#### **REGULAR BOARD MEETING**

**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 December 12, 2018, at 5:04 pm in the high school library.

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

Trustees Absent: Anderson, Sullivan

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principals Mark Hansen and Brenda Clarke, Activity Director Matt Porrovecchio and a staff member.

Pledge of Allegiance

There were no comments on non-agenda items.

A motion to <u>approve the agenda</u> was made by Trustee Relyea, seconded by Trustee Whitney, and **approved** by unanimous vote of the elementary school and high school trustees.

A motion to <u>approve the consent agenda</u> was made by Trustee Relyea, seconded by Trustee Martinz, and **approved** by unanimous vote of the elementary and high school trustees.

Board Chair Sandry expressed gratitude for the band and wrestling program donations.

- Approval of Regular Board Meeting Minutes for November 14, 2018
- Approval of All Bill Approval Lists
- Surplus Property Resolution HP 1050c Deskjet Format Plotter
- Band Program Donation Mary Siloti, \$4000
- Wrestling Program Donations
  - 1. \$5000, Mark Tudahi
  - 2. \$5000, Bigfork Wrestling Club
- Approval 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 Approval
    - a. James Patrick, High School Substitute Teacher

#### **OLD BUSINESS**

A. Bigfork School District Goals – Matt Jensen reviewed the board goals. He let trustees know the goals can be reviewed and changed anytime. Board discussion followed. Mr. Jensen let the board know he is working with Sheriff Heino on the SRO.

### **COMMITTEE REPORTS**

Trustee Whitney reported on the middle school/high school math HPT she attended. They are working on identifying standards and making sure they are hit in their curriculums. Discussion followed.

Trustee Whitney and Trustee Martinz reported they attended the NWMASS meeting with local legislators. Topics included health care costs and preschool. Mr. Jensen told the trustees he talked with Senator Regier about 2 minor changes in the law that could benefit the district. He is proposing a change to a transportation law and to the law regarding ANB for out of district digital learning students.

#### **PRINCIPAL REPORTS**

Brenda Clarke- Mrs. Clarke talked to the trustees about events in the elementary for the holidays, the My Voice Survey, and an increase in CPS calls this year.

Mark Hansen- Mr. Hansen reported parent teacher conferences went well. He commended Mrs. Tunnell for the band concert and commended Mr. Appleby for the speech meet.

Matt Porrovecchio- Mr. Porrovecchio talked briefly about the tennis court property. He talked about winter activity participation (122 students) and let the trustees know a few coaches will not be returning next year.

### SUPERINTENDENT REPORT

Mr. Jensen told the board the 2018-19 high school enrollment is less than expected and per OPI the district will receive less funds in the general fund. The shortfall will be covered by funds set aside this fall after the student count in October.

Mr. Jensen also talked about the work the HPTs are doing this year with the 4 essential questions, standards and curriculum. Board discussion followed.

### **FUTURE MEETING SCHEULE**

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

- o January 9, 2019
- o February 13, 2019
- o March 13, 2019
- o April 10, 2019
- o May 8, 2019

A motion to <u>adjourn</u> was made by Trustee Relyea, seconded by Trustee Whitney, and **approved** by unanimous vote of the elementary and high school trustees.

Adjourned: 5:47 pm

**District Clerk** 

Chairperson

Page: 1 of 1 Report ID: S100R

Statement of Activity Closing Balance	192029.80	
Plus Outstanding Checks	7189.69	
Minus Outstanding Deposits	0.00	
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Balance	199219.49	
Minus Receipts in Transit	4727.64	
•		1 -
Minus Receipts in Transit Statement Balance	194491.85	VP
		Mark
		12.10.10
Debits		•
Checks Cleared	9860.44	
Misc Charges		
Total Debits	9886.26	
	5000.20	
đ		
Credits		
Deposits Cleared	14860.29	
Misc Earnings	0.00	
Total Credits	14860,29	
Misc tarnings	0.00	



PO Box 308 Bigfork, MT 59911

ADDRESS SERVICE REQUESTED >006924 4020782 0001 092504 102

BIGFORK SCHOOL DISTRICT PO BOX 188 BIGFORK MT 59911-0188

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# Statement Ending 11/30/2018

BIGFORK SCHOOL DISTRICT Page

Account Number: XXXXXXXXXXXXXX2409

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Client Center	Contact	855-342	-3400		
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Earlier this year, First Interstate Bank changed vendors for processing foreign wires. To ensure a smooth transition, we instituted a grace period during which clients could continue to receive incoming foreign wires using instructions for the previous vendor. This grace period will end on December 31, 2018. **Beginning January 1, 2019**, new instructions must be followed when submitting a foreign wire transfer. These instructions can be found at

https://www.firstinterstatebank.com/docs/Foreign\_Wire\_Instructions.pdf. If you have questions regarding this change, please contact your local branch.

### Summary of Accounts

Account Type	Account Number	Ending Balance
50 NSC BUSINESS CHKG CORP/PTNR	XXXXXXXXXXX2409	\$194,491.85
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## 50 NSC BUSINESS CHKG CORP/PTNR-XXXXXXXXXXX2409

Account Su	-			
Date 11/01/2018	•	,517.82		
11/01/2010	• •	,860.39		
	• /	,886.36		
11/30/2018	Ending Balance \$194	,491.85		
Account Ac			Que dite	
Post Date	Description	Debits	Credits	Balance
11/01/2018	Beginning Balance	07001		\$189,517.82
11/01/2018	Rerun Rtn Deposit Item Fee 09290168 1412 50000			\$189,516.82
11/01/2018	CHECK # 32908	\$80.00		\$189,436.82
11/02/2018	DEPOSIT		\$0.10	\$189,436.92
11/02/2018	DEPOSIT	222.24	\$2,095.50	\$191,532.42
11/02/2018	CHECK # 32884	\$83.94		\$191,448.48
11/03/2018	953205952880 MERCHANT BNKCD FEE	\$24.92		\$191,423.56
11/05/2018	CHECK # 32888	\$115.92		\$191,307.64
11/06/2018	CHECK # 32894	\$1,288.00		\$190,019.64
11/06/2018	CHECK # 32907	\$80.00		\$189,939.64
11/07/2018	CHECK # 32909	\$90.00		\$189,849.64
11/07/2018	CHECK # 32910	\$90.00		\$189,759.64
11/08/2018	CHECK # 32906	\$144.52	<u></u>	\$189,615.12
11/09/2018	DEPOSIT		\$1,671.00	\$191,286.12
11/09/2018	CHECK # 32815	\$48.00		\$191,238.12
11/09/2018	CHECK # 32816	\$60.00		\$191,178.12
11/13/2018	CHECK # 32918	\$80.00		\$191,098.12
11/14/2018	CHECK # 32912	\$60.00		\$191,038.12
11/14/2018	CHECK # 32916	\$30.00		\$191,008.12
11/14/2018	CHECK # 32919	\$80.00		\$190,928.12
11/14/2018	CHECK # 32920	\$120.00		\$190,808.12
11/14/2018	CHECK # 32921	\$120.00		\$190,688.12
11/15/2018	CHECK # 32795	\$71.94		\$190,616.18
11/15/2018	CHECK # 32829	\$113.20		\$190,502.98
11/15/2018	CHECK # 32844	\$72.00		\$190,430.98
11/15/2018	CHECK # 32861	\$112.32		\$190,318,66
11/15/2018	CHECK # 32865	\$48.00		\$190,270.66
11/15/2018	CHECK # 32877	\$4.32		\$190,266.34
11/15/2018	CHECK # 32886	\$126.44	<u></u>	\$190,139.90
11/15/2018	CHECK # 32887	\$112.32		\$190,027.58
11/15/2018	CHECK # 32899	\$112.32		\$189,915.26
11/15/2018	CHECK # 32902	\$140.53		\$189,774.73
11/15/2018	CHECK # 32915	\$50.00		\$189,724.73
11/15/2018	CHECK # 32927	\$4,080.20		\$185,644.53
11/15/2018	CHECK # 32928	\$238.20		\$185,406.33
11/16/2018	DEPOSIT		\$9,740.89	\$195,147.22
11/16/2018	CHECK # 32924	\$267.17		\$194,880.05
11/16/2018	CHECK # 32925	\$140.54		\$194,739.51
11/16/2018	CHECK # 32926	\$115.86		\$194,623.65
11/19/2018	CHECK # 32890	\$272.66		\$194,350.99
11/19/2018	CHECK # 32929	\$100.54		\$194,250.45
11/19/2018	CHECK # 32930	\$237.50		\$194,012.95
11/20/2018	CHECK # 32911	\$60.00		\$193,952.95
11/20/2018	CHECK # 32917	\$20.00		\$193,932.95
11/20/2018	CHECK # 32922	\$80.00		\$193,852.95

### 50 NSC BUSINESS CHKG CORP/PTNR-XXXXXXXXXXX2409 (continued)

Account Ac	tivity (continued)			
Post Date	Description	Debits	Credits	Balance
11/20/2018	CHECK # 32923	\$80.00		\$193,772.95
11/21/2018	CHECK # 32931	\$26.00		\$193,746.95
11/26/2018	CHECK # 32935	\$120.00		\$193,626.95
11/27/2018	CHECK # 32933	\$26.00		\$193,600.95
11/27/2018	CHECK # 32900	\$50.00		\$193,550.95
11/27/2018	CHECK # 32934	\$26.00		\$193,524.95
11/27/2018	CHECK # 32936	\$120.00		\$193,404.95
11/28/2018	CHECK # 32945	\$80.00		\$193,324.95
11/29/2018	CHECK # 32946	\$80.00		\$193,244.95
11/30/2018	DEPOSIT		\$1,352.90	\$194,597.85
11/30/2018	CHECK # 32932	\$26.00		\$194,571.85
11/30/2018	CHECK # 32947	\$80.00		\$194,491.85
11/30/2018	Ending Balance			\$194,491.85

### **Checks Cleared**

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
32795	11/15/2018	\$71.94	32906*	11/08/2018	\$144.52	32925	11/16/2018	\$140.54
32815*	11/09/2018	\$48.00	32907	11/06/2018	\$80.00	32926	11/16/2018	\$115.86
32816	11/09/2018	\$60.00	32908	11/01/2018	\$80.00	32927	11/15/2018	\$4,080.20
32829*	11/15/2018	\$113.20	32909	11/07/2018	\$90.00	32928	11/15/2018	\$238.20
32844*	11/15/2018	\$72.00	32910	11/07/2018	\$90.00	32929	11/19/2018	\$100.54
32861*	11/15/2018	\$112.32	32911	11/20/2018	\$60.00	32930	11/19/2018	\$237.50
32865*	11/15/2018	\$48.00	32912	11/14/2018	\$60.00	32931	11/21/2018	\$26.00
32877*	11/15/2018	\$4.32	32915*	11/15/2018	\$50.00	32932	11/30/2018	\$26.00
32884*	11/02/2018	\$83.94	32916	11/14/2018	\$30.00	32933	11/27/2018	\$26.00
32886*	11/15/2018	\$126.44	32917	11/20/2018	\$20.00	32934	11/27/2018	\$26.00
32887	11/15/2018	\$112.32	32918	11/13/2018	\$80.00	32935	11/26/2018	\$120.00
32888	11/05/2018	\$115.92	32919	11/14/2018	\$80.00	32936	11/27/2018	\$120.00
32890*	11/19/2018	\$272.66	32920	11/14/2018	\$120.00	32945*	11/28/2018	\$80.00
32894*	11/06/2018	\$1,288.00	32921	11/14/2018	\$120.00	32946	11/29/2018	\$80.00
32899*	11/15/2018	\$112.32	32922	11/20/2018	\$80.00	32947	11/30/2018	\$80.00
32900	11/27/2018	\$50.00	32923	11/20/2018	\$80.00			
32902*	11/15/2018	\$140.53	32924	11/16/2018	\$267,17			
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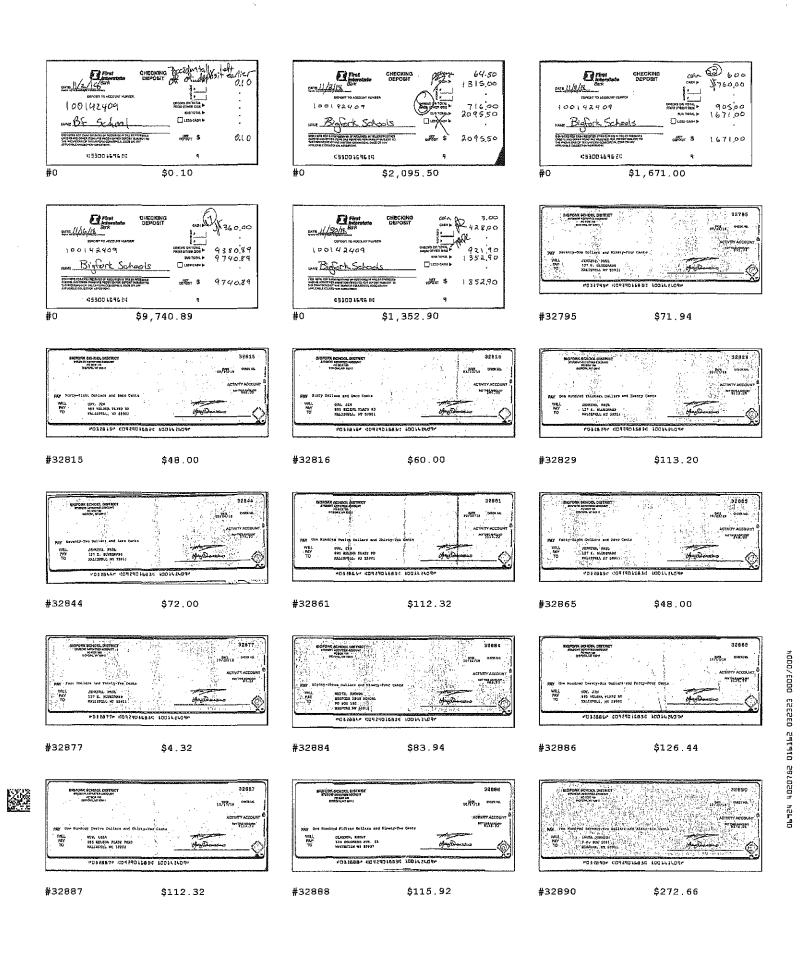
\* Indicates skipped check number

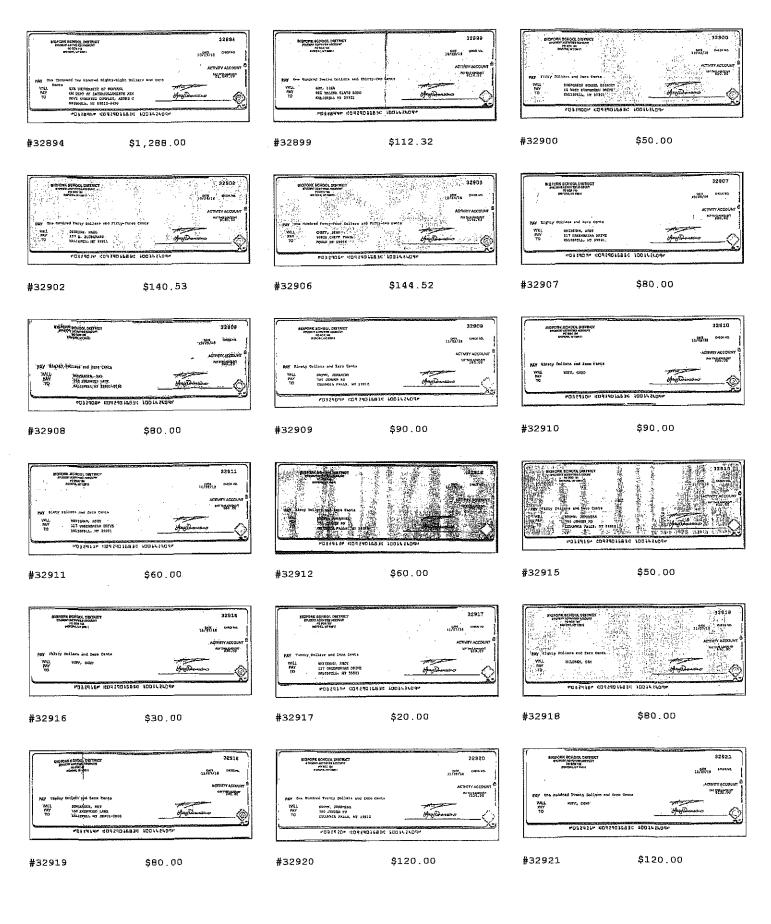
### **Daily Balances**

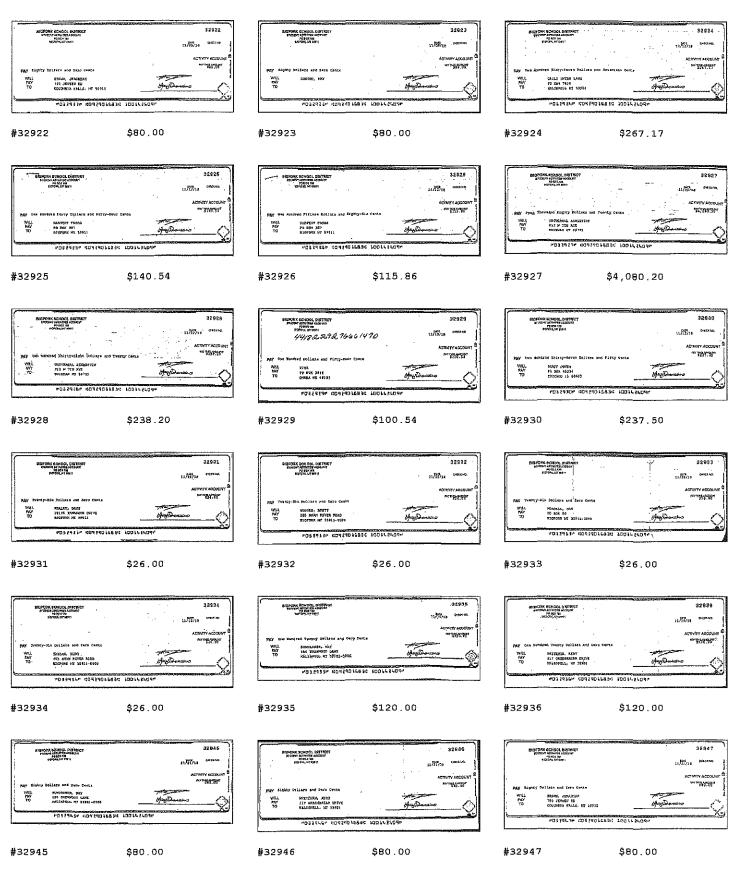
Date	Amount	Date	Amount	Date	Amount
11/01/2018	\$189,436.82	11/09/2018	\$191,178.12	11/21/2018	\$193,746.95
11/02/2018	\$191,448.48	11/13/2018	\$191,098.12	11/26/2018	\$193,626.95
11/03/2018	\$191,423.56	11/14/2018	\$190,688,12	11/27/2018	\$193,404.95
11/05/2018	\$191,307.64	11/15/2018	\$185,406.33	11/28/2018	\$193,324.95
11/06/2018	\$189,939.64	11/16/2018	\$194,623.65	11/29/2018	\$193,244.95
11/07/2018	\$189,759.64	11/19/2018	\$194,012.95	11/30/2018	\$194,491.85
11/08/2018	\$189,615.12	11/20/2018	\$193,772.95		

### **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







December 7, 2018

Ken Jones 30743 MT Hwy 209 #3 Bigfork MT 59911

Dear Ken,

First of all, I would like to thank you for your years of service at Bigfork School District. We will miss seeing you here! It is my understanding you intend to resign from your custodial position at Bigfork School District. If this is incorrect and you plan to return to work, please do not hesitate to contact me. I believe we still need documentation from your physician clearing you for work, but I would be glad to review that with you. Regardless, I greatly appreciate your service at Bigfork School District.

Sincerely,

Matt Jensen

Superintendent, Bigfork School District

I, Ken Jones, am resigning my position of maintenance/custodial from Bigfork School District #38.

Sincerely, 10/18

Ken Jones

Date

12-30-2018

Nola Davis P.D. Box 698 Bigfork Mt. 59911

# Re: LETTER OF RESIGNATION

As many of you are aware, After two years of legal work to get a young man < Boy) < Christian Avison > out of an abusive group home the courts have awarded Me quardianship.

At this time I am dedicating my life and time to helping this young man gain his health back and finding security in a Loving Forever home.

Please except this as my formal notice of resignation, from my position of food services at Bigfork Elementary and High school.

Making my last day of employment the week of Jan 14th 2019.

I am very grateful to have been a part of the Bigfork School Team. I will miss working with so many of you and deeply miss the interaction with all the students.



Thankyou, And I Pray Gods quidance S and Blessing's on the Bigfork School Board.

### BIGFORK ELEMENTARY & MIDDLE SCHOOLS 600 Commerce P.O. Box 188 BIGFORK, MT 59911 Telephone: (406) 837-7412—Fax: (406) 837-7438 Brenda Clarke, Elementary & Middle School Principal

December 21, 2018

Board of Trustees:

I would like to recommend Ms. Kristi Root as a K-8 substitute teacher and substitute aide for Bigfork School District. Ms. Root has experience working with children in a pre-school setting and has years of experience working with people in the food industry. She also shared that she considered going to school to earn a degree in education as she has always enjoyed working with kids.

I was impressed with Ms. Root's calm demeanor and the genuine care she expressed for the kids and learning. She took time to research the role of a substitute and gathered information from our current subs and teachers. During the interview, she shared what she learned and asked additional questions to gather specific information about our school and the role of a substitute. Ms. Root's desire to work with kids, her interest in education, and dedication to being prepared will make her a great sub for Bigfork School District 38.

Sincerely,

Alan Robbins

