 26<sup>th</sup>. We are in desperate need for subs, custodians, etc. K-8 schools are working together.

- Brent also included his administrative goals. He said quite a few of them have been done. He has added some. He reviewed them with the board. He said we may need to start looking at some new textbooks. In the Second semester he may start adding some technology classes. He is working on the evaluation process with the union. Another goal is keeping the budget sound. Another big one is creating a better sense of appreciation for the staff.

### COMMITTEE REPORTS

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#### 7. Personnel Committee

Rhonda said the committee just had a meeting for recommended pay increases. The board reviewed the list. Mrs. Carroll has asked for her initial salary request and health insurance. The committee is pleased with her performance and felt it was well worth it. Custodial salaries were increased to be competitive as well as some of the paraprofessional salaries, with adjustments for other staff as well. If it's done in increments, it's not such a hit to the budget.

8. Finance Committee

Mark said they met briefly before the meeting and Jeanne explained the budget and trustees report.

**NEW BUSINESS**

9. Approve Commitment to Coop

**COMMITMENT TO CO-OP**

*Mark moved to approve the commitment to the Coop. Billie seconded. Brent said they provide a service that we cannot afford. There will be a new speech and occupational therapist this year. All in favor.*

10. Approve New Hires

**APPROVE NEW HIRES**

*Mannie moved to hire Michelle Herman as custodian for the 2015-16 school year as well as 2.5 hrs in the kitchen, per day for a total of 8 hrs/day. Mark seconded. All in favor.*  
*Mark moved to hire Lindsay Parsons as instructional aide. Brent said she is a certified teacher as well Billie seconded. All in favor.*  
*Mannie moved to hire Jessica Shade starting September 14<sup>th</sup> as para. Mark seconded. All in favor.*  
*Mannie moved to approve the classified and business manager increases as presented by the Committee. (See chart in these minutes) Mark seconded. All in favor.*

11. Approve Trustees Financial Summary 2014-15

**APPROVE TRUSTEES SUMMARY**

*Mark moved to approve the Trustees summary as presented. Billie seconded. All in favor.*

12. Approve Extra-Curricular Contracts

**APPROVE EXTRA-CURRICULAR CONTRACTS**

*Mark moved to approve the contracts as listed (see list these minutes). Billie seconded.*  
Brent pointed out that Jim Swain's stipend is the same as last year. He gave him the higher stipend as he is not a staff member and it compensates for travel costs. This has been done historically. The others have been done as per the Master Agreement. He is still working on someone for math counts. *All in favor*

13. Approve Out-of-District Students

**OUT-OF-DISTRICT STUDENTS**

*Manny moved to approve the out-of-district students as presented. Bille seconded.*  
Brent said this is a tough one. Overall numbers look pretty good. 48 is about the same consistent number with the bottleneck in the 3<sup>rd</sup> grade again. The 8 students in the 3<sup>rd</sup> grade are highly academic and no discipline issues. If all 3<sup>rd</sup> grade students were denied, then we would be cutting about 20 other students out of the building, which is a big financial hit. We can handle these students with the instructional aide and other options. He said Mrs. Thelen is pretty upbeat about it. He said somehow we need to try to get that second third grade teacher back in with passing a levy in the future. A private school has moved into our district and may impact our district, but Brent isn't sure if it will. *All in favor.*

14. Final Budget 2015-16

**FINAL BUDGET HEARING**

*Mark moved to accept the Final Budget as presented. Manny seconded. All in favor.*

**PUBLIC COMMENT**

Jason was present and thanked the board and staff for all their hard work and is willing to help out volunteering however possible.

**AGENDA ITEMS FOR THE NEXT REGULAR MEETING**

1. Staff handbook

*There being no further business, Manny moved to adjourn the meeting at 7:18 p.m. Billie seconded.*

Respectfully submitted,

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Jeanne Carroll, District Clerk

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Rhonda Hogstad, Chair