

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

The trustees met in regular session Monday, April 22, 2013 at 6:30 p.m. in the library. Those present throughout the meeting were Vice-Chair Rhonda Hogstad, trustees Mark Berg and Crystal Gust, Superintendent Brent Lipp, and Business Manager Suzie Zentz. Manny Zuniga and Charlene Severson were absent. There were three visitors (list attached).

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

There were no adjustments to the agenda.

### AGENDA ADJ

*Mark Berg made a motion to approve the consent agenda as presented; Crystal Gust seconded the motion. All voted in favor of the motion.*

### CONSENT AGENDA

Mrs. Zentz informed the board that she has received the following additional lane change notifications for 2013-14: Theresa Ouzts and Kira Kulinsky.

### CORRESPONDENCE

*Mark Berg made a motion to accept the letter of resignation from custodian Nancy Nagy; Crystal Gust seconded the motion. Brent noted that Nancy has done a great job for us, but she would like to do something less demanding. All voted in favor of the motion.*

### RESIGNATIONS

*Mark Berg made a motion to accept the letter of resignation from paraprofessional Kelsey Diaz; Crystal Gust seconded the motion. Brent explained that she has an illness in her family which has necessitated her resignation. Fortunately, some of our student load has disappeared and we can manage. All voted in favor of the motion.*

The trustees read a letter from Janet Weston declining the retirement incentive offered by the District. Brent and the trustees thanked Janet for her letter and for deciding to stay!

### RETIREMENT INCENTIVE

*Crystal Gust made a motion to acknowledge Molly Lloyd's acceptance of the District's retirement incentive; Mark Berg seconded the motion. Brent stated that Molly has been a very loyal, diligent staff member for 20 years. She is excited to begin a new phase of her life in eastern Montana. We will miss her. All voted in favor of the motion.*

Suzie Zentz informed the trustees about two upcoming MTSBA training sessions. The first is the Spring Workshop on May 17<sup>th</sup> in Billings. Brent and Suzie plan to attend. The second is the Leadership/New Trustee Training in Helena June 8<sup>th</sup>. Mark may be able to attend that session.

### MTSBA WORKSHOPS

### ADMINISTRATIVE REPORT

Mr. Lipp reviewed his administrative report with the trustees:

### ADMN REPORT

- Spring conferences went well. The schedule was a bit tight for the junior high staff. We are going to work on that. Teachers are seeing

great growth in students.

- Congratulations to Connor M. who won the YMCA Principal's Award. Brent, along with Connor's family, attended a luncheon honoring Connor and other Billings students.
- Kindergarten roundup produced twenty students for next year. This will mean a decision regarding the number of classes...one or two.
- Ballots have been mailed out for the levy election. Brent spoke to the CCEA and PTO regarding the levy. We are hoping to get some help with calling to remind voters to return their ballots. All other information and reminders are complete.
- Our 8<sup>th</sup> graders are ready to go! It has gone smoothly so far. They are touring West High and the Career Center.
- Student Council had a very successful hygiene drive collecting personal hygiene products for Tumbleweed. Sheri Boelter talked with students about homelessness in Billings and how they can help.
- Mike Rice, Brenda Hess, and Brent have been meeting to discuss the Healthy Schools Challenge and how it might impact our school. They have decided to put an action plan into effect for next year. We have looked at policy, but feel we need procedures, etc. more. We will be looking at snacks and treats that are more appropriate and better utilizing the garden. They will meet Tuesday.
- The traffic lights have been on the back burner due to the emphasis on the levy. We still hope to get this project completed this summer. Brent will continue to work on the county permitting process and information for bids.

## COMMITTEE REPORTS

Crystal Gust reported that the Community Relations Committee met two weeks ago and worked on levy outreach/information materials. They put together a fact sheet and reminders to voters. The committee will also plan for Staff Appreciation week May 6-10<sup>th</sup>.

## OLD BUSINESS

There was no old business.

## NEW BUSINESS

*Rhonda Hogstad made a motion to approve the 2013 8<sup>th</sup> grade trip as presented on the itinerary; Mark Berg seconded the motion.* Mike Rice presented the trip itinerary, noting that it is one day shorter than previous years. This year's class is much smaller as well, requiring only three chaperones. Fundraising went well and the class has more than sufficient money for the trip and graduation expenses. *All voted in favor of the motion.*

Mr. Lipp noted that they covered the information on Wellness in the

## COMMUNITY RELATIONS

## 8<sup>TH</sup> GRADE TRIP

## WELLNESS UPDATE

administrative report.

Suzie informed the trustees that Crystal Gust was “elected by acclamation” and will be officially sworn in for her three year term at the reorganization meeting.

**PUBLIC COMMENT**

There was no public comment.

**AGENDA ITEMS FOR THE NEXT REGULAR MEETING**

Reorganization meeting May 8<sup>th</sup> at 5:30?

Certified renewals

Bargaining update

School zone lights

At 7:25 p.m. the vice-chair closed the meeting to evaluate the Business Manager/Clerk.

**BUSINESS MANAGER/  
CLERK EVALUATION**

The meeting was reopened at 7:43 p.m.

*There being no further business, Rhonda Hogstad a made a motion to adjourn at 7:43 p.m.*

Respectfully submitted,

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Susan Zentz, Clerk

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Rhonda Hogstad, Vice-chair