

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 November 13, 2024, at 5:00 pm in the high school library.

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

Trustees absent: none

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principals Mark Hansen and Charlie Appleby, 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 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 Elwell, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- Consideration of Board Meeting Minutes for October 9, 2024
- Consideration of Student Activity Report – October, 2024
- Consideration of All Bill Approval Lists
- Consideration of Surplus Property Resolution
- Consideration of District Donations
 1. \$18,053 from Bigfork Youth Baseball Association for High School Baseball
 2. \$2,000 from Bigfork Booster Club for Hydration Carts
- Consideration of Out of District Students Pursuant to Board Policy 3141
 1. List Attached
- 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. Brenda Koch, Food Service
 2. Substitute Personnel Recommended for Consideration
 - a. Stephanie Frederick, K-12 Substitute
 - b. Micahel Ortega, Transportation Substitute
 3. Extra-Curricular Personnel Recommended for Consideration
 - a. Heather Epperly, Co-Head Winter Cheer Advisor (split stipend)
 - b. Emily Feller, Co-Head Winter Cheer Advisor (split stipend)
 - c. Jane Sundell, Swim Assistant Coach
 4. Extra-Curricular Volunteers Recommended for Consideration
 - a. Mike Ballard, High School Wrestling
 - b. Tannar Cummings, High School Girls Basketball
 - c. Troy Gunlock, High School Girls Basketball
 - d. Joshua Jepson, High School Baseball

COMMITTEE REPORTS

- A. Facilities Committee – Trustee Kreiman and Trustee Anderson went over upcoming facility projects including elementary gym bleacher replacement, stairway upgrades on campus and elementary building siding and painting.
- B. Finance Committee – Board Chair Sandry recapped the earlier Finance Committee meeting. Finance committee members went over ESSER funds, staff bonus information, partially funded athletics, the FY24 audit, enrollment statistics and the trustee election.

NEW BUSINESS

- A. Elementary Bleacher Replacement – Superintendent Stack told trustees the bleachers are approximately 40 years old and out of code. He recommended the proposal from Tutt Construction. Tutt Construction did the bleachers in the high school.

A motion to approve the elementary bleacher replacement was made by Trustee Anderson, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary trustees.

- B. Food Service Director Contract Addendum – Superintendent Stack recommended adding 10 days to the Food Service Director's contract. The Food Service Department has been down an employee most of the last 3 years. The Director also works on school breaks when deliveries come in and to prep food.

A motion to approve the Food Service Director contract addendum was made by Trustee Woods, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- C. Board Policy 8460 Naming School District Facilities, First Reading – Superintendent Stack explained the need for the policy arose from the athletic field fundraising discussion. It's a model policy from MTSBA. Second reading will be in December.
- D. Board Policy 8100 Transportation, Second Reading for Adoption – Superintendent Stack said policy 8100 needed to be updated per the Title audit. He thanked the principals and Mrs. Kallenberger for their work on the audit.

A motion to adopt board policy 8100 Transportation was made by Trustee Anderson, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary and high school trustees.

- E. High School Out of State Fieldtrip Request – Mr. Heuchert asked trustees to approve a fieldtrip to Spokane in May. The choir students will spend time at Eastern Washington and Silverwood. It will be approximately 18 students and 2 chaperones.

A motion to approve the high school out of state fieldtrip was made by Trustee Anderson, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

- F. Transportation Electric Bus Application – Superintendent Stack recommended trustees approve the application for a second electric bus. If selected, trustee approval would be needed to move forward with the purchase. The electric bus would cost the district \$30,000 to \$50,000.

A motion to approve the electric bus application was made by Trustee Kreiman, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

- G. District Visa Business Card Resolution – Business Manager Porrovecchio told trustees the district needs to make purchases at Costco occasionally. Costco only accepts Visa cards, and the district has a Mastercard.

A motion to approve the Visa business card resolution was made by Trustee Woods, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

- H. MT Schools Unemployment Insurance Program Participation Agreement – Business Manager Porrovecchio explained that MTSUIP is updating their agreements. There are no changes to the district's unemployment insurance. The district pays approximately \$15,000 per year.

A motion to approve the MT Schools Unemployment Insurance Program Participation Agreement was made by Trustee Woods, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

PRINCIPAL REPORTS

Mr. Hansen talked about recent professional development trips, the school evacuation drill and testing data.

Mr. Appleby's report included professional development opportunities, MAST testing, Halloween, fieldtrips, the evacuation drill, the E3 emergency platform and middle school basketball.

Mr. Hansen also recognized the volleyball team headed to the state tournament.

SUPERINTENDENT REPORT

Mr. Stack went over results of the 4-day school week survey. He estimated a 16% return. He also referred to the recent UM study recommending against 4-day school weeks. He told trustees there would be many things to consider if the district moved to 4-day schools weeks including classified employee hours and wages, department heads and principal days, route contractor contracts, study backs before and after school, extending students days, etc. Discussion followed. The board will discuss it again at a workshop in January.

The future meeting schedule was discussed, and Trustee Anderson will not be at the December meeting.

FUTURE MEETING SCHEULE

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

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

Adjourned: 5:50 pm

District Clerk

Chairperson

12/03/24
12:58:38

BIGFORK SCHOOLS
Reconciliation Report for 11/01/24 to 11/29/24

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance	290279.62
Plus Outstanding Checks	5474.18
Minus Outstanding Deposits	0.00

Balance 295753.80

Minus Receipts in Transit 655.00

Statement Balance 295098.80 ✓

Debits

Checks Cleared	26458.00
Misc Charges	73.78

Total Debits 26531.78

Credits

Deposits Cleared	7045.90
Misc Earnings	0.00

Total Credits 7045.90



P.O. Box 241826
Omaha, NE 68124

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT
PO BOX 188
BIGFORK MT 59911-0188

Statement Ending 11/29/2024

BIGFORK SCHOOL DISTRICT

Page 1 of 8

Account Number: XXXXXXXXXXXX

Managing Your Accounts

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

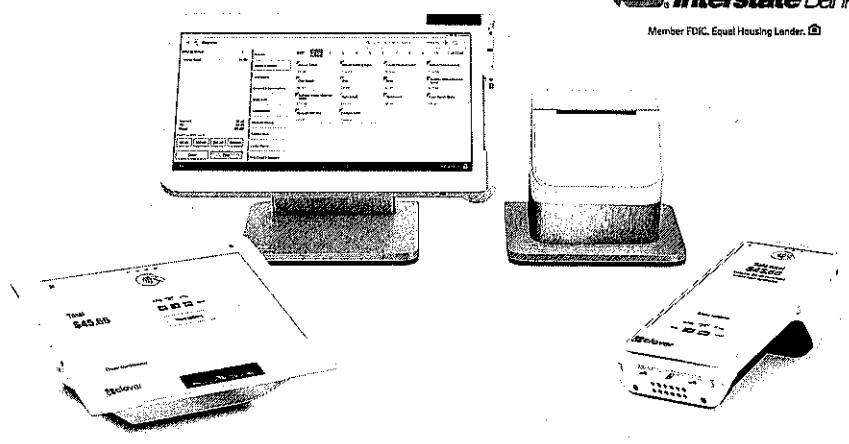


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Summary of Accounts



Account Type	Account Number	Ending Balance
ANALYZED BUSINESS CHECKING	XXXXXXXXXX	\$295,098.80

✓ UP

ANALYZED BUSINESS CHECKING - XXXXXXXXXXXX2409**Account Summary**

Date	Description	Amount
11/01/2024	Beginning Balance	\$314,584.68
	7 Credit(s) This Period	\$7,050.98
	49 Debit(s) This Period	\$26,536.86
11/29/2024	Ending Balance	\$295,098.80

Account Activity

Post Date	Description	Debits	Credits	Balance
11/01/2024	Beginning Balance			\$314,584.68
11/01/2024	Huddle Tickets EDI PYMNTS ACXXXXXXXX-1499		\$28.00	\$314,612.68
11/03/2024	953205952880 MERCHANT BNKCD FEE	\$27.95		\$314,584.73
11/03/2024	953205952880 MERCHANT BNKCD DISCOUNT	\$33.03		\$314,551.70
11/04/2024	CHECK # 35312	\$110.00		\$314,441.70
11/04/2024	CHECK # 35318	\$51.58		\$314,390.12
11/05/2024	CHECK # 35244	\$60.00		\$314,330.12
11/05/2024	CHECK # 35311	\$149.00		\$314,181.12
11/05/2024	CHECK # 35317	\$46.60		\$314,134.52
11/06/2024	CHECK # 35315	\$99.11		\$314,035.41
11/08/2024	DEPOSIT		\$2,480.00	\$316,515.41
11/08/2024	Huddle Tickets EDI PYMNTS ACXXXXXXXX-1165		\$70.00	\$316,585.41
11/08/2024	CHECK # 35313	\$152.00		\$316,433.41
11/08/2024	CHECK # 35316	\$103.26		\$316,330.15
11/08/2024	CHECK # 35319	\$100.00		\$316,230.15
11/08/2024	CHECK # 35320	\$100.00		\$316,130.15
11/12/2024	CHECK # 35321	\$150.00		\$315,980.15
11/12/2024	CHECK # 35325	\$45.77		\$315,934.38
11/12/2024	CHECK # 35336	\$48.97		\$315,885.41
11/13/2024	CHECK # 5327	\$100.00		\$315,785.41
11/13/2024	CHECK # 35324	\$99.11		\$315,686.30
11/14/2024	CHECK # 35322	\$150.00		\$315,536.30
11/14/2024	CHECK # 35328	\$100.00		\$315,436.30
11/14/2024	CHECK # 35342	\$121.81		\$315,314.49
11/14/2024	CHECK # 35343	\$143.48		\$315,171.01
11/15/2024	DEPOSIT		\$2,904.48	\$318,075.49
11/15/2024	Service Charges October 2024	\$12.80		\$318,062.69
11/15/2024	CHECK # 35237	\$89.80		\$317,972.89
11/15/2024	CHECK # 35294	\$94.60		\$317,878.29
11/15/2024	CHECK # 35304	\$146.72		\$317,731.57
11/15/2024	CHECK # 35331	\$229.60		\$317,501.97
11/15/2024	CHECK # 35333	\$249.50		\$317,252.47
11/18/2024	CHECK # 35326	\$30.00		\$317,222.47
11/18/2024	CHECK # 35330	\$100.00		\$317,122.47
11/18/2024	CHECK # 35332	\$11,920.30		\$305,202.17
11/18/2024	CHECK # 35334	\$640.50		\$304,561.67
11/18/2024	CHECK # 35335	\$711.73		\$303,849.94
11/18/2024	CHECK # 35337	\$74.81		\$303,775.13
11/18/2024	CHECK # 35338	\$87.11		\$303,688.02
11/18/2024	CHECK # 35339	\$47.98		\$303,640.04
11/18/2024	CHECK # 35340	\$32.00		\$303,608.04

ANALYZED BUSINESS CHECKING - XXXXXXXXXXXX2409 (continued)

Account Activity (continued)

Post Date	Description	Debits	Credits	Balance
11/18/2024	CHECK # 35341	\$7,216.00		\$296,392.04
11/20/2024	CHECK # 35344	\$39.75		\$296,352.29
11/21/2024	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 11-19-2024		\$109.00	\$296,461.29
11/21/2024	SET TRANS Bigfork School D EFUNDS CC FEE DEBIT FOR 11-19-2024	\$4.14		\$296,457.15
11/21/2024	CHECK # 35329	\$100.00		\$296,357.15
11/21/2024	CHECK # 35346	\$100.00		\$296,257.15
11/22/2024	CHECK # 35347	\$100.00		\$296,157.15
11/26/2024	DEPOSIT		\$1,439.50	\$297,596.65
11/26/2024	CHECK # 35345	\$100.00		\$297,496.65
11/26/2024	CHECK # 35351	\$100.62		\$297,396.03
11/27/2024	CHECK # 35349	\$90.00		\$297,306.03
11/29/2024	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 11-26-2024		\$20.00	\$297,326.03
11/29/2024	SET TRANS Bigfork School D EFUNDS CC FEE DEBIT FOR 11-26-2024	\$0.94		\$297,325.09
11/29/2024	CHECK # 35354	\$2,026.29		\$295,298.80
11/29/2024	CHECK # 35356	\$100.00		\$295,198.80
11/29/2024	CHECK # 35357	\$100.00		\$295,098.80
11/29/2024	Ending Balance			\$295,098.80

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
5327	11/13/2024	\$100.00	35322	11/14/2024	\$150.00	35339	11/18/2024	\$47.98
35237*	11/15/2024	\$89.80	35324*	11/13/2024	\$99.11	35340	11/18/2024	\$32.00
35244*	11/05/2024	\$60.00	35325	11/12/2024	\$45.77	35341	11/18/2024	\$7,216.00
35294*	11/15/2024	\$94.60	35326	11/18/2024	\$30.00	35342	11/14/2024	\$121.81
35304*	11/15/2024	\$146.72	35328*	11/14/2024	\$100.00	35343	11/14/2024	\$143.48
35311*	11/05/2024	\$149.00	35329	11/21/2024	\$100.00	35344	11/20/2024	\$39.75
35312	11/04/2024	\$110.00	35330	11/18/2024	\$100.00	35345	11/26/2024	\$100.00
35313	11/08/2024	\$152.00	35331	11/15/2024	\$229.60	35346	11/21/2024	\$100.00
35315*	11/06/2024	\$99.11	35332	11/18/2024	\$11,920.30	35347	11/22/2024	\$100.00
35316	11/08/2024	\$103.26	35333	11/15/2024	\$249.50	35349*	11/27/2024	\$90.00
35317	11/05/2024	\$46.60	35334	11/18/2024	\$640.50	35351*	11/26/2024	\$100.62
35318	11/04/2024	\$51.58	35335	11/18/2024	\$711.73	35354*	11/29/2024	\$2,026.29
35319	11/08/2024	\$100.00	35336	11/12/2024	\$48.97	35356*	11/29/2024	\$100.00
35320	11/08/2024	\$100.00	35337	11/18/2024	\$74.81	35357	11/29/2024	\$100.00
35321	11/12/2024	\$150.00	35338	11/18/2024	\$87.11			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
11/01/2024	\$314,612.68	11/12/2024	\$315,885.41	11/21/2024	\$296,257.15
11/03/2024	\$314,551.70	11/13/2024	\$315,686.30	11/22/2024	\$296,157.15
11/04/2024	\$314,390.12	11/14/2024	\$315,171.01	11/26/2024	\$297,396.03
11/05/2024	\$314,134.52	11/15/2024	\$317,252.47	11/27/2024	\$297,306.03
11/06/2024	\$314,035.41	11/18/2024	\$296,392.04	11/29/2024	\$295,098.80
11/08/2024	\$316,130.15	11/20/2024	\$296,352.29		

24-25

FP-14 Out of District Attendance Agreement

APPROVED 1

24163



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: Bigfork Board of Trustees
From: Danny Walker
Subject: Michael Ortega District Bus Driver

I am recommending Michael Ortega as a District bus driver for route 11 and activity trips. Michael has been a sub bus driver for Bigfork a short time now and has shown he is a great asset to the Bigfork Transportation Team. Michael has also expressed he is wanting to give a long term commitment to Bigfork School District.

Sincerely:

*Danny Walker
Transportation Director.*



MS Special Education Paraprofessional

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

Date Tue 12/3/2024 11:11 AM

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

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

Dear Mr. Stack,

I am pleased to recommend Mr. Lance Nadeau for the part time middle school paraprofessional position at Bigfork Schools. Lance worked in special services for 27 years at Flathead High School. During his time at Flathead, he was one of the most liked teachers, earning the admiration of students and staff alike for his friendly and approachable demeanor.

Lance has a natural ability to connect with students, particularly those with special needs, fostering both trust and motivation. Lance brings a wealth of experience and passion for education. I am confident that Lance's talent and experience will make him an invaluable asset to our middle school team.

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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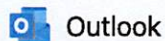
11/15/24

Dear Mr. Stack and Board members,

It is my privilege to recommend Beau Santistevan as a K-12 substitute teacher. Mr. Santistevan is a graduate of Bigfork High School where he went on to earn his Associates of Science from Dawson Community College and his Bachelor of Science in Biology from Rocky Mountain College. In 2021, 2022, 2023 he was awarded the Frontier Conference Champion of Character. Beau has worked with students of all ages as a basketball camp coach throughout his high school and college career. With these qualifications, I believe Mr. Santistevan will be a great addition to our substitute teaching pool.

Thank you for your consideration,

Mark Hansen



Board Rec

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

Date Thu 11/21/2024 11:07 AM

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

Please add the following to the next Board agenda:

Board of Trustees:

I would like to recommend Trevor Fudim as a substitute for Bigfork School District grades K-12. Trevor taught 3rd grade in Thailand and tutored 7th graders. He has experience working in a residential treatment center for children also. He is new to our community and looking forward to working in our District. Trevor has a Bachelor of Arts degree in Economics from the University of Delaware.

Thank you,
Brenda



Board Rec

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

Date Mon 12/2/2024 12:55 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 the following to the next Board agenda:

Board of Trustees,

I am pleased to recommend Cindi Tranel as a substitute for Bigfork School District. Cindi retired last year as a paraprofessional for our District. She began with us in 2003 in Food Service and then as a substitute and paraprofessional in 2005. Cindi is well respected by our staff and students. We look forward to working with her again!

Sincerely,
Brenda

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

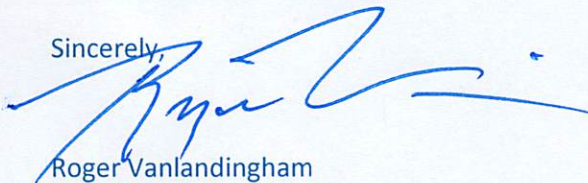
December 4, 2024

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

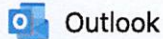
Dear Mr. Stack,

I would like to recommend Brenda Koch to work in the Food Service department as a sub. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Roger Vanlandingham', with a long horizontal flourish extending to the right.

Roger Vanlandingham



Coach Recommendation - HS Wrestling

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

Date Fri 11/22/2024 7:15 AM

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>; Shannon Varner <svarner@bigfork.k12.mt.us>

Dear Mr. Stack,

I would like to recommend Mr. Wayn Bennett as a volunteer assistant for the high school wrestling team. He is returning from last year.

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

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5th Grade Girls Basketball Coach Recommendation

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

Date Tue 12/3/2024 1:03 PM

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

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

Dear Mr. Stack,

I am pleased to recommend Shannon Garner for the position of volunteer coach for the 5th-grade girls' basketball team. Shannon is a qualified and passionate individual with a background in both education and coaching, making her an excellent candidate for this role.

I have no doubt that Shannon will bring energy, knowledge, and care to the 5th-grade girls' basketball team. She is passionate about making a positive impact on young athletes and is eager to help them develop their skills and confidence on and off the court.

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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