

**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 November 12, 2019, at 5:08 pm in the high school library.

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

Trustees Absent: Jessica Martinz

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principals Mark Hansen, Charlie Appleby and Brenda Clarke, staff members and community members.

Pledge of Allegiance

Comments on non-agenda items:

Staff member Rhonda White asked about the high school enrollment and budget amendment. Mr. Jensen explained it is an agenda item and would be discussed under New Business.

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

Trustee Anderson asked for discussion regarding Policy 1420 School Board Meeting Procedure.

A motion to approve the consent agenda with Policy 1420 moved to New Business item E was made by Trustee Elwell, seconded by Trustee Relyea, and **approved** by unanimous vote of the elementary and high school trustees.

- Consideration of Regular Board Meeting Minutes for October 9, 2019 Board Meeting
- Consideration of All Bill Approval Lists
- Consideration of Student Activity Report for September and October, 2019
- Consideration 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. Substitute Personnel Recommended for Consideration
    - a. Lori David, K-8 Substitute Teacher
    - b. Beverly Neeley, K-12 Substitute Teacher
    - c. Zachary Peters, K-12 Substitute Teacher
    - d. Eric Schleich, K-12 Substitute Teacher
    - e. Beth Magstadt, K-12 Substitute Teacher
    - f. Chris Zabel, Food Service Substitute
  2. Extra-Curricular Personnel Recommended for Consideration
    - a. Heather Epperly, Elementary School Music Advisor
    - b. Aubrie Kallenberger, Elementary School Data Coordinator
    - c. Elise Van Valkenburg, Middle School Data Coordinator
    - d. Scarlett Sherman, High School Data Coordinator
    - e. Matt Farrier, Assistant Wrestling Coach
- Consideration of Policy Adoption
  1. 1000 – Legal Status, Operation and Organization
  2. 1105 – Membership
  3. 1111 – Election
  4. 1120 – Annual Organization Meeting
  5. 1240 – Duties of Individual Trustees
  6. 1310 – District Policy and Procedures
  7. 1400 – Board Meetings
  - ~~8. 1420 – School Board Meeting Procedure~~
  9. 1420F – Notice Regarding Public Comment
  10. 1441 – Audience Participation
  11. 1511 – Code of Ethics for School Board Members
  12. 1512 – Conflict of Interest
  13. 1513 – Management Rights
  14. 1520 – Board/Staff Communications

15. 1610 – Annual Goals and Objectives
16. 1700 – Uniform Complaint Procedures

### **REPORTS & PRESENTATIONS**

#### **A. High School PLC Conference Report**

High school teachers Charlie Ball, Rhonda White, Christina Nadeau, Natalie Burton, Solveig Munson and Cynthia Wilondek shared about their recent PLC conference attendance. They each shared their biggest takeaways from the conference. Takeaways included the need for a daily schedule that allows time for teachers to meet with students who are struggling, the recognition that the high school is on the right track, learning how to help 21<sup>st</sup> Century learners learn, the importance of building strong relationships with students, learning the difference between enrichment and extension, and the need for teacher collaboration.

### **SUPERINTENDENT REPORT**

Mr. Jensen asked the trustees if they had questions regarding the general fund levy timeline. Election day is May 5, 2020. He proposed a board workshop to discuss the FVCC trainings, the general fund levies, and student discipline policies. A board workshop will be scheduled the first week of December. He is starting work on the 2020-21 school year calendar. He asked trustees for feedback regarding start and end days, spring break and Christmas break. Mr. Jensen told trustees the school received the Transformational Learning Grant. The high school will receive \$39,751 and the elementary will receive \$66,847 each year for the next 4 years. The trustees also have the option of running matching permissive levies years 2, 3 and 4. Mr. Jensen updated the trustees on the soft lock down the district had.

### **NEW BUSINESS**

- A. Cross Country Fundraiser – Beau Wielkoszewski asked the trustees to approve the cross country fundraiser. He will run approximately 57 miles per day for 10 days over Christmas break in Arizona. The cross country team has been growing and needs about \$9,000 per year for the season. He hopes to get larger outside donations. If he raises more than \$10,000 he will split it between the other unfunded athletic programs.

A motion to approve the Cross Country Fundraiser as proposed was made by Trustee Elwell, seconded by Trustee Relyea, and approved by unanimous vote of the elementary and high school trustees.

- B. Memorandum of Understanding with Flathead Community Health Center – Mr. Jensen told trustees he received the draft of the MOU today. It is the third part of the school based out-patient therapy and designates Bigfork Schools as a host sight. There is no cost to the school. There are 5 middle school students and 5 high school students who could benefit from the services at this time. Discussion followed. Board Chair Sandry asked that the MOU be tabled until the next meeting so Mr. Jensen and trustees can review it.
- C. Bigfork High School General Fund Budget Amendment Proclamation – Lacey Porrovecchio provided the board with enrollment numbers since 2005. Both the high school and elementary are up approximately 30 students from last year. Both budgets could do budget amendments based on the increased students, but only the high school is eligible for additional state aid. She explained the budget amendment process and the proclamation is the first step. The next step is to send the petition to the Office of Public Instruction.

A motion to approve the Bigfork High School General Fund Budget Amendment Proclamation as proposed was made by Trustee Anderson, seconded by Trustee Parish, and approved by unanimous vote of the elementary and high school trustees.

- D. Bus Route 20C – Mr. Jensen explained Bus Route 20C is the Intermountain route and only runs in the morning. There may be additional route changes throughout the school year.

A motion to approve Bus Route 20C as proposed was made by Trustee Anderson, seconded by Trustee Relyea, and approved by unanimous vote of the elementary trustees.

- E. Policy 1420 – School Board Meeting Procedure – Trustee Anderson explained he would like to alter the language in the policy regarding attending board meetings via electronic communication. It has been abused in situations on other boards he serves on. Board discussion followed. Board Chair Sandry told the trustees language will be considered for Policy 1420 and discussed at the board workshop.

**REGULAR BOARD MEETING**

**November 12, 2019**

There were no committee reports.

**PRINCIPAL REPORTS**

Mrs. Clarke talked to the trustees about parent teacher conferences and the book fair. She told them about the instructional coaching her teachers are receiving in reading and writing. She taught a lesson in the third grade classrooms.

Mr. Appleby is celebrating kindness in the middle school. He also reported on the soft lock down, all middle school kids have taken the ACT Aspire test and PLC conferences in the spring and summer.

Mr. Hansen reported on the band concert, the Veterans Day assembly, the end of the quarter, and parent teacher conferences. He also thanked the teachers who reported on their recent PLC trip.

**FUTURE MEETING SCHEULE**

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

- o Wednesday, December 11, 2019
- o Wednesday, January 8, 2020
- o Wednesday, February 12, 2020
- o Wednesday, March 11, 2020
- o Wednesday, April 8, 2019

Trustees discussed the upcoming meeting schedule. Trustee Anderson will not be able to attend the December 11 meeting.

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

Adjourned: 6:30 pm

**EXECUTIVE SESSION**

Litigation Strategy, Closed session in Accordance with Section 2-3-203(4)(a), MCA

Closed session began at 6:35.

Closed session ended at 6:39.

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

\_\_\_\_\_  
Chairperson