

REGULAR BOARD MEETING

May 12, 2021

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 May 12, 2021, at 5:03 pm in the high school library.

Trustees in attendance: Elwell, Anderson, Kreiman, Sandry & Martinz

Trustees Absent: Relyea & Parish

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

Pledge of Allegiance

Board Chair Sandry thanked Dr. Relyea for her service to the board. He said she was a top notch trustee and Ben Woods has big shoes to fill. He thanked her and told Mr. Woods he looks forward to working with him.

Comments on non-agenda items: Community member Connie Ciabatonni told the board she is looking forward to Ben Woods being on the board.

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.

CANVASS THE VOTES

A. Results of the May 4, 2021 Bigfork Elementary Trustee Election

John Michael Knopik	214 Votes
Christina Relyea	647 Votes
Ben Woods	706 Votes
Rejected Ballots	9

Successful candidate was Ben Woods.

Election judges were Stephanie Tinney, Amy Bunker & Candance Tilzey from Lake County.

Trustees examined election documents showing 5,221 registered voters, 1,576 votes cast, and a 30% voter turnout. Last year was 38% voter turnout. Board Clerk Lacey Porrovecchio said the turnout is higher when there is a levy or bond question.

A motion to accept the results of the May 4, 2021 Bigfork Elementary Trustee Election was made by Trustee Anderson, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary trustees.

TRUSTEE ELECTION BY ACCLAMATION

Dan Elwell, Swan River Elementary District – Lacey Porrovecchio explained Trustee Elwell was the only candidate to submit paperwork to represent Swan River Elementary District.

Community member MonaRae Tuhy asked for clarification regarding who gets to vote in which elections. Lacey Porrovecchio explained school districts and elections.

A motion to approve the high school trustee election by acclamation was made by Trustee Anderson, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

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

Adjourn: 5:09

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 May 12, 2021, at 5:09 pm in the high school library.

Trustees present: Elwell, Anderson, Kreiman, Sandry, Martinz & Woods

Trustees absent: Parish

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

BOARD REORGANIZATION

A motion to appoint Trustee Sandry as board chair was made by Trustee Anderson. There were no other nominations. The motion was approved by unanimous vote of the elementary and high school trustees. A motion to appoint Trustee Anderson as vice chair was made by Trustee Elwell. There were no other nominations. The motion was approved by unanimous vote of the elementary and high school trustees. A motion to appoint Lacey Porrovecchio as Board District Clerk for fiscal year 2021-22 was made by Trustee Martinz. There were no other nominations. The motion was approved by unanimous vote of the elementary and high school trustees.

The previous year's committee assignments were distributed to trustees. Trustee Martinz requested an explanation of each committee for the benefit of new Trustee Woods. Trustee Anderson explained Facility and Activities Committees, Trustee Elwell explained the Finance Committee, Trustee Martinz explained Negotiations & Transportation Committees, and Trustee Kreiman explained the Curriculum Committee.

Board Chair Sandry asked board members to let Lacey Porrovecchio know what committees they are interested in.

Board Chair Sandry told Trustee Woods consent agenda items are routine items and can be pulled off the consent agenda and moved to new business when requested by trustees.

Trustee Anderson asked if Andrea Rossman is related to a previous board member. Superintendent Jensen said she is not, but lives in Bigfork and has children who attend the district. Trustee Anderson also asked why Jessica Johnson is .85 FTE. Mr. Appleby explained she did not want full time and .85 works for the district as well.

Connie Ciabatonni asked what 1.0 and .85 FTE means. Mr. Jensen explained it is full time and less than full time employment.

Trustee Elwell asked if the temporary custodians are coming back in the fall. Mr. Jensen said they are not.

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 April 14, 2021
- Approval of All Bill Approval Lists
- Approval of Student Activity Reports for March, 2021
- Approval of Anonymous High School Track Equipment Donation - \$4000
- Approval of Montana High School Association 2021-22 Membership
- 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 Resignation Recommended for Consideration
 - a. Patti Henderson, Transportation
 - b. Jeff Frank, Custodian
 2. Certified Personnel Recommended for Consideration
 - a. Andrea Rossman, Elementary Counselor
 - b. Jessica Johnson, Middle School Math .85 FTE
 3. Classified Personnel Recommended for Consideration
 - a. Jeannie Hayes, Custodian
 4. Certified Substitutes Recommended for Consideration
 - a. Cindy Kohoutek, K-12 Substitute Teacher
 - b. Anders Epperly, 6-12 Substitute Teacher
 5. Extra-Curricular Personnel Recommended for Consideration
 - a. Jeff Schroeder, Head Speech & Drama Coach
 - b. Ryan Nollan, Head Corss Country Coach
 6. Employment Termination of Temporary Custodians for Consideration

- a. Effective June 10, 2021

NEW BUSINESS

- A. Montana Medical Billing Contract 2021-22 – Lacey Porrovecchio told trustees the contract is the same as last year. Montana Medical Billing bills Medicaid for services for students that qualify. To qualify, the student has to be on Medicaid, have an IEP and get related services, which are speech, OT & PT. She said the district has received \$10,000 in Medicaid reimbursements through March this year. The money goes in line 115 and carries forward each year.

A motion to approve the Montana Medical Billing Contract 2021-22 was made by Trustee Kreiman, seconded by Trustee Martinz, and approved by unanimous vote of the elementary and high school trustees.

- B. Montana School Board Association Renewal 2021-22 – Mr. Jensen told trustees he did not have a recommendation. Membership is approximately \$7000 per year. MTSBA also offers policy services, which is \$1100 per year. He recommended we do the policy services because there are changes after legislative years.

Board Chair Sandry said it is a political association and he is not for membership, but is for policy services this year.

Board discussion followed.

A motion to move forward with policy services with MTSBA was made by Trustee Woods, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- C. IT Support Services Contract 2021-22 – Mr. Jensen told board members the contract is a renewal from last year with an increase in hours and a small increase in the hourly rate. He said the contract will be critical moving forward.

Community member Suzanne Childers asked if the district has replaced Beau Wielkoszewski yet. Mr. Jensen explained the candidates from the first posting withdrew. It was posted again and interviews will be held next week.

Connie Ciabatonni asked what IT people do for the district and how much they are paid. Mr. Jensen explained the job duties of a Network Administrator and Mr. Taylor. The salaries range from \$40K to \$50K for support services and \$75K to \$100K for a Network Administrator.

A motion to approve IT Support Services Contract for 2021-22 was made by Trustee Anderson, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary and high school trustees.

- D. 2021-22 School Calendar Amendment – Mr. Jensen asked trustees to approve changing the PIR days in August to 1 week later due to the results of a staff survey. The change does not impact student days.

A motion to approve 2021-22 School Calendar Amendment was made by Trustee Martinz, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- E. School Based Health Services Logan Health Contract – Mr. Jensen told trustees he has been working on a contract with Logan Health for a while. It will provide a health care entry point on campus for staff and student. It would be the equivalent to primary care. If approved, they will get started in May. Nurse Knopik has been part of the process and she told trustees she could not think of a downside to having the clinic on campus. She talked about the services they will provide.

Community member Tara Armstrong voiced her concerns regarding the clinic seeing children without parental consent and/or knowledge.

Nurse Knopik told her the clinic will function like all other Logan Health owned clinics. Students will not be seen without parental consent and an appointment. They will also do sports physicals for students.

Discussion followed including clinic hours, location, billing, staff sentiment and utilization.

Shirley Stine asked if insurance will be billed. Nurse Knopik told her billing will be handled by Logan Health.

Connie Ciabatonni asked how many square feet the room is. She said there is 911 and Kalispell is 20 minutes away. She mentioned out of district students and asked trustees to consider tax payers. Mr. Jensen reiterated there is no cost to the district.

A motion to approve School Based Health Services Logan Health Contract was made by Trustee Anderson, seconded by Trustee Martinz, and passed with affirmative votes from Trustees Elwell, Anderson, Kreiman, Martinz and Woods. Trustee Sandry opposed.

Board Chair Sandry and Mr. Jensen addressed Connie Ciabatonni's concerns regarding out of district students. Mr. Jensen told her there is a waiting list for certain grade levels. They are only approved if grade level numbers allow it.

- F. 6142 Procedure, Administrative Salaries – Board Chair Sandry told trustees several variations of the salary schedule were considered to fix wages. The schedule is tied to teacher salaries. Last year Mr. Appleby and Mr. Hansen took salaries less than what the procedure dictated, with the understanding it would be fixed this year. He also said Dr. Relyea questioned why the multiplier for Middle School Principal is higher than Elementary Principal. It was concluded both positions have various duties but should be the same pay. Mr. Jensen said the high school principal contract will have 225 days.

Discussion followed. Trustee Kreiman had valley comparisons and thought the high school multipliers should be lower. She also recommended a cap on steps for non-union employees. Trustee Woods said he is not disparaging any administrator but was floored at the high salaries. Board Chair Sandry explained the salaries are comparable to valley schools. Trustee Elwell said he initially thought they were too high, but after looking at the daily rates compared to teachers, he was for the recommendation.

Suzanne Childers told trustees she does not agree with the HPT number used for calculations.

Connie Ciabatonni asked to see the recommended salaries.

A motion to approve Procedure 6142 as recommended by administration was made by Trustee Anderson, seconded by Trustee Elwell and passed with affirmative votes from Trustees Elwell, Anderson, Sandry and Martinz. Trustees Kreiman and Woods opposed.

- G. Administrative Contracts for 2021-22 School Year – Board Chair Sandry
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. Lacey Porrovecchio, Business Manager/Board Clerk

A motion to approve Administrative Contracts for 2021-22 School Year was made by Trustee Martinz, seconded by Trustee Anderson, and approved with affirmative votes from Trustees Elwell, Anderson, Kreiman, Sandry and Martinz. Trustee Woods opposed.

Suzanne Childers asked why the phrase “subject to negotiations” was removed from certain contracts. It was explained the phrase is necessary on years the board is still negotiating with the unions. She told the board she appreciates the raises for Mr. Appleby and Mr. Hansen. She said she doesn't have a problem with the increases but asked where the money is coming from. Board Chair Sandry encouraged her to attend a Finance Committee meeting. Trustee Anderson assured her the increases have been accounted for. Suzanne told the board the total compensation percentage for some employees is low.

- H. Administrative Support Staff Wage Recommendation – Board Chair Sandry said the increase for administrative support staff is a 2% step and 1.5% salary increase.

A motion to approve Administrative Support Staff Wage Recommendation was made by Trustee Anderson, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

Connie Ciabatonni asked who makes the decisions regarding raises and negotiations. Board Chair Sandry told her the Negotiations Committee is involved. Trustee Elwell said the Finance Committee is also involved. Trustee Anderson explained the different unions and non-union employees.

There were no committee reports.

PRINCIPAL REPORTS

Mr. Appleby talked about end of year activities. He is excited about the Mentorship Program for students that will start next fall.

Mr. Hansen also talked about end of year activities. He gave a shoutout to Ms. Hines and Mrs. Sherman for a successful prom. He talked about the Mentorship Program in the high school and the \$1500 Spartan Race grant the school was awarded.

High school graduation was discussed. Trustee Kreiman will participate and Trustee Elwell will check his calendar.

There was no superintendent report.

Board Chair Sandry said the news of Mr. Jensen interviewing at Kalispell School District was in the paper. He wished him well, told him he has done a good job here, and is appreciated.

FUTURE MEETING SCHEULE

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

- o Wednesday, June 23, 2021

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

Adjourned: 6:43 pm

District Clerk

Chairperson