

The Board of Trustees of Circle Elementary and High School District No One, McCone County, met in regular session on June 14, 2022 at 7:00 pm in the high school library. Trustees present: Bryce Hove, Cary Phillips, Tate Switzer, Krista Beery, & Emily Guldborg. Absent: Tyrel Massar. Also, in attendance were Clerk Della Van Horn, Superintendent Dr. Dern, Lindsey Williams, Alan Stempel, Susan Erlenbusch, Tara Hubing, & Averi Pasma.

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

PUBLIC COMMENT

No comment on non-agenda matters

APPROVAL OF MINUTES

Moved by Beery, seconded by Phillips to approve the minutes of the regular May 10, 2022 meeting as presented. Motion carried unanimously by the combined board. Hove commented that he would like the school election to be considered to be on school property in the future. It was suggested to have the election where federal elections are held. Motion carried unanimously by the combined board.

Moved by Guldborg, seconded by Hove to approve the May 10, 2022 reorganization meeting as presented. Motion carried unanimously by the combined board.

Moved by Beery, seconded by Phillips to approve the May 25, 2022 special board meeting as presented. Motion carried unanimously by the combined board.

Moved by Phillips, seconded by Beery to approve the June 8th, 2022 special board meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA

Moved by Phillips, seconded by Hove to approve the consent agenda of Elementary and HS cash balances ending April & May, 2022; Revenue reports ending April & May, 2022; Expenditure budget balance reports ending May 31st and June 14th; elementary and HS June payroll & claims; High School Extracurricular report for May, 2022 and Elementary activity report for May, 2022. The board authorized Dr. Dern & Della Van Horn, district clerk, to make the multi district transfer on June 30th. Motion carried unanimously by the combined board.

AD REPORT

Miss Pasma reported on the upcoming district meeting. Options will be sent out to the districts. The athletic schedules for next year are completed. It was noted that the head football coach contract has not been returned (deadline was in May). The board noted that the position should be advertised as the coach has been contacted with a reminder and the contract has not been returned. Averi reported there will be a football game played in Havre (we're playing Shelby). There is a class C caucus AD meeting coming up in Bozeman this summer.

PRINCIPAL/SUPERINTENDENT REPORT

Mrs. Hubing and Dr. Dern gave their administrative reports. Dr. Dern updated the board on the ESSER finance reports and summer operations (custodial) and installation of cameras in the high school. The DOT department representative will have a scheduled meeting with the board in regards to ramps and

approaches around the school. Mrs. Hubing reported that technology needs are minor. It was mentioned that the tiles by the kitchen sink need repaired or replaced. Roger said they may need a new water line. This will be addressed by the building committee.

The roofer from last summer will be completing the Bo-Peep project.

Dr. Dern and Mrs. Hubing suggested because of “variable interest of other individuals who may wish to develop a pre-school business, we may wish to withhold opening a K-Ready program in an effort to not interfere with other for-profit enterprises”. It was suggested to merge committees such as technology and curriculum. The administration wanted to recognize Lindsey Williams on a great job in organizing our technology needs and meeting with K12; and to recognize Mrs. Voss and Mrs. Gackle and Mrs. Williams in finishing up their course work for their degrees completed. Several teachers will be attending the summer institute in Bozeman and it will be covered by a MTSS grant.

CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

No new comments or updates at this time.

TEACHER CONTRACTS – no recommendations at this time.

CLASSIFIED CONTRACTS

Moved by Switzer, seconded by Phillips to hire Brian Kassner as the FB field groundskeeper for the summer of 2022 at \$11.00 per hour as per the schedule (plus 0.10 an hour for each year of experience). This ten cent an hour raise for each year of experience includes summer help. Motion carried unanimously by the combined board.

Moved by Beery, seconded by Phillips to give Garry Johnson a \$2000 stipend for bus transportation supervisor for the 2022-23 year. Motion carried unanimously by the combined board.

No action on the after-school program contract at this time.

Moved by Guldborg, seconded by Phillips to approve the substitute teacher list for 2022-23. Motion carried unanimously by the combined board with the exception of Hove abstaining on Kim Haynie.

AD JOB DESCRIPTION

The MTSBA model job description was reviewed. Discussion was held on whether or not to require the AD to be present at all activities. It was noted that other clarifications need to be made such as who is to set up for the activity. Moved by Phillips, seconded by Hove to approve the model AD job description but to do more research and considerations for the July meeting to possibly revise it. Motion carried unanimously by the combined board.

EXTRACURRICULAR CONTRACTS

Ms Pasma recommended Becky Fritz for national honor society. Moved by Beery, seconded by Hove to offer the National Honor Society advisor position to Becky Fritz for the 2022-23 year. Motion carried unanimously by the high school board.

Ms Pasma recommended Tara Hubing and Becky Fritz for the junior class advisors. Moved by Beery, seconded by Guldborg to offer Tara Hubing and Becky Fritz for the junior class advisors for the 2022-23 year. Motion carried unanimously by the combined board.

Ms Pasma recommended Joe and Amanda Marascheillo for the concessions contract. Moved by Beery, seconded by Phillips to offer Joe and Amanda Marascheillo the concessions contract (split) for the 2022-23 year. Motion carried unanimously by the combined board.

Ms Pasma recommended Sue Good for the photographer contract. Moved by Beery, seconded by Guldborg to offer Sue Good the photographer contract for the 2022-23 year. Motion carried unanimously by the combined board.

Ms Pasma recommended Lindsey Williams for the activity's director. Moved by Phillips, seconded by Switzer to offer Lindsey Williams the activity's director positions for the 2022-23 year. Motion carried unanimously by the combined board.

PVSS CURRICULUM CONSORTIUM CONTRACT

Moved by Switzer, seconded by Hove to join the PVSS Curriculum Consortium for the 2022-23 year. Motion carried unanimously by the combined board.

CONSTRUCTION CONTRACT WITH KIRKEGARD CONSTRUCTION

MTSBA is working on the language of the contract.

TECHNOLOGY STIPEND

The committee has discussed the stipend and felt that the 8% and 4% of the base is appropriate. Dr. Dern recommended Lindsey Williams receive the 8% as the lead on the technology stipend. Moved by Switzer, seconded by Hove to pay Lindsey Williams 8% of the base for the lead technology stipend for the 2022-23 year. Motion carried unanimously by the combined board.

Moved by Switzer, seconded by Beery to pay Joe Maraschiello 4% of the base for the assistant technology stipend for the 2022-23 year. Motion carried unanimously by the combined board.

SUPERINTENDENT CALENDAR APPROVAL

Dr. Dern reported that he will be on professional leave in Illinois July 12-21 (lobbying group with representatives in Washington). Moved by Switzer, seconded by Phillips to approve the professional leave for Dr. Dern for July 12 – 21, 2022. Motion carried unanimously by the combined board.

RECOMMITMENT TO PV COOP

Moved by Beery, seconded by Guldborg to sign the Recommitment to Prairie View Special Services Coop for the 2022-23 year and appoint Dr. Dern as the representative. Motion carried unanimously by the combined board.

MONTANA MEDICAL BILLING

Moved by Phillips, seconded by Hove to enter into a contract with Montana Medical Billing for the 2022-23 year. Motion carried unanimously by the combined board.

MHSA DUES AND FEES

Moved by Phillips, seconded by Switzer to pay the 2022-23 MHSA dues and fees for Boys Basketball, Cross Country, Football, Track and Wrestling and Girls Basketball, Cross Country, Track, Volleyball and Wrestling and combined activities of band, chorus, drama & speech. (\$250 per activity) and pay the fee for the liability catastrophe plan (\$302) and concussion insurance (\$66). Motion carried unanimously by the high school board.

PROPERTY & LIABILITY INSURANCE

Moved by Phillips, seconded by Switzer to renew our property & liability insurance for 2022-23 with MSGIA. Motion carried unanimously by the combined board.

INDIVIDUAL TRANSPORTATION CONTRACTS

Moved by Switzer, seconded by Phillips to approve 16 individual transportation contracts (1 isolated) for the 2022-23 year. Motion carried unanimously by the combined board.

STUDENT ATTENDANCE AGREEMENTS

Moved by Phillips, seconded by Hove to approve 18 out of district student attendance agreements for the 2022-23 year and to waive tuition. Motion carried unanimously by the combined board.

COMMITTEES

Moved by Guldborg, seconded by Hove to combine the technology & curriculum committees. Motion carried unanimously by the combined board. (Hove, Massar, Beery)

Moved by Beery, seconded by Guldborg to combine building & investment committees. Motion carried unanimously by the combined board. (Massar, Hove, Guldborg)

Moved by Switzer, seconded by Guldborg to combine Wellness, Safety, & Student Health committees. Motion carried unanimously by the combined board. (Switzer, Hove, Phillips)

Calendar & Handbook will be kept separate.

HVAC

Circle Electric presented an estimate for improvements to the HVAC in the Redwater building. The estimate included all materials, labor, and bonding for the installation of 12 new units (A/C and heat) as well as upgrades to the electric service for a cost of \$79,960. The electrical and mechanical permits are also included. Moved by Switzer, seconded by Guldborg to accept the quote from *Circle Electric* of \$79,960 for the HVAC project as presented. We will have MTSBA prepare a contract. Motion carried unanimously by the combined board.

K READY

Moved by Phillips, seconded by Hove to table any action on K Ready. Motion carried unanimously by the combined board.

TECHNOLOGY AGREEMENT

Moved by Beery, seconded by Phillips to table the technology agreement form (agreement to check out devices). Motion carried unanimously by the combined board.

POLICY 5460P

At this time, we do not have anything prepared for the consideration of policy 5460P.

Moved by Phillips, seconded by Hove to table 5460P. Motion carried unanimously by the combined board.

June 20th we will have board training at 6:00 pm

June 23rd a special meeting will be held to address policies, extracurricular and K Ready.

LUNCH PRICES

The board considered increasing school lunch and breakfast prices. The free lunches for students will discontinue for the next school year. Grocery prices and labor costs have increased. Moved by Switzer, seconded by Phillips to increase lunch /breakfast prices as follows:

Breakfast

Grades K-12: \$2.75

Adults: \$3.50

Lunches

Grades K-3: \$2.75

Grades 4-12: \$3.00

Adults: \$4.00

These prices will be in effect beginning with the 2022-23 year. Motion carried unanimously by the combined board.

CURRICULUM

Mrs. Hubing presented the curriculum for science. Saavas was considerably more than McGraw Hill and the teachers all preferred the McGraw Hill. Moved by Guldborg, seconded by Hove to purchase the science curriculum from McGraw Hill at a cost of \$28,432. Motion carried unanimously by the combined board.

The additional Montana History materials were previously approved and have been ordered.

Moved by Phillips, seconded by Guldborg to table the handbooks until the July meeting. They have been sent to legal counsel for review. Motion carried unanimously by the combined board.

BUS ROUTES

Moved by Phillips, seconded by Hove to approve the bus routes with no changes for the 2022-23 year. Motion carried unanimously by the combined board.

Moved by Beery, seconded by hove to hold the next board meeting on July 11 at 7:00 pm. Motion carried unanimously by the combined board.

Moved by Guldborg, seconded by Phillips to adjourn the meeting at 9:35 pm. Motion carried unanimously by the combined board.
