

**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 June 27, 2018, at 5:00 pm in the high school library.

Trustees in attendance: Sandry, Anderson, Sullivan, Elwell, Whitney, Relyea and Martinz

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, principals Brenda Clarke and Alan Robbins, assistant principal Matt Porrovecchio, staff members and community members.

Pledge of Allegiance

Comments on non-agenda items: Community member Jeff Hider asked Mr. Jensen how the high school principal position was advertised, how the high school principal change would be communicated to parents, if a new administrative position was added and if it was budgeted for. Mr. Jensen told him the position was advertised on our website and the OPI webpage. He said the new high school principal, once selected, will communicate with parents and a new admin position has been added and is currently in the budget.

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

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

- Approval of Regular Board Meeting Minutes for June 11, 2018
- Approval of All Bill Approval Lists
- Approval of Student Activity Report for May, 2018
- Approval of Flathead Lake Brewing Company Pubhouse MS Track Uniform Donation - \$2000
- Approval of Individual Transportation Contracts for School Year 2018-19
- Approval of Interlocal Agreements
  1. Creston School District for the Transportation of Students for SY 2018-19
  2. Kalispell School District for the Transportation of Students for SY 2018-19
- Approval of Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check*
  1. Certified Personnel Recommended for Hire
    - a. Luke Thompson, Traffic Education Instructor
  2. Classified Personnel Recommended for Hire
    - a. Nola Davis, Food Service
  3. Extra-Curricular Personnel Recommended for Hire
    - a. Cole Jones, Power Teacher Mentor
  4. Special Education Contracts Recommended for Approval for 2018-19
    - a. Chuck Mollica, Occupational Therapist Contract
    - b. Heather Massey, Physical Therapist Contract
    - c. Clif Palmer, School Psychologist September through December, 2018
    - d. Brian Adams, School Psychologist January through June, 2019
    - e. Angie Hansen, Speech Language Pathologist

**NEW BUSINESS**

- A. 2018-20 CSCT Contract – Matt Jensen told the trustees CSCT has been on campus since 2010 and serves our students well. The program is fully funded by Medicaid. CSCT stands for Comprehensive School Community Treatment.

A motion to approve the 2018-20 CSCT Contract was made by Trustee Anderson, seconded by Trustee Whitney, and approved by unanimous vote of the elementary and high school trustees.

- B. Resolution to move funds from the Elementary Transportation Fund to the Interlocal Agreement Fund – Lacey Porrovecchio asked the trustees to approve moving \$49,000 from the Elementary Transportation Fund to the Interlocal Agreement Fund. Mr. Tracy has done a great job keeping costs down in the transportation funds, \$49,000 is half of the remaining budget.

A motion to approve the transfer of funds from the Elementary Transportation Fund to the Interlocal Agreement

Fund was made by Trustee Anderson, seconded by Trustee Sullivan, and approved by unanimous vote of the elementary trustees.

- C. Resolution to move funds from the High School General Fund and Transportation Fund to the Interlocal Agreement Fund – Lacey Porrovecchio asked the trustees to approve transferring \$77,967.21 from the high school General Fund and \$42,000 from the high school Transportation Fund. We had received Anticipated Unusual Enrollment funds in the General Fund that we chose not to budget in case the enrollment increase didn't materialize and the high school also had lower maintenance costs due to recent construction.

A motion to approve the transfer of funds from the High School General Fund and Transportation Fund to the Interlocal Agreement Fund was made by Trustee Anderson, seconded by Trustee Sullivan, and approved by unanimous vote of the elementary and high school trustees.

- D. Administrative Contracts for 2018-19 School Year – Paul Sandry
1. Brenda Clarke, Elementary/Middle School Principal
  2. Rob Tracy, Transportation Director
  3. Mike McGill, Maintenance Director
  4. Beau Wielcoszewski, Network Administrator
  5. Matt Porrovecchio, Activities Director/Special Education Director
  6. Alan Robbins, 5<sup>th</sup>-12<sup>th</sup> Grade Assistant Principal/5<sup>th</sup>- 12<sup>th</sup> Grade Math Teacher
  7. Lacey Porrovecchio, Business Manager/District Clerk
  8. Mark Hansen, K-8 Assistant Principal/K-12 Curriculum Director

Trustee Sandry told the board with the exception of a couple contracts, the administrative contracts took a 2% step and a 1% salary increase. The step is similar to the salary schedule steps and the 1% is the same increase the unions received. This has been the process since Mr. Kinzer was the superintendent. Trustee Sandry would like to explore changing the process in the future. He said there were also minor language changes to the contracts. One of the exceptions was Beau Wielcoszewski's contract. He was changed to a Network Administrator and his new salary was figured at the Assistant Principal lane, year 3 in board policy. The salary on Mark Hansen's administrative contract was discussed. Mr. Jensen told the trustees he figured the salary with half using the board policy and the other half using the highest paid teacher amount, but would be in support of using the board policy, which would increase the salary approximately \$3700. Board discussion followed and trustees agreed to issue the contract with the higher amount per board policy. Trustee Sandry told the trustees Mr. Robbins contract was based on his daily rate at 187 days for 2018-19.

A motion to approve the Administrative Contracts for School Year 2018-19 with the amendment to Mark Hansen's salary was made by Trustee Sullivan, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- E. Administrative Support Staff Salaries – Trustee Sandry asked the board to approve salaries for district office staff and nurse Jen Knopik with the 2% step and 1% salary increase.

A motion to approve the Administrative Support Staff Salaries for School Year 2018-19 was made by Trustee Anderson, seconded by Trustee Sullivan, and approved by unanimous vote of the elementary and high school trustees.

### **PRINCIPAL REPORTS**

Elementary- Mr. Jensen reported to the trustees he and Mrs. Clarke have been looking at end of year budgets. The elementary has been updating heaters for the last 10 years and this year they will be able to finish the project using heaters pulled out of the high school. There will also be carpet and cabinet work done and a curriculum purchase for Wonders for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade.

Alan Robbins- Mr. Robbins talked to the trustees about graduation in the high school gym. He commended Mr. Appleby and Mr. Kelly. Mr. Robbins said all of the seniors graduated and the graduation rate should be increasing.

Matt Porrovecchio- Mr. Porrovecchio said he is settling in with his new position.

Mark Hansen- Mr. Hansen said he is busy learning his new position.

**SUPERINTENDENT REPORT**

Mr. Jensen told the trustees about drivers ed. He talked about the upcoming high school principal interviews, a dedication ceremony done on campus for a CTA staff member who worked on our high school project, and end of year budgets including the high school building fund. Mr. Jensen proposed using the remaining bond funds to do an addition on the shop for \$67,000 and remaining funds after that will be used for technology purchases. Board discussion followed. Mr. Jensen will move forward with bond funds as proposed.

**FUTURE MEETING SCHEULE**

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

- o July 25, 2018
- o August 22, 2018
- o September 12, 2018
- o October 10, 2018
- o November 14, 2018
- o December 12, 2018
- o January 9, 2019
- o February 13, 2019
- o March 13, 2019
- o April 10, 2019
- o May 8, 2019

Superintendent Evaluation Review – Executive Session may be called pursuant to MCA 2-3-203(3)

Closed Session began at 5:47 pm

Closed Session ended at 6:37 pm

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

Adjourned: 6:37 pm

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District Clerk

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Chairperson