

REGULAR MEETING – OCTOBER 13, 2009

1. CALL TO ORDER & 2. PLEDGE OF ALLEGIANCE: Chairman Keith called the regular meeting to order at 7:05 p.m. in the Elementary Board Conference Room. Trustees Present: Krystal Zentner, Mark Giesick, Penny Young and Russ Imlay. Others Present: John Ballard, Becky Bell, Betty Sweet, Deb Imlay, Houston Finn, Lynn White & Jeff Zeltner.

3. MINUTES:

Trustee Young made a motion to approve the minutes of the September 15th Regular Meeting. Trustee Giesick seconded the motion. Discussion was held on how coaches were notified of students with eligibility issues. Members voted 5/0 in favor.

4. CLAIMS & PAYROLL:

Trustee Zentner made a motion to accept the following: payroll warrants 16416-16466 with warrant 16440 declared as void and replaced with 16467, 10/6/09 direct deposit listing, and claims 12939-13012. Trustee Imlay seconded the motion. Vote 5/0. Discussion included questions on the annual fees for the special services cooperative and the computerized time clock program. Please note that in the September 15, 2009 minutes, the list of warrants should have been 12867-12938, not 12867-12887.

5. ATHLETIC/ACTIVITY ACCOUNTING:

Trustee Zentner made a motion to accept the activity accounting for September. Trustee Giesick seconded the motion. A question on a receipt to the 'Activity Account' entitled 'Fun Run-track & field' for \$261.00 was answered by Judy Zent. Tara Schwend held an event over Jim Bridger Days and donated the proceeds to the track. Vote: 5/0.

6. CORRESPONDENCE:

None at this time.

7. PUBLIC COMMENT:

None at this time.

8. SPECIAL REPORTS:

A. Activities Director Report: none at this time.

B. Cooks' Report: Head Cook Lynn White explained the serving sizes and nutritional requirements for a reimbursable meal under the Office of Public Instruction Guidelines. Bridger students and staff are able, with few exceptions, to add to their hot lunch from the well-stocked salad bar and beginning last year, a different soup has been offered almost every day as an alternative to the regular menu. Whole grain items and fresh fruit are part of every meal. Unusual fruits and vegetables are introduced and everyone is encouraged to try them. Elementary students are not allowed seconds on the entrée but can have as much as they like from the salad bar if they have eaten the majority of the meal they were served.

C. Superintendents' Report: **1. Recess** – students get about the same amount of time outside, just all at the same time instead of broken into 2 periods. It was necessary to eliminating the

afternoon recess, to make time for the specialists. Elementary teachers are adding classroom exercise or additional time outside as they see the need.

2. Budget - Fall enrollment counts show the district down 15 students (7 EL, 8 HS) The total count of 196 includes 140 elementary and 56 high school students. With those numbers in mind, projected figures for the next 2 years' budgets were given. Basically the general fund will hold at its current level for the next two years. Superintendent Ballard would like to continue negotiations with the certified staff on their request for a 2-year contract. While discussing the school's budget for next year he explained, annually, each 1% wage increase will cost an estimated \$8100 and a 4% increase in insurance an estimated \$7400. Some budget shortfall might be made-up with changes in administrative salaries. He encouraged the board to advertise early for a superintendent, as he has been told there is a limited pool of experienced superintendent candidates. He reminded the trustees that administrative evaluations occur in December with contracts to be offered in January. It is likely, the sooner they advertise the position the better the chance of getting experienced candidates. Superintendent Ballard will gather information on the funding for 2 administrators. There was a question raised about the possibility of sharing a superintendent.

3. Facilities Condition Report-The 2007 Legislature provided funding for a school facilities condition study that resulted in Deficiency Detail by Building Reports that the district can use to help plan future renovations. It is too soon to know now if there will be funding for repairs this year. Regarding the current boiler project – 2 new pumps needed ordered. It is unknown if the project will be finished by the November meeting. It depends upon delivery date of the pumps.

4. Surplus Sale: Principal Bell reported on the sale which only netted \$146.25 because the day was miserably cold and there were not many customers. Staff will be notified that items are still available for sale. Art students and their teacher, Jeff Zeltner, prepared the items and manned the sale. It was the consensus of the Board that the proceeds be given to the group (see item 10A). Items still left may be offered to a used furniture store. It was suggested that the 331/3 records be offered for sale on e-Bay.

9. OLD BUSINESS:

A. Concessions Agreement: Trustee Zentner made a motion to ratify the Concession Agreement between Bridger Booster Club and Bridger High School for the 2009-2010 concession season. Trustee Young seconded the motion. Vote: 5/0.

B. Policy 4330-Community Use of School Facilities: Trustee Imlay made a motion to accept the first reading of the Policy 4330 with the following section inserted after the first paragraph: "The administration has the authority to grant special requests by community members who wish to do a drawing or make an announcement to be able to do so if said activity is aligned with school philosophy and policies." Trustee Young seconded the motion. Vote: 5/0.

C. Policy 3431-Students, Emergency Treatment: Trustee Imlay made a motion to accept Policy 3431 as amended. The following section will be added at the end of the first paragraph: "To assure that all staff under contract are qualified to administer first aid or emergency treatment, the District requires all employees maintain a current first aid certification. The District will provide first aid training to staff on a biannual basis. Newly hired staff have up to one year to complete training." Trustee Giesick seconded the motion. Vote: 5/0.

D. Policy Revisions - 5336-Compensatory Time & Overtime for Classified Employees, 8430-Records Management: Trustee Zentner made a motion to accept the revisions to these policies as recommended by MTSBA: "Non-exempt" is added at the beginning of the first sentence in policy 5336 and language was added to 8430 to reflect a good procedure and team designation for possible litigation-hold issues. In addition, MTSBA deleted some of the information in the third paragraph of the original policy. Trustee Young seconded the motion. All voted in favor.

10. NEW BUSINESS:

A. Art Trip-Italy, Summer 2010: Art teacher Jeff Zeltner presented information to the Board on a tour to Italy that he and several art students would like to take next summer. The group has been and will continue to raise money for the trip. Mr. Zeltner had many good ideas on how the funds raised would be distributed and was given information on problems that had occurred in the past. Since this is not a school activity, Mr. Zeltner will confirm with the tour company the insurance coverage available through them and communicate with Western States Insurance regarding the trip. Based on past discussions with Western States regarding previous trips abroad, there should be no insurance concerns. However, this will be confirmed with Western States. Trustee Young made a motion to allow the Art Club permission to go on a tour to Italy. The understanding is that this is not a school function. Trustee Zentner seconded the motion. Vote: 5/0. Trustee Zentner made a motion to set up a fund for the art trip in the Activity Accounts. Trustee Imlay seconded the motion. All members voted in favor. Trustee Giesick made a motion to give the funds raised in the surplus sale (\$146.25) to the Art Group as they prepared the items and manned the sale. Trustee Imlay seconded the motion. Vote: 5/0.

B. First Reading – Policies 5254-Payment of Employer Contributions & Interest on Previous Service, 5338-Payment of Interest on Employer Contributions for Workers' Compensation Time and Employer Payment Policy Form: Trustee Zentner made a motion to accept the first reading of the above policies and form with the 'no pay' option chosen in all cases. Trustee Giesick seconded the motion. Vote: 5/0.

C. 8105-School Bus Replacement: As we are currently replacing buses on an 'as needed' or 'as recommended by the mechanic' basis and not based on a Bus Depreciation Schedule, more information will be needed before accepting this policy. Trustee Giesick made a motion to table this policy. Trustee Imlay seconded the motion. Vote: 5/0.

D. Personnel: Extracurricular Assignments: Trustee Young made a motion to assign Analicia Pianca as the Jr Hi Lunch Monitor and Amy Kraft as the Drama Sponsor with payment contingent on a production being held. Trustee Zentner seconded the motion and members all voted in favor.

11. CLERK'S REPORT: Information is still being looked for on a policy for overages and shortages on gate receipts for the Board to consider. Members were reminded that negotiations need to be started with the certified staff as they are working under last years' contract. Third quarter payroll reports have been prepared and submitted. Auditors will return on October 21 and 22. Trustee Zentner offered to attend the exit interview. The Sports Cooperative account has been liquidated; the account will remain on the list through the year as you can't delete an

account that has activity during the fiscal year. The clerk will be on vacation October 26 through 30, November 6 and November 19-27.

12. FUTURE ISSUES:

Surplus items sale results, Elementary Roof, boiler project and front doors, hiring staff, updates and additions to district policies including 5328 & 5328P-Family Medical Leave, building appraisals, emergency planning, transportation issues and certified negotiations.

13. NEXT REGULAR MEETING:

The next Board meeting will be held Tuesday November 10th at 7:00 p.m. Trustee Imlay made a motion to adjourn the meeting at 10:00 p.m. Trustee Young seconded the motion. Vote: 5/0.

ATTEST:

Board Chairman

Clerk of thYounge Board