

The Board of Trustees of Circle Elementary and High School District No. 1, McCone County, Montana, met in regular session on September 12, 2023 at 6:30am in the high school library.

Trustees Present: Krista Beery, Emily Guldborg, Cary Phillips, Sara Moline, Charity Calderon. Also in attendance were Clerk RaChelle Kirkegard, Superintendent Tara Hubing, Principal Mauri Elness, Lindsey Williams, Doug Shennum, Britany Haynie, Susan Erlenbusch, & Roger Schara.

Chairman Phillips opened the meeting with the pledge of allegiance.

There was no public comment on non-agenda items.

APPROVAL OF MINUTES

Moved by Guldborg, seconded by Moline to approve the minutes of the August 8, 2023 regular board meeting as presented. Motion carried unanimously by the combined board.

CONSENT AGENDA

Moved by Guldborg, seconded by Calderon to approve the consent agenda of July 31 revenue, expenditure, and cash balances, August 31 HS Activity Account, August claims, September payroll, issue payment to Kirkegard Construction for Phase 2 of lobby bathrooms & repair bus barn wall, replace Della Van Horn with RaChelle Kirkegard as the credit card administrator, payment to Dell for teacher laptops using SRS funds, payment to T.E.S.T. for an interactive TV using SRS funds, and payment to Hertz Furniture for cafeteria booths using ESSER II Supplemental funds. Motion carried unanimously by the combined board.

AD REPORT

Mrs. Williams gave her AD report. She reported the number of fall sports participants. The cross-country meet scheduled has 206 runners signed up. There has been issues with the NFHS network and many of the surrounding areas are experiencing this. VidSwap and Hudle are a couple different options that could be looked at. MHSA currently still has a contract with NFHS so any other system would still have to be recorded by NFHS until the contract runs out. All schools need to have a backup shot clock. A map of the new divisional realignment was presented that all schools will have to vote on in October. The district basketball tournament got moved from Malta to Glasgow for the 2024 year and will be in Wolf Point in 2025. An email was received from Culbertson on MHSA policy about the fireworks set off during the football game. The school cannot stop individuals from setting fireworks off on private property but the school will not condone it. Current extracurricular positions that still need filled are assistant junior high boys basketball, assistant junior high wrestling, and junior high track.

PRINCIPAL REPORT

The open house was a great success with the bingo cards. Grandparents day had a good turnout. High School has been busy decorating their homecoming floats and the elementary grades stayed busy decorating business windows around town. FastBridge Testing has started.

SUPERINTENDENT REPORT

The lower locker rooms have grout on the tiles, the toilet is working, but the partition is not in yet. Rain gutters around the school have been replaced where it was needed. All teachers participated in the

MTSS Overview during PIR days in August. MSGIA has partnered with Lodestone, a global cyber security firm committed to helping clients prevent and investigate security incidents. Lodestone will be provided the district's website domain so they can begin providing their Attack Surface Monitoring service for the next 12 months at no cost to the district.

CONSIDERATION OF SAFE RETURN TO SCHOOLS AND CONTINUITY OF SERVICES PLAN

No comments

POLICIES-2ND READING OF POLICY 1650 (Public Charter Schools)

Policy 1650 was created to assist districts in complying with HB 549. The policy details how to apply for authorization to establish a public charter school and respond to public requests for new schools or programs as detailed in law. Moved by Beery, seconded by Moline to adopt the 2nd reading of Policy 1650. Motion carried unanimously by the combined board.

RESIGNATION OF TRUSTEE

A letter of resignation was read from Tyrel Massar to resign from his position as trustee. Moved by Guldborg, seconded by Moline, to accept the letter of resignation as trustee from Tyrel Massar dated August 9, 2023. Motion carried unanimously by the combined board.

APPOINT TRUSTEE/OATH OF OFFICE

Phillips introduced Doug Shennum as the only individual to submit a letter of interest for the trustee vacancy. Moved by Calderon, seconded by Moline to appoint Doug Shennum to the Board of Trustees. Motion carried unanimously by the combined board. Shennum has 15 days to file the oath with the county superintendent.

2023-24 SUBSTITUTE LIST

A list of substitute teachers was presented. Tara made a recommendation to add Della Van Horn and Haley Schillinger to the 2023-2024 substitute list. Moved by Guldborg, seconded by Calderon to approve the 2023-24 substitute teacher list with the addition of Della Van Horn and Haley Schillinger. Motion carried unanimously by the combined board.

2023-24 EXTRACURRICULAR BUS DRIVERS

A list of extracurricular bus drivers was presented with Garry Johnson being the bus supervisor and paid a \$2000 stipend for the additional duties of that position. Moved by Moline, seconded by Beery to approve the list of 2023-24 extracurricular bus drivers and to pay Garry Johnson a \$2000 stipend at the conclusion of the fiscal year for bus supervisor. Motion carried unanimously by the combined board.

EXTRACURRICULAR CONTRACTS

Lindsey Williams recommended the following extracurricular contracts:

Assistant High Schools Boys Basketball- Scott Nasner.

The 1st contract issued in August was returned later than the specified deadline so he has to to be re-recommended. Moved by Moline, seconded by Guldborg to offer Scott Nasner the assistant high school

boys basketball coach position for the 2023-2024 year. Motion carried unanimously by the combined board.

Assistant High School Wrestling-Cade Taylor

Moved by Moline, seconded by Guldborg to offer Cade Taylor the assistant high school wrestling coach for the 2023-2024 year. Motion carried unanimously by the combined board.

Junior High Boys Basketball-Jeff Moos

Moved by Guldborg, seconded by Calderon to offer Jeff Moos the junior high boys basketball position for the 2023-2024 year. Motion carried unanimously by the elementary board.

Yearbook Photographer-Danielle Becker

Moved by Beery, seconded by Moline to offer Danielle Becker the yearbook photographer position for the 2023-2024 year. Motion carried unanimously by the combined board.

STUDENT ATTENDANCE AGREEMENTS

Student attendance agreements were presented for 1 Vida resident student requesting to come to Circle Elementary and 2 resident students requesting to go to Nashua Schools. Moved by Guldborg, seconded by Calderon to approve the student attendance agreements for A.H. to attend Circle Elementary with tuition waived, and approve the student attendance agreements for A.W. and R.W. to attend Nashua Schools. Motion carried unanimously by the combined board.

ADDITIONAL BUS STOP

Roy Clifton has recommended to add a bus stop at the Kirchner approach on Highway 200 between Circle and Brockway. Moved by Moline, seconded Guldborg to add the additional bus stop at the Kirchner approach. Motion carried unanimously by the combined board. Phillips will talk to Nita at the Treasurers office to confirm whether or not the additional stop has to be taken to the county transportation board since it isn't changing the existing route.

DISPOSAL OF OLD FOOTBALLS SCOREBOARDS.

Moved by Guldborg, seconded by Beery to adopt a resolution that the old football scoreboards are unsuitable and obsolete for school purposes and to be disposed of. Guldborg amended her motion to read that the old football scoreboards will be disposed of by taking sealed bids from any interested parties. Beery seconded the amended motion. The trustees hereby resolve to dispose of the old football scoreboards by taking sealed bids. Notice of the resolution shall be published on September 20 and September 27, 2023. The resolution shall become effective 14 days after publication of the second notice identified in the preceding paragraph, unless appealed to the district court by a taxpayer in compliance with and as provided in MCA 20-6-604. Motion carried unanimously by the combined board.

AFTER SCHOOL PROGRAM

Tara Hubing recommended Rhiannon Riechel and Janna Johnson for the After School Program. They will each take two days a week and share duties and responsibilities equally. Moved by Moline, seconded by Guldborg to offer Rhiannon Riechel the After School Program position for the 2023-2024 year with

payment of \$15/hour using ESSER III funds. Motion carried unanimously by the combined board. Moved by Guldborg, seconded by Moline to offer Janna Johnson the After School Program Position for the 2023-2024 year with payment of \$15/hour using ESSER III funds. Motion carried unanimously by the combined board.

FRANK SIR SCHOLARSHIP GUIDELINES

There was unclaimed scholarship money from a 2021-2022 recipient and clarification was needed on what to do with the unclaimed amount. Kirkegard had spoken with Nita at the treasurer's office and there were two options: include it with the payment to the next years recipients or reinvest it back into the principal amount. Moved by Guldborg, seconded by Moline to put any unclaimed Frank Sir Scholarship award money back into the principal amount to be reinvested. Motion carried unanimously by the combined board.

AUDIT PROPOSALS

Kirkegard had reached out to 3 auditors requesting audit proposals for fiscal year ending June 30, 2024; Denning, Downy & Associates, Ross Stalcup, and Wipfli (current auditor). Denning, Downy, & Associates was not interested in giving a proposal so proposals by Wipfli and Ross Stalcup were presented. Ross Stalcup proposed a price of \$15,500 and Wipfli proposed a price of \$19,000. Kirkegard noted that Ross Stalcup was less expensive than Wipfli but it did not include maintenance of the district's fixed asset and depreciation schedules and Wipfli's does. Moved by Guldborg, seconded by Calderon to accept the proposal from Wipfli for the audit of fiscal year ending June 30, 2024. Motion carried unanimously by the combined board.

FARMERS UNION OIL UST FUEL CONTRACT

Farmer's Union Oil had given the school a proposal to enter into a multi month contract for 10,000 gallons of fuel for the underground storage tank that is used to fuel the boiler. Kirkegard got more information from Frank Kasten at Farmer's Union which was presented. In prior years the school has averaged 8-10K gallons of fuel per year. Discussion was held on whether we would need that much fuel this year with the new air units Roger has installed. The new units can be set to blow hot air as well during the fall/spring months so it is anticipated that the boiler won't burn/need as much fuel. Moved by Guldborg, seconded by Moline to enter into a contract with Farmer's Union Oil for 6000 gallons at no more than \$3.50 per gallon to be taken during the months of January -March of 2024. Motion carried unanimously by the combined board.

ACCEPTANCE OF PRELIMINARY SURVEY FOR FOOTBALL FIELD

A map of the preliminary survey completed by Interstate Engineering for the land acquisition of "Parcel A" in the survey was presented. Moved by Beery, seconded by Guldborg to approve the preliminary survey presented for the land acquisition of "Parcel A". Motion carried unanimously by the combined board.

REORGANIZATION OF BOARD COMMITTEES

Building & Investment-Shennum, Moline, Guldborg

Negotiations-Beery, Phillips, Guldborg

Technology & Curriculum-Moline, Beery, Calderon

Transportation-Phillips, Guldborg
Calendar-Beery, Calderon, Guldborg
Safety & Wellness-Phillips, Shennum, Calderon
Handbook-Beery, Moline, Calderon

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

COMMITTEE REPORTS-none

Moved by Moline, seconded by Guldborg to schedule the next regular board meeting for Monday, October 9, 2023 at 7:00pm in the high school library. Motion carried unanimously by the combined board.

Moved by Beery, seconded by Calderon to adjourn the meeting at 8:15am. Motion carried unanimously by the combined board.
