March 11, 2013

The regular meeting of the Sidney Public Schools Board of Trustees was held on Monday, March 11, 2013 at 7:00 PM in Room 104 of Central School on published notice by the clerk. Present were Trustees Kelly Dey, Dennis Lorenz, Craig Steinbeisser and Serina Everett. Dexter Thiel arrived during the review of the ASB report. Also in attendance were Luke Beenken and Skylar Petrik- Student Representatives, Superintendent Dan Farr, High School Assistant Principal- Loretta Thiel, High School Principal- Dan Peters, Federal Programs/Testing Coordinator- Gary Arnold, Sidney Elementary Principal-Sue Andersen and Clerk Beyer. Absent were Trustee Luann Cooley and Middle School Principal- Kelly Johnson.

Chairwoman Dey called the meeting to order at 7:01 PM and welcomed the visitors in attendance- Mark Halvorson, SEA President; Erin Faulhaber- Close-up advisor and three students; Craig Painter and his daughter; Zdenek Vajsar, Michael Jepsen, Mrs. Navatril and Bill Vanderweele with the Sidney Herald. 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.

Mr. Lorenz moved to approve the minutes of the regular meeting held February 11th as well as the February 2013 claim warrants 220896 to 220967 in the amount of $150,800.86. Mrs. Everett seconded the motion which passed 4 to 0.

The March 2013 Associated Student Body report and transfers were approved on a motion by Mrs. Everett with a second by Mr. Lorenz. The motion passed on a 5 to 0 vote

*From Athletics to Talon* *$ 41.00* *Purchase of Water and Candy*

*From BPA to FCCLA $ 452.50 Drink Coupons for Regionals*

*From Resources Unlimited to Talon $ 499.67 Food Purchase*

**SUPERINTENDENT’S REPORT:**

Superintendent Farr reported the following to the Trustees:

**Presentation by Close-up regarding the trip to Hawaii**

Tori Getchell, Rietta Iversen and Ariana Gaskin along with their advisor, Erin Faulhaber, attended the meeting to report on their “international” conference in Hawaii. They all enjoyed the trip and were excited about the mini United Nations and countries they represented. Sidney students were complimented by many on the trip.

**Correspondence:**

- A thank you card from the SEA for the Impact Stipends as well as numerous e-mails

- Recognition of Key Club awards to Sidney participants: Elaine Stedman- Faculty Advisor of the Year, Jesse Staffanson- Stanaway Award for the district’s top Key Clubber and Taylor Tighe- Wohler Award for outstanding contributions to her school, community and Key Club.

**Reminder:**

Please turn in IBB/Negotiations calendars so training may be scheduled.

**Special Notes:**

- March 11 (today) was the first day for spring sports practice;

- Sidney is hosting the Eastern A Choir Festival today and tomorrow with a concert scheduled for 6 PM tomorrow in the High School Gym; and

- The Day of Advocacy in Helena will be Monday, March 18th. Mr. Thiel and Ms. Dey will be accompanying Superintendent Farr and leaving on Sunday.

**STUDENT REPRESENTATIVE REPORT:**

Student Council Representatives Luke Beenken and Skylar Petrik updated the Trustees on the following items:

- Sidney High School is hosting approximately 250 students for the choir festival;

- Sophomores are taking the CRT;

- Spring sports practices began today;

- Student Council was asked to send representatives to the Richland County open house county-wide conference next Monday. The group is interested in hearing student opinions and ideas;

- Review of the student handbooks has begun; and

- A pep assembly is scheduled for Thursday to recognize student groups and their achievements. Among those to be recognized are Key Club; Drill Team for having the highest GPA in the state; FFA for winning the District mechanics competition for the 9th year in a row; academic all-state athletes and the girls 19 and under hockey team for taking first at state.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: March 5, 2013***

Mr. Thiel outlined the following committee discussions:

- Michelle Monsen reported on special education numbers and challenges;

- Loretta Thiel briefed the Trustees on adult education, academic probation, escalating discipline, and the increase in the number of students who have not met behavior goals which means no early lunch for them;

- Rick Verhasselt reported the need for drivers and substitutes and that all buses had passed inspection;

- Vacancies and tentative new positions for 2013-2014 were reviewed and resignations are on the Consent Agenda;

- The Work Program Agreement between Sidney Public Schools and United Work and Travel is on the Consent Agenda. This program will place displaced workers in custodian positions for 2013-2014 with the option of remaining at the end of the year; and

- Fall Sports renewals and tenured certified teacher contracts for 2013-2014 are on the Consent Agenda.

***TRANSPORTATION COMMITTEE: March 5, 2013***

Mr. Thiel covered this committee in his Public Relations and Personnel Committee report.

***BUILDING AND GROUNDS COMMITTEE: March 4, 2013***

Mrs. Everett briefed the audience on the meeting agenda:

- One year warranty walk-throughs for both the West Side 1967 addition remodel and the high school 100 wing will take place March 12th ;

- The walk through of the housing at West Side will take place March 13th at which time the District will take possession of the housing;

- A contractor has provided an estimate for the Bus Barn fire partition walls and will start on the project soon;

- The next step in acquiring acreage from the Johnson’s for a school site is to have the land appraised; and

- Trustees will meet with legal counsel via phone in executive session tonight.

***FINANCE COMMITTEE: March 4, 2013***

Mr. Thiel recapped committee discussions:

- The January Fund Balance, Expenditure, Revenue and Lunch reports, January county investment report and January claims were reviewed;

- A recap of the enrollment ins and outs as of February 28th for 2012-2013 was provided and kindergarten pre-enrollment numbers are at 87;

- The committee discussed current legislative bills particularly school funding bills and their affect on the Districts’ budgets;

- Attendance Agreements are on the Consent Agenda;

- Early payment of the High School general obligation bond for the science wing is on the Consent Agenda;

- A resolution setting the Trustee/Budget Authority election for May 7, 2013 from 7:00 AM until 8:00 PM in the High School Gym was reviewed and is on the Consent Agenda;

- MUST information was reviewed; and

- 2013 IBB training will be scheduled once all participant calendars with available dates are turned in. William Smith is scheduled to be the trainer.

***CURRICULUM AND POLICY COMMITTEE: March 5, 2013***

Mrs. Everett highlighted information on committee discussions:

- On working with the Common Core, templates have been made available for Math and Communication Arts;

- Training of District personnel for the use of Odyssey Ware has been completed;

- Ms. Dschaak has been granted permission to conduct a drill team/cheer class. It must be open to all and have a minimum number of students in order to be held;

- MCC Pathways will be on-site in March regarding Montana/North Dakota University System;

- Out-of-State field trip requests are on the Consent Agenda;

- An update on the FFA Alumni meeting was provided. The group continues to move forward to strengthen the program;

- Discussion ensued regarding the concussion policy adopted in 2012 (Policies 3415 and 3415P). Mr. Hall is interested in having a pre-test given;

- First reading of the changes to the Safety Policy is on the Consent Agenda; and

- First Reading of the District Policy changes is also on the Consent Agenda.

**CONSENT AGENDA:**

**Resignation**

- Gary Arnold – Federal Programs Director/Testing Coordinator at the end of the 2012-2013 contract year

**2012-2013 Attendance Agreements**

Table 1: Attending Sidney Schools

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Grade** | **Dist. Of Res.** | **Parent Name** | **Request type** |
| Archer, Georgia | 1 | Fairview | Shelly Syth | Parent |
| archer, preston | 3 | Fairview | Shelly Syth | Parent |
| wray, kursti | 7 | Fairview | Darleen Flemmer | Parent |

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

**Redemption of High School Science Wing General Obligation Building Bond**

Authorization by the Trustees to initiate the redemption of the High School District No. 1 general obligation bonds for the science wing saving $77,449.00 in interest.

**Trustee and Budget Authority Election Resolution**

Approval sets the date for May 7, 2013 with polls open from 7:00 AM until 8:00 PM, authorize the clerk to notify judges and the county election administrator of the election and cancel any portion of the election that does not need to be held. The election is to elect one elementary trustee to a three year term and request approval of additional levies to operate and maintain Sidney Public Schools Districts No. 5 and 1 for the 2013-2014 school year.

**2013-2014 Tenure Certified Contract Renewals**

Anderson-Biebl, Dawn Albertson, Jill Averett, Marnee Barnhart, Thomas

Berube, Nikki Beyer, Tammara Braden, Bernette Brannan, Janet

Clark, Linda Clark, William Collins, Stacey DiFonzo, Jennifer

Donvan, Lynn Dornfeld, Barbara Dschaak, Virginia Farr, Lynette

Faulhaber, Brad Fisher, Jessie Franklin, Nicole Gear, Michael

Gebhardt, Yvonne Greenwood, Dawn Halvorson, Mark Haraldson, Darci

Hearron, Carol Hermanson, Kim Hermanson, Megg Hermanson, Tammy

Jepsen, Sandra Keenan, Lori Kessel, Tracy Klose, RaeAnn

Lang, Jeanne Lange-Rice, Staci Leibach, Mary Leland, Tamra

Linder, Tamara Lokken-Frandsen, Cara Lovegren, Jennifer McDonald, David

McDonald, Joy-Lyn McMorris, Sherry Melby, Guy Meldahl, Synneva

Merritt, Roger Moreno, Ruben Mueller, Jodi Obermeyer, Lynn

Osland, Cindy O’Toole, Steve Pfau, Mary Prevost, Debra

Redman, Holly Roberts, Kathleen Safety-MacDonald, Janet

Satra, Sue Schaff, Gary Schell, Greg Schulz, Marvin

Simonsen, Nicole Skinner, Jon Spracklin, Janet Stedman, Elaine

Sullivan, Sandra Thompson, Beth Wagner, Cynthia Werner-Johnson, Katrina

Wheeling, Patricia Wieferich, Cathy

**2013-2014 Fall Co-curricular Responsibility Agreements/Hires**

*Football- HS* Roger Merritt (Head) Guy Melby Ruben Moreno Chad Quilling

Steve O’Toole Jace Sullivan

*Football- MS* Ty Graves (Coordinator) Jim Thogerson Justin Jones Zachary Clayton

*Volleyball* Jennifer DiFonzo (Head) Mary Pfau Miranda Fehilly

*Cross Country* Katie Haase

*Golf* Jay Frank (Head) Deb Prevost

*Cheer/Drill Team* Virginia Dschaak (Head) Kris Radke

**Out-of-State Field Trip Requests**

BPA National Competition May 6-12 Orlando, Florida

FFA National Leadership Conference June (Date TBA) Washington, D.C.

**First Reading 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.

**First Reading of Board Policy Revisions and New Policies being considered for adoption:**

**(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

**United Work and Travel (UWT) Service Agreement**

Authorization for Superintendent Farr to finalize with UWT the Master Temporary Staffing Services Agreement for two employees on behalf of the District to fill needed positions.

Mrs. Everett moved to accept the Consent Agenda as presented. Mr. Lorenz seconded the motion which passed on a 5 to 0 vote.

**Negotiated Resignation Agreement**

Approval of a negotiated resignation agreement between Sidney Public Schools and Zdenek Vajsar, instrumental instructor, releasing him from his contractual obligations but agreeing to pay his salary and health insurance through June.

The negotiated resignation agreement was approved on a motion by Mr. Steinbeisser and a second by Mrs. Everett.

Discussion followed at which time Mr. Vajsar spoke of his willingness to do whatever needed to be done when concerns were brought to his attention and his desire to work things out and address and resolve problems.

Craig Painter also addressed the Trustees asking what Mr. Vajsar had done for this to happen. Superintendent Farr replied that he would not discuss an individual’s work performance . Mr. Painter stated that his daughter was now bringing her horn home and that she really enjoyed band. He wondered if there was anything that could be done to rectify the situation or if this was the end.

Mr. Farr explained that two options were provided Mr. Vajsar: He could agree to the negotiated resignation agreement or go through a public hearing. Mr. Vajsar chose to sign the negotiated resignation agreement.

Following the discussion, the motion was passed on a 5 to 0 vote. Ms. Dey did explain to Mr. Painter that Mr. Vajsar was not fired but had resigned and that was what the board had accepted.

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

At 7:41 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 conversation via phone with District attorney on a legal matter.

The meeting was reconvened at 8:36 PM

With no further business to come before the Trustees, the meeting was adjourned at 8:37 PM.

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Board Chair

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

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District Clerk