

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 Vice Chairperson Relyea on August 18, 2022, at 5:00 pm in the high school library.

Trustees in attendance: Elwell, Woods, Relyea, Anderson, Kreiman

Trustees absent: Sandry, Martinz

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principals Mark Hansen and Charlie Appleby, Special Education Director/Athletic Director Matt Porrovecchio, 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 Woods, and approved by unanimous vote of the elementary and high school trustees.

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

- Consideration of Board Meeting Minutes for July 13 & August 11, 2022
- Consideration of All Bill Approval Lists
- Consideration of Student Activity Reports for June & July, 2022
- Consideration of Records Disposal – Business Office & Special Education Records
- 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. Substitute Personnel Recommended for Consideration
 - a. Rick Nielsen, 6-12 Substitute Teacher
 2. Classified Personnel Resignation for Consideration
 - a. Lori Davis, Paraprofessional
 - b. Jeannine Reichenbach, Secretary
 3. Classified Personnel Recommended for Consideration
 - a. Lisa Campbell, Daytime Custodian/Grounds Keeper
 4. Extra-Curricular Personnel Recommended for Consideration
 - a. Josh Feller, High School Student Council Advisor
 - b. Randi Tunnel, High School Pep Band Advisor
 - c. John Hollow, High School Yearbook Advisor
 - d. Dustin Hinzman, Middle School Football Assistant Coach
 5. Extra-Curricular Volunteers Recommended for Consideration
 - a. Jackson Abney, Middle School Football

OLD BUSINESS

A. Board Policies – Second Reading and Adoption

1. Policy 8124 – Student Conduct on Buses – Mr. Stack told trustees the policy was updated to address the use of seatbelts on school buses.

A motion to approve Policy 8125 as recommended was made by Trustee Anderson, seconded by Trustee Kreiman and approved with unanimous vote of the elementary and high school trustees.

2. Policy 2132 – Surveys, General – Mr. Stack explained updates to the policy include how the district does surveys.

A motion to approve Policy 2132 as recommended was made by Trustee Woods, seconded by Trustee Anderson, and approved with unanimous vote of the elementary and high school trustees.

- B. ARP Plan & Safely Reopening Schools Plan – Mr. Stack told board members both plans are on the district website and needed to be reviewed every 6 months.

A motion to approve ARP Plan & Safely Reopening Schools Plan was made by Trustee Anderson, seconded by Trustee Elwell, and approved with unanimous votes of the elementary and high school trustees.

NEW BUSINESS

- A. Resignation of Trustee Jessica Martinz & Vacancy Declaration – Vice Chair Relyea explained the board would need to accept the resignation of Trustee Martinz and declare a vacancy for the Swan Lake Salmon Prairie District. She thanked Ms. Martinz for her service to the district.

A motion to accept the resignation of Trustee Martinz and declare a vacancy was made by Trustee Kreiman, seconded by Trustee Woods, and approved with unanimous votes of the elementary and high school trustees.

- B. Swan Lake-Salmon Prairie Trustee Appointment – Vice Chair Relyea introduced Carol Field, who will replace Ms. Martinz until May, 2023.

A motion to appoint Carol Field as Swan Lake-Salmon Prairie Trustee was made by Trustee Woods, seconded by Trustee Elwell, and approved with unanimous votes of the elementary and high school trustees.

County Superintendent Jack Eggensperger administered the oath of office.

- C. School Based Outpatient Therapy Services – Mr. Stack told board members the School Based Outpatient Therapy Services model will replace CSCT. It's still through Logan Health and still employs the same 4 individuals.

Dennis Nelson asked for clarification regarding referral of students. Mr. Stack explained teachers can make the referral.

A motion to approve the School Based Outpatient Therapy Services Contract was made by Trustee Kreiman, seconded by Trustee Elwell, and approved with unanimous votes of the elementary and high school trustees.

- D. Substitute Route Driver Wage Increase – Mr. Stack asked the board to permanently increase substitute route driver wages. They had temporarily increased it to \$20 due to the lack of substitute drivers.

Trustee Anderson asked if it should be increased more. Mr. Stack explained a higher increase sets it higher than wages on the classified salary schedule.

A motion to approve the substitute route driver wage increase as proposed was made by Trustee Woods, seconded by Trustee Anderson, and approved with unanimous votes of the elementary and high school trustees.

- E. Elementary and High School 2021-22 Trustee's Reports – Mrs. Porrovecchio explained the Trustee's Reports are completed in the OPI program called Maefairs. The reports are due to the county, OPI and are reviewed by the auditor. The reports include balance sheets for all funds and a schedule of revenues and expenditures for all funds. The reports will be posted to the school webpage along with past Trustee's Reports.

Dennis Nelson told the board he compared the proposed budget to last year and considering enrollment changes, the budget stayed nearly the same per student. He also looked at per pupil expenditures around the state. He found Bigfork slightly higher, but thought it fit due to the location.

A motion to approve the 2021-22 Elementary Trustee's Report was made by Trustee Kreiman, seconded by Trustee Anderson, and approved with unanimous votes of the elementary trustees.

A motion to approve the 2021-22 High School Trustee's Report was made by Trustee Elwell, seconded by Trustee Woods, and approved with unanimous votes of the elementary and high school trustees.

- F. Elementary and High School 2022-23 Budgets – Mrs. Porrovecchio briefly went over the budgeted funds budgets, noting there is little change from last year. The approved Budgets will be posted on the webpage along with past reports.

A motion to approve the 2022-23 Elementary Budgets was made by Trustee Woods, seconded by Trustee Kreiman, and approved with unanimous votes of the elementary trustees.

A motion to approve the 2022-23 High School Budgets was made by Trustee Elwell, seconded by Trustee Kreiman, and approved with unanimous votes of the elementary and high school trustees.

- G. Elementary and High School Apportionment of Ending Cash Balances – Mrs. Porrovecchio asked the trustees to approve the ending cash balances for the budgeted funds as of June 30, 2022. She told them the general funds, transportation funds and retirement funds have full reserves. The rest of the fund balances are reappropriated to fund the 2022-23 budgets.

Trustee Elwell asked if the fund balances were similar to last year and Mrs. Porrovecchio told him they were.

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

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

- H. Consideration of Increase in School Meal Prices – Mr. Stack said he looked at numbers with Mr. Vanlandingham and Mrs. Porrovecchio. He reached out to the Food Service Committee as well. Meal prices haven't been raised since 2012. Wages, food and fuel have increased. His recommendation was to increase breakfast and lunch prices by \$0.50.

Board discussion followed.

A motion to approve \$0.50 increase to breakfast and lunch prices for school year 2022-23 was made by Trustee Elwell, seconded by Trustee Woods, and approved with unanimous votes of the elementary and high school trustees.

COMMITTEE REPORTS

Trustee Anderson thanked Mrs. Porrovecchio for her work at the Finance Committee meeting.

PRINCIPALS' REPORTS

Mr. Porrovecchio talked about fall athletics. He also shared information showing activity offerings at various schools and funding differences. Board discussion followed. Vice Chair Relyea said unfunded athletics will be on the September agenda. Mr. Porrovecchio talked to the board about compensating coaches when the only option is to drive the mini-buses. Board discussion followed regarding fundraising, unfunded athletics and paying coaches for driving. Mr. Stack said paying coaches to drive may go to a committee first and then the full board.

Mr. Hansen thanked Mr. Porrovecchio and Ms. Varner for getting fall sports underway. He talked about the mentorship program and freshman orientation.

Mr. Appleby's report included preparing for the new school year, building updates, PIR training and focusing on student safety, security and social/emotional wellbeing.

SUPERINTENDENT REPORT

Mr. Stack talked to the trustees about the new buzzer system and camera system installation. He talked about the Run Lock Fight training and Stop the Bleed training during PIR days. He thanked Nurse Knopik and SRO Sullivan for getting the School Safety grant for purchasing Stop the Bleed kits for every classroom. He said the goal is to make sure students and staff are safe. He gave an update on summer maintenance projects and talked about recruitment and retention. The board may need to hold a quick meeting to hire staff before school starts.

Trustee Woods asked if parents will be notified of the new buzzer system. Mr. Stack confirmed a notification will go out. Trustee Woods inquired about the small parking lot by the shop. Mr. Stack told him it will be a project for next summer. The elementary elevator and boiler may be projects next summer as well. He told them replacing the elevator will be around \$110,000.

Trustee Elwell said the Transportation Committee may need to meet to discuss electric buses.

FUTURE MEETING SCHEDULE

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

- o Wednesday, September 14, 2022
- o Wednesday, October 12, 2022
- o Wednesday, November 9, 2022
- o Wednesday, December 14, 2022
- o Wednesday, January 11, 2023
- o Wednesday, February 8, 2023
- o Wednesday, March 8, 2023
- o Wednesday, April 12, 2023
- o Wednesday, May 10, 2023

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

Adjourned: 6:09 pm

District Clerk

Vice Chairperson

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 31, 2022, at 12:00 pm in the district office.

Trustees in attendance: Anderson, Field, Woods (via phone) and Sandry (via phone)

Trustees absent: Kreiman, Relyea, Elwell

Also in attendance were Superintendent Tom Stack and Business Manager Lacey Porrovecchio.

Pledge of Allegiance

There were no comments on non-agenda items.

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

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

- Consideration of 2022-23 Evergreen Special Services Preschool Program Interlocal Agreement
- Consideration of Out of District Students
- 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 Personnel Recommended for Consideration
 - a. Brenda Koch, Food Service

FUTURE MEETING SCHEULE

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

- Wednesday, September 14, 2022
- Wednesday, October 12, 2022
- Wednesday, November 9, 2022
- Wednesday, December 14, 2022
- Wednesday, January 11, 2023
- Wednesday, February 8, 2023
- Wednesday, March 8, 2023
- Wednesday, April 12, 2023
- Wednesday, May 10, 2023

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

Adjourned: 12:02 pm

District Clerk

Chairperson



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

September 10, 2022

To: Board of Trustees

From: Danny Walker

Subject: Lisa Campbell Sub Route Driver

I am requesting to Board Approval Lisa Campbell as a Sub Route Bus Driver. Lisa recently acquired her school bus endorsement. She will be a great back-up driver in our hard times of shortness of school bus drivers.

Sincerely,

Danny Walker

Board Rec

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

Tue 9/6/2022 3:15 PM

To: Tom Stack <tstack@bigfork.k12.mt.us>; Lacey Porrovecchio
<lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>

Tom,

Please add this to the next Board agenda:

Board of Trustees:

I would like to recommend Gretchen Goodson as a substitute for Bigfork School District. Gretchen subbed for us from November 2013-March 2020 and was very dependable. She is a certified elementary teacher with endorsements in ELL, Spanish, and Reading. She also had a child that graduated from Bigfork High School.

Thank you,
Brenda



BIGFORK PUBLIC SCHOOL DISTRICT 38

P.O. Box 188, 500 Commerce Street
Bigfork, Montana 59911
Phone: 406.837.7400 Fax: 406.837.7407

Home of the

VIKES

and

VALS

September 8, 2022

To: Board of Trustees

From: Danny Walker

Subject: Brenda Koch Sub Bus Monitor

I am requesting Brenda Koch to be a Sub Bus Monitor in the event of one of our five bus monitors calling out sick or requesting PTO. Brenda currently works in the kitchen and is willing to help out on afternoon bus monitoring if needed.

Sincerely,

Danny Walker

Transportation Director

Board Rec

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

Wed 9/7/2022 3:05 PM

To: Tom Stack <tstack@bigfork.k12.mt.us>; Lacey Porrovecchio
<lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>

Tom,

Please add this to the next Board agenda:

Board of Trustees:

I am pleased to recommend Danielle Reilly as a substitute teacher for Bigfork School District. Danielle has a Bachelor of Science degree from MSU-Bozeman in Biology and currently works as a helicopter pilot during the summer.

Thank you,
Brenda

9/8/22

Dear Mr. Stack and Board Members,

It is my pleasure to recommend Lance Nadeau to our K-12 substitute teacher pool. Mr. Nadeau has been in education for the past 27 years as a special education teacher. Lance has a wealth of experience in all classroom settings, where he supported students inside and out of general education. Lance just recently retired from Kalispell School District and would like to support the community in which he lives.

Thank you for your consideration,

Mark Hansen, Principal
Bigfork High School

Fwd: resignation

Danny Walker <dwalker@bigfork.k12.mt.us>

Fri 9/2/2022 10:32 AM

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

Cc: Tom Stack <tstack@bigfork.k12.mt.us>

Please have Lee's resignation on the September agenda. We will be posting an opening for this position.

Danny Walker
Transportation Director
Bigfork School District #38

Begin forwarded message:

From: Lee Sturdevant <lsturdevant@bigfork.k12.mt.us>
Date: September 2, 2022 at 8:36:06 AM MDT
To: Danny Walker <dwalker@bigfork.k12.mt.us>
Subject: resignation

Please accept my resignation as a route driver.

Harold L Sturdevant

August 19,2022

Mr. Stack and School Board Members,

I am pleased to recommend Eric Heuchart to the position of High School Choir Advisor for the 2022/2023 school year. Mr. Heuchert comes to us with a wealth of experience in Music/Choir and Drama. For 18 years he was the tour actor/director of the Missoula Children's Theatre.

Mr. Heuchert has spent the past 2 years at Target Range School in Missoula teaching K-8 Music/Choir and Drama. Prior to this he taught in Boston through an outreach program and taught in Weymouth High School in MA, taking over the choir program that was vacated by another teacher .

Thank you for considering Mr. Heuchart as our Choir Advisor.

Sincerely,

Mark Hansen

Principal

Bigfork High School

AUGUST 11,2022

Mr. Stack and School Board Members,

I am pleased to recommend Randi Tunnel to the positions of High School Pep Band Advisor, and High School Band Advisor, for the 2022/23 school year. Mrs. Tunnel has been the head of Bigfork High School Band Department since 2010. If you have had the experience of attending one of our extra-curricular events, or band concerts you understand the outstanding work Mrs. Tunnel puts into all of her classes to perform at this level. Mrs. Tunnel's commitment to our students and school district makes her an excellent choice for this position.

Sincerely,

Mark Hansen

Principal

Bigfork High School

HS Soccer Coach Application

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

Thu 9/1/2022 10:51 AM

To: Tom Stack <tstack@bigfork.k12.mt.us>

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

Dear Mr. Stack,

I would like to recommend Mr. Christian Paulus as high school boys' soccer assistant coach for the 2022-2023 soccer season. Coach Paulus graduated from high school in Germany and went on to play college soccer at George Mason University. Coach Paulus will be a great addition to the boys soccer program.

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

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

SURPLUS PROPERTY RESOLUTION
September 14, 2022

SURPLUS PROPERTY DISPOSAL

Bigfork Elementary School District No. 38
Bigfork High School District No. 38
Flathead and Lake Counties
Bigfork, Montana 59911

WHEREAS, the trustees of Bigfork Elementary & High School District No. 38 declared surplus property at a business meeting on September 14, 2022;

WHEREAS, the surplus property includes elementary books, Everyday Math and Houghton Mifflin books, high school science textbooks, cafeteria tables, iMacs, Macbooks, iPads, Chromebooks, computer monitors, T-5 high output light fixtures, Pro Vision cameras and a 20 year-old hot water boiler.

WHEREAS, the items have been replaced or are no longer needed by the District;

WHEREAS, the District would like to dispose of the items;

THEREFORE, BE IT RESOLVED, the items will be disposed of after Monday, October 3, 2022.

Approved by the Board of Trustees of Bigfork Elementary and High School District No. 38, Flathead and Lake Counties, on September 14, 2022 at a regular meeting held in the Bigfork High School library.

ATTEST:

Chairperson

Clerk