

The Board of Trustees of Circle Elementary and High School District No. One, McCone County, Montana, met in regular session on July 10, 2023 at 7:00pm in the high school library.

Trustees Present: Cary Phillips, Krista Beery, Sara Moline, Emily Guldborg, Charity Calderon. Absent: Tyrel Massar. Also in attendance were Clerk RaChelle Kirkegard, Superintendent Tara Hubing, Principal Mauri Elness, Alan Stempel, Susan Erlenbusch, Lindsey Williams, Roger Schara, Britany Haynie, Bryce Hove, Rhonda Voss, Heidi Beery, & Ruth Clarin.

Chairman Phillips opened the meeting with the pledge of allegiance.

There was no public comment on non-agenda items.

APPROVAL OF MINUTES

Moved by Beery, seconded by Guldborg to approve the minutes of the June 20, 2023 regular meeting as presented. Motion carried unanimously by the combined board.

Moved by Calderon, seconded by Guldborg to approve the minutes of the June 26, 2023 special meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA

Guldborg asked if it was possible to have more detail on the BMO transactions than what is generated in the report. Clerk Kirkegard stated the descriptions pre-fill based on what account is used but that they could easily be edited and will be done moving forward. Moved by Guldborg, seconded by Moline to approve the consent agenda of June 30, 2023 Transfers to the Multi-District Fund, June 30, 2023 Expenditure Balance Report, May 31, 2023 Revenue & Cash Balances, July Payroll, June Claims, July 10 Claims (which included the first payment to Huseby Construction for the boys' locker room project), and to add Tara Hubing to the Elementary and High School Activity Accounts. Motion carried unanimously by the combined board.

AD REPORT

Mrs. Williams gave her AD report. She reported an update on Cross Country times. She is also working on revamping the athletics portion of the school website and informed the Board that the school is still needing a JH Volleyball Coach, JH Basketball Coach, and Cat Shack Advisor for the 2023-24 school year.

PRINCIPAL REPORT

Mrs. Elness attended MTSS training in Billings with some other school staff. It went really well and she is excited to start the year with Circle Schools.

SUPERINTENDENT REPORT

The price for a student to purchase an additional milk at lunch has increased to \$0.50. The approved district life insurance premium has increased by an estimate of \$13/month. An update on current and upcoming summer projects was given. The carpet has been removed from the HS History room and is ready for new flooring. New windows in the RW gym have been put in. Some updates to the school shop are also being considered.

CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

No comments.

MTSBA MEMBERSHIP ELECTRONIC VOTE

Moved by Beery, seconded by Moline, to submit the ballot approving FY25 Dues Revenue Estimate, MTSBA's Organizational DNA as presented, Multi-Year Vision-Based Advocacy Process Resolution as presented, MTSBA Board of Directors' Gap Analysis Resolution for 2025 Legislature, Sue Corrigan as MTSBA President-Elect, and Krystal Zentner as MTSBA Vice-President. Motion carried unanimously by the combined board.

PROPANE CONTRACT

Moved by Guldborg, seconded by Beery to approve the language of the formal contract for propane for the winter months specified for 2023-2024 from Farmer's Union Oil Company.

FOOTBALL FIELD BLEACHERS

There has been concern about the safety of the bleachers down at the football field. Tara has spoken with a few individuals in the construction business, and adding handrails to them could be expensive and wouldn't pass inspection. She presented a few quotes on different sizes of bleachers from Belson. The Board discussed the possibility of renting the bleachers from the rodeo grounds. Tara will reach out to Jana Hance for information on that. Moved by Guldborg, second by Beery to table any decision made on the purchasing of bleachers at the football field. Motion carried unanimously by the combined board.

HS HISTORY ROOM FLOORING

Moved by Moline, seconded by Guldborg to approve the estimate from Cal's carpet in the amount of \$9499 to install new flooring in the HS History room. Motion carried unanimously by combined board.

CLASSIFIED SALARY CONSIDERATION BASED ON DUTIES (PARAS & SECRETARIES)

The Board agreed that the Superintendent can make a recommendation for starting pay based on job duties or potential changes in job title. The Board agreed the classified salary scale should be taken to the negotiations committee. Moved by Guldborg, seconded by Beery to table any decision made on the Classified Salary Scale until the negotiations committee has met. Motion carried unanimously by the combined board.

SUPERINTENDENT CONTRACT

The original contract did not have sick or personal days addressed for the counselor position. 4 personal days and 12 sick days with accrual up to 70 days was added to the contract per the master agreement. Moved by Beery, seconded by Calderon to accept the Superintendent contract with approved changes. Motion carried unanimously by the combined board.

HIRING OF CLASSIFIED APPLICANTS

Tara made a recommendation to hire Carla Schriver as additional summer help and to complete some small painting projects. Starting pay will be per the classified salary scale. Moved by Moline, seconded

by Beery to hire Carla Schriver pending successful background check. Motion carried unanimously by the combined board.

Tara made a recommendation to hire Rhiannon Reichel as a paraprofessional for the 2023-2024 school year. Starting pay will be per the classified salary scale. Moved by Calderon, seconded by Guldborg to hire Rhiannon Reichel as a paraprofessional pending a successful background check. Motion carried unanimously by the combined board.

The Board discussed benefits offered to classified staff to be taken to the negotiations committee to come up with a way to make positions within the school more attractive.

A 5 minute recess was called by the Chairman.

The Board was back in session at 8:08 pm.

HANDBOOK REVIEW

Student Handbook: Moved by Calderon, seconded by Guldborg to adopt the 2023-2024 Student Handbook as is with approved updates. Motion carried unanimously by the combined board.

Student Handbook for Activities/Athletics: Lengthy discussion on grade level participation (5th grade & 8th grade) was held between the Board and members in the audience. Guldborg expressed some concerns she had about allowing 8th graders to completely forgo their junior high athletic seasons and immediately move up to high school athletics. She felt it would be taking away important leadership opportunities from those 8th graders. Calderon agreed with those concerns. Further discussion was held by all. A suggestion was made to adopt the handbooks with the exception of 8th grade participation and address that as a separate matter. Moved by Moline, seconded by Guldborg to adopt the 2023-2024 Student Handbook for Activities/Athletics with approved updates with the exception of the 8th Grade Participation section. Motion carried unanimously by the combined board.

8th Grade Participation: Moved by Moline, seconded by Beery to allow 8th grade participation in cross country, volleyball, basketball, track, and wrestling. Certain individuals may forego the remainder of their JH season and join the high school team upon invitation from the head coach. All remaining 8th graders may move up to the high school team at the conclusion of the JH season. Moline and Beery in favor. Guldborg, Calderon, and Phillips opposed. Motion fails. Moved by Guldborg to allow 8th grade participation in cross country, volleyball, basketball, track, and wrestling at the conclusion of their junior high season with invitation by the HS Head Coach. Discussion was held on the pros and cons of allowing 8th graders to forgo the junior high season completely vs finishing the junior high season before moving up to the high school team. Guldborg amended her motion to add that administration is authorized to allow earlier entrance into the high school sport in the event numbers are needed. Seconded by Moline. Motion carried unanimously by the combined board.

Coaches Handbook: The key fob agreement will be updated to read that coaches with the intent of returning the next year can keep their fob activated outside the contracted season for the purpose of summer open gyms. Moved by Guldborg, seconded by Calderon to adopt the 2023-2024 Coaches Handbook with approved updates. Motion carried unanimously by the combined board.

Employee Handbook: Moved by Calderon, seconded by Guldborg to adopt the 2023-2024 Employee Handbook with approved updates. Motion carried unanimously by the combined board.

Moved by Calderon, seconded by Moline to adopt and accept the Technology Device Handbook, Protection Plan, and Repair/Replacement Form as is. Motion carried unanimously by the combined board.

All new legislative policies will need to be added to the handbooks after they have been adopted.

DISTRICT POLICY REVIEW

Moved by Beery, seconded by Guldborg to table any action on district policy reviews. Motion carried unanimously by the combined board.

REORGANIZATION OF BOARD COMMITTEES

Building & Investment-Massar, Moline, Guldborg
Negotiations-Beery, Phillips, Guldborg
Technology & Curriculum-Moline, Beery, Calderon
Transportation-Phillips, Guldborg
Calendar-Beery, Calderon, Guldborg
Safety & Wellness-Phillips, Massar, Calderon
Handbook-Beery, Moline, Calderon

Moved by Guldborg, seconded by Calderon to approve the committees. Motion carried unanimously by the combined board.

COMMITTEE REPORTS

None

Moved by Beery, seconded by Moline to hold the final 2023-24 budget hearing during the next scheduled regular board meeting on August 8, 2023 @ 7:00pm. Motion carried unanimously by the combined school board.

Moved by Calderon, seconded by Guldborg to hold a special board meeting on July 25 @ 6:00 pm to review district policies. Motion carried unanimously by the combined board.

Moved by Guldborg, seconded by Beery to have a negotiations committee meeting on July 24 @5:15 pm to look over the classified salary scale and classified benefits. Motion carried unanimously by the combined board.

Moved by Beery, seconded by Calderon to adjourn at 11:45 pm. Motion carried unanimously by the combined board.
