

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 20, 2024, at 5:00 pm in the high school library.

Trustees in attendance: Carol Field, Ben Woods, Paul Sandry, Zack Anderson and Julie Kreiman

Trustees absent: Deb Johnson and Dan Elwell

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principals Mark Hansen, Brenda Clarke and Charlie Appleby, Special Education Director/Activities Director Matt Porrovecchio and community members.

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 Wood, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary and high school trustees.

- Consideration of Board Meeting Minutes for July 30, 2024
- Consideration of Student Activity Reports – July, 2024
- Consideration of All Bill Approval Lists
- Consideration of Transportation Route 17 Amendment
- Consideration of Records Destruction per Records Retention Schedule
- Consideration of Out of District Students Pursuant to Board Policy 3141
 1. List Attached
- Consideration of District Donations
 1. Booster Club Donation to Cross Country, \$2287.50
 2. Bigfork Rotary Foundation, Inc., Donation to Baseball, \$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. Classified Personnel Resignation for Consideration
 - a. Trisha Knobloch, Paraprofessional
 2. Extra-Curricular Personnel Resignation for Consideration
 - a. Shawn Hall, High School Wrestling Coach
 3. Classified Personnel Recommended for Consideration
 - a. Joy Schlegel, Bus Monitor
 - b. Jeanie Hayes, Bus Monitor
 4. Substitute Personnel Recommended for Consideration
 - a. Annette Van Pevenage, K-6 Substitute Teacher
 - b. Chloe Storest, K-12 Substitute Teacher
 - c. Trisha Knobloch, K-12 Substitute Teacher
 - d. David Boswell, Substitute Bus Monitor
 - e. Derek Vann, Substitute Bus Monitor
 5. Extra-Curricular Personnel Recommended for Consideration
 - a. Stewart Willis, Middle School Football Coach
 - b. Nathaniel Willette, Middle School Football Coach
 - c. Erik Heuchert, Middle School Choir Advisor
 - d. Brian Phillips, Middle School Band Advisor
 - e. Bronson Ericksen, Middle School Student Council Advisor
 - f. Marissa Meyer, Science Fair Advisor
 - g. Brian Phillips, High School Band Advisor & Pep Band Advisor
 - h. Tannar Cummings, High School Student Council Co-Advisor
 - i. Amber Britt, High School Student Council Co-Advisor

- j. John Hollow, High School Yearbook Advisor
- k. Erick Heuchert, High School Choir Advisor
- l. Heather Epperly, Elementary Music Advisor
- 6. Extra-Curricular Volunteers Recommended for Consideration
 - a. Seth Price, Middle School Football
 - b. Emanuel Baldi, Middle School Football

OLD BUSINESS

- A. 2024-25 Cooperative Sports/Activities Agreement with Swan River – Activities Director Porrovecchio told trustees the agreement was changed to allow 6 days of leave.

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

NEW BUSINESS

- A. Handbook Bullying Procedures – The Administrative Team told trustees they made changes after working through the ISAP process. Changes include the response to bullying and communication with parents.

A motion to approve the handbook bullying procedures was made by Trustee Anderson, seconded by Trustee Kreiman, and approved with affirmative votes from Trustees Woods, Sandry, Anderson & Kreiman. Trustee Field abstained from voting.

- B. High School Math Curriculum Purchase – Principal Hansen said the Curriculum Committee reviewed the math curriculum. He explained it is aligned with district resources, is cost effective and will benefit students.

A motion to approve the High School Math Curriculum Purchase was made by Trustee Kreiman, seconded by Trustee Field, and approved by unanimous vote of the elementary and high school trustees.

- C. Board Policy 2410, High School Graduation Requirements, 2nd Reading for Adoption – Principal Hansen explained the changes allow for an honors diploma.

A motion to approve Board Policy 2410, High School Graduation Requirements was made by Trustee Woods, seconded by Trustee Field, and approved by unanimous vote of the elementary and high school trustees.

- D. Elementary & High School 2023-24 Trustee's Reports – Business Manager Porrovecchio reviewed district taxable values, taxes receivable and protested taxes, final budget recommendations, ending cash balances and the Trustee's Financial Reports.

A motion to approve the Elementary 2023-24 Trustee's Report was made by Trustee Kreiman, seconded by Trustee Woods, and approved by unanimous vote of the elementary trustees.

A motion to approve the High School 2023-24 Trustee's Report was made by Trustee Field, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary and high school trustees.

- E. Elementary & High School 2024-25 Budgets – Business Manager Porrovecchio went over the district budgeted funds. Levied taxes remain steady in the elementary and high school budgets.

A motion to approve the Elementary 2024-25 Budgets was made by Trustee Woods, seconded by Trustee Anderson, and approved by unanimous vote of the elementary trustees.

A motion to approve the High School 2024-25 Budgets was made by Trustee Kreiman, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- F. Elementary & High School Apportionment of Ending Cash Balances – Business Manager Porrovecchio explained cash in budgeted funds at the end of the fiscal year go to fund reserves or to fund the ensuing years budgets.

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

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

COMMITTEE REPORTS

There were no committee reports.

PRINCIPAL REPORTS

Mr. Appleby talked about the PLC workshop, new staff members and the Leadership Class. Trustee Kreiman thanked Mr. Appleby for naming Mrs. Meyer the Science Fair Advisor.

Mr. Hansen reported on the PLC workshop, mentors and new staff, Student Council and Portrait of a Graduate training in Minneapolis. He told the board the US Men's volleyball coach will be speaking to staff next week.

Mrs. Clarke spoke about the June Texas PLC trip, the beginning of the school year and working on meeting the needs to special education students.

Mr. Porrovecchio briefly talked about fall activities. Mr. Hansen told board members Mr. Porrovecchio does a great job communicating with coaches, parents and students. Mr. Porrovecchio thanked Ms. Venegas and Ms. Varner for their help with activities.

SUPERINTENDENT REPORT

Mr. Stack talked about the lightning strike at Glacier High School. He told trustees Mr. Porrovecchio sent an email to coaches the same morning reminding them to be cautious with weather. He gave an update on facilities and getting buildings ready for school. He talked about mentor teacher expectations. He also talked to trustees about the need to call special meetings occasionally. Board discussion followed about out of district enrollment and the requirement for the board to approve students before they can attend. Lastly, he said the district had intended to sell the 15-passenger van. Instead, the seats will be removed, and Mr. Porrovecchio will use it to haul soccer gear to the soccer field.

Trustee Anderson asked about 4-day school weeks. Discussion followed. Staff members are still interested in exploring it. Trustee Kreiman asked about early kindergarten. Mr. Stack said some districts are doing it and some aren't. He said there are 45 students enrolled for kindergarten this year.

- G. Consideration of Out of District Students Pursuant to Board Policy 3141 – Superintendent Stack- Executive Session may be called pursuant to MCA 2-3-203(3)
a. List Attached

At 5:48 pm Board Chair Sandry declared the rights of individual privacy exceed the public's right to know and the board went into closed session.

Closed session ended at 6:09.

A motion to approve enrollment of student 24154 for first semester, with enrollment in second semester contingent on being a district resident, was made by Trustee Anderson, seconded by Trustee Woods, and approved by unanimous vote of the elementary trustees.

FUTURE MEETING SCHEDULE

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

- Wednesday, September 11, 2024
- Wednesday, October 9, 2024
- Wednesday, November 13, 2024
- Wednesday, December 11, 2024
- Wednesday, January 8, 2025
- Wednesday, February 12, 2025
- Wednesday, March 12, 2025
- Wednesday, April 9, 2025

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

Adjourned: 6:10 pm

District Clerk

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 September 3, 2024, at 8:03 am in the district office.

Trustees in attendance: Ben Woods, Julie Kreiman, Deb Johnson and Paul Sandry

Trustees absent: Carol Field, Dan Elwell and Zack Anderson

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

There were no comments on non-agenda items.

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

- Consideration of Out of District Students Pursuant to Board Policy 3141
 1. List Attached

NEW BUSINESS

- A. Out of District Attendance Resolution – Superintendent Stack explained the resolution would allow him to approve students per the criteria in board policy so students could enroll in between monthly board meetings. Board Chair Sandry said the resolution eliminates the need for special meetings to enroll students. Board discussion followed.

A motion to approve the Out of District Attendance Resolution was made by Trustee Kreiman, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

FUTURE MEETING SCHEULE

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

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- o Wednesday, March 12, 2025
- o Wednesday, April 9, 2025

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

Adjourned: 8:08 am

District Clerk

Chairperson

09/05/24
13:51:00

BIGFORK SCHOOLS
Reconciliation Report for 08/01/24 to 08/30/24

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance	277217.54
Plus Outstanding Checks	1604.05
Minus Outstanding Deposits	0.00

Balance	278821.59
Minus Receipts in Transit	1147.80

Statement Balance	277673.79 ✓

Debits	
Checks Cleared	1775.49
Misc Charges	36.75

Total Debits	1812.24

Credits	
Deposits Cleared	9349.14
Misc Earnings	0.00

Total Credits	9349.14



P.O. Box 241826
Omaha, NE 68124

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT
PO BOX 188
BIGFORK MT 59911-0188

Statement Ending 08/30/2024

BIGFORK SCHOOL DISTRICT

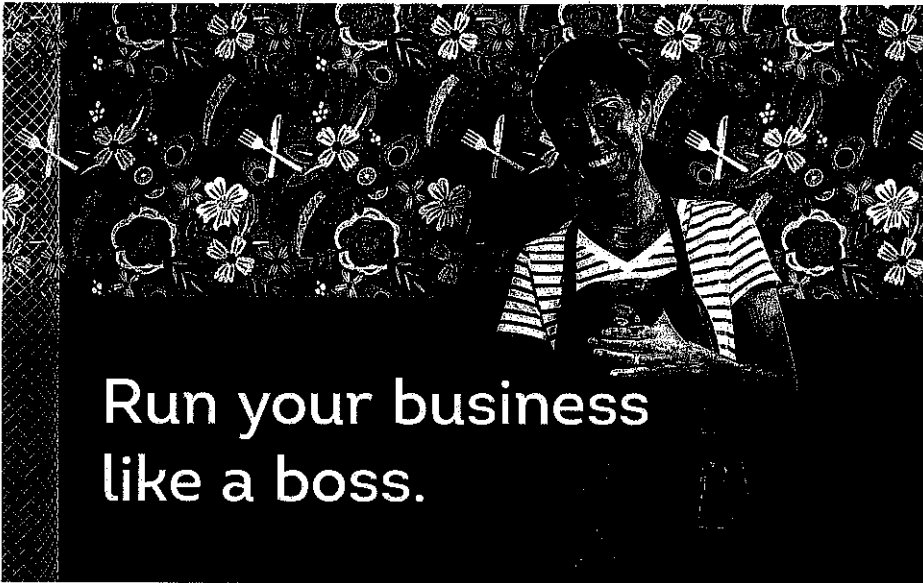
Page 1 of 4

Account Number: XXXXXXXXXXXX

Managing Your Accounts

 Client Contact Center 855-342-3400

 Website firstinterstate.com



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Summary of Accounts



Account Type	Account Number	Ending Balance
ANALYZED BUSINESS CHECKING	XXXXXXXXXX	\$277,673.79

ANALYZED BUSINESS CHECKING - XXXXXXXXXXXX

Account Summary

Date	Description	Amount
08/01/2024	Beginning Balance	\$270,136.89
	7 Credit(s) This Period	\$9,349.14
	9 Debit(s) This Period	\$1,812.24
08/30/2024	Ending Balance	\$277,673.79

Account Activity

Post Date	Description	Debits	Credits	Balance
08/01/2024	Beginning Balance			\$270,136.89
08/01/2024	CSM Rebate Dist ACH PAYMTS		\$44.56 ✓	\$270,181.45
08/03/2024	953205952880 MERCHANT BNKCD FEE	\$27.95 ✓		\$270,153.50
08/05/2024	CHECK # 35197	\$1,373.52		\$268,779.98
08/08/2024	CHECK # 35196	\$222.00		\$268,557.98
08/16/2024	DEPOSIT		\$350.00 ✓	\$268,907.98
08/16/2024	CHECK # 35185	\$17.40		\$268,890.58
08/19/2024	Service Charges July 2024	\$8.80 ✓		\$268,881.78
08/22/2024	DEPOSIT		\$10.84 ✓	\$268,892.62
08/23/2024	CHECK # 35199	\$44.56		\$268,848.06
08/23/2024	CHECK # 35202	\$59.96		\$268,788.10
08/23/2024	CHECK # 35203	\$43.05		\$268,745.05
08/24/2024	953205952880 MERCHANT BNKCD DEPOSIT		\$120.00 ✓	\$268,865.05
08/26/2024	CHECK # 35198	\$15.00		\$268,850.05
08/30/2024	DEPOSIT		\$8,056.08 ✓	\$276,906.13
08/30/2024	953205952880 MERCHANT BNKCD DEPOSIT		\$136.00 ✓	\$277,042.13
08/30/2024	Patreon Patreon ST-D9J2E7C7Q8J4		\$631.66 ✓	\$277,673.79
08/30/2024	Ending Balance			\$277,673.79

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
35185	08/16/2024	\$17.40	35198	08/26/2024	\$15.00	35203	08/23/2024	\$43.05
35196*	08/08/2024	\$222.00	35199	08/23/2024	\$44.56			
35197	08/05/2024	\$1,373.52	35202*	08/23/2024	\$59.96			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
08/01/2024	\$270,181.45	08/16/2024	\$268,890.58	08/24/2024	\$268,865.05
08/03/2024	\$270,153.50	08/19/2024	\$268,881.78	08/26/2024	\$268,850.05
08/05/2024	\$268,779.98	08/22/2024	\$268,892.62	08/30/2024	\$277,673.79
08/08/2024	\$268,557.98	08/23/2024	\$268,745.05		

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

To: Board of Trustees
From: Danny Walker
Subject: Bus Route Change Route 10

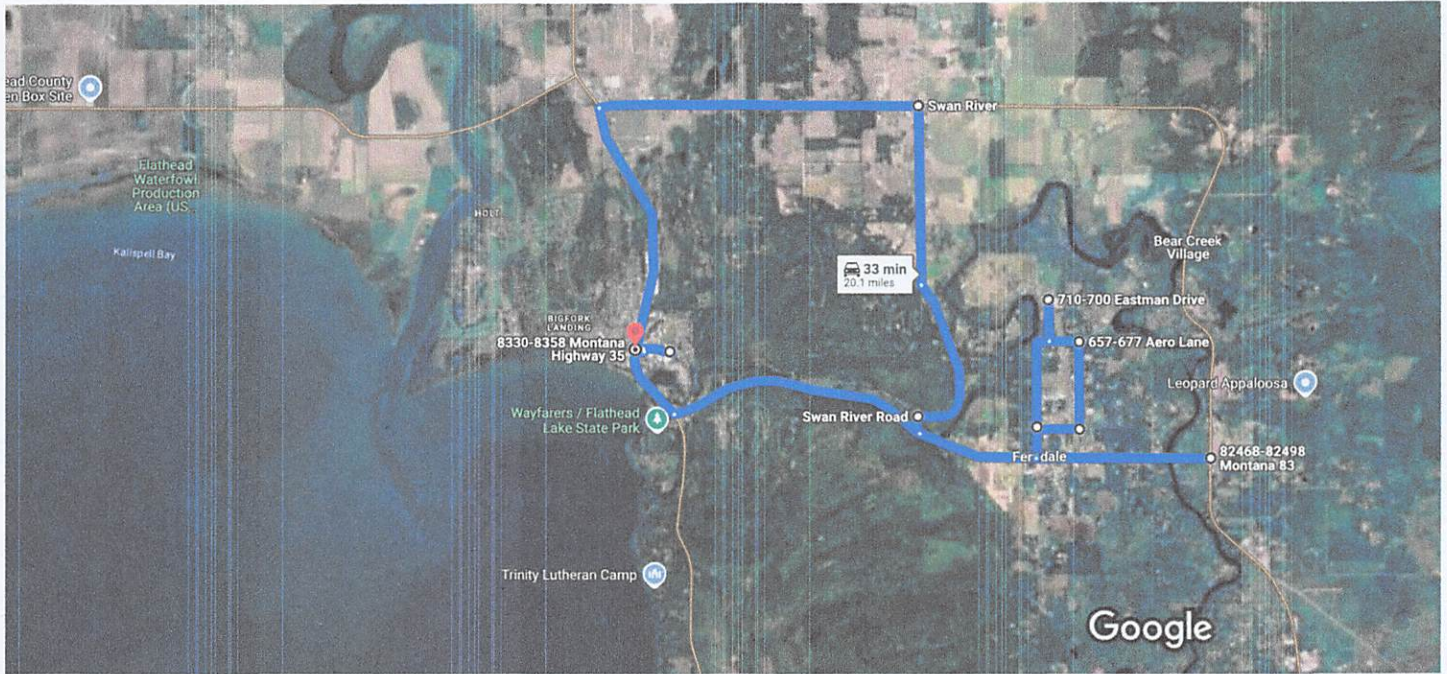
I am recommending we change route 10 to add student pickup and drop off for Swan River Road. By adding Swan River Road to route 10 this will now be 40 miles per day instead of 26 miles a day.

Sincerely:


Danny Walker
Transportation Director



Bigfork, Montana 59911 to 8330-8358 Montana Hwy Drive 20.1 miles, 33 min 35, Bigfork, MT 59911



Imagery ©2024 TerraMetrics, Map data ©2024 5000 ft

 via MT-209/Mount Hwy 209 **33 min**
33 min without traffic 20.1 miles

Explore nearby 8330-8358 Montana Hwy 35



Restaurants Hotels Gas stations Parking Lots More



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

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

I am recommending we change route 17 to accommodate High School bus riders who reside on the West side of Flathead River. We will be driving down Lower Valley Road and Farm Road in Bigfork High School District. Route 17 will no longer be traveling on Swan River Road for student pickup or drop off. By adding this route it will change route 17 mileage from 57.4 miles to 68 miles per day.

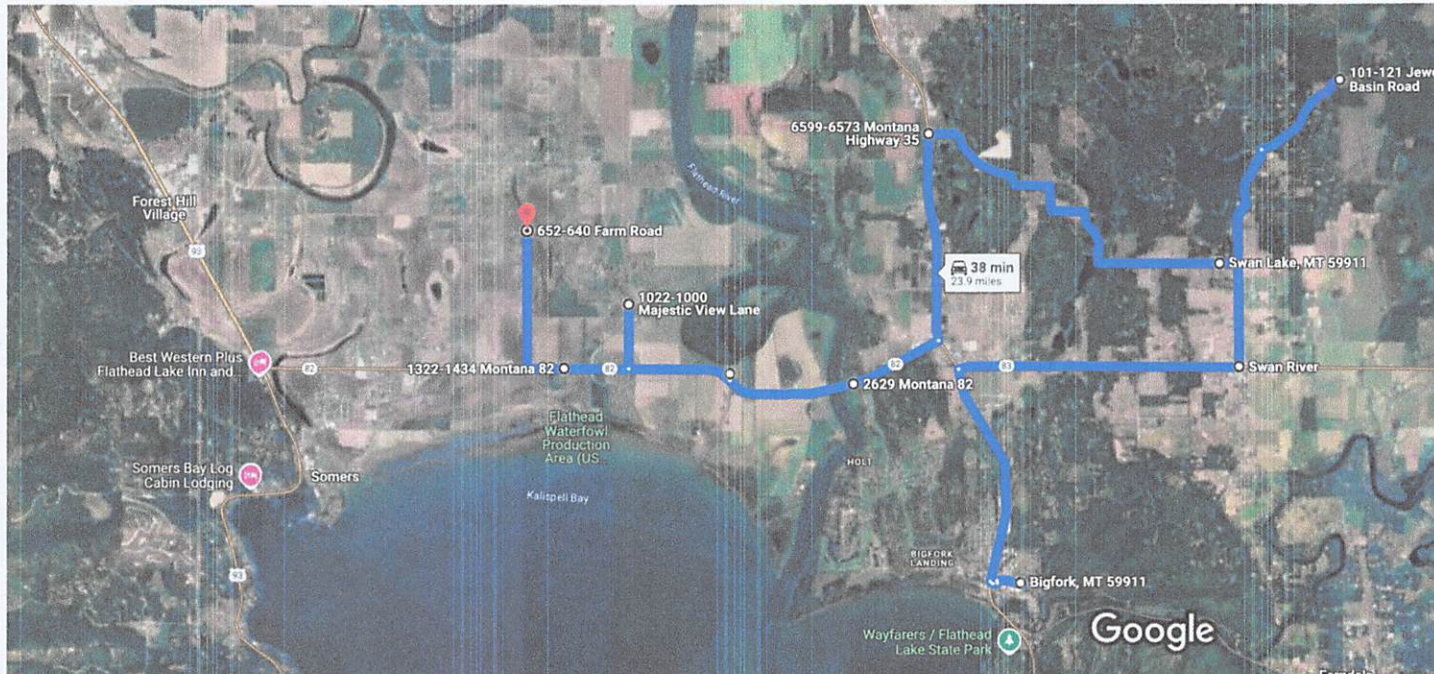
Sincerely:

Danny Walker
Transportation Director




Bigfork, Montana 59911 to 652-640 Farm Rd, Kalispell, MT 59901

Drive 23.9 miles, 38 min



Imagery ©2024 TerraMetrics, Map data ©2024 1 mi

 **via Montana Hwy 35 W and MT- 38 min**
83 S 23.9 miles
 38 min without traffic

Explore nearby 652-640 Farm Rd



Restaurants

Hotels

Gas stations

Parking Lots

More

SURPLUS PROPERTY RESOLUTION
September 11, 2024

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 11, 2024;

WHEREAS, the surplus property includes iMacs, Chromebooks, 4 metal four drawer filing cabinets, 2 refrigerators;

WHEREAS, the items 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 sold and or disposed of after Monday, September 30, 2024.

Approved by the Board of Trustees of Bigfork Elementary and High School District No. 38, Flathead and Lake Counties, on September 11, 2024 at a regular meeting held in the Bigfork High School library.

ATTEST:

Chairperson

Clerk

24-25

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

1

24159

Sub recommendation for Sept 11th meeting

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

Fri 8/30/2024 10:29 AM

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

Board of Trustees,

It is my pleasure to recommend Cormac Benn as a substitute K-12 in our district.yCormac has spent the last three years, after graduating from Bigfork High School, at Carroll College amassing over 50 hours in classroom observations and earning a 3.8 GPA.yHe is back in Bigfork as he transitions to a new college to finish his education and is eager to get classroom experience.yHe has had a unique education, from Ronan, to Malta to Loyola to Bigfork, and has a lot of experience with different education styles and systems.yHis father Jim retired from teaching last year, after more than 25 years, his last 5 being in Bigfork Middle School.

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

Letter of Recommendation

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

Wed 9/4/2024 12:06 PM

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

Please add this to the next Board Agenda:

Board of Trustees:

I am pleased to recommend Julie Inabnit as a substitute teacher for Bigfork Elementary School. Julie retired from Bigfork Elementary in June 2024. She had been a second grade teacher with us for five years and had 37 years experience teaching elementary school with a Master's of Arts degree from Grand Canyon University in teaching. She looks forward to substituting with us.

Thank you,
Brenda

MS Study Backs Recommendation

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

Fri 8/30/2024 8:23 AM

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

Finally got someone to help with study backs!

Board of Trustees,

I am happy to recommend two new teachers to Bigfork Middle School who are eager to take on and split the MS study Backs position. Sam Aklestad (8th grade SS) and Andrea Roseno (6th/8th grade Science) would like to split the stipend and take on equal responsibility to run the study backs program this year.

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

9/5/24

Dear Mr. Stack and Board members,

It is my pleasure to recommend Brian Phillips to the position of high school **jazz band** advisor for the 2024/25 school year. Mr. Phillips has done an outstanding job in his first year, supporting our musicians. Mr. Phillips has created a jazz band this year and is creating a schedule where they will be performing outside of the school day. His goal is to have his students ready to perform for the downtown Christmas lighting, play at the jazz night festival in Kalispell and throughout our valley. Please consider Mr. Phillips for this advisory position. Let me know if you have any questions, or are in need of more information.

Sincerely,

Mark Hansen
Principal, Bigfork High School