

**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 April 12, 2023, at 5:00 pm in the high school library.

Trustees in attendance: Kreiman, Elwell, Anderson, Sandry, Woods and Field

Trustees absent: Relyea

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

Pledge of Allegiance

There were no comments on non-agenda items.

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

A motion to approve the consent agenda was made by Trustee Kreiman, seconded by Trustee Field, and approved by unanimous vote of the elementary and high school trustees.

- Consideration of Board Meeting Minutes for March 7, 2023
- Consideration of All Bill Approval Lists
- Consideration of District Donations
  1. Glacier Bank Donation for Tournament Meals, \$1000.00
  2. Booster Club Donation for Tournament Meals, \$3400.00
- Consideration of Student Activity Report for February, 2023
- Consideration of Out of District Students
- Consideration of Surplus Property Disposal – Elementary Conference Table & Jamboard
- 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. Robert Ford, K-12 Substitute Teacher
    - b. Amanda Weller, K-12 Substitute Teacher
  2. Extra-Curricular Volunteers Recommended for Consideration
    - a. Scarlett Sherman, Co-Prom Advisor
    - b. Suzanne Hines, Co-Prom Advisor

### **REPORTS & PRESENTATIONS**

Fifth Grade Team Report – Mr. Pitts talked to the board about the IXL conference he attended during spring break in Boston. He showed the IXL platform and how he uses it to personalize individual learning for each student. Discussion followed.

### **NEW BUSINESS**

- A. FY2022 Audit – Mrs. Porrovecchio told trustees the audit would be posted on the district website along with past audits. There were no findings and she commended the secretaries, district office staff and food service staff for great procedures handling district funds.

A motion to approve the FY22 Audit was made by Trustee Woods, seconded by Trustee Field, and approved with unanimous votes of the elementary and high school trustees.

- B. Audit Contract FY23-FY25 – Mrs. Porrovecchio explained the district is required to do annual audits. Audit firms in Montana are short staffed and many are not taking new clients and are behind on their audits. She recommended the 3 year contract with Denning, Downey & Associates despite the 20% increase for services.

A motion to approve FY23-FY25 Audit Contract with Denning, Downey & Associates was made by Trustee Anderson, seconded by Trustee Elwell, and approved with unanimous votes of the elementary and high school trustees.

- C. Activity Bus Replacement – Mr. Stack told the board he talked to the Transportation Committee members already. He said the bus is not effective for district use because it doesn't hold enough students and doesn't have large enough storage capacity. He has gotten feedback from coaches and community members. The district paid \$139,000 plus \$10,000 to install air conditioning. It has approximately 30,000 miles. He recommended selling or trading it and getting a used coach bus. Board discussion followed.

A motion to sell or trade the activity bus for no less than \$120,000 was made by Trustee Anderson, seconded by Trustee Woods, and approved with affirmative votes from Trustees Kreiman, Elwell, Anderson, Woods and Field. Trustee Sandry opposed.

- D. District Narcan Approval – Mr. Stack reminded trustees he had previously talked about Narcan and the use of Narcan on campus was approved in board policy. He thanked Nurse Knopik for taking the lead. She scheduled training for administrators and certain district employees on April 19. The county will conduct the training and bring Narcan at that time. He asked trustees to approve the use of Narcan on campus to keep students and staff safe.

A motion to approve the use of Narcan on campus was made by Trustee Anderson, seconded by Trustee Kreiman, and approved with unanimous votes of the elementary and high school trustees.

E. Maintenance Project Contractor Awards

1. Roof Hail Damage – Mr. Stack said he had just received an email from the insurance adjustor and hadn't read through it fully. He proposed moving forward with Advanced Roofing for \$346,579. The agreement didn't include the heat tape replacement, which could cost the district \$20,000-\$25,000. If approved, he will work with Advanced Roofing to get it scheduled this summer. He said there may be other additional costs the district will have to pick up.

A motion to approve Advanced Roofing for roof hail repairs was made by Trustee Anderson and seconded by Trustee Woods. Board discussion followed.

The motion was amended to approve Advanced Roofing if the correspondence from the adjustor is satisfactory to Mr. Stack. The motion was approved with unanimous votes of the elementary and high school trustees.

2. Elevator Replacement – Mr. Stack said the bids were opened at 4 before the board meeting. Kone, with a bid of \$129,528, was the only bid for the elevator replacement. Other costs associated with the replacement total \$28,000. OPI approved using \$150,000 ESSER funds. The additional costs will come from other funds if OPI doesn't approve the increase in project costs. He said the goal will be to have it replaced before school starts in the fall. Trustee Anderson added the bid for replacing 2 boilers came in less than the amount OPI approved from ESSER funds.

A motion to approve Kone and the elevator project for \$158,000 was made by Trustee Anderson, seconded by Trustee Kreiman, and approved with unanimous votes of the elementary trustees.

3. Boiler Replacements – Mr. Stack told board members the district was approved by OPI to use up to \$300,000 in ESSER funds to replace two elementary boilers. The district received one bid from Johnson Controls for \$278,360. The goal will be to have the work done before school starts in the fall.

A motion to approve Johnson Controls to replace two elementary boilers for \$278,360 was made by Trustee Anderson, seconded by Trustee Kreiman, and approved with unanimous votes of the elementary

trustees.

**COMMITTEE REPORTS**

Facility Committee – Trustee Anderson and Mr. Stack talked about end of year maintenance projects.

Negotiations Committee – Trustee Kreiman said the committee is meeting with the unions on Monday.

**PRINCIPALS' REPORTS**

Mrs. Clarke reported on spring assessments at the elementary. She thanked the PTA for providing snacks during testing.

Mr. Appleby talked about the IXL conference in Boston and spring in the middle school.

Mr. Hansen spoke about the job fair, math and writing competitions, pre-ACT testing, district music festival, prom and exploring internships. He told them Mrs. Loeffler won National Coach of the Year.

**SUPERINTENDENT REPORT**

Mr. Stack thanked the principals for their hard work. He talked about PLCs, elementary consultants, the IXL conference and looking at high school CTE content. He is working with FVCC on additional class offerings and opportunities for students to graduate with various certifications. He told trustees he has been busy looking at end of year projects and budgets and principals have been busy with interviews.

Mr. Hansen told trustees they can view student art downtown.

Board Chair Sandry adjourned the meeting at 6:03 pm.

Closed session started at 6:05 pm.

Closed session ended at 6:16 pm.

**FUTURE MEETING SCHEDULE**

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

- o Wednesday, May 10, 2023
- o Wednesday, June 7, 2023
- o Wednesday, July 12, 2023
- o Wednesday, August 16, 2023

A motion to adjourn was made by Trustee Elwell and approved by unanimous vote of the elementary and high school trustees.

Adjourned: 6:16 pm

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

\_\_\_\_\_  
Chairperson

04/12/23  
14:09:01

BIGFORK SCHOOLS  
Reconciliation Report for 03/01/23 to 03/31/23

Page: 1 of 1  
Report ID: S100R

Statement of Activity Closing Balance	242906.32
Plus Outstanding Checks	1191.58
Minus Outstanding Deposits	0.00
	-----
Balance	244097.90
Minus Receipts in Transit	1475.00
	-----
Statement Balance	242622.90 <i>✓ IP</i>

Debits

Checks Cleared	9831.27
Misc Charges	134.15
	-----
<b>Total Debits</b>	<b>9965.42</b>

Credits

Deposits Cleared	12381.32
Misc Earnings	1.33
	-----
<b>Total Credits</b>	<b>12382.65</b>



P.O. Box 241826  
Omaha, NE 68124

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT  
PO BOX 188  
BIGFORK MT 59911-0188

# Statement Ending 03/31/2023

BIGFORK SCHOOL DISTRICT

Page 1 of 6

Account Number: XXXXXXXXXXXX

## Managing Your Accounts

- Client Contact Center: 855-342-3400
- Website: firstinterstate.com

Turn bottom line expenses into real life rewards.



FirstRewards® World Elite Mastercard® for Business



Ask your banker for details.

## Summary of Accounts



Account Type	Account Number	Ending Balance
ANALYZED BUSINESS CHECKING	XXXXXXXXXXXX	\$242,622.90

✓



**ANALYZED BUSINESS CHECKING-XXXXXXXXXX2409****Account Summary**

Date	Description	Amount
03/01/2023	Beginning Balance	\$240,205.67
	12 Credit(s) This Period	\$19,383.55
	35 Debit(s) This Period	\$16,966.32
03/31/2023	Ending Balance	\$242,622.90

**Account Activity**

Post Date	Description	Debits	Credits	Balance
03/01/2023	Beginning Balance			\$240,205.67
03/01/2023	CHECK # 34774	\$100.00		\$240,105.67
03/01/2023	CHECK # 34775	\$70.00		\$240,035.67
03/02/2023	CHECK # 34727	\$133.59		\$239,902.08
03/03/2023	953205952880 MERCHANT BNKCD DISCOUNT	\$5.87 ✓		\$239,896.21
03/03/2023	953205952880 MERCHANT BNKCD FEE	\$27.90 ✓		\$239,868.31
03/03/2023	CHECK # 34699	\$85.59		\$239,782.72
03/06/2023	CHECK # 34721	\$100.00		\$239,682.72
03/06/2023	CHECK # 34758	\$100.00		\$239,582.72
03/07/2023	CHECK # 34778	\$271.71		\$239,311.01
03/08/2023	RETURNED DEPOSITED ITEM	\$28.00 ✓		\$239,283.01
03/08/2023	RETURNED DEPOSITED ITEM	\$38.00 ✓		\$239,245.01
03/08/2023	CHECK # 34753	\$81.81		\$239,163.20
03/08/2023	CHECK # 34765	\$60.00		\$239,103.20
03/10/2023	DEPOSIT		\$1,200.86 ✓	\$240,304.06
03/11/2023	953205952880 MERCHANT BNKCD DEPOSIT		\$95.00 ✓	\$240,399.06
03/13/2023	CHECK # 34711	\$48.00		\$240,351.06
03/13/2023	CHECK # 34777	\$562.64		\$239,788.42
03/14/2023	Service Charges February 2023	\$34.38 ✓		\$239,754.04
03/14/2023	CHECK # 34649	\$85.59		\$239,668.45
03/14/2023	CHECK # 34654	\$87.07		\$239,581.38
03/14/2023	CHECK # 34751	\$63.59		\$239,517.79
03/14/2023	CHECK # 34762	\$70.52		\$239,447.27
03/14/2023	CHECK # 34776	\$100.00		\$239,347.27
03/15/2023	DISCOVER BANK ACCTVERIFY XXXXXX0037		\$0.32 ✓	\$239,347.59
03/15/2023	DISCOVER BANK ACCTVERIFY XXXXXX0031		\$0.58 ✓	\$239,348.17
03/15/2023	DISCOVER BANK ACCTVERIFY 6663440039	\$0.90 ✓		\$239,347.27
03/15/2023	CHECK # 34675	\$48.00		\$239,299.27
03/15/2023	CHECK # 34748	\$48.00		\$239,251.27
03/16/2023	ACH RETURN ENTRY ADJ		\$0.90	\$239,252.17
03/17/2023	CHECK # 34770	\$90.00		\$239,162.17
03/21/2023	BARCLAYS BANK DE ACCTVERIFY 000000000434341		\$0.21	\$239,162.38
03/21/2023	BARCLAYS BANK DE ACCTVERIFY 000000000434341		\$0.22	\$239,162.60
03/21/2023	CHECK # 34779	\$216.41		\$238,946.19
03/22/2023	Premier Inc EDI PYMNTS 202303200000081		\$50.01 ✓	\$238,996.20
03/22/2023	CHECK # 34786	\$431.25		\$238,564.95
03/23/2023	DEPOSIT		\$10,769.00 ✓	\$249,333.95
03/23/2023	CHECK # 34732	\$1,750.00		\$247,583.95
03/23/2023	CHECK # 34781	\$1,674.00		\$245,909.95
03/23/2023	CHECK # 34785	\$40.00		\$245,869.95
03/24/2023	BARCLAYS BANK DE COLLECTION 000130009110263	\$6,000.00 ✓		\$239,869.95
03/24/2023	CHECK # 34783	\$314.55		\$239,555.40
03/26/2023	953205952880 MERCHANT BNKCD DEPOSIT		\$266.45 ✓	\$239,821.85

**ANALYZED BUSINESS CHECKING-XXXXXXXXXX2409 (continued)****Account Activity (continued)**

Post Date	Description	Debits	Credits	Balance
03/27/2023	ACH RETURN ENTRY ADJ		\$6,000.00 ✓	\$245,821.85
03/27/2023	CHECK # 34784	\$1,768.95		\$244,052.90
03/28/2023	03272023 TOYOTA ACH RTL P26281781-26269	\$1,000.00 ✓		\$243,052.90
03/28/2023	CHECK # 34780	\$1,430.00		\$241,622.90
03/29/2023	ACH RETURN ENTRY ADJ		\$1,000.00 ✓	\$242,622.90
03/31/2023	Ending Balance			<b>\$242,622.90</b>

**Checks Cleared**

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
34649	03/14/2023	\$85.59	34751*	03/14/2023	\$63.59	34777	03/13/2023	\$562.64
34654*	03/14/2023	\$87.07	34753*	03/08/2023	\$81.81	34778	03/07/2023	\$271.71
34675*	03/15/2023	\$48.00	34758*	03/06/2023	\$100.00	34779	03/21/2023	\$216.41
34699*	03/03/2023	\$85.59	34762*	03/14/2023	\$70.52	34780	03/28/2023	\$1,430.00
34711*	03/13/2023	\$48.00	34765*	03/08/2023	\$60.00	34781	03/23/2023	\$1,674.00
34721*	03/06/2023	\$100.00	34770*	03/17/2023	\$90.00	34783*	03/24/2023	\$314.55
34727*	03/02/2023	\$133.59	34774*	03/01/2023	\$100.00	34784	03/27/2023	\$1,768.95
34732*	03/23/2023	\$1,750.00	34775	03/01/2023	\$70.00	34785	03/23/2023	\$40.00
34748*	03/15/2023	\$48.00	34776	03/14/2023	\$100.00	34786	03/22/2023	\$431.25

\* Indicates skipped check number

**Daily Balances**

Date	Amount	Date	Amount	Date	Amount
03/01/2023	\$240,035.67	03/11/2023	\$240,399.06	03/22/2023	\$238,564.95
03/02/2023	\$239,902.08	03/13/2023	\$239,788.42	03/23/2023	\$245,869.95
03/03/2023	\$239,782.72	03/14/2023	\$239,347.27	03/24/2023	\$239,555.40
03/06/2023	\$239,582.72	03/15/2023	\$239,251.27	03/26/2023	\$239,821.85
03/07/2023	\$239,311.01	03/16/2023	\$239,252.17	03/27/2023	\$244,052.90
03/08/2023	\$239,103.20	03/17/2023	\$239,162.17	03/28/2023	\$241,622.90
03/10/2023	\$240,304.06	03/21/2023	\$238,946.19	03/29/2023	\$242,622.90

**Overdraft and Returned Item Fees**

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



**MONTANA HIGH SCHOOL ASSOCIATION**  
**1 South Dakota**  
**Helena, MT 59601**

***Annual Dues Application and Fees Remittance Form***

Bigfork High School of Bigfork Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2023-24** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input type="checkbox"/>	Baseball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Football	<input checked="" type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Softball	<input checked="" type="checkbox"/>	Speech
<input checked="" type="checkbox"/>	Soccer	<input checked="" type="checkbox"/>	Swimming		
<input type="checkbox"/>	Swimming	<input checked="" type="checkbox"/>	Tennis		
<input checked="" type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Volleyball		
<input checked="" type="checkbox"/>	Wrestling	<input type="checkbox"/>	Wrestling		
<b>8</b>	<b>&lt;&lt; TOTAL BOYS</b>	<b>8</b>	<b>&lt;&lt; TOTAL GIRLS</b>	<b>4</b>	<b>&lt;&lt; TOTAL COMBINED</b>

**TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 20 @ \$250.00 = \$ 5,000.00**

**Remit this amount to the MHSA office before July 15th and include an ORIGINAL SIGNED FORM**

Signed/Dated: \_\_\_\_\_  
 Chair / Board of Trustees

Signed/Dated: \_\_\_\_\_  
 Superintendent or Principal

*For MHSA Use Only:*

Date Received: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Check No. \_\_\_\_\_ Late Fee: \_\_\_\_\_

Total Amount Received: \_\_\_\_\_

MONTANA HIGH SCHOOL ASSOCIATION  
1 South Dakota Avenue  
Helena, MT 59601  
(406) 442-6010

**LIABILITY CATASTROPHE PLAN REMITTANCE FORM**

We have enclosed our remittance in the amount of \$ 625.00 based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for **2023-24**.

**School** Bigfork School

**Date** 05/03/23

**Signed** \_\_\_\_\_

**High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022**

<u>Enrollment</u>	<u>Premium</u>
0-40	\$206.00
41-110	\$302.00
111-200	\$381.00
201-300	\$503.00
<b>301-400</b>	<b>\$625.00</b>
401-800	\$836.00
801+	\$1,339.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2023**.

**For MHS A Use Only**

Date Received: \_\_\_\_\_

Premium: \_\_\_\_\_

Check No: \_\_\_\_\_ Late Fee \_\_\_\_\_

MONTANA HIGH SCHOOL ASSOCIATION  
1 South Dakota Avenue  
Helena, MT 59601  
(406) 442-6010

**CONCUSSION INSURANCE REMITTANCE FORM**

We have enclosed our remittance in the amount of \$ 171.00 based on the **HIGH SCHOOL ENROLLMENT** (schedule below) to cover our school's share of Concussion Insurance premium for 2023-24.

**School** Bigfork School  
**Date** \_\_\_\_\_  
**Signed** \_\_\_\_\_

.....

**High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022**

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41.00
41-110	\$66.00
111-200	\$121.00
201-300	\$141.00
<b>301-400</b>	<b>\$171.00</b>
401-800	\$191.00
801+	\$226.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS **SIGNED** FORM AND YOUR PAYMENT BY **JULY 15, 2023**.

**For MHS A Use Only**

Date Received: \_\_\_\_\_

Premium: \_\_\_\_\_

Check No: \_\_\_\_\_ Late Fee: \_\_\_\_\_



# MONTANA HIGH SCHOOL ASSOCIATION

PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE  
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

**TO: MHSА MEMBER SCHOOL ADMINISTRATORS**

**FROM: BRIAN MICHELOTTI, EXECUTIVE DIRECTOR**

**RE: CONCUSSION INSURANCE**

The MHSА, through negotiations with our insurance broker, Dissinger Reed, can continue offering concussion insurance for all MHSА athletic participants and cheerleaders at only \$1.35 per student. The coverage includes:

- Maximum - \$25,000 per year
- Benefit Period – 1 year
- Deductible - \$0 per claim
- Eligible Person – all athletes participating in MHSА sports (including cheerleading).
- Covered Activities – participating in practice or play of sports sponsored by the MHSА (including cheerleading).
- Definition of Injury: 1) Directly and independently caused by specific accidental contact with another body or object; 2) A source of loss that is sustained while the injured person is covered under the policy and while he or she is taking part in a covered activity; 3) Resulting in a concussion.

The participant's insurance would first be billed and would pay however there would be no out-of-pocket cost for the participant up to \$25,000 per covered injury. For example, if the participant's insurance had a \$3,000 deductible and none of that deductible was met, this insurance would pay the \$3,000 so there would be no out-of-pocket cost to the family. Also, all co-pays would be covered and if there were tests not covered by the primary insurance this insurance would cover all those costs. The cost per year for schools is as follows:

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41
41-110	\$66
111-200	\$121
201-300	\$141
301-400	\$171
401-800	\$191
801+	\$226

Again, all MHSА athletes and cheerleaders would be covered, there is no deductible, and the maximum coverage per injury per year is \$25,000. This is a very proactive approach to dealing with the issues of concussion that are nationwide including the threats of litigation in every state. It also demonstrates that each school is being proactive in the event of litigation.

***If you so desire, payment may be made along with your Membership Application and Catastrophic Insurance applications.***

***Attachment (remittance form)***

**MONTANA HIGH SCHOOL ASSOCIATION  
2023-24 Catastrophic Insurance Renewal  
Mutual of Omaha**

***Summary of Lifetime Benefits***

- **Accident Medical Expense Benefit:** 100% of reasonable, customary, and necessary covered expenses, with an overall lifetime limit of \$1,000,000.
- **Deductible:** \$50,000 per injury.
- **Incurral Period:** Two (2) year incurral period in which to meet the deductible.
- **Extended Care Facility Maximum** \$365,000 per calendar year.
- **Combined Home Healthcare/Custodial Care Maximum:** \$100,000 per calendar year.
- **Maximum Physical Therapy Benefit:** \$50,000 per calendar year.
- **Accidental Death Benefit:** \$10,000.
- **Cash Benefit:** \$10,000 (for paralysis, including quadriplegia, paraplegia, or hemiplegia).

***Expanded Benefits (Total Disability Only):***

- **Lifetime Special Expense Benefit:** \$100,000 first decade; \$50,000 each decade thereafter for home remodeling or adaptation and special vehicle purchase or adaptation.
- **Lifetime Adjustment Expense Benefit:** \$50,000 Lifetime for family counseling, training, travel and loss of earnings of parents.
- **Lifetime Education Expense:** \$50,000 for tuition, room and board and other related expenses.
- **Total Disability Benefit:** A catastrophically injured student who is totally disabled at age 18 may receive \$1,500 per month for remainder of life
- **Partial Disability Benefit:** A catastrophically injured student who is partially disabled at age 18 may receive \$1,000 per month for remainder of life.

Roxanne Reed  
818-599-7126

Dear Mr. Appleby:

Though I have enjoyed my two years at Bigfork Middle School as a 7th and 8th grade math teacher I have to resign. I will be relocating and taking a break from the teaching profession to stay at home with my son. Please accept this as my formal resignation from Bigfork Middle school effective June 30, 2023.

I was truly honored to be chosen to teach in Bigfork, it is a great community and an even better school. This school has been a huge part of my life. I learned a lot in these last two years that I will be able to take with me onto my next adventure. Thank you so much for everything you have done for me and this amazing opportunity to be my best self.

If I can be of any support during the change over, please let me know.

Sincerely,

  
Roxanne Reed

# Lucas Jeffrey Baumann

[lbaumann@bigfork.k12.mt.us](mailto:lbaumann@bigfork.k12.mt.us)

PO Box 3132  
Columbia Falls, MT 59912  
406-897-4783

April 21, 2023  
Bigfork School District 38  
600 Commerce St  
Bigfork, MT 59911

## Letter of Resignation

Dear Superintendent Stack,

It has been a privilege to teach at Bigfork High School during the 2022-2023 school year. I feel that I have been treated well and valued, and I have greatly appreciated the opportunity to be part of a team that prioritizes kindness, intentionality, and professionalism. My relationships with other members of the faculty and staff have greatly contributed to the positive experience I have had here as well.

After prayerful consideration, I have decided to move on toward pursuing my passion of ministry, accepting a full-time position as a Children's Pastor at my home church in Columbia Falls. I will be starting this new position August 1. This decision is based on the needs and priorities of my family; I have nothing negative to say about Bigfork High School. I hope that if time allows my wife and I may even be able to sub here from time to time. My resignation will be effective at the end of the current school year.

Thank you for your time and the investment you have made in me as an educator. I wish nothing but the best for Bigfork School District.

Sincerely,



Lucas J Baumann

May 2, 2023

Dear Mr. Hansen,

Please accept this letter as my formal notice of resignation from the Family and Consumer Science teaching position. My last day of work will be June 9, the end date of the spring term.

I am grateful for the opportunity to teach at Bigfork High School. I would like to work closely from now until the end of the school year with my replacement to ensure that the students' learning is transitioned well. I would highly recommend Aleisha Rust to take over my position. Aleisha is currently working toward her Family and Consumer Science endorsement. She is excited to take over the middle school pathway we have discussed, as well as the school garden. She has interior design work experience, so she could take over the interior design class with ease. Her energy and positivity would be a welcome addition to our high school. Leaving wouldn't be so hard when I know my students are in good hands. I would be happy to be a part of the hiring committee.

Feel free to let me know if you have any questions. I encourage you to check out the website of the school I am joining, especially, the "What School Could Be" podcast <https://www.whea.net/>

Warmly,



Sue McGregor  
Family and Consumer Science Teacher  
Bigfork Schools

600 Commerce St. | P.O. Box 188 | Bigfork, MT 59911  
phone: (406) 837-7420  
[suem@bigfork.k12.mt.us](mailto:suem@bigfork.k12.mt.us)



Tristen Clark  
Middle School Health and PE Teacher  
Bigfork School District


4/28/23

To Mr. Appleby,

Kindly accept this as my letter of resignation from my position as Middle School teacher at Bigfork Schools. I am incredibly grateful for the opportunity I was given as a Bigfork teacher. My students have given me great pleasure and the administration has been very supportive during my time at Bigfork School District. I wish my students, the Bigfork school staff and the entire community of Bigfork nothing but the best.

Sincerely,

Tristen Clark

 5-1-23

## Board Rec

Brenda Clarke <bclarke@bigfork.k12.mt.us>

Tue 4/18/2023 11:25 AM

To: Tom Stack <tstack@bigfork.k12.mt.us>; Lacey Porrovecchio  
<lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>

Please add the following to the next Board agenda:

Board of Trustees:

I am pleased to recommend Jane Sundell as a teacher for Bigfork Elementary School. Jane is originally from Missouri and will be an upcoming graduate of Texas Christian University (May 2023) with a Bachelor of Science Degree in Early Elementary- 6<sup>th</sup> Grade Education. Jane has student teaching experience in first, second, third, and fifth grade levels in both urban and suburban areas.

Thank you,  
Brenda Clarke

5/4/2023

Dear School Board Members and Mr. Stack,  
Mr. Appleby and I are excited to recommend Crystal Kain to the position of high school and middle school Instructional Coach. Ms. Kain received a Bachelor of Science Degree in English and Secondary Education and Health Enhancement from the University of Montana Western. She earned her Master's of Education in Learning and Technology from Western Governors University in 2016/17.

Ms. Kain currently, and for the past 5 years, is an English Language Arts teacher in Polson High and Middle School. She has also taught English and Health and Human Performance at Cut Bank High School, Fort Benton, Flathead and Eureka High School.

Ms. Kain has experience with a variety of standard-based curriculum, including development, evaluation, and training facilitator of multiple curriculums. She is a past Board member of Montana Institute Education and Technology.

As you can see Ms. Kain has an extensive background in knowing and supporting curriculum design, and data analysis. We look forward to having Ms. Kain join our school community as we continue designing and implementing curriculum with the student in mind.

Thank you for your consideration,  
Mark Hansen & Charlie Appleby  
Principals  
Bigfork High & Middle School

Dear Mr. stack and Board Members,

I am excited to recommend Zack Christiansen to our Bigfork High School team as a History teacher. Mr. Christensen is finishing his student teaching at Missoula Sentinel, where he is currently teaching U.S. Government and U.S. History.

Mr. Christiansen will complete his Master's Degree in Pedagogy from the University of Northern Colorado this May. He earned a Bachelor's Degree in Journalism and Media Communications from Colorado State University in 2018 and completed his History endorsement in 2021 from Front Range Community College.

Mr. Christainsen comes from a small town in Colorado and is looking forward to putting down roots in our small town in Montana.

Mr. Christainsen will join our outstanding History department and will bring his own previous experience to make this a great department that serves all our students.

Thank you for taking the time to read my recommendation. Please let me know if I can answer any questions.

Sincerely,

Mark L. Hansen, Principal  
Bigfork High School

## David BosWell

Mike McGill <mmcgill@bigfork.k12.mt.us>

Tue 5/2/2023 3:37 PM

To: Tom Stack <tstack@bigfork.k12.mt.us>

Cc: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

I would like to recommend David BosWell for the full-time custodial position when it opens in June. David has subbed for the district in the kitchen and in custodial areas. David works hard and is constantly looking for something to do. David will be a great addition to our custodial team.

Thanks.

## 2023 - 2024 Fall Head Coach Recommendations

Matt Porrovecchio <mattp@bigfork.k12.mt.us>

Tue 5/2/2023 8:34 AM

To: Tom Stack <tstack@bigfork.k12.mt.us>

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Dear Mr. Stack,

I would like to recommend the following coaches for the 2023-2024 fall sports season:

Boys Soccer Head Coach

Open/Not Filled

Girls Soccer Head Coach

Park Schara (Returning)

Football Head Coach

Jim Benn (Returning)

Cross Country Head Coach

Ryan Nollan (Returning)

Volleyball Head Coach

Ariel Stallknecht (Returning)

Golf Head Coach

Kyle Parker (Returning)

Thank you for your consideration.

Matt Porrovecchio  
Bigfork School District  
Activities Director  
Special Services Director  
(W) 837-7420, (M) 249-3653

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

## 2023 - 2024 Winter Head Coach Recommendations

Matt Porrovecchio <mattp@bigfork.k12.mt.us>

Tue 5/2/2023 8:34 AM

To: Tom Stack <tstack@bigfork.k12.mt.us>

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Dear Mr. Stack,

I would like to recommend the following coaches for the 2023-2024 fall sports season:

Girls Swimming Head Coach

Charlie Ball (Returning)

Girls Basketball Head Coach

Cortnee Gunlock (Returning)

Boys Basketball Head Coach

John Hollow (Returning)

Boys Wrestling Head Coach

Shawn Hall (Returning)

Thank you for your consideration.

Matt Porrovecchio  
Bigfork School District  
Activities Director  
Special Services Director  
(W) 837-7420, (M) 249-3653

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

## 2023 - 2024 Fall Head Coach Recommendations

Matt Porrovecchio <mattp@bigfork.k12.mt.us>

Thu 5/4/2023 7:35 AM

To: Tom Stack <tstack@bigfork.k12.mt.us>

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Dear Mr. Stack,

I would like to recommend the following coach for the 2023-2024 fall sports season:

### Boys Soccer Head Coach

Chris Paulus (Returning - 2022/2023 Assistant Coach)

Thank you for your consideration.

Matt Porrovecchio  
Bigfork School District  
Activities Director  
Special Services Director  
(W) 837-7420, (M) 249-3653

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

---

**From:** Matt Porrovecchio <mattp@bigfork.k12.mt.us>  
**Sent:** Tuesday, May 2, 2023 8:34 AM  
**To:** Tom Stack <tstack@bigfork.k12.mt.us>  
**Cc:** Alison Wallen <awallen@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>  
**Subject:** 2023 - 2024 Fall Head Coach Recommendations

Dear Mr. Stack,

I would like to recommend the following coaches for the 2023-2024 fall sports season:

### Boys Soccer Head Coach

Open/Not Filled

### Girls Soccer Head Coach

Park Schara (Returning)

### Football Head Coach

Jim Benn (Returning)

### Cross Country Head Coach

Ryan Nollan (Returning)

### Volleyball Head Coach

Ariel Stallknecht (Returning)



Golf Head Coach  
Kyle Parker (Returning)

Thank you for your consideration.

Matt Porrovecchio  
Bigfork School District  
Activities Director  
Special Services Director  
(W) 837-7420, (M) 249-3653

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.