

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 July 24, 2019, at 4:59 pm in the high school library.

Trustees in attendance: Paul Sandry, Zack Anderson, Dana Whitney, Dan Elwell Jessica Martinz and Christina Relyea

Trustees Absent: none

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principals Brenda Clarke, and Mark Hansen, 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 Elwell, seconded by Trustee Anderson, and **approved** by unanimous vote of the elementary school and high school trustees.

Board Chair Sandry explained the surplus property resolution had a date correction to the MacBooks. Some of the MacBooks are from 2010, not 2012 as listed.

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

- Approval of Regular Board Meeting Minutes for June 26, 2019 Board Meeting
- Approval of All Bill Approval Lists
- Approval of Student Activity Reports for June, 2019
- Approval of Individual Bigfork Elementary and High School Surplus Property Resolution - MacBooks
- 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. Garrett Hamacher, Custodian
 - b. Terry Kerfien, Custodian
 2. Certified Personnel Resignation
 - a. Stacey Hautenan, Middle School Special Education Teacher
 3. Certified Personnel Recommended for Approval
 - a. Julie Orcutt, .5 FTE Reading Teacher
 4. Classified Personnel Recommended for Approval
 - a. Shawn DelMargo, Bus Mechanic
 - b. Stephanie Davis, Custodian
 5. Extra-Curricular Personnel Recommended for Approval for 2019-20
 - a. John Hollow, High School Yearbook Advisor
 - b. Josh Feller, High School Student Council Advisor
 - c. Heather Epperly, Head Cheer Coach
 - d. Emily Feller, Assistant Cheer Coach
 - e. Edward Buttrey, Assistant High School Football Coach
 - f. Beau Wielkoszewski, Head Cross Country Coach
 - g. Josh Feller, Junior Varsity Volleyball Coach
 - h. Alanis Stallknecht, Freshman Volleyball Coach
 - i. Schuyler Tudor, 8th Grade Volleyball Coach
 - j. Rick Baird, 7th Grade Volleyball Coach
 - k. Ryan Nolan, Head Middle School Football Coach
 - l. Cole Jones, Assistant Middle School Football Coach
 6. Extra-Curricular Volunteers Recommended for Approval for 2019-20
 - a. Brian Tanko, Girls Soccer Volunteer
 - b. Jared Johnson, Middle School Football Volunteer
 - c. Dan Elwell, Middle School Football Volunteer

NEW BUSINESS

- A. Transportation Route 10 Contract with T Clock Enterprises, Inc. – Rob Tracy proposed a 5 year contract with a 2% increase each of the five years.

A motion to approve Transportation Route 10 Contract with T Clock Enterprises, Inc. was made by Trustee Anderson, seconded by Trustee Parish, and approved by unanimous vote of the elementary and high school trustees.

- B. Transportation Route 13 Contract with T Clock Enterprises, Inc. – Rob Tracy proposed a 5 year contract with a 2% increase each of the five years.

A motion to approve Transportation Route 13 Contract with T Clock Enterprises, Inc. was made by Trustee Anderson, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- C. 2019-20 Transportation Routes – Rob Tracy asked the trustees to approve the 2019-20 transportation routes. There are no changes since fall of 2018.

A motion to approve 2019-20 Transportation Routes was made by Trustee Relyea, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

- D. Special Education Records Disposal – Matt Jensen requested approval to shred files of old special education records in accordance with the retention disposal schedule.

A motion to approve Special Education Records Disposal was made by Trustee Elwell, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

- E. 2019-20 Intermountain Agreement – Matt Jensen told the trustees the biggest change to the 2019-20 contract is the daily rate per student billing instead of a flat rate. The program had 4 to 9 students last school year. Before Intermountain, the students were bused to Evergreen for services. Board discussion followed.

A motion to approve the 2019-20 Intermountain Agreement as proposed was made by Trustee Anderson, seconded by Trustee Parish, and approved by unanimous vote of the elementary trustees.

- F. 2019-20 Negotiations Update – Board Chair Sandry recapped negotiations with the BAEA. There have been 3 negotiations meetings and no resolution. Dave Luckey from the Department of Labor will be on campus August 12 for mediation. Ms. Martinz will not rejoin the Negotiation Committee at this time. The 2% bonus, using end of year general fund money, was discussed with 2 trustees in favor of keeping it on the table. Discussion followed.

Community member Suzanne Childers asked if the longevity stipend was off the table. Board Chair Sandry explained it was not part of the trustee offer and not feasible with limited funds.

- G. Classified Personnel Reduction in Force – Matt Jensen explained the reduction in force is a financial decision to put money on the table for negotiations. The Finance Committee started looking at numbers in December. The proposal is to reduce one aide and .75 FTE secretary positions. Two aides have resigned, but were not in the budget.

Ms. Lander spoke to the trustees about the workload in the high school office and the way in which she was notified of the reduction.

Discussion followed.

Suzanne Childers asked about the process for determining who gets reduced.

Mr. Jensen explained seniority, staffing and programs were looked at. Administration weighs the needs of students and staff.

Board Chair Sandry asked for a motion.

There was no motion.

Board discussion followed.

Board Chair Sandry concluded the matter as no motion was made.

- H. 2019-21 Bigfork Unified Classified Collective Bargaining Agreement – Board Chair Sandry explained the terms of the agreement with the classified union, which include 1.5% salary increase year 1, 0% increase year 2 unless a levy is passed, 4% district health insurance contribution increase, 2% one time only bonus, addition of 1 step to the salary schedule and MFPE language change.

A motion to approve the 2019-21 Bigfork Unified Classified Collective Bargaining Agreement was made by Trustee Anderson, seconded by Trustee Relyea, and approved by unanimous vote of the elementary and high school trustees.

- I. High School Out of State Field Trip Request – Mark Hansen asked the trustees to approve a cave club trip to Wyoming in September. Mr. Bodenhamer and five students will work with the Forest Service to monitor caves.

A motion to approve the high school out of state field trip request was made by Trustee Relyea, seconded by Trustee Whitney, and approved by unanimous vote of the elementary and high school trustees.

PRINCIPAL REPORTS

Mark Hansen talked to the board about the professional development training on PLCs he recently attended with high school staff members. There is another training in October.

Brenda Clarke reported she is focusing on elementary reading and writing professional development for the coming school year.

SUPERINTENDENT REPORT

Mr. Jensen told the trustees the SRO for the coming school year will be Paula Sullivan, a Bigfork graduate. He will also send the trustees information on the boardsman workshops starting in the fall. The trustees would prefer two workshops per month.

Suzanne Childers asked about an administrative contract that was tabled at the June meeting. Board Chair Sandry told her it will be on a future agenda.

FUTURE MEETING SCHEULE

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

- 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 Whitney, and **approved** by unanimous vote of the elementary and high school trustees.

Adjourned: 5:52 pm

District Clerk

Chairperson

108 Saddle Loop
Bigfork, MT 59911
August 7, 2019

Matt Jensen
Bigfork School District #38
PO Box 188
Bigfork, MT 59911

Dear Matt,

After much thought, I am submitting my resignation effective immediately. Thank you for the privilege of being part of the Bigfork Elementary School team. Even though many rewarding moments with the students stole my heart I must say good-bye to the School. I will miss the students very much. I will be pursuing other interests. I wish you a most wonderful 2019/2020 school year.

Sincerely,



Kim Jones

cc. Brenda Clarke
Ann Dorr

Re: Middle School Special Education Recommendation

Matt Jensen

Wed 7/31/2019 12:57 PM

To: Matt Porrovecchio <mattp@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Charlie Appleby <charliea@bigfork.k12.mt.us>

Lacey,

Please add the below recommendation to the August agenda.

Thanks

Matt J

From: Matt Porrovecchio <mattp@bigfork.k12.mt.us>

Sent: Tuesday, July 30, 2019 7:23 PM

To: Matt Jensen <mattj@bigfork.k12.mt.us>

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Charlie Appleby <charliea@bigfork.k12.mt.us>

Subject: Middle School Special Education Recommendation

Dear Mr. Jensen,

I would like to recommend Ms. Amber Johnston as Middle School Special Education Teacher. Ms. Johnston is the only applicant from our previous round of interviews who reached out and expressed interest in the middle school special education position after Ms. Hautanen's resignation. I believe Ms. Johnston's continued desire to work for our District speaks volumes for commitment to our school. Ms. Johnston received her Bachelor of Science degree in Special Education from Montana State University - Billings and an Associate of Arts Degree with emphasis in Education from Flathead Valley Community College. Ms. Johnston has a diverse background in education, having worked with students grades K-12 in her 8 years in education. The past 2 years she has been the lead special education teacher in the Intermountain Day Treatment Classroom at Bigfork. While new to the District she will have a wealth of knowledge about our students, staff, and the inner-workings of our school. Ms. Amber Johnston will make a great addition to our team.

Thank you for your consideration.

Matt Porrovecchio

Fw: Ashley Sund

Matt Jensen

Tue 7/30/2019 6:15 AM

To: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Lacey,

Please add this to the August agenda.

Thanks

Matt J

From: Mike McGill <mmcgill@bigfork.k12.mt.us>

Sent: Monday, July 29, 2019 4:23 PM

To: Matt Jensen <mattj@bigfork.k12.mt.us>

Subject: Ashley Sund

Matt,

I would like to recommend Ashley Sund be hired as a custodian per her passing the background check and passing the physical. Ashley's references talked very highly about her saying she is a team player, finishes jobs better than what is expected and faster.

Thanks.

Fall Coach Recommendations

Matt Porrovecchio

Fri 8/9/2019 10:58 AM

To: Matt Jensen <mattj@bigfork.k12.mt.us>

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Dear Mr. Jensen,

I would like to recommend the following individuals as Fall coaches:

Boys Soccer

Matt Killian Assistant Boys Soccer - Pending Background Check

Mr. Killian is a 2013 graduate of Bigfork High School. While attending school at Bigfork Matt was a standout player and leader for our Viking Soccer team. He has continued his passion for soccer playing in the Flathead Valley Mens Soccer League. His background and experience will make him a great addition to the boys soccer program.

Cross Country

Jeremiah Brown Co-Assistant Cross Country (split assistant stipend)

While new to cross country, Mr. Brown's background and experience will make him a great addition to our coaching staff. Jeremiah has been a dedicated and dependable paraprofessional for Bigfork schools who has shown a great ability to connect with youth. In addition to his paraprofessional work, I have had the pleasure of working with him in his role as a MOA official for our high school basketball games. Being an official is a challenging avocation that requires mastery of rules and regulations, dealing with dynamic fans, players, and coaches, and the ability to make quick decisions.

Holly Wielkoszewski Co-Assistant Cross Country (split assistant stipend) - Pending Background Check

In addition to being Bigfork School's web content manager, Mrs. Wielkoszewski has a diverse background. She has been/is a Freelance Writer, Administrator at Georgetown University, Foreign Affairs Officer for the Department of State, yoga teacher, and Girls On The Run Assistant Coach.

Mrs. Wielkoszewski's background, experience, and skills will make her a great addition to our coaching team.

Samantha Modderman Volunteer Assistant Cross Country - Pending Background Check

Ms. Modderman graduated from Eastern Washington University with degrees in Biology and Physical Therapy. She is a NAIA Division 1 and NCAA Division 1 collegiate runner in both cross country and track.

Her background, experience and skills will make her a great addition to our coaching team.

Thank you for your consideration.

Matt Porrovecchio

Roger Vanlandingham, Food Service Director
Bigfork School District #38
600 Commerce St
Bigfork, Mt 59911

August 12, 2019

Mr. Matt Jensen, Superintendent
Bigfork School District #38
600 Commerce St
Bigfork, Mt 59911

Dear Mr. Jensen,

I would like to recommend Angie Katz to work in the Food Service department. I have known Angie for several years as an employee in two different food service operations.

She has over ten years of experience in food service working in both the front and back of house. I know she will be an asset to this department.

She has completed the application, finger prints, etc, but, as we are still waiting for the DOJ to return the background check, this recommendation is contingent upon her having a clean background.

Sincerely,



Roger Vanlandingham



BIGFORK PUBLIC SCHOOL DISTRICT 38

P.O. Box 188, 600 Commerce Street
Bigfork, Montana 59911
Phone: 406.837.7400 Fax: 406.837.7407

Home of the
VIKES
and
VALS

August 12, 2019

To: Board of Directors

From: Rob Tracy

Subject: Susan Cleverley

I am requesting the Board approve Susan Cleverley as a Substitute Route Drive/Monitor. Susan has over two and one half years of school bus driving experience with Shelby School District and is in the process of moving to Woods Bay to care for her elderly mother. As you know getting a good driver or monitor is next to impossible right now. Susan holds a valid Montana CDL license with school bus endorsement and is current with CPR and Medical certificates.

She will be an asset to our team.

Sincerely,


Rob Tracy

Fwd: Fall Coach Recommendation

Matt Jensen

Mon 8/12/2019 7:19 AM

To: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>

Please add to the agenda before you post today.

Thanks

Matt J

Get [Outlook for iOS](#)

From: Matt Porrovecchio <mattp@bigfork.k12.mt.us>

Sent: Monday, August 12, 2019 6:56:24 AM

To: Matt Jensen <mattj@bigfork.k12.mt.us>

Subject: Fall Coach Recommendation

Dear Mr. Jensen,

I would like to recommend Mr. Jim Epperly as Volunteer Assistant (returning) for the High School Football program.

Thank you for your consideration.

Matt Porrovecchio