

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on October 11, 2022 at 6:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, Tate Switzer & Emily Guldborg. Absent: Massar & Beery. Also in attendance were Clerk Della Van Horn, Interim Superintendent Mrs. Hubing, Susan Erlenbusch, Lindsey Williams, Alan Stempel, Colleen Stormer, & Roger Schara.

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

PUBLIC COMMENT ON NON AGENDA ITEMS

None

APPROVAL OF MINUTES:

Moved by Phillips, seconded by Hove to approve the minutes of the September 12, 2022 meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA:

Moved by Phillips, seconded by Switzer to approve the consent agenda of September HS extracurricular report, HS & Elementary October claims & payroll, cash, revenue reports ending August & September, budget balance reports ending August & September, & the HVAC claim to Circle Electric Shop for \$30,000. Motion carried unanimously by the combined board.

AD REPORT

Mrs. Williams reported on the standings for CC,VB & FB, the FB scoreboard should be in by February and the BB scoreboard should arrive this week, & uniform rotation schedule. She reported that the BB tournament books will need to be printed off; we decide if we want to charge, JH will use shot clocks. Next 2C meeting is Feb. 12.

Principal Report:

Mrs. Hubing gave her principal report: She congratulated Blake Lobdell for his academic honors from the College Board's National recognition program, Kaleb Nay on being selected for the U of M all- star band - he will perform at one of their home games, JH volleyball - 1st in their tourney. She reported on a rundown of activities: PSAT testing, hunter ed testing, Field days, Fall concert, Financial Aid meeting, P/T conferences, Red Ribbon Week, VB tournament, FB playoffs, Candy Walk on Halloween, Student Council Conference in GF, MEA Oct 20 & 21, CTA thanked the business for their donations for the shot clocks, Circle will be participating in the state assessment (Montana Alternative Student Testing pilot program) for grades 5 & 7, ESSER plan has been submitted, Title grant & CP grants have been approved, TEAMS report is due November 1. Mrs. Hubing has been working on our required plans for MSGIA (safety, workman's comp). She reviewed projects that need attention (locker rooms, refs room, football

field). The board stated that these projects are within her threshold to approve as needed. Circle Electric was approved to replace plumbing before the boilers were installed. We will need a new estimate for this. Hove mentioned that we could consider an update on a bus. The white bus was in for repairs and Garry reported that it should be warranty work. Bus update will be added to the November agenda. Dr. Farr's report was reviewed. He had updated the board on his findings with the bus approach/sidewalk easement project and legislative news.

OLD BUSINESS

Consideration of Safe Return to Schools and Continuity of Services Plan. No comments at this time.

457 B Retirement Plan update/BENEFIT PACKAGE

The board reviewed the information. A suggestion to possibly increase the amount of the employer paid life insurance when it comes up for renewal in July.

POLICIES

2335 AND 2335 f 1 & 2 were reviewed. Dr. Farr and Tara are working on the courses to be added to the policy. Moved by Guldborg, seconded by Hove to approve the 1st & 2nd readings of policy 2335, 2335F1 & 2335F2 Health Enhancement. Motion carried unanimously by the combined board.

3120 compulsory attendance. Moved by Guldborg, seconded by Switzer to approve the 1st & 2nd readings of policy 3120 compulsory attendance. Motion carried unanimously by the combined board.

EXTRACURRICULAR

The Eastern C Divisional Realignment for basketball was discussed. A vote has been brought to the Board to vote on options. Option 1: would be to leave the districts alone and have 9 teams in the 2C and 6 teams in the 3C for the 2023/24 season.

Option 2: The Division moves Circle to the 3C.

Option 3: The Division moves Brockton to the 3C.

Moved by Phillips, seconded by Switzer to vote yes for Option 1. Motion carried unanimously by the combined board. This vote will go onto MHSA for their consideration and final approval.

PAID POSITIONS AT GAMES

Mrs. Williams reviewed the current pay scale for the following positions: score keeper, book, chain gang and volleyball line judge. At each person's preference, some people are paid or

receive a season pass and/or tournament pass. Chain gang and line judges have been volunteer positions. We will now need to add the shot clock position to this list. The board felt we should advertise for anyone interested in these positions. Moved by Switzer, seconded by Guldborg to pay the following rates effective immediately: JH & Jamboree - \$15 for each contest; JV - \$20 for each contest; varsity - \$25 for each contest for the following positions: Scorekeeper; book; shot clock; chain gang and volleyball line judge. Motion carried unanimously by the combined board.

EXTRACURRICULAR CONTRACTS

We will need to advertise Kevin Guldborg for a coaching position. (nepotism ad)

Mrs. Williams recommended Scott Nasner for the Varsity Boys Basketball Assistant. Moved by Guldborg, seconded by Phillips to offer Scott Nasner the HS Boys Assistant basketball position for the 2022-23 year. Motion carried unanimously by the high school board.

Mrs. Williams recommended Mike Bartleson for the pep band, HS and elementary music festival positions. Moved by Switzer, seconded by Hove to offer Mike Bartleson the pep band, elementary band festival & HS band festival positions to Mike Bartleson for the 2022-23 year. Motion carried unanimously by the combined board.

Mrs. Williams recommended Neale Kelly for a volunteer cross country position. Moved by Guldborg, seconded by Switzer to approve Neale Kelly as a volunteer cross country coach for the 2022-23 season. Motion carried unanimously by the combined board.

Volunteers - Moved by Phillips, seconded by Hove to table the discussion on volunteers and parameters on how many and what they are entitled to. Motion carried unanimously by the combined board.

UPDATED SAFE RETURN TO SCHOOL & CONTINUITY OF SERVICES PLAN

The board reviewed the plan and updated the dates in the plan and other language as appropriate. Moved by Switzer, seconded by Phillips to approve the Safe Return to School & Continuity of Services Plan as presented. Motion carried unanimously by the combined board.

ARP ESSER FUNDING PLAN

The board reviewed the ARP Esser funding plan. Moved by Phillips, seconded by Guldborg to approve the ARP ESSER FUNDING PLAN as presented. Motion carried unanimously by the combined board.

ADMINISTRATION INTERNSHIP PROGRAM

Moved by Phillips, seconded by Switzer to approve the invoice of \$2500 for the BPE/OPI Superintendent and Principal Internship program through Montana State University for Tara Hubing for coursework during the 2022-23 academic year. (and other costs associated with the internship). Motion carried unanimously by the combined board.

STUDENT ATTENDANCE AGREEMENTS

Moved by Phillips, seconded by Hove to approve student attendance agreements for 2 students attending Nashua (AW, RW). Motion carried unanimously by the combined board.

SUBSTITUTE TEACHER CONTRACT

MSBA had a sample contract for substitute teachers that the board may want to consider implementing. Moved by Phillips, seconded by Switzer to implement the substitute teacher contract advised by MTSBA. (at \$95 /day) Motion carried unanimously by the combined board.

SUBSTITUTE ADDITIONS

Mrs. Hubing recommended Laura Keenan for a substitute teacher. Moved by Switzer, seconded by Phillips to add Laura Keenan to the substitute teacher list. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Patricia Blake for a substitute teacher. Moved by Switzer, seconded by Phillips to add Patricia Blake to the substitute teacher list. Motion carried unanimously by the combined board.

Mrs. Hubing recommended Debra Blakesley for a substitute teacher. Moved by Switzer, seconded by Phillips to add Debra Blakesley to the substitute teacher list. Motion carried unanimously by the combined board. Mrs. Hubing reported that Mrs. Blakesley may be interested in the sub for the secretary position while they are on maternity leave. The board agreed to pay her on the schedule with her years of experience.

All positions are subject to the results of a successful background check.

BUILDING PROJECTS - Sidewalk, bus approach, easement

Discussion was held on the surveying services proposal and agreement prepared by Interstate Engineering. Dr. Farr is continuing to pursue grant options through a rural development grant. Moved by Switzer, seconded by Phillips to approve the quote from Interstate Engineering to provide a topographic survey and a base map in Civil 3D of the area for a future sidewalk and *bus approach* project. Estimated fee \$6500.(Task 1) Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Hove to approve the fee to Interstate Engineering to provide a preliminary sidewalk layout and associated opinion of probable construction cost. Includes written correspondence with MDT on the required coordination efforts for a future sidewalk project *and bus approach*. Estimated fee of \$800 (Task 2) Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Phillips to approve the fee to Interstate Engineering to provide a legal survey of the property included in Exhibit A. Legal survey would include retracing all of the school property (*retracement survey to include football field property and adding easement for future expansion for the courthouse heating system - may need revised, Mrs. Hubing to approve*). And that portion of the abandoned street which would legally attach thereto. Corner monuments will be set and a retracement Certificate of Survey will be prepared and filed at the Clerk and Recorder's office. Estimated fee for Task 3, \$5000-9000 at current hourly rates. Motion carried unanimously by the combined board.

Hove inquired about the possibility of the county helping with the fees for retracement and/or survey. At this point, Mr. Stempel said that the county is already several months into their budget and he would have to see what would be available.

Task 1 & 2 are proposed to be completed by January 2023 and Task 3 is proposed to be completed by April 2023. The board would like further clarification for Task 3.

The Safety/Wellness committee will meet on November 7th at 5:00 pm. Mrs. Hubing has templates for the plan.

Moved by Phillips, seconded by Guldborg to hold the November meeting on November 8th at 6:00 pm. Motion carried unanimously by the combined board.

Moved by Guldborg, seconded by Switzer to adjourn the meeting at 7:50 pm. Motion carried unanimously by the combined board.
