

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 August 16, 2023, at 4:59 pm in the high school library.

Trustees in attendance: Carol Field, Ben Woods, Paul Sandry, Dan Elwell, Zack Anderson and Julie Kreiman

Trustees absent: Christina Relyea

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

Pledge of Allegiance

Comments on non-agenda items: Monarae Tuhy asked the trustees if they stand behind the opposition of the Northwoods development. She said Trustee Woods spoke against the development as a trustee of Bigfork School District. Board Chair Sandry told Ms. Tuhy the district has not and will not take a position regarding the development.

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

- Consideration of Board Meeting Minutes for July 12 & August 8, 2023
- Consideration of All Bill Approval Lists
- Consideration of Student Activity Reports for June & July, 2023
- Consideration of District Donations
 1. Bigfork Rotary Foundation
 - a. \$1140 Cross Country
 - b. \$1140 Wrestling
 - c. \$1140 Swim
- Consideration of Out of District Students
- Consideration of Records Disposal – Business Office Records
- 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. Classified Personnel Recommended for Consideration
 - a. Jamie Slivka, Part Time Food Service Associate
 - b. Rachel Fischer, Elementary Paraprofessional
 - c. Trisha Knobloch, High School Paraprofessional
 2. Extra-Curricular Personnel Recommended for Consideration
 - a. Erik Heuchert, High School Choir Advisor
 - b. Brian Phillips, High School Pep Band Advisor
 - c. John Hollow, High School Yearbook Advisor
 - d. Josh Feller, High School Student Council Advisor
 3. Extra-Curricular Volunteers Recommended for Consideration
 - a. Tannar Cummings, Middle School Football
 - b. Lindsey Wheeler, 8th Grade Volleyball
 - c. Brandy Couture, Girls Soccer
 - d. Jane Sundell, Cross Country
 4. Certified Personnel Recommended for Consideration
 - a. Kecia House, 5-12 Art Teacher

NEW BUSINESS

- A. Resignation of Trustee Christina Relyea & Vacancy Declaration – Board Chair Sandry told trustees Dr. Relyea submitted her resignation and is moving out of the state. She was a good board member and will be missed.

A motion to approve the resignation of Trustee Relyea and vacancy declaration was made by Trustee Woods, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary trustees.

- B. Bigfork Elementary District Trustee Appointment & Oath of Office – Board Chair Sandry told trustees Deb Johnson has indicated interest in the school board.

A motion to approve the appointment of Deb Johnson as Bigfork Elementary District Trustee was made by Trustee Anderson, seconded by Trustee Woods, and approved by unanimous vote of the elementary trustees.

Flathead Superintendent of Schools Cal Ketchum swore Deb Johnson in at 5:05 pm.

- C. Professional Learning Communities Update – Superintendent Stack talked about the PLC conference administrators and staff attended in June. He went over the four essential questions and the purpose of collaboration amongst staff. He said a big takeaway from the conference is to focus all meetings on improving student learning. Principal Hansen reported most of his staff has attended a PLC conference. They are focused on extension this year. He said every department is collaborating. Mr. Appleby talked about looking at student data and collaborating with peers. Mrs. Clarke said elementary teachers have common prep time which allows them to collaborate.

- D. Consideration of District Cell Phone Use Policy – Trustee Woods went over the results of the survey sent to parents and staff. Sixty percent were in favor of a cell phone ban. He said the public forum was not well attended with 15 to 20 people in attendance. He made a motion to adopt option 3 of MTSBA policy 3630. Board Chair Sandry asked for public comment.

Deedee Meyer spoke in favor of banning cell phones, mainly for health reasons.

Carrie Garber spoke in favor of the ban.

Mac Kirk asked what teachers thought of banning cell phones. Trustee Woods answered most agree cell phones are a problem in the classroom and would enforce action taken by the board.

Dean Whitehead asked if there were options other than a full ban. Trustee Woods explained the MTSBA policy included 3 options.

Monarae Tuhy asked if students can have their phones on them. Trustee Woods said if they are out, can be taken.

Dean Whitehead asked about phones during extra-curriculars.

Carrie Garber suggested if the school office is open, no phones allowed.

Board discussion followed.

Trustee Woods made an amended motion to move forward with language from Option 2 and Option 3 banning cell phones but allowing grades 9-12 to use cell phones during lunchtime. Trustee Anderson seconded the motion. It was approved by unanimous vote of the elementary and high school trustees.

- E. District Substitute Pay – Superintendent Stack shared with the board the struggle to find employees. He recommended increasing pay for substitute teachers, paraprofessionals, custodians, food service and secretaries. He recommended keeping long term substitutes at the current rate. He explained he would like to do a bigger increase but his recommendation is

similar to the increase the unions received. He said there will be a fiscal impact.

A motion to approve District Substitute Pay as recommended by administration was made by Trustee Anderson, and seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- F. Glacier Bank Bonds Administration – Business Manager Porrovecchio explained Glacier Bank mailed a late payment notice by accident. When discussing the incident with the bank, they realized they still had former Superintendent Jensen on the district bonds. They said they would require board action to replace Mr. Jensen with current Superintendent Stack.

A motion to approve the administrative update on existing Glacier Bank Bonds was made by Trustee Kreiman, and seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- G. 2023-24 District Handbooks, Second Reading & Adoption – Board Chair Sandry asked trustees if they had changes or amendments for the handbooks. Superintendent Stack said there will likely be language changes regarding cell phones and he will add information regarding required annual notices.

A motion to approve the 2023-24 District Handbooks was made by Trustee Anderson, and seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- H. BAEA Memorandum of Understanding – Superintendent Stack explained the MOU would allow payment of the high school baseball coaches consistent with similar coaching positions.

A motion to approve the BAEA Memorandum of Understanding was made by Trustee Anderson, and seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- I. 2023-24 Physical Therapy Contract – Special Education Director/Athletic Director Porrovecchio told the board the contract included time for the PT to work with students who don't have IEPs but struggle with fine motor skills. She will work with staff to identify students and activities they can add in the classroom and in PE. Superintendent Stack said this is a one-year contract.

A motion to approve the 2023-24 Physical Therapy Contract was made by Trustee Anderson, and seconded by Trustee Field, and approved by unanimous vote of the elementary and high school trustees.

- J. Elementary & High School 2022-23 Trustee's Reports – Business Manager Porrovecchio went over district taxable values, taxes receivable and protested taxes, final budget recommendations, ending cash balances and the Trustee's Financial Reports. She said the reports are submitted to the state, the auditor and posted to the district webpage along with past reports.

A motion to approve the 2022-23 Elementary Trustee's Report was made by Trustee Kreiman, and seconded by Trustee Woods, and approved by unanimous vote of the elementary trustees.

A motion to approve the 2022-23 High School Trustee's Report was made by Trustee Field, and seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- K. Elementary & High School 2023-24 Budgets – Business Manager Porrovecchio went over the district budgeted funds. The biggest change was the K-8 debt service fund because the bond was paid off last fiscal year. The local tax requirement for the elementary budgets went down approximately \$334,000. The local tax requirement for the high school budgets went up approximately \$84,000 mostly due to increased enrollment at the high school.

A motion to approve the 2023-24 Elementary Budget was made by Trustee Anderson, and seconded by Trustee Kreiman, and approved by unanimous vote of the elementary trustees.

A motion to approve the 2023-24 High School Budget was made by Trustee Woods, and seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- L. Elementary & High School Apportionment of Ending Cash Balances – Business Manager Porrovecchio explained the apportionment of ending cash balances says how funds will be handled at the end of the fiscal year for budgeted funds. They are used to fund reserves and to decrease taxes for the ensuing year.

A motion to approve the Elementary Apportionment of Ending Cash Balances was made by Trustee Anderson, and seconded by Trustee Kreiman, and approved by unanimous vote of the elementary trustees.

A motion to approve the High School Apportionment of Ending Cash Balances was made by Trustee Anderson, and seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

COMMITTEE REPORTS

There were no committee reports.

PRINCIPALS' REPORTS

Mr. Hansen reported on PLC progress over the summer, high school student enrollment at 368, replacing departing teachers, freshman orientation and fall sports.

Mrs. Clarke talked about the coming school year and thanked the board for allowing her and some of her staff to attend the PLC conference in Minnesota.

Mr. Appleby told the board the middle school schedules are going out soon. He talked about Leadership training and orientation.

Mr. Porrovecchio gave a brief report on the start of fall sports and told them the special education department is fully staffed.

Trustee Elwell departed at 6:29.

SUPERINTENDENT REPORT

Mr. Stack talked about employee turnover over the summer. He reported the activity bus arrived and is getting wrapped. He said the electric bus should arrive in September and the diesel bus should arrive before Christmas. He gave an update on the summer maintenance projects. He and the board discussed air conditioning in the buildings. He will order 10 AC units and the Facility Committee will meet to talk about other solutions. Lastly, he talked about meeting with Jane Karas at FVCC, along with valley superintendents, to work together on providing more options to high school students. He will keep the board informed as the discussion progresses.

Board Chair Sandry asked everyone to clear the room so the board could go into executive session to discuss the superintendent evaluation. 6:41 pm

SUPERINTENDENT EVALUATION – Executive Session may be called pursuant to MCA 2-3-203(3)*

Closed Session began at: 6:43

Closed Session ended at: 6:48

SUPERINTENDENT CONTRACT

A motion to extend the Superintendent Contract through June 30, 2025 was made by Trustee Anderson, and seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school

trustees.

FUTURE MEETING SCHEULE

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

- o Wednesday, September 13, 2023
- o Wednesday, October 11, 2023
- o Wednesday, November 8, 2023
- o Wednesday, December 13, 2023
- o Wednesday, January 10, 2024
- o Wednesday, February 14, 2024
- o Wednesday, March 13, 2024
- o Wednesday, April 10, 2024

A motion to adjourn was made by Trustee Anderson, seconded by Trustee Woods, and **approved** by unanimous vote of the elementary and high school trustees.

Adjourned: 6:49 pm

District Clerk

Chairperson