

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on November 9, 2021 at 6:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, Tate Switzer, & Krista Beery. Absent: Tyrel Massar & Dusty White. Also in attendance were Clerk Della Van Horn, Superintendent Dr. Dern, Averi Pasma, Kimber Gebhardt, Ashlee Sunderman, Nathan Murrell, Paul Skyberg, Susan Erlenbusch, Roger Schara, Kaci Sikveland, Lindsey Williams, & Sierra Nagle.

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

Public Comment: Paul Skyberg reported on the "Hunters Education" class for the students. It was a good turn out and he appreciated working with the staff. Everything went well. The board in turn thanked Paul and Mark Kloker for teaching the class.

MINUTES

Discussion was held on the policies in the October 11, 2021 minutes. Policy 5223 Personal Conduct will need to be tabled (Dr. Dern is researching the policy). Policy 4125 needs a 4th line added to "Staff members assigned to access/post information: "other assignees by Superintendent".

Moved by Beery, seconded by Phillips to approve the minutes of the October 11, 2021 meeting with corrections and additions as noted. Motion carried unanimously by the combined board.

CONSENT AGENDA

Della reported that she had received a claim from *Circle Electric* for the fixtures for the bathroom remodel in the amount of \$8567. It was determined that this was part of the quote approved with *Kirkegard Construction*, so will not be approved. Dr. Dern is working with *Kirkegard Construction* on the bathroom remodel and construction projects. Moved by Phillips, seconded by Switzer to approve the consent agenda of November HS & Elementary claims, payroll, October HS & EL extracurricular, September cash ending Sept. 30th, Revenue report ending Sept. 30th, and expenditure budget report ending October 31st. Motion carried unanimously by the combined board.

ACTIVITIES DIRECTOR REPORT

Ms Pasma read a letter from MHSA congratulating us for not having any ejections for the 20-21 year. She reported on the Football realignment meeting where there is a strong movement to move to 5 divisions in 8-Player football. Circle voted against the 5 divisions. More to come on this, it will go to the MHSA board on November 22nd. VB division – the divisional tournament next year will be held in Culbertson. All conference selections for VB and FB are out. It was noted that the ice machine is not working in the coaches' room. *Circle Electric* reported that he is having a hard time finding a new machine and parts for the current ice machine. Discussion was held on the NFHS and whether or not a camera would be supported in the DCC gym in Glendive.

CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

No changes.

FARM TO SCHOOL (local foods)

Discussion was held on advertising for donations of local beef for our school food program. We have had donated beef in the past and the school has paid for the processing. It was noted that the beef has to be federally inspected at facilities either in Sidney or Miles City. Moved by Switzer, seconded by Phillips to advertise for beef donations and/or donations to the school food program. Motion carried unanimously by the combined board.

EXTRACURRICULAR CONTRACT

Ms Pasma recommended Mike Bartelson for the Junior High wrestling assistant coach. Moved by Phillips, seconded by Hove to offer Mike Bartelson the junior high wrestling assistant coach for the 2021-22 year. Motion carried unanimously by the elementary board. Ms Pasma reported that Scott Nasner is interested in volunteering for the HS boys' basketball assistant coach. He does not feel that he has the time to devote to being the paid assistant at this time. Moved by Switzer, seconded by Beery to approve Scott Nasner for a volunteer for the HS Boys' Assistant coach position for the 2021-22 year. Motion carried unanimously by the high school board.

GRASSLAND FEDERAL CREDIT UNION DONATION.

A letter was read from the Grasslands FCU that "Circle Public Schools" was chosen to receive a donation in the amount of \$10,000 through an employee and board member directed contribution plan for 2021. Discussion was held on ideas for the type of project for it to be specifically used for. The board suggested that the donation be used for the fence around the school grounds (repair & replace), the basketball court on the elementary playground and/or towards the purchase of a utility tractor. (possibly ASP if our current funds run short).

SENIOR TRIP

Sierra Nagle reported on the plans for the 2022 senior trip. They are planning a trip to Minneapolis to tour the zoo, attend a hockey game, science museum, trampoline park, and aquarium, escape room, & Mall of America. They would leave March 25th and return March 29th. They have budgeted for a bus driver and gas to use the school bus. Moved by Phillips, seconded by Switzer to approve the use of the school's bus (Dr. Dern will check on insurance for going out of state) for the 2022 senior trip to Minneapolis. Motion carried unanimously by the high school board.

REOPENING PLAN

Moved by Switzer, seconded by Beery to table any action on the reopening plan and add it to the December agenda. Motion carried unanimously by the combined board.

POLICY READINGS.

Policy 5223 will be tabled and excluded from the 2nd readings until Dr. Dern can research the policy. Policy 1135 was discussed. This was a policy that MTSBA had updated to remove reference to the National School Boards Assoc. We had not adopted the policy before so this does not apply. Moved by Phillips, seconded by Hove to adopt the 2nd reading of the following policies as approved in October:

1210 Officers & Qualifications
1420 School Board Meeting Procedure
2050 Student Instruction
2140 Guidance and Counseling
2167 Correspondence courses
2168 Distance Learning
2221P School Closure Procedures
3121 Enrollment and Attendance
3231 Search & Seizure
3235 Video Surveillance
4330P Community use of facilities
4330F
5140 Classified employment & assignment
5314 Substitutes
7251 Disposal of Property
4125 District Social Media

Motion carried unanimously by the combined board.

Committee reports

TECHNOLOGY

Switzer reported on the Technology Committee on the following items:

- *Insurance policy – Chargers will be labeled to match up with devices
- *Building Leaders/Stipend – Lindsey Williams has taken on the role of “tech specialist” in the HS and Rachel Overby has taken on that role in Bo-Peep and RW. This will be revisited.
- *Student email addresses –suggested to use emails that are less likely to be hacked
- *Employee responsibility – discussion on staff ability to change the status of a website from blocked to unblocked. All staff would have the ability to see the activity of others using the systems. All staff should lock their devices when unused. Dr. Dern will inform Jeff, our IT, to open up.

BUILDING

Discussion was held on having football practices on the main field. The savings in the water bill would be used to upkeep the main field. Other items of discussion was to possibly purchase the football field from the city/county, drill a well, practice could be held in end zones and other areas, liability if we don't keep the practice field watered.

CURRICULUM

Hove reported on the Curriculum Committee. English & History are working. Mrs. Warren will be heading up the science upgrade. Review elective classes, Carl Perkins will be used for the Briggs & Stratton Curriculum. Other upgrades: music. Dr. Dern will do an inventory and look at aligning our curriculum with the standards.

SUPERINTENDENT REPORT

Dr. Dern reported on the ESSER-ARP funds allocated to facilities: Air exchange. Circle Schools has established a preliminary relationship with *Bartlett & West* of ND, a comprehensive engineering firm specializing in design-build processes. An onsite visit will be conducted to develop a Design Option Report. The Board will then consider the plan.

Dr. Dern spoke about 2 grant opportunities. Transformational Learning and Montana Advances Opportunity Grant. These funds may be applied to student learning opportunities.

Board Training. Training to provide understandings about public school law issues. The board agreed to hold a special Board meeting on November 18 at 6:00 pm. Kyle Moen from Felt, Martin PC will present at the training (over zoom).

Dr. Dern thanked Paul Skyberg and Mark Kloker for their work with the Hunters Education program. He also thanked Della & RaChelle on all their work with the auditor this week.

Dr. Dern reported that there will be training for the Bo-Peep teachers on November 19th and would like the Friday school day be switched from November 19th to December 3rd. The board didn't have a problem with that as long as it is communicated to the public. Discussion was held on the poor turnout at the HS level for P/T conferences that was held in November. It was mentioned that the substitute list is short. We have advertised and will be considering applications. He is also working with a Montana Teacher Leader Academy training that will be an 8 month course.

Items for future issues in December: 1900 series of policies, do we need to continue with them? The CTE Briggs & Stratton curriculum, FB Field, election to purchase?, HVAC, Pre K, substitutes, Farm to School (grant for processing), insurance coverage for bus on out of state Sr. trip, reopening plan review, assistant for ASP.

The next board meeting has been set for December 15th at 6:00 pm.

Moved by Beery, seconded by Phillips to adjourn the meeting at 8:00 pm. Motion carried unanimously by the combined board.
