

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on November 12, 2019 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Dusty White, Cary Phillips, Sara Moline, Tyrel Massar. Absent: Krista Beery. Also in attendance were Clerk Della Van Horn, Superintendent Preston Wenz, Principal Megan Murrell, Cassie Handy, Megan Knuth, Averii Pasma, Jayme Bartelson, Dalene Cornelia, Alan Stempel, Cody Haber, Brock Schumacher, Lindsey Williams, Darby Idland, Tandi Kassner, Matthew & Megan Lindgren, Susan Erlenbusch, Amy McCloy, Candance Green, Taw Eissinger, Nita Crockett, Lee Hebel, & Tate Switzer.

Chairman Hove called the meeting to order with the pledge and by welcoming the visitors.

Matthew Lindgren led us in prayer.

#### APPROVAL OF MINUTES

Moved by Massar, seconded by Moline to approve the minutes of the October 10, 2019 meeting as presented. Motion carried unanimously by the combined board. It was noted that the bathroom has been repaired in the shop and is ADA accessible. The HS gym floor is scheduled to be repainted on Jan. 3 at a cost of \$1000.

#### CONSENT AGENDA

Moved by White, seconded by Phillips to approve the consent agenda of November Elementary & HS claims & payroll, Cash reconciliation report ending 9/30/19, Revenue report ending 9/30/19, Expenditure budget balance report ending 10/31/19 and HS extracurricular report ending 10/31/19. Motion carried unanimously by the combined board.

#### PUBLIC COMMENT

Amy McCloy commented that the CTA (Circle Teachers Association) would like the board to reconsider the practice of home school students being allowed to attend dances at our school ( unless they are an approved date of one of our students). Our students put in the time to host these dances and they feel it is unfair to them. Our students' dates are vetted and home school students' dates are not. The board would like to add this to the agenda in December. Taw Eissinger stated that he would like to see home school junior high students be allowed to participate in sports. The board replied that we had brought this up a couple of meetings ago and that our legal counsel advised that this would be a liability issue and advised against it. There was some discussion of home school students being able to participate; we will wait and see what transpires, if there is a change in policy recommended by MSBA.

#### COMMITTEE REPORTS:

Tech committee met October 23<sup>rd</sup>. The internet has been switched to "wide open" which is faster and more broadband. We should save approximately \$114 per month. The inventory of computers was reviewed.

The building proposal open house was held October 29<sup>th</sup>.

Safety – met on November 12<sup>th</sup>. It was recommended to have the big solar security lights installed in the dark areas around the buildings. It was suggested to use the greenhouse or tear it down. Accident reports (students) are being filed. The number of reports was suggested to be reported to the board. There has been a change in the fire drill procedure; all students will report to the marquee and not cross the street. We will be looking into cyber security training. Keri Taylor & Sue Good, along with the district, will be applying for an “Alice” training grant. We are looking into bus safety triage training as well as a Crisis Management Class (this could be traded out for MEA days for certified staff). The safety manual has been updated.

#### OLD BUSINESS

Activity Bus Barn addition– *Kirkegard Construction* has bid \$25,850 (electrical not included). Discussion was held on whether or not we would need to pour concrete. It was noted that we are in the last year of our current high school building reserve levy. Other options were discussed such as checking to see, if needed, if a bus could be stored in the high school shop or fair building or possibly building a car port at the bus barn. The east gable end of the bus barn is not in good shape and it was discussed that the wall may not be able to support a door of that size. Moved by White, seconded by Phillips to table any decision on the addition to the activity bus barn. Motion carried unanimously by the combined board.

Building/Campus restructure proposal – A public meeting was held on October 29<sup>th</sup> with approximately 25-30 people attending. The electricity for the band building last year was \$2535. The water is being metered with another building since the city put in new meters. Mr. Wenz recently got information from “*Bauer Group Architects*”. The cost of sound proofing a room is \$8/square foot (approximately \$4800 per wall) and with the floor and ceiling an estimate of \$30,000 to sound proof the HS library. Suggestion to soundproof the wall along the hall way. Other ideas were suggested: use library for band and choir, sound proof rooms in the Redwater, taking the false wall out between the ASP room and Mrs. Fritz’s room in the Redwater. The board would like to know where band and choir would work before we invest in sound proofing a room and actually hold the classes in these rooms temporarily. One suggestion was to put a floor in the auditorium (take out chairs) that we could use that room for activities and band and choir. The board would like to do “trial runs” with band and choir in different rooms to see what would work. Hove said a long term forecast of the population may warrant closing the Bo-Peep if the population continues to decline. Mr. Wenz said that he has talked with Debra Silk with MSBA and they offer strategic planning for districts. The initial cost would be \$2000 which involves 3 meetings (up to 4 hours). The committee would set long range goals. The chairman reviewed the possible motions that we could pass regarding the proposal. Moved by White, seconded by Moline to authorize the administration to evaluate the restructure of the location of the music courses from the band building to the other appropriate locations inside existing school facilities and gather information and see what fits best for our students. At this time Mrs. Fritz, the librarian, addressed the board stating she doesn’t see 1 library accommodating the students and would hate to see the library completely abolished. Motion carried unanimously by the combined board.

Moved by White, seconded by Phillips to table the building proposal matter as presented (moving Bo-Peep to Redwater) and hire Debra Silk with MSBA to do strategic planning to further research this discussion. Motion carried unanimously by the combined board.

Concealed weapon policy. Moved by White, seconded by Massar to adopt policies 1705 & 1705F Possession of Firearms/Weapons on School District Property. Motion carried unanimously by the combined board.

#### BO-PEEP SKYLIGHTS REPAIR

Moved by White, seconded by Hove to accept the bid of \$711 from *Prairie Elk Distributing* for the repairs of the Bo-Peep Skylights. Motion carried unanimously by the elementary board. The insurance has approved this repair.

Mr. Wenz recommended Nathan Tuttle for the assistant HS girls' basketball coach. Moved by White, seconded by Moline to offer Nathan Tuttle the High School assistant girls' basketball coach position for the 2019-20 season. Motion carried unanimously by the high school board.

Mr. Wenz recommended Josh Eissinger for an activity bus driver. Moved by Massar, seconded by Moline to hire Josh Eissinger for an activity bus driver. Motion carried unanimously by the combined board.

Mr. Wenz recommended Jerry Erlenbusch for a volunteer speech & drama coach. Moved by White, seconded by Moline to approve Jerry Erlenbusch as a volunteer speech & drama coach for the 2019-20 year. Motion carried unanimously by the high school board.

Mr. Wenz recommended Megan Lindgren for a substitute teacher. Moved by Moline, seconded by Hove to approve Megan Lindgren for a substitute teacher for the 2019-20 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Massar to approve a student attendance agreement for Marek Hanson for the 2019-20 year. Motion carried unanimously by the elementary board.

Moved by Moline, seconded by Hove to approve the advisory committee minutes for Industrial Arts. Motion carried unanimously by the high school board.

#### NFHS NETWORK

Taw Eissinger addressed the board in regards to purchasing cameras for the NFHS network. There would be 2 cameras, 1 at the football field and 1 in the gym. People can watch the games online. The cost is \$5000. We can possibly fund this with advertisers and when people sign up to watch we get a "kick back". Discussion was held on WIFI and how the cameras are hooked up. There was a question on the students that are not approved to be photographed. Moved by Massar, seconded by White to table any decision until we can advertise for sponsors and get information on the privacy issue, (if there is one). Motion carried unanimously by the high school board.

It was mentioned that Taw and Averi attended a meeting discussing us going to 3C. There is also a proposal to align our basketball conference with the volleyball district. MHSA will decide.

#### ADULT ED AGREEMENT WITH DCC

This agreement will be finalized in December. Circle Public Schools grants Dawson Community College access to the shop for adult education classes during non school hours of operation. DCC agrees to pay the district \$20 per day for facility use. Moved by White, seconded by Hove to table final approval of the agreement with DCC. Motion carried unanimously with the combined board.

#### MSGIA WC & PC AGREEMENTS

Information was distributed to the board regarding changes to the WC & PC pool with MSGIA.

(Summarized)

##### WC Pool

1. The MSGIA's name will be updated to the MT Schools Group Interlocal authority.
2. Agreement will remove the specific reference to a reinsurance company name
3. Re-vesting period clarified for members that leave a MSGIA program and then return at a later date.
4. Annual policy period renewal terms with the ability for a member who is on a year by year basis at the next renewal date to provide notice of termination of coverage no later than June 15.

##### PC Pool

1. Same as first change in the WC member pool agreement.
2. Same as 4<sup>th</sup> change in the WC member pool agreement noted above.
3. A reference has been added to the agreement to let the member know that the due date for their renewal premium is shown on their renewal invoice.

Moved by Massar, seconded by Moline to accept the changes to MSGIA WC & PC pool. Motion carried unanimously by the combined board.

#### TECHNOLOGY PURCHASE

Mr. Wenz reported on the inventory that MTS did of our computers. They inventoried 163 computers. Mr. Wenz estimated that 97 computers need to be purchased to get our computers updated for staff and students. At an estimated cost of \$750 each that would be \$72,750. He reported on the possibilities for funding which could be utilized from the following funds: Tech funds, SRS grant funds, Title 1 fund, Secondary Vocational Education fund and the remainder from the Multi-district fund. The technology committee recommended updating the labs as soon as possible and work towards updating staff computers also. Moved by Massar, seconded by Phillips to purchase the computers with a \$80,000 cap and work towards a 5 year rotation. Motion carried unanimously by the combined board.

## DISTRICT VEHICLE USE POLICY

The board reviewed policy 8121. District owned vehicles “are for use by properly authorized personnel of the District for District business purposes”. Moline said that it was brought to her attention that district vehicles are being used for travel to regular season games. She felt this is a misuse of resources as it is not past practice. The board discussed that this is a minor expense and within his spending limits. In general, the majority of the board felt that it is beneficial to have the superintendent at these events and would not have to be specific in his contract to use the district vehicle for regular season games. No change in policy.

## POLICY READINGS

The board held the 1<sup>st</sup> reading on the following policies:

New –

1015FE – Personalized Learning Opportunities

1116FE – Independent Investment Accounts

3650- Montana Pupil Online Personal Information Protection Act

3550 – Student Clubs

7215 – Obligations and Loans

8550 –Cyber Incident Response (The superintendent will be the responsible for CSIRT)

Required revisions –

1005FE Proficiency Based Learning (need to consider options)

1006FE Transfers for school safety

1009FE Educator Recruitment and Retention

1014FE Intent to increase non-voted levy

1110 Taking Office

1120 Annual Organizational meeting

1402 School Board Use of email and mobile messaging

1420 School Board Meeting Procedure

Remove line 44 if an audio recording of a meeting is made and designated.... On page 2 , line22-24 remove.

1441 Audience participation

1512 Conflicts of Interest

1700 Uniform Complaint Procedure

2150 Suicide Awareness & Prevention

2151F Assumption of Risk Form

2161P Special Education Procedures

3110 Entrance, Placement, & Transfer

3130 Students of a legal age

3520 Student Fines, fees & charges

3600P & 3600 F2 – Student records

4315 Visitor & Spectator conduct  
4320 Contact with Students  
4332 Conduct on School Property  
4410 Relations with Law Enforcement Agencies  
5120 Hiring Process & Criteria  
5223 Personal Conduct  
5232 Abused and Neglected Child Reporting  
5329 & 5329P Long Term Illness and disability leave  
5330 Maternity and Paternity Leave  
5430F Volunteers & Chaperones Form  
7260 Donations, Endowments, Gifts, & Investments  
7520 Independent Investment Accounts  
8225 Tobacco Free Policy

Recommended revisions

5328 P FMLA Guidance

8301 School Safety , take out optional line 34 -38 , Line 17 delete avalanche, Line 19 The superintendent..

Moved by Moline, seconded by White to approve the 1<sup>st</sup> reading of the above policies. Motion carried unanimously by the combined board.

Mr. Wenz gave his principal/superintendent report. Items discussed previously – sound proofing quotes and building report. DCC agreement, OPI grant for ALICE training.

Mrs. Murrell gave her principal report. Attendance & enrollment reports. School wide Veterans Day assembly.

Discussion on test scores. The board would like to see results of test scores since the purchase of the new language arts curriculum. They also would like to keep up with the math scores as this curriculum was purchased a couple of years ago.

It was noted that we need to update the committee for the Frank Sir Scholarship. Bryce will serve on this committee.

Next meeting will be December 10<sup>th</sup>. Add to agenda: bus barn addition, moving of music.  
Moved by Moline, seconded by Phillips to adjourn the meeting at 10:10 PM

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