**February 10, 2020**

A regular meeting of the Sidney Public Schools Board of Trustees was held Monday, February 10th, 2020 at 7:00 PM at the Administration Office, 101 S Central Avenue on posted notice by the clerk. Present were Trustees David Seitz, Lisa Gorder, Kelly Dey, Craig Steinbeisser, Randy Iversen and Jon Marker. Also in attendance were Superintendent- Monte Silk, Clerk- Nicole Beyer, Central Principal- Sara Romo, Middle School Principal – Kelly Johnson, High School Vice-Principal- Carl Dynneson, West Side Principal- Sharri Vandall, Special Education Director- Michelle Monsen and present via phone: Curriculum/ Federal Programs Director- Thom Barnhart. Absent were: Trustee- Ben Thogersen and High School Principal- Brent Sukut.

At 7:10 PM Vice-Chair Iversen called the meeting to order welcoming the visitors in attendance: Eric Gill Sidney Herald and Jason Schrader. Mr. Iversen stated an opportunity for community comment on non-agenda items would be provided at the end of the meeting. Those wishing to address the board were asked to fill out the Audience Participation form and give it to the clerk to be recognized.

Ms. Dey moved to approve the minutes of the regular meeting held January 13th, 2019 the special meeting held January 28th, 2020 and the January Claims Warrants 232120 through 232189 in the amount of $577,692.66. Mr. Steinbeisser seconded the motion which passed 6 to 0.

Trustees reviewed the January Associated Student Body report and approved the following transfers:

* To adjust inoperative accounts affected negatively by the Edwards Jones interest correction:

Total from Account 121 (Media) $878.16

To: Acct 128 (Resources Unlimited) $198.16; Acct 120 (AP Tests) $500.00; Acct 106 (Ag Ed) $180.00

The transfer was approved 6 to 0 on a motion by Mr. Steinbeisser and a second by Ms. Dey.

**SUPERINTENDENT’S REPORT: Monte Silk**

**Vacancies:**

- Special Education Aides and Bus Drivers

- Elementary Teachers for 2020-2021

- Librarian-Media Specialists for 2020-2021

- Custodians

**Resignations:**

- Miriam Backhaus – Central Librarian effective at the end of the 2019-2020 school year

- Bonnie Bauer – 2nd Grade Teacher effective at the end of the 2019-2020 school year

- Nicolaus Cass – Middle School Track Coach

- Lenny Larson- Head Custodian @ West Side Elementary effective 2/14/2020

**Enrollment: 1351 including pre-school numbers. Decrease of 8 from January**

**Other:**

- Federal funding for special education has seen an increase in actual dollars but the percentage of support for excess costs in the special services area dropped from 14.3% to 13% and has never reached the 40% defined by Congress as “fully funded”

- No word from the state on the District’s Department of Commerce grant for AC and heating control upgrades in the old part of Central. Other local entities also applying for these funds include Savage Elementary, Savage High School and the City of Sidney

- Mr. Silk reviewed upcoming home events and Divisional/State tournament dates for the month February

**COMMITTEE REPORTS:**

***PUBLIC RELATIONS AND PERSONNEL COMMITTEE: February 3, 2020 Jon Marker***

- Vacancies and Resignations were reviewed. New Hires are on the Consent Agenda tonight;

- Brent Sukut and Carl Dynneson, updated Trustees on the procedures currently utilized by staff in preparing curriculum for the 4-day school week in the 2020-2021 school year. Staff has worked hard providing quality curriculum pacing documents and is ahead of where administration anticipated they would be at this time

- MTSBA has re-opened the superintendent’s position with a closing date of February 21st

- Alex Villegas has expressed interest in the open District #5 Trustee vacancy. The District is awaiting a letter appointing him to the position from County Superintendent, Gail Staffanson

- Discussion followed on forming a committee to meet to re-work the District coaching contract. Copies of current contracts and job descriptions used by the District and model contracts from MTSBA were provided for Trustees information. Kelly Dey and Ben Thogersen will represent the Trustees on the committee

***BUILDING AND GROUNDS COMMITTEE: February 3, 2020 Craig Steinbeisser***

- Inspection reports for all four buildings provided by Payne-West Insurance, the District’s property insurance carrier were reviewed

- Building Updates:

\* Central School

* Working on an office area for the Health/Fitness teacher for 2020-2021. Swapping Kindergarten and Grade 3 will open up a classroom directly across from the old gym to be utilized as an office
* Sewer line break has been repaired thank to the assistance of Olson Plumbing, Doorbusters and RestorX
* The staff bathroom required additional sewer repair work
* Yellowstone Painting who is providing snow removal services this year, has been instructed on the method used to combat ice on the playground with a mix of salt and gravel

\*High School

* Estimates for fence repair at the football field due to damage from an unknown driver accessing the football field for a driving exhibition, have been submitted to the insurance company
* The third party insurance company working with the District on the costs resulting from the December accident damaging the 100 wing of the high school has proposed a settlement lower than actual repair costs. Mr. Silk is working with them on filing a claim for supplemental costs above their proposal
* The new ag welding shop is in need of a wiring upgrade to accommodate the size welders currently in use at the High School. Mr. Dynneson explained that these newer welders required more substantial wiring than was planned for when the ag addition was built and has become a safety issue
* Reviewed the proposed location for the fencing location near the new football concessions stand as well as where access gates would be placed

\*West Side Elementary

* Salt/gravel spread for the playground was also reviewed with the snow removal contractor for this site
* Mrs. Vandall is exploring the possibilities of providing lighting that will allow the flag to remain raised 24/7
* Discussion regarding utilizing the area where the old housing units were to facilitate parent drop-off on 11th Street, south of the school
* West Side would like the Trustee to consider parking improvements in front of the school utilizing an oval concept similar to the High School

\*Middle School

* Concerns regarding ice build-up at the west employee entrance door
* Yellowstone Painting, LLC has been contracted to assist with District snow removal
* Track striping will be completed this spring. Contact has been made with the company

***FINANCE COMMITTEE: February 3, 2020 David Seitz***

- Clerk Financial Reports for December were presented

- December Investment and ASB Reports were reviewed

- January Claims Report was provided to the Trustees tonight

- Clerk Beyer presented estimated General Fund budgets and estimate mill levies for 2020-2021

- Mr. Silk updated enrollment figures

- Mr. Silk reported on the Montana Quality Education Coalition meeting he had attended in January and provided copies of the organization’s financial reports

- Superintendent Silk stated he had visited with a representative with Band Shoppe regarding the band uniform order that was placed last year. They had been awaiting pre-payment of the uniforms but agreed with Mr. Silk to process the order upon receipt of a District purchase order authorizing the purchase. Cost increase in the 12 plu months was less than $1,000

- Clerk Beyer presented the proposed May 5, 2020 election resolution. She verified with the Board that the election would be a walk-in with polls open from 12:00 noon until 8:00 PM. Trustee positions open include the three year terms currently held by David Seitz and Randy Iversen; two 2-year terms, newly created this fall, one currently filled by Jon Marker and the one that Alex Villegas is interested in; and the 1-year term remaining of the outlying high school position- Rau District that Lisa Gorder is filling

- Mr. Silk reviewed conversations held with Garth Kallevig, local Stockman Bank president, regarding continued leasing of this building. Mr. Kallevig is in the process of obtaining a valuation of the building so a purchase price can be determined. Should the District and Stockman Bank agree to a purchase price, they will enter into a buy/ sell agreement contingent on voter approval of the building purchase. As such, the Trustees agreed to add this to the items that may be considered at the school election in May

- The sixth grade field trip request for the annual trip to Regina, Canada, is on the Consent Agenda

- Third quarter oil and gas revenues continue to show a substantial decline

- After visiting with Mr. Fulgham regarding the construction of the pole vault pit for the new track and, with student safety in mind, the Trustees have authorized purchase of a manufactured pit

***CURRICULUM AND POLICY COMMITTEE: February 3, 2020 Lisa Gorder***

- Staff continues working on curriculum pacing and plans for student programs to be held on Fridays when there is no school resulting of the move to a four day week

- Labor-Management was scheduled to meet last week

- Discussed possible strategic planning meeting dates. The date chosen was Tuesday, March 10, 2020

- Reviewed Consent Agenda Procedures as noted in Board Policy 1420

**-** Board Policy review continues and will be addressed tonight

- A brief discussion was held with Nicole Franklin and Mary Pfau representing the SEA regarding teacher sick leave/personnel leave with the move to a four day week. It is hoped that changes can be handled through a Memorandum of Understanding for the 2020-2021 school year and addressed in upcoming negotiations

**CONSENT AGENDA:**

**\* New Hires:**

**-** Tamara Christmann – Elementary Special Education Aide

- Elizabeth Rabbe – 4th Grade Teacher beginning January 27, 2020 for the remainder of the 2019-2020 school year

- Ken Stennes – Part-time Technology Assistant

- Quinn McGlothlin – Middle School Track

- Jerome Hoffman – Middle School Track

New hires approved pending results of background checks and fingerprint clearances.

**\* Second Reading and Adoption of Proposed Changes to the Following Board Policies**

- Policy 1110- Taking Office: Deadline for filing certificate of election for Trustee to County Superintendent increased to 25 days

- Policy 1120- Annual Organizational Meeting: Reflects the filing of certificate of election to 25 day deadline

- Policy 1402- School Board Use of E-mail and Mobile Messaging: Added mobile messaging to technology listing of public record

- Policy 1420- School Board Meeting Procedure: Remove language about creation and destruction of verbatim transcripts inconsistent with Montana law

- Policy 1420F- Notice Regarding Public Comment: Form rewritten to meet new statutory requirements

- Policy 1441- Audience Participation: Refer to Policy 1420F and remove second paragraph

- Policy 1512- Conflict of Interest: Add #6 regarding an official act regarding competing firm and clarification on appointing or renewing employee contracts

- Policy 1700- Uniform Complaint Procedure: Clarifies complaints filed against a building administrator or superintendent

- Policy 2150- Suicide Awareness and Prevention: Added section on Prevention and Response

- Policy 2151F- Sidney School Athletics Informed Consent and Insurance Verification Form: New form for extra-curricular participation stating insurance availability for students

- Policy 3130- Students of Legal Age: Changes address parent/student role of students age 18

- Policy 3520- Student Fees and Fines: Addresses breakage and excessive class supplies, withholding documents for unpaid fines or fees

- Polciy 3600P & 3600F2- Maintenance of School Student Records: Addresses parent access to student records, release of directory information, release of student information by the Montana Superintendent of Public Instruction to other state agencies and video footage in student permanent records with a revised directory information notification form

- Policy 6420- Professional Growth and Development: Encourages in-service training and association membership for district administrators

**\*Amendment to the February 11, 2019 Minutes**

Two salary tables for 2019-2020 administrators were provided to the Trustees February 11, 2019. The one typed into the minutes did not have the information passed by the Board. This amendment will correct the annual salary of Carl Dynneson from $70,290 to $70,966 and Sara Romo from $73,008 to $75,114

**\*Renewal of Tenured Teachers’ Contracts for 2020-2021**

Bolen, Terry Brannan, Janet Buchanan, Lina Christensen, Rhea

Johnson, Tamara Klempel, Justine Mathern-Netzer, Jessica McGahan, Stephanie

McLaughlin, Jennifer Peters, Carrie Shiffer, Melissa Spracklin, Janet

Bell, Kaitlin Collins, Stacey Faulhaber, Brad Faulhaber, Erin

Franklin, Nicole Fulgham, Ted Gordon, Hunter Gordon, London

Hart, Daniel Hearron, Carol Lange-Rice, Staci McDonald, David

McDonald, Joy-Lyn Melby, Guy Merritt, Roger Pfau, Mary

Redman, Holly Strupp, Peggy Sundt, Kilee Sweet, Jessica

Sweet, John Weltikol, Crystal Allen, Lorraine Averett, Marnee

Baxter, Alexis Euston, Erika Fisher, Jessie Holler, Marie

Klose, Rae Ann Lokken-Frandsen, Cara Lovegren, Jennifer Morales, Maribel

Mueller, Jodi Myhre-Mocko, Monica Nevins, Lacey Noble, Jenna

Schell, Gregory Schulz, Marvin Sullivan, Sandra Werner-Johnson, Katrina

Berube, Nikki Beyer, Tammara Clark, Linda Fulgham, Evonne

Huffman, Jordanne Jensen, Shane Larson, Amy Lauckner, Tanya

Linder, Tamara Meldahl, Synneva Pollari, Karen Wagner, Lindsay

Wieferich, Cathy

**\*Two Sixth Grade Field Trips to Regina, Canada, May 19th and May 21st, 2020**

Due to the larger numbers in Grade 6, students will be divided into two trips in May

**\* Purchase of Pole Vault Pit Platform**

Purchase from USC Spirit at a cost of $8,500.00

The Consent Agenda was approved 6 to 0 on a motion by Mr. Seitz and a second by Mr. Steinbeisser.

**DISCUSSION/ACTION AGENDA:**

**\* Trustees Resolution Calling for the Annual School Election- May 5, 2020**

**-** Sidney High School Gymnasium at 1012 4th Ave. SE

- Polls will be open from 12:00 Noon until 8:00 PM

- Purpose:

* Elect two elementary trustees for a three-year term
* Elect two elementary trustees to complete two years of a three year term
* Elect one outlying high school trustee (Rau District) to complete one year of a three year term
* Request approval of the acquisition of the building at 101 S Central Ave currently used as the District Administration Office and as a high school alternative education site
* Request approval of additional levies to operate and maintain the General Funds of Sidney Public Schools Districts 5 and 1 for the 2020-2021 fiscal year

- Names election judges

- Authorizes the District Clerk to cancel any portion of the election that is not required 13-1-304 & 20-3-313 MCA

Discussion followed regarding the desired wording for the request for voter approval of the acquisition of the old Stockman Bank location, the possibility of moving the election to this building due to its central location and the reasons for considering purchase of this building.

Mr. Seitz moved to approve the resolution calling for an election as attached. Mr. Steinbeisser seconded the motion which passed 6 to 0.

**\* First Reading of Proposed Changes to the Following Board Policies**

- Policy 4315- Visitor and Spectator Conduct: Updated legal references

- Policy 4320- Contact with Students: Clarifies vendor/service provider access to students

- Policy 4332- Conduct on School Property: Updated legal references

- Policy 5120- Hiring Process and Criteria: Added guidance on completing reference checks on applicants

- Policy 5223- Personal Conduct: Changes to comply with legislative action prohibiting romantic or intimate relations between a student and school employee

- Policy 5232- Abused and Neglected Child Reporting: Changes to comply with legislative action prohibiting romantic or intimate relations between a student and school employee

- Polciy 5329 & 5329P- Long-term Illness and Disability Leave: Revised to remove outdated language, clarify policy applicability and ensure consistency with the law and policies governing maternity leave

Mr. Steinbeisser moved and Ms. Dey seconded the motion to approve the first reading of the above policies. The motion passed 6 to 0.

**\* Montana Youth Challenge Academy Interlocal Agreement**

- Allows students to attend the Academy and take classes that will count towards graduation with the approval of Sidney High School

- The Montana Youth Challenge Academy is accredited by AdvancED which also provides Sidney High School accreditation

- Partial ANB will be allowed for students that meet eligibility requirements for enrolling in the Montana Youth Challenge Academy with Board approval of this interlocal agreement

Mr. Seitz moved to approve the interlocal agreement with the Montana Youth Challenge Academy. The motion passed 6 to 0 with Mr. Steinbeisser providing the second.

Vice-Chair Iversen provided an opportunity for Community Comment on non-agenda items: None

With no further business to come before the Trustees, the meeting was adjourned at 7:51 PM.

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Board Chair

Approved: March 9, 2020

Attest:

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District Clerk