

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, Montana met in regular session on September 8, 2020 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Dusty White, Tyrel Massar, Tate Switzer, Krista Beery & Cary Phillips (called in remotely). Also in attendance were Clerk Della Van Horn, Superintendent Preston Wenz, Principal Megan Murrell, Helen Murphy, Alan Stempel, Susan Erlenbusch, Averil Pasma, Megan Knuth, & Becky Fritz.

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

The chairman declared that the rights to individual privacy clearly exceeds the merits of public disclosure and closed the meeting for the purpose of approving executive session minutes from August 31 and September 8th.

The board was out of executive session at 7:05 PM

Moved by Switzer, seconded by White to approve the executive session minutes from August 31, 2020. Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Hove to approve the executive session minutes from September 8, 2020. Motion carried unanimously by the combined board.

Hove asked for any public comment – there was none.

Moved by White, seconded by Beery to approve the minutes from the regular August 10, 2020 meeting; August 13, 2020 and August 31, 2020 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 Expenditure budget balance and revenue reports ending July 31, 2020 and the Cash report ending July 31, 2020, and September payroll and claims. Motion carried unanimously by the combined board.

LIAISON/TECH POSITION

Discussion was held on hiring a technology person part time. This would be for minor issues and MTS could still do the networking service. It was mentioned that we have Google classroom training coming up. Moved by Massar, seconded by Hove to advertise for a part time local consultant/technology person with possible liaison duties. Motion carried unanimously by the combined board.

PARAPROFESSIONAL

Moved by Massar, seconded by White to offer a paraprofessional position to Kelsy Schillinger Zuroff for the 20-21 year at \$11.00 per hour. Motion carried unanimously by the combined board.

BUS DRIVER PAY RAISE

Discussion was held on giving bus drivers the 2% increase that other staff received. There are several parts to bus driver pay. (basic rate, out of town rate, down time, and overnight trips). Moved by White, seconded by Beery to give the extracurricular bus drivers a raise on the minimum per out of town trip to \$130. Motion carried unanimously by the combined board.

RESIGNATION

Hove read a letter of resignation from Bill Johnson. Moved by White, seconded by Massar to accept the resignation of Bill Johnson effective August 18, 2020. Motion carried unanimously by the combined board.

CUSTODIAN RECOMMENDATION

Mr. Wenz recommended Katelyn Fritz for a part time custodian. Moved by White, seconded by Switzer to offer Katelyn Fritz a part time custodian position for the 2020-21 year at \$11.00 per hour. Motion carried unanimously by the combined board.

CROSS COUNTRY VOLUNTEER

Moved by White, seconded by Switzer to approve Neale Kelly for a cross country volunteer for the 20-21 year. Motion carried unanimously by the combined board with the exception of Massar who abstained (nepotism).

INDIVIDUAL TRANSPORTATION

Moved by White, seconded by Hove to approve individual transportation contracts for the 20-21 year for Aimee Black and Pamela Casterline. Motion carried unanimously by the high school board.

STUDENT HEALTH COMMITTEE

The chairman appointed Tate Switzer to the Student Health Committee. Hove also serves on the committee as well as Mr. Wenz, Alicia Wenz, Kim Gebhardt, Tara Hubing, Megan Murrell & the Public Health Nurse.

POLICY UPDATES

The board approved the 1st reading of the following policies: 3210 – Equal Education, Nondiscrimination & Sex Equity; 3225 – Sexual Harassment of Students; 3225P – Sexual Harassment Grievance Procedure for Students; 3225F – Sexual Harassment Reporting/intake Form for Students; 3226 – Bullying, Harassment, Intimidation, Hazing; 3310 – Student Discipline; 5010 – Equal Employment Opportunity, Nondiscrimination, & Sex Equity; 5012 – Sexual harassment of Employees; 5015 – Bullying, Harassment, Intimidation, Hazing; 5012P – Sexual Harassment Grievance Procedure for Employees; 5012F – Sexual Harassment Reporting/intake Form for Employees.

PVSS RECOMMITMENT TO COOPERATIVE

Moved by Massar, seconded by Switzer to enter into a “recommitment to cooperative” with Prairie View Special Services and appoint Preston Wenz to serve on the board for the 2020-21 year. Motion carried unanimously by the combined board.

Moved by Switzer, seconded by White to enter into an agreement with PVSS for reimbursement of speech aid wages for Megan Volbrecht at \$11.22 per hour for the 20-21 year. Motion carried unanimously by the combined board.

AFTER SCHOOL PROGRAM RECOMMENDATION

Moved by Massar, seconded by Hove to reimburse back pay to Rachel Overby and Alicia Wenz for ASP hours at \$11.00 per hour from August 17th to September 11. Motion carried unanimously by the elementary board.

Moved by White, seconded by Hove to offer ASP assistant contracts to Rachel Overby (M-W) and to Kelsy Schillinger Zuroff (Thur). at \$11.00 per hour for the 2020-21 year. Motion carried unanimously by the elementary board.

SECRETARY POSITION

Discussion was held on the secretary/ administrative assistant position that will be open July 1, 2021. We have a couple of in house people interested but Mr. Wenz would like to advertise the position for strictly secretary/administrative assistant (it had been advertised as a para/secretary position previously). Moved by White, seconded by Switzer to advertise the secretary/administrative position for the 21/22 year. (some training hours possible in 20-21) Motion carried unanimously by the combined board.

DRIVERS ED

Mr. Wenz reported that Matt Kleinsasser is interested in teaching driver's education next summer at a rate of \$32.50 per hour. Moved by White, seconded by Massar to table any decision on the drivers ed position. Motion carried unanimously by the high school board.

PRESIDENTIAL EXECUTIVE ORDER ALLOWING DEFERRAL OF EMPLOYEE SS TAXES

The Payroll Tax Holiday is a deferral of the employee's portion of SS tax. The employer would eventually be responsible for withholding and paying the taxes deferred. The MT-PEC strongly discourages school districts from participating. Our auditor, WIPFLi also is taking the stance to keep on doing things "as normal". Hove called for a motion to participate, there being no motion the district will not be participating and will "opt out".

CURRICULUM COMMITTEE REPORT

Curriculum Committee report – the committee met and reviewed home school programs and the language that would be added to the handbook. We also will be looking at history and possibly science curriculums. There will be a Curriculum meeting on September 28th at 6:00 pm.

PRINCIPAL /SUPERINTENDENT REPORT

Mr. Wenz gave his principal/superintendent report. He has been working with the Great Northern Development Corporation on a grant. The building project list was reviewed. The HVAC cleaning was complete. They reported that it was extremely dirty and dusty and found paperwork from the 60's & 70's in the duct work! We will be paying for this with COVID funds. The district enrollment was reviewed: 62 high school students and 135 elementary.

PRINCIPAL REPORT

Mrs. Murrell gave her k-8 principal report. Grandparents Day will be on September 11th. We will be having a "Lunch with a Police Officer" once a month, hearing screening will be held, SEESAW platform training is scheduled. Homecoming activities are being planned.

The next meeting will be October 13th.

Moved by White, seconded by Beery to adjourn the meeting at 8:10 pm. Motion carried unanimously by the combined board.
