

**Regular Board Meeting
August 19, 2019
Upper West Shore School District #33**

CALL TO ORDER

Board Chair Jessi Wood called the Board Meeting to order at 5:34 PM. In attendance, were Board Chair Jessi Wood, Trustee Ben Adams, Trustee Ron Tjaden Via FaceTime, Lake Co. Superintendent Carolyn Hall, Principal Dr. Darlene Hartman, and Board Clerk/ Business Manager Deb Anderson, other attendees available upon request?

TRUSTEE & COMMUNITY COMMENT ON NON-AGENDA ITEMS: N/A

OLD BUSINESS:

- 1. Approve July 17, 2019 Regular Board Meeting Minutes:**
 - a. Trustee Tjaden made the motion to approve the minutes of the July 17, 2019 Regular Board meeting minutes, Trustee Adams seconded the motion passed uncontested.
- 2. Approve August 2, 2019 Budget Meeting Minutes:**
 - a. Trustee Adams made the motion to approve the minutes of the August 2, 2019 Budget meeting minutes, Trustee Tjaden seconded the motion passed uncontested.

IEC REPORT:

1. Principal Hartman reported that Lydia Hewankorn and Seneca Incashola already purchased the supplies with the \$160.00 dollars remaining IEC budget.

PTO REPORT:

1. Amanda Adams reported on the remaining PTO fund balance designated for After School Program. She also reported that KT has been notified by Headwaters of the award amount of \$5000.00 to be used for After School Program.
2. Superintendent Hall explained that the district will need to adjust its methods of requesting payment for the funding. Amanda Adams explained that grant was awarded to PTO, and Deb Anderson explained the District will invoice the PTO for the full \$5000.00 and will provide an itemized report of expenses at the end of the year. This is cleaner than requesting multiple reimbursements throughout the year. Amanda was going to check on the grant specifications.
3. Amanda Adams also reported that the PTO has applied for the Washington Foundation Grant in the amount of \$15,000.00.
4. Amanda Adams also reported that Hot lunch could possibly be provided once a month by PTO if she received some commitment from parents. So far there are no commitments from parents so that may change in the future.
5. She also asked about the Headwaters IEFA grant and Superintendent Hall responded that she is submitting that application.
6. Amanda Adams announced that she will probably be stepping down as PTO president since her children have transferred to Polson. She is unsure who will replace her. Board Chair Wood asked when the next PTO meeting will be scheduled, but Amanda hasn't received any response from parents to schedule a meeting. Board Chair Wood asked Amanda to share meeting dates with Principal Hartman so that she can send out via School Dojo.
7. Principal Hartman wanted to Thank Amanda and Bridger for all their hard work put forth on the Library bar codes and spine labels. Superintendent Hall mentioned Amanda should get

her Librarian credential, Amanda responded that she has thought about it, she also reported she has no intentions to drop everything. Trustee Adams thanked her for all her efforts.

PRINCIPAL REPORT - Dr. Darlene Hartman reported on the following:

1. **Enrollment:** 72 Students – new 5th grade student brings class size to 15.
2. **Parent Communication:** has been significantly increased via School Dojo, personal calls and visits.
3. **Teacher Communication:** the communication has been increased via text messages and email with the teachers to update them on security etc.
4. **School readiness:** 1st & 2nd grade classroom completed, and 20% of Library moved, Kindergarten classroom to receive final painting.
5. **Meet the new Teacher's Night! August 28th & 29th**
6. **August 27th – Orientation:** plans underway for ribbon cutting ceremony
7. **September 6th – Friday Open House:** Start time is 3:10- teachers want to leave Open house on Friday. Title I meeting rescheduled to a later date in October.
8. **Dayton Days- Saturday September 6th:** Jamie Bartel is heading up the float decorations.
9. **Vision & Dental Screenings:** Mrs. Oberg has arranged vision and dental checkups for the first 2 weeks of school in collaboration with Vision health and department of Tribal Health.
10. **School Dojo Policy:** the policy has been developed and sent to the board for discussion.
 - a. Trustee Tjaden indicated he hadn't received yet and Trustee Adams indicated just received before the meeting.
 - b. Trustee Tjaden is concerned that if employees do not use School Dojo in a positive manner as a representative of the school, then should be considered the act insubordination.
 - c. Deb Anderson advised that the policy should be vetted by MTSBA and Superintendent Hall verified that was the next step. Superintendent Hall also added that she had spoken to Principal Jesse Yarbrough regarding their policy at the Polson Middle School.
 - d. Board Chair Wood asked Superintendent Hall to vet both versions and make a recommendation to the board.
11. **MSSA guidance & library resource:**
 - a. Principal Hartman reported that at the training she attended that some wonderful books will be donated to the school. Also, the school will now have access to all Montana Library books via Follett.

CLERK – Deb Anderson reported on the following:

1. **Budget:**
 - a. Deb Anderson went over the budget for final Board approval. Trustee Adams what the durations of the Building Reserve levy. Deb explained that the permissive building reserve levy can be renewed annually as long as Board approves. Since the FCI requirements have been met.
 - b. Superintendent Hall added that the Building reserve funding could be used for safety.

- c. Amanda Adams had a concern of the length on cement sidewalks recently installed and wondered by not extended to end of building. Trustee Tjaden responded that he didn't have approval from the county and he wanted to get the sidewalks completed in a timely manner. The Board thanked Trustee Tjaden for his efforts. Trustee Tjaden stated he was concerned by discussion regarding cement and because he was calling into meeting he asked that the meeting move forward.

2. Resolution to Approve Budget:

- a. Trustee Adams made the motion to approve the Budget as presented, and Trustee Tjaden seconded motion passed uncontested.

3. Lease Agreement for Rollins School:

- a. Board Clerk Deb Anderson reported that she did not yet have the Lease agreement completed due to research of possibly updating the contract.

COUNTY SUPERINTENDENT- Superintendent Carolyn Hall

1. New Hire Progress:

- a. **Recommendation for Hire:** Amber Quequesah
 - i. Superintendent Hall recommended Amber Quequesah as an emergency hire. She asked the Board to hire Amber while she completes her student teaching to receive her full teaching credential.
 - ii. Trustee Adams made the motion to Hire Amber Quequesah, Trustee Tjaden seconded motion passed uncontested.
- b. **Recommendation to plan New Hire Meeting:** Superintendent Hall asked the board for permission to plan a meeting with parents to meet the new hires. The board preference to hold said meeting is in the Dayton cafeteria.
 - i. Trustee Adams made the motion to allow the planning and scheduling of New Hire Meeting with parents, Trustee Tjaden seconded motion passed uncontested.
- c. **Recommendation for Hire:** Joli Johnson
 - i. Superintendent Hall recommended Joli Johnson as the new Art Teacher.
 - ii. Trustee Tjaden made the motion to Hire Joli Johnson, Trustee Adams seconded motion passed uncontested.
- d. **Remaining Open position update:**
 - i. Superintendent Hall reported on the remaining positions still open; Para-positions, Custodian and Administrative Assistant. There was one inquiry call but no follow through for Para position. However, a possible candidate from Elmo for the Custodian position, he will be in to complete the back ground check. She has a lead on an Admin Assistant and she will make further inquiries.
 - ii. Trustee Adams asked to be kept apprised of the hiring.

2. Summer Facility Cleaning:

- a. Carpets- Completed
- b. Tile work – Completed
- c. Trustee Adams was Thanked for providing the wood chips for the playground
- d. Painting in the classrooms should be completed soon

- e. Mission Valley Security had been into inspection doors and system and adjusted a few doors.
- f. Superintendent Hall reported that after painting the rooms they discovered Blinds were broken so they have to be repaired. She was quoted \$25 to \$35 per blind, she will get Deb Anderson the Vendor information.

3. Pre-School:

- a. Superintendent Hall reported that Sara Schmeusser is not interested in providing the Pre-school. She wouldn't be available until October. Board Chair Wood acknowledged that was too late to make a determination. Superintendent Hall reminded the Board that the program was only housed at the school and isn't funded by the school. She asked that the Pre-school be tabled until there is more interest by parents.

4. After School Program:

- a. Average number of students is 60 costing around \$15,000 annually. Approximately \$200 per student on a 145 day calendar, and the program ran until 5:30 pm.
- b. Trustee Tjaden recommended using current staff until 4:10 PM, he would like to extended program pending funding.
 - i. Board Chair Wood inquired if the two fulltime para's are hired could the schedule be adjusted to accommodate the 5:30 for parents. She added that she would like to see the program in place but it is based on funding.
 - ii. Board Chair Wood then recommended that the program last until 4:10 pm but to continue to explore other funding sources, or ask parents to pay.
 - 1. Trustee Tjaden made the motion to pass Board Chair Wood recommendation, Trustee Adams seconded motion passed uncontested.

TRUSTEES

1. Negotiations Update: Trustee Tjaden

- a. Trustee Tjaden reported that the last 2 negotiation meetings had been cancelled by the teacher's union, and no available meeting times were available to meet in September, so it would likely be October 11th.

2. Non Agenda items:

- a. Superintendent Hall advised the board that she sent Teacher contracts out by email on 08-16-19, and Deb Anderson sent original via certified mail on 08-19-19. Letters on intent had already be sign, but contracts were sent on recommendation of legal counsel.

3. Motion to Adjourn:

- a. Trustee Adams made a motion to adjourn the meeting, Trustee Tjaden seconded the motion passed uncontested.

After no further discussion, the meeting was adjourned at 7:00 PM.

Jessi Wood - Board Chair

Deb Anderson—Board Clerk