

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

The trustees met in regular session Thursday, June 20, 2013 at 5:30 p.m. in the library. Those present throughout the meeting were Chair Rhonda Hogstad, trustees Crystal Gust, Charlene Severson, and Superintendent Brent Lipp. Manny Zuniga, Mark Berg, and Suzie Zentz were absent. There were no visitors.

The chair called the meeting to order at 5:38 p.m. and led the group in the pledge of allegiance.

There were no adjustments to the agenda.

**AGENDA ADJ**

*Charlene Severson made a motion to approve the consent agenda as presented; Crystal Gust seconded the motion. There was no discussion. All voted in favor.*

**CONSENT AGENDA**

Brent stated that the trustees do not need to make a motion to accept resignations from Lindsay Fenton and Mattie Clark because their contracts expired in June.

**CORRESPONDENCE:**

### **ADMINISTRATIVE REPORT**

Mr. Lipp reviewed his administrative report with the trustees.

**ADMN REPORT**

### **COMMITTEE REPORTS**

Rhonda Hogstad reported that the Personnel/Negotiations Committee discussed the proposed 4% salary increase for classified employees and felt it was fair.

**PERSONNEL/  
NEGOTIATIONS  
COMMITTEE**

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

Rhonda Hogstad presented the 2013-14 committee assignments as follows:

Building/Grounds	*Manny Zuniga, Mark Berg
Community Relations	*Charlene Severson, Crystal Gust
Curriculum	*Crystal Gust, Manny Zuniga
Finance	*Mark Berg, Rhonda Hogstad
Personnel/negotiations	*Rhonda Hogstad, Charlene Severson

(\*denotes committee chair)

**COMMITTEE  
APPOINTMENTS**

Rhonda noted that for the sake of continuity, she switched Charlene Severson from Community Relations to Personnel/Negotiations and Manny Zuniga from Personnel/Negotiations to Community Relations since Charlene had stepped in to serve on Personnel/Negotiations in Manny's absence this spring. Otherwise, the committees remain the same.

Brent reported that he talked with Tim Paulson with the Yellowstone County Road and Bridge Department and he had connected him with Stan Januits who is the State Traffic Engineer located in Yellowstone County. Stan informed Brent that there is grant money available to install the flashing lights, however it won't cover traffic speed indicators. A committee will tackle the grant

**FLASHING LIGHT  
UPDATE**

process. Charlene suggested using the same letter that was written for the KLJ donation.

*Charlene Severson made a motion to hire Taisha Rocha as a 1.0 FTE teacher at BA + 1 for the 2012-13 school year; Crystal Gust seconded the motion. All voted in favor of the motion.*

**NEW HIRES**

*Crystal Gust made a motion to hire Brittney Kolstad as a 1.0 FTE teacher at BA + 2 for the 2012-13 school year; Charlene Severson seconded the motion. All voted in favor of the motion.*

*Charlene Severson made a motion to rehire the classified staff for the 2012-13 school year as presented; Crystal Gust seconded the motion. All voted in favor of the motion.*

**CLASSIFIED STAFF  
REHIRE**

*Crystal Gust made a motion to increase the salaries of the classified staff by 4% as presented; Charlene Severson seconded the motion. All voted in favor of the motion.*

**CLASSIFIED SALARY  
INCREASE**

*Charlene Severson made a motion to approve the Disposal Sale Resolution; Crystal Gust seconded the motion. All voted in favor of the motion.*

**DISPOSAL SALE**

*Charlene Severson made a motion to approve the proposal from Rimrock Computers for computers in the amount of \$15,133 as proposed; Charlene seconded the motion. All voted in favor of the motion. Rhonda asked if this was year-end General Fund money or Tech Fund. Brent said that it was General Fund, but the Tech Fund could be used if more was needed to complete the order.*

**COMPUTER PURCHASE**

*Crystal Gust made a motion to accept the proposal from Empire Heating and Cooling for gutter work on the south and east sides of the primary wing and some repairs to the existing gutters; Charlene Severson seconded the motion. Brent discussed the proposal and the additional areas which need to be addressed. All voted in favor of the motion.*

**GUTTER PROJECT**

Brent informed the trustees that we received our renewal for our liability insurance from MSGIA with a 6% increase. We are currently in the second year of a three year agreement with a guarantee of a 6% maximum increase per year.

**INSURANCE CONTRACT**

**PUBLIC COMMENT**

There was no public comment.

**AGENDA ITEMS FOR THE NEXT REGULAR MEETING**

Handbook

Summer work update

Board policy updates

*There being no further business, Charlene Severson made a motion to adjourn at 7:00 p.m.*

Respectfully submitted,

---

Susan Zentz, Clerk

---

Rhonda Hogstad, Chair