April 11, 2011

A special meeting of the Sidney Public Schools Board of Trustees was held on Monday, April 11, 2011 at 6:30 PM in the office of the superintendent for the purpose of a student’s education plan. Present were the student, the High School Principal- Dan Peters, High School Assistant Principal- Sue Andersen; Middle School Principal- Kelly Johnson, Trustees Todd Hermanson, Luann Cooley, Kelly Dey, Dexter Thiel, Dennis Lorenz and Virginia Oraw.

Chairman Hermanson called the meeting to order at 6:30 PM. At 6:30 Chairman Hermanson announced that the next matter to come before the Board was a personal matter and that he 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, he called for an executive session for the purpose of a high school student’s education plan.

At 7:06 PM Chairman Hermanson reconvened the meeting.

The evening continued with the regular meeting of the Sidney Public Schools Board of Trustees All trustees were present. Also in attendance were Clerk Beyer, High School Principal- Dan Peters, Middle School Principal- Kelly Johnson, High School Assistant Principal- Sue Andersen and Student Representative Ashley Cooley. Absent were Superintendent Farr, Federal Programs/Testing Coordinator- Gary Arnold and Sidney Elementary Principal- Bill Nankivel.

Chairman Hermanson welcomed the visitors in attendance- Bill Vanderweele with the Sidney Herald, Mark Halvorson representing the SEA and members of the Sidney Chamber Leadership Class. The chairman reminded the audience 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 were asked to fill out the Audience Participation form and give it to the clerk to be recognized.

March 2011 claim warrants 219475 to 219551 in the amount of $535,135.56 and the minutes of March 15, 2011 as read by Mrs. Beyer were approved 6 to 0 on a motion by Ms. Dey and a second by Mrs. Cooley.

March ASB transfers were approved 6 to 0 on a motion by Mr. Lorenz and a second by Mrs. Oraw.

*From Resources Unlimited to Talon $ 1053.76 Purchase of candy/supplies*

*From Elementary Student Store to March of Dimes $ 75.57 Incorrect Posting*

*From Class of 2011 to FCCLA $ 10.00 Gift Certificates*

*From JMG to Resources Unlimited $ 44.00 Balloons*

*From Class of 2011 to BPA $ 50.00 Prom Posters*

*From AP Tests to Resources Unlimited $ 20.00 Gift Certificates for MCTM competition*

*From Class of 2012 to Busy Beavers $ 15.96 Prom Expenses*

*From Talon to MS Friends of Rachel Club $ 15.00 Advisor stipend donation*

**SUPERINTENDENT’S REPORT:**

In the absence of Superintendent Farr, Mrs. Johnson reported the following information:

- Correspondence consisted of a thank you for the HRA contribution from employee DelRae Steinbeisser;

- Transfers for 2011-2010 school year of: Loretta Thiel from Middle School Guidance to High School Assistant Principal; Lacey Nevins from Middle School Volleyball to High School Assistant Volleyball; and Karen Moerman from Central to West Side Custodian provided a replacement can be found. Effective immediately is the transfer of Elizabeth Mix from OT/PT Aide to Middle School Resource Room Aide and Amanda Reynolds from Middle School Resource Room Aide to OT/PT Aide;

- Add the resignation of Misty Miller Fahrnow- Food Service Worker to Consent Agenda;

- Add Nick Lonski- Assistant High School Wrestling; Duane and Maria Peters- Talon Advisors and Roger Merritt- Head Football Coach to the New Hires on the Consent Agenda;

- Updated itemizations for the High School 100 wing were distributed. Additional information is anticipated;

- Mrs. Beyer recapped a conversation with Superintendent Farr regarding legislative funding bills;

- Mrs. Beyer presented copies of the MUST rates for 2011-2012 indicating a 12.3 to 12.5% increase; and

- Upcoming meetings and activities include:

*The next Montana Quality Education Coalition meeting will be April 18, 2011;*

*Early release for curriculum/professional development on Wednesday, April 13, 2011;*

*Negotiations are scheduled for Wednesday, April 13, 2011 for 1:00 to 9:00 PM.*

**STUDENT REPRESENTATIVE REPORT:**

Ashley Cooley shared the following high school news and happenings:

- Senior Luncheon is scheduled for May 11th and the Senior Socials are scheduled for April 28th;

- With the cancellation of the Snowball in December because of inclement weather, the Student Council has set May 14th as the replacement dance with bubbles and t-shirts so that appropriate clothing is worn by those in attendance;

- Skills USA is currently at competition with BPA to leave for nationals the first week in May;

- Regional Student Council meeting is tomorrow, Close-up will leave on Saturday and Music Festival is this week;

- The math meet hosted by Sidney was successful with many Sidney students placing in the competition; and

- No responses have been received from the Eastern A schools regarding school spirit. The Student Council expressed the desire to have their own student section where they can stand as they wish without blocking the view of community members and a Middle School section located on the second level above them. Mr. Hermanson asked if this was a unanimous request and was told that it was. Mr. Hermanson said the Trustees would take a good hard look at the request.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: April 5, 2011***

Mrs. Oraw recapped the following committee topics:

- Supervisor reports:

*Pam Radke- Food Service* reported on the needy condition of the Middle School kitchen;

*William Nankivel- Elementary Principal* shared information on new students needs and possible staffing needs that may result in the need for additional classrooms; and

*Dan Peters – High School Principal* informed the Trustees of the awarding of 2011 Skills Advisor of the Year to Roger Merritt; introduced students representing the Trading Cards Club who explained what the club does and fundraising; presented information on the math meet recently held at the high school and on the Rape Escape program- including the new format presented to the male population at the high school and middle school; and previewed a DVD put together by Brooke Brannan featuring high school athletes on the subject of school spirit.

- Vacancies were reviewed; Resignations, New Hires and Winter Sports Contracts are on the consent agenda;

- Classified and certified contracts will be on the agenda in May 2011 pending financial decisions of the legislature;

- Discussion continues on the AD/Activity position- whether ½ time or full-time. More research will be conducted;

- Alternative Education staff salaries remain on hold pending legislative action on school funding; and

- The next interest based bargaining sessions are set for April 13th and April 26th and 27th.

***TRANSPORTATION COMMITTEE: April 5, 2011***

Ms. Dey stated that bus behavioral guidelines as discussed by the Labor Management Committee were perused. The purpose of these guidelines is to bring consistency to the District.

***BUILDINGS AND GROUNDS COMMITTEE: April 4, 2011***

Mr. Lorenz summarized Building and Grounds discussions:

- Roger Byer of B&B Builders and representative of ABC Building Concepts reviewed the following issues:

*Discussions on the high school 100 wing remodel centered on roof repair issues;*

*Prices presented on the high school shop ventilation system came in higher than anticipated;*

*A few items remain on the high school 200 and 300 wing punch lists;*

*Parking lot repairs are slated to be completed in the summer of 2011;*

*General discussion on the Middle School guaranteed maximum price and general project updates occurred;*

*Preliminary plans for the West Side HVAC system were discussed. The need for classroom storage was reiterated*

- Water issues at West Side with the roof system and foundation were discussed at length. Installation of splash guards is planned as a temporary solution. Rough estimate for replacing the asphalt is around $70,000.00; and

- Final punch items on the Central HVAC system continue to be addressed.

***FINANCE COMMITTEE: April 4, 2011***

Mrs. Cooley highlighted the following committee agenda items:

- Review of the monthly clerk’s reports: March revenue, expenditure, fund balance and lunch reports were conducted as well as claims review;

- Bid opening on the property/liability insurance is scheduled for April 20th at 3:00 PM;

- Discussion on levy election options was conducted. Estimates could be made and put on the ballot with the Trustee election on May 3rd. This would need to be done by April 8th. State law does allow for a special election to be called in legislative year to allow for necessary levies to be run. The consensus of the committee is to postpone the decision regarding conducting levy elections until after the legislative session has ended. The resolution, written plan and timetable are part of the consent agenda setting a date for a mail ballot in June;

- Superintendent Farr called the Trustees as per request of the Chair to provide an update on school funding issues and oil and gas bills being considered at the legislature; and

***CURRICULUM AND POLICY COMMITTEE: April 5, 2011***

Ms. Dey imparted the following information:

- The high school intends to proceed with the change of world history from 9th to 10th grade to cut down on the number of core classes in the freshman year;

- Kelly Johnson, Middle School Principal, is still gathering information regarding a change from a 7 to 8 period class schedule;

- A plan to combine the cheer squad and drill team into one program was introduced;

- Mr. Gear provided activity program and 2011-2012 scheduling updates. They are complete for the most part;

- Safety Committee policy revisions are on the consent agenda for second reading and adoption tonight;

- Scheduling early outs as indicated on the 2011-2012 calendar for noon instead of 1:00 PM has been investigated and can be done with monitoring of the 4th-5th grade schedules;

- The committee is reviewing available board self-evaluation tools; and

- Board policy review of sections 1000- 2000 continues.

**CONSENT AGENDA:**

**Resignations**

- Linda Martyn – Food Service Worker

- Misty Miller-Farhnow – Food Service Worker

**New Hires**

- Mary Pfau – Assistant High School Volleyball Coach

- Nick Lonski – Assistant High School Wrestling

- Roger Merritt – Head High School Football

- Duane and Maria Peters – Talon Advisors

**2011-2012 Winter Co-curricular Responsibility Agreements**

Dan Strasheim – Head High School Boys Basketball Benji Berg – Asss’t High School Boys Basketball

Ruben Moreno – Assistant High School Boys Basketball Brian Tiesen – Middle School Boys Basketball

Chad Quilling – Middle School Boys Basketball David Huskamp – Elementary Boys Basketball

Katrina Werner – Elementary Boys Basketball Guy Melby – Head High School Wrestling

Ty Graves – Assistant High School Wrestling Shane Gorder – Middle School Wrestling

Josh Prevost- Middle School Wrestling

**Tuition Agreement**

State placement of a kindergarten student

**2010-2011 Truancy Officer Contract Extension**

**-** Brenda Kiamas for an additional block of 10 hours at $150.00

**Out of District Field Trip Request**

- Approve FCCLA attendance at National Conference in Anaheim, CA July 8-14, 2011

**Approve Budget Authority Mail Ballot Election Resolution, Plan and Timetable**

Request additional levies to operate and maintain Districts 5 and 1 for the 2011-2012 school year

Setting mail ballot election date as June 22, 2011, directs the Clerk to notify election judges of appointment, notify county administrator of election date for purposes of registration closure and notify the Secretary State’s Office as per law. Levy amounts will be set prior to ballot certification.

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

*- Section D Transportation*

Pre-inspection expectations Automatic External Defibrillators section added

Expectations of transportation supervisor in regards to Hazard Communication Program

*- Section E Custodial-Maintenance Safety Rules*

Repackaging of chemicals instructions Appendix reference for safe and proper lifting

Know locations of eye wash station, first aid kit, AED device and fire extinguisher

*- Section F Office Safety Rules*

Offices to retain current copies of SPS Campus Safety Procedures

Added AEDs and first aid kits to list of items that should be accessible to all employees

Specifies “first aide/blood borne pathogen” to appropriate procedures used when helping sick or injured student/personnel

Add section regarding protection of student and employee personal information as a matter of safety and security with instructions for employees to lock or log-out of workstations to prevent unauthorized computer use

*- Section G Food Service/FCS Safety Rules*

Know location of closest first aid kit and AED Appendix reference for safe and proper lifting

Use of caution devices and staff training in regards to safety equipment in the high school kitchen

*- Section H Classroom Rules*

Addition of AEDs and SPS Campus Safety Procedures manual to the need to know location of

Add section regarding protection of student and employee personal information as a matter of safety and security with instructions for employees to lock or log-out of workstations to prevent unauthorized computer use

*- Section I Custodial/Maintenance of IA/Science Labs- Safety Rules*

Reference to Hazard Communication Program in regards to irritating chemical or agent

New section- know location of eye wash station, first aid kit, AED and fire extinguisher

*- Section J General Shop Inspection and Safety Rules*

Add long hair, jewelry and loose clothing warning in work areas Instructions to inspect all equipment prior to use

Addition of AEDs and emergency shutoffs- know location of Combine #9 and 12 on page J-2

Addition of AED use to shop instructor certification in First Aid & CPR

Combine #4 and #11 on page J-3 and add reference to Communication Hazard Program

Add dust masks to list of personal protection equipment that will be available

Combine #3 and #11 on page J-5

Instruction on proper use of equipment cords and all power/extension cords

**First Reading of Board Policy Revisions**

(REV) BP 1420—School Board Meeting Procedure-clarifies rescinding of a motion by trustees.

(REV) BP 1512—Conflict of Interest—clarifies some of the questions regarding nepotism.

BP 2170 and BP 2170P—Digital Academy Classes-Policy intended for Districts that offer access to Montana Digital Academy Classes. Because of availability of (dual credit, unique course offerings, etc), blending of BP2170/2170P with current district policies with revisions to BP 2168, 2410 and 2410P

(REV) BP 3310-Student Discipline—Reference a new synthetic cannabis known as “K2” and “Spice” marketed as incense and smoked by users. New language to address chemicals having the same effect as illegal substances even if technically legal.

(New) BP 3111- Separates firearms and weapons from BP 3310 and further clarifies federal and state codes.

(New) BP 3415-3415P-Management of Sports Related Concussions- two policies that are recommended by MTSBA for management of sports related concussion injuries.

(REV) BP 5122F-Authorization to Release Information, Including Consent to Fingerprint and Background Check Compliance of policy with Department of Justice processes and for upcoming audits of applicant fingerprint card processing. Set parameters for working for the District before reimbursed for expense of fingerprint/background check.

(REV) BP 5226—Drug-Free Workplace –clarifying language concerning employees who possess a medical marijuana card. Possession of a card by an employee is not a defense. New language to line 11.

(REV) BP 5255—Disciplinary Action—simply adds a legal reference concerning the Johnson Vs. Columbia Fall Aluminum Co., LLC, case allowing employers to discipline (up to termination) for an employee who reports to work under the influence of marijuana. Also includes references to possession of a firearm by any employee.

(REV) 5328—Eligibility for Family Medical Leave-clarifies definitions and amount of time that can be taken in certain instances.

(REV) BP 8123—Driver Training and Responsibility-Change is a simple reference to the Montana Medical Marijuana Act and the district needs to review this policy as related to mandatory drug testing.

(REV) BP 8450—Automated External Defibrillators—simple language change concerning person designated to supervise the program—not always a physician.

(REV) Renumber current BP 8421 be renumbered to BP 8440

The consent agenda was approved as presented 6 to 0 on a motion by Mrs. Cooley and a second by Ms. Dey.

At 7:51 PM Chairman Hermanson announced that the next matter to come before the Board was a personal matter and that he 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, he called for an executive session for the purpose of a middle school student’s education plan.

Chairman Hermanson reconvened the meeting at 9:10 PM. Ms. Dey moved to accept the recommendation of Mrs. Andersen in the case of the High School student. Mr. Lorenz seconded the motion which passed 6 to 0. Mrs. Cooley moved to accept the contract as agreed upon with Mrs. Johnson in regards to the Middle School student. Ms. Dey seconded the motion which passed 3 to 2 with Mrs. Oraw and Mr. Thiel voting against the motion and Mr. Lorenz abstaining on this elementary issue.

At 9:19 PM Chairman Hermanson announced that the next matter to come before the Board was a personal matter and that he 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, he called for an executive session for the purpose of discussing the superintendent’s quarterly evaluation.

With no further business to come before the Trustees, the meeting was adjourned at 10:30 PM.

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Board Chair

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

Attest:

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District Clerk