

REGULAR BOARD MEETING

August 22, 2018

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 22, 2018, at 5:02 pm in the high school library.

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

Trustees Absent: Elwell

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, principals Brenda Clarke and Mark Hansen, Activity Director Matt Porrovecchio, 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 Sullivan, seconded by Trustee Whitney, 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 Relyea, and **approved** by unanimous vote of the elementary and high school trustees.

- Approval of Regular Board Meeting Minutes for July 25, 2018
- Approval of All Bill Approval Lists
- Approval of Student Activity Report for July, 2018
- Approval of Flathead Crossroads Interlocal Agreement for 2018-19
- Approval of Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check*
 1. Substitute Personnel Recommended for Hire
 - a. Josiah Wagoner, Substitute Custodian
 - b. Pam Acker, K-8 Substitute Teacher
 - c. Shirley Stine, K-8 Substitute Teacher
 2. Classified Personnel Recommended for Hire
 - a. Garrett Hamacher, Custodian
 3. Extra-Curricular Personnel Resignation
 - a. Derek Ford, MS Football
 4. Extra-Curricular Personnel Recommended for Approval for 2018-19
 - a. Teresa Nelson, Cross Country, Stipend Split
 - b. Ryan Nollan, MS Football
 5. Extra-Curricular Volunteers Recommended for Approval for 2018-19
 - a. Sue Loeffler, Cross Country

REPORTS & PRESENTATIONS

- A. Annual Bigfork School District Report – Matt Jensen went over his report to the trustees which included information under 5 categories, including District Goals, District Policies, Superintendent Duties, District Finances and Communicating with the Community. Board discussion followed. There were 2 action items identified for the September meeting, District Goals update and Matt requested direction from the board on some specific objectives.

NEW BUSINESS

- A. MontanaSky Contact – Matt Jensen explained the details of the proposed contract. He said he had been working on it for months with MontanaSky and their lawyer and Trustee Sandry had reviewed and supported the contract.

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

- B. School Records Disposal – Lacey Porrovecchio asked the trustees to approve disposing 61 boxes of school records. The School Records Retention guidelines were followed.

A motion to approve the school records disposal was made by Trustee Martinz, seconded by Trustee Whitney, and approved by unanimous vote of the elementary and high school trustees.

- C. Approval of Elementary and High School 2017-18 Trustee's Report – Lacey Porrovecchio went over the 2017-18 Trustee's Financial Summary.

A motion to approve the Elementary and High School 2017-18 Trustee's Reports was made by Trustee Whitney, seconded by Trustee Sullivan, and approved by unanimous vote of the elementary and high school trustees.

- D. Approval of Elementary and High School 2018-19 Budgets – Lacey Porrovecchio went over the proposed 2018-19 budgets.

A motion to approve the Elementary and High School 2018-19 Budgets was made by Trustee Whitney, seconded by Trustee Sullivan, and approved by unanimous vote of the elementary and high school trustees.

- E. Approval of Elementary and High School Apportionment of Ending Cash Balances – Lacey Porrovecchio went over the June, 2018 ending cash balances for budgeted funds.

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

PRINCIPAL REPORTS

Brenda Clarke- Mrs. Clarke talked about the new Student Information System- Powerschool and the upcoming open house.

Mark Hansen- Mr. Hansen told the trustees he has been working on RTI, freshman orientation, dual credit courses and teacher inservice. He commended Mrs. Munson for the work and time she has put in this summer. .

Matt Porrovecchio, AD- Mr. Porrovecchio reported 41% of the student body is participating in fall activities. He also let them know about the upcoming MS Jump Start meeting. 3

SUPERINTENDENT REPORT

Mr. Jensen commended Mr. Hansen, Mrs. Clarke and Mr. Porrovecchio for the work they did over the summer. He let the trustees know the part time choir position is still open.

FUTURE MEETING SCHEULE

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

- 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

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

Adjourned: 6:58 pm

Board Chair Sandry asked the trustees to take a quick break and reconvene for Executive Session.

District Clerk

Chairperson

Lacey Porrovecchio

From: Lacey Porrovecchio
Sent: Thursday, September 06, 2018 11:59 AM
To: Lacey Porrovecchio
Subject: FW: Board Recommendation

From: Mark Hansen
Sent: Wednesday, September 05, 2018 8:38 AM
To: Matt Jensen <mattj@bigfork.k12.mt.us>
Cc: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>
Subject: Board Recommendation

Board of Trustees,

I am pleased to recommend Teresa Nelson to the VHS/MTDA Coordinator position at Bigfork High School. Mrs. Nelson has been a Special Education para educator for 13 years in the Thompson Falls School District. At the present Mrs. Nelson is taking classes at FVCC, finishing her prerequisites, so she can apply to Physical Therapy Assistant program. She is also an assistant coach with our Cross Country program.

I believe Mrs. Nelson's ability to work with all students will be an asset to our district. Mrs. Nelson comes highly recommended from her previous school and already has a connection with some our students at Bigfork High School.

Sincerely,
Mark Hansen

Lacey Porrovecchio

From: Brenda Clarke
Sent: Tuesday, September 04, 2018 2:33 PM
To: Matt Jensen; Lacey Porrovecchio
Subject: Board Rec

Matt,
Please add this to the next Board agenda:

Board of Trustees:

I would like to recommend Valerie Jordan as a para professional for Bigfork Elementary & Middle Schools. Valerie previously worked for us for a few months in 2017 before moving out of town. Valerie has many years experience as an administrative assistant and is passionate about children. She has also been a substitute teacher and teacher's assistant in Florida. She will be a wonderful addition to our team.

Brenda Clarke

Lacey Porrovecchio

From: Lacey Porrovecchio
Sent: Wednesday, August 29, 2018 9:11 AM
To: Lacey Porrovecchio
Subject: FW: Network Technician Recommendation

From: Matt Jensen
Sent: Wednesday, August 29, 2018 8:49 AM
To: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>
Subject: FW: Network Technician Recommendation

Lacey,

Please see the below and add it to the September agenda.

Thanks
Matt J

From: Beau Wielkoszewski <bwielkoszewski@bigfork.k12.mt.us>
Date: Tuesday, August 28, 2018 at 4:26 PM
To: Matt Jensen <mattj@bigfork.k12.mt.us>
Cc: Sue Zielanski <szielanski@bigfork.k12.mt.us>, Tanya McAnally <tanyam@bigfork.k12.mt.us>
Subject: Network Technician Recommendation

Matt,

The interview panel with Sue Zielanski and Tanya McAnally interviewed two candidates today, August 28th. The panel found Dayton Ravetto to be the unanimous pick for the new network technician position. He is well-qualified, well-spoken and would make an excellent addition to Bigfork School District. We recommend him for immediate hire in the position.

R/

Beau Wielkoszewski
Bigfork School District IT
<https://keybase.io/bwielkoszewski>

Lacey Porrovecchio

From: Lacey Porrovecchio
Sent: Friday, September 07, 2018 11:18 AM
To: Lacey Porrovecchio
Subject: FW: Substitutue Recommendation

From: Matt Jensen
Sent: Friday, September 07, 2018 10:59 AM
To: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>
Subject: FW: Substitutue Recommendation

Please add to the agenda.

Matt J

From: Matt Porrovecchio <mattp@bigfork.k12.mt.us>
Date: Thursday, September 6, 2018 at 11:39 AM
To: Matt Jensen <mattj@bigfork.k12.mt.us>
Subject: Substitutue Recommendation

Dear Mr. Jensen,

I would like to recommend **Mrs. Josi Richter** as a substitute for Bigfork Schools. Josi has more than 30 years of teaching experience in both special education and regular education. She comes highly recommended from her previous teaching positions. Her background and experience will make her a great addition to our team.

Thank you for your consideration.

Lacey Porrovecchio

From: Brenda Clarke
Sent: Tuesday, September 04, 2018 2:51 PM
To: Matt Jensen; Lacey Porrovecchio
Subject: Board Rec

Matt,
Please add this to the next Board agenda:

Board of Trustees:

I am pleased to recommend Patrick Johnston and Elise Van Valkenburg as the facilitators for our Middle School study back program. Study back sessions are meant to support student success. These sessions are typically for Tier 2 interventions for students who need extra support with completing their work. Patrick Johnston is our current 7th & 8th grade math teacher and Elise Van Valkenburg is our current 7th & 8th grade science teacher. They will both be excellent facilitators.

Board of Trustees:

I am pleased to recommend Bronson Erickson and Julie Atkinson as our Student Council Advisors. Bronson is our current Middle School Social Studies teacher and Julie is our current 5-12 Special Education teacher. They will both be great in guiding our student leaders in representing their fellow students, making decisions important to the student body, and planning Middle School events.

Lacey Porrovecchio

From: Brenda Clarke
Sent: Thursday, September 06, 2018 9:02 AM
To: Matt Jensen; Lacey Porrovecchio
Cc: Alison Wallen
Subject: Board Rec

Matt,
Please add these to the next Board agenda:

Board of Trustees:

I am pleased to recommend Maggie Sand as the Middle School yearbook advisor for the 2018-2019 school year. Maggie has a Bachelor of Science degree in Meteorology and is currently a para professional with us. She did an outstanding job with this position last year and the students really enjoyed the work. Maggie has been a CASA representative for the past three years in addition to substitute teacher for Bigfork Elementary and Middle Schools. Prior to this, she worked for various weather consulting firms and weather services as a meteorologist. Maggie will continue to be a wonderful yearbook advisor.

Brenda Clarke

Board of Trustees:

I am pleased to recommend Heather Epperly as the Elementary and Middle School Music/Art and Special Event advisor for the 2018-2019 school year. Heather directs musicals, dances, concerts, and other special events for both schools during school off-hours.

Brenda Clarke

Board of Trustees:

I would like to recommend Randi Tunnell as the Middle School Band advisor for the 2018-2019 school year. Randi directs band concerts, music festivals, and individual lessons during school off-hours. Her band program is very popular in both the Middle School and High School.

Brenda Clarke

Lacey Porrovecchio

From: Lacey Porrovecchio
Sent: Friday, September 07, 2018 7:39 AM
To: Lacey Porrovecchio
Subject: FW: Board Rec's

From: Mark Hansen
Sent: Thursday, September 06, 2018 3:01 PM
To: Alison Wallen <awallen@bigfork.k12.mt.us>
Subject: Board Rec's

Board of Trustees,

I am pleased to recommend Randi Tunnel for the positions of High School Pep Band Director and High School Band Advisor. Mrs. Tunnel has been head of the Band Department at Bigfork Schools since 2010. Her passion for these programs have led to Bigfork having an outstanding program that any school in the state would be proud to have.

I am also pleased to recommend Charlie Appleby to the position of HS Yearbook/Annual Advisor. Mr. Appleby has taught in the English Department at Bigfork High School for 13 years. His commitment to our school and students is unsurpassed.

I am recommending Josh Feller to continue as Bigfork High School Student Council Advisor. Mr. Feller has been part of our Math Department for the past 8 years. He is willing to support our students as a teacher, coach and advisor.

Sincerely,
Mark Hansen- Principal
Bigfork High School

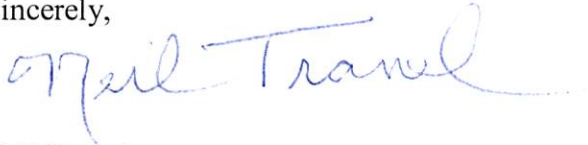
September 7, 2018

To Bigfork Schools,

This note is to inform Bigfork Schools that October 31, 2018 will be my last day of work for District 38.

I have always appreciated the support and ATTA-BOYS the staff and students have given me through the years.

Sincerely,

A handwritten signature in blue ink that reads "Neil Tranel". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Neil Tranel