

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

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The trustees met in regular session Monday, December 19, 2011 at 6:30 p.m. in the library. Those present throughout the meeting were Chair Manny Zuniga, trustees Rhonda Hogstad, Mark Berg, Superintendent Brent Lipp, and Business Manager Suzie Zentz. Tom Bradford arrived at 6:34 p.m. There were three visitors (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

Rhonda Hogstad made a motion to approve the consent agenda as presented; Mark Berg seconded the motion. Mark asked about the First Student warrant which was described as "field trips." Suzie explained that the software picks up the first line item in the check total to show as a description. Rhonda asked questions about negative balances on the expenditure report. Mrs. Zentz explained that the negatives are coding changes which need to be made and are not a reflection of the overall cash position of the fund. *All voted in favor of the motion.*

CONSENT AGENDA

Manny acknowledged thank you notes for the staff Christmas party from Karen Meick, Janet Weston, Terri Linger. Suzie and Brent also thanked the board for the evening.

CORRESPONDENCE

Superintendent Brent Lipp recapped his administrative report:

ADMIN REPORT

- Brent attended the 3rd meeting of K-8 superintendents (YSSACC Yellowstone Small Schools Assessment Curriculum Consortium). Their biggest concern is trying to get enough professional development into the schedule. They may develop a summer institute that would reward participation with replacement credits for MEA days.
- Jim Staab met with grades 3-5. We are making great gains in aligning our math with the common core standards.
- Met with Denise DeJarlais regarding MBI. We have an MBI presentation on our PIR day January 16th.
- Our compliments to Mrs. Murphy on excellent concerts prior to the Christmas break. Thanks to the staff too for their help and support. The level of music the students are performing is excellent.
- We had good attendance and lots of fun at the Christmas party on December 9th. Staff and trustees enjoyed the food and social time.
- The Superintendent Evaluation form will be given out tonight. Brent asked the trustees to provide feedback.
- Brent shared the SWIS data report. It provides us with good discipline information.

Policy 7515—Fund Balances Suzie explained that this Policy is required and supports the GASB 54 Resolution the board passed in June. She noted that Olness & Associates helped her revise the policy to suit our district.

POLICY 7515

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

Mark Berg made a motion to approve Policy 5630—Personal Cell Phone Use as presented; Rhonda Hogstad seconded the motion. Brent noted that he took out the information about purchasing cell phones since it doesn't apply to us. He also found out that student use of a staff phone would be placed in the student section of board policy or in procedures. All voted in favor of the motion.

NEW BUSINESS

Manny distributed the Superintendent Evaluation form to the trustees and asked that they be returned to him on or before Tuesday, January 10th.

Manny presented the following committee assignments for the remainder of 2011-12:

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|------------------------|---------------------------------|
| Building/Grounds | *Manny Zuniga
Mark Berg |
| Community Relations | *Tom Bradford
Rhonda Hogstad |
| Curriculum | *Jeff Flaten
Tom Bradford |
| Finance | *Mark Berg
Jeff Flaten |
| Personnel/negotiations | *Rhonda Hogstad
Manny Zuniga |

*denotes committee chair

PUBLIC COMMENT

There was no public comment.

AGENDA ITEMS FOR THE NEXT REGULAR MEETING

- Audit Report
- Superintendent's Evaluation

There being no further business, Rhonda Hogstad made a motion to adjourn at 7:02 p.m.

Respectfully submitted,

Susan Zentz, Clerk

Manuel Zuniga, Chair

COMMITTEES

POLICY 5630

**SUPERINTENDENT
EVALUATION FORMS**

**COMMITTEE
ASSIGNMENTS**