April 10, 2013

The regular meeting of the Sidney Public Schools Board of Trustees scheduled for Monday, April 8, 2013 was postponed by Chair Dey to Wednesday, April 10, 2013 at 7:00 PM in Room 104 of Central School on published notice by the clerk. Present were Trustees Kelly Dey, Dennis Lorenz, Luann Cooley, Craig Steinbeisser, Dexter Thiel and Serina Everett. Also in attendance were Chelsea Strasheim and Krista Steinbeisser - Student Representatives, Superintendent Dan Farr, High School Principal- Dan Peters, Middle School Principal – Kelly Johnson, Elementary Principal-Sue Andersen and Assistant Clerk Nancy Vaira. Absent was Federal Programs Coordinator, Gary Arnold.

Chairwoman Dey called the meeting to order at 7:00 PM and welcomed the visitors in attendance. Ms. Dey reminded those in attendance to sign in and stated that an opportunity for community comment on non-agenda items would be provided at the end of the meeting. Those wishing to address the board on agenda items were asked to fill out the Audience Participation form and give it to the clerk to be recognized.

Mrs. Cooley moved to approve the minutes of the regular meeting held March 11th as well as the March 2013 claim warrants 220968 to 221014 in the amount of $150,800.86. Mrs. Everett seconded the motion which passed 6 to 0.

Cancelled claim warrants # 221013 and #19133 and ASB #221001 were approved on a motion by Mr. Lorenz and a second by Mrs. Cooley. Motion carried 6-0.

The April 2013 Associated Student Body report and transfers were approved on a motion by Mrs. Cooley with a second by Mr. Lorenz. The motion passed on a 6 to 0 vote

*From Class of 2013 to SHS Publications* *$ 1000.00*  *Senior Section in Yearbook*

*From SHS Student Council to Leo Club $ 20.00 Apparel for Boys and Girls Club*

*From AP Tests to BPA $ 54.00 Math Meet Staff Meals*

*From Sidney Elem to Elem Student Store $ 1093.00 Posting Error*

**SUPERINTENDENT’S REPORT:**

Superintendent Farr updated the Trustees on the following:

**Correspondence:**

- A thank you card from Patti Wheeling for supporting the Continuing Ed Grant.

**Transfers:**

The following transfers are reported in accordance with the provisions of Board Policy 5210.

1. Colleen Zimmerman from 4th to 2nd grade.
2. Beth Thompson from 2nd grade to 4th (does not change current position openings)

**Resignations:**

1. Katie Haase-Cross Country Coach
2. Missy Sanders – Assistant Girls Basketball Coach

**Student Attendence Agreement:**  will be presented on consent agenda.

**Updates:**

Dr. Farr then shared with the board that following the testimony they had provided on Monday, the legislature cut $77 million from SB175. The bill will go to Appropriations Committee then back to the floor and he will keep board apprised of changes.

**Reminder:**

IBB/Negotiations training is scheduled for April 24th.

**Special Notes:**

April 12, no school

April 12-13 – District Music Festival

April 11-1st home softball game

April 20- Sidney Invitational Track Meet

April 25: SEA Banquet

April 26: Curriculum release date – no school for students

April 29: No school

**STUDENT REPRESENTATIVE REPORT:**

Student Council Representatives Chelsea Strasheim and Krista Steinbeisser updated the Trustees on the following items:

- Review of the student handbooks is continuing

- Students are concentrating on RESPECT and will continue to do respect activities throughout the rest of the school year

- A school assembly “Stand By Me” concerning Bullying is coming up.

**COMMITTEE REPORTS:**

***BUILDING AND GROUNDS COMMITTEE: April 1, 2013***

Mr. Lorenz briefed the audience on the meeting agenda:

* High School Projects were discussed and the Running Track and Synthetic Turf were put on hold.
* No Middle School Projects to report.
* A one year walk thru was held at West Side Elementary.
* The remodel on Central Elementary 2nd floor is progressing.
* The Fire partition walls and Fire damage to the bus barn was discussed.
* The Superintendent is working with Harry Johnson to acquire new land adjacent to existing district land.
* There are three new tenants at the West Side Housing Project with two units being rented.
* District Administrative Lease Agreement was reviewed.

***CURRICULUM AND POLICY COMMITTEE: April 2, 2013***

Mrs. Cooley highlighted information on committee discussions:

* The district is continuing to implement Common Core curriculum.
* The committee discused replacing the current PLATO program used in Alternative Ed with Odyssey Ware.
* Discussion was held with Jacki Schultz with the Montana/North Dakota University System on continuing to work with dual credits for the high school.
* FFA Alumni are preparing for their banquet.
* Sections A, B, C & L of the Safety Policy was reviewed for second reading.
* Sample MTSBA policies and current board policy 6000-9000 series were discussed and presented for second reading tonight.
* District no longer has the EAP Program and will drop policy 5257.

***FINANCE COMMITTEE: April 1, 2013***

Mr. Thiel recapped committee discussions:

* Expenditure summary report was reviewed.
* Investments continue to be poor.
* Claims review was approved and the lunch report looked positive.
* The March enrollment information noted 98 new students this year.
* Preliminary Kindergarten student enrollment for this fall is 118 students.
* Mr. Farr will be attending the Montana Quality Education Coalition teleconference meeting April 15.
* Legislative issues were discussed especially SB175.
* Attendance agreements are on the Consent Agenda.
* A Budget Amendment Resolution for $5500 (using oil & gas funds) will be considered to pay the HS Science Wing Bond. Because of financial issues the resolution is necessary.
* The 2013-2014 preliminary budgets were considered and a Trustee/Budget Authority Election for May 7, 2013 was discussed.
* Must Insurance and the HRA was briefly discussed.
* The 2013 Negotiations and IBB trainer schedule has been moved to April 24th.
* House Bill 24 concerning sex education has passed and this was discussed briefly.

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: April 2, 2013***

Mrs. Everett outlined the following committee discussions:

* Kelly Johnson and Dan Peters presented their supervisor reports.
* Vacancies, new hires, resignations and new positions were discussed.
* A temporary contract for the instrumental music was presented.
* Displaced American Workers through United Work and Travel are filling two custodial positions.
* Job Descriptions, teacher contracts administrative and licensed employee renewals and winter sports renewals were discussed.
* The superintendent’s quarterly evaluation will take place tonight.

Chair Dey informed the audience that she is going to skip to the 2013-2014 Co-Curricular winter responsibility agreements.

**The Boys Basketball Co Curricular Responsibility Agreements** were discussed first. Mrs. Everett moved to approve the contract agreements for Danny Strasheim, Benji Berg, Chad Quilling, Ruben Moreno and Brad Faulhaber as presented. Mr. Steinbeisser seconded the motion. Ms. Dey called for comment. At this time Dr. Farr explained to those present that discussion can only be contained to the motion before the board. Chair Dey then called upon each audience member who submitted a request to speak. 18 audience members stood and discussed various aspects of the boys basketball program. All 18 members were **for** renewing the boys basketball and respective positions. After audience discussion the motion was voted on. Ms. Dey, Mr. Steinbeisser, Mrs. Everett and Mr. Lorenz voted in favor of the motion. Mrs. Cooley and Mr. Thiel voted against. Motion carried.

**2013-2014 Girls Basketball Co-Curricular Responsibility Agreements** were presented. Ms. Everett moved to approve the 2013-2014 Girls Basketball Co-Curricular Responsibility agreements for Jace Sullivan, Crystal Gauthier, Stacy McNally and Brad Faulhaber. Dennis Lorenz seconded the motion. Discussion was called with no participation. Motion carried. 6-0

**2013-2014 Wrestling Co-Curricular Responsibility Agreements** were presented. Mrs. Everett moved to approve the 2013-2014 wrestling co-curricular responsibility agreements for Guy Melby, Ty Graves, Nick Lonski, Shane Gorder and Josh Prevost. Motion was seconded by Mr. Steinbeisser. No discussion. Motion carried 6-0.

Dr. Farr was asked if they were looking into an assistant cross country coach. Dr. Farr stated that if numbers increased greater than 10 more students, they would look into this.

At 7:56 Ms. Dey called for a 5 minute break. Meeting reconvened at 8:04.

Dr. Farr presented the Consent Agenda as follows:

**CONSENT AGENDA:**

**Resignations**

- Mike Gear – Middle School/High School Science

- Bernie Braden – High School Communication Arts

- Lynn Donvan – High School Librarian

- Sherry McMorris – Middle School Business Education

- Craig Bowen – High School Physical Education

- Rich Munoz – Central Head Custodian

- Kathy Johnson – Middle School Volleyball Coach

- Katie Haase – Middle School/ High School Cross Country

- Missy Sanders – High School Assistant Girls Basketball Coach

**Instrumental Music – Temporary Contract**

- Kilee Sundt for the period of March 12, 2013 through May 31, 2013

**2012-2013 Attendance Agreements**

Table 1: Attending Sidney Schools

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Grade** | **Dist. Of Res.** | **Parent Name** | **Request type** |
| wray, Tyler W.F. | 9 | Fairview | Darleen Flemmer | Parent |

Approve out-of-district attendance agreements for 2012-2013 school year with no tuition charged on the parent/guardian requests.

**Budget Amendment Proclamation for the High School Science Wing Bonds**

US Bank did not respond in a timely manner regarding the calling of all outstanding bonds on the high school science wing resulting in increased accrued interest not budgeted for in the Debt Service Fund. Funds are available in the reserve to cover the interest but this was not anticipated in the budget. Due to the fact this was an unforeseen event, the District is calling for a hearing on a resolution to increase the Debt Service Fund budget by $5500.00 to pay off the additional interest accrued on the bonds.

**2013-2014 Non-Tenure Certified Contract Renewals**

***Non-Tenure Staff Recommended for Tenure Contract Renewal***

Erin Faulhaber Robyn Heck Jessica Mathern-Netzer

***Non-Tenure Staff Recommended for Renewal***

Lorraine Allen (.5) Terry Bolen Rhea Christensen Cori Crowe

Melissa DeBruycker Deb Denowh (.5) Miranda Fehilly Crystal Gauthier (.5)

Hall, Ross Tamara Johnson Elizabeth Kleinke Amy Larson

Tanya Lauckner Molly McLaughlin Jesse Nesper Carrie Peters

Darla Pust Sara Romo Aleah Rosaaen Peggy Strupp

Jace Sullivan Colleen Zimmerman

**2013-2014 Administrators**

Sue Andersen – West Side Principal Kelly Johnson – Middle School Principal

Dan Peters – High School Principal Loretta Thiel – Assistant High School Principal

Michelle Monsen – Special Education Director

**2013-2014 Licensed Staff**

Lisa Christensen – Speech Therapist Duane Pust – Psychologist

**Job Description Revisions – Paraprofessional and Office/Clerical – 17 reviewed and revised**

**Second Reading and Adoption of the Safety Loss and Control Program Policy Revisions**

**Section-Introduction**

Edit to minutes form used by the Safety Committee and revision denoting that all new employees will be provided with training specific to their job functions.

**Section-A-General Safety Rules:**

**Security:**

Further details regarding building access, entrances, hours and practice of emergency drills as noted in the Sidney Public Schools Campus Safety Procedures.

**Lifting**

Section added regarding the wearing of a belt or back support when lifting.

**School Facilities**

Section added regarding when student supervision begins and ends.

Puts the responsibility for the completion of appropriate accident reports and their submission on Principals.

Changes to the posting and communication of safety rules and procedures.

Clarifies the procedure for maintaining emergency safety equipment i.e. eye wash stations and shower stations.

Clarifies the procedure for maintaining first aide and emergency safety equipment.

**Section-B-Blood Borne Pathogens:**

Refers to the need to comply with federal standards as Montana does not have approved occupational safety and health.

Defines Occupational Exposure as per OSHA and revises exposure reporting forms.

**Section-C- Hazard Communication Program**

Clarifies labeling system to be used for chemicals as well as the changes to Safety Data Sheets and the need for staff training as these changes become effective.

**Section-L—Lab Safety/inspections**

This section was worked on in 2006 but did not have any consensus from the safety committee or the science department. This section was drafted for adoption for the current year.

**Second Reading and Adoption of Board Policy Revisions and New Policies to be adopted:**

**(REV) BP 1610 – Annual Goals and Objectives. G**ives the Board a more permanent time frame to review the District’s goals and objectives

**(REV) BP 2312 – Copyright.** Defines the standards that must be met to use a copyrighted document

**(NEW) BP 2312P –Copyright Compliance.** Procedural policy to define copyright compliance as to technological protection measures, digital copying, copying of music and dramatic works, copying of computer software and other educational multimedia

**(REV) BP 2332 – Religion and Religious Activities.** Defines the restrictions of having students deliver a prayer at graduation as well as staff responsibilities, baccalaureate, religious expression, clubs, and curriculum

**(REV) BP 2332P – Religious Beliefs and School Activities. A**cknowledges varying religious beliefs of students and exempt them from participation in certain school activities with the addition of release time for religious instructions

**(REV) BP 2335 – Health Enhancement.** Include Sexually Transmitted Infections (STI’s). STD’s are caused by infections. These infections often do not cause any symptoms. Infections are only called diseases when they cause symptoms. Education of STI’s is also needed in relationship to STD’s

(REV) **BP 3600P – Student Records Procedure.** Page 2 of 5, #3 has been revised to meet the requirement of 34 CFR 99.31.

(REV) **BP 3600F1 – Student Records Notification.** On page 4 of 4, #5, additional language was added regarding opting out of certain directory information

**(REV) BP 4331 – Use of School Property for Posting Notices.** There shall be no campaigning of any type on school district property, nor using students as a means of disseminating campaign materials.

**(REV) BP 8425 – Service Animals.** Changed to meet Montana law in regards to the definition of Service Animals

**(NEW) BP 5460—Personnel, *Electronic Resources and Social Networking:*** Stresses the need for districts to set parameters of acceptability for staff regarding the appropriate relationships to students over social networking sites.

**(NEW) BP 7330 - Payroll Procedures Schedule.** Policy notifying personnel of deferred payment

**(REV) BP 7425- Extracurricular Fund Policy:** Housekeeping changes

**(REV) BP 8301F- Accident Form.** Edits to reflect District Accident Form

***ADDED: Deletion of BP 5257 as the Employee Assistance Programs role is no longer filled by anyone in the community***

Mr. Lorenz moved to accept the Consent Agenda as presented. Mrs. Everett seconded the motion which passed on a 6 to 0 vote.

**Communication from the public on non-agenda items:** None

**Quarterly Evaluation of Superintent** -

At 8:13 PM Chairwoman Dey announced that the next matter to come before the Board was a personal matter and that she had determined as follows: 1) that the matter of the individual’s privacy is involved; 2) that such privacy demands protection of the individual for the sake of reputation, and otherwise, little, if anything, could be gained by publicly disclosing the information to be discussed; and 3) that the demand for privacy in this matter clearly exceeds the merits of public disclosure. Therefore, she called for an executive session for the purpose of the quarterly evaluation of the superintendent.

The meeting was reconvened at 9:14 PM

With no further business to come before the Trustees, the meeting was adjourned at 9:15 PM.

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Board Chair

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

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Nancy Vaira, Asst. Clerk