

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in regular session on August 13, 2019 at 7:00 pm in the high school cafeteria. Trustees present: Bryce Hove, Dusty White, Krista Beery, Cary Phillips, Sara Moline & Tyrel Massar. Also in attendance were Clerk Della Van Horn, Superintendent Preston Wenz, Principal Megan Murrell, Mike Bartelson, Roger Schara, Kim Gebhardt, Ruth Clarin, & Alan Stempel.

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

Pastor Bartelson led us in prayer.

#### APPROVAL OF MINUTES

Moved by Beery, seconded by Moline to approve the minutes from the July 9<sup>th</sup> regular meeting and the July 24 & July 30<sup>th</sup> special meetings as presented. Motion carried unanimously by the combined board.

#### CONSENT AGENDA

Moved by White, seconded by Hove to approve the consent agenda of Elementary and High School August claims and Payroll, Cash balances ending June 30, 2019, revenue report ending June 30, 2019, expenditure budget balance ending June 30, 2019 and the June & July High School extracurricular reports. Motion carried unanimously by the combined board.

Custodial report. Discussion was held on who could help us with the boiler maintenance in the absence of Dwain Jensen. Others in town that could be contacted are the maintenance personnel at the nursing home & possibly Larry Cornelia. At this time, the board felt there isn't a need and Dwain is still the person of record for us with a boiler's license, even though he is on medical leave.

#### ACTIVITY BUS DRIVER'S SALARY

Discussion was held on the activity bus drivers' salaries. Discussion was held on giving them a 2% raise which would increase their pay as follows: \$13.25 per hour for basic rate; \$127.50 minimum per out of town trip; \$9.45 for every hour of down time; and \$164 flat rate for overnight trips. Moved by Phillips, seconded by Beery to approve the above recommended raise to the activity bus drivers' pay scale. Motion carried unanimously by the combined board.

#### ASP DIRECTOR & ASSISTANT

Mr. Wenz recommended Sandy Schillinger for the 2019-20 ASP director and Shelby Pugh for the assistant. Moved by Massar, seconded by Phillips to offer Sandy Schillinger the after school program director at \$16.32 per hour and Shelby Pugh the assistant at \$11.22 per hour for the 2019-20 year. Motion carried unanimously by the combined board.

## PARAPROFESSIONAL

Mr. Wenz recommended Kathy Isaacs for a paraprofessional position. Moved by Moline, seconded by Hove to offer Kathy Isaacs the part time paraprofessional position at \$15.95 per hour for the 2019-20 year. Motion carried unanimously by the combined board.

## HOMESCHOOL ACTIVITY PARTICIPATION

Discussion was held on homeschool activity participation. A request was made from a parent to discuss the possibility of elementary homeschool students participating in activities. The request was to have them practice. The board suggested that phone calls be made to parents to see if they are interested in enrolling in public school. There were questions on the liability and also the logistics of the eligibility of homeschool students. Moved by White, seconded by Phillips to table any decision on allowing homeschool students to participate in activities. Motion carried unanimously by the combined board.

## STUDENT ATTENDANCE AGREEMENTS

Moved by Moline, seconded by White to approve the following student attendance agreements:

From Dawson County: Daniel & Amanda Durbin, Kolten, Brayden & Bailey Hansen. From Prairie County: Cooper, Conner & Hailee Heitz. From Vida Elementary: Anson Taylor, Kannin, Ruben, Paden, Truit & Vander Nelson. Attending at Dawson (Richey): Neale, Nevin, Layton, Erin & Tucker Kelly. Attending WPHS: Smoker-DeWitt, Sage Hutchinson, Jedidiah Boysun & Benjamin Boysun. Moved by Moline, seconded by White to approve the above mentioned student attendance agreements. Motion carried unanimously by the combined board.

## DRIVERS ED INSTRUCTOR

Moved by Massar, seconded by Moline to offer Matt Kleinsasser the drivers' ed. contract for the summer of 2020 at \$25. Per hour. Those in favor: Massar, Moline, White, Beery, Hove. Abstained: Phillips. Motion carried.

## HAIL DAMAGE

Mr. Wenz reported on the hail damage to roofs and the cars. If the district chooses to keep the 2008 Taurus the net value is \$4170. The net value of the pace utility trailer is \$1889. Moved by Moline, seconded by Massar to keep both the car and the trailer. Motion carried unanimously by the combined board.

Roof damage. Mr. Wenz reported that our insurance adjuster said that they will replace the shop roof with "like" materials. The gym roof also has moderate hail damage and needs repaired. Ernie Carlson will give a bid on the gym roof. Discussion was held on the shop roof repair bids. It was also discussed that we need to require a performance bond. Mr. Wenz will contact Kirkegard Construction and Prairie Elk Distributing to get revised bids. Moved by Massar, seconded by White to table any decision on the roof bids until we receive the revised estimates. Motion carried unanimously by the combined board.

## POLICIES

Moved by Moline, seconded by Beery to adopt the 2<sup>nd</sup> reading of the following policies:

1112-resignation  
1113-vacancies  
1425-abstentions from voting  
1512- conflict of interest  
1700-uniform complaint procedure  
2100-school year calendar and day  
2160-Title 1 parent & family engagement  
2167-correspondence courses  
2168-distance, online & technology-delivered learning  
3110-entrance, placement & transfer  
3125-education of homeless children  
3225-sexual harassment, sexual intimidation, & sexual misconduct  
4301-visitors to schools  
4315-visitor and spectator conduct  
4340-public access to district records  
4410-relations with law enforcement & child protective agencies  
5012-sexual harassment, sexual intimidation & sexual misconduct in the workplace  
5223 personal conduct  
5256- reduction in force  
8225-tobacco free policy  
8425 & 8525P – service animals  
Recommended revisions  
1610-annual goals & objectives-  
2410P-high school graduation requirements  
1512F – relationships defined and chart  
2600-2600P –work experience program  
5120P –fingerprint background handling procedure  
Delete policy 8425 F – service animal form  
Policy 2410P –dual credit option  
Motion carried unanimously by the combined board.

Moved by Moline, seconded by White to approve the 1<sup>st</sup> reading of policy 3340-Extra and Co Curricular Alcohol, Drug & Tobacco Use. Motion carried unanimously by the combined board.

2019-20 FINAL BUDGET HEARING

At this time the board held the final budget hearing for the 2019-20 elementary and high school budgets. Comparisons to the 2019 ANB, taxable valuation, district mills & the general fund budget were reviewed. The ANB in both the elementary and HS dropped but the taxable valuation has gone up. The general fund budgets will increase slightly with the highest budgets allowable by law being adopted. All budgeted funds were reviewed. A lengthy discussion was held on the permissive levies in the building reserve funds. The state has appropriated money for the Major Maintenance Aid. (\$6.4 million in 2020). The amount of state money we receive will depend on how much every district levies statewide. Moved by White, seconded by Phillips to adopt the final 2019-20 Elementary & High School budgets as attached. Motion carried unanimously by the combined board.

#### Principal/superintendent reports

Mr. Wenz reported that the school cleaning is going well, PIR day to Fort Peck went well. Uriah Kirkegard is working on the Bo-Peep concrete and removal of trees. Mr. Wenz reported on all the other building projects also. There will be an MD&A meeting for parents on August 14<sup>th</sup> and the all activities meeting. Mr. Wenz asked the board if they would be interested in a "Hunters Education" course be offered through the school. The board thought we would have to check on our policy. Updated activity schedules were distributed. REC Bus Lines is now updated and has the insurance coverage that our contract requires. Mr. Wenz mentioned that communication is important with the scheduling of events and activities community wide. The Board prefers not to have away games during the week. A sample of "District Goals" was distributed. Discussion was held on a "buzz in" system for Bo-Peep. The Montana Conference of Educational Leadership will be held in Billings on Oct. 16 & 17<sup>th</sup> for the board, administrators & clerks.

Mrs. Murrell gave her principal report. They are bringing "Student of the Month" back. She will also be doing a bi-weekly newsletter. She has ordered books to be given out for Birthdays. Scheduling of classes was discussed.

Moved by White, seconded by Beery to adjourn the meeting. Motion carried unanimously by the combined board.

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