

The Board of Trustees of Circle Elementary and High School District No. 1, McCone County, Montana, met in regular session on March 12, 2024 at 7:00pm in the high school library.

Trustees present: Sara Moline, Doug Shennum, Cary Phillips, Charity Calderon, Emily Guldborg, Krista Beery (remotely). Also in attendance were Clerk RaChelle Kirkegard, Superintendent Tara Hubing, Principal Mauri Elness, Lindsey Williams, Susan Erlenbusch, Trevor Kleppelid, Morgan Mason, Ruth Clarin, Jennifer Nasner, and Lynae Gackle.

Chairman Phillips opened the meeting with the pledge of allegiance.

There was no public comment on non-agenda items.

APPROVAL OF MINUTES

Moved by Shennum, seconded by Moline to approve the minutes of the February 12, 2024 regular board meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA

Moved by Guldborg, seconded by Shennum to approve the consent agenda items of March regular payroll; January 31 Elementary and High School activity accounts; January 31 cash, revenue, and expenditure balances; February 9-March 12 claims; payment of ASP salaries/benefits using ESSER III funds; and payment of Title 1 salaries/benefits using Title 1 grant money. Motion carried unanimously by the combined board.

AD REPORT

Williams gave her AD report. The high school wrestling team was awarded the Class C Stockman Bank Sportsmanship award at the State Wrestling Tournament. Both boys and girls basketball teams advanced to divisionals. Circle will be hosting a Junior High Honor Concert on March 15 with surrounding schools participating. 16 students competed at state BPA and a few can advance on to nationals which is held in Chicago, IL May 10-14. Updates from the NE MIAAA meeting and Eastern C Divisional meeting were given. Finding an assistant junior high track coach is still an issue. The high school track coaches are able to help with the junior high at practices but not having an assistant coach for junior high may become problematic at meets since the high school and junior high don't go to the same meets at the same times.

PRINCIPAL REPORT

Elness gave her principal report. Tenure teacher observations are done and non-tenure will be complete by the next meeting. Meetings with teachers in each building have been done to discuss ideas to keep students engaged and how to incorporate writing into more of the curriculum. Mrs. Herbaugh has taken the ASP over. Missoula Children's Theatre turned out great and the book fair is coming up with a coin drive that will result in the winners being able to "drench the principal". The discipline log was reported.

SUPERINTENDENT REPORT

Hubing gave her superintendent report. It's been mentioned that individuals in the community may not be in favor of approving a bond levy but instead may be interested in doing a one-time donation to a foundation. MTSBA gave some feedback on the process of a foundation, which would have to be a

private corporation and not managed by the district. At the OPI Education Virtual Job Fair held on May 8 there were 620 job seekers registered, with the majority of them being from the Philippines. The Fire Marshall was at the school to do his inspection. There are 2 fire exit signs in the Redwater that need new bulbs and the ones in the high school gym need fixed. The warmer winter has kept the school from needing to fill the underground storage tank as early as normal. 5000 gallons of fuel was delivered early in the month and the remaining 1000 gallons on the contract will be put in by the end of the month. A good portion of the remaining ESSER III money will be put towards technology and possibly new cafeteria tables. A general ad is going to be put in the paper listing the projects the school needs done that don't require a bid. It will include a general RFQ from contractors which will create a list of prequalified contractors that the school can refer to when a project arises. The new graduation requirement of Financial Literacy will be addressed at next month's meeting. MTSBA is in the process of developing the necessary policy updates to assist school districts in implementing early literacy targeted intervention and terminating the exceptional circumstances policy consistent with HB 352. MSU is seeking high schoolers who aspire to be future rural educators. There is a Future Educators Club facilitated by Stephen Schreibes that students can join with parent permission.

CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

No comments

UPDATE ON ISAP INCLUDING GRADUATE PROFILE, IEFA, & COMMUNITY/FAMILY ENGAGEMENT

Hubing gave an update to the Board on the current progress of the district's ISAP which included the input that community and staff had for the graduate profile, IEFA, and other parts of the ISAP plan.

UPDATE TO POLICY 8132

MTSBA informed the District that the wording in lines 7-11 under "Room Assignments" is state law. They blended the required provision with the Board's discussed provisions and updated the policy. Policy 8132 was presented with the revision done by MTSBA. Moved by Shennum, seconded by Moline to approve the update to Policy 8132. Motion carried unanimously by the combined board.

POLICY 1420-BOARD MEETING AUDIO/VIDEO OPTIONS TO CONSIDER

Beginning July 1, 2024, the Board is required to record all board meetings per HB890. Two recording device options were presented, the Meeting Owl 3 and the iPevo Totem 360. Hubing spoke with Jeff Patterson with K-12 Montana and he did not have a preference of one over the other. A short discussion was held on recording vs live streaming board meetings. Moved by Guldborg, seconded by Calderon to purchase the iPevo Totem 360 for the purpose of recording board meetings beginning July 1, 2024. Motion carried unanimously by the combined board.

PRINCIPAL CONTRACT

The negotiations committee presented a contract for the principal position offered to Mauri Elness for the 2024-25 school year. Moved by Moline, seconded by Guldborg to offer Mauri Elness the contract for K-12 principal position for the 2024-25 school year at a salary of \$65,000 for 178 days (155 PI, 7 PIR, 16 days outside the adopted 24-25 school calendar). The district will provide health insurance coverage for the term of the contract with the District's carrier; paying premiums as what is consistent with the Principal's current elected health insurance plan. (family HE6000 medical, family dental,

employee/spouse vision). Principal will receive 7 personal days per year with a maximum buyback of 3 unused personal days. Principal is entitled to 12 sick leave days for the 2024-25 school year accumulated to 70 days. Motion carried unanimously by the combined board.

VISITING LOCKER ROOM ROOF BID

The bid from Apex Roofing that was tabled during the regular board meeting on February 12, 2024 was presented. Morgan Mason, owner of Apex Roofing was there to address any questions. He has been in contact with his insurance company on the required performance bond which he said would be awarded after/if his bid is accepted. He stated that the bond would not increase the price of the bid presented. Moved by Shennum, seconded by Guldborg to accept the bid presented by Apex Roofing in the amount of \$52,409 to repair the lower visiting locker room roof. Motion carried unanimously by the combined board.

RESIGNATIONS

Chairman Phillips read a letter of resignation from Laura Devine effective the end of the 2023-24 school year. Moved by Moline, seconded by Shennum to accept the letter of resignation from Laura Devine effective the end of the 2023-24 school year. Motion carried unanimously by the combined board.

Chairman Phillips read a letter of resignation from Liam Devine effective the end of the 2023-24 school year. Moved by Moline, seconded by Guldborg to accept the letter of resignation from Liam Devine effective the end of the 2023-24 school year. Motion carried unanimously by the combined board.

Chairman Phillips read a letter of resignation from Rhiannon Reichel effective the end of the 2023-24 school year. Moved by Shennum, seconded by Moline to accept the letter of resignation from Rhiannon Reichel effecting the end of the 2023-24 school year. Motion carried unanimously by the combined board.

2024-2025 SCHOOL CALENDAR

The Board reviewed the proposed calendar for the 2024-25 school year. The 1st day of school for students would be August 19, 2024 and the last day for students would be May 29, 2024. Discussion was held on the 2 ½ days of school after Memorial Day and the required amount of student instruction time per MCA 20-1-301. Moved by Calderon, seconded by Shennum to accept the proposed calendar with the exception of the 2 ½ days after Memorial Day, but instead have the student's last day be May 22, 2024. Motion carried unanimously by the combined board.

MAY 7, 2024 ELECTION BALLOT AMOUNTS/LANGUAGE

It was noted that the general fund election in the elementary and high school will be canceled. At this time the district can get to their highest budget without a vote in both districts.

Discussion was held on the building reserve ballot for the elementary. Moved by Guldborg, seconded by Shennum to present the following EL Building Reserve proposition to the voters at the May 7, 2024 school election.

Elementary Building Reserve

Shall the district be authorized to impose a building reserve levy in the amount of Ninety Thousand Dollars (\$90,000) per year for 3 years and being approximately 15.47 mills, for a total amount of Two Hundred Seventy Thousand Dollars (\$270,000) for the purpose of raising money for the future construction, equipping, maintaining, or enlarging of school buildings? Passage of this proposal will increase the taxes on a home with a market value of \$100,000 by approximately \$20.89, on a home with a market value of \$300,000 by approximately \$62.67, and on a home with a market value of \$600,000 by approximately \$125.33. An increase in property taxes may lead to an increase in rental costs. Motion carried unanimously by the combined board.

Discussion was held on the elementary and high school technology ballot language. This will be the first time levying in the technology funds since the district has implemented one on one devices for all students with a 3-year rotation. Since devices are on a 3-year rotation, the Board liked the idea of consistency and to run the levy on a 3-year timeframe as well. Moved by Calderon, seconded by Moline to present the following Elementary Technology proposition to the voters at the May 7, 2024 school election

Elementary Technology

Shall the district be authorized to levy the sum of Twenty-Five Thousand Dollars (\$25,000) per year for 3 years and being approximately 4.3 mills for the purpose of purchasing, renting, repairing and maintain technological equipment, including computers and computer network access, cloud computing services for technology infrastructure, platform, software, network, storage, security, data, database, test environment curriculum, or desktop virtualization purposes, including any subscription or any license-based or pay-per-use service that is accessed over the internet or other remote network to meet the district's information technology and other needs, and the associated technical training for the school district personnel? Passage of this proposal will increase the taxes on a home with a market value of \$100,000 by approximately \$5.80, on a home with a market value of \$300,000 by approximately \$17.41, and on a home with a market value of \$600,000 by approximately \$34.81. An increase in property taxes may lead to an increase in rental costs. Motion carried unanimously by the combined board.

Moved by Calderon, seconded by Guldborg to present the following High School Technology proposition to the voters at the May 7, 2024 school election.

High School Technology

Shall the district be authorized to levy the sum of Twenty-Five Thousand Dollars (\$25,000) per year for 3 years and being approximately 2.97 mills for the purpose of purchasing, renting, repairing and maintain technological equipment, including computers and computer network access, cloud computing services for technology infrastructure, platform, software, network, storage, security, data, database, test environment curriculum, or desktop virtualization purposes, including any subscription or any license-based or pay-per-use service that is accessed over the internet or other remote network to meet the district's information technology and other needs, and the associated technical training for the school district personnel? Passage of this proposal will increase the taxes on a home with a market value of \$100,000 by approximately \$4.01, on a home with a market value of \$300,000 by approximately \$12.04,

and on a home with a market value of \$600,000 by approximately \$24.07. An increase in property taxes may lead to an increase in rental costs. Motion carried unanimously by the combined board.

RESOLUTION OF INTENT TO IMPOSE AN ADJUSTMENT TO NON-VOTED LEVIES

The Board reviewed the resolution of intents for the Circle Elementary and High School and anticipated projects for the school facilities. These are estimates for the non-voted levies for adult ed, bus depreciation, transportation, tuition, and the permissive building reserve. Moved by Shennum, seconded by Moline to adopt the Elementary resolution of intent to impose an adjustment in non-voted levies for the Circle Elementary beginning July 1, 2024 as presented. Motion carried unanimously by the elementary board as attached. Moved by Moline, seconded by Shennum to adopt the High School resolution of intent to impose an adjustment in non-voted levies for the Circle High School beginning July 1, 2024 as presented. Motion carried unanimously by the high school board as attached.

EXTRACURRICULAR CONTRACTS

Williams made the following extracurricular contract recommendations:

Head Junior High Track Coach-Jennifer Nasner

Moved by Guldborg, seconded by Moline to offer Jennifer Nasner the head junior high track coach position for the 2023-2024 year. Motion carried unanimously by the combined board.

Volunteer High School/Junior High Track Coach-Alan Stempel

Moved by Moline, seconded by Guldborg to approve Alan Stempel as a volunteer coach for junior high and high school track for the 2023-2024 year. Motion carried unanimously by the combined board.

Volunteer High School/Junior High Track Coach-Neale Kelly

Moved by Shennum, seconded by Calderon to approve Neale Kelly as a volunteer coach for junior high and high school track for the 2023-2024 year. Motion carried unanimously by the combined board.

TENURE TEACHER CONTRACTS

Hubing recommended the following tenure teachers for the 2024-25 school year. Tara Hubing, Kimber Gebhardt, Lisa Fritz, Susan Erlenbusch, Amy McCloy, Colleen Stormer, Megan Knuth, Jamison Haynie, Estelle Nagel, Rhonda Voss, Lindsey Williams, and Kathleen Warren.

Moved by Moline, seconded by Shennum to offer Tara Hubing a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Shennum, seconded by Guldborg to offer Kimber Gebhardt a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Shennum to offer Lisa Fritz a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Shennum to offer Susan Erlenbusch a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Guldborg, seconded by Calderon to offer Amy McCloy a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Shennum to offer Colleen Stormer a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Guldborg, seconded by Moline to offer Megan Knuth a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Shennum, seconded by Moline to offer Jamison Haynie a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Guldborg to offer Estelle Nagel a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Calderon, seconded by Moline to offer Rhonda Voss a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Guldborg to offer Lindsey Williams a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

Moved by Moline, seconded by Shennum to offer Kathleen Warren a teacher contract for the 2024-25 year. Motion carried unanimously by the combined board.

COMMITTEE REPORTS

Calderon shared that at the technology committee meeting a comment was made that Circle Schools is doing really well with keeping technology up to date. Williams stated that while at state BPA it was very convenient and appreciative that our students have their own school devices to bring as some schools did not and it put some of those students in a bind. The building committee got a list of projects to be done during the walk around. Jordan w/ Interstate Engineering said by the end of March he will have more accurate figures and information on the bus approach project.

FUTURE ISSUES

Hubing stated that with the new open enrollment bill some parameters will need to be set and policies updated.

Moved by Moline, seconded by Shennum to schedule the next regular board meeting for Tuesday, April 9, 2024 at 7:00pm in the high school library. Motion carried unanimously by the combined board.

Moved by Shennum, seconded by Calderon to adjourn the meeting at 9:10pm. Motion carried unanimously by the combined board.
