

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 26, 2019, at 5:00 pm in the high school library.

Trustees in attendance: Paul Sandry, Zack Anderson, Dana Whitney, Aaron Parish and Dan Elwell

Trustees Absent: Jessica Martinz and Christina Relyea

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Activity Director Matt Porrovecchio, staff members and community members.

Pledge of Allegiance

Board Chair Sandry asked for a moment of silence for the Martinz family.

Comments on non-agenda items:

BAEA Union President Rhonda White asked if there was anything the Martinz family needed at this time. Discussion followed.

Ms. White also asked where special meetings were posted and where she could find the preliminary budgets. Business Manager Lacey Porrovecchio told her both are posted on the school website.

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

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

- Approval of Regular Board Meeting Minutes for May 15, 2019 Board Meeting & May 21, 2019 Board Workshop
- Approval of All Bill Approval Lists
- Approval of Student Activity Reports for May, 2019
- Approval of Booster Club Donation for High School Gym Camera System - \$4950
- Approval of Individual Transportation Contracts for School Year 2019-20
- Approval of Transportation Interlocal Agreements for the Transportation of Students for the 2019-20 School Year
 1. Swan River School District
 2. Salmon Prairie School District
 3. Somers/Lakeside School District
 4. Creston School District
 5. Kalispell School District
- 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. Classified Personnel Resignations
 - a. Valerie Jordan, Paraprofessional
 - b. Rachel Jeffords, Paraprofessional
 - c. Teresa Nelson, Paraprofessional
 - d. Tammy Douglas-Hand, Food Service
 2. Certified Personnel Resignation
 - a. Michelle Kaney, Elementary Teacher
 3. Classified Personnel Recommended for Hire
 - a. Cindi Tranel, Extended School Year Instructor
 4. Certified Personnel Recommended for Hire
 - a. Christina Nadeau, High School Special Education/RTI Teacher
 - b. Stacey Hautanen, Middle School Special Education Teacher
 - c. Aleandra Fetveit, Elementary & Middle School Summer Tutor
 - d. Natalie Burton, High School English Teacher
 - e. Cole Jones, High School Summer Math Tutor
 - f. Nate Johnson, Middle School English Teacher

- g. Elizabeth Fetterhoff, Middle School English Teacher
- h. Tawny Kinslow, Elementary Teacher
- i. John Hollow, High School Business Education Teacher
- 5. Substitute Personnel Recommended for Approval
 - a. Samantha Varner, K-8 Substitute Teacher
 - b. Steve Morgan, Driver Education Substitute Teacher
- 6. Extra-Curricular Personnel Recommended for Approval for 2019-20
 - a. Maddy Jones, Girls Soccer Assistant
 - b. Connor Coleman, High School Football Assistant
 - c. Eric Thorness, High School Football Assistant
 - d. Tristen Clark, High School Football Assistant
 - e. Brandy Couture, Girls Basketball Junior Varsity Coach
 - f. Jazper Torres, Girls Basketball Freshman Coach
 - g. John Hollow, High School Boys Varsity Basketball Coach

NEW BUSINESS

- A. Montana Medical Billing Contract for 2019-20 – Lacey Porrovecchio told the trustees there is one other company in Montana that does Medicaid billing for schools and they charge a higher percent of claims.

A motion to approve the 2019-20 Montana Medical Billing Contract was made by Trustee Elwell, seconded by Trustee Whitney, and approved by unanimous vote of the elementary and high school trustees.

- B. 2018-19 Year End Bonus – Matt Jensen explained end of year General Fund money has historically been used for major maintenance projects and sometimes moved to the Interlocal Agreement. The Interlocal Agreement will be at approximately 10% of the operating budget. The end of year General Fund money comes from dozens of lines with variable expenses each year- substitutes, plowing, heating, etc. Because the Interlocal Agreement is at 10%, Mr. Jensen proposes giving a 2% bonus to staff. For Classified staff he proposes 2% or \$500, whichever is higher. Board discussion followed with the trustees agreeing to table until after negotiations and discuss at the July board meeting.
- C. Resolution to Move Funds from the Elementary Transportation & General Funds to the Interlocal Agreement Fund – Lacey Porrovecchio asked the trustees to approve moving \$49,000 from the Elementary Transportation Fund, which is half of the remaining funds, and \$55,000 from the Elementary General Fund to the Interlocal Agreement Fund.

A motion to approve moving funds from the Elementary Transportation & General Funds to the Interlocal Agreement Fund was made by Trustee Anderson, seconded by Trustee Whitney, and approved by unanimous vote of the elementary and high school trustees.

- D. Resolution to Move Funds from the High School Transportation & General Funds to the Interlocal Agreement Fund – Lacey Porrovecchio asked the trustees to move \$35,000 from the High School Transportation Fund, which is half of the remaining funds, and \$49,225 from the High School General Fund to the Interlocal Agreement Fund.

A motion to approve moving funds from the Elementary Transportation & General Funds to the Interlocal Agreement Fund was made by Trustee Anderson, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- E. Administrative Contracts for 2019-20 School Year – Board Chair Sandry explained the administrative contracts included a 2% step and a 1% salary increase, which is what was projected for the unions. Board discussion followed, including considering waiting to approve the administrative contracts until negotiations are done with the unions. Board Chair Sandry asked to table the Business Manager/District Clerk contract until the July meeting to look at the salary.
 - 1. Mark Hansen, High School Principal
 - 2. Brenda Clarke, Elementary Principal
 - 3. Charlie Appleby, Middle School Principal
 - 4. Matt Porrovecchio, Special Education Director/Activities Director
 - 5. Mike McGill, Maintenance Director

6. Roger VanLandingham, Food Service Director
7. Rob Tracy, Transportation Director
8. Beau Wielkoszewski, Network Administrator
9. Lacey Porrovecchio, Business Manager/District Clerk

A motion to approve the Administrative Contracts for 2019-20, excluding the Business Manager/District Clerk contract, with a 2% step and 1% salary increase was made by Trustee Anderson, seconded by Trustee Parish, and approved by unanimous vote of the elementary and high school trustees.

- F. Administrative Support Staff Salaries – Board Chair Sandry explained the rate of pay for Amber Yoder, Alison Wallen, Ginny Kirby and Nurse Jen Knopik was also given a 2% step and 1% salary increase for 2019-20.

A motion to approve the Administrative Support Staff Salaries as proposed was made by Trustee Anderson, seconded by Trustee Whitney, and approved by unanimous vote of the elementary and high school trustees.

- G. 2019-20 IT Support Services Contract – Matt Jensen asked the trustees to approve the IT contract with Mr. Jeremy Taylor. The contract replaces a larger contract with MontanaSky. Savings from the diminished MontanaSky contract were used to increase Mr. Wielkoszewski's salary and adopt the IT Support Services Contract. There are no changes to the contract from last year.

A motion to approve the 2019-20 IT Support Services Contract as proposed was made by Trustee Whitney, seconded by Trustee Anderson, and approved by unanimous vote of the elementary and high school trustees.

- H. 2019-20 Property & Liability Insurance Renewal – Matt Jensen asked the trustees to approve the renewal with HUB Insurance. He expected an increase this year due to recent claims, but it is actually a little bit lower than last year. The company did not meet their deadline to notify us of an increase. Board discussion followed.

A motion to approve the 2019-20 Property & Liability Insurance Renewal was made by Trustee Elwell, seconded by Trustee Parish, and approved by unanimous vote of the elementary and high school trustees.

- I. Superintendent Contract – Board Chair Sandry asked the trustees to consider the terms of Mr. Jensen's contract and the salary for year 3. Board discussion followed including leave time, travel allowance, insurance and salary.

Community member Suzanne Childers asked the board if there is a process for considering an increase? She wanted to make sure goals are set and achieved before increases are given to any employee at the school. She also asked where Bigfork Administration compares to other school administrations as far as pay and have the trustees looked at Bigfork teachers compared to other schools? Discussion followed.

Ms. White asked the trustees to look at the benefits administrators get compared to teachers.

A motion to extend Mr. Jensen's contract through the 2021-22 school year, with a 2% salary increase on year 3 and 5 additional personal days starting the 2020-21 school year was made by Trustee Anderson, seconded by Trustee Parish and approved by unanimous vote of the elementary and high school trustees.

COMMITTEE REPORTS

Negotiations Committee- the BAEA Union will get back to Board Chair Sandry with a date to meet to continue negotiations.

Activities Committee- Mr. Jensen and Activity Director Matt Porrovecchio talked to the trustees about the need to do repairs at the tennis courts and redo the track. The tennis courts will cost \$22,000 to \$29,000 and the track could be up to \$120,000. The Booster Club has committed \$75,000 towards the tennis courts and track. Board discussion followed. Direction was given to Mr. Porrovecchio to see if the Booster Club will split the cost of the tennis court repairs with the school paying up to \$15,000. Mr. Porrovecchio will also see if the same company can remove the unused triple jump at the track as it is a safety concern. The board will consider moving forward with the track in the near future.

PRINCIPAL REPORTS

Incoming Middle School Principal Charlie Appleby talked to the trustees about the complexities of the middle school schedule and recent new hires. He asked trustees to contact him if they questions on the schedule.

Ms. White told the trustees years ago an outgoing choir teacher told the board if they wanted a choir program, they would need a full time choir teacher. Discussion followed.

Mr. Jensen and Board Chair Sandry thanked Mr. Appleby for his work in June.

Ms. White and Ms. Christina Nadeau told the trustees they would like another wood shop teacher and there is a need for more fine arts classes as some are full. Mr. Jensen said there are other fine arts classes that can be taken.

SUPERINTENDENT REPORT

Mr. Jensen asked the trustees if they had any feedback or questions after the May Board Workshop. Discussion followed and another Board Workshop may be planned in the future.

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

Closed Session began at 6:57 pm

Open Session began at 7:27 pm

FUTURE MEETING SCHEULE

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

- o Wednesday, July 24, 2019
- o Wednesday, August 14, 2019
- o Wednesday, September 11, 2019
- o Wednesday, October 9, 2019
- o Wednesday, November 13, 2019
- o Wednesday, December 11, 2019
- o Wednesday, January 8, 2020
- o Wednesday, February 12, 2020
- o Wednesday, March 11, 2020
- o Wednesday, April 8, 2019

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

Adjourned: 7:27 pm

District Clerk

Chairperson