

The Interview Committee of Circle Elementary and High School District No. One, McCone County, Montana, met for a formal interview of Megan Knuth on April 25, 2023 at 5:00 pm in the high school library.

Trustees present: Krista Beery, Emily Guldborg, and Cary Phillips. Dr. Farr attended remotely. Also in attendance were Clerk Della Van Horn, Interim Superintendent Tara Hubing, Lisa Fritz, Susan Erlenbusch, and Rhonda Voss.

The committee continued with the formal interview.

7:00 pm special board meeting convened. Trustees present: Bryce Hove, Tate Switzer, Krista Beery, Emily Guldborg, Cary Phillips and Tyrel Massar (remotely) Dr. Farr (remotely). Also in attendance was Clerk Della Van Horn, and Interim Superintendent Tara Hubing.

Chairman Hove called the meeting to order with the pledge.

Chairman Hove stated the purpose of the meeting is to consider the superintendent contract and possible principal contract.

The board reviewed the draft superintendent/counselor contract. It was determined that one contract will be issued for part time superintendent and part time counselor. Discussion was held on whether or not she is a part of the bargaining unit. It was determined that she would not be a voting member but would belong to the local union. Moved by Phillips, seconded by Switzer to offer a 2-year half time superintendent and half-time counselor contract to Tara Hubing beginning June 1, 2023 and ending June 30, 2025. It is the understanding that Superintendent/Counselor may work remotely on Fridays unless the requirements of the position require that the Superintendent/counselor be physically present at the school. Other terms and conditions were agreed upon. Compensation for superintendent will be \$50,000 for the 2023-24 year and \$52,500 for the 2024-25 year. In addition, the counselor will earn an annual salary according to the master schedule steps & lanes (MA + 10) 21 years, for a full-time position for the years 2023-24 and 2024-25. As per MCA 2-28-6, Vacation leave will be prorated (7.5 days) and sick leave will be prorated (6 days). In addition, Superintendent will be entitled to 7 personal days per contract year. Counselor will be entitled to the same leave that is addressed in the master contract for a full-time teacher (4 days personal with a maximum buyback of 2 unused) and 12 days sick leave, accumulated to 70 days. The contract shall be in accordance with the signed MOA approved by the Circle Teachers Association and the offer is contingent upon the approval of the MOA by the union. Motion carried unanimously by the combined board.

(Tyrel left the meeting at 7:45 pm)

(Beery left the meeting at 8:00 PM)

Moved by Phillips, seconded by Switzer to offer Megan Knuth the K-12 principal position with possible teaching duties for the 2023-24 year at a salary of \$57,500. For 180 days. (157 PI, 7 PIR and 8 days prior to the first of school and 8 days after the last day of school). The district will provide health insurance

coverage by paying premiums according to the benefit in the teacher master schedule. Principal will receive 5 personal days per year with a maximum buyback of 2 unused personal days. Principal is entitled to 12 sick leave days for the 2023-24 year (accumulated to 70 days). Motion carried unanimously by the combined board.

The board would like a return date of May 1, 2023 at 5:00 pm

Moved by Guldborg, seconded by Hove to adjourn the meeting at 8:50 pm. Motion carried unanimously by the combined board.
