

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 19, 2020, at 5:02 pm in the high school library.

Trustees in attendance: Sandry, Relyea (Google Meet), Martinz, Elwell & Kreiman

Trustees absent: Anderson, Parish

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principals Mark Hansen, Charlie Appleby and Brenda Clarke, staff members and community members.

Pledge of Allegiance

There were no comments on non-agenda items.

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

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

- Consideration of Regular Board Meeting Minutes for July 15 & August 5, 2020
- Consideration of All Bill Approval Lists
- Consideration of Student Activity Reports – June & July, 2020
- Consideration of Transportation Interlocal Agreement for the Transportation of Students for School Year 2020-21
 1. Somers School District #29
- Consideration 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 Temporary Personnel Recommended for Consideration
 - a. Neil Tranel, Temporary Day Time Custodian
 - b. Jon Hatch, Temporary Day Time Custodian
 2. Substitute Personnel Recommended for Consideration
 - a. Robin Stobart, K-8 Substitute Teacher
 3. Extra-Curricular Personnel Recommended for Consideration
 - a. Becky Bartlett, 7th Grade Volleyball Coach
 - b. John Hollow, High School Assistant Football Coach
 4. Extra-Curricular Volunteers Recommended for Consideration
 - a. Richard McAlister, MS Football

SUPERINTENDENT REPORT

Mr. Jensen talked to the trustees about participating with Mrs. Clarke and Mrs. Kallenberger on a story for NPR regarding data collection during the school closure last spring. He has been working on back to school plans, professional development for staff and intervention plans in the high school.

OLD BUSINESS

- A. Bigfork School District Reopening Plan – Mr. Jensen explained how school will look like when students come back. He told them masks are mandatory in school and detailed how non-compliance will be handled. He told the board the school will report to the community if there is a positive case. He showed them the webpage infographic where parents and community members can get more information on Covid-19 and school topics. Mr. Jensen also talked about athletics and Covid-19 related guidelines from the county, limiting fans, overnight trips and detailing contact tracing in case of a positive case. Lastly, he talked to the trustees about FFRCA leave. He told trustees to expect future recommendations to work with staff who are quarantined. He may recommend the district continue to pay health insurance contributions if a staff member runs out of leave time due to multiple quarantines.

Board discussion followed regarding enrollment and remote learning.

MonaRae Tuhy asked who would be doing the contact tracing if there is a positive case in the school. Mr. Jensen told her the county will do the tracing. He also said Kalispell Regional Healthcare may be able to

support local schools as well.

NEW BUSINESS

- A. 2020-21 Intermountain Day Treatment Agreement – Mr. Jensen told trustees the agreement is the same as last year. The program is offered onsite and alleviates transport to other similar programs in the valley. It saves the district \$15K to \$20K per year. The cost of the program comes out of the Tuition Fund.

A motion to approve the 2020-21 Intermountain Day Treatment Agreement was made by Trustee Kreiman, seconded by Trustee Relyea, and approved by unanimous vote of the elementary trustees.

- B. Bigfork Unified Classified 2020-23 Negotiated Agreement – Board Chair Sandry explained the BUC would like a 3 year agreement that includes an 8% salary increase year 1, 1.5% salary increase years 2 and 3, district insurance contribution increase to \$600 per month, and a one-time only 2% bonus, paid from the Interlocal Agreement Fund, to members who were employed in 2019-20 and will be employed on September 1, 2020.

Trustee Elwell confirmed it is a one-time only 2% bonus.

A motion to approve the Bigfork Unified Classified 2020-23 Negotiated Agreement was made by Trustee Elwell, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

- C. Approval of Elementary and High School 2019-20 Trustee's Reports – Lacey Porrovecchio went over the elementary and high school TFS reports. She told trustees the reports get submitted to OPI and the county and are audited. They are also posted on the school webpage. The TFS includes all revenues and expenditures and balance sheets for each district fund.

Trustee Relyea, attending via Google Meet, asked for a screen shot of the TFS before voting on it.

A motion to approve 2019-20 High School Trustee's Report was made by Trustee Martinz, seconded by Trustee Elwell, and approved with affirmative votes from Trustees Sandry, Kreiman, Martinz and Elwell. Trustee Relyea abstained from voting.

- D. Approval of Elementary and High School 2020-21 Budgets – Lacey Porrovecchio went over the summary pages of the elementary and high school budgets for the budgeted funds, with attention to the general funds due to the voter approved levies, the transportation fund increase due to Covid-19, and the permissive portion of the Flex Funds for the Transformational Learning Grant.

A motion to approve 2020-21 Elementary Budgets, without the permissive levy in the Flex Fund was made by Trustee Kreiman, seconded by Trustee Relyea, and approved by unanimous vote of the elementary trustees.

A motion to approve 2020-21 High School Trustee's Report, without the permissive levy in the Flex Fund was made by Trustee Elwell, seconded by Trustee Kreiman, 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 ending cash balances for the budgeted funds at the end of June, 2020.

A motion to approve Elementary Apportionment of Ending Cash Balances was made by Trustee Kreiman, seconded by Trustee Relyea, and approved by unanimous vote of the elementary trustees.

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

- F. Declaration of Unforeseen Emergency Pursuant to 20-9-801 through 20-9-806 – Mr. Jensen explained the trustees declared an unforeseen emergency last spring due to Covid-19 school closures. He asked that they do the same thing in case it is needed. It is recommended by MTSBA to help with funding in the event the district doesn't meet the obligations of the school calendar.

A motion to Declare an Unforeseen Emergency Pursuant to 20-9-801 through 20-9-806 was made by Trustee Kreiman, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

- G. Authorized Offsite Instruction as Defined and Referenced in Section 20-1-101(5); 20-7-118; and 20-9-311(11) MCA – Matt Jensen told the board MTSBA also recommended boards authorize offsite instruction. It will allow the district to count students we are serving for ANB purposes.

A motion to Authorize Offsite Instruction as Defined and Referenced in Section 20-1-101(5); 20-7-118; and 20-9-311(11) MCA was made by Trustee Elwell, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

COMMITTEE REPORTS

Board Chair Sandry recapped the last Negotiations Committee meeting with the BAEA union. He told trustees the committee and the union are closer to a deal, however, the committee went over the Finance Committee recommendations for the levy funds. Discussion followed. The Negotiations Committee will continue to work toward a 3 year agreement with 8% salary increase year 1, 1.5% salary increase years 2 & 3, \$600 district health insurance contribution, a masters stipend, and 1 additional step on Lane 6. The BAEA union had asked for a 2 year agreement with a 3% salary increase year 2. Trustees discussed not committing to 3% at this time.

PRINCIPAL REPORTS

Mr. Hansen talked about the new school year, fall sports, his new staff members, student intervention time and extension activities. He told the board the high school received the Academic Excellence Award from MHSAA again. He thanked Shannon Varner for submitting the paperwork for the award.

Mr. Appleby talked about the new school year, middle school schedules and his new staff members.

Mrs. Clarke also talked about back to school. Her staff is working on what lunch and recess will look like. She talked about the Meet and Greet her teachers did and her new staff members. Mrs. Clarke and Mrs. Kallenberger showed the trustees assessment data from last school year and from summer school. They are working on sharing individual assessment data with parents in the future.

Trustee Relyea was able to review TFS information electronically.

A motion to approve 2019-20 Elementary Trustee's Report was made by Trustee Kreiman, seconded by Trustee Relyea, and approved by unanimous vote of the elementary trustees.

FUTURE MEETING SCHEDULE

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

- Wednesday, September 9, 2020
- Wednesday, October 14, 2020
- Wednesday, November 11, 2020
- Wednesday, December 9, 2020
- Wednesday, January 13, 2021
- Wednesday, February 10, 2021
- Wednesday, March 10, 2021
- Wednesday, April 14, 2021

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

Adjourned: 6:34 pm

District Clerk

Chairperson

Brenda Clarke <bclarke@bigfork.k12.mt.us>

Tue 8/25/2020 8:05 AM

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

Matt,

Please add the following to the next Board agenda:

Board of Trustees:

I am pleased to recommend Jed Schmitt as a para professional for Bigfork Schools. Jed previously worked for Intermountain in our Elementary/MS building as a mental health specialist. Jed has a heart for children and will be an asset to our school district.

I am pleased to recommend Tammy Douglas as a para professional for Bigfork Schools. Tammy was a kitchen staff member at Bigfork Elementary and Middle Schools from 2012-2019. She moved out of state for a short time but is thrilled to be back permanently.

I am pleased to recommend Shirley Stine as a para professional for Bigfork Schools. Shirley is a Bigfork community member and has worked as a substitute for Bigfork School District since September 2018. She served in the military for over 30 years. Shirley is being recommended as a temporary para professional.

I am pleased to recommend Richalle Close as a para professional for Bigfork Schools. Richalle is a new member of our Bigfork Community and has had experience working in schools. She served as a food service worker, cafeteria aide, and cook in Billings schools. Richalle is being recommended as a temporary para professional.

Board Rec

Brenda Clarke <bclarke@bigfork.k12.mt.us>

Tue 9/1/2020 12:31 PM

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

Matt,

Please add this to the next Board agenda:

Board of Trustees:

I am pleased to recommend Donyea Saari as a substitute teacher for Bigfork Elementary and Middle Schools. Donyea and her family recently moved to Bigfork but have multiple family that are community members here. She is the parent of a middle school and high student at Bigfork Schools.

Additionally, I would recommend Mrs. Saari as a secretarial substitute for Bigfork Elementary and Middle Schools. She has experience as a receptionist/secretary for ten years.

Thank you,
Brenda

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

Wed 8/26/2020 11:38 AM

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

Lacey,

Please add this to the next agenda.

Thanks

Matt J

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

Sent: Wednesday, August 26, 2020 11:16 AM

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

Cc: Alison Wallen <awallen@bigfork.k12.mt.us>; Mark Hansen <mhansen@bigfork.k12.mt.us>;

Charlie Appleby <charliea@bigfork.k12.mt.us>

Subject: Coach Recommendation

Dear Mr. Jensen,

I would like to recommend the following coaches for hire:

High School

Samantha Varner - Freshman Volleyball Coach

Coach Varner, a Bigfork graduate, has coached 6th grade rotary volleyball and 8th grade girls' basketball. Samantha also played volleyball for 7 years while a student at Bigfork. She has a passion for the game and enjoys working with and coaching young adults. She will make a great addition to the high school coaching team.

Middle School

Craig Schmit - Volunteer Assistant Football

Coach Schmit has coached at various levels for our school through the years. He played both high school and college football. His background and experience will make him a great addition to the middle school coaching crew. In addition to coaching, he is the father of two Bigfork School students and one BHS graduate.

Thank you for your consideration.

Matt Porrovecchio
Bigfork School District
Activities Director
Special Services Director
(W) 837-7420, (M) 249-3653

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Mr. Jensen,

I am pleased to recommend Randi Tunnel to the positions of High School Band Advisor for the 2020/21 school year. Mrs. Tunnel has been the head of Bigfork High School Band Department since 2010. Mrs. Tunnel continues to produce quality experiences for all students that join her classes. Mrs. Tunnel commitment to our students makes her an excellence choice for this position.

Sincerely,
Mark Hansen
Principal
Bigfork High School

Dear Board Members and Mr. Jensen,

I am terminating my employment with Bigfork School District #38, effective immediately.

Richard Murdock

A handwritten signature in black ink, appearing to read "Richard Murdock", written in a cursive style.

Received on
AUG 28 2020
AW

Joy Schlegel

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

Fri 9/4/2020 9:00 AM

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

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

Matt,

I would like to recommend Joy Schlegel to fill the fulltime custodial position, she has passed her physical, background check and has been a sub for Bigfork School district. Joy has over 10 years of experience in custodial work in schools and is a team player.

Thanks.