

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 February 12, 2025, at 5:00 pm in the high school library.

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

Trustees absent: Carol Field and Dan Elwell

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principals Mark Hansen, Brenda Clarke and Charlie Appleby, Special Education/Activities 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 Woods, seconded by Trustee Kreiman, 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 Board Meeting Minutes for January 15, 2025
- Consideration of Student Activity Report – January, 2025
- Consideration of All Bill Approval Lists
- Consideration of District Donations
 1. Marjorie Nelson Innovative Tax Credit Donation, \$10,000
- Consideration of Out of District Students Pursuant to Board Policy 3141
- Consideration of Surplus Property Resolution
- 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. Jeannie Hayes, Part-time Bus Monitor Position
 - b. Bruce Bench, Food Service/Custodian, Effective End of School Year
 - c. Rob Tracy, Route Driver, Effective End of School Year
 - d. Erin Melzer, Paraprofessional
 - e. Derek Vann, Custodian
 2. Substitute Personnel Recommended for Consideration
 - a. Jessica Hunt, K-8 Substitute Teacher
 3. Extra-Curricular Personnel Recommended for Consideration
 - a. Mary K Hoveland, Middle School Track Coach
 - b. Jill Morley, Middle School Track Coach
 - c. Samantha Aklestad, Middle School Track Coach
 - d. Sue Loeffler, Head High School Track Coach
 - e. Clayton Woll, Assistant High School Track Coach
 - f. Shawna Benson, Assistant High School Track Coach (split stipend)
 - g. Jim Epperly, Assistant High School Track Coach (split stipend)
 - h. David Creamer, Assistant High School Track Coach (split stipend)
 - i. Tannar Cummings, Assistant High School Track Coach (split stipend)
 - j. Matt Porrovecchio, Head Tennis Coach
 - k. David Romano, Head Baseball Coach
 - l. Hunter Johnson, Assistant Baseball Coach
 4. Extra-Curricular Volunteers Recommended for Consideration
 - a. Jordan Reyes, 6th Grade Girls Basketball
 - b. Jessica McGinnis, Middle School Track
 - c. Wayne Loeffler, High School Track

- d. Ryan Nollan, High School Track
- e. Sam Modderman, High School Track
- f. Lon Savik, High School Track
- g. Caleb Seeton, High School Track

REPORTS & PRESENTATIONS

- A. Portrait of a Graduate – Mrs. Britt, Mr. Bodenhamer, Mr. Christiansen, Mr. Phillips, Mr. Heuchert and Ms. Little shared their work and vision for Portrait of a Graduate. Also termed Portrait of a Learner, it will eventually encompass grades K-12.

NEW BUSINESS

- A. Middle School Close Up Fieldtrip and Fundraising Request – Mrs. Bonner asked the board to approve the Washington DC trip in 2026. The trip may include 3 days in New York.

A motion to approve the Close Up fieldtrip and fundraising request was made by Trustee Kreiman, seconded by Trustee Johnson, and approved by unanimous vote of the elementary trustees.

- B. Board Policy 3122 Attendance Policy, First Reading – Board Chair Sandry asked trustees to review the attendance policy that was replaced by MTSBA's version last month. Superintendent Stack explained the Title audit required an updated attendance policy. Attendance issues will be discussed by the board at an upcoming workshop.
- C. Flathead County School Election Memorandum of Agreement – Business Manager Porrovecchio said Flathead County officials offered to run school elections this spring. The MOA details county duties vs school duties. Pros and cons were discussed.

A motion to approve the Flathead County School Election MOA was made by Trustee Anderson, seconded by Trustee Woods, and approved by unanimous vote of the elementary and high school trustees.

COMMITTEE REPORTS

There were no committee reports.

PRINCIPAL REPORTS

Student Council President Nick Gustavson spoke about the upcoming high school dance and getting more students involved. He also talked about meeting with Mr. Hansen and other students to discuss Portrait of a Learner.

Mr. Hansen's report included updates on Student Council, PIR, the principal conference, Ms. Sikon's class working with a local magazine and National History Day.

Mrs. Clarke talked about Ronan teachers observing elementary teachers, the kindergarten Valentine's Day concert and the Fairytale Ball.

Mr. Appleby reported on MAST testing, the upcoming middle school dance, PIR, the science fair and Battle of the Books.

Mr. Porrovecchio gave a brief update on winter activities.

SUPERINTENDENT REPORT

Mr. Stack talked about out of district enrollment and gave an update on Legislation affecting schools. He asked trustees for input on the school calendar which he hopes to have on the March agenda.

SUPERINTENDENT EVALUATION- Executive Session may be called pursuant to MCA 2-3-203 (3)* Board Chair Sandry called for executive session for the evaluation.

REGULAR BOARD MEETING

FEBRUARY 12, 2025

Closed session began at: 5:50

Closed session ended at: 6:37

FUTURE MEETING SCHEULE

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

- o Wednesday, March 12, 2025
- o Wednesday, April 9, 2025
- o Wednesday, May 14, 2025

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

Adjourned: 6:37 pm

District Clerk

Chairperson

03/03/25
15:49:03

BIGFORK SCHOOLS
Reconciliation Report for 02/01/25 to 02/28/25

Page: 1 of 1
Report ID: S100R

Statement of Activity Closing Balance	327221.01
Plus Outstanding Checks	3389.24
Minus Outstanding Deposits	0.00

Balance	330610.25
Minus Receipts in Transit	770.00

Statement Balance	329840.25 ✓LP

Debits

Checks Cleared	13746.61
Misc Charges	262.28

Total Debits	14008.89

Credits

Deposits Cleared	23786.20
Misc Earnings	0.00

Total Credits	23786.20



P.O. Box 241826
Omaha, NE 68124

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT
PO BOX 188
BIGFORK MT 59911-0188



Statement Ending 02/28/2025

BIGFORK SCHOOL DISTRICT

Page 1 of 10

Account Number: XXXXXXXXXXXX [REDACTED]


Managing Your Accounts

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

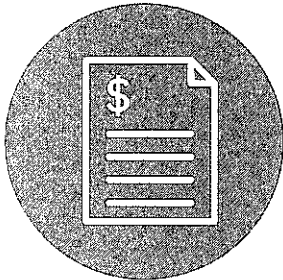
One small step for you,
one giant leap for your
filing cabinet.

Go paperless with electronic statements.

Talk to a banker or go online for details.



Summary of Accounts



Account Type	Account Number	Ending Balance
STATE COUNTY MUNICIPALITY CHECKING	XXXXXXXXXXXX [REDACTED]	\$329,840.25 ✓

STATE COUNTY MUNICIPALITY CHECKING - XXXXXXXXXXXX**Account Summary**

Date	Description	Amount
02/01/2025	Beginning Balance	\$320,062.94
	10 Credit(s) This Period	\$23,859.22
	72 Debit(s) This Period	\$14,081.91
02/28/2025	Ending Balance	\$329,840.25

Account Activity

Post Date	Description	Debits	Credits	Balance
02/01/2025	Beginning Balance			\$320,062.94
02/03/2025	CSM Rebate Dist ACH PAYMTS		\$72.16 ✓	\$320,135.10
02/03/2025	953205952880 MERCHANT BNKCD DISCOUNT	\$4.68 ✓		\$320,130.42
02/03/2025	953205952880 MERCHANT BNKCD FEE	\$27.95 ✓		\$320,102.47
02/03/2025	CHECK # 35409	\$50.00		\$320,052.47
02/03/2025	CHECK # 35433	\$55.00		\$319,997.47
02/03/2025	CHECK # 35451	\$133.00		\$319,864.47
02/03/2025	CHECK # 35452	\$154.86		\$319,709.61
02/03/2025	CHECK # 35453	\$96.00		\$319,613.61
02/04/2025	CHECK # 35436	\$1,769.00		\$317,844.61
02/04/2025	CHECK # 35446	\$144.32		\$317,700.29
02/04/2025	CHECK # 35454	\$102.00		\$317,598.29
02/05/2025	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 02-03-2025		\$10.00 ✓	\$317,608.29
02/05/2025	SET TRANS Bigfork School D EFUNDS CC FEE DEBIT FOR 02-03-2025	\$0.58 ✓		\$317,607.71
02/05/2025	CHECK # 35442	\$100.00		\$317,507.71
02/05/2025	CHECK # 35456	\$150.00		\$317,357.71
02/05/2025	CHECK # 35457	\$150.00		\$317,207.71
02/05/2025	CHECK # 35459	\$100.00		\$317,107.71
02/07/2025	DEPOSIT		\$2,824.03 ✓	\$319,931.74
02/07/2025	Huddle Tickets EDI PYMNTS ACXXXXXXXX-1185		\$32.00 ✓	\$319,963.74
02/07/2025	CHECK # 35458	\$100.00		\$319,863.74
02/10/2025	CHECK # 35474	\$76.00		\$319,787.74
02/10/2025	CHECK # 35488	\$45.81		\$319,741.93
02/10/2025	CHECK # 35489	\$9.42		\$319,732.51
02/11/2025	CHECK # 35393	\$196.00		\$319,536.51
02/11/2025	CHECK # 35402	\$90.96		\$319,445.55
02/11/2025	CHECK # 35407	\$135.96		\$319,309.59
02/11/2025	CHECK # 35448	\$96.00		\$319,213.59
02/11/2025	CHECK # 35473	\$77.00		\$319,136.59
02/11/2025	CHECK # 35475	\$135.96		\$319,000.63
02/11/2025	CHECK # 35478	\$76.00		\$318,924.63
02/11/2025	CHECK # 35483	\$99.32		\$318,825.31
02/12/2025	RETURNED DEPOSITED ITEM	\$37.00		\$318,788.31
02/12/2025	CHECK # 35476	\$139.76		\$318,648.55
02/12/2025	CHECK # 35482	\$64.76		\$318,583.79
02/12/2025	CHECK # 35490	\$122.00		\$318,461.79
02/13/2025	CHECK # 35486	\$229.60		\$318,232.19
02/14/2025	DEPOSIT		\$8,309.03 ✓	\$326,541.22
02/14/2025	Huddle Tickets EDI PYMNTS ACXXXXXXXX-1986		\$78.00 ✓	\$326,619.22

STATE COUNTY MUNICIPALITY CHECKING - XXXXXXXXXXXX

(continued)

Account Activity (continued)

Post Date	Description	Debits	Credits	Balance
02/14/2025	Service Charges January 2025	\$52.62✓		\$326,566.60
02/14/2025	CHECK # 35485	\$95.52		\$326,471.08
02/14/2025	CHECK # 35487	\$40.00		\$326,431.08
02/14/2025	CHECK # 35499	\$100.00		\$326,331.08
02/18/2025	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 02-13-2025		\$6.00✓	\$326,337.08
02/18/2025	SET TRANS Bigfork School D EFUNDS CC FEE DEBIT FOR 02-13-2025	\$0.44✓		\$326,336.64
02/18/2025	CHECK # 35455	\$100.00		\$326,236.64
02/18/2025	CHECK # 35481	\$58.68		\$326,177.96
02/18/2025	CHECK # 35495	\$89.86		\$326,088.10
02/18/2025	CHECK # 35496	\$175.00		\$325,913.10
02/18/2025	CHECK # 35502	\$100.00		\$325,813.10
02/19/2025	CHECK # 35444	\$74.00		\$325,739.10
02/19/2025	CHECK # 35477	\$134.44		\$325,604.66
02/19/2025	CHECK # 35479	\$74.00		\$325,530.66
02/19/2025	CHECK # 35493	\$94.00		\$325,436.66
02/19/2025	CHECK # 35494	\$96.00		\$325,340.66
02/19/2025	CHECK # 35497	\$139.00		\$325,201.66
02/20/2025	RETURNED DEPOSITED ITEM	\$37.00		\$325,164.66
02/21/2025	Huddle Tickets EDI PYMNTS ACXXXXXXXX-2464		\$28.00✓	\$325,192.66
02/24/2025	CHECK # 35500	\$100.00		\$325,092.66
02/24/2025	CHECK # 35501	\$100.00		\$324,992.66
02/24/2025	CHECK # 35505	\$77.00		\$324,915.66
02/24/2025	CHECK # 35506	\$70.00		\$324,845.66
02/24/2025	CHECK # 35507	\$60.96		\$324,784.70
02/24/2025	CHECK # 35509	\$70.08		\$324,714.62
02/24/2025	CHECK # 35510	\$88.68		\$324,625.94
02/25/2025	VISA PAYMENT 043000091328372	\$175.03✓		\$324,450.91
02/25/2025	CHECK # 35520	\$220.74		\$324,230.17
02/25/2025	CHECK # 35525	\$400.00		\$323,830.17
02/26/2025	CHECK # 35516	\$171.70		\$323,658.47
02/26/2025	CHECK # 35517	\$766.60		\$322,891.87
02/26/2025	CHECK # 35521	\$109.61		\$322,782.26
02/26/2025	CHECK # 35523	\$484.00		\$322,298.26
02/26/2025	CHECK # 35524	\$550.00		\$321,748.26
02/27/2025	CHECK # 35426	\$92.48		\$321,655.78
02/27/2025	CHECK # 35447	\$61.72		\$321,594.06
02/27/2025	CHECK # 35492	\$158.18		\$321,435.88
02/27/2025	CHECK # 35513	\$92.48		\$321,343.40
02/27/2025	CHECK # 35529	\$138.00		\$321,205.40
02/27/2025	CHECK # 35530	\$100.00		\$321,105.40
02/28/2025	DEPOSIT		\$12,478.00✓	\$333,583.40
02/28/2025	Huddle Tickets EDI PYMNTS ACXXXXXXXX-1610		\$22.00✓	\$333,605.40
02/28/2025	CHECK # 35522	\$3,630.29		\$329,975.11
02/28/2025	CHECK # 35527	\$134.86		\$329,840.25
02/28/2025	Ending Balance			\$329,840.25

STATE COUNTY MUNICIPALITY CHECKING - XXXXXXXXXXXX

(continued)

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
35393	02/11/2025	\$196.00	35474	02/10/2025	\$76.00	35500	02/24/2025	\$100.00
35402*	02/11/2025	\$90.96	35475	02/11/2025	\$135.96	35501	02/24/2025	\$100.00
35407*	02/11/2025	\$135.96	35476	02/12/2025	\$139.76	35502	02/18/2025	\$100.00
35409*	02/03/2025	\$50.00	35477	02/19/2025	\$134.44	35505*	02/24/2025	\$77.00
35426*	02/27/2025	\$92.48	35478	02/11/2025	\$76.00	35506	02/24/2025	\$70.00
35433*	02/03/2025	\$55.00	35479	02/19/2025	\$74.00	35507	02/24/2025	\$60.96
35436*	02/04/2025	\$1,769.00	35481*	02/18/2025	\$58.68	35509*	02/24/2025	\$70.08
35442*	02/05/2025	\$100.00	35482	02/12/2025	\$64.76	35510	02/24/2025	\$88.68
35444*	02/19/2025	\$74.00	35483	02/11/2025	\$99.32	35513*	02/27/2025	\$92.48
35446*	02/04/2025	\$144.32	35485*	02/14/2025	\$95.52	35516*	02/26/2025	\$171.70
35447	02/27/2025	\$61.72	35486	02/13/2025	\$229.60	35517	02/26/2025	\$766.60
35448	02/11/2025	\$96.00	35487	02/14/2025	\$40.00	35520*	02/25/2025	\$220.74
35451*	02/03/2025	\$133.00	35488	02/10/2025	\$45.81	35521	02/26/2025	\$109.61
35452	02/03/2025	\$154.86	35489	02/10/2025	\$9.42	35522	02/28/2025	\$3,630.29
35453	02/03/2025	\$96.00	35490	02/12/2025	\$122.00	35523	02/26/2025	\$484.00
35454	02/04/2025	\$102.00	35492*	02/27/2025	\$158.18	35524	02/26/2025	\$550.00
35455	02/18/2025	\$100.00	35493	02/19/2025	\$94.00	35525	02/25/2025	\$400.00
35456	02/05/2025	\$150.00	35494	02/19/2025	\$96.00	35527*	02/28/2025	\$134.86
35457	02/05/2025	\$150.00	35495	02/18/2025	\$89.86	35529*	02/27/2025	\$138.00
35458	02/07/2025	\$100.00	35496	02/18/2025	\$175.00	35530	02/27/2025	\$100.00
35459	02/05/2025	\$100.00	35497	02/19/2025	\$139.00			
35473*	02/11/2025	\$77.00	35499*	02/14/2025	\$100.00			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
02/03/2025	\$319,613.61	02/12/2025	\$318,461.79	02/21/2025	\$325,192.66
02/04/2025	\$317,598.29	02/13/2025	\$318,232.19	02/24/2025	\$324,625.94
02/05/2025	\$317,107.71	02/14/2025	\$326,331.08	02/25/2025	\$323,830.17
02/07/2025	\$319,863.74	02/18/2025	\$325,813.10	02/26/2025	\$321,748.26
02/10/2025	\$319,732.51	02/19/2025	\$325,201.66	02/27/2025	\$321,105.40
02/11/2025	\$318,825.31	02/20/2025	\$325,164.66	02/28/2025	\$329,840.25

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

Resignation

From Logan Epperly <lepperly@bigfork.k12.mt.us>

Date Thu 2/20/2025 11:57 AM

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

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

To: Bigfork School District

I am writing to inform you that I will be resigning from my position as a 4th grade elementary teacher at Bigfork Elementary School. My final day will be June 6th, 2025, per the end of my contract. I am very thankful for my time here with my amazing coworkers and students. Please let me know if there is anything I can do to ensure a smooth transition to the next teacher.

Sincerely,

Logan Epperly
4th Grade Teacher
Bigfork Elementary



Resignation

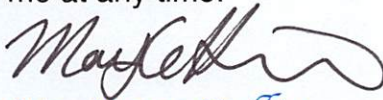
From Mary Guffin <mguffin@bigfork.k12.mt.us>

Date Mon 2/24/2025 11:20 AM

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

Hello All,

Please except this email as my formal resignation as a full-time 4th grade teacher at the conclusion of the 2024-2025 school year. If you have any questions, please feel free to contact me at any time.



Ms. Mary Guffin

Bigfork Elementary School

4th Grade Teacher

Ph.#406-837-7412 ext.4123



02/26/2025

Karly Wisher
1691 Stag Lane
Kalispell, MT 59901
karlywisher@gmail.com
406-261-7633

Dear Mrs. Clarke,

After months of consideration, I am officially resigning from my position as a Kindergarten teacher at Bigfork Elementary, effective June 6th, 2025.

It is with many emotions that I make this decision, as I have devoted 26 years of my career to this school- 16 years in Special Education and 10 years in Kindergarten. During this time I have had the opportunity to create lasting memories with my students and co-workers. I have always been passionate about my work and the effort I put into my job, but I am beginning to feel less patient and I want to leave while I'm still remembered as a good human. As I step away from this chapter, I am appreciative of the opportunities I've had working alongside such dedicated people and awesome children. My career as an educator has been deeply rewarding and I am beyond grateful for the support and encouragement from parents and staff over the years. I will do everything I can to make this transition with my team as seamless as possible.

Sincerely,

Karly Wisher

A handwritten signature in black ink, appearing to read 'Karly Wisher', with a long horizontal flourish extending to the right.

MAR 04 2025



Outlook

Ginnie Assenza updated

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

Date Tue 3/4/2025 1:46 PM

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

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

I would like to recommend Ginnie Assenza to become a substitute custodian for the Bigfork School District per her passing the background and physical. Ginnie has subbed in the district before and knows the custodial areas including the chemicals we use. Ginnie has worked with all the staff I have and they all worked great together.

Thanks.



Outlook

Recommendation for Assistant Tennis Coach Position

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

Date Tue 3/4/2025 1:01 PM

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

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

Dear Mr. Stack,

I am pleased to recommend Mr. Scott Dutro for the position of Assistant Coach for the 2025 High School Tennis Team. Scott has a background in tennis from his high school playing days and also has experience working with young athletes as a youth ski instructor.

His presence will provide valuable supervision and support to the tennis coaching staff (which, at the moment, is just me). I believe his experience and enthusiasm will be a great asset to our 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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