

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, met in special session (rescheduled August 17, 2021 regular meeting) on August 19, 2021 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Dusty White, Cary Phillips, Tyrel Massar, Krista Beery. Absent: Tate Switzer. Also in attendance were Clerk Della Van Horn, Superintendent Dr. Dern, Principal Megan Murrell, Megan Knuth, Susan Erlenbusch, Tara Hubing, Cassie Handy, Tara Hubing, Lindsey Williams, Alan Stempel, Averı Pasma, & Jayme Bartelson.

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

The agenda was approved with moving Hunter Education to the beginning of the meeting.

Public Comment:

Dr. Dern reported on the background of American Recovery Plan (ARP) and that our school districts were allotted \$340,870 in ESSER money in the basic allocation and \$9765 in the supplemental allocation. 20% must be set aside for expenditures directly related to loss of learning. He also informed the board on the allowable uses of funds and that in Montana, the supplement, not supplant lifting is also a benefit for our schools. The monies need to be spent by 9-30-2024.

APPROVAL OF MINUTES

Moved by White, seconded by Phillips to approve the minutes of the July 13, 2021 meeting as presented. Motion carried unanimously by the combined board.

Moved by White, seconded by Phillips to approve the minutes of the special August 9, 2021 meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA:

Moved by Massar, seconded by Hove to approve the consent agenda of HS & EL August claims & payroll, June 30, 2021 revenues and cash reconciliation and June & July HS extracurricular reports. Motion carried unanimously by the combined board.

AD REPORT

Averi Pasma gave her report. The JH rotation was to be every 7 years but Averi suggested to change to an "as needed" status. The girls JH basketball uniforms are in need of being replaced this year and an order is ready to be placed upon approval. The board agreed to purchase the JH Girls Basketball uniforms (approximately \$2300).

CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

This is a standing agenda item. No change to the plan at this time.

HUNTER EDUCATION

Paul Skyberg thanked the board for getting the hunter education program in the school. They will be starting September 7th. It will be opposite of band. Students will sign a form if they are participating in the hunter education program.

2021-22 FINAL BUDGET HEARING

Dr. Dern read 20-9-131, M.C.A. stating that on or before August 20th the trustees of each district shall meet to consider all budget information and any attachments required by law. The board proceeded with considering the Circle elementary and high school budgets for 21-22. Comparisons were made to the 20-21 ANB and taxable valuation. The drop in taxable valuation is mainly because of "Keystone" no longer being taxed. Moved by White, seconded by Phillips to adopt the final 2021-22 elementary budget. Motion carried unanimously by the elementary board.

Moved by Phillips, seconded by Hove to adopt the final 2021-22 high school budget. Motion carried unanimously by the high school board.

RESIGNATIONS

Moved by White, seconded by Phillips to accept the resignation of Alicia Wenz. Motion carried unanimously by the combined board.

Moved by White, seconded by Massar to accept the resignation of Megan Volbrecht as JH Head volleyball coach. Motion carried unanimously by the elementary board.

EXTRACURRICULAR

Dr. Dern recommended Cassie Handy for a teacher position. Moved by White, seconded by Phillips to offer Cassie Handy a teacher contract for the 2021-22 year. Motion carried unanimously by the combined board.

Averi Pasma recommended McKinna Fleming for the 2021-22 head Junior High Volleyball coach. Moved by White, seconded by Phillips to offer McKinna Fleming the head junior High Volleyball coach position for the 2021-22 year. Motion carried unanimously by the elementary board.

Averi Pasma recommended Courtney Fleming for the 2021-22 assistant junior high volleyball coach. Moved by Massar, seconded by White to offer Courtney Fleming the assistant junior high volleyball coach position for the 2021-22 year. Motion carried unanimously by the elementary board.

Moved by White, seconded by Hove to hire Lynae Gackle and Katy Warren for the 2021-22 junior class advisors. Motion carried unanimously by the high school board.

INDIVIDUAL TRANSPORTATION/STUDENT ATTENDANCE AGREEMENTS

Moved by Massar, seconded by Phillips to approve the individual transportation contract for 2021-22 for Randall Mothershead. Motion carried unanimously by the elementary board.

Moved by White, seconded by Hove to approve the student attendance agreement for Kannin Nelson. Motion carried unanimously by the elementary board.

CUSTODIAN POSITION

Dr. Dern recommended Katelyn Hogan for a custodian for the 2021-22 year. Moved by Massar, seconded by Phillips to offer Katelyn Hogan a custodian position for the 2021-22 year at \$11.50 per hour. Motion carried unanimously by the combined board.

HANDBOOKS

The board reviewed the edits to the Student Handbook. Policies that need to be referenced are 3416, 3417, 3225, 2170 & 2170P, 3310. Moved by Massar, seconded by Beery to approve the Student Handbook with the policies 3416, 3417, 3225, 2170, 2170P, 3310. Motion carried unanimously by the combined board.

The board reviewed the edits to the Student Activities/Athletics handbook. Policies that need to be referenced are 3415 P & F, 3121, 3150, 3510 & 3416. Moved by Phillips, seconded by White to approve the Student Activities/Athletics handbooks with the above mentioned policies mentioned and that the handbook needs formatting. Motion carried unanimously by the combined board.

The board reviewed the edits to the Employee Handbook. Moved by Beery, seconded by Hove to reference the following policies 3225, 5012,5330,5251,5500 and approve the employee handbook. Motion carried unanimously by the combined board.

Coaches Handbook

The board reviewed the edits to the Coaches Handbook. Moved by Massar, seconded by White to reference the following policies 2151 & 3416 and approve the Coach's handbook. Motion carried unanimously by the combined board.

BOARD POLICIES

After reviewing the policies, it was moved by White, seconded by Phillips to adopt the 2nd reading of the following updated policies:

1700 Uniform Complaint Procedure
3310 Student Discipline
3130 Students of Legal Age
5232 Child Abuse & Neglect reporting
5328P FMLA Procedures

New Policies/Procedures/Forms

322P Sexual Harassment of Students Procedure
5012P Sexual Harassment of Employees Procedures
5120P option 1 , Fingerprint Background Check Procedure. Superintendent is appointed, LASO business mgr Policy Compliance business mgr, results received by business mgr. superintendent, business mgr & board chair have access to the results.
Option 2 – does not disseminate and shreds in house. Wishing to challenge – option 2.
5120 F (3) Determination of Eligibility for hire ,Privacy act statement, dissemination log 5122 F, Applicant rights & consent to fingerprint.
5228P Drug & Alcohol Testing for bus drivers
5228F & 5228F1 models replacing current documents
7220 Use of Title 1 .

7220 P (option 3)

Motion carried unanimously by the combined board.

After reviewing the policies, it was moved by White, seconded by Hove to adopt the 2nd reading of the following policies:

3310 Entrance, placement, and Transfer

1310 District Policy & Procedures

2100 School Calendar & day

2410P Graduation requirements 23 units, classroom teacher and various institutions

2221 School Emergency & closures

New

2050 Student Instruction

Motion carried unanimously by the combined board.

After reviewing the policies, it was moved by Massar, seconded by Hove to adopt the 2nd reading of the following policies:

3416 Administering Medication to Students

3417 Communicable Diseases

5230 Prevention of Disease Transmission

5325 Breastfeeding in the workplace

8200 Food services

8301 District Safety

8410 Operation and maintenance of facilities - will not do the updates

New Policy

8411 Water supply systems

Motion carried unanimously by the combined board.

Moved by Massar, seconded by White to adopt the 2nd reading of the following policies:

4332 Conduct on School Property page 2 – option 1, option 1 (don't include line 7)

4315 Visitor & Spectator conduct

5223 no updates

3311 Firearms & weapons, option 1

3310

Motion carried unanimously by the combined board.

After reviewing the policies, it was moved by Massar, seconded by Beery to adopt the 2nd reading of the following policies:

3121 enrollment & attendance records
3150 part time attendance
3311 Firearms & weapons
3413 Student Immunization

New Policies/procedures/forms

2600 work based learning
2600P
2600F work based
3550F Student Clubs
4211 School name imagery & colors

Updated Policies

3510 school sponsored student activities remove lines 45, 46 page 2 and 4 & 5 on page 3 and last paragraph in part 5
2332 Religious & religious activities
3233 Student use of buildings – equal access
3550 Student clubs
4211 School name imagery & colors
4331 Use of School property for posting notices
2170 Digital Academy classes
2170P “ #9 . 10 no, no, shall

Motion carried unanimously by the combined board.

STRATEGIC PLANNING

Discussion was held on the strategic planning that we had contracted with MTSBA. We had 2 meetings with them and then the 3rd was cancelled and it was never held. Dr. Dern said that Dr. Farr also does strategic planning and is a “crossover community plan”. Moved by White, seconded by Phillips to request a credit from MTSBA for the strategic planning meeting that was not held. Motion carried unanimously by the combined board.

K-8 PRINCIPAL REPORT.

Mrs. Murrell reported that enrollment is up in the elementary. We are having issues with the science curriculum as it needs updated. We can do a “pilot program” with the vendor. The Apple IPADS are here for the students.

Superintendent report

He reported on his start of a new year with the focus on achievement. A sped efficiency team has been formed and he is proud of their collaboration and visionary approach.

We have also asked for legal advice on the administrative review for the Medicaid billing and on re-employing a retired teacher and how that will affect the CBA.

It has come to his attention that the library software is failing and needs updating.

Moved by Phillips, seconded by Hove to hold the next meeting on September 8 at 6:00 pm. Motion carried unanimously by the combined board.

Moved by White, seconded by Phillips to adjourn the meeting at 1:20 AM.
