

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on July 14, 2020 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Dusty White, Cary Phillips, Tyrel Massar, Krista Beery & Tate Switzer. Also in attendance were Clerk Della Van Horn, Superintendent Preston Wenz, and Principal Megan Murrell, Alan Stempel, Amy McCloy, Lindsey Williams, Megan Knuth, Emily Guldborg, Helen Murphy, Ruth Clarin, Susan Erlenbusch, Kelsey Hale, & Sonja Meissner.

Chairman Hove opened the meeting with the pledge.

PUBLIC COMMENT

Helen Murphy asked the board what their plans are for school opening and are they using the OPI guidelines; is there a committee with the teachers? The board's response was that they are using the OPI, CDC & governor's plan for guidance. They are also working with our legal counsel. A special meeting will be set to finalize the plan as we have started on a preliminary plan.

MINUTES

Moved by White, seconded by Phillips to approve the minutes of the June 9th meeting as presented and also a correction to the May 12th minutes that the track stipends will be paid at 50% for the 2019-20 year (not 20-21). Motion carried unanimously by the combined board.

DCC CONTRACT

Moved by Phillips, seconded by Hove to approve the Dawson Community College School Facilities Use and Liability Release Agreement for Aug. 1, 2020 to July 31, 2021. Motion carried unanimously by the combined board.

TYPE E BUS

Discussion was held on the purchase of an expedition to save on travel and driver costs. *Eissinger Equipment* quoted a price of \$40,500 with a trade. This was a 2019 expedition. Other discussion was held on pursuing other options in a lower price range. Moved by White, seconded by Phillips to table any purchase of another vehicle at this time. Motion carried unanimously by the combined board. It was decided to use buses, expedition and the cars and possibly revisit if drivers become an issue.

EXTRACURRICULAR/CO-CURRICULAR APPLICATION PROCESS

Mr. Wenz asked if the board had any other input on the application process for extracurricular contracts. Moved by White, seconded by Switzer that going forward, we would put a notice in the paper stating that the district will take applications up to a specific date so that the board is aware that there are other people interested in a position. Current coaches will not be required to apply the next year. Motion carried unanimously by the combined board. Extracurricular and Co-curricular were discussed. We haven't distinguished between the 2 in the past. This would need to be negotiated with the union. Ruth Clarin asked about the pictures. This is not an item on the master schedule, although

the yearbook is. BPA is co-curricular with business classes. Music groups are Co-curricular with the music curriculum. It was noted that extracurricular and co-curricular contracts are annual contracts (no expectation of employment beyond that contract). The recommendation comes from the superintendent/activities director to the board as the board can only hire and fire.

COACH/EXTRACURRICULAR/CO-CURRICULAR CONTRACT WORDING

A sample contract that is recommended by MTSBA was distributed to the board. The board has chosen to adopt option 2 for coaching staff whose primary duties are teaching and imparting knowledge to students. (option 2 is for a stipend and not an hourly wage). Discussion was held on item 6 in the contract that addresses administrative leave with pay. White suggested having the wording that the "school board shall have the authority" rather than "the superintendent has the authority". Switzer stated that the wording is appropriate with the superintendent having the authority because it comes back to the board regardless but the recommended wording addresses situations that may come up abruptly. Moved by Switzer, seconded by Phillips to adopt the "Coach Employment Contract for a Specified Term" as recommended by the MTSBA. Those in favor of the motion are Switzer, Phillips, Hove, Massar. Opposed: White & Beery. Motion carries.

SECOND READING POLICY 1705

It was noted that we had adopted policy 1705 in November but that there hadn't been a 2nd reading. Moved by Beery, seconded by Hove to approve the 2nd reading of policy 1705 Possession of Firearms/Weapons on School District Property and 1705F. Motion carried unanimously by the combined board.

Mr. Wenz had filled out the weapon application. The board did not feel we were ready to approve the application at this time. It was noted that the workman's comp on the employee would go up considerably and depending on how many concealed weapons we have our liability insurance may reconsider carrying our insurance. It was mentioned that you can't put a price on the safety of the students/staff. Other considerations were verifying the amount of practice and someone documenting the training and what are the requirements for the training, who provides the ammunition and who purchases the weapon. The board thought it was important to inform and get input from the public on the weapons on school district property. Moved by White, seconded by Beery to table any action on the approval of the weapon application. Motion carried unanimously by the combined board.

HANDBOOKS

Mr. Wenz said that he has sent off the handbooks for review by Harry Cheff (MSGIA) and Kris Goss (MTSBA). The handbooks went from 6 to 4 handbooks. He said that with COVID they couldn't meet as a committee and with summer break that he decided to have Amy (CTA), Megan Murrell and himself go through the handbooks and then put them out electronically to the entire staff and board for review. We will be going online on the Website rather than paper copies. Krista said that she had questions on the handbooks. The board reviewed the handbooks and made corrections. Preston made notations of the changes/corrections. Moved by White, seconded by Massar to table the approval of the

handbooks. Motion carried unanimously by the combined board. (waiting for MSGIA/MTSBA's response).

COVID POLICIES

Moved by Switzer, seconded by Phillips to accept the changes to the COVID policies (1903) Rather than 50 people changed to 250 people and the superintendent can approve gatherings. Motion carried unanimously with the exception of Massar. Motion carried.

Board took a short break at 9:30.

Mr. Wenz reviewed the draft school reopening plan. Items of discussion were the procedure for buses, cafeteria/eating times/ PE classes/class entrances/cleaning. The teachers have met and discussed using the same "platforms" for example seesaw and screencastify. Grades 5-12 will be cohesive in the event of a shutdown and have 1 plan rather than 2. We may need more chromebooks. The board would like to open as "normal" as possible. A special meeting will be scheduled make a formal reopening announcement.

STUDENT ATTENDANCE AGREEMENTS

Moved by White, seconded by Hove to approve the following students to attend school in Richey: Ainsley, Kaelyn, Tucker, Erin, Layton, Nevin Kelly. Motion carried unanimously by the combined board with the exception of Tyrel Massar who abstained.

SUBSTITUTE LIST

Moved by White, seconded by Massar to approve the 2020-21 substitute list. Motion carried unanimously by the combined board.

OBSOLETE LIST

Moved by White, seconded by Hove to advertise misc. lockers and a lathe for bids. Motion carried unanimously by the combined board.

Moved by White, seconded by Hove to take put the blue trailer on the obsolete list. Motion carried unanimously by the combined board.

SCHOOL LUNCH PRICES

Mr. Wenz recommended possibly charging for 2nds but to leave the lunch prices as is. This is more for information for the board to make them aware of the finances. The HS general fund has supplemented approximately \$36,500 and the EL general fund has supplemented approximately \$13,300. To the school lunch fund.

HVAC/AIR HANDLER CLEAN OUT PROPOSAL

HVAC Power VAC out of Kalispell, MT bid \$22,500 to do all buildings. They said that the buildings shouldn't have to be done but once every 5 years. The board would like to get at least one more bid.

Moved by White, seconded by Hove to table any decision on the HVAC project. Motion carried unanimously by the combined board.

TREE TRIMMING PROPOSAL

We had 2 bids for tree trimming. Montana Tree Service \$14,300, Willys Woodchuckin' \$150 per hour. (estimate \$10,000 to \$12000). Moved by White, seconded by Phillips to offer the tree trimming job to Willys Woodchuckin' for \$150 per hour with a maximum of \$12,000. Motion carried unanimously by the combined board.

BUS TRANSPORTATION SUPERVISOR

Moved by Massar, seconded by White to pay Garry Johnson \$2000. For bus supervisor duties for the 2020-21 year. Motion carried unanimously by the combined board.

RESIGNATION

Moved by Phillips, seconded by White to accept Megan Volbrecht resignation. Motion carried unanimously by the combined board.

CUSTODIAN

Mr. Wenz recommended Joe Vaccarro for a custodian position. Moved by White, seconded by Hove to offer Joe Vaccaro a custodian position for the 2020-21 year based on the results of a successful background check at \$11.00 per hour. Motion carried unanimously by the combined board.

COACH/ASSISTANT COACH

Mr. Wenz recommended paying Jesse Yerbich (or any coach) that drives the bus while on an activity trip that they are coaching \$8.65 (minimum wage) per hour for active drive time. They will not be compensated for down time or overnight time. Moved by White, seconded by Hove to pay coaches that drive the bus while on coaching duty \$8.65 per hour for active drive time. (no compensation for down time or overnight pay) Motion carried unanimously by the combined board.

AFTER SCHOOL PROGRAM

Moved by Massar, seconded by Switzer to offer Sandy Schillinger the after school program director for 2020-21 at \$16.00 per hour. Motion carried unanimously by the elementary board. It was noted that we received an \$800 donation from Grasslands Credit Union for the after school program.

SUBSTITUTE RAISE IN PAY

Moved by White, seconded by Beery to raise the substitute teacher pay to \$95.00 per day. Motion carried unanimously by the combined board.

JAMBOREE BASKETBALL

Moved by Switzer, seconded by Hove to offer Scott Nasner the 20-21 jamboree basketball position. Motion carried unanimously by the elementary board.

CONSENT AGENDA

Moved by Beery, seconded by White to approve the consent agenda of Elementary and High School July Payroll and claims, May HS extracurricular report, Expenditure budget balance report ending June 30, 2020, revenue report ending June 30, 2020, cash reconciliation report ending May 31, 2020 and the Multi District Transfer for June 30, 2020. Motion carried unanimously by the combined board.

SUPERINTENDENT/PRINCIPAL REPORT

Mr. Wenz gave his superintendent/principal report. He reported on the project and grounds updates to the buildings. We received a donation of \$2300 to be designated as we see fit. Mr. Wenz suggested possibly purchasing an instrument or instruments with the money.

Mrs Murrell gave her principal report. They have the science licenses and textbooks are in.

The following committee meetings and special meetings were set:

July 20 6:00 pm Curriculum/Technology

7:00 pm Formal Reopening Announcement

We will also discuss the concealed weapon application and inform the public.

Final budget hearing and regular August meeting: August 10, 2020 at 7:00 pm.

Moved by Beery, seconded by White to adjourn the meeting at 11:05 pm. Motion carried unanimously by the combined board.

