May 12, 2014

The regular meeting of the Sidney Public Schools Board of Trustees was held Monday, May 12, 2014 at 7:00 PM in Room 104 of Central School on published notice by the clerk. Present were Trustees Kelly Dey, Luann Cooley, Dexter Thiel, Dennis Lorenz, Serina Everett and Craig Steinbeisser. Also in attendance were Superintendent Dan Farr, Clerk Beyer, Central Principal- Brent Sukut, West Side Principal- Jon Skinner and Student Representatives- Hailey Steinbeisser and Madison Jurgens. Absent were High School Vice-Principal- Loretta Thiel, Middle School Principal- Kelly Johnson, High School Principal- Sue Andersen and Curriculum/ Federal Programs Director- Thom Barnhart.

Chair Dey called the meeting to order at 7:00 PM and extended a welcome to the visitors in attendance Cara Lokken-Frandsen with the Sidney Education Association (SEA), Melissa Sanders and Luke Savage incoming board members and Bill VanderWeele with the Sidney Herald. Ms. Dey reminded the audience that an opportunity for community comment on non-agenda items would be provided prior to the Consent Agenda. Those wishing to address the board should complete the Audience Participation form and give it to the clerk to be recognized.

Mr. Lorenz moved to approve the minutes of April 14, 23and May 5, 2014 and the April 2014 claim warrants 221683 to 221746 in the amount of $305,143.26. Mrs. Cooley seconded the motion which passed 6 to 0.

The following Associated Student Body (ASB) transfers for April were approved unanimously on a motion by Mr. Lorenz and a second by Mrs. Cooley.

From HS Participation to Resources Unlimited $ 156.00 Meals for Track Meet

***Talon Advisor Pay: TOTAL $1210.50***

BPA $48.86 Choir $27.00 Close-Up $ 63.00 Cross Country $15.00

Drill/Cheer $30.00 FFA $ 3.12 Freshmen $108.00 International Club $30.00

Juniors $84.00 Key Club $57.00 LEO $ 42.40 NHS $57.00

Publications $81.00 Speech & Drama $60.00 SEA $ 54.00 Seniors $24.00

Softball $39.12 STUCO $54.00 Skills $129.00 Sophomores $54.00

Track $15.00 Trading Cards $45.00 Westside Staff $ 60.00

***Talon Club Profits: TOTAL $28,971.00***

BPA $1798.20 Choir $ 732.60 Close-Up $1332.00

Cross Country $ 266.40 Drill/Cheer $ 799.20 FFA $ 399.60

Freshman $2664.00 International Club $ 532.80 Juniors $1998.00

Key Club $1198.80 LEO $1065.60 NHS $1132.20

Publications $1531.80 Speech & Drama $1265.40 Seniors $ 333.00

Skills $2730.60 Softball $1265.40 Sophomores $1465.20

STUCO $ 799.20 Track $ 199.80 Trading Cards $ 732.60

Wrestling $3130.20 Westside Elem $1598.40

**SUPERINTENDENT’S REPORT:**

Superintendent Farr presented the following information:

CORRESPONDENCE

- Thank yous received from various staff members for the impact stipends;

2014-2015 STAFF TRANSFERS

- Katrina Johnson from Central Special Education Teacher to Middle School PE

SPECIAL/CALENDAR NOTES

- Proposed moving the June Board meeting to Monday, June 23, 2014 in order to take care of end of the fiscal year items. Committee meetings would be scheduled for Monday, June 16th and Tuesday, June 17th;

- An IBB meeting has been scheduled for Wednesday, May 14, 2014 at 7:00 PM to work with the SEA on the 2% increase in insurance premiums Memorandum of Understanding. Luke Savage, Melissa Sanders, Kelly Dey and Dennis Lorenz planned to attend;

- Graduation is at 2:00 PM May 18, 2014. Mrs. Everett and Mr. Steinbeisser are scheduled to hand out diplomas;

- May 23, 2014 is the last day of school; and

- MSGIA unemployment insurance rates will drop from .22 to .21 for 2014-15 for Sidney Schools. A successful year in the area of employment will see a refund of excess premiums of $5,529.68 for the coming school year.

**STUDENT REPRESENTATIVE REPORT:**

High School students Hailey Steinbeisser and Madison Jurgens reported the following information:

- Student Council has continued work on the student handbooks. Possible proposals include allowing the use of cell phones in the hallways and in classrooms if the teacher is not lecturing. Each teacher would have their own classroom rule/policies. Trustees expressed concerns about possible increases in tardies with this change. Students also examined the possibility of doing away with In School Suspension for missing school. Instead, students would be required to make up the time in detention hour for hour;

- Upcoming events include divisional softball and track as well as graduation; and

- Using technology wisely was the topic of an assembly for students.

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: May 6, 2014***

Mr. Lorenz outlined the following committee discussions:

- Thom Barnhart attended the meeting and reported on curriculum review, summer school plans and testing;

- Pam Radke, Food Service Supervisor, was glad to be fully staffed at this time and reviewed the breakfast program and food service needs;

- Vacancies and the 2014-2015 transfer of Katrina Johnson from Central Special Ed Teacher to Middle School PE were reviewed;

- Possible additional positions for 2014-2015 were discussed including contracting with Dr. Farr as interim superintendent for the next year; the possibility of creating a .5FTE assistant superintendent position resulted in no decision made at this time and the addition of a .5 FTE Dean of Students at the Middle School to deal with discipline, CHICO and MBI. This person would not receive extra compensation- it would be a teaching assignment coded as a program coordinator per the Office of Public Instruction.

- Classified contract and hire renewals for 2014-15 are on the Consent Agenda;

- Non-tenured teacher renewals and non-renewal without cause are also on the Consent Agenda; and

- New hires and resignations are on the Consent Agenda.

***TRANSPORTATION COMMITTEE May 6, 2014***

Mrs. Everett reviewed the following committee topics:

- Discussed personnel needs in the transportation department;

- Dr. Farr reported the activity bus is on order and should arrive next year. The 1997 MCI bus will be sold and the funds applied to the purchase of the new bus as trade in was not recommended. The demo bus with the lift proved to be too long to fit in the bus barn; and

- The need for Traffic Education educators was discussed. Two people have indicated interest in obtaining certification in this area. The District will help offset costs for attending school.

***BUILDING AND GROUNDS COMMITTEE: May 6, 2014***

Mrs. Cooley highlighted committee agenda items:

- A memorial service for Kirstin Wiseman, the student who was killed in an automobile accident, took place in the gym on May 7;

- The District continues to explore possible locations for the Administration Office. Interest in the current Stockman Bank building was expressed once a new building is completed;

- Installation of additional security lighting near the high school has begun;

- Subcontractors for the High School CTE Wing expansion are scheduled for a walk-through on Wednesday;

- Best guess estimate on the water line break under the high school courtyard is $6000.00. An additional pump for the HVAC system in the 100 wing is also needed to make the system more effective;

- The electrical panel in the Middle School stage area is complete;

- West Side sewer by-pass system has been completed;

- Requests have been made of B&B Builders for a schedule of values, base price and not to exceed price on the remodel of the 1949 first floor addition of Central School. Partial information has been received. These numbers are necessary for bookkeeping purposes prior to the end of the fiscal year;

- Interviews were conducted by committee of architects interested in providing services for the long-range facility plan. This item is on the agenda tonight;

- The committee discussed possible ideas for the old administration office and its possible uses in the future. It is hoped the long-range facility plan will provide some much needed input as to possible cost of remodel, use or tear down and build something new;

- Mr. Farr continues to utilize Mr. Thiel’s expertise in working with insurance company adjustors to provide a realistic payment towards the replacement of the roof at West Side;

- Following a request by Trustees to address smaller unfinished projects at West Side and the Middle School, Superintendent Farr and Frontier Heating did walk-throughs of the buildings looking at extension of the HVAC system at West Side and the lights/heating in the Middle School gym. Frontier answered questions and provided information but stated Prairie Engineering, who did the plans for the initial HVAC work at West Side, needed to be contacted for plans for continuation of the project.

***FINANCE COMMITTEE: May 5, 2014***

Mr. Thiel reported the following:

- April claims and March financial and lunch reports were reviewed;

- April enrollment was down slightly. 2014-2015 kindergarten pre-enrollment stands at 108. Generally, August registration sees an increase of 18-20 kindergarten students. If this holds true, another classroom will be needed;

- Dr. Farr reported on MQEC. Concerns expressed by the governor revolve around early childhood education and anticipated changes to the oil and gas revenue particularly the concentric circles piece;

- District insurance advisor, James Smith, has completed his analysis of the property and liability insurance bids and is recommending the District remain with Payne-West for the next three years. This will be addressed on the Consent Agenda;

- The increase in oil and gas revenue in Sidney Elementary through the concentric circles will provide tax relief for area taxpayers. Twenty-five percent of oil and gas monies received in all elementary funds must be budgeted in the general fund which lessens the number of mills assessed to taxpayers resulting in lower taxes;

- The Trustees will consider an additional flat amount impact stipend for hourly classified employees in lieu of contributions to Health Reimbursement Arrangements; and

- Contracts for 2014-2015 with Montana High School Association, Montana School Boards Association and Montana Quality Education Coalition are on the Consent Agenda for consideration; and

- Trustees conducted the annual review of District fees. At this time, no fees will be increased for 2014-15.

***CURRICULUM AND POLICY COMMITTEE: May 6, 2014***

Mrs. Cooley imparted the following information:

- Mr. Barnhart reported staff is working on curriculum updates including Math, English/Language Arts and Foreign Language- including the possibility of dual credit opportunities in the area of Foregn Language;

- The summer math/reading program is staffed and is scheduled to begin in June;

- The second wave of implementation of Professional Learning Communities (PLC’s) has begun;

- An out-of-country fieldtrip requests are on the Consent Agenda;

- AdvancEd Report on the High School was provided. AdvancEd replaces the Northwest Accreditation process; and

- Policies on the Consent Agenda for second reading and possible adoption tonight include 3122-3122P Attendance; 2420P Grading; 2160 Title I parental involvement and 2320-2320P out-of-state fieldtrip.

Chair Dey reminded the student representatives to remit proposed student handbook changes to the Trustees before the June committee meetings if they are to be considered for 2014-15.

Prior to the presentation of the Consent Agenda, Chair Dey gave those in attendance an opportunity to comment on non-agenda items. No one responded.

**CONSENT AGENDA:**

**Resignations**

- Jeff Mead – Middle School PE and Middle School Custodian. Effective at the end of the 2013-2014 school year

- Aleah Rosaaen – Elementary Teachers effective at the end of the 2013-2014 school year

**New Hires**

- Kaitlin Bell – Middle School Teacher 2014-2015

- Pam Stephenson – Route Bus Driver/Custodian

**2014-2015 Classified Staff Contract/Hire Renewals**

**AIDES:** Shelly Averett Alexandra Borg Julianna Evans Cathy Fischer Cheryl Hansen

Pamela Hansen Claire Keenan-Howe Rhonda Hunter Susan Iversen Falon LaRoche

Marilyn Lorenz Jennifer Lunderby Cheryl Mastvelten Tami O’Toole Jane Olson

Cindy Perez Sandy Rehbein Sarah Reidle Laura Reyes Milly Rohrman

Joan Schrader DelRae Steinbeisser Danielle Wilson Louise Wraith

**CUSTODIANS:** Charyl Beach Charles Buxbaum Jon Getchell Sheila Iszler

Brenda Kiamas Lenny Larson Patti Lorenzen Karen Moerman George Robinson

Kenny Vannatta Keith Walla John Wilson Paul Winters

**FOOD SERVICE:** Chuck Couture Rose Couture Arlys Daleske Mary Ann Evans

Dru Jones Patricia Kneeland Mary Lake Sherry Lessman Barbara Nelson

Pam Radke Jenifer Verhasselt Cynthia Wiseman Taycia Yockim

**OFFICE STAFF:** Petra Candee Alicia Clayton Charlie Clock Michelle Lambert Leigh Merritt Jane Nicolaus Maria Peters Linda Stevens Nancy Vaira Carla Verhasselt

**TECHNOLOGY:** Mark Iszler Steve Lowrey Ken Stennes Steve Yockim

**TRANSPORTATION:** Jerry Buske Matt Buske Ann Cummings Charles Cummings Tammy Edinger Louise Iversen Shelley Moran Pam Stephenson

**TUTORS:** Karen Khrystye Earle Maria Jensen Ann Nagle Bonnie Osborne

Tara Skaar Nicole Tihista

**2014-2015 Non-tenure Certified/Licensed Contract Renewals**

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

Terry Bolen Rhea Christensen Cori Crowe Tanya Lauckner

Jesse Nesper Carrie Peters Sara Romo

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

Rick Adsit Lorraine Allen Jay Borseth Deb Denowh

Miranda Fehilly Evonne Fulgham Ted Fulgham Dan Hart

Marie Holler Tamara Johnson Jenna Kagen Elizabeth Kleinke

Amy Larson Molly McLaughlin Lacey Nevins Melissa Shiffer

Peggy Strupp Jace Sullivan Kilee Sundt Lindsay Wagner

Danielle Watkinson Crystal Weltikol Matt Whelchel Rheta Wilson

Shay Witt Colleen Zimmerman

***Program Coordinators/Licensed Staff***

Lisa Christensen – Speech Therapist Michelle Monsen – Special Education Director Duane Pust – School Psychologist

Ross Hall – Activities/Athletic Director

**2014-2015 Extended Year Contracts**

Danielle Watkinson – 5 Days Terry Bolen – 5 Days Linda Clark – 5 Days Stacey Collins – 10 Days

Greg Schell – 5 Days Elaine Stedman – 5 Days Roger Merritt – 6 Days

**2014-2015 Administrative/Classified Pay Scales/Licensed and District Personnel not on a Schedule**

**- 2014-2015 Salaries for Employees not on a salary schedule**

***Administrators:***  Sue Andersen $82,237.00 Thom Barnhart $68,616.00

Kelly Johnson $81,290.00 Jon Skinner $70,875.00 Brent Sukut $70,875.00 Loretta Thiel $72,455.00

***Licensed/Other:*** Lisa Christensen $60,900.00 Ross Hall $63,571.00

Michelle Monsen $77,246.00 Duane Pust $22,474.00

***Classified:***  Shelly Averett $16.05/Hr Sandy Rehbein $16.05/Hr Chuck Buxbaum $19.67/Hr

Jon Getchell $16.70/HrKenny Vannatta $19.06/Hr Carla Verhasselt $17.80/Hr Mark Iszler $15.75/Hr

Steve Lowrey $25.64/Hr Ken Stennes $22.96/Hr Steve Yockim $66,237.00/Yr Nicole Beyer $60,000./Yr

Alicia Clayton $16.89/Hr Leigh Merritt $18.29/Hr Nancy Vaira $19.98/Hr Anna Nagle $20.18/Hr

Bobbie Nelson $14.74/Hr Pam Radke $37,516.50/Yr Jerry Buske $16.72/Hr Charles Cummings $16.15/Hr

Tami Edinger $16.15/Hr Louise Iversen $24.02/Hr Shelley Moran $20.67/Hr

**- 2014-2015 Classified Pay Scales + .50 as per attached scale**

**- 2014-2015 Classified Hourly Oil Impact Stipend-** from $2.00/hours worked to $2.50/hours worked- contingent upon receipt of oil and gas revenue received. Eligibility criteria remains the same and is payable quarterly. Employee must have been employed by the District for 90 days. Stipend is retroactive to first day in full-time position

**Approve 2014-2015 Montana School Boards Association (MTSBA) Membership - $7,295.00**

**Approve 2014-2015 Montana Quality Education Coalition (MQEC) Membership - $2,500.00**

**Approve 2014-2015 Montana High School Association (MHSA) Membership - $4,000.00**

**Approve Participation in 2014-2015 MHSA Liability Catastrophe Plan - $560.00**

**Out-of-State/Country Fieldtrip Requests**

- Grade 4 to Fort Union/Fort Buford – May 22, 2014

- High School Band to perform at Trills and Thrills Festival at Valley Fair in Shakapee, MN – May 22 - May 24, 2014

- Middle School Montana History students to Fort Union/Buford/Confluence area – May 15, 2014

- Christian Seitz representing FCCLA at Nationals in San Antonio, TX - July 5-11, 2014

**Second Reading and Adoption of Additional Board Policy Revisions**

- BP 2130 – Program Evaluation and Diagnostic Tests- Adds informational language concerning opt-out requests by parents and the use of alternative assignments for students who have been opted out of state mandated tests;

- BP 3122-3122P – District Attendance – Teacher/student/parent committee recommended clarifications to attendance coding, excused/unexcused absences, excessive absences and consequences;

- BP 2420P – District Grading Policy – standardizes the grading policy for grades K-2 and 3-12 beginning 2014-2015;

- BP 2160 – Title I Parental Involvement – Clarifies school responsibilities to parents of Title I services which brings policy into alignment with Title I regulations; and

- BP 2320-2320P – Field Trips, Excursions and Outdoor Education- Clarifies procedures for out-of-state field trip requests and which ones MUST be presented to the board for approval.

**Impact Stipend- Classified Staff**

- Approve $1000.00 oil impact stipend for eligible classified employees less employer share of payroll taxes ($928.94).

**2014-2015 Continuing Education Grants**

- Authorize the award of five continuing education grants in the amount of $1000.00 to: Erin Faulhaber; Amy Larson; Jill Albertson; Brad Faulhaber and David McDonald.

- Authorize $1000.00 grants for Michelle Monsen and Karen Khrystye Earle for attending summer school to obtain their Traffic Education certification.

**2014-2015 Building Liability Insurance**

- The District hired James Smith to review property insurance bids. Only one bid was received. Mr. Smith reviewed the submission and provided a written recommendation highlighting insurance upgrades to continue coverage with PayneWest formerly Western States Insurance. Trustees approved continuing property insurance coverage with PayneWest/Western States for a period of three years at which time bids will again be solicited.

Mrs. Cooley moved to accept the Consent Agenda as presented. Mrs. Everett seconded the motion which passed 6 to 0.

**Non-Tenure Teacher Contract Non-Renewal**

Mrs. Everett moved to non-renew Middle School math teacher, Darla Pust, without cause, effective at the end of the 2013-2014 school year. Mrs. Cooley provided the second to the motion which passed 5 to 0 with Mr. Lorenz abstaining on this elementary issue.

**2014-2015 Montana Unified School Trust (MUST) Health Insurance Renewal**

As recommended by the Insurance Committee, the Trustees approved MUST as health insurance carrier for 2014-15 on a motion by Mrs. Cooley and second by Mr. Lorenz. The premium increase is 2%. The motion passed 6 to 0.

**Long-range Facility Plan Contract**

Interviews conducted by committee with A&E Architects and CTA Architects. Mrs. Cooley moved to accept the recommendation of the committee to contract with CTA Architects for long-range facility plan to be completed by December 31, 2014. Mr. Lorenz seconded the motion which passed 6 to 0. Partial payment of services will be via grant received from the state.

**2014-2015 Superintendent Employment**

Chair Dey recommended the Trustees contract with Dr. Farr to serve as superintendent for the 2014-2015 school year. Following discussion, Mrs. Cooley moved to hire Dr. Farr for the 2014-2015 school year with Chair Dey and Dr. Farr to work on contract revisions utilizing MTSBA’s model contract. Mrs. Everett seconded the motion which passed 6 to 0.

With no further business to come before the Trustees, the meeting was adjourned at 7:50 PM and everyone present was invited to share in the cake in recognition of outgoing board members.

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Board Chair

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

Attest:

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

District Clerk