

**UPPER WEST SHORE  
SCHOOL DISTRICT #33  
BOARD OF TRUSTEES  
REGULAR MEETING  
DECEMBER 17, 2018**

Trustees Present: Jessi Wood, Ben Adams, Ron Tjaden

Staff Present: Principal Dr Darlene Hartman

Clerk Present: Duskie Dwelle

Superintendent Present: Carolyn Hall

Guests present: Amanda Adams, Carol Martin, Sara Schmeusser, David Rosenbrock, Seneca Incashola

The meeting was called to order at 5:34 p.m.

Comments & Discussion on Non-Agenda Items:

Sara asked about the procedure for being reimbursed for items she purchases for the After-School Program. Duskie responded that Sara should provide a list of needed supplies to Jen for Dr H's approval. Jen will continue to purchase most items. For the items that Dr H approves having Sara purchase, Sara will give the receipt to Jen, Jen will fill out a PO, and Duskie will reimburse Sara.

Ron asked how the grant monies for the After-School Program are managed. Duskie explained that at the end of each month she provides an invoice and documentation of After-School Program expenses to Amanda. Amanda reimburses the district with the grant funds. Project reporter codes are assigned to each grant to track the funds.

David said that he is pleased with the student drop-off and parking procedures in the mornings. He would like to see those same procedures followed in the afternoon student pick-up between 3:00 and 5:30. He said that backing up around the school during drop-off or pick-up is a safety concern. Everyone present agreed. Dr H will work with staff and parents to improve the pick-up procedures.

Amanda asked about any updates to the land trade between the district and CS&K Tribes. Carolyn said that ownership of the land the district wants to purchase from the county and trade to CS&K Tribes is being questioned by CS&K Tribes. There are several other pieces of land which ownership is questioned by CS&K Tribes. Until the issue is resolved, there will be no trade.

Ron made a motion to approve the November 15<sup>th</sup> minutes and the warrants and claims. Ben seconded the motion. All trustees voted to approve the motion.

Seneca said that she is working with Phylicia McDonald to correct the native student information in the CS&K Tribes data base. This will make it easier for the CS&K Tribes to apply for JOM funds and tracking Impact Aid eligible students.

Seneca said the IEC would like to host a family game night and dinner. She will update the board with details after the IEC finalizes them.

Amanda reported that the PTO raised approximately \$1350 with the Fall Frenzy. The raffled gift baskets will be distributed after the school's Christmas program.

Duskie said that the FY2019 General Fund Budget Amendment Petition had been approved.

There was a discussion of restoring the funding for field trips which had been cut during budget meetings. Originally, four ski trips had been scheduled; three for the 4<sup>th</sup> thru 6<sup>th</sup> grades and one all-school. These trips would be on Fridays. In the past, the school paid for half of the lift ticket (\$11) and parents paid for half. Lunch is \$5 per student or sack lunches can be provided by parents. Ron made a motion to restore the field trip funding in the amount of \$3500. Ben seconded the motion. Ron and Ben voted to approve the motion. Jessi abstained due to her connection with Blacktail Mountain Ski Area. Carolyn has arranged for the Polson School district to provide buses for the ski trips.

Carolyn asked for permission for Dr H and Julie to attend a Montana Council for Exceptional Children conference on autism in Helena on February 19<sup>th</sup> thru February 22<sup>nd</sup>. Carolyn said that more students each year are fitting into the spectrum of autism. Duskie said that some of our Schoolwide funds have been designated for professional development. Ron made a motion to approve Dr H and Julie attending the MCEC conference in Helena on February 19<sup>th</sup> thru February 22<sup>nd</sup>. Ben seconded the motion. All trustees voted in favor of the motion. David Rosenbrock asked that we talk to him if we need anything to enable Dr H and Julie to attend the workshop.

Carolyn reported that Abby Lambeth has closed the preschool due to the low enrollment. She handed out information about starting a school sponsored preschool. Carolyn said there is also the option of renting the preschool room to another outside entity. This may be difficult as the entity would face the same enrollment issues that caused Abby to close. Abby has offered to sell the district all furnishings and supplies in her room for \$700. Carolyn told the trustees that she thought the offer was very reasonable. Jessi expressed that she feels very strongly that early childhood development is valuable. After discussion, the trustees decided not to operate a preschool at the present time, but reconsider the issue in the spring. Ron made a motion to buy the supplies and furnishings from Abby for \$700. Ben seconded the motion. All trustees voted to approve the motion. Preschool items will be packed and materials will be reserved for future preschool possibility. Meanwhile the preschool room will be used for other school functions.

Ron made a motion to pay the Plumber Tom's invoice of \$4,715 and to approve Plumber Tom's proposal for installing a new water heater in the mechanical room and spray nozzle in the lunch room. Ben seconded the motion. All trustees voted to approve the motion.

Ron made a motion to dispose of the old toilets and scrap material removed from the modular. Ben seconded the motion. All trustees voted in favor of the motion.

Carolyn asked for permission to put together a health insurance offer for the staff for the 2019/2020 school year. The trustees gave their permission to contact health insurance providers.

Ron informed those present that the certified teachers and the school nurse on November 26, 2018 were mailed ballots by the Montana Department of Labor & Industry Collective Bargaining Unit Board of Personal Appeals to determine if those staff members wished to form the Dayton Education Association-Montana Federation of Public Employees SFT, NEA, AFL-CIO and be represented by such for collective bargaining or desired no representation. The vote which was counted on December 11, 2018 was 4 in favor, 1 against and 2 abstaining. The collective bargaining will take place for the 2019/2020 school year. Ron noted that those staff members not wishing to join the union will not pay union dues.

Dr H said the Scholastic Book Fair brought in \$1052 plus a \$120 library donation. The profit will provide approximately \$100 in books to each classroom and the library. These funds were run through the student activity fund.

Amanda said that when the PTO purchased the new basketball hoops last spring, it was her understanding that the students were going to do a fundraiser to pay for one of the hoops. Dr H suggested that the PTO provide an invoice so that the students can vote on purchasing one of the hoops.

Dr H said she is pleased to report that the IEC meetings have been very positive and occurring on a regular basis.

Dr H reported that Jen is waiting for certification numbers from MontanaSky Networks, Inc to end support of the school website with them. Jen will finish the new network that is in progress with Go-Daddy.

Dr H reports the fiber-optic internet connection seems to be stable. Carolyn said that to date she has not received a bill from Verizon for the three jet packs.

Dr H presented copies of the on-site inspection by Kevin Smith, School Pool Risk Control Specialist Mt Schools, for Paynewest. That report is attached. Most of the recommendations have already been completed and planning for correcting the others is in progress. Over all the report was very favorable.

Dr H said that Central did a service call for the furnace in the newer part of the building. The furnace needed the sequencer replaced, which was done. It was recommended that the filters be changed monthly for optimum performance. Dr H said the heat distribution seems improved.

Dr H said that she is concerned about the number of copies being made on the copier. The number is running about 28,000 per month. Dr H figured copies were averaging about \$11 per

student during the 2017/2018 school year and are averaging about \$25 per student so far during the 2018/2019 school year. Copy machine owner Klaus of Valley Business Systems said that a device can be installed that would require the user to enter a code to use the machine. Dr H visited with the staff and asked them to find alternatives to running so many copies. Ron agreed that the staff should work to solve the issue.

Dr H has another library grant application that she is working on.

Duskie presented the General Fund Budget Amendment Resolution for the trustees' approval. Ron made a motion to adopt a General Fund Budget Amendment Resolution in the amount of \$37,270.42. Ben seconded the motion. All trustees voted in favor of the motion.

Carolyn presented an email from the staff requesting that an ice skating rink be installed on the school grounds. Since the email was sent just before the board meeting some of the trustees were not aware of the request prior to the meeting. Carolyn did research on the topic with our insurance and the school districts in Montana. Community comments were for the concern of student safety and our isolated status for emergency services if a student were injured; and that it would further divide our playground and require even more staff monitoring/training and responsibilities. Community members also stated that there are numerous other winter activities that students could be 'involved in' that would not require such a huge undertaking by the school. It was decided the issue would need more long term planning before it could be voted on.

The School Policy series 4000 and 5000 will be reviewed for the January 28th meeting.

Ben made a motion to adjourn. Ron seconded the motion. All trustees voted to approve the motion. The meeting adjourned at 7:57 p.m.

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Jessica Wood, Board Chair

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Duskie Dwelle, District Clerk

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Date