

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on June 9, 2020 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Dusty White, Cary Phillips, Tyrel Massar, Krista Beery and Tate Switzer. Also in attendance were Clerk Della Van Horn, Superintendent Preston Wenz and Principal Megan Murrell, Michael & Alayna Haynie, Jayme & Mike Bartelson, Mikenda Seymour, Lisa & Talia Fletes, Megan Volbrecht, Susan Erlenbusch, Tara Hubing, Amy McCloy, Averí Pasma, Megan Knuth, Tyler Eggebrecht, Keeley, Alan, Nancy Stempel, Mary Heide, Conner & Roger Schara, Lindsey Williams & Sierra Nagle.

Chairman Hove opened the meeting with the pledge.

BPA members were recognized for their accomplishments and winning a trip to Nationals: Tyler Eggebrecht, Conner Schara, Talia Fletes, Keeley Stempel, Sierra Nagle & Lindsey Williams. (students were unable to attend nationals because the trip was canceled due to COVID 19).

A correction was made to the May 12 minutes to read : that the senior class could reschedule the trip and if it fails the senior class can designate the balance remaining in the fund for a specific purpose and authorize the expenditure immediately. Moved by White, seconded by Hove to approve the minutes of the May 12 meeting (with correction) and the May 21 meeting as presented. Motion carried unanimously by the combined board.

OLD BUSINESS – DCC contract

Moved by White, seconded by Massar to table the contract with DCC. Motion carried unanimously by the combined board. It is still being reviewed by their legal counsel.

EXTRACURRICULAR HEAD COACH PROCESS & CONTRACT LANGUAGE OPTIONS

Mr. Wenz asked the board if they wanted to open coaching positions every year or offer contracts that continue from year to year (as has been past practice). We have received a sample updated extracurricular contract from MSBA. The board compared it to the current contract. There are 2 options for the compensation of coach employment contracts. The board chose option 2 “for coaching staff whose primary duties are teaching and imparting knowledge to students” to pay a stipend amount. (Rather than pay hourly) Discussion was held on “administrative leave with pay”, The superintendent has the authority to relieve coach of job duties by placing them on administrative leave with full pay the board would like wording that the superintendent would take the issue to the Board ASAP. Other discussion was held on coaching contracts which are annual contracts (classified are as well). Would classified have to apply every year also if we require that of coaches? Moved by White, seconded by Switzer to table the adoption of the new contract until we get legal counsel on some changes. Motion carried unanimously by the combined board.

EXTRACURRICULAR CONTRACTS & AD

Mr. Wenz recommended Averí Pasma for the 2020-21 head HS volleyball coach. Moved by White, seconded by Beery to offer the head HS volleyball coach position to Averí Pasma for the 20-21 season. Motion carried unanimously by the high school board.

Mr. Wenz recommended Brette Pawlowski for the 20-21 assistant HS volleyball coach. Moved by White, seconded by Switzer to offer the assistant HS volleyball coach position to Brette Pawlowski for the 20-21 season. Motion carried unanimously by the high school board.

Moved by Massar seconded by White to approve Amanda Hove as a volunteer for volleyball for the 20-21 season. Motion carried unanimously by the combined board. (Hove abstained because of nepotism).

Mr. Wenz recommended Megan Volbrecht for the 20-21 junior high volleyball position. Moved by Phillips, seconded by Hove to offer a junior high coaching position to Megan Volbrecht for the 20-21 season. Motion carried unanimously by the elementary board. (split stipend with co-coach).

Mr. Wenz recommended Ellie Kniepkamp for the 20-21 junior high volleyball position. Moved by Switzer, seconded by Phillips to offer a junior high coaching position to Ellie Kniepkamp for the 20-21 season. Motion carried unanimously by the elementary board. (split stipend with co-coach).

Mr. Wenz recommended Averí Pasma for the 20-21 head HS track position. Moved by Massar, seconded by Hove to offer the head HS track coach position to Averí Pasma for the 20-21 season. Motion carried unanimously by the high school board.

Mr. Wenz recommended Brette Pawlowski for the 20-21 assistant HS track position. Moved by White, seconded by Switzer to offer the assistant HS track position to Brette Pawlowski for the 20-21 season. Motion carried unanimously by the high school board.

Moved by Massar, seconded by Hove to approve the following volunteers for the 20-21 track season: Kama Urton, Teddy Nadasky, Paula Pederson, & Hannah Gackle. Motion carried unanimously by the combined board.

JH track coach position is open.

Mr. Wenz recommended Taw Eissinger for the 20-21 head HS football position. Moved by White, seconded by Switzer to offer the Head HS football position to Taw Eissinger for the 20-21 season. Motion carried unanimously by the high school board.

Mr. Wenz recommended Taylor Schipman for the 20-21 assistant HS football position. Moved by White, seconded by Beery to offer the assistant HS football coach position to Taylor Schipman for the 20-21 season. Motion carried unanimously by the high school board.

Moved by White, seconded by Hove to approve the following volunteers for the 20-21 football season: Ethan Beery, Cameron Meissner, & Kevin Guldborg. Motion carried unanimously by the combined board. (Beery abstained because of nepotism).

Mr. Wenz recommended Cade Taylor for the 20-21 head JH football position. Moved by Switzer, seconded by Massar to offer the head JH football position to Cade Taylor for the 20-21 position. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Brian Kassner for the 20-21 assistant JH football position. Moved by White, seconded by Hove to offer the assistant JH football position to Brian Kassner for the 20-21 season. Motion carried unanimously by the elementary board.

Moved by White, seconded by Hove to approve Kevin Guldborg as a JH volunteer football coach for the 20-21 season. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Colleen Stormer for the 20-21 HS/JH girls and boys cross country coach. Moved by White, seconded by Phillips to offer the HS/JH girls and boys cross country coach for the 20-21 season to Colleen Stormer. Motion carried unanimously by the combined board with the exception of Tyrel Massar who abstained (nepotism).

Moved by Switzer, seconded by Hove to approve Bryan Stormer for a volunteer for the cross country 20-21 season. Motion carried unanimously by the combined board with the exception of Tyrel Massar who abstained (nepotism).

Mr. Wenz recommended Taylor Schipman for the 20-21 head HS boys' basketball coach position. Moved by White, seconded by Switzer to offer the head HS boys basketball position to Taylor Schipman for the 20-21 season. Motion carried unanimously by the high school board.

Mr. Wenz recommended Jason Beery for the 20-21 assistant HS boys' basketball coach position. Moved by Switzer, seconded by Hove to offer the assistant HS boys' basketball coach position to Taylor Schipman for the 20-21 season. Motion carried unanimously by the high school board.

Mr. Wenz recommended Taylor Schipman for the 20-21 head HS girls' basketball coach position. Moved by White, seconded by Switzer to offer the head HS girls' basketball position to Taylor Schipman for the 20-21 season. Discussion was held. Some felt there were some difficulties with him running both programs (boys and girls). Switzer asked if we were eliminating the opportunity for others to apply for the position by not opening it up. White felt that the program is "making progress". Alayna Haynie had input that she feels it is beneficial to have 2 people for the boys and girls program, rather than the same person so that they can devote more time to the one position. Discussion was held that we haven't advertised the position (it has been past practice to offer to the previous coach). An individual has shown interest in applying in the past couple of days. Those in favor of the motion: White, Switzer, Beery, Phillips. Opposed: Hove, Massar. Motion carries.

Mr. Wenz recommended Jason Beery for the 20-21 JH boys' basketball coach position. Moved by White, seconded by Hove to offer the 20-21 JH boys' basketball coach position to Jason Beery. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Melissa Kountz for the 20-21 JH girls' basketball coach position. Moved by White, seconded by Massar to offer the 20-21 JH Girls' basketball coach position to Melissa Kountz. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Ty Taylor for the 20-21 head HS wrestling coach (boys & girls). Moved by Massar, seconded by Phillips to offer the 20-21 head HS wrestling coach position to Ty Taylor (boys & girls). Motion carried unanimously by the high school board.

Mr. Wenz recommended Jesse Yerbich for the 20-21 assistant HS wrestling coach. Moved by Massar, seconded by Hove to offer the 20-21 assistant HS wrestling coach position to Jesse Yerbich. Motion carried unanimously by the high school board.

Mr. Wenz recommended Colleen Stormer for the 20-21 JH wrestling coach. (boys & girls) Moved by Phillips, seconded by White to offer the 20-21 JH wrestling coach position to Colleen Stormer (boys & girls). Motion carried unanimously by the elementary board with the exception of Tyrel Massar. (nepotism).

Moved by White, seconded by Hove to approve Bryan Stormer as a JH wrestling volunteer. Motion carried unanimously by the combined board with the exception of Tyrel Massar (nepotism).

Mr. Wenz recommended Scott Nasner as the 20-21 jamboree elementary boys' basketball coach position. Moved by White, seconded by Hove to offer the 20-21 jamboree elementary boys' basketball coach position to Scott Nasner. Motion carried unanimously by the combined board.

(this motion was later rescinded as decided to advertise the position).

Moved by Phillips, seconded by Hove to approve Heidi Beery as a volunteer for the elementary boys' basketball program for the 20-21 season. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Melissa Kountz for the 20-21 jamboree elementary girls' basketball coach position. Moved by Switzer, seconded by Hove to offer the 20-21 jamboree elementary girls' basketball coach position to Melissa Kountz. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Susan Erlenbusch for the 20-21 speech and drama coach. Moved by White, seconded by Switzer to offer the 20-21 speech & drama coach to Susan Erlensbusch. Motion carried unanimously by the high school board.

Mr. Wenz recommended Lindsey Williams for the 20-21 BPA advisor. Moved by White, seconded by Phillips to offer the 20-21 BPA advisor to Lindsey Williams. Motion carried unanimously by the high school board.

Mr. Wenz recommended Averí Pasma for the activities director position for the 20-21 year. Moved by White, seconded by Hove to offer the 20-21 activities director position to Averí Pasma. Motion carried unanimously by the combined board. Averí and Preston will work together at events. The board suggested reviewing the job description.

Mr. Wenz recommended Helen Isaacson for the 20-21 pep band director. Moved by Massar, seconded by Hove to offer the 20-21 pep band director to Helen Isaacson. Motion carried unanimously by the combined board.

Mr. Wenz recommended Helen Isaacson for the 20-21 HS music vocal festival. Moved by Beery, seconded by Hove to offer the 20-21 HS music vocal festival to Helen Isaacson. Motion carried unanimously by the high school board.

Mr. Wenz recommended Helen Isaacson for the 20-21 swing choir “blues” group. Discussion was held on opening up the position since Sonja Meissner did it last year. It was mentioned that because it is on the master schedule that it is more desirable to fill “in house” if a staff member is interested. Mike Bartelson spoke on behalf of the music extracurricular being under the academic music program, that they are co-curricular. Beery noted that we do not have a resignation from Mrs. Meissner. The contract is open every year. Switzer felt that if someone is interested in applying, they need to let the superintendent know that they are interested. The existing coach doesn’t have to fill out an application but that interested parties should let the superintendent know if they want to apply. Mr. Wenz stated that if the music instructor wants to do the music, we should let them do the music (including extracurriculars). McCloy said that we have a young person to take it on, we should “pass the torch”. Mrs. Meissner has helped the music program for many years, some felt that she should have the opportunity to resign. Moved by Massar, seconded by Hove to offer the 20-21 swing choir “blues” position to Helen Isaacson. Those in favor of the motion: Massar, Hove, Phillips, Switzer. Opposed: White & Beery. Motion carries.

Mr. Wenz recommended Helen Isaacson for the 20-21 HS band festival. Moved by Switzer, seconded by Phillips to offer the 20-21 HS band festival position to Helen Isaacson. Motion carried unanimously by the high school board.

Mr. Wenz recommended offering the annual (yearbook) position to Lindsey Williams and Helen Isaacson. (split stipend 50/50). Moved by White, seconded by Beery to offer the 20-21 annual (yearbook) advisor position to Lindsey Williams and Helen Isaacson. (stipend split 50/50) Discussion: We will bring the yearbook back into the classroom. Isaacson will take the pictures and Williams will do the lay out with students. He also would like to open the student pictures (class pictures/buttons) for bids from area photographers. Others are interested in doing the photos. Hubing shared that *Buffalo Creek Photography* didn’t charge sitting fees to do these pictures while others may. Motion carried unanimously by the combined board.

Mr. Wenz recommended Susan Erlenbusch for the 20-21 all class play. Moved by Beery, seconded by White to offer the 20-21 all class play director to Susan Erlenbusch. Motion carried unanimously by the high school board.

Mr. Wenz recommended Tara Hubing for the 20-21 student council advisor. Moved by White, seconded by Hove to offer the 20-21 student council advisor position to Tara Hubing. Motion carried unanimously by the combined board.

Mr. Wenz recommended Becky Fritz for the 20-21 national honor society advisor position. Moved by Massar, seconded by Phillips to offer the 20-21 national honor society advisor position to Becky Fritz. Motion carried unanimously by the high school board.

Mr. Wenz recommended Lindsey Williams and Susan Erlenbusch for the 20-21 junior class advisors. Moved by Phillips, seconded by Switzer to offer the 20-21 junior class advisor positions to Lindsey Williams and Susan Erlenbusch. Motion carried unanimously by the high school board.

Mr. Wenz recommended Ralph Walker for the 20-21 concession mgr position. Moved by Massar, seconded by Hove to offer the 20-21 concession manager position to Ralph Walker. Motion carried unanimously by the high school board.

Mr. Wenz recommended Helen Isaacson for the 20-21 JH vocal music festival. Moved by Massar, seconded by Phillips to offer the 20-21 JH Vocal music festival position to Helen Isaacson. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Helen Isaacson for the 20-21 JH band festival. Moved by White, seconded by Hove to offer the 20-21 JH music festival position to Helen Isaacson. Motion carried unanimously by the elementary board.

Mr. Wenz recommended Alicia Wenz for the 20-21 cheerleading position. Moved by Massar, seconded by Switzer to offer the 20-21 cheerleading position to Alicia Wenz. Those in favor: Massar, Switzer, Phillips, Hove, White. Opposed: Beery. Motion carries.

Moved by White, seconded by Hove to rescind the motion to hire Scott Nasner for jamboree elementary boys basketball coach (because he is new, determined we should advertise for the position). Motion carried unanimously by the elementary board.

INDIVIDUAL TRANSPORTATION CONTRACTS

Moved by White, seconded by Massar to approve Randall Mothershead and Jenny Garoutte for isolation individual transportation for the 2020-21 school year. Motion carried unanimously by the combined board.

Moved by White, seconded by Hove to approve the following individual transportation contracts for regular transportation for the 20-21 school year: G. Lewis Petrik, Cord Bieber, Heidi Beery, Savannah Nelson, Katie Hebel, Krista Beery, Lynae Larson, Sheena Thoeny, Robert Walden, Heidi Taylor, Keri Taylor, Brenda Boysun, Janae Rosaaen & Melissa Kountz. Amanda Murphy. Motion carried unanimously by the combined board.

18-19 AUDIT

The 2018-19 audit has been finalized. Moved by Phillips, seconded by Hove to approve the 2018-19 audit as presented. (no findings) Motion carried unanimously by the combined board.

STUDENT ATTENDANCE AGREEMENTS

Moved by White, seconded by Hove to waive tuition for the 2020-21 school year and approve the following student attendance agreements: Jorja Hisdahl, Kylie Erickson, Tyler Erickson, Ruben Nelson, Paden Nelson, Truit Nelson, Vander Nelson, Anson Taylor, Cruze, Hailee, Conner, & Cooper Heitz, Amanda & Daniel Durbin, Chance Beley, Kolten, Brayden & Bailey Hansen. Motion carried unanimously by the combined board.

ACTIVITY BUS DRIVER LIST.

Moved by White, seconded by Switzer to approve the activity bus driver list. Motion carried unanimously by the combined board.

EXTRACURRICULAR BUS SUPERVISOR STIPEND

Moved by White, seconded by Phillips to pay the full \$2000. Bus supervisor stipend to Garry Johnson for the 19-20 year. (the year was cut short due to COVID 19 and the cancellation of activities). Motion carried unanimously by the combined board.

ACTIVITY BUS DRIVER PAY DURING SHUTDOWN

Moved by White, seconded by Hove to not pay for extracurricular drivers' hours during the COVID shutdown as there were not activities during that time. Motion carried unanimously by the combined board.

MUSIC FESTIVAL STIPEND PAY FOR 2020

Mr. Wenz recommended that we pay 50% of the HS music festival stipend (vocal & band) because of the COVID shutdown. This is in line with the other spring extracurriculars. The Montana High School Association had shut down all extracurriculars March 16th. Moved by Phillips, seconded by White to pay 50% of the HS music festival stipends (vocal & band) to Helen Isaacson and Sonja Meissner for 2019-20. Motion carried unanimously by the high school board.

RECYCLE COMPUTERS

Information on recycling obsolete computers. MTS will go through them and see if there are any parts that we can use. We can possibly resell some of the computers.

MULTI DISTRICT TRANSFER

Moved by White, seconded by Hove to authorize the district clerk and superintendent to designate the amount of fund balance at June 30, 2020 to transfer to the multi district agreement fund. Motion carried unanimously by the combined board. Hove asked to get a history of how much we have transferred into the fund in past years.

RESIGNATION

Moved by White, seconded by Massar to accept the resignation of Cassie Handy. Motion carried unanimously by the combined board.

UNDERGROUND STORAGE TANK INSURANCE

Moved by Beery, seconded by Phillips to renew the underground storage tank insurance. Motion carried unanimously by the high school board.

MHSA DUES & FEES

Moved by Phillips, seconded by White to approve the 2020-21 dues and fees with the Montana High School Association for the following activities: Boys – basketball, cross country, football, track & wrestling. Girls – basketball, cross country, track, volleyball & wrestling. Combined – band, chorus, drama & speech; the liability catastrophe plan insurance and the concussion insurance premium. Motion carried unanimously by the high school board.

ELECTION RESOLUTION FOR COUNTY TO CONDUCT ELECTION

Informed by the county that she declines to conduct our elections at this time.

SUMMER TUTORING STIPEND

Moved by white, seconded by Hove to approve Lisa Fritz to do tutoring for special needs students for the 2020 summer at \$25 per hour. Motion carried unanimously by the elementary board.

VAN PURCHASE

Mr. Wenz shared some figures of transportation and what the district could save if they purchased a 15 passenger van. If we traded our expedition an estimate was \$30995 for a van. Hove shared that a 15 passenger van has to meet a 5 star safety rating and this van is not rated. Other discussion was held on an "E" bus which carries 10 passengers. It was noted that the van needs to be deemed school bus safe from the manufacturer. Moved by White, seconded by Beery to table any decision on purchasing another vehicle at this time. Motion carried unanimously by the combined board.

POLICY UPDATES

The board reviewed policies 1900 and 1906 (we can select all the options, we do not need the option for summer school). Moved by White, seconded by Phillips to select all the options for policy 1906 (don't need summer school). Motion carried unanimously by the combined board.

OBSOLETE PROPERTY

Moved by Beery, seconded by Phillips to approve the obsolete PE discard list. Motion carried unanimously by the combined board.

BUS ROUTES

Moved by White, seconded by Hove to approve the bus routes with no changes. Motion carried unanimously by the combined board.

CARES ACT FUNDS

Mr. Wenz informed the board we will be receiving approximately \$37000 for the CARES act. We have 2 years to spend. Some areas suggested to budget for is technology, cleaning supplies, food service and instructional supplies. Moved by Phillips, seconded by Hove to table the CARES Act budget. Motion carried unanimously by the combined board.

SUPERINTENDENT VACATION DAYS

Mr. Wenz asked for vacation days for June 22-27th and July 27-31. Moved by Phillips, seconded by Hove to approve the requested vacation days for Mr. Wenz. Motion carried unanimously by the combined board.

ELEMENTARY TEACHER RECOMMENDATION

Mr. Wenz recommended Rachel Overby for the elementary position. Moved by Massar, seconded by Phillips to offer a teacher contract to Rachel Overby for the 2020-21 year. Motion carried unanimously by the elementary board.

CONSENT AGENDA

Moved by Massar, seconded by Phillips to approve the consent agenda of Elementary & High School June payroll & claims, expenditure budget balance report ending May 31, 2020, Cash reconciliation and revenue report ending April 30, 2020. Discussion was held on limiting the dollar amount for each teacher and working towards having a budget for each teacher to spend and work on taking out any excess supply expenditures. Motion carried unanimously by the combined board.

COMMITTEE REPORTS

The building committee met and toured the grounds and buildings. They compiled a list of projects and prioritized them. Mr. Wenz will look into getting some grants. Great Northern is available to help writing grants.

Curriculum committee

Discussion was held on updating curriculum. We possibly have 15 kindergartners coming in. Other items were the online component for science, Cengage which is an online business program, and drones and robotics for the business department.

Discussion was held on updating the handbooks. Mr. Wenz, Mrs. Murrell and Mrs. McCloy met and have worked on cutting and pasting the handbooks to update them. This handbook draft will go to the handbook committee and then onto the board for adoption. They have worked on combining the handbooks into 1 document.

Mr. Wenz gave his superintendent report.

MHSA – we will need to decide no later than October if we want to go to 3 districts for BB or 1 big district (also affects track). Also is a suggestion to change district basketball tournament for next year.

Circle Cinema has requested to use the football field for a drive in movie. (nothing will be on the field).

Report cards should be out soon (still waiting from grades from MCC).

Mr. Wenz would like the principal contract to be treated more like the superintendent contract, possible multi-year contract. Della said that her understanding is Montana Law is that a principal contract is like a teacher contract and can't be offered for multi years. Principals fall under the tenure laws. Mr. Wenz said he will get legal counsel on this question.

Mrs. Murrell gave her principal report. We will be getting 3 new middle school students. Kindergarten roundup is scheduled for July 17th. Next year we will be working on a K-12 newsletter. Discussion was held on the OPI report cards under ESSA. All of our schools were placed in the universal support category, which is the highest level.

The next meeting is July 14th.

Mr. Wenz will inquire about the strategic planning and where we are in the process with MTSBA.

Moved by White, seconded by Switzer to adjourn the meeting at 10:10 pm. Motion carried unanimously by the combined board.
