

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on April 11, 2023 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, Emily Guldborg, Tyrel Massar, Tate Switzer, and Krista Beery. Also in attendance were Clerk Della Van Horn, Interim Superintendent Tara Hubing, Lindsey Williams, Megan Knuth, Ruth Clarin, Roger Schara, Blake Lodbell and Leah Beery.

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

Public Comments on any public matter not on the agenda. None.

APPROVAL OF MINUTES

Moved by Phillips, seconded by Hove to approve the minutes of the March 14, 2023 meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA

Discussion was held on the claim for the butler building roof for materials from *Apex Roofing*. He will need to get a performance bond before the payment is made for materials. This will increase the cost of the job. Roger (Circle Electric) said that he has a copy of the performance bond for the waterline project. Payment of \$12,000 is to be made by April 25th. *Kirkegard Construction* has completed the bathroom project (except for the change order). Payment can be made for the final payment when he submits an invoice.

Moved by Switzer, seconded by Phillips to approve the consent agenda of March HS extracurricular, Feb. Cash and revenue reports and March expenditure budget balance, and April payroll and claims as presented. Motion carried unanimously by the combined board.

SUPERINTENDENT/PRINCIPAL REPORT

Mrs. Hubing gave her report. She served on an assessment committee for the McCone Health Center on their needs, the Juniors have done their online testing for the ACT. Other events she reported on were academic olympics, living history in the history class, upcoming events of district music festival, all class play, Q & U wedding in kindergarten, MCC - opportunity realize for credit, requests for the weight room, RW locker rooms have been repaired, 7th Star is working on a quote for the gym painting, we are in need of new copy machines.

AD REPORT

Mrs. Williams reported on the receipts from various tournaments, it is custom for the teams to provide food for each other in district 3c, the JH volleyball coach is not interested in returning, we've received our NFHS checks and schedules are filled for 2023-24. Awards night is May 11th, track meets have been canceled because of weather and music festivals are upcoming.

SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN - no changes or comments.

DRIVERS ED.

Mrs. Hubing reported that we have had no interest in this position. Many schools are having this same issue. It was discussed to possibly add a stipend to the master contract.

Moved by Phillips, seconded by Hove to table any decision on the drivers ed position. Motion carried unanimously by the combined board.

WATER DAMAGE CLAIM

Roger Schara said he is still working on estimates. He reported there may be a change in the building inspector that will be servicing our area which could bring about changes in how they approve projects. Moved by Massar, seconded by Switzer to table the water damage claim item. Motion carried unanimously by the combined board.

23-24 superintendent contract

Mrs. Hubing has been in contact with OPI to discuss how the FTE would be reported if she is half time superintendent and full time counselor. Chapter 55 accreditation has reverted back to the old numbers (as far as number of students required for counseling/library etc). We are advertising for a K-12 principal and have had some interest. 18 FTE is the cut off for staff to have a part time principal. Mrs. Hubing's salary is being negotiated with the committee. Hove recommended Mrs. Hubing for the superintendent/counselor position and possible 2 year contract. It was questioned if we can do 2 separate contracts. A negotiations committee will be held at 5:15 on April 12th. Moved by Switzer, seconded by Phillips to table the 23-24 superintendent contract. Motion carried unanimously by the combined board.

NEW BUSINESS

Blake Lobdell and Leah Beery addressed the board. They presented their budget for the National BPA conference which will be in Anaheim, CA. Moved by Massar, seconded by Switzer to cover the costs of the National BPA conference for 2023 after whatever the fundraisers bring in for revenue. Motion carried unanimously by the high school board.

CAMERA QUOTE

Mrs. Hubing discussed the need for more cameras. *K12 Montana Inc.* presented a quote for \$19674. Discussion was held on what fund we could purchase these out of. They are for the Redwater School. That system is becoming obsolete. Moved by Phillips, seconded by Switzer to purchase the cameras for the Redwater School at a cost of \$19674 from *K12 Montana Inc.* as quoted. Motion carried unanimously by the elementary board.

BUS ROUTES & BUS STOPS

We have not received any requests for route changes this year and Roy wasn't able to get the list prepared for the bus stops, although he said all of them have students that cross the road. Moved by Phillips, seconded by Massar to approve the 4 bus routes with no changes. Motion carried unanimously by the combined board. Discussion was held on the bus stop at east duck creek (possibly add). We will request Roy to get us a list of the bus stops for the next meeting.

BUS ROUTE TRANSPORTATION CONTRACT

We received the draft contract from the attorneys today so no one has had a chance to review it. Discussion was held on several items. Roy is requesting an adjustment monthly on the fuel price, the insurance clause needs to be reviewed by our insurance, and negotiate adjustment for when the buses don't run. Moved by Guldborg, seconded by Hove to table any action and add to the May agenda. Motion carried unanimously by the combined board.

STUDENT ATTENDANCE AGREEMENTS

Della asked for confirmation for the 2023-24 student attendance agreements that the district will consider paying for their individual transportation and also that we need to inform families that are residents but attending out of district that they should apply to the district of attendance first for individual transportation. The board agreed that is what was determined last year.

GROUP HEALTH INSURANCE

The CTA has agreed to stay with the MUST insurance. 3 plans are offered. Moved by Phillips, seconded by Hove to offer the MUST insurance according to the 3 plans agreed upon by the group (RM1000, RM 4000 HDHP 6000) and with guardian for the vision and dental. The insurance is offered if employees work 20 hours per week and the same benefit is offered for the classified staff as what is addressed for certified in the master agreement. Motion carried unanimously by the combined board.

BID FOR HS HVAC PROJECT

One bid was received from Circle Electric for \$146,100. The board reviewed a tally sheet on the project. It was noted that we need a timeline for the payment schedule. This will be part of our ESSER III funding which has been approved. Roger reported that he believes he can get it done before the start of school. All the material is available. We need the permits for this project and we will have the attorney draw up the contract. Moved by Switzer, seconded by Massar to award the HS HVAC project to *Circle Electric Shop* for \$146,100 pending the receipt of the required permits and insurance. A contract will be prepared. Motion carried unanimously by the high school board.

RESIGNATION

Della Van Horn has submitted her resignation as district clerk/business manager effective June 30, 2023. Moved by Switzer, seconded by Guldborg to accept the resignation of Della Van Horn as district clerk/business manager effective June 30, 2023. Motion carried unanimously by the combined board.

Joe Maraschiello has submitted a letter of resignation effective May 25, 2023. Moved by Phillips, seconded by Massar to accept the resignation of Joe Maraschiello effective May 25, 2023. Motion carried unanimously by the combined board.

BUSINESS MANAGER/CLERK

Mrs. Hubing reported that we have 2 applications for the district clerk position and interviews will be set up. (advertised in house). Moved by Phillips, seconded by Beery to table the District Clerk position. Motion carried unanimously by the combined board.

2023-24 TEACHER CONTRACTS

Mrs. Hubing recommended Kimber Gebhardt for the 2023-24 school year. Moved by Massar, seconded by Hove to offer Kimber Gebhardt a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Lisa Fritz for the 2023-24 year. Moved by Phillips, seconded by Switzer to offer Lisa Fritz a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Susan Erlenbusch for the 2023-24 year. Moved by Beery, seconded by Hove to offer Susan Erlenbusch a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Amy McCloy for the 2023-24 year. Moved by Guldborg, seconded by Hove to offer Amy McCloy a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Colleen Stormer for the 2023-24 year. Moved by Guldborg, seconded by Switzer to offer Colleen Stormer a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Megan Knuth for the 2023-24 year. Moved by Massar, seconded by Guldborg to offer Megan Knuth a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Jamison Haynie for the 2023-24 year. Moved by Switzer, seconded by Hove to offer Jamison Haynie a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Estelle Nagel for the 2023-24 year. Moved by Massar, seconded by Hove to offer Estelle Nagel a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Rhonda Voss for the 2023-24 year. Moved by Phillips, seconded by Hove to offer Rhonda Voss a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Lindsey Williams for the 2023-24 year. Moved by Switzer, seconded by Phillips to offer Lindsey Williams a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Kathleen Warren for the 2023-24 year. Moved by Beery, seconded by Hove to offer Kathleen Warren a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Cassie Handy for the 2023-24 year. Moved by Switzer, seconded by Phillips to offer Cassie Handy a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Lynae Gackle for the 2023-24 year. Moved by Guldborg, seconded by Phillips to offer Lynae Gackle a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Laura Kasten for the 2023-24 year. Moved by Massar, seconded by Phillips to offer Laura Kasten a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Liam Devine for the 2023-24 year. Moved by Switzer, seconded by Phillips to offer Liam Devine a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Michael Bartelson for the 2023-24 year. Moved by Massar, seconded by Hove to offer Michael Bartelson a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Nola Hunter for the 2023-24 year. Moved by Switzer, seconded by Phillips to offer Nola Hunter a teacher contract for the 2023-24 year. Motion carried unanimously by the combined board.

2023-24 PV CURRICULUM CONSORTIUM

Moved by Phillips, seconded by Hove to enter into an agreement with the Prairie View Curriculum Consortium for the 2023-24 year. Motion carried unanimously by the combined board.

AMEND ASP CONTRACT

Mrs. Hubing said that we have been using Laura Keenan to cover a junior high study hall (1 period a day). The contract that was offered her was for the after school program and ended March 10th. This amendment would continue until the end of school and covers the 1 period. Moved by Massar, seconded by Switzer to amend the after school program contract

with Laura Keenan for the 1 period a day to May 25th at \$25 per hour. Motion carried unanimously by the elementary board.

The handbook committee will meet April 17th at 6:00 pm. Mrs. Hubing said the teachers have reviewed it and are ready to go.

Hove mentioned that 3 people filed for the 2 open board positions for the May 2, 2023 election - Charity Jensen Calderon, himself and Haley Schillinger.

Mrs. Hubing reported that CTE curriculum is ready to be reviewed. Transportation committee will need to meet to review contract. A list of technology needs will also need to be prepared for technology committee.

Discussion was held on the ad for coaches applications. Applications will be due April 30th.

Moved by Guldborg, seconded by Phillips to hold the May board meeting and reorganization meeting on May 10th at 7:00 pm. Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Beery to adjourn the meeting at 9:30 pm. Motion carried unanimously by the combined board.
