

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

**Call To Order**

**March 11, 2021**

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: Kelly Hickey

**Public Comment**

None submitted.

**Consent Agenda**

*Amy Gibbons moved to approve the Consent Agenda as presented. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.*

**Correspondence**

1. RiverStone Health School Nurse Report - Superintendent Lipp shared Nurse Rock's monthly report. Amanda Agyeman-Budu noted that 7<sup>th</sup> grade missed the growth and development training last spring due to the Covid shutdown. Superintendent Lipp will work with the nurse to reschedule the training.

**Committee Report**

1. Personnel Negotiations Committee – Amy Sironi gave a report out from the recent meeting held. The committee met to review estimated budget projections and reviewed the potential impact of HB 143.

**Administrative Report**

- Superintendent's Report–
  1. Levy - Superintendent Lipp shared in detail a schedule of the 2021 Levy Strategic Plan, items to be covered between now and Election Day, Tuesday, May 4<sup>th</sup>. He plans to send an informative letter out to all staff to gather support for levy communications.
  2. Policy Updates -Superintendent Lipp noted this would be covered in detail during the New Business agenda item.

3. Maintenance / ESSER Funding - School Maintenance – Superintendent Lipp shared that the gym boiler, elementary furnace systems, gym doors and the heating/cooling units in the Annex are items needing repaired or replaced. These expenditures are allowed under the ESSER funding. The intention is to utilize those funds to improve the infrastructure of the school.
4. ESSER III Funding / After School Program / 20% - Superintendent Lipp shared that our estimated amount to be received for the ESSER III funding is \$253,587. Out of that total, 20% of the local distribution to schools must be spent to address learning loss by supporting the implementation of evidence-based interventions, such as summer learning, extended day, or extended school year programs. Early thoughts are to provide an After School Program.
5. Negotiations / Redburn Consulting – Superintendent Lipp shared that he is awaiting scheduling availability from Mr. Redburn in order to start the training for Consensus Process bargaining with the Canyon Creek Education Association. He is sending a contract and service offerings to the District for review. Superintendent Lipp will relay when the information is received.
6. SBAC Testing – Superintendent Lipp shared that testing is set to be started March 29<sup>th</sup> and will end around April 16<sup>th</sup>. The Office of Public Instruction is pushing for a shortened version of the standard SBAC test. The Federal level is not aligned with the state agenda. It is anticipated that the shortened test will be approximately four hours. The District will also be giving the sample Science test. Scheduling and accommodations have been in the works for weeks and training of test proctors has been completed.
7. Signs of Suicide Program Comparison by Year – Mrs. Tennant, school counselor compiled a comparison of data for the last four years. The data is concerning and it is noted the impact Covid is having on all individuals. Amanda Agyeman-Budu shared that she would like to see proactive steps to promote a more fun school environment.
8. Test Data – Data Analysis of our winter MAP scores in Math, Language Arts: Reading and Language Arts: Language Usage – Superintendent Lipp shared that time has been spent analyzing the data with staff members to evaluate areas that need improvement and a comparison of data to where students are currently at, compared to the beginning of the school year. There was a comparison at grade level of the Mean Norm scores. The data shows some concerns at specific grade levels. There will be a review of standards alignment and curriculum to ensure each grade level instruction is aligned.
9. Science Fair – Superintendent Lipp shared that the school recently had a Junior High Science Fair. It was open to the public.

With the current Covid status he asked the Trustees if they would be okay to open up the consideration of 8<sup>th</sup> grade promotion and the county-wide track meet. The Trustees are in support of both items, keeping the current Covid status in mind.

- Dean of Student’s Report –
  1. Mrs. Morales was absent.

## **Old Business**

- A. SPED Certified Teacher position recruitment status update was given. The District did receive an application of a very qualified candidate. Administration completed a virtual interview with the candidate and an offer was made. Unfortunately, due to the limitations of the salary matrix, the candidate declined the offer. Superintendent Lipp shared that most likely we will not get this position filled.
- B. Open Board Trustee Position recruitment status update was given. Chair Amy Sironi declared the addition of an open trustee seat due to the passing of Trustee, John Soucy.
  - a. Interview and possible appointment of one trustee: Kelly Hickey. Superintendent Lipp introduced Kelly Hickey. Kelly shared her background and interest in joining the board. The trustees introduced themselves and proceeded with interview questions for Kelly. *Amanda Agyeman-Budu made a motion to interview and consider appointment of Kelly Hickey as Trustee. Amy Gibbons seconded the motion. The motion passed unanimously to approve appointment of Kelly Hickey as Trustee to Canyon Creek School District #4.*

## **New Business**

- A. Approve FY2021-22 School Calendar – Discussion was held. Superintendent Lipp shared that there was some additional vacation and PIR days built into the spring months, giving the staff a bit of a break. This spring has been long and challenging for the staff, with little time off. *Amy Gibbons moved to approve the FY2021-22 School Calendar as presented. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.*
- B. Out of District Attendance Agreements – Discussion was held. Currently there are seventy-nine out of district student attendance agreements year to date. The additional two would make our annual total 81 out of district students enrolled in the school. *Amanda Agyeman-Budu moved to accept the Out of District Attendance Agreements for FY21 as presented. Amy Gibbons seconded the motion. The motion passed unanimously.*
- C. Resolution – Notice of Intent to Increase Non-Voted Levies. Ms. Stovall reviewed the Resolution data, explaining the estimated increases to the Transportation and Tuition funds. The estimated increase to the Transportation fund is partially due to the contracted busing services increase and secondly, the cost allocation of a percentage of Administrative salaries to the fund. The estimated increase to the Tuition fund is due to the potential budgeting for an additional student at the Yellowstone Boys and Girls Ranch. The estimated decrease to the Building Reserve fund is due to the State Major Maintenance Aid allocation for the district. Per potential legislative impacts, it has been advised by the Office of Public Instruction to budget to receive the full state portion. The expenditure intention with these funds is to complete the third and final roof repairs/replacement to the elementary wing of the school. *Amy Gibbons moved to accept the Resolution of Intent to Increase Non-Voted Levies as presented. Amanda Agyeman-Budu seconded the motion. The motion passed unanimously.*
- D. Resolution for Voted Levy – General Fund – Discussion was held. Superintendent Lipp shared his

support for the General Fund voted levy. Per the historical data, the last General Fund levy that passed was in FY2008-09 for \$42,946. Due to the lack of success in passing a General Fund levy, the gap between the Highest Budget without a Vote and the Highest Budget with a Vote is growing significantly. From FY21 to FY22, the increase between those two budgets is \$18,422.14.

*Amanda Agyeman-Budu moved to accept the Resolution for Voted Levy – General Fund in the amount of \$122,994.65 as presented. Amy Gibbons seconded the motion. The motion passed unanimously.*

- E. Election – Declaration of Intent and Oath of Candidacy – Due March 25<sup>th</sup>. Ms. Stovall reminded everyone in attendance that if there is someone who is interested in a trustee position, they must complete a Declaration of Intent and Oath of Candidacy form for submission by March 25<sup>th</sup>. This is the cut-off date to be included on the Trustee Election ballot.
- F. Business Manager Evaluation Instructions – Due March 29<sup>th</sup>. Ms. Stovall distributed the evaluation form and reviewed the process for the Trustees and Superintendent.
- G. Covid / School Health Report – Discussion was held. Superintendent Lipp shared that with the open opportunity for school staff to get vaccinated, it has resulted in several individuals taking advantage of the opportunity. Superintendent Lipp participated in the Yellowstone County Health weekly meeting and shared that the county is sitting at a 12% positivity rate. The numbers are continuing to decline with the increase in vaccinated individuals and the continuation of the preventative measures.
- H. Policy Review Options – Superintendent Lipp shared that Ms. Stovall contacted MTSBA for a quote for the services of reviewing current policies and continually updating the policies and procedures to meet current legal requirements and adequately reflect the District's operations. The cost to the District for these services, based on current enrollment, is \$3,500. The trustees are in support of seeking options from MTSBA on the process and timeline.

### **Agenda Items for the Next Regular Meeting – April 8<sup>th</sup>**

- A. Prepare for the Levy Election - Levy Engagement from the Staff and Community
- B. Plan Staff Appreciation Gesture from Trustees
- C. MTSBA Policy Services
- D. Business Manager / Clerk Evaluation (Executive Session)
- E. Dr. Redburn Consensus Process Contract
- F. Staff Salary Lane Changes
- G. Covid / School Health Report

## **Adjournment**

The next Regular Meeting will be held Thursday, April 8, 2021 at 6:30 p.m. in the Canyon Creek School District Library.

*Amanda Agyeman-Budu moved to adjourn the meeting at 9:07 p.m. Amy Gibbons seconded the motion. The motion passed unanimously.*

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Amy Sironi, Chair

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Seara Stovall, Business Manager/Clerk