

## REGULAR BOARD MEETING

August 19, 2019

**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 August 19, 2019, at 5:00 pm in the high school library.

Trustees in attendance: Paul Sandry, Zack Anderson, Dana Whitney, Dan Elwell and Christina Relyea

Trustees Absent: Jessica Martinz

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principal Mark Hansen and a staff member.

Pledge of Allegiance

There were no comments on non-agenda items.

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

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

- Approval of Regular Board Meeting Minutes for August 14, 2019 Board Meeting
- Approval of Student Activity Report for July, 2019
- Approval of Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check and for some positions receipt of satisfactory pre-employment screening.*
  1. Classified Personnel Resignations
    - a. Jill Smetana, Food Service
    - b. Cindy Villa Lander, Secretary
  2. Special Education Contract Recommended for Approval for 2019-20
    - a. Angie Hansen, Speech Language Pathologist

### **OLD BUSINESS**

- A. Classified Personnel Reduction in Force– Board Chair Sandry- Item moved to Consent Agenda Approval of Personnel 1. b.

### **FUTURE MEETING SCHEULE**

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

- Wednesday, September 11, 2019
- Wednesday, October 9, 2019
- Wednesday, November 13, 2019
- Wednesday, December 11, 2019
- Wednesday, January 8, 2020
- Wednesday, February 12, 2020
- Wednesday, March 11, 2020
- Wednesday, April 8, 2019

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

Adjourned: 5:01 pm

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

\_\_\_\_\_  
Chairperson

**SPECIAL BOARD MEETING**

**August 29, 2019**

**THE SPECIAL 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 August 29, 2019, at 5:31 pm in the high school library.

Trustees in attendance: Sandry, Anderson, Whitney, Relyea, Elwell, and Martinz

Trustees Absent: Parish

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principals Mark Hansen and Charlie Appleby.

All present discussed Effective PLC's with Mr. David Ludy. Mr. Ludy is from Stanley Boyd High School in Wisconsin.

Adjourned: 7:18 pm

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

\_\_\_\_\_  
Chairperson

**SURPLUS PROPERTY RESOLUTION  
September 11, 2019**

**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 September 11, 2019;**

**WHEREAS, the surplus property includes approximately 520 paver blocks, some with minor damage. Information available by contacting Mike McGill at 406-837-7400.**

**WHEREAS, the paver blocks have been replaced with engraved paver blocks and are no longer needed by the District;**

**WHEREAS, the District would like to sell the paver blocks;**

**THEREFORE, BE IT RESOLVED, the paver blocks will be sold after Monday, September 30, 2019. Approved by the Board of Trustees of Bigfork High School District No. 38, Flathead and Lake Counties, on September 11, 2019 at a regular meeting held in the Bigfork High School Library.**

**ATTEST:**

\_\_\_\_\_  
**Chairperson**

\_\_\_\_\_  
**Clerk**

Kelsey Schwenk  
686 1<sup>st</sup> Ave. EN  
Kalispell, MT 59901  
(406)531-4127

Matt Jensen  
Superintendent  
Bigfork School District  
600 Commerce Street  
Bigfork, MT 59911

August 23, 2019

Dear Mr. Jensen,

Please accept this letter as my formal resignation as an elementary teacher at Bigfork Elementary School effective today, August 23, 2019.

Thank you so much for giving me my first teaching opportunity. My time at Bigfork School has been nothing but positive. Over the last five years I have worked with highly skilled colleagues, made lifelong connections with families, and touched the lives of countless children. Please accept my most heartfelt thank you for allowing me to be part of such a profound group of people.

Please let me know if you need anything further.

Sincerely,

Kelsey Schwenk

**Fw: resignation****Matt Jensen**

Tue 9/3/2019 3:40 PM

**To:** Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>**Cc:** Brenda Clarke <bclarke@bigfork.k12.mt.us>

Lacey,

Please add this to the September agenda.

Thanks

Matt J

---

**From:** Margaret Sand <msand@bigfork.k12.mt.us>**Sent:** Tuesday, September 3, 2019 3:39 PM**To:** Matt Jensen <mattj@bigfork.k12.mt.us>**Subject:** resignation

Hi Matt,

With this note, I ask to resign as a Para so that I can further pursue opportunities with the National Weather Service. As part of the time demands to be in Missoula for those training opportunities, I believe children will be better served by someone able to provide consistent support on a daily basis.

As we discussed, I am happy to stay on until Ann is comfortable with a replacement - and of course help in any way you might need. Please advise me as to when to initiate paperwork to become a substitute.

I am most thankful for the privilege to work with you and everyone. This has been one of the most loving experiences in my life and one that I will always look back on and cherish with gratitude. I look forward to remaining active with the school, yet from a slightly different perspective.

Blessings,

Margaret Sand

**(No subject)**

**Brenda Clarke**

Wed 9/4/2019 9:35 AM

To: Matt Jensen <mattj@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Mr. Jensen,

Please add this to the next Board agenda:

Board of Trustees,

I would like to recommend Julie Orcutt as a second grade teacher for Bigfork Elementary School. Julie comes to us from Conrad where she taught first and second grade for 32 years. Julie has a BA in Elementary Education from Eastern Montana College and a Master's of Arts in Teaching from Grand Canyon University. She is thrilled to be here as a part of our team.

Thank you,

Brenda Clarke



## 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**

September 3, 2019

To: Board of Directors

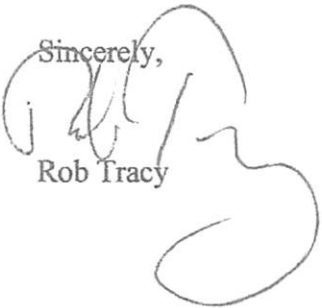
From: Rob Tracy

Subject: Mike Tharp

I am requesting the Board approve the hiring of Mike Tharp as a Substitute Route Drive/Monitor. As you all are aware Mike retired the 1<sup>st</sup> of July after twenty plus years of service as our mechanic. He would like to continue as a part time driver/monitor. He will be eligible to drive for us on October 1<sup>st</sup> as it will have been 90 days since his retirement. Mike's CDL with Bus endorsement is current along with his 1<sup>st</sup> aid/CPR/AED and Medical certifications. So, he'll be ready when we need him.

Mike looks forward to serving the District.

Sincerely,

  
Rob Tracy

Roger Vanlandingham, Food Service Director  
Bigfork School District #38  
600 Commerce St  
Bigfork, Mt 59911

August 19, 2019

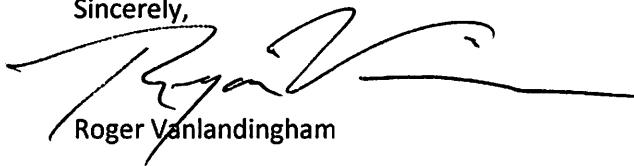
Mr. Matt Jensen, Superintendent  
Bigfork School District #38  
600 Commerce St  
Bigfork, Mt 59911

Dear Mr. Jensen,

I would like to recommend Kathy Short to work in the Food Service department.

As you know, she is already an approved Sub. She would like the opportunity to work in Food Service as well. She has experience in food service and I know she will be an asset to this department.

Sincerely,



Roger Vanlandingham



Mr.Jensen,

It is my privilege to recommend Bonnie Hegwald as a high school substitute teacher. Mrs. Hegwald has been volunteering in our school district for the past 2 years. I have observed Mrs. Hegwald as a middle school band volunteer and her command of the classroom is exceptional. She manages her classrooms with high expectations through participation, teamwork, and common goals.

Thank you for your consideration,

Mark Hansen

Principal

Bigfork High School

Dear Mr. Jensen,

I am delighted to recommend Adam Tunnell for the position of long-term substitute teacher for High School and Middle School Music Teacher.

Mr. Tunnell has taught music at Swan River School for 2 years, chaperoned on all band trips in the past 10 years and has been a long-term sub in the district before.

Adam teaches private music lessons and coaches small groups for Festival.

As you can see Mr. Tunnell has a wealth of experience in music and will be a great substitute while Mrs. Tunnell is on maternity leave.

Thank you for considering this recommendation,

Mark Hansen

Principal

Bigfork High School

## **Fw: MS Band Stipend**

**Matt Jensen**

Fri 8/23/2019 9:03 AM

To: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

**Please add to the September agenda**

Thanks

Matt J

---

**From:** Charlie Appleby <charliea@bigfork.k12.mt.us>

**Sent:** Friday, August 23, 2019 8:56 AM

**To:** Matt Jensen <mattj@bigfork.k12.mt.us>

**Subject:** MS Band Stipend

Board of Trustees:

I would like to take this opportunity to recommend Mrs. Randi Tunnell for the stipend position as Middle School Band Advisor. Randi has built a strong and lasting program over the last several years at Bigfork Middle and High Schools and puts many extra hours into the program from extra practices to field trips and concerts.

I appreciate your consideration,  
Charles Appleby

Principal  
Bigfork Middle School

**Fw: recommendation for hire****Matt Jensen**

Tue 9/3/2019 11:21 AM

**To:** Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Lacey,

Please add to the September 11th consent agenda.

Thanks

Matt J

---

**From:** Charlie Appleby <charliea@bigfork.k12.mt.us>**Sent:** Tuesday, September 3, 2019 11:18 AM**To:** Matt Jensen <mattj@bigfork.k12.mt.us>**Subject:** recommendation for hire

Dear members of the school board

I would like to recommend two teachers to share the position of middle school student council advisor. Nate Johnson and Elizabeth Fetterhoff, both new to this district are eager to take on this opportunity. Nate has not advised before but has been a coach, and Elizabeth was student council advisor at her old school. They bring experience and enthusiasm to the post and will have a lot of support from past advisors Amy Sweet and Bronson Ericksen.

Thank you for your consideration

Charlie Appleby

Mr. Jensen,

I am pleased to recommend Randi Tunnel to the positions of High School Pep Band Director, High School Choir Director, and High School Band Advisor. Mrs. Tunnel has been the head of Bigfork High School Band Department since 2010. Mrs. Tunnel previous experience as a Choir teacher and Band Director at Bigfork High School, along with her commitment to our students , makes her an excellence choice for these positions.

Sincerely,

Mark Hansen

Principal

Bigfork High School

**Fw: S&D Coach Recomendation**

**Matt Jensen**

Wed 9/4/2019 8:34 AM

To: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Please add to the September agenda.

Thanks

Matt J

---

From: Matt Porrovecchio <mattp@bigfork.k12.mt.us>

Sent: Wednesday, September 4, 2019 8:23 AM

To: Matt Jensen

Cc: Alison Wallen

Subject: S&D Coach Recomendation

Dear Mr. Jensen,

I would like to recommend Mrs. Appleby as Head Speech, Drama, and Debate coach.

I would like to recommend Mr. Appleby as Assistant Speech, Drama, and Debate coach.

Thank you for your consideration.

Matt Porrovecchio