

Canyon Creek School District #4
Yellowstone County, Billings, MT
6:30 p.m. - Library

Call To Order

June 15, 2020

Chair Amy Sironi called the Regular Meeting of the Board of Trustees, to order at 6:30 p.m. by leading those present in the Pledge of Allegiance. The following trustees and officers were present: Amy Sironi, Chair, Amy Gibbons, Vice-Chair, Amanda Agyeman-Budu, Trustee, Brent Lipp, Superintendent and Seara Stovall, Business Manager/District Clerk were also present.

Additional guests present: Haley Morales, Dean of Students

Public Comment

None submitted.

Consent Agenda

It was discussed that Superintendent Lipp and Ms. Stovall will follow-up on sub list protocol as it currently does not seem effective per our current substitute system through Aesop.

Amy G. moved to approve the Consent Agenda as presented. Amanda seconded the motion. The motion passed unanimously.

Administrative Report

- Superintendent's Report–
 1. Facility (Roof Project) – It was noted that an invoice for materials has been paid and work is scheduled to start June 29th.
 2. Staffing (4th Grade and Junior High) – There are multiple concerns with overcrowding. One option is to move an elementary teacher into the Junior High, which reduces class sizes into the 15-16 student per class range. Abilities were also considered in class splits. It was noted that Mrs. Vogel has been offered to move into the Junior High block to teach Social Studies. She will also have one period to work with Title students. The Junior High students will be taught in block periods per grade level. Third grade will be a bigger class but those needing additional support will be receiving the support through special education instruction. This helps in meeting accreditation.
 3. Student Enrollment – There has been several inquiries from out of District students to enroll with Canyon Creek. There is concern, as Superintendent Lipp noted that we are close to capacity.
 4. Policy – There are a couple policies on the agenda, including Child Internet Protection Act (CIPA) Policy 3612 for revision. Policy 3650 is presented for first reading and is required to protect student's right of privacy.
 5. SPED Kindergarten Readiness Program – Currently, one certified teacher and two

paraprofessionals have been offered contracts. The written contracts are being reviewed for clarity from legal counsel. Legal counsel is also drafting the SPED Kindergarten Readiness Agreement with the goal to have it for presentation at the July board meeting.

6. Levy – Final decision is required by board action tonight to decide if the cancelled election will be rescheduled.
 7. COVID-19 – Committee meeting scheduled for tomorrow, June 16th. They will meet to discuss strategic planning for next year, applicable to phases and how they apply to being back in the building as normal next fall. There are 5 areas of strategic planning. The committee will be meeting regularly all summer in preparation for next fall.
- Dean of Student's Report –
 1. Positivity – H-signs were placed in staff member's yards in appreciation for their efforts. There was also an end of year gift to staff, thanking them for their efforts.
 2. Facebook – There have been additional efforts to increase posts on the school Facebook page. Posts can be boosted and that is a consideration as we received a \$10 coupon from Facebook. Scheduled posts have been drafted to post on a regular basis. Amanda will follow-up and report back to Superintendent Lipp on effectiveness of posts and boosting posts.
 3. Grades – All K-8 grades were completed and distributed within three days of the end of school.
 4. School Classroom Schedule for 2020-2021 – Multiple options have been drafted and will be considered once enrollment numbers come closer to being finalized.
 5. SAM Virtual Administrators Institute 2020 – Re-entry following a pandemic. Virtual courses for Administrators to resume school this fall.
 6. Bridges Institute – Standards based learning training opportunity in August.

Committee Report

General Fund Levy discussion was held. The committee reported out on the status of efforts and where things stand. There is intention to continue spreading information via mailings of post cards, hoping to reach district voters that are not affiliated with the school. Informational mailings have been sent out once per week to registered voters within the voting district. Additional information is being shared on the school webpage and Facebook page.

New Business

- A. Contract Approval – Dean of Students. Discussion was held.
 - *Amanda made a motion to approve the Dean of Students contract for the 2020-2021 school year as presented. Amy G. seconded the motion. The motion passed unanimously.*

- B. Trustee Resolution – Request for County to Conduct FY21 Election(s). Discussion was held.
 - *Amy G. made a motion to approve the County to Conduct FY21 Election(s) as presented. Amanda seconded the motion. The motion passed unanimously.*
- C. Trustee Resolution – Request for Reschedule of Cancelled Election. Discussion was held.
 - *Amanda made a motion to approve the Reschedule of the Cancelled Election from May 5th to July 21st as presented. Amy G. seconded the motion. The motion passed unanimously.*
- D. CARES Act ESSER allocated money - Discussion was held. Allocated amounts were shared. CCSD was allocated \$27,122.00.
- E. E-Rate Public Notice – Discussion was held. District-provided access to electronic information, services and networks. I.E. Acceptable uses, internet safety, confidentiality of student information, internet access conduct agreements, warranties/indemnification, and violations.
 - *CIPA Policy 3612 - Amy G. made a motion to review and adopt Policy 3612 as presented. Amanda seconded the motion. The motion passed unanimously.*
- F. Projected Enrollment – Class Size Challenges – Discussion was held. The projected breakdown per grade level was shared. Max class size to be compliant are K-2 = 20, 3-4 = 28, 5-8 = 30. Volunteer opportunities will be considered in the future, pending COVID -19 status.
- G. Superintendent Year-end Spending Authority – Discussion was held.
 - *Amanda made a motion to approve the Superintendent Year-end Spending Authority as presented. Amy G. seconded the motion. The motion passed unanimously.*
- H. Policy 3650 (first reading) – Discussion was held. This is a revision of policy 3650 which includes the compliance of outside operators to protect and maintain in full the privacy of student information.

Agenda Items for the Next Regular Meeting

- A. General Fund Levy Results
- B. Audit engagement letter
- C. Trustees set lunch fees and other miscellaneous fees
- D. Trustees approve the Student Handbook
- E. Trustees evaluate prior year board performance
- F. Trustees and Superintendent develop goals
- G. Acceptance letter for out-of-district students
- H. Open Board Trustee positions (2) and recruitment
- I. Proposal to move regular board meeting to the second Thursday of each month
- J. COVID-19 Committee Report

Adjournment

The next Regular Meeting will be held Monday, July 27, 2020 at 6:30 p.m. in the Canyon Creek School District Library.

Amanda moved to adjourn the meeting at 9:28 p.m. Amy G. seconded the motion. The motion passed unanimously.

Amy Sironi, Chair

Seara Stovall, Business Manager/Clerk