

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

The trustees met in regular session Monday, November 15, 2010 at 6:30 p.m. in the library. Those present throughout the meeting were Chair Manny Zuniga, trustees Hal Olson and Sheri Boelter, Superintendent Brent Lipp and Business Manager Suzie Zentz. Tom Bradford was absent. There were four visitors (list attached).

Manny called the meeting to order and led the group in the pledge of allegiance to the flag.

The only change to the agenda was to change "New Hire" to "information" rather than "action."

**AGENDA ADJ**

*Hal Olson made a motion to approve the consent agenda as presented; Sheri Boelter seconded the motion. Mrs. Zentz added three additional bills which arrived late to the list for approval: AT & T - \$114.48, Global Crossing - \$601.45, Petty Cash - \$422.00 All voted in favor of the motion.*

**CONSENT AGENDA**

Chairman Manny Zuniga read a thank you letter he wrote to the staff after spending a day at the school. He was very impressed with the work the staff is doing helping our students to succeed.

**CORRESP**

### POST-CONFERENCE PRESENTATIONS:

Jennifer Tolton attended the USA Science Festival in Washington, D.C. She was personally and professionally very impressed with the conference. It helped her reconcile what she needs to teach from the textbook and the abstractions of the subject. She hopes she will be able to attend again. We plan to host a science fair at Canyon Creek this year.

**CONFERENCE  
PRESENTATIONS**

Dani Wheeler reported on the Read Naturally "Train the Trainer" conference she attended in Minnesota. Prior to the conference, Dani self-taught the program in order to present it to our teachers. The conference definitely improved her skills. There were only about 50 teachers there...from all over the country. She described using the "One Minute Reader" with the Title I parents. This is a program parents can check out and work with their own child at home.

Superintendent Brent Lipp recapped his administrative report:

**ADMIN RPT**

- MCEL was excellent with great sessions and good speakers. It was good to have 3 trustees present.
- Red Ribbon week was very successful. The various events raised awareness about substance abuse and personal responsibility.
- The Billings Drug task force and Deputy Taylor came in and talked to the junior high students about their experiences and the justice system.
- The National Guard brought a helicopter out and provided an assembly as a part of Red Ribbon week.

- The Community Relations Committee met and worked on the development of a community newsletter.
- Brent met with the new MBI consultant from OPI to discuss our program. We are hoping to add more training in February.
- A team from CCS attended a CSPD workshop to utilize a team approach to review cases and work on solutions for individual special education students. We felt like we were doing well with our ideas, but still acquired some new techniques for dealing with specific problems.
- Parent conferences are complete. The staff did a good job—very positive communication with parents.

## COMMITTEE REPORTS

The Community Relations Committee met and focused on the Community Newsletter. They want to showcase our superintendent and help the community get to know him. Hopefully, the newsletter will stress the importance of our school in the community. They plan to talk about the parking lot project. They hope to have a draft out by early December.

## COMMUNITY RELATIONS

## OLD BUSINESS

Empire Heating and Cooling has been working on the front gutters. There was more work to do to support the sunshade after cutting out the sections of the beam to run the gutter straight through.

## GUTTERS

We made the final payment to Knife River for the parking lot project. We settled on a \$680 credit on the retaining wall. We are still working on getting quotes on the skirting/covering for the exposed concrete sections of wall on the old building and the gym.

## PARKING LOT UPDATE

## NEW BUSINESS

*Sheri Boelter made a motion to approve the Budget Amendment Proclamation in the amount of \$83,748 for 2010-11 as proposed; Hal Olson seconded the motion. Suzie explained the need for the budget amendment and how it is funded. Due to our unusual enrollment increase (in excess of 6% in the jr. high) we are eligible for \$5,076.49 from the state in DSA and we can use up to \$78,671.51 in reserves. All voted in favor of the motion.*

## BUDGET AMENDMENT PROCLAMATION

Brent explained to the trustees that our needs in special education have grown substantially since the beginning of the year. The increase in the number of students we are serving has meant a much larger paperwork burden on the Special Education teacher. Mr. Lipp presented two options: (1) hire a certified teacher to work with the students, but have our SE teacher do the paperwork or (2) to simply hire an additional paraprofessional through the end of the year. He is waiting to hear from OPI regarding whether or not a SE endorsement would be required.

## NEW HIRE

## TRUSTEE VACANCY APPOINTMENT

The superintendent welcomed Rhonda Hogstad to the board meeting. She has completed the trustee application and has indicated her willingness to serve as a Trustee until the May election. *Hal Olson made a motion to accept Rhonda Hogstad's application for the trustee vacancy for consideration by the trustees; Sheri Boelter seconded the motion.* The trustees followed up with numerous questions for Ms. Hogstad. She noted that she is a member of PTO and is very committed to being involved in her children's education. She believes in "paying it forward" in terms of being involved. She hopes to learn about the "inner workings" of the district and the board. She is not too familiar with what the board does, but she is pursuing a master's degree in Health Administration and thinks she may have an interest in the financial side of board responsibilities. She understands that the trustees are faced with difficult decisions in terms of student needs and the related costs. She expects to listen to all sides when making decisions. She also plans to take advantage of available training.

*Hal Olson made a motion to appoint Rhonda Hogstad to serve in the unexpired trustee position vacated by Stacey Robinson until the May 2010 trustee election; Sheri Boelter seconded the motion. All voted in favor of the motion.*

### **PUBLIC COMMENT**

There was no public comment.

### **AGENDA ITEMS FOR THE NEXT REGULAR MEETING**

Audit report

Christmas Party December 10<sup>th</sup> at Laurel Golf Course

Directions for Superintendent's evaluation

Strategic Plan revision

*There being no further business, Sheri Boelter made a motion to adjourn at 8:23 p.m.*

Respectfully submitted,

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Susan Zentz, Clerk

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Manuel Zuniga, Chair