

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

The trustees met in regular session Monday, June 20, 2011 at 6:39 p.m. in the school library. Those present throughout the meeting were Chair Manny Zuniga, trustees Tom Bradford, Sheri Boelter, Rhonda Hogstad, Mark Berg, Superintendent Brent Lipp, and Business Manager Suzie Zentz. There was one visitor (list attached).

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

There were no adjustments to the agenda.

AGENDA ADJ

Tom Bradford made a motion to approve the consent agenda as presented; Rhonda Hogstad seconded the motion. All voted in favor of the motion.

CONSENT AGENDA

The chair shared a thank you note from Janet Weston for the year end staff gift. Suzie Zentz also thanked the trustees.

CORRESP

Superintendent Brent Lipp recapped his administrative report:

ADMIN RPT

- Ten staff members, including Brent, are attending the MBI Summer Institute in Bozeman starting today. They are working with a consultant daily and participating in team building as well.
- Brent and Jeramie Robinson are attending PowerSchool University in San Diego in July. We are moving PowerSchool management to the front office and Brent, Jeramie, and Leslie will be working with it. We hope to utilize the program more fully.
- Our Cut scores are established. On our assessments we have decided where the established scores are...which enables re-teaching. This is the first step in a standards based report card.
- Our Tech Ed students and Mr. Cates have started to build a greenhouse. They are still working on it and will finish in the fall. Mr. Cates has done a good job with the project.
- Brent was elected to the board of the ACE curriculum consortium which we use for professional development. He will be attending monthly meetings.
- Brent, Janet Weston, and Theresa Ouzts attended the MASP conference which dealt with the psychological side of math learning. The studies were interesting, but not very beneficial directly to us.
- We have three open teaching positions and will interview with a team next week.

Tom Bradford reported on the Building/Grounds meeting held today. We are obtaining quotes for siding on the north side of the building and the exposed gym foundation. We have three quotes currently. We are trying to emulate the type of metal and color on the north building section mansard. The committee recommends that we try to use 24 gauge metal. We hope to get an additional quote from Empire Heating & Cooling. The other matter is consideration of pouring a sidewalk around the north side of the gym...both as a base for the skirting and to keep moisture away from the building. The

**BUILDING/GROUNDS
COMMITTEE**

committee feels the sidewalk should be 5 feet wide, rather than 4 feet as originally proposed.

The committee also talked about the roof...repairing and assessing it. We will move forward with having an assessment done.

Hal and Manny met to discuss the superintendent's contract and prepare a contract proposal. They discussed the contract, longevity and salary.

**PERSONNEL/
NEGOTIATIONS
COMMITTEE**

OLD BUSINESS

Tom Bradford made a motion to approve the Building/Grounds Committee recommendation to complete the skirting project on the north end of the school and the gym foundation not to exceed \$20,000; Mark Berg seconded the motion. Tom suggested that Fisher may be the best choice because of this quote price and long history with the school...we just want to make sure the design is what we want. Mrs. Zentz confirmed that we do have the funds available. All voted in favor of the motion.

**CONSTRUCTION—
SKIRTING**

NEW BUSINESS

Suzie Zentz updated the trustees regarding the status of the budget at year end. We have finished the educational year in good shape since we did not have to hire an additional teacher, and were granted a budget amendment by the State. Consequently, we are trying to complete a number of projects, and make necessary purchases which have been on hold.

BUDGET UPDATE

The trustees renewed the following classified employees as recommended by the superintendent:

CLASSIFIED RENEWALS

*Tom Bradford made a motion to approve the superintendent's recommendation to renew **Tierney Baffuto** as a Paraprofessional for the 2011-12 school year; Sheri Boelter seconded the motion. All voted in favor.*

*Mark Berg made a motion to approve the superintendent's recommendation to renew **Lee Bell** as a Custodian for the 2011-12 school year; Rhonda Hogstad seconded the motion. All voted in favor.*

*Tom Bradford made a motion to approve the superintendent's recommendation to renew **Leslie Clark** as Secretary for the 2011-12 school year; Mark Berg seconded the motion. All voted in favor.*

*Rhonda Hogstad made a motion to approve the superintendent's recommendation to renew **Brenda Hess** as Head Cook for the 2011-12 school year; Mark Berg seconded the motion. All voted in favor.*

*Sheri Boelter made a motion to approve the superintendent's recommendation to renew **Michelle Herman** as Cook's Helper for the 2011-12 school year; Rhonda Hogstad seconded the motion. All voted in favor.*

*Tom Bradford made a motion to approve the superintendent's recommendation to renew **Terri Linger** as Business/Office Assistant for the 2011-12 school year; Sheri Boelter seconded the motion. All voted in favor.*

*Mark Berg made a motion to approve the superintendent's recommendation to renew **Terry Mills** as a Paraprofessional for the 2011-12 school year; Rhonda Hogstad seconded the motion. All voted in favor.*

*Rhonda Hogstad made a motion to approve the superintendent's recommendation to renew **Earl Ross** as Facility Manager for the 2011-12 school year; Mark Berg seconded the motion. All voted in favor.*

*Mark Berg made a motion to approve the superintendent's recommendation to renew **Heidi Schuster** as a Paraprofessional for the 2011-12 school year; Rhonda Hogstad seconded the motion. All voted in favor.*

*Sheri Boelter made a motion to approve the superintendent's recommendation to renew **Erin Thormahlen** as Cook's Assistant for the 2011-12 school year; Mark Berg seconded the motion. All voted in favor.*

*Tom Bradford made a motion to approve the superintendent's recommendation to renew **Mike Eddards** as a Custodian for the 2011-12 school year; Rhonda Hogstad seconded the motion. All voted in favor.*

*Mark Berg made a motion to approve the superintendent's recommendation to renew **Linda Morgan** as a Paraprofessional for the 2011-12 school year; Rhonda Hogstad seconded the motion. All voted in favor.*

*Mark Berg made a motion to approve the superintendent's recommendation to renew **Lindsay Fenton** as a Paraprofessional for the 2011-12 school year; Sheri Boelter seconded the motion. All voted in favor.*

Tom Bradford made a motion to approve the Disposal Sale Resolution as presented; Mark Berg seconded the motion. There was no discussion. All voted in favor of the motion.

DISPOSAL SALE

Tom Bradford made a motion to approve GASB 54 Resolution 5a & 5b; Sheri Boelter seconded the motion. Suzie explained that the purpose of the resolution to identify the expenditure order of and categorize fund balances according to GASB (Governmental Accounting Standards Board) rules. Part 5b defines the policy of the district regarding how these balances will be committed. All voted in favor of the motion.

GASB 54 RESOLUTION

Mark Berg made a motion to approve to approve the purchase of a new phone system as recommended; Rhonda Hogstad seconded the motion. Brent presented two of three quotes: ABTelecom—Toshiba - \$12,239, Connect—Samsung - \$15,975. (A third quote from CLC Datacom will be ready in a day or two.) The trustees discussed the options. Mark Berg

PHONE SYSTEM

revised his motion to include the phrase “not to exceed \$13,000.” All voted in favor of the motion as revised.

INTERCOM SYSTEM

Tom Bradford made a motion to upgrade the intercom system to a contemporary model; Rhonda Hogstad seconded the motion. Brent explained that we can’t interchange components with other systems, so he had asked for a quote for replacement of the system. However that option is extremely expensive, so he also asked for a quote just to repair the base system we currently have which was much less expensive, but provides what we need. Tom Bradford revised his previous motion to repair the existing system for \$3,930.00. All voted in favor of the motion as revised.

SUPERINTENDENT’S CONTRACT

Sheri Boelter made a motion to accept the proposal from the Personnel/Negotiations committee to provide a 3-year contract with a 3% increase in each of the first two years, the third year will be determined after the legislative session in 2013; Mark Berg seconded the motion. Brent noted that three years is the maximum for superintendent’s contracts. All voted in favor of the motion.

TRANSPORTATION CONTRACT

Tom Bradford made a motion to approve the 2011-12 transportation contract with First Student as presented; Rhonda Hogstad seconded the motion. Brent noted that this contract will also include a new digital recording system. The VHS system no longer works and this system is very important for liability reasons—it checks the drivers AND students. There will be a box in the office to allow administration to review the recordings. All voted in favor of the motion.

PROPERTY/LIABILITY INSURANCE RENEWAL

Tom Bradford made a motion to approve the proposed insurance coverage with Western States Insurance in the amount of \$20,330 for the 2011-12 school year; Sheri Boelter seconded the motion. Suzie said that this represents a 10.4% increase. We have had very stable premiums with Western States, but the pool has experienced some major losses in the last year and the increase is reasonable. All voted in favor of the motion.

COMMITTEE APPOINTMENTS

Chair Manny Zuniga presented the committee appointments for the 2011-12 school year:

- Building/Grounds—Chair Tom Bradford, Mark Berg
- Community Relations—Chair Mark Berg, Rhonda Hogstad
- Curriculum—Chair Rhonda Hogstad, Tom Bradford
- Finance—Chair Sheri Boelter, Manny Zuniga
- Personnel—Chair Manny Zuniga, Sheri Boelter

PUBLIC COMMENT

Tom Bradford mentioned a project within the District which might have an impact on the school. Pacific Recycling is proposing a new recycling facility, including a car crusher, on the old Elk River Concrete site off Neibauer Road. The District was not aware of the proposal, but Brent will look into any effects the project might have on the District such as bus routes, student safety, noise, etc. and follow up with the appropriate people.

ITEMS FOR THE NEXT REGULAR MEETING

Lunch fees
Student Handbook
Board evaluation
Annual goals

There being no further business, Tom Bradford made a motion to adjourn at 8:25 p.m.

Respectfully submitted,

Susan Zentz, Clerk

Manuel Zuniga, Chair