

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 February 8, 2023, at 5:01 pm in the high school library.

Trustees in attendance: Field, Relyea, Woods, Sandry, Elwell, Kreiman and Anderson

Trustees absent: none

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

- Consideration of Board Meeting Minutes for January 11, 2023
- Consideration of All Bill Approval Lists
- Consideration of District Donations
 1. Glacier Bank Donation Scholarship Funds, \$1000.00
- Consideration of Student Activity Report for December, 2022
- Consideration of Out of District Students
- Consideration of First Semester Individual Transportation Contract Reimbursement Claims
- Consideration of Surplus Property Disposal – Transportation Items
- 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. Debra Barnett, Part-time Paraprofessional
 - b. Donna Fink, Part-time Paraprofessional
 2. Substitute Personnel Recommended for Consideration
 - a. Madigan Kinslow, K-12 Substitute Teacher
 3. Extra-Curricular Personnel Recommended for Consideration
 - a. Sue Loeffler, Head High School Track Coach
 - b. Clayton Woll, Assistant High School Track Coach
 - c. Jim Epperly, Assistant High School Track Coach
 - d. David Creamer, Assistant High School Track Coach (split stipend)
 - e. Cole Jones, Assistant High School Track Coach (split stipend)
 - f. Kyle Parker, Head Golf Coach
 - g. Tristen Clark, Assistant Golf Coach
 - h. Mary K Hovland, Middle School Track Coach
 - i. Jill Morley, Middle School Track Coach
 - j. Josh Feller, Middle School Track Coach
 - k. Hayden Congdon, Head Tennis Coach
 - l. Matt Porrovecchio, Assistant Tennis Coach
 4. Extra-Curricular Volunteers Recommended for Consideration
 - a. Wayne Loeffler, High School Track
 - b. Shawna Benson, High School Track
 - c. Sara Kirk, High School Track
 - d. Caleb Seeton, High School Track
 - e. Nate Fasbender, Golf

Board Chair Sandry arrived at 5:03 pm.

REPORTS & PRESENTATIONS

Elementary Math Presentation – Elementary teachers Jill Morley, Karli Wisher and Krystal Dahlman gave a presentation on the new K-5 math curriculum, Bridges. They talked about the process of exploring math curriculums, how they taught math before, and the growth they have seen this year since using Bridges.

Mrs. Bonner told the board she has had concerns about math over the years and is excited about the new curriculum.

OLD BUSINESS

A. Board Policies, Second Reading for Adoption

1. Policy 3416 Administering Medication to Students – Superintendent Stack told trustees he worked with Mr. Hansen and Nurse Knopik. The changes to the policy allow students to be in possession of medications in limited circumstances and when directed by a doctor.

A motion to approve Policy 3416 Administering Medication to Students was made by Trustee Woods, seconded by Trustee Kreiman, and approved with unanimous votes of the elementary and high school trustees.

2. Policy 3305 Use of Restraint, Seclusion, And Aversive Techniques for Students – Board Chair Sandry reminded trustees Policy 3305 is a new policy. Superintendent Stack told board members the policy was recommended by MTSBA since the district is training staff in de-escalation strategies. Board discussion followed.

A motion to approve Policy 3305 Use of Restraint, Seclusion, And Aversive Techniques for Students was made by Trustee Woods, seconded by Trustee Relyea, and approved with unanimous votes of the elementary and high school trustees.

NEW BUSINESS

- A. Sewer Line Maintenance – Superintendent Stack recapped the work already completed on the district sewer lines and told trustees there's a recommendation to do more. Chris Roberts, owner of Clearwater Contracting, went into thorough detail of the condition of district sewer lines and shared photos of the lines. Some of the piping is cast iron dating back to the 1940s. He found separation of pipe joints, causing catch points where debris accumulates. Mr. Roberts said some lines are in bad condition and could fail immediately or be ok for a while. He recommended the school have a plan to phase updates to the aging sewer lines.

Board discussion followed. Sewer line maintenance will be on a future agenda.

- B. Montana School Board Association Membership Renewal – Superintendent Stack recommended renewing the MTSBA membership. He told trustees the cost to renew increased 1%.

A motion to approve Montana School Board Association Membership Renewal was made by Trustee Anderson, seconded by Trustee Elwell, and approved with affirmative votes from Trustees Relyea, Field, Kreiman, Anderson and Elwell. Trustees Sandry and Woods opposed.

COMMITTEE REPORTS

Trustee Anderson said the Facility Committee took 2 bids on replacing the roof and will get back to the full board when they have a recommendation.

Board Chair Sandry told trustees the Finance Committee met. The budget is in good shape. The committee went over projected budgets and is waiting for the 2023 Legislature to wrap up.

PRINCIPALS' REPORTS

Mr. Appleby gave a brief report on middle school ski trips, MAST testing and working to secure the building while maintaining the welcoming feel.

Mr. Hansen talked about first semester GPAs, evening school and pre-ACTs. Student Erin Abbot was selected for Honor Band and the rotary club is helping fund the trip.

Trustee Relyea asked about Bridges lowering the number of students needing help with math in high school. Jill Morley said they hope it changes the trajectory of math.

Mr. Porrovecchio gave a quick update on athletics.

SUPERINTENDENT REPORT

Mr. Stack told trustees he is tracking the Legislative session. He talked about several bills concerning schools including the inflation bill, a bill regarding bonds and levies, a bill about what can be taught in science and a bill changing the qualifications for the OPI Superintendent of Schools.

The future meeting schedule was discussed and it was noted the March meeting was moved from the 8th to the 7th.

Board Chair Sandry asked everyone to clear the room so the board could go into executive session for the superintendent evaluation. 6:30 pm

SUPERINTENDENT EVALUATION – Executive Session may be called pursuant to MCA 2-3-203 (3)
Closed Session started at: 6:35

Closed Session ended at: 7:01

FUTURE MEETING SCHEDULE

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

- o Wednesday, March 7, 2023
- o Wednesday, April 12, 2023
- o Wednesday, May 10, 2023

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: 7:01 pm

District Clerk

Chairperson

03/02/23
09:31:21

BIGFORK SCHOOLS
Reconciliation Report for 01/01/23 to 01/31/23

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance	238846.91
Plus Outstanding Checks	4298.01
Minus Outstanding Deposits	0.00

Balance 243144.92

Minus Receipts in Transit 652.81

Statement Balance 242492.11

Debits

Checks Cleared	19835.65
Misc Charges	46.42

Total Debits 19882.07

Credits

Deposits Cleared	13913.45
Misc Earnings	0.00

Total Credits 13913.45

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT
PO BOX 188
BIGFORK MT 59911-0188

Managing Your Accounts

Client Contact Center 855-342-3400
Website firstinterstate.com

Turn bottom line
expenses into
real life rewards.

FirstRewards® World Elite
Mastercard® for Business



Ask your banker for details.

Summary of Accounts



Account Type	Account Number	Ending Balance
ANALYZED BUSINESS CHECKING	XXXXXXXXXXXX2408	\$242,492.11

(Rev. July 2014)

ANALYZED BUSINESS CHECKING-XXXXXXXXXX2409**Account Summary**

Date	Description	Amount
12/31/2022	Beginning Balance	\$248,460.73
	8 Credit(s) This Period	\$13,913.45
	43 Debit(s) This Period	\$19,882.07
01/31/2023	Ending Balance	\$242,492.11

Account Activity

Post Date	Description	Debits	Credits	Balance
12/31/2022	Beginning Balance			\$248,460.73
12/31/2022	DEPOSIT		\$5,576.55 ✓	\$254,037.28
12/31/2022	CHECK # 34655	\$87.07		\$253,950.21
12/31/2022	CHECK # 34666	\$630.37		\$253,319.84
12/31/2022	CHECK # 34665	\$3,637.79		\$249,682.05
01/03/2023	953205952880 MERCHANT BNKCD DISCOUNT	\$18.52		\$249,663.53
01/03/2023	953205952880 MERCHANT BNKCD FEE	\$27.90 ✓		\$249,635.63
01/03/2023	CHECK # 34652	\$68.45 ✓		\$249,567.18
01/03/2023	CHECK # 34653	\$87.07		\$249,480.11
01/03/2023	CHECK # 34668	\$3,163.18		\$246,316.93
01/03/2023	CHECK # 34671	\$296.90		\$246,020.03
01/06/2023	DEPOSIT		\$230.00 ✓	\$246,250.03
01/09/2023	B115EDXHU0 DragonFly PMT transferId=63b5c78d2dbf3677d060c3cb		\$591.80 ✓	\$246,841.83
01/09/2023	CHECK # 34650	\$68.45		\$246,773.38
01/09/2023	CHECK # 34670	\$400.00		\$246,373.38
01/11/2023	CHECK # 34658	\$133.59		\$246,239.79
01/13/2023	DEPOSIT		\$150.00 ✓	\$246,389.79
01/15/2023	953205952880 MERCHANT BNKCD DEPOSIT		\$73.00 ✓	\$246,462.79
01/17/2023	CHECK # 34672	\$71.01		\$246,391.78
01/17/2023	CHECK # 34679	\$81.81		\$246,309.97
01/18/2023	CHECK # 34673	\$100.00		\$246,209.97
01/18/2023	CHECK # 34676	\$98.66		\$246,111.31
01/18/2023	CHECK # 34678	\$63.59		\$246,047.72
01/18/2023	CHECK # 34680	\$81.81		\$245,965.91
01/18/2023	CHECK # 34683	\$100.00		\$245,865.91
01/19/2023	CHECK # 34674	\$100.00		\$245,765.91
01/19/2023	CHECK # 34686	\$204.60		\$245,561.31
01/19/2023	CHECK # 34688	\$96.82		\$245,464.49
01/20/2023	CHECK # 34661	\$85.59		\$245,378.90
01/20/2023	CHECK # 34677	\$63.59		\$245,315.31
01/23/2023	DEPOSIT		\$2,222.45 ✓	\$247,537.76
01/23/2023	CHECK # 34681	\$81.81		\$247,455.95
01/24/2023	CHECK # 34682	\$100.00		\$247,355.95
01/24/2023	CHECK # 34684	\$100.00		\$247,255.95
01/24/2023	CHECK # 34685	\$100.00		\$247,155.95
01/24/2023	CHECK # 34689	\$1,049.00		\$246,106.95
01/24/2023	CHECK # 34690	\$27.00		\$246,079.95
01/24/2023	CHECK # 34692	\$3,000.00		\$243,079.95
01/24/2023	CHECK # 34693	\$1,371.80		\$241,708.15
01/25/2023	CHECK # 34694	\$2,978.27		\$238,729.88
01/26/2023	CHECK # 34697	\$111.95		\$238,617.93
01/27/2023	CHECK # 34691	\$243.00		\$238,374.93

ANALYZED BUSINESS CHECKING-XXXXXXXXXXXX2409 (continued)**Account Activity (continued)**

Post Date	Description	Debits	Credits	Balance
01/27/2023	CHECK # 34702	\$150.00		\$238,224.93
01/29/2023	953205952880 MERCHANT BNKCD DEPOSIT		\$250.00	\$238,474.93
01/30/2023	CHECK # 34687	\$133.59		\$238,341.34
01/30/2023	CHECK # 34705	\$100.00		\$238,241.34
01/30/2023	CHECK # 34708	\$63.59		\$238,177.75
01/31/2023	DEPOSIT		\$4,819.65	\$242,997.40
01/31/2023	CHECK # 34700	\$85.59		\$242,911.81
01/31/2023	CHECK # 34706	\$62.29		\$242,849.52
01/31/2023	CHECK # 34712	\$151.81		\$242,697.71
01/31/2023	CHECK # 34713	\$205.60		\$242,492.11
01/31/2023	Ending Balance			\$242,492.11

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
34650	01/09/2023	\$68.45	34676*	01/18/2023	\$98.66	34690	01/24/2023	\$27.00
34652*	01/03/2023	\$68.45	34677	01/20/2023	\$63.59	34691	01/27/2023	\$243.00
34653	01/03/2023	\$87.07	34678	01/18/2023	\$63.59	34692	01/24/2023	\$3,000.00
34655*	12/31/2022	\$87.07	34679	01/17/2023	\$81.81	34693	01/24/2023	\$1,371.80
34658*	01/11/2023	\$133.59	34680	01/18/2023	\$81.81	34694	01/25/2023	\$2,978.27
34661*	01/20/2023	\$85.59	34681	01/23/2023	\$81.81	34697*	01/26/2023	\$111.95
34665*	12/31/2022	\$3,637.79	34682	01/24/2023	\$100.00	34700*	01/31/2023	\$85.59
34666	12/31/2022	\$630.37	34683	01/18/2023	\$100.00	34702*	01/27/2023	\$150.00
34668*	01/03/2023	\$3,163.18	34684	01/24/2023	\$100.00	34705*	01/30/2023	\$100.00
34670*	01/09/2023	\$400.00	34685	01/24/2023	\$100.00	34706	01/31/2023	\$62.29
34671	01/03/2023	\$296.90	34686	01/19/2023	\$204.60	34708*	01/30/2023	\$63.59
34672	01/17/2023	\$71.01	34687	01/30/2023	\$133.59	34712*	01/31/2023	\$151.81
34673	01/18/2023	\$100.00	34688	01/19/2023	\$96.82	34713	01/31/2023	\$205.60
34674	01/19/2023	\$100.00	34689	01/24/2023	\$1,049.00			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
12/31/2022	\$249,682.05	01/17/2023	\$246,309.97	01/26/2023	\$238,617.93
01/03/2023	\$246,020.03	01/18/2023	\$245,865.91	01/27/2023	\$238,224.93
01/06/2023	\$246,250.03	01/19/2023	\$245,464.49	01/29/2023	\$238,474.93
01/09/2023	\$246,373.38	01/20/2023	\$245,315.31	01/30/2023	\$238,177.75
01/11/2023	\$246,239.79	01/23/2023	\$247,455.95	01/31/2023	\$242,492.11
01/13/2023	\$246,389.79	01/24/2023	\$241,708.15		
01/15/2023	\$246,462.79	01/25/2023	\$238,729.88		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date	Previous year-to-date
Total Overdraft Fees	\$0.00	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00	\$0.00

SURPLUS PROPERTY RESOLUTION
March 7, 2023

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 March 7, 2023;

WHEREAS, the surplus property includes a 2016 Bluebird bus with approximately 60,000 miles that has been deemed totaled by District insurance company.

WHEREAS, the item will be replaced;

WHEREAS, the District would like to dispose the item;

THEREFORE, BE IT RESOLVED, the 2016 Bluebird bus will be disposed of after Friday, March 24, 2023.

Approved by the Board of Trustees of Bigfork Elementary and High School District No. 38, Flathead and Lake Counties, on March 7, 2023 at a regular meeting held in the Bigfork High School library.

ATTEST:

Chairperson

Clerk

February 15, 2023

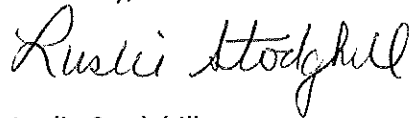
Dear Matt Porrovecchio and Bigfork Schools,

I have decided that after over 20 years of service to Bigfork Schools it is time for me to say goodbye. I will be resigning my position as para-educator at the end of the 22'-23' school year.

I began my time here in 1997 as a Speech Pathologist Aide and then took on the Preschool Special Education Teacher position. I loved my position, but had to leave for a few years to raise my children (childcare was added right after I left). I returned as para-educator in 2005 and have been working with the Life Skills students ever since. I have enjoyed my time in the Life Skills classroom and value my time spent with the students and other educators. As a para-educator I was able to have the time I needed for my family while also having the time and freedom to work on other endeavors with the school. Besides my time with PTA and the BUC, my passion project has been to become a Unified Champion Schools and offer Special Olympics in our district. I am grateful beyond words for the last 8 years of coaching and coordinating our team and our unified partners.

The Bigfork Schools Community is one I will miss and am grateful for the time I've had here. They say you will know when it's your time to go, and I know it is my time. Thank you to the staff, administration and board for supporting me all these years and for supporting my passion to serve students with special needs.

Sincerely,

A handwritten signature in cursive script that reads "Leslie Stodghill". The signature is written in black ink and is positioned above the printed name.

Leslie Stodghill

Date 2-22-2023

Dear Mrs. Clark, Mr. Stack, Mike McGill, Danny Walker, and School Board Members,

This letter is to inform you that I will officially be resigning as a Paraprofessional, Bus Monitor, and Summer Custodian at Bigfork School at the end of the 2022-2023 school year. I have spent many, many wonderful years here working as a Paraprofessional, Bus Monitor, and a Summer Custodian. I have truly loved working here and have had many wonderful supervisors and co-workers over the years.

This has not been an easy decision for me because I really love my job(s), but I feel that I need to retire and be there more for my family's needs at this time.

Thank you so much for the opportunity to be a part of this district for so many, many years. I will miss all my coworkers and supervisors, but I will especially miss all my kids and being able to help them learn and grow.

Sincerely,


Katherine E. Standley

02/17/2023

77 Parker Ridge Road
Bigfork, MT 59911

To whom it may concern,

After much consideration, due to medical concerns of my husband Wes, the doctors have asked that I not return to the classroom teachings before May 10, 2023. With that in mind, I have decided it would be best that I put in my resignation for my position as a Special Education Paraprofessional. It is not the way I intended to retire, but health takes preference. My resignation shall be effective February 17, 2023. A signed caregiver letter from doctor is attached.

Sincerely,


Lori Parker

February 28, 2023

Dear Members of the Bigfork School Board,

Please accept this notice as my formal notification of resignation from the position of Kindergarten Teacher at Bigfork Elementary School District #38, effective at the end of my contract this school year. It has been my honor and joy to serve the students of Bigfork. Thank you for this opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read "Kristin D. Vick". The signature is fluid and cursive, with the first name "Kristin" being more prominent and the last name "Vick" following in a similar style.

Kristin D. Vick

David BoseWell

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

Thu 2/16/2023 11:10 AM

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

Cc: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Roger Vanlandingham
<rvanlandingham@bigfork.k12.mt.us>

I would like to have David Boswell put on the board agenda to be hired as a substitute custodian per him passing the background check and passing the physical. After meeting with David and hearing back from his references he is honest, dependable, can multitask, and is looking for work so he can be close to his daughter.

Thanks.

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

February 17, 2023

Mr. Tom Stack, Superintendent
Bigfork School District #38
600 Commerce St
Bigfork, Mt 59911

Dear Mr. Stack,

I would like to recommend David Boswell to work in the Food Service department in a substitute position. He has already passed the background check. The offer will be contingent upon his successful completion of the physical exam and acceptance by the School Board.

Sincerely,



Roger Vanlandingham

Spring Coaches Recommendations - UPDATED

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

Thu 3/2/2023 1:10 PM

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

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

Dear Mr. Stack,

Track 2023/2024

I would like to recommend Mr. Ryan Nollan (returning) as volunteer assistant coach for the high school track team.

Golf 2023/2024

I would like to recommend Mrs. Jackie Mee as volunteer assistant coach for the high school golf program. Jackie was a 2010 graduate and standout student athlete from Libby High School. She went on to play golf at Carolle College while earning a degree in nursing. Jackie is a Pediatric Intensive Care Nurse at Logan Health. She will make a great addition to the high school golf program.

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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