

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on March 14, 2023 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, Emily Guldborg, Tyrel Massar, Krista Beery. Absent: Tate Switzer. Also in attendance were Clerk Della Van Horn, Principal/Interim Superintendent Tara Hubing, Susan Erlenbusch, Megan Knuth, and Roger Schara.

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

Scheduled visitors & communication

Public comment on any non-agenda public matter.

Susan Erlenbusch informed the board about her trip to Billings in the shuttle with the BPA students. She said the vehicle handles well but that it would be helpful to have a 2nd adult in the vehicle. She also suggested having staff members that drive it to take a "test drive" in it as it is a little different to maneuver around.

At this time Bryce Hove read a letter of resignation from Della Van Horn as the District Clerk/business manager, effective June 30, 2023.

APPROVAL OF MINUTES:

Moved by Phillips, seconded by Hove to approve the minutes of the Feb. 8, 2023 regular meeting as presented. Motion carried unanimously by the combined board.

Moved by Phillips, seconded by Beery to approve the minutes of the Feb. 21, 2023 special meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA

Moved by Phillips, seconded by Guldborg to approve the consent agenda of Elementary and HS March payroll & claims, revenue report and expenditure budget balance report ending Jan. 31, 2023. Motion carried unanimously by the combined board. (final payment for Esser II Redwater HVAC project approved).

Superintendent/Principal report

Mrs. Hubing reported on activities and building projects. BPA has just returned from state. Other events reported on were Mathletes, Preschool screening, prom, senior trip, spelling bee, academic olympics, book fair, Lifeline human trafficking assembly sponsored by Mid-Rivers. Building projects: ongoing contact with McCone Electric and Mid-Rivers for the HS HVAC project. More research to be done for the locker room repair, approximate cost for a gym with band room, concessions area, walking track, office and locker rooms was approximately 5.1 million, quote of \$2000 for boys locker room in the Redwater, health curriculum is being reviewed and bus driver salary increase in wages for consideration.

AD REPORT

SAFE RETURN TO SCHOOLS

No comments or changes

DRIVERS EDUCATION

Mrs. Hubing reported that we may have an “in house” person interested. It costs \$2200 for the initial fees to take the course at Havre for the instructor and more requirements from there. Moved by Phillips, seconded by Hove to pay the driver’s ed instructor \$25 per hour for the summer of 2023. Motion carried unanimously by the combined board.

HVAC & WATERLINE CONTRACTS

The board reviewed the prepared contracts for the HVAC and waterline projects. There were some corrections to the address and dates, payment dates were determined. Moved by Massar, seconded by Phillips to approve the contracts with *Circle Electric* for the HVAC project in the Bo-Peep and the Plumbing upgrade project in the high school. Motion carried unanimously by the combined board.

MAY 2, 2023 BALLOT AMOUNTS/LANGUAGE

It was noted that the general fund election in the elementary and high school will be canceled. At this time we can get to our highest budget without a vote in both districts.

Discussion was held on the building reserve ballot for the high school. Dr. Farr joined remotely and advised the board.

Moved by Massar, seconded by Phillips to present the following HS Building Reserve proposition to the voters at the May 2, 2023 school election:

High School Building Reserve

Shall the district be authorized to impose a building reserve levy in the amount of Fifty Thousand Dollars (\$50,000) per year for 3 years and being approximately 6.25 mills, for a total amount of One Hundred Fifty Thousand Dollars (\$150,000), for the purpose of raising money for the future construction, equipping, maintaining, or enlarging of school buildings? Passage of this proposal will increase the taxes on a home with a market value of \$100,000 by approximately \$8.44 and on a home with a market value of \$200,000 by approximately \$16.87. Motion carried unanimously by the high school board.

A 2nd High School building reserve proposition was considered:

Moved by Guldborg, seconded by Hove to present the following HS Building Reserve proposition to the voters at the May 2, 2023 school election:

Shall the district be authorized to impose a building reserve levy in the amount of Nine hundred Seventy-Five Thousand Dollars (\$975,000) per year for 5 years and being approximately 121.85 mills, for a total amount of Four Million Eight Hundred Seventy-Five Thousand Dollars (\$4,875,000), for the purpose of raising money for the design, future construction, and maintenance of a gymnasium with locker rooms, concessions area, office, walking track, and music department facilities? Passage of this proposal will increase the taxes on a home with a market value of \$100,000 by approximately \$164.50 and on a home with a market value of \$200,000 by approximately \$329.00. Motion carried unanimously by the high school board.

The Circle Elementary and High District No 1 Acquisition of Real Property proposition was considered:

Moved by Guldborg, seconded by Massar to present the following proposition to the voters at the May 2, 2023 school election:

Circle Elementary & High School District No. 1

McCone County, Montana

ACQUISITION OF REAL PROPERTY

Shall the Board of Trustees of Circle Elementary School District No. 1 and Circle High School District No. 1, McCone County, Montana, be authorized to acquire approximately 20.5 acres located northeast of the McCone County Fairgrounds from McCone County, for school purposes in exchange for an easement near the McCone County Courthouse? Motion carried unanimously by the combined board.

ELECTION JUDGES PAY

Moved by Guldborg, seconded by Hove to increase the election judges' pay to \$10.00 per hour beginning May 2023. Motion carried unanimously by the combined board.

RESOLUTION OF INTENT TO IMPOSE AN ADJUSTMENT TO NONVOTED LEVIES

The board reviewed the resolution of intents for the Circle Elementary and the High School and the anticipated projects for the school facilities. These are estimates for the non voted levies for adult ed, bus depreciation, transportation, tuition and the permissive building reserve. Moved by Phillips, seconded by Hove to adopt the resolution of intents to impose an adjustment in non voted levies for the Circle Elementary and Circle High School beginning July 1, 2023 as presented. Motion carried unanimously by the elementary board and high school board as attached.

2023-24 SCHOOL CALENDAR

The board reviewed the proposed calendar for the 2023-24 school year. 1st day of school for the students will be August 14th and the last day for students will be May 23, 2024. Moved by Phillips, seconded by Hove to approve the 2023-24 school calendar as presented. Those in favor: Beery, Phillips, Hove, Massar. Opposed: Guldborg. Motion carried.

PLAYGROUND UPDATES

An estimate was received from *Kirkegard Construction* for the Playground BB Court of \$27,936.00. Moved by Massar, seconded by Phillips to table any decision on the playground BB court. Motion carried unanimously by the combined board.

FB FIELD CONCESSIONS

It was noted that a \$500 donation and labor to put concrete at the football field concessions area has been offered. It was mentioned that possibly the Booster Club has funds to help with this project.

WATER DAMAGE CLAIM

Roger Schara mentioned that to fix water damage for the lower locker rooms would require a complete gut out and repairs. Moved by Phillips, seconded by Massar to table any decision on the lower locker room repairs. Motion carried unanimously by the combined board.

HS HVAC BID SHEET

A draft bid specifications sheet was presented for the HS HVAC project. Dr. Farr will be completing the RFQ to go along with the bid process. Moved by Massar, seconded by Phillips to approve the HS HVAC bid specifications as prepared. Motion carried unanimously by the combined board.

HIGH SCHOOL GYM INSULATION/PAINTING

Discussion was held on the gym ceiling insulation. A rough estimate for installing fire proof coating would be \$50,000 to \$54,000. A suggestion was made to take down the insulation that is there as it doesn't seem to be effective anymore and is falling down. Mrs. Hubing will see if this can be done while the painters are in there with their scaffolding. Moved by Phillips, seconded by Beery to table any decision on the gym ceiling insulation. Motion carried unanimously by the high school board.

BUTLER BUILDING ROOF REPLACEMENT/REPAIR

Quotes were received from Apex Roofing: \$21664 to remove and replace existing gable trim with new metal and \$8579 to power wash and prime roof with Conklin. Moved by Massar, seconded by Hove to approve the quote for \$8579 with *Apex Roofing INC.* to put Conklin on the butler building roof. Motion carried unanimously by the combined board.

2023-24 PRINCIPAL/SUPERINTENDENT CONTRACT

The board discussed that before they offer a contract for the principal/superintendent position they would like to know the scope of the position; what all duties it will cover. A negotiations committee meeting was set up for March 20th at 5:30 pm with Mrs. Hubing and 6:30 with Della Van Horn on the succession plan for district clerk/business manager.

COMMITTEE REPORTS

The negotiations committee met with the CTA at 5:30 pm on March 14th. Krista reported on the meeting. The CTA would like a 2 year contract & an MOU for insurance increases. Other items discussed were the penalty clause, sick leave, termination clause in the contract, personal days, paid time off, steps & lanes (add some). Other items were to increase AD pay and add JH Student Council stipend to the schedule.

Hand book committee would like to meet in April.

Moved by Guldborg, seconded by Hove to have the April Board meeting on the 11th at 7:00 pm. Motion carried unanimously by the combined board.

Moved by Massar, seconded by Beery to adjourn the meeting at 10:30 pm. Motion carried unanimously by the combined board.
