

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

**Call To Order**

**August 17, 2020**

Chair Amy Sironi called the Regular Meeting of the Board of Trustees, to order at 6:32 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, John Soucy, Trustee. Brent Lipp, Superintendent and Seara Stovall, Business Manager/District Clerk were also present.

Additional guests present: Haley Morales, Dean of Students, Dan Danahy, Michael Danahy, Becca Sedlacek and Jennell Duey

**Public Comment**

Becca Sedlacek and Jennell Duey – reopening plan audience participation forms were submitted. Amy S. read aloud the audience participation guidelines prior to public comment.

Jennell inquired about how many substitutes were currently signed up and what the contingency plan was for if a staff member were to go out for their own positive test or for caring for a dependent with a positive test? Superintendent Lipp noted that we currently have one confirmed substitute. He also shared that the reopening plan is set at a 14 day quarantine for all individuals who test positive. It was also noted that a Google platform will be in use from day one in preparation for the transition to distance learning in anticipation of a positive case. Jennell feels we will have a constant cycle of quarantine, in and out of in-building learning. She noted that she has a healthy respect for COVID-19 but there's so much unknown about the effects on children.

Becca Sedlacek inquired about flexibility of types of masks allowed. Superintendent Lipp noted that the main priority is that all students will wear masks. Each student will receive two school purchased masks and they will be laundered daily at the school. Personal masks are allowed but will not be laundered by the school.

**Consent Agenda**

Correspondence item – Letter of Resignation from Jennifer Hammonds has been added.

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

**Correspondence**

Letter of Resignation – Jennifer Hammonds

*Amy G. moved to accept the Letter of Resignation from Jennifer Hammonds as presented. Amanda seconded the motion. The motion passed unanimously.*

## **Administrative Report**

- Superintendent's Report–
  1. Sports update – Superintendent Lipp noted that football is scheduled to start next Friday. It was shared by the audience that football practice started at Elder Grove and Canyon Creek athletes were in attendance and participating. Superintendent Lipp will be following up with Elysian and Elder Grove, as Canyon Creek was set to co-op with Elysian for a football team.

It was also shared that the county schools decided not to allow spectators at any sports. They felt it was important to allow the students to continue to play but felt eliminating spectators would reduce the risks to student athletes and coaches. The district is looking into purchasing streaming capability equipment to accommodate fans being able to view games.

There is specific guidelines pertaining to wearing masks per specific sports; on the field/court versus on the bench/sideline. Only essential coaches are allowed on the courts/fields and will be required to wear masks.
  2. CBEE Cooperative Open House was held today. Parents and students met the teacher, previewed the classroom and discussed pick-up and drop-off.
  3. CCSD Open House is scheduled for Thursday, August 20<sup>th</sup>. There will be a review of cohorts, protocols, transportation, supplies, etc.
  4. Government PPE – Received today – Gloves, masks, face shields and thermometers. Hand sanitizer was not received.
  5. District purchased masks – Student and staff masks have been received.
  6. Vandalism – the new storage shed was broken into sometime over the weekend. The door was kicked in but nothing was taken. The door frame does need replaced.

## **Old Business**

- A. Open Board Trustee Position recruitment status update was given. No new known individuals of interest. The Board asked the audience to spread the word.

## **New Business**

- A. Trustees Financial Summary FY2019-20 – Discussion was held. Ms. Stovall presented data and fielded inquiries from the Trustees. She reported that the district had finished the year in good shape. Fund expenditures were impacted by the COVID-19 emergency school closures. The district was able to make several supply purchases for next fiscal year, complete the reroofing of a section of roof and purchase some needed equipment.
  - *Amanda made a motion to approve the FY2019-20 Trustees Financial Summary as presented. Amy G. seconded the motion. The motion passed unanimously.*
- B. Policy
  - Policy 1400 – Board Meetings – first reading was completed.

*Amy G. made a motion to move the regular board meeting to the 2<sup>nd</sup> Thursday of each month, starting September 10<sup>th</sup>, until the policy can be officially adopted. Amanda*

*seconded the motion. The motion passed unanimously.*

- Policy 3650 – Pupil Online Personal Information Protection - Final reading was completed.

*Amanda made a motion to adopt Policy 3650 as presented. Amy G. seconded the motion. The motion passed unanimously.*

- Policy 1900 Series – COVID-19 Emergency Measures – The revisions requested to the policies from the previous Special Meeting were reviewed in detail. The Facilities Use Agreements section was discussed in detail. As the policy language stands, outside users will fill out a facilities user agreement and each request will go before the board of trustees for approval.

*Amy G. made a motion to adopt Policy 1900 Series – COVID-19 Emergency Measures as presented. Amanda seconded the motion. The motion passed unanimously.*

- C. Staff Handbook - Discussion was held. Superintendent Lipp noted that the only changes made were to update the language to reflect the 2020-2021 fiscal year and appropriate formatting. Amy G. inquired about the Drug-Free Workplace language and asked for clarification from Superintendent Lipp. He will follow up with the board at the Regular Meeting in September.

- *Amanda made a motion to approve the Staff Handbook as presented pending clarification on the Drug-Free Workplace language. Amy G. seconded the motion. The motion passed unanimously.*

- D. MOA with CCEA - Discussion was held. Superintendent Lipp noted the requested changes by the Union had been made and the Union President has signed the MOA. The Union requested the MOA be reviewed again during the December Regular Meeting, scheduled for Thursday the 10<sup>th</sup>. This would give both parties an opportunity to review the agreement prior to it expiring on December 31, 2020.

- *Amy G. made a motion to approve the MOA with CCEA as presented. Amanda seconded the motion. The motion passed unanimously.*

- E. Final Budget Hearing – There was no public comment on the Final Budget for FY2020-21.

- F. FY2020-21 Final Budget - Discussion was held. Ms. Stovall reviewed the budget, comparing it to the previous year. The change in mills levied this year is due to the addition of the CBEE SPED Kindergarten Readiness Cooperative. The change is also impacted by the increase in mill value for 2020.

- *Amanda made a motion to adopt the FY2020 – 21 Final Budget as presented. Amy G. seconded the motion. The motion passed unanimously.*

## **Agenda Items for the Next Regular Meeting – September 10<sup>th</sup>**

- A. Extra-Curricular Contracts FY21
- B. CBEE Cooperative Agreement
- C. Open Board Trustee positions (1) and recruitment
- D. Trustees evaluate prior year board performance
- E. Trustees and Superintendent develop goals
- F. Staff Handbook – Drug Free Workplace language clarification

## **Adjournment**

The next Regular Meeting will be held Thursday, September 10, 2020 at 6:30 p.m. in the Canyon Creek School District Library.

*Amy G. moved to adjourn the meeting at 9:00 p.m. Amanda seconded the motion. The motion passed unanimously.*

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Amy Sironi, Chair

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Seara Stovall, Business Manager/Clerk