

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 July 30, 2024, at 12:00 pm in the district office.

Trustees in attendance: Carol Field, Julie Kreiman, Deb Johnson, Ben Woods, Paul Sandry & Dan Elwell

Trustees absent: Zack Anderson

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio and Activities Director/Special Education Director Matt Porrovecchio.

Pledge of Allegiance

There were no comments on non-agenda items.

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

- Consideration of Board Meeting Minutes for July 10, 2024
- Consideration of All Bill Approval Lists
- Consideration of Out of District Students
- Consideration of Records Destruction per Records Retention Schedule
- Consideration of District Donations
 1. Bigfork Rotary Foundation, Inc.
 - Cross Country \$1500.00
 - Wrestling \$1500.00
 - Swim \$1500.00
- 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. Extra-Curricular Personnel Recommended for Consideration
 - a. Heather Epperly, Fall Co-Head Cheer Coach
 - b. Emily Feller, Fall Co-Head Cheer Coach
 - c. Jimmy Steyee, Assistant Cross Country Coach (split stipend)
 - d. Sam Modderman, Assistant Cross Country Coach (split stipend)
 - e. Connor Coleman, Assistant Football Coach
 - f. Jarron West, Assistant Football Coach
 - g. Ed Buttrey, Assistant Football Coach
 - h. Adam Jordt, Assistant Football Coach
 - i. John Hollow, Assistant Golf Coach
 - j. Josh Feller, JV Volleyball Coach
 - k. Jordan DeSpain, Freshman Volleyball Coach
 - l. Stormy Taylor, 8th Grade Girls Volleyball Coach
 - m. Rick Baird, 7th Grade Girls Volleyball Coach
 - n. Allie Jo Brocke, Assistant Boys Soccer Coach
 - o. Adam Baumann, Assistant Girls Soccer Coach
 2. Extra-Curricular Volunteers Recommended for Consideration
 - a. Jessica Johnson, Cross Country
 - b. Jane Sundell, Cross Country
 - c. Annie Cashmore, Cross Country
 - d. Trevor Rehm, High School Football
 - e. Anders Epperly, High School Football
 - f. Cody Kirk, High School Football
 - g. Jackie Mee, High School Golf
 - h. Nathan Fasbender, High School Golf

- i. Schuyler Tudor, 7th Grade Girls Volleyball
- j. Celeste Gillespie, Girls Soccer
- k. Brandy Couture, Girls Soccer
- l. Vicki Bagley, Girls Soccer
- m. Tyler Zavala, Girls Soccer
- n. Caden Riedesel, Girls Soccer

OLD BUSINESS

- A. 2024-25 Cooperative Sports/Activities Agreement with Swan River – Superintendent Stack said he and Mr. Porrovecchio have gone back and forth with Superintendent Lamb at Swan River regarding the agreement. The language was modified to give Swan River coaches leave with administrative approval instead of 8 days.

A motion to approve the 2024-25 Cooperative Sports/Activities Agreement with Swan River was made by Trustee Elwell, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

Superintendent Stack thanked trustees for attending the meeting and explained fall coaches needed to be approved before the August 20 board meeting.

FUTURE MEETING SCHEULE

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

- o Tuesday, August 20, 2024
- o Wednesday, September 11, 2024
- o Wednesday, October 9, 2024
- o Wednesday, November 13, 2024
- o Wednesday, December 11, 2024

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

Adjourned: 12:03 pm

District Clerk

Chairperson

08/06/24
13:51:34

BIGFORK SCHOOLS
Reconciliation Report for 07/01/24 to 07/31/24

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance	269480.07
Plus Outstanding Checks	1256.82
Minus Outstanding Deposits	0.00

Balance 270736.89

Minus Receipts in Transit 600.00

Statement Balance 270136.89

VLP

Debits

Checks Cleared	4984.58
Misc Charges	54.08

Total Debits 5038.66

Credits

Deposits Cleared	2045.33
Misc Earnings	0.00

Total Credits 2045.33



P.O. Box 241826
Omaha, NE 68124

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT
PO BOX 188
BIGFORK MT 59911-0188



Statement Ending 07/31/2024

BIGFORK SCHOOL DISTRICT

Page 1 of 4

Account Number: XXXXXXXXXXXX

Managing Your Accounts

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



Run your business like a boss.

Put our small business services to work.

From business loans to retirement plan services, we can help get any business ready to do business.

Learn more online or in-branch.

Summary of Accounts



Account Type	Account Number	Ending Balance
ANALYZED BUSINESS CHECKING	XXXXXXXXXX	\$270,136.89

THIS FORM IS PROVIDED TO HELP BALANCE YOUR STATEMENT

HOW TO BALANCE YOUR ACCOUNT

ACCOUNT RECONCILEMENT PRINCIPLES ARE FAIRLY SIMPLE, IT IS NECESSARY TO FIND ITEMS IN YOUR CHECKBOOK WHICH THE BANK HAS NOT YET PROCESSED, AND THOSE ON THE BANK STATEMENT BUT NOT YET IN YOUR CHECKBOOK, TO YOUR CHECKBOOK BALANCE ADD OR SUBTRACT THE OUTSTANDING BANK STATEMENT ITEMS, AND TO THE STATEMENT BALANCE ADD OR SUBTRACT OUTSTANDING CHECKBOOK ITEMS. THE TWO TOTALS SHOULD AGREE.

- 1. SORT CHECKS AND DEPOSITS INTO NUMBER OR DATE ORDER.
2. MARK OFF (✓) EACH ITEM AGAINST YOUR CHECKBOOK. THOSE NOT MARKED WILL BE OUTSTANDING ITEMS. ALSO NOTE ANY BANK OR OTHER CHARGES, OR AUTOMATIC DEPOSITS ON THE STATEMENT, NOT IN YOUR CHECKBOOK.
3. FILL IN THE FOLLOWING FORM FOR EASY RECONCILEMENT.

CHECKING BALANCE

SHOWN ON THIS STATEMENT IF SAVINGS TRANSFER ACCOUNT ADD SAVINGS BALANCE

ADD DEPOSITS OUTSTANDING NOT YET CREDITED TO YOUR ACCOUNT (INCLUDE ANY AUTOMATIC DEPOSITS EXPECTED, NOT YET CREDITED)

SUB-TOTAL

Form with four horizontal lines for entering balance and deposit information.

CHECKS OUTSTANDING WRITTEN BUT NOT YET CHARGED TO YOUR ACCOUNT

CHECK NO. AMOUNT CHECK NO. AMOUNT

Table with 4 columns: CHECK NO., AMOUNT, CHECK NO., AMOUNT. Contains several rows for listing outstanding checks.

SUB TOTAL

SUBTRACT TOTAL CHECKS OUTSTANDING

ADJUSTED STATEMENT BALANCE

ADJUSTED STATEMENT BALANCE AND CHECKBOOK BALANCE SHOULD AGREE

CHECKBOOK BALANCE

ADD ANY DEPOSITS INCLUDING AUTOMATIC DEPOSITS NOT YET ENTERED IN YOUR CHECKBOOK. (BE SURE TO ENTER THEM)

SUB-TOTAL

SUBTRACT SERVICE CHARGE HERE AND IN YOUR CHECKBOOK

IF SAVINGS TRANSFER ACCOUNT, ADD SAVINGS INTEREST

SUBTRACT ANY AUTOMATIC LOAN PAYMENTS OR OTHER AUTOMATIC CHARGES NOT YET ENTERED IN YOUR CHECKBOOK (BE SURE TO SUBTRACT FROM CHECKBOOK)

ADJUSTED CHECKBOOK BALANCE

ADJUSTED CHECKBOOK BALANCE AND CHECKBOOK BALANCE SHOULD AGREE

To report a lost or stolen ATM or First Interstate Debit Card call 1-888-752-3332 between the hours of 7:30 AM - 8:00 PM Mountain Time. Before or after hours call the Lost or Stolen Service at 1-800-342-6589.

Information for Consumer Checking and Savings Account Customers:

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS Telephone us or write us at the phone number and/or address on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and account number (if any).
(2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
(3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Information for Balance Plus Overdraft Checking Customers:

BALANCE SUBJECT TO INTEREST RATE

We figure the interest charge on your account by applying the periodic rate to the "daily balance" of your account for each day in the billing cycle. To get the "daily balance" we take the beginning balance of your account each day, add any new advances and fees, and subtract unpaid interest or other finance charges and any payments or credits. This gives us the daily balance.

WHAT TO DO IF YOU THINK YOU FIND A MISTAKE ON YOUR STATEMENT

If you think there is an error on your statement, write to us (on a separate sheet) at the address shown on the front of this statement.

In your letter, give us the following information:

- Account information: Your name and account number.
Dollar amount: The dollar amount of the suspected error.
Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake you will not have to pay the amount in question or any interest or other fees related to that amount.
While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
We can apply any unpaid amount against your credit limit.

ANALYZED BUSINESS CHECKING-XXXXXXXXXX**Account Summary**

Date	Description	Amount
06/29/2024	Beginning Balance	\$273,130.22
	4 Credit(s) This Period	\$2,045.33
	14 Debit(s) This Period	\$5,038.66
07/31/2024	Ending Balance	\$270,136.89

Account Activity

Post Date	Description	Debits	Credits	Balance
06/29/2024	Beginning Balance			\$273,130.22
07/01/2024	CSM Rebate Dist ACH PAYMTS		\$59.96 ✓	\$273,190.18
07/01/2024	CHECK # 35186	\$16.52		\$273,173.66
07/01/2024	CHECK # 35187	\$99.37		\$273,074.29
07/01/2024	CHECK # 35188	\$71.65		\$273,002.64
07/01/2024	CHECK # 35189	\$90.00		\$272,912.64
07/01/2024	CHECK # 35191	\$2,522.50		\$270,390.14
07/02/2024	CHECK # 35184	\$40.00		\$270,350.14
07/03/2024	953205952880 MERCHANT BNKCD DISCOUNT	\$4.53 ✓		\$270,345.61
07/03/2024	953205952880 MERCHANT BNKCD FEE	\$27.95		\$270,317.66
07/05/2024	DEPOSIT		\$1,035.49 ✓	\$271,353.15
07/11/2024	DEPOSIT		\$877.49 ✓	\$272,230.64
07/12/2024	CHECK # 35193	\$400.15		\$271,830.49
07/15/2024	Service Charges June 2024	\$21.60		\$271,808.89
07/16/2024	CHECK # 35190	\$265.00		\$271,543.89
07/16/2024	CHECK # 35192	\$20.00		\$271,523.89
07/29/2024	CHECK # 35195	\$1,429.39		\$270,094.50
07/30/2024	DEPOSIT		\$72.39 ✓	\$270,166.89
07/30/2024	CHECK # 35194	\$30.00		\$270,136.89
07/31/2024	Ending Balance			\$270,136.89

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
35184	07/02/2024	\$40.00	35189	07/01/2024	\$90.00	35193	07/12/2024	\$400.15
35186*	07/01/2024	\$16.52	35190	07/16/2024	\$265.00	35194	07/30/2024	\$30.00
35187	07/01/2024	\$99.37	35191	07/01/2024	\$2,522.50	35195	07/29/2024	\$1,429.39
35188	07/01/2024	\$71.65	35192	07/16/2024	\$20.00			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
07/01/2024	\$270,390.14	07/11/2024	\$272,230.64	07/29/2024	\$270,094.50
07/02/2024	\$270,350.14	07/12/2024	\$271,830.49	07/30/2024	\$270,136.89
07/03/2024	\$270,317.66	07/15/2024	\$271,808.89		
07/05/2024	\$271,353.15	07/16/2024	\$271,523.89		

Overdraft and Returned Item Fees

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



BIGFORK PUBLIC SCHOOL DISTRICT 38

*P.O. Box 188, 600 Commerce Street
Bigfork, MT 59911
Phone: 406.837.7400 Fax: 406.837.7407*

Home of the
VIKES
and
VALS

August 15, 2024

*To: Board of Trustees
From: Danny Walker
Subject: Change to Route 17*

I am requesting from the board a change to our current route 17 that travels up Swan River Rd to Jewel Basin and back over to Fennon Way. We need to turn onto McCaffery after Jewel Basin to service the students who live on McCaffery. Currently Route 17 travels 57.4 miles per day. There would be no mileage change if we do service McCaffery.

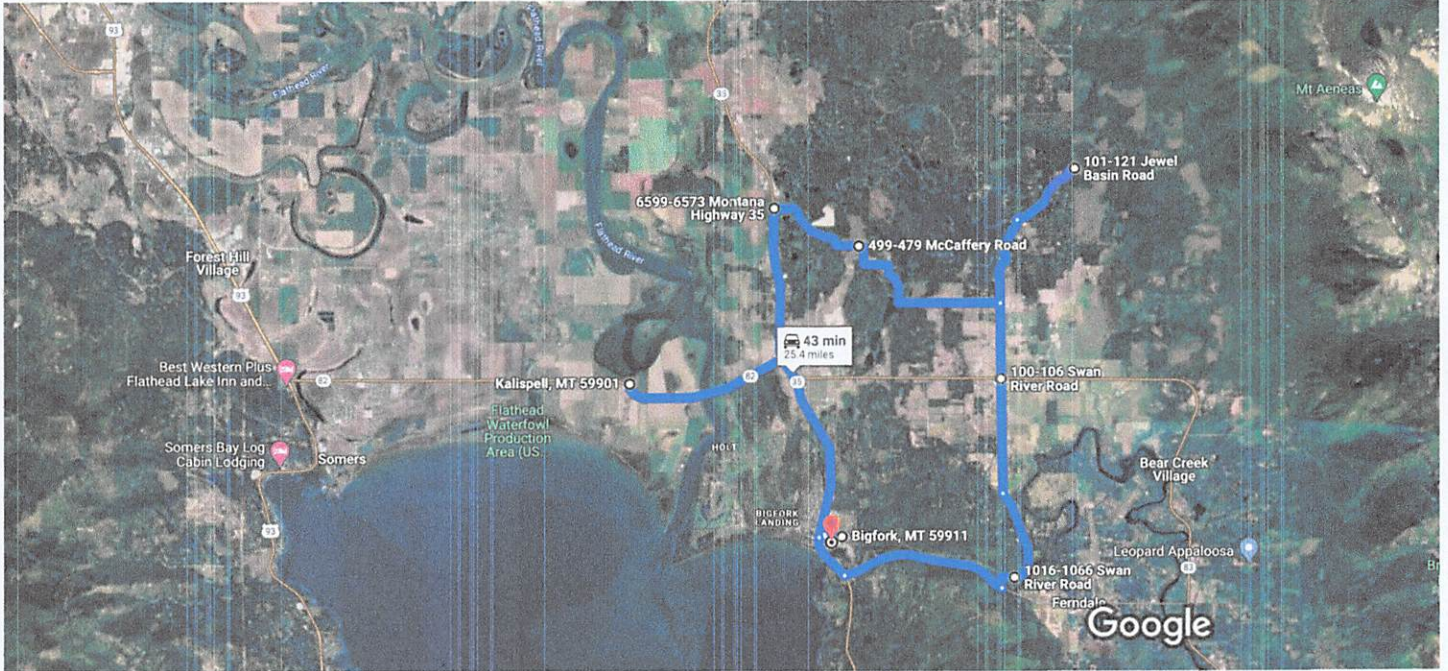
Sincerely:

*Danny Walker
Transportation Director.*



Bigfork, Montana 59911 to 564-636 Grand Dr, Bigfork, MT 59911

Drive 25.4 miles, 43 min



Imagery ©2024 TerraMetrics, Map data ©2024 1 mi



via MT-209/Mount Hwy 209

43 min

43 min without traffic

25.4 miles

Explore nearby 564-636 Grand Dr



Restaurants

Hotels

Gas stations

Parking Lots

More

Retain 30 years

RECORDS DESTRUCTION DOCUMENT (RM88)

NO. 15

PAGE 1 OF 3 PAGES

1. AGENCY NAME AND DIVISION/PROGRAM:

Bigfork School District Office

2. AGENCY CONTACT:


NAME: Amber Yoder
406.837.7400

PHONE #: EMAIL: ayoder@bigfork.k12.mt.us

3. NOTICE OF INTENTION: The schedule records listed in Item 5 are to be disposed of in the manner checked below (specify only one).

- Delete
- Incinerate
- Shred as Classified
- Toss without Restriction
- Other: Explain

4. SUBMITTED BY: I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements or Offer to the State Historical Society Archives has been fully justified, and that further retention is not required for any litigation pending or imminent. Documentation attached from Historical Society.

SIGNATURE: 
NAME AND TITLE: Amber Yoder
DATE: 8/15/24

5. LIST OF RECORD SERIES

NOTE: Attach any inventories or Excel spreadsheets to this form to help validate records destroyed.

a. Retention Schedule Number	b. Item number listed on Retention Schedule	c. Record Series Title	d. Retention in months/years	e. Inclusive Dates	f. Volume in Cubic Feet	g. Disposition Action and Date completed after Authorization
		see attached				

6. DISPOSAL AUTHORIZATION: Disposal for the above listed records is authorized. Any deletions or modifications are indicated.

Custodian/Records Manager
Name: Date:
Signature:

7. DISPOSAL CERTIFICATE: The above listed records have been disposed of in the manner and on the date shown in column g.

Name and Title:
Signature:

School District Records Schedule Number 7

Dates are by school year (July-June)

Section I Administrative Records; Grant/Program Files

Grant/Program Files

“Retain all grant documents in accordance with federal or state program requirements applicable to each program. Retain transaction documents in accordance with ‘Finance Records’ section of this schedule.” (In which almost all documents can be destroyed after 8 years.)

According to the Montana State and Federal Grants handbook March 2012: “Federal regulations require subgrantees to retain records for three years after the day the final expenditure report for a project has been submitted.”

5 Boxes OPI Grant paperwork from 1995-2010 including:

School to Work
Carl Perkins
Gifted-Talented
Consolidated
Tobacco use Prevention
Title I, IA, 2, 2A, 2D, 4, 4A, 5, 5A, 6
Montana Heritage
State VoEd
IDEA Part B/PK
Small Rural Schools
Students with Significant Needs
We Teach All
Class Size Reduction
SIMMS
Aesthetic Literacy
Energy Grant
Chapter 2
ARRA Part B/PK
21st Century Community Learning Center

Other grants/donations (not OPI)

1997 Mini Grant Proposals: Cross-Age Tutorial, Bigfork Community Dock Project
1999-2000 Roundup For Safety Applications for Project Funding
2001-2002 MT Parent Info Resource Center grant
2002 Booster Donation

Section III Finance Records

Item 8 Bank Deposit Receipts 1 yr past audit; destroy
Deposit Slips
97-98

Item 19 Cancelled Checks/Warrants 8 years, destroy
Reissued Warrants
2000-2008
Voided Warrants
2009-2016

Item 39 1099s 8 years, destroy
2011-2019

Item 61 School Receipts 8 years, destroy
1994-1996

Section IV General Records

Item 1 Correspondence
b. Homeschool Letters (provide/request info) 3 years, destroy
1995-2002

Section X Pupil and Instruction Records

Out of District Records Most similar to Kindergarten Records examples, pg X-3
1995-1996 8 years after grad, destroy

Total of 7 cubic feet of material shredded/disposed: _____
date

24-25

FP-14 Out of District Attendance Agreement **APPROVED**

7

24148

24149

24150

24151

24153

24152

24156

Fw: Resignation

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

Thu 8/15/2024 7:56 AM

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

Lacey Porrovecchio
Business Manager
Bigfork School District 38
406.837.7400

From: Alison Wallen <awallen@bigfork.k12.mt.us>

Sent: Thursday, August 15, 2024 7:55 AM

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

Subject: Fw: Resignation

From: Trisha Knobloch <tknobloch@bigfork.k12.mt.us>

Sent: Wednesday, August 14, 2024 8:47 PM

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

Subject: Re: Resignation

I would like to officially tender my resignation as paraprofessional at Bigfork School district, effective today 8/14/24.
Thank you.

Trisha Knobloch

Shawn Hall
1011 La Brant Rd
Bigfork, MT 59911
August 12, 2024

Tom Stack
Superintendent
Bigfork High School
600 Commerce St.
Bigfork, MT 59911

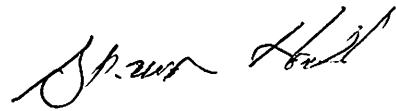
Dear Tom:

Please accept this as my official notice of resignation. Philosophically my expectations of growing this program are not in line with this district's policies. Therefore, I feel that resigning is the best option for me and for the team.

I would be happy to meet with you at your convenience to discuss the transition of my duties to my successor.

Thank you for giving me the opportunity to have supported the sport of wrestling in the Bigfork district.

Sincerely,

A handwritten signature in black ink that reads "Shawn Hall". The signature is written in a cursive style with a large initial "S" and a long, sweeping underline.

Shawn Hall

Shawn Hall
1011 La Brea Rd
Bigfork, MT 59911
August 11, 2024

Tom Stabel
Superintendent
Bigfork High School
600 Commerce St.
Bigfork, MT 59911

Dear Tom:

Please accept this as my official notice of resignation. Unfortunately my expectations of growing this program are not in line with the district's policies. Therefore, I feel that resigning is the best option for me and for the team.

I would be happy to meet with you at your convenience to discuss the transition of my duties to my successor.

Thank you for giving me the opportunity to have supported the sport of wrestling in the Bigfork district.

Sincerely,

Shawn Hall



BIGFORK PUBLIC SCHOOL DISTRICT 38

P.O. Box 188, 600 Commerce Street
Bigfork, Montana 59911

Phone: 406.837.7400 Fax: 406.837.7407

VIKES

and

VALS

August 14, 2024

To: Bigfork Board of Trustees

From: Danny Walker

Subject: Bus Aids

I am recommending Joy Schlegel to be a Bus Aid on bus 10 as we are in need of more bus monitors. She lives in the Ferndale area and will be a great help monitoring the kids mornings and afternoons.

I am also recommending Jeanie Hayes to be a bus monitor on bus 18. Bus 18 did not have a bus monitor on it last year due to staffing and with the amount of kids who ride this bus it really needs a monitor to help make sure the students are safely seatbelted in.

I am recommending that David Boswell help out as a sub bus monitor when other bus monitors call out which happens quite often. David can assist on bus 12 which he knows very well living in South Ferndale and his daughter also rides daily.

I am recommending Derek Vann help out as a sub bus monitor to help assist on the buses when other bus monitors call out.

Having these employees wanting to help out with the transportation department making sure that our students are safe riding to and from school would be a great help.

Sincerely,

Danny Walker

Recommendation for hire

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

Wed 8/14/2024 1:05 PM

To: Tom Stack <tstack@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>
Cc: Mark Hansen <mhansen@bigfork.k12.mt.us>; Brenda Clarke <bclarke@bigfork.k12.mt.us>

School Board Trustees,

It is my pleasure to recommend Annette Van Pevenage as a K-6 substitute teacher in our district. Mrs. Van Pevenage has been teaching at the Ursuline Centre in Great Falls, and St. Matthews ELC in Kalispell as a preschool teacher. Mrs. Van Pevenage graduated with a BA in elementary education from Washington State University and has a teaching certificate in elementary education. She has decided to leave her job in Kalispell in order to work closer to home.

Thank you for your consideration,

Charles Appleby

Charles Appleby | Middle School Principal

600 Commerce St. | P.O. Box 188 | Bigfork, MT 59911

phone: (406) 837-7412 | fax: (406)-837-7407

www.bigforkschools.org/our-schools/middle-school/

Bigfork Middle School: Be Kind, Be Cool, and Be Compassionate

8/14/24

Dear Mr. Stack and Board members,

It is my privilege to recommend Chloe Storest as a K-12 substitute teacher. Ms. Storest is an energetic person that loves to share love of learning with all students. She has limited experience when it comes to working with a group school age students but is willing to learn and support our schools.

Thank you for your consideration,

Mark Hansen

Fw: Resignation

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

Thu 8/15/2024 7:55 AM

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

Lacey Porrovecchio
Business Manager
Bigfork School District 38
406.837.7400

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

Sent: Thursday, August 15, 2024 7:53 AM

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

Subject: Re: Resignation

Board of Trustees,

I would like to recommend Trisha Knobloch as a substitute in our district. Trisha started as a long-term sub in our middle school and has, on three occasions been a long-term sub in this district. Last year Mrs. Knobloch was hired as a paraeducator in the high school but by the end of the year was once again taking over a classroom to finish the year. Trisha knows our staff, our students and our policies, and has been one of our best substitutes over the last few years.

Thank you for your consideration,

Charles Appleby | Middle School Principal

600 Commerce St. | P.O. Box 188 | Bigfork, MT 59911

phone: (406) 837-7412 | fax: (406)-837-7407

www.bigforkschools.org/our-schools/middle-school/

Bigfork Middle School: Be Kind, Be Cool, and Be Compassionate

MS Football 2024

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

Mon 7/29/2024 9:19 AM

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

Cc: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>; Charlie Appleby <charliea@bigfork.k12.mt.us>; Carol Venegas <cvenegas@bigfork.k12.mt.us>

Dear Mr. Stack,

I would like to recommend the following coaches for the 2024 middle school football team.

Stewart "Stew" Willis

Stew has been an active youth football and baseball coach in Bigfork for a number of years. Stew is the parent of 3 Bigfork students and his wife, Amanda, is a member of the Bigfork Booster Club. Stew will make a great addition to the middle school coaching staff.

Nathaniel "Nate" Willette

Nate has been an active youth football and baseball coach/board member in Bigfork for a number of years. Nate is the parent of 3 Bigfork students and will make a great addition to the middle school coaching staff.

Seth Price - Volunteer Assistant

Seth has been an active youth football and baseball coach in Bigfork for a number of years. Seth is the parent of 2 Bigfork students and will make a great addition to the middle school coaching staff.

Thank you for your consideration.

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.

Bigfork School Board

It is my pleasure to recommend Mr. Erik Heuchert as the middle school choir advisor. This will be his third year in the program and he has begun to build quite a wonderful choir. He works very well with our other music teachers and staff in organizing performances that do not disrupt the day, but give kids an opportunity to shine.

Thank you for your consideration,

Charlie Appleby
Middle School Principal

Bigfork School Board

It is my pleasure to recommend Mr. Brian Phillips as the middle school band advisor. This will be his second year in the program and his ability to take over for Mrs. Tunnell was admirable. He works very well with our other music teachers and staff in organizing performances that do not disrupt the day, but give kids an opportunity to shine.

Thank you,

Charlie Appleby
Middle School Principal

Bigfork School Board

It is my pleasure to recommend Mr. Bronson Ericksen as the middle school student council advisor. While we have run the leadership/student council program for five years, this will be the first under Mr. Ericksen. I am eager to see what he can do with this group, as he is a creative, big thinker who has become quite the leader of our middle school staff.

Thank you for your consideration,

Charlie Appleby
Middle School Principal

Bigfork School Board

It is my pleasure to recommend Mrs. Marissa Meyer as the science fair advisor. This will be her third year building this program back up from nothing, and the first I have asked to have this stipend considered. She has not only reimagined the process of the science fair, but ended up qualifying 13 kids to the county fair, and had 5th graders been given the opportunity to go to State (the State did not host a State tournament last year) 5 would have been invited.

Thank you,

Charlie Appleby
Middle School Principal

8/12/24

Dear Mr. Stack and Board members,

It is my pleasure to recommend Brian Phillips to the position of high school **band advisor** and high school **pep band** advisor for the 2024/25 school year. Mr. Phillips has done an outstanding job in his first year, supporting our musicians so they may perform their best during festivals, concerts and home ballgames. Please consider Mr. Phillips for these advisory positions.

Let me know if you have any questions, or are in need of more information.

Sincerely,

Mark Hansen

Principal, Bigfork High School

8/12/24

Dear Mr. Stack and Board members,

I am excited to recommend Tannar Cummings and Amber Britt as the 2024/25 Student Council advisors. In the past this advisory role has been done by one person, but I feel this job has become too big and important to leave to one person. Mr. Cummings and Mrs. Britt will share the stipend and responsibilities. During the interview process they had wonderful ideas on how to engage more students through school spirit activities.

Please accept my recommendations for these two outstanding instructors.

Let me know if you have any questions.

Respectfully,

Mark Hansen

Principal Bigfork High School

8/12/2024

Dear Mr. Stack and Board members,

At this time I would like to recommend John Hollow as the Bigfork High School Yearbook Advisor. Mr. Hollow has been in this position for the last 5 years and has always produced an outstanding publication. John has the skills to ensure students are representing BHS when they are on assignment or anytime they are in public.

Thank you for your consideration. Let me know if you have any questions or in need of more information.

Respectfully,

Mark Hansen

Principal

Bigfork High School

8/12/2024

Dear Mr. Stack and Board members,

It is my privilege to recommend Eric Heuchert to the position of Choir Advisor. Mr. Heuchert is in his 2nd year as choir advisor and has done an outstanding job preparing his students for festivals and concerts. His students always represent BHS in a remarkable way when they are in public. Thank you for taking my recommendation under consideration.

Respectfully,

Mark Hansen

Principal

Bigfork High School

Board Rec

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

Wed 8/14/2024 12:31 PM

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

Cc:Tom Stack <tstack@bigfork.k12.mt.us>;Alison Wallen <awallen@bigfork.k12.mt.us>

Board of Trustees,

I would like to recommend Heather Epperly as the elementary art and music director for the 2024-25 school year. She has held this position for a number of years and produces plays, concerts, and many family activities.

Brenda Clarke
Elementary School Principal

MS Football Assistant Rec

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

Thu 8/15/2024 7:22 AM

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

Cc: Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>; Charlie Appleby <charliea@bigfork.k12.mt.us>; Carol Venegas <cvenegas@bigfork.k12.mt.us>

Dear Mr. Stack,

I would like to recommend Emanuel "Manny" Baldi as volunteer assistant coach for our middle school football team. Manny is a 2023 graduate and All-State football player for Bigfork High School. He will make a great addition to the coaching staff.

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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