

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on January 9, 2023 at 6:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, [Emily Guldborg](#), Krista Beery, Tate Switzer. Absent: Tyrel Massar. Also in attendance were Clerk Della Van Horn, Interim Superintendent Tara Hubing, Lindsey Williams, [Susan Erlenbusch](#), Alan Stempel, Paul Skyberg, & Roger Schara.

Chairman Hove opened the meeting with the pledge of allegiance and welcomed the visitors.

#### PUBLIC COMMENT ON NON AGENDA ITEMS

No comments

#### APPROVAL OF MINUTES

Moved by Phillips, seconded by Guldborg to approve the minutes of the December 14, 2022 meeting as presented with removal of “the staff party was approved by the board”. Motion carried unanimously by the combined board.

Moved by Phillips, seconded by Beery to approve the minutes of the December 19, 2022 meeting as presented. Motion carried unanimously by the combined board.

Moved by Phillips, seconded by Hove to approve the minutes of the December 30, 2022 meeting as presented. Motion carried unanimously by the combined board.

#### CONSENT AGENDA

Moved by Guldborg, seconded by Phillips to approve the consent agenda of January payroll & claims, Cash & Revenue reports ending November 30th, 2022, expenditure budget balance report ending January 6, 2023. Motion carried unanimously by the combined board.

#### AD REPORT

Mrs. Williams gave her AD report. She reported on the current participation numbers for winter sports, Upcoming events are speech & drama, BPA regionals, and the wrestling mixer in Circle. The Football schedule for the fall of 2023 is being finalized and basketball for next year is being scheduled. MHSA will be held in Missoula in January. Mrs. Williams asked the board if they would like to appeal the decision to move the basketball district, if it comes up. At this point the board feels that the decision has been determined to move us. It was mentioned that the decision to move the times of the games locally has been a district decision.

#### SUPERINTENDENT/K-12 PRINCIPAL REPORT

Mrs. Hubing gave her administrative report. Report cards are going out. Because of our number of hours in the calendar, we do not have to make up the December 22nd snow day. There was a water leak in the lower locker rooms over Christmas break. Roger and Restorex worked to

get it stopped and dried up. Deep cleaning was done over the break and organization of custodial supply rooms. Apex Roofing has been contacted to give us a quote on the butler building roof. We are working on getting a quote on the AC units and HVAC projects that will be paid for with ESSER funds. We will also be looking at the curriculum for elective classes.

#### CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

No changes or comments.

#### CUSTODIAN

Mrs. Hubing recommended Dan Haynie for a custodial position.

Discussion was held regarding duties. It was noted that he has been doing minor maintenance projects.

Moved by Switzer, seconded by Guldborg to offer Dan Haynie a custodian contract for the remainder of the 2022-23 year at \$16.00 per hour (part time - less than 20 hours per week). Motion carried unanimously by the combined board with the exception of Bryce Hove who abstained. (nepotism notice was ran)

#### BUS UPDATE

Mrs. William reported that Garry Johnson had concerns that if we traded in the white bus we would lose money and still wouldn't have anything until August. Discussion was held on the shuttle bus that was approved in December. After more research, Mrs. Hubing recommended a 2015 Turtle Top 14 passenger bus rather than the Ford shuttle that was discussed. With delivery the 2015 Chevy express would be \$71,850. Moved by Phillips, seconded by Hove to approve Mrs. Hubing's recommendation and purchase the TESCO (Transportation Equipment Sales Corp) 2015 Turtle Top with a chevy express 3500 chassis 14 passenger shuttle for \$71,850.00. Motion carried unanimously by the combined board. Mrs. Hubing will check on the insurance to make sure it's covered.

#### LAND ACQUISITION

Mrs. Hubing updated the board on a zoom meeting that was held with Dr. Farr and Jeff Weldon. It was confirmed that we will have to have an election for the football field land acquisition. They are working on a resolution that the board would adopt along with the county commissioners that will be coupled with ballot language. Mr. Weldon is also working on a permanent easement document for the county. No action at this time.

## MULTI DISTRICT AGREEMENT

The board reviewed the proposed 2023-2026 multi district agreement. Moved by Guldborg, seconded by Phillips to adopt the July 1, 2023 through June 30, 2026 multi district agreement. Motion carried unanimously by the combined board.

## SUPERINTENDENT EVALUATION TOOL

Moved by Switzer, seconded by Phillips to approve the “NBC” superintendent evaluation tool. Motion carried unanimously by the combined board.

## CLERK EVALUATION TOOL

Moved by Beery, seconded by Hove to approve the “201” clerk evaluation tool. Motion carried unanimously by the combined board.

## EXTRACURRICULAR COACHES.

Mrs. Williams recommended Laura Keenan for the assistant HS track coach. Moved by Guldborg, seconded by Beery to approve Laura Keenan for the assistant HS track coach for the 2022-23 season. Motion carried unanimously by the high school board.

Mrs. Williams recommended Kelsy Hale for a boys basketball jamboree volunteer. Moved by Phillips, seconded by Hove to approve Kelsy Hale for the elementary boys jamboree volunteer for the 2022-23 season. Motion carried unanimously by the elementary board.

Mrs. Williams recommended Dustin McCloy for a girls basketball jamboree volunteer. Moved by Phillips, seconded by Switzer to approve Dustin McCloy for the elementary girls jamboree volunteer for the 2022-23 season. Motion carried unanimously by the elementary board.

## SUPERINTENDENT CONTRACT 23/24 YEAR

Hove reported that we have received an application from Mrs. Hubing for the K-12 principal/superintendent position for the 2023-24 year.

## COMMITTEE REPORTS

Hove reported that the building committee met earlier this evening and took a walk around to the lower locker rooms in the high school and storage area. The pipes are being repaired and Restorex has dried out the boys locker room. Discussion was held on building a breezeway between the high school and the Redwater and utilizing the Redwater locker rooms more. Roger Schara offered to talk with the building inspector and see if this is a possibility. Items of discussion were use of rugs/mats in the gym during games. Roger is working on plans for the HVAC projects; insulation in the gym will be “tacked” up by the custodians. The building committee wondered when we need to look at a bond for fixing up our facilities or building new.

Discussion was held on funding. The board would like to see what architectural firms are available. Other items discussed were the butler building roof, sprinkler system at the HS, painting the HS gym, carpet replacement in the HS history room and superintendent office, playground improvements, FB field bleachers. Hove stated we will move on with the MDT project.

The clerk evaluation will be held on January 25th at 5:30 pm and the superintendent evaluation will be held at 6:30.

The curriculum committee will meet after the teachers curriculum committee looks at samples of elective curriculum.

Moved by Beery, seconded by Switzer to hold the next board meeting on February 8th, 2023 at 6:00 pm. Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Guldborg to adjourn the meeting at 7:30 pm. Motion carried unanimously by the combined board.

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