

**UPPER WEST SHORE  
SCHOOL DISTRICT #33  
BOARD OF TRUSTEES  
REGULAR MEETING  
OCTOBER 22, 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, Sheri Abernathy, Seneca Incashola

The meeting was called to order at 5:30 p.m.

Non-agenda items: Sheri said that she doesn't feel the hot water in the lunchroom is hot enough to sanitize the dishes. She also asked about adding a sprayer to the lunchroom sink. Carolyn said that adding a sprayer to the lunchroom sink had been considered during the past. Shirley Harrison of Montana Healthy Water had advised against it because of backflow issues and the possibility of bacterial growth.

Ron asked about moving the piano to the modular. Darlene said that as soon as a few more finishing items are completed in the library area of the modular, she would like to have the piano moved.

It was reported that the fire extinguishers are being checked each month to make sure the gauge is in the green and the pin is in the proper position. Ben seconded the motion. All trustees voted to approve the motion.

Ben made a motion to approve the minutes from the September 24, 2018 meeting. Ron seconded the motion. All trustees voted to approve the motion.

Ron made a motion to approve the claims. Ben seconded the motion. All trustees voted to approve the motion.

Seneca reported that the CS&K Tribal Representative presented the IEC with a Tribal flag. Seneca asked the trustees for permission to fly the flag at Dayton Elementary. Seneca asked if the Tribal flag could be flown on the current flag pole or if another one would need to be purchased. Ron made a motion to fly the Tribal flag on the current pole beneath the U.S. flag as long as the U.S. flag is larger. Ben seconded the motion. All trustees voted to approve the motion.

Seneca said that future IEC meetings will be held on the second Thursday of the month.

Amanda reported that over 150 people attended the PTO spaghetti feed to raise matching funds for the Washington Foundation ASP grant. Approximately \$1500 was raised from the spaghetti feed and another \$300 came from personal donations. January 29<sup>th</sup> is the deadline for raising the matching funds. The PTO will host Fall Frenzy on November 8<sup>th</sup> from 5:00 p.m. to 8:00 p.m. Other fund raising activities are being considered.

Amanda asked if the PTO could have authorization to sell the old windows from the original part of the building. Wally said that taxpayer property cannot be donated. Ron made a motion to list the windows on Craig's list and then donate the proceeds to the ASP. Ben seconded the motion. All trustees voted to approve the motion.

Sheri told the trustees that a parent has volunteered to donate all the food for one Monday hot lunch each month. This month the lunch will have a Halloween theme. There was a discussion on food safety. The volunteers who help prepare and serve the Monday lunches are careful to follow food safety protocol.

Carolyn updated the trustees on the fiber optic installation. Rick from Rocky Mountain Contractors told Carolyn that they cannot feed the cable at too sharp an angle or the cable will break. They will bore into the building on October 23<sup>rd</sup>. Carolyn is hoping the fiber optic internet will be running around the first of the month. Carolyn would like to keep the three jet-packs we have for the time being. Duskie will be staying with MontanaSky.

Carolyn asked the trustees permission to have Tony Parenzin, a local contractor, give us a bid for putting the finishing touches on the modular unit. The trustees agreed to her request.

Dr H reported an enrollment of 79 students on Fall Count Day, October 1<sup>st</sup>.

Dr H gave a brief report on the student activity fund. Dr H and Duskie went to Glacier Bank to have the signers on the account changed from Jamie and Kim to Dr H and Duskie. Kim will still keep record of the deposits and expenditures and balance the account. Jen will do the deposits after verifying the amount with Dr H or Duskie. Jen deposited \$1797. The fund owes reimbursements to Jen and to Jane Spain.

Dr H said there will be a Book Fair at the school November 12<sup>th</sup> through November 15<sup>th</sup> from 7:30 a.m. to 8:00 a.m. and from 4:10 p.m. to 5:30 p.m. This will coincide with parent-teacher conferences. If \$700 worth of books are sold, the library will get 50% of the proceeds. If less is sold the library will get 20% of the proceeds.

Dr H reported that there have been some issues with the mini-barn not being locked at the end of the day. This could create a liability issue. If this continues to be a problem, Dr H would like to put a key lock on the building and have a check-out form for use of the key. The current lock is a combination lock. Ben made a motion to allow a key lock on the mini-barn and a check out form for use of the key. Ron seconded the motion. All trustees voted in favor of the motion.

Dr H said she created a Google spreadsheet to enter items that need janitor Mike's attention. The staff has access to the spreadsheet. Eight items have been listed since 9/14/2018. She said that he has completed all the tasks and feels he is doing a very good job.

Dr H has reconstructed staff meetings because of the connectivity issue and is meeting with the teachers individually.

Dr H suggested changes to the Student Handbook regarding the Student Behavior Rubrik. She would like the trustees to review the changes and make a final decision at the November meeting.

Dr H would like the teachers to review classroom discipline systems. Playground rules need to be developed and followed. Dr H would like to use the Montana Behavior Initiative to record behaviors and resolutions. Dr H has concerns about the safety of the x-wave. Students may not use it until repairs are made.

Dr H reported that Mission Valley Security has installed door releases for the west door at the reception desk and in the modular.

Dr H asked the trustees for an update on the completion of work on the modular. Her concerns are:

Winter preparation – roof over the walkway, walkway anti-slip preparation, skirting the modular

Concrete/sidewalk work

Culligan water

Window security – dowel rods

Changing light covers

Quarter round for baseboard repair

Dr H expressed ongoing thanks to all who have donated so much time, work, effort and money to completing the modular.

Chad Pluff from EK Plumbing presented the attached report on what may need to be done in order to connect the plumbing in the modular. The bathroom is ADA accessible. EK Plumbing would not be available to do the work until after the new year.

Chris Judd is willing to do the roof over the ramp and the skirting of the modular which would include framing, insulating and metal. Chris estimates \$1500 in supplies for each job and \$1000 in labor for each job. Ben made a motion that Chris be hired to put a roof over the ramp and to skirt the modular. Ron seconded the motion. All trustees voted to approve the motion.

Wally noted that law does not require bids to be let for work under \$80,000.

Dr H asked if it would be possible to connect the concrete pad at the west entrance to the ramp when the sidewalks are poured. The trustees will consider this when the concrete work is done.

The trustees discussed getting the water line run from the main building to the modular before frost in the ground is an issue.

Duskie will contact Culligan about bringing two stands, one that will provide hot water, and water jugs in for the modular.

The trustees and those present discussed the Safety Officer job description regarding a concealed weapon. At the September meeting it was decided that the Safety Officer's weapon would be stored in a lock-box until it was needed. Safety Officer Kim Norman said that she would not be comfortable with storing the firearm in a lock-box. It would not be readily available and a lock-box could be easily carried off. Dr H is not comfortable with Kim carrying her concealed weapon on her belt. Kim is not comfortable carrying elsewhere as all her training has been done carrying on her belt. Her natural response would be to reach for her belt. The suggested compromise is Kim carrying her concealed weapon before and after school hours and not carry during school hours. Ron made a motion to approve Kim carrying her concealed weapon before and after school hours, but not carry during school hours. Ben seconded the motion. All trustees voted to approve the motion.

The trustees decided to table review of School Policy 3000 series and the MSSA 3000 series updates until the November meeting.

Kenny Carpenter will be contacted to stub out the connection of the modular to the septic system.

The November meeting will be moved from November 19<sup>th</sup> to November 15<sup>th</sup> at 5:00 p.m.

Ben made a motion to adjourn. Ron seconded the motion. All trustees voted to approve the motion. The meeting adjourned at 7:40 p.m.

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Jessica Wood, Board Chair

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Duskie Dwelle, District Clerk

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Date