

**THE REGULAR MEETING of the BOARD OF TRUSTEES** of Bigfork Elementary School and Bigfork High School, District No 38, Flathead and Lake Counties, was called to order by Chairperson Sandry on September 20, 2017, at 5:00 pm in the high school library.

Trustees present: Paul Sandry, Patricia Landon, Paul Sullivan Jr., Dana Whitney, Jessica Martinz, Zack Anderson and Christina Relyea

Also in attendance were Superintendent Matt Jensen and Business Manager Lacey Porrovecchio, Principals Alan Robbins and Brenda Clarke, Assistant Principal Matt Porrovecchio, staff members and community members.

Pledge of Allegiance.

There were no comments on non-agenda items.

A motion to approve the agenda was made by Trustee Anderson, seconded by Trustee Sullivan, and **approved** by unanimous vote of the elementary school and high school trustees.

Trustee Anderson asked about a bills list item. Trustee Relyea asked about the Amerigas donation.

A motion to approve the consent agenda was made by Trustee Anderson, seconded by Trustee Sullivan, and **approved** by unanimous vote of the elementary and high school trustees.

- Approval of Regular Board Meeting Minutes for August 23, 2017
- Approval of All Bill Approval Lists
- Approval of Student Activity Report for August, 2017
- Approval of Bill Goodwin Donation for the HUDL Program, \$2000
- Approval of Amerigas Donation, \$2000
- Approval of Surplus Property Disposal – Basketball Standards
- Approval of Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check*
  1. Classified Personnel Resignation
    - a. Lisa Abbott, Transportation
  2. Certified Personnel Recommended for Hire
    - a. Elise Van Valkenberg, MS Science
  3. Classified Personnel Recommended for Hire
    - a. Kim Jones, Paraprofessional
    - b. Margaret Sand, Paraprofessional
    - c. Valerie Jordan, Paraprofessional
  4. Substitute Personnel Recommended for Hire
    - a. Rose Dehne, K-12 Substitute
    - b. Jill Reichner, K-12 Substitute
    - c. Roger Ball, K-12 Substitute
    - d. Tom Ford, K-12 Substitute
    - e. Linda Stordahl, K-12 Substitute
  5. Administrative Support Staff Contract for Approval
    - a. Don Richardson, IT Support Services Contract 2017-18

### **NEW BUSINESS**

- A. Approval of Three Underage Kindergarten Student per Policy 3110 – Brenda Clarke spoke to the trustees about the Kindergarten One class.
  - 9-17-12
  - 9-25-12
  - 10-21-12

A motion to approve Three Underage Kindergarten Students per Policy 3110 was made by Trustee Anderson, seconded by Trustee Relyea, and approved by unanimous vote of the elementary trustees.

- B. Approval of BUC Memorandum of Understanding – Matt Jensen asked the trustees to approve the MOU with the BUC. Employee NT used up his FMLA with a prior medical situation. Board discussion followed.

A motion to approve the BUC Memorandum of Understanding was made by Trustee Anderson, seconded by

Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

**OLD BUSINESS**

District Goals – Matt Jensen gave the trustees the district goals. Discussion followed. He will bring the revised goals to a later meeting for their approval.

**COMMITTEE REPORTS**

Finance Committee- Business Manager Lacey Porrovecchio gave an update of the latest budget cuts by the state. Discussion followed. The Finance Committee will meet in October.

Facilities Committee- Mr. Jensen told the trustees the high school renovations and addition will be done by Thanksgiving break. He will ask them for their ideas for any contingency money left.

Activities Committee- Activities Coordinator Dave Creamer told the trustees he is trying to reschedule what he can after cancellations for smoke and the cyber threat.

**PRINCIPALS REPORTS**

Brenda Clarke- Mrs. Clarke reported on the new HPT process and the elementary' s focus on reading.

Alan Robbins- Mr. Robbins talked to the trustees about HPTs, Advisory period and the Naturalization Ceremony field trip.

**SUPERINTENDENT REPORT**

Mr. Jensen asked the trustees about the missed 3 days for the school threat. Board discussion followed.

**FUTURE MEETING SCHEULE**

All School Board meetings are held at 5 pm in the high school library, unless otherwise noted.

- o October 11, 2017
- o November 8, 2017
- o December 13, 2017
- o January 10, 2018
- o February 14, 2018
- o March 14, 2018
- o April 11, 2018
- o May 9, 2018
- o June 13, 2018

A motion to adjourn was made by Trustee Anderson, seconded by Trustee Sullivan, and **approved** by unanimous vote of the elementary and high school trustees.

Adjourned: 6:11 pm

\_\_\_\_\_  
District Clerk

\_\_\_\_\_  
Chairperson

**SURPLUS PROPERTY RESOLUTION**  
October 11, 2017

**CLASSROOM DESKS SURPLUS PROPERTY DISPOSAL**

Bigfork High School District No. 38  
Flathead and Lake Counties  
Bigfork, Montana 59911

WHEREAS, the trustees of Bigfork High School District No. 38 declared surplus property at a business meeting on October 11, 2017;

WHEREAS, the surplus property includes 120 older classroom desks. More information available by contacting Mike McGill at 406-837-7400.

WHEREAS, the classroom desks are no longer needed by our District;

WHEREAS, the District would like to donate the desks to other schools;

THEREFORE, BE IT RESOLVED, the classroom desks will be given away or disposed of on Friday, October 27, 2017. Approved by the Board of Trustees of Bigfork High School District No. 38, Flathead and Lake Counties, on October 11, 2017 at a regular meeting held in the Bigfork High School Library.

ATTEST:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Clerk

SURPLUS PROPERTY RESOLUTION  
October 11, 2017

SURPLUS PROPERTY DISPOSAL

Bigfork Elementary School District No. 38  
Bigfork High School District No. 38  
Flathead and Lake Counties  
Bigfork, Montana 59911

WHEREAS, the trustees of Bigfork High School District No. 38 declared surplus property at a business meeting on October 11, 2017;

WHEREAS, the surplus property includes approximately 60 analog business phones designed for legacy systems;

WHEREAS, the district has transitioned to a VOIP phone system and the items are no longer needed by the District;

WHEREAS, the District would like to sell, donate or dispose of the items;

THEREFORE, BE IT RESOLVED, the 60 analog phones will be sold, donated or disposed of on Friday, October 27, 2017.

Approved by the Board of Trustees of Bigfork Elementary and High School District No. 38, Flathead and Lake Counties, on October 11, 2017 at a regular meeting held in the Bigfork High School library.

ATTEST:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Clerk



**BIGFORK PUBLIC SCHOOL DISTRICT 38**

*P.O. Box 188, 600 Commerce Street  
Bigfork, Montana 59911  
Phone: 406.837.7400 Fax: 406.837.7407*

*Home of the*

**VIKES  
and  
VALS**

August 16, 2017

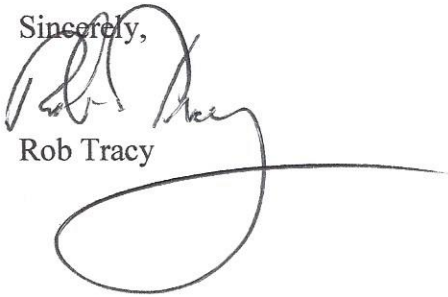
To: Board of Directors

From: Rob Tracy

Subject: Dean Bewley

I am requesting the Board approve the hiring of Dean Bewley to fulltime route/bus/monitor status. Dean has over 6 years of school bus driving experience and filled various driving rolls over the past year while employed with us. He has driven all our routes, is an excellent driver and will fill the void created by Leon Cook who will replace the retiring Greg Wasell and drive Route 18.

Sincerely,



Rob Tracy



# **BIGFORK HIGH SCHOOL**

*P.O. Box 188, 600 Commerce Street  
Bigfork, MT 59911  
Phone: 406.837.7420 Fax 406.837.7245*

*Home of the*

**VIKES**

*and*

**VALS**

October 4, 2017

Board of Trustees:

I would like to recommend Marv Sunderland as a 6-12 substitute teacher for Bigfork School District. Mr. Sunderland taught History at Hardin and at Chester, MT after graduating from college. He then moved up to the college level working at NDSU where he coached and taught. Mr. Sunderland career path then shifted to the NFL where he spent the majority of his career working as a professional scout for numerous NFL teams. He recently moved to Bigfork and wants to get back into education working with students as a substitute. Mr. Sunderland impressed me with his calm and confident demeanor that portrays a sense of being in charge. He has worked with kids as a teacher, a coach, and in community programs. He also has extensive experience working with adults in professional settings. He impressed me with his communications skills and his intuitive approach with addressing challenges. I feel Mr. Sunderland will be an excellent sub for Bigfork Schools and both staff and students will enjoy getting to know him and to hear about his life experiences.

Sincerely,

Alan Robbins

## Lacey Porrovecchio

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**From:** Matt Porrovecchio  
**Sent:** Friday, October 06, 2017 10:56 AM  
**To:** Matt Jensen  
**Cc:** Alison Wallen; Lacey Porrovecchio  
**Subject:** Substitut Recommandations

Dear Mr. Jensen,

I would like to recommend **Robin L. Rapp** to serve as a substitute teacher for Bigfork Schools. Robin has more than 30 years experience working in schools as a teacher and substitute. During her time in education she has worked throughout the elementary and middle school grades, but her emphasis/specialty is working at the elementary level. Her knowledge and experience will make her a great addition to our substitute pool.

I would like to recommend **Kay Mosher** to serve as a substitute teacher for Bigfork Schools. Kay has 2 years of experience working with students as a preschool director and kindergarten aid. Kay would make a great addition to our team.

I would like to recommend **Hanna Gorby** to serve as a substitute teacher for Bigfork Schools. While Hanna has limited classroom experience, she has spent time as a nanny and babysitting/supervising children at the Flathead Lake Lodge. She is thinking of becoming a teacher, but wants to gain first hand experience in the classroom to see if it is the right fit. Hanna would make a great addition to our team.

I would like to recommend **Rebecca Gilliard** to serve as a substitute teacher for Bigfork Schools. Rebecca is a trusted volunteer who you will regularly find playing piano for our choir program. With 10 years of teaching experienced, multiple years substitute teaching as Swan River School and 2 children of her own, she would make a great addition to our substitute pool.

I would like to recommend **Kay Mosher** to serve as a substitute teacher for Bigfork Schools. Kay has 2 years of experience working with students as a preschool director and kindergarten aid. Kay would make a great addition to our team.

Thank you,  
Matt Porrovecchio



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*and*

**VALS**

October 2, 2017

Board of Trustees:

I would like to recommend Vincent Lovato as a K-12 substitute teacher for Bigfork School District. Mr. Lovato has extensive experience working with youth as a coach, a teacher, a former substitute teacher, and as an active community member. Mr. Lovato is the owner of the Bigfork Beagle and has become very active in our community as he encourages positive news about our students and promotes community events. Mr. Lovato impressed me with his genuine desire of wanting to give back to our community and his desire to work with our youth. He has excellent communications skills and impressed me during his interview with his intuitive approach in addressing challenging situations. I feel he will be an excellent substitute teacher for Bigfork School District.

Sincerely,

Alan Robbins





# ***BIGFORK HIGH SCHOOL***

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*Home of the*

**VIKES**

*and*

**VALS**

October 2, 2017

Board of Trustees:

I would like to recommend the following extra duty stipends for the 2017/2018 school year.

I recommend Randi Tunnell as the Band Advisor. The stipend covers the extra-duty times required of a Band instructor for concerts, music festivals, and individualized assistance for solo and small group performances.

I would also like to recommend Ms. Tunnell as the Pep Band Advisor. Under Ms. Tunnel's direction, our Pep Band continues to be one of the best at state tournaments.

I recommend Skyberg Thoreson as the Choral Advisor. Mr. Thoreson is in his fourth year as our Choral teacher and under his direction our program continues to grow. The stipend covers the extra- duty times for concerts music festivals, and individual small group or solo performance preparation.

I recommend our high school Math teacher, Mr. Feller as our student council advisor. Mr. Feller has been working with student council for the past three school years. Student council has been actively involved in school operation, they have worked with teachers in committee settings, and they have served as school and community volunteers. Mr. Feller works well with our student leaders and each year, he continues to expect more from student council and their positive role in our school.

We are fortunate to have advisors that contribute to the overall success of our school programs and continue to work with our kids year after year.

Sincerely,

Alan Robbins

## Lacey Porrovecchio

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**From:** Brenda Clarke  
**Sent:** Wednesday, October 04, 2017 3:33 PM  
**To:** Matt Jensen; Lacey Porrovecchio  
**Subject:** Board Recs

October 4, 2017

Board of Trustees:

I would like to recommend Heather Epperly as the Elementary Music/Art and Special Event Advisor for the 2017-2018 school year. Mrs. Epperly directs musicals, dances, concerts, and other special events in both the Elementary and Middle Schools during school off-hours.

I would like to recommend Sky Thoreson as the Middle School Choir Advisor for the 2017-2018 school year. Mr. Thoreson directs concerts, music festivals, individual lessons, and supports Mrs. Tunnell with band activities during school off-hours. Mr. Thoreson has grown our middle school choir program in his time with us.

I would like to recommend Randi Tunnell as the Middle School band advisor for the 2017-2018 school year. Mrs. Tunnell directs band concerts, music festivals, individual lessons, and supports Mr. Thoreson with choir activities during school off-hours. Mrs. Tunnell's band program is a popular program.

I would like to recommend Bronson Erickson and Christina Nadeau as the shared Student Council Advisors for the 2017-2018 school year. Ms. Nadeau has been with us at the Middle School for three years and Bronson is new to us this year. They are eager to work together to help our students have a "voice."

Thank you,  
Brenda Clarke

John Michael Knopik

6<sup>th</sup> Grade Boys Basketball (volunteer)

John Michael has been coaching basketball at Bigfork for four years now. He was an assistant on the High School state championship team, and he's coached 5<sup>th</sup> grade the last two years. He has a son on the team and does an excellent job of coaching fundamentals, a point we stress highly at this level of basketball.

Eric Thorness

6<sup>th</sup> Grade Boys Basketball (volunteer)

Eric is also a former high school basketball coach, having coached in the Seattle area. If approved, he will be in his second year with this group. He is extremely level-headed and has a great temperament for coaching this level of basketball.

Lou Jessop

7<sup>th</sup> Grade Boys Basketball (split stipend)

Lou coached alongside Coach Knopik on the state championship team in 2014 and is also looking to return to this group of student-athletes. Lou is a teacher at BHS and has a son on the team. He knows the program and the goals of how we develop young players.

Matt Meisner

7<sup>th</sup> Grade Boys Basketball (split stipend)

Matt coached last year along with Coach Jessop. He is also a calm, level-headed coach with a son on the team. He provides great support, and will handle the team on days when Coach Jessop can't be there.

Connor Coleman

8<sup>th</sup> Grade Boys Basketball

Connor has been with this group in basketball and football now for the last three years. He is a former BHS athlete and we consider him to be a great coaching prospect in this school system. He has developed solid relationships with this group of boys and has been a big help in teaching these boys the off-the-field lessons we need a coach to teach middle school boys.

Charlotte Ball

Swim Coach

Charlotte is a teacher at BHS and is the only Swim coach Bigfork has ever had. She is turning into a great recruiter, fundraiser and coach, and is building the swim program into a solid, sustainable program.

David Laird

Wrestling Head Coach

Coach Laird will be entering his third year as the wrestling coach at BHS. He has grown the program and developed young men AND women into competitive wrestlers. His tireless work ethic and ability to teach every level of athlete has shown in the recent successes of the wrestling team.

Shawn Hall

Wrestling Assistant Coach

Shawn is entering his second year alongside Coach Laird. He is a true assistant in that he supports Coach Laird in everything he does, but he is highly capable and can take over a practice or a match when needed. He has extensive experience in coaching wrestling, having operated a wrestling school. He has been instrumental in building the Little Guy program, which is a key goal we have for developing the high school program into one that can sustain good numbers and compete at the state level.

Sam Tudor

Varsity Boys Basketball

Sam is entering his fourth year at the helm of the BHS Boys Basketball program. His teams have regularly been one of the top Class B teams in Montana each of those years, even playing in the state championship game in 2016. Sam is a teacher at BHS, and is an exceptional leader of young men.

Joe Pitts

JV Boys Basketball

Joe will be in his fifth year as an assistant Basketball coach at Bigfork High School. He is a teacher at Bigfork Elementary School and works well with Coach Tudor. He is the son of a coach and is excellent at the x's and o's of basketball coaching.

Jim Epperly

Freshman Boys Basketball

Jim has been a coach for many years at Bigfork. He is the father of one of the players and has more experience than almost anybody in Montana. He knows the game and he knows the players. He was selected two years ago as Montana's assistant coach of the year.

Jami Grende

Varsity Girls Basketball

Jami took over the Girls' basketball position in 2014 and has done a very nice job with the program. She works non-stop to improve her knowledge of the game, to raise money for her team, and to plan her season. She is a former college player, and her teams have qualified for the state tournament two of the three years she has coached.

Cortnee Gunlock

JV Girls Basketball

Cortnee was a standout basketball player at Carroll College and has coached JV at BHS the last two years. She took over at the end of last season when Coach Grende had a family health issue and handled the team tremendously. She is a physical therapist during the day, and her expertise in that field is a huge help to our athletes.

Jim Blow

Freshman Girls Basketball

Jim is a retired Navy Veteran and a retired teacher out of Ronan. He coached basketball at Ronan High School and Middle School for the last 15 years and brings a tremendous amount of experience to the coaching staff. He is always willing to help and is extremely excited about the prospect of coaching at BHS, if approved.

Jason Grende

Girls Basketball volunteer

Jason is the husband of Jami, and has been helping the girls' program for the last three years. He is also a former college player, and loves studying the game and looking for advantages wherever we can get them.

Heather Epperly

Head Cheer Coach

Heather is a teacher at Bigfork Elementary School and has coached cheerleading at BHS for over a dozen years. She has grown the program into arguably the best in the state. The interest in cheerleading is at an all-time high. She treats the team like a sports team rather than a club, demanding physical fitness, regular practices, and highly technical stunting.

Emily Feller

Assistant Cheer Coach

Emily has been assisting Coach Epperly for several years and has been a large part of the growth of the cheer program at BHS. Emily is a former dancer on the UM Dance team and brings expertise in dance for the choreographed numbers the BHS cheer program has become known for.

Charlie Appleby

Head Speech and Debate Coach

Charlie has been the Speech Coach at BHS for many years now and has been selected as the Northern Division Coach of the years multiple times. He has grown his program into one of the best in the state, placing at State each of the last three years. Interest in the program has increased, and the team has aspirations of being one of the best in the state once again this year.

Michelle Anderson

Assistant Speech and Debate Coach

Michelle has assisted Coach Appleby for several years and provides excellent support for the program. She is a former competitor for Coach Appleby and knows how he likes to operate.