

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on July 11, 2022 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, Tate Switzer, Krista Beery, Emily Guldborg & Tyrel Massar. Also in attendance were Clerk Della Van Horn, Superintendent Dr. Dern, Lindsey Williams, Alan Stempel, Susan Erlenbusch, Tara Hubing, Ty Taylor, Mike Bartelson, Doug Shennum, Roger Schara, Bryan & Danielle Becker.

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

PUBLIC COMMENT

No comments on non-agenda matters

APPROVAL OF MINUTES

Moved by Phillips, seconded by Guldborg to approve the minutes of the regular June 14, 2022 meeting. Motion carried unanimously by the combined board.

Moved by Beery, seconded by Phillips to approve the minutes of the June 20, 2022 Board training meeting. Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Massar to approve the minutes of the special June 23, 2022 meeting. Motion carried unanimously by the combined board.

CONSENT AGENDA

Moved by Switzer, seconded by Phillips to approve the consent agenda of the Elementary & HS multi district transfer (June 30th), June 30 budget balance report, July claims & payroll, and the employer paid life premium increase with Unum from \$5.40 to \$5.79 per person (\$14.21 per month). Motion carried unanimously by the combined board. Della reported that the auditor informed her that the 2020-21 audit did not get submitted by June 30th because his supervisor has been out but that it should be issued by the middle of July.

ACTIVITIES DIRECTOR REPORT

Mrs. Williams reported that the JH volleyball and JH & HS track positions are still open. There is a possibility of 4 women wrestlers this year. We would need to order singlets for them. The Board agreed to order the women singlets for them. Lindsey will check into the condition of the junior high volleyball uniforms. The boys JH basketball uniforms are up for rotation. There have been requests to have help at events for

track meets. She has reached out to other schools to inquire how they handle this. Wibaux and Glasgow will be coming here on July 20th to play a basketball game. There is a shooting basketball camp on July 25th and the gym floors are set to get redone starting July 26th. Roger reported that it is a 6-month waiting time for a new ice machine. Mrs. Hubing suggested contracting for the gym refinishing now, for next summer.

PRINCIPAL/SUPERINTENDENT REPORT

Dr. Dern reported that the 22/23 Teacher's schedule has been constructed and completed. July 27th at 8:30 am, the building committee will meet with the MT DOT to review the bus turning results and discuss the DOT project around the campus installing ramps, approaches and crosswalks.

The roof on the Bo-Peep has been completed. We have interviewed for the open PE position. The bathroom project is progressing and the transformer installation for the HVAC project will commence soon. Science books will arrive soon and many teachers are pursuing professional development this summer.

OLD BUSINESS

Consideration of safe return to schools and continuity of services plan. Moved by Massar, seconded by Hove to approve the plan. Motion carried unanimously by the combined board.

AD JOB DESCRIPTION

Moved by Phillips, seconded by Hove to table any action on the activity's director job description. Motion carried unanimously by the combined board.

2ND READING OF BOARD POLICIES

2158 OK

2375 NO

2500 NO

2600P OK

5120F YES (should be numbered differently)

7400 need to review. Della reported that we use several procurement cards ranging from \$500 to \$27300 for a total of \$49,500.

7405 need to review.

7515 need to review. No to stabilization arrangements.

8450F yes

1700 should cross reference be added this policy.

2310 yes to updates. Remove the note at the bottom of the policy. Delete 2nd half of paragraph 3

2312P required procedure should be added to the new policies to consider list, we currently do not have this procedure in our manual.

2410P 23 credits, option 1, updates as of 8/21

2413 Yes

5010 yes to updates: do not use the following terms "Sex equity" "sex discrimination"

(Emily requested a review and if we can actually strike some language).

Updates (marked up)

5336 yes

Moved by Switzer, seconded by Phillips to adopt the 2nd reading of the policy review with exception of 7400, 7405 & 5010. Motion carried unanimously by the combined board.

TECHNOLOGY PURCHASES

s

Follett Library Software - Starting Year 2 Annual License/Maintenance Costs 1 - 1838.90

12 Latitude 3520 Laptop 12 Chromebooks 3100 Education 15 iPads 10 USB to USB Connectors

3 10 Foot HDMI to HDMI Cables

3,374.69 \$ 3,374.69 \$ 819.00 \$9,828.00 \$ 259.00 \$ 3,108.00 \$ 329.00 \$
4,935.00

\$ 8.49 \$84.90 \$9.49 \$28.47

s

1 48 Port Switch 1 Battery Backup

1,099.00 \$ 1,099.00 \$ 199.00 \$ 199.00

\$ -

22,657.06

Moved by Switzer, seconded by Guldborg to approve the technology purchases stated above. Motion carried unanimously by the combined board.

TECHNOLOGY DEVICE POLICY, PROCEDURES AND FORM

Moved by Switzer, seconded by Massar to approve the protection plan, repair/replacement form and technology device handbook. Motion carried unanimously by the combined board.

VAPING DETECTORS

Mrs. Williams informed the board that there is an option to have vaping detectors that tie into our camera system. The approximate cost is \$10,000. Discussion was held on how we would follow up once the vaping is detected. The board would like to see more of a formal quote. K12 Montana, Jeff Patterson, would be the one that we would work with on this. There would be installation costs as well. Moved by Guldborg, seconded by Phillips to table a decision on the vaping detectors. Motion carried unanimously by the combined board.

EXTRACURRICULAR CALENDARS

Mrs. Williams reviewed the upcoming extracurricular schedules. All are a work in progress and subject to change. She will keep the board informed as they are updated.

EXTRACURRICULAR CONTRACTS

Mrs. Williams recommended the following extracurricular contracts:

HS Volleyball Assistant: Courtney Fleming. Moved by Switzer, Massar to offer the 2022-23 high school assistant volleyball coach position to Courtney Fleming. Motion carried unanimously by the high school board with the exception of Beery who abstained.

HS Football Assistant: Taylor Schipman. Moved by Guldborg, seconded by Phillips to offer the 2022-23 high school football assistant position to Taylor Schipman. Motion carried unanimously by the high school board.

Volunteer HS football: Ethan Beery. Moved by Switzer, seconded by Hove to approve Ethan Beery for a volunteer for 2022-23 high school football season. Motion carried unanimously by the high school board with the exception of Beery abstained.

Volunteer HS football: Cameron Meissner. Moved by Guldborg, seconded by Switzer to approve Cameron Meissner for a volunteer for the 2022-23 high school football season. Motion carried unanimously by the high school board.

Volunteer HS & JH football: Calder Fleming. Moved by Massar, seconded by Phillips to approve Calder Fleming for a volunteer for the 2022-23 JH & high school football season. Motion carried unanimously by the combined board.

HS Girls Basketball assistant: Mikenda Seymour. Moved by Phillips, seconded by Guldborg to offer the 2022-23 high school assistant girls basketball position to Mikenda Seymour. Motion carried unanimously by the high school board.

Cross Country Volunteer: Bryan Stormer. Moved by Phillips, seconded by Switzer to approve Bryan Stormer for a volunteer for the 2022-23 JH & HS cross country season. Motion carried unanimously by the combined board with the exception of Massar abstained.

HS Assistant Wrestling: Jesse Yerbich. Moved by Beery, seconded by Phillips to offer the 2022-23 high school wrestling assistant position to Jesse Yerbich. Motion carried unanimously by the high school board.

Volunteer HS Wrestling: Cade Taylor. Moved by Switzer, seconded by Phillips to approve Cade Taylor for a volunteer for the 2022-23 high school wrestling. Motion carried unanimously by the high school board.

Volunteer HS Wrestling: Assistant JH Wrestling: Cole Becker. Moved by Massar, seconded by Phillips to approve Cole Becker for a volunteer for the 2022-23 high school wrestling season and for the assistant JH wrestling coach position for the 2022-23 season. Motion carried unanimously by the combined board.

Volunteer HS Wrestling: Trey Taylor. Moved by Switzer, seconded by Phillips to approve Trey Taylor for a volunteer for the 2022-23 HS wrestling season. Motion carried unanimously by the high school board.

Volunteer JH & HS Wrestling: Bryson Bartelson. Moved by Massar, seconded by

Phillips to approve Bryson Bartelson for a volunteer for the 2022-23 JH & HS wrestling. Motion carried unanimously by the combined board.

JH Assistant football: Brian Kassner. Moved by Switzer, seconded by Guldborg to offer Brian Kassner the 2022-23 assistant JH football position. Motion carried unanimously by the elementary board.

Volunteer JH football: Cole Becker. Moved by Phillips, seconded by Hove to approve Cole Becker for a volunteer for the 2022-23 JH football season. Motion carried unanimously by the combined board.

Volunteer HS Wrestling: Keri Taylor. Moved by Switzer, seconded by Phillips to approve Keri Taylor for a volunteer for the 2022-23 HS wrestling season. Motion carried unanimously by the combined board.

Volunteer JH Football: Kevin Guldborg. Moved by Switzer, seconded by Phillips to approve Kevin Guldborg for a volunteer for the 2022-23 JH football season. Motion carried unanimously by the combined board with the exception of Guldborg who abstained.

Volunteer JH Wrestling: Mike Bartelson. Moved by Guldborg, seconded by Phillips to approve Mike Bartelson for a volunteer for the 2022-23 JH wrestling season. Motion carried unanimously by the combined board.

FOOTBALL FIELD POLES/LIGHTS

Doug Shennum was asked to submit a quote for new football lights & poles. The total came to \$31560.16 for 24 lights, 6 poles and arms and labor. Discussion was held. Doug said the poles are in decent shape but that the crossarms are "junk". Other discussion was held on possibly using donations towards this project if there is any left from the basketball scoreboard project. Moved by Massar, seconded by Phillips to hire *Shennum Construction* to replace the mounting arms (8) at a cost of \$1692.48 plus labor. Motion carried unanimously by the combined board.

HANDBOOKS

Dr. Dern reported that our legal counsel is still reviewing the handbooks. Moved by Switzer, seconded by Phillips to table any action on the handbooks. Motion carried unanimously by the combined board.

MOU TECH STIPEND

Moved by Switzer, seconded by Hove to approve the Memorandum of Agreement between Circle

School District and the Circle Teachers' Association for the Technology Stipend. Motion carried unanimously by the combined board.

RECOMMENDATION FOR HIRE

Dr. Dern recommended Liam Devine for the PE position for the 2022-23 year. Moved by Phillips, seconded by Hove to offer Liam Devine a teacher contract for the 2022-23 year. Motion carried unanimously by the combined board.

Dr. Dern recommended Mike Bartelson for a part time band position for the 2022-23 year. Moved by Switzer, seconded by Guldborg to offer Mike Bartelson a part time (5/7) teacher contract for the 2022 23 year. Motion carried unanimously by the combined board.

OBSOLETE PROPERTY

Moved by Phillips, seconded by Hove to adopt a resolution to dispose of personal property unsuitable and obsolete for school purposes. (band scores). Motion carried unanimously by the combined board.

457 (b) RETIREMENT PLAN

Discussion was held on offering this plan through the district. There is no cost for employers to participate in the deferred compensation plan. Employees have the option to participate and there is no minimum number required to enroll. The PERB oversees the plan & is responsible for preparing required reporting. There was a question on any obligation for the district once an employee leaves employment. We will look into this to get clarification. Moved by Switzer, seconded by Phillips to table any decision on the 457 (b) resolution and contract. Motion carried unanimously by the combined board.

CONSTRUCTION PROJECT CONTRACTS/UPDATES/REQUESTS

Dr. Dern reported that we have 2 construction projects using ESSER II & ESSER III funds. One with *Kirkegard Construction* and one with *Circle Electric*. Contracts have been prepared and will be reviewed. The board gives Dr. Dern the authority to approve remittance for material upon receipt of an itemized invoice from the contractor, according to the limit in board policy. All the required paperwork from the contractor will be submitted to the district office before approval. It was clarified that Circle Electric "extra" in his proposal is if the Board requests any changes or additions. Moved by Switzer, seconded

Hove to approve the prepared contract with *Circle Electric* for \$79,960 for the Redwater School HVAC project. Motion carried unanimously by the combined board.

Moved by Massar, seconded by Phillips to approve the prepared contract with *Kirkegard Construction* for \$69,700 for the High School lobby bathroom project. Motion carried unanimously by the combined board.

SCHOOL BUS STOP APPROVAL

Moved by Phillips, seconded by Massar to table the approval of school bus stops. Motion carried unanimously by the combined board.

COMMITTEE MEETINGS

Building - (meeting with MDT) July 27, 8:30 AM. HS library

Handbook – July 25, 7:00 AM HS library

BUDGET HEARING MEETING

Moved by Guldborg, seconded by Hove to hold the final budget hearing on August 9, 2022 at 7:00 pm, HS Library. Motion carried unanimously by the combined board.

Moved by Phillips, seconded by Switzer to adjourn the meeting at 10:15 pm. Motion carried unanimously by the combined board.