

**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 Kreiman on January 10, 2024, at 5:00 pm in the high school library.

Trustees in attendance: Carol Field, Deb Johnson, Ben Woods, Julie Kreiman and Zack Anderson

Trustees absent: Paul Sandry and Dan Elwell

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principals Mark Hansen, Brenda Clarke 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 with addendum was made by Trustee Woods, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

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

- Consideration of Board Meeting Minutes for December 13 & December 20, 2023
- Consideration of All Bill Approval Lists
- Consideration of District Donations
  1. \$4000 Anonymous Donation to Cross Country
  2. Bigfork Innovations Group Donations
    - a. \$1500 Post Season Food Account
    - b. \$2000 Youth Cheer Club
    - c. \$500 Cave Club
- 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. Substitute Personnel Recommended for Consideration
    - a. Cara Jessop, K-6 Substitute Teacher
    - b. Sandy Glas, K-8 Substitute Teacher
    - c. Debbie Barnett, K-8 Substitute Teacher
  2. Extra-Curricular Personnel Recommended for Consideration
    - a. Heather Epperly, Co-Head Winter Cheer Coach (split stipend)
    - b. Emily Feller, Co-Head Winter Cheer Coach (split stipend)
    - c. Heather Epperly, Elementary Music Advisor
  3. Classified Personnel Recommended for Consideration
    - a. Derek Vann, Custodian

### **NEW BUSINESS**

- A. Innovative Education Tax Credit Money – Superintendent Stack told trustees the Department of Revenue guide and a Daily Interlake article were included in the board packet. He explained the donation is a tax credit and the portal opens January 17<sup>th</sup> with a \$5 million cap. Mr. Stack asked trustees if they would like him to inform the community about the opportunity. Board discussion followed.

A motion to approve educating the community about the tax credit was made by Trustee Anderson, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- B. Board Policy Updates, Second Reading for Adoption – Superintendent Stack told board members the policies were on the second reading. The board was provided a brief explanation on the

required changes for each. He recommended adoption of Policy 1420 with the knowledge it doesn't go into effect until July 1, 2024. He also explained he is working with local superintendents on language and dates for Policy 3141. Concerns for Policy 3141 include out of district staff children, capping enrollment, tracking students and funding.

1. Policy 1400 Board Meetings
2. Policy 1420 Board Meeting Procedure
3. Policy 1511 Code of Ethics
4. Policy 1610 Goals and Objectives
5. Form 2151F Assumption of Risk
6. Policy 2320 Field Trips and Excursions
7. Policy 3141 Non-Resident Enrollment
8. Policy 3305 Seclusion and Restraint
9. Procedure 3310P Risk Assessments
10. Policy 3410 Student Health and Examinations
11. Form 3410P Medical Consent
12. Form 3413F2 Immunization Religious Exemption
13. Policy 3431 Emergency Treatment
14. Forms and Procedures 3600F1, 3600F2, 3600P Student Records
15. Policy 5121 Applicability of Personnel Policies and Professional Development
16. Policy 5223 Personal Conduct
17. Policy 5330 Maternity and Paternity Leave
18. Policy 7320 Purchasing
19. Policy 8110 Bus Routes and Schedules
20. Policy 8125 School Bus Emergencies
21. Policy 8132 Activity Trips
22. Policy 8210 Procurement Policy for School Food Purchases and Use of Federal Funds

A motion to approve the list of policies except Policy 3141 was made by Trustee Anderson, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

### **REPORTS & PRESENTATIONS**

4<sup>TH</sup> Grade – Ms. Guffin went over the details and itinerary for the 4<sup>th</sup> grade field trip to Great Falls in May. The trip will be funded with Indian Education money. Discussion followed.

### **COMMITTEE REPORTS**

There were no committee reports.

### **PRINCIPALS' REPORTS**

Mr. Hansen's report included the PLC conference in Las Vegas, working on the Portrait of a Graduate, RTI teamwork, working on the accreditation report, ASVAB testing and FVCC collaboration.

Student Ivy Everson talked briefly about the blood drive and postponement of winter formal.

Mr. Appleby spoke about the PLC conference in Las Vegas, 8<sup>th</sup> grade testing, the Leadership Class, the upcoming middle school dance, WIN time and middle school winter activity day.

Mrs. Clarke talked about PLC work in the elementary, winter benchmark assessing and writing training. She thanked Sandra Swede for her work on the district website.

Mr. Porrovecchio gave a brief update on activities. He said Braeden Gunlock was recognized as the MHSA Athlete of the Week and Makena Morley was selected to the Montana Hall of Fame.

### **SUPERINTENDENT REPORT**

Mr. Stack talked about the work the principals have done on the new accreditation standards. It involves the community as well and will make the school better. He received a 2024-25 school calendar from the union and will bring calendar options to the board soon. He gave an update on the playground. He said

the insurance company inspected it and believes it is in very good condition. The PTA will likely use the funds they raised for playground enhancements. He told the board the lower playground will need to be replaced in the future and the school should prepare for it. He told trustees the maintenance department planned to hire high school students to shovel snow and distribute ice melt. Lastly, he talked about the forecast. He told the board he will cancel school as a last resort. He consults with the Transportation and Maintenance Departments and Trustee Elwell before making decisions regarding closure. He told them if school gets cancelled, he recommends making the day up.

Trustee Field inquired about transportation for the 4<sup>th</sup> grade Great Falls field trip. Mr. Stack confirmed they will be on buses, but which ones won't be determined until closer to the trip.

**FUTURE MEETING SCHEULE**

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

- o Wednesday, February 14, 2024
- o Wednesday, March 13, 2024
- o Wednesday, April 10, 2024
- o Wednesday, May 15, 2024

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

Adjourned: 6:00 pm

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District Clerk

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Chairperson