

REGULAR MEETING – NOVEMBER 10, 2009

1. CALL TO ORDER & 2. PLEDGE OF ALLEGIANCE: Chairman Keith called the regular meeting to order at 7:06 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, Kayla Jares, Michelle McCarthy & Desiree Donaldson.

3. MINUTES:

Trustee Imlay made a motion to approve the minutes of the October 13th Regular Meeting with a typing correction on the bottom of the first page, Item 8C, to change the word ‘eliminating’ to ‘eliminate’. Trustee Young seconded the motion. Members voted 5/0 in favor.

4. CLAIMS & PAYROLL:

Trustee Zentner made a motion to accept the following: payroll warrants 16468-16512, 11/4/09 direct deposit listing, expenditure line item transfers for 10/20 & 10/21, claims 13013-13074 and Treasurers’ Reconciliations for July-September 2009. Trustee Giesick seconded the motion. Vote 5/0. Discussion included a question on the payment for the High School Math substitute teachers’ mileage from Fishtail.

5. ATHLETIC/ACTIVITY ACCOUNTING:

Trustee Zentner made a motion to accept the activity accounting for October. Trustee Imlay seconded the motion. Vote: 5/0. A question was raised on the payment of motel rooms for the Missoula Children’s Theatre actors. Due to allergies and other health concerns it has been more advantageous to house the actors at the motel instead of private homes.

6. CORRESPONDENCE:

An article from the Billings Gazette from October was given to the Board that addressed national concerns about school lunch menus. Bridger’s head cook, Lynn White, has already identified and alleviated the concerns addressed in the article.

7. PUBLIC COMMENT:

None at this time.

8. SPECIAL REPORTS:

A. Activities Director Report: Volleyball has ended a good season as has football; a small amount of revenue was received from the football playoff game; not enough to offset the cost to the District for an overnight trip. A certificate was received from the Montana High School Association/US Bank Sportsmanship Program recognizing achievements in good-sporting behavior. All MHSAA activities for the 2008-2009 school year were completed without ejection of any student or coach, demonstrating citizenship and sportsmanship in regular and post season competition. The high school gym floor tarp needs to be replaced. Dunlap Industries offers a set of 3 sections that will cover our floor for \$2400 (regularly \$9400) with no additional shipping and handling charges. A.D. Finn will check into this further and place the order if the product is sufficient for our needs.

B. Principal's Report: **1. Parent Surveys:** A survey had been given to parents during the October Parent/Teacher Conferences and the results were given to the Board. Questions included the best method of contact and communication from the school to parents, whether their student had received an award from the school or the parent had ever volunteered, the parents' knowledge of programs at the school, their suggestions for improvements and their rating of the schools image. Overall, the feedback was very positive. **2. Principal's Overview:** Principal Bell gave the Board a summary of the various activities that our staff and students are involved in at this time. With the 21st Century Grant providing funding for an after-school program three nights a week, the Response-to-Intervention grant, Crisis Prevention, Mentorship & Prism Grant teams meeting frequently, Title I and Gifted and Talented Programs in effect and work beginning on the NEW SLATE technology application grant; "there is always something going on at the Bridger Schools" (Mrs. Bell). In addition to the above teacher activities, student groups such as Junior and High School Honor Society, Honor Band, Pep & Jazz Band, FCCLA, FFA, Student Council and Athletics are also active. The teachers have also started a book study group that the district is hosting online and, she noted, several teachers are continuing their education. JMG sponsor and staff Family/Consumer Science teacher Vicki Kaufman was also recognized by the National Board of Directors from the Washington DC Jobs for America's Graduates as a High Performance Leader for going beyond the program requirements. Principal Bell gave the trustees a handout listing the number of students each high school teacher sees daily.

C. Superintendent's Report: **1. Future Budget and two administrators:** Superintendent Ballard gave the trustees a handout entitled Future budget considerations. He urged the Board to plan now for shortfalls in upcoming budgets due to declining enrollment and less state funding. Members were encouraged to begin the hiring process for a new superintendent as soon as possible. Seeing where the budget is this year and estimating the next year's budget, having two administrators in the District is still possible but may not be sustainable without an increase in enrollment and/or changes in the state funding mechanism. Several ideas for reducing the Districts' expenses were given: These included evaluate how many coaches per sport, review the cost effectiveness of all the stipend positions, review extended contracts for cost effectiveness, review class offering and consider feasibility of part-time staffing for, and cut or reduce individual line item budgets. It was the consensus of the members to place the ad for a superintendent in December. Mr. Ballard will submit his letter of resignation effective June 30, 2010. As it will not be time effective or advantageous for Mr. Ballard or the District, the Board will not do an evaluation for him this year. **2. Eligibility & Coaches:** Superintendent Ballard had spoke with A.D. Finn regarding how coaches are notified of eligibility issues. Football Coach Mike Mathis had made it a practice to stop by and talk with Mr. Finn each week and coaches who are also teachers on staff get an e-mail every Monday morning with the information they need. A note will be added to the A.D. job description that notifying non-staff coaches of eligibility issues is another of the duties for the Activity Director.

Other Items to Note: Representatives from the school group health plan, MUST, will hold a Health Fair in the District on 1/5/2010. There is a possible reduction in the next year's premium rate based on the participation at the Health Fair. Superintendent Ballard may offer an incentive to increase participation where the District might cover a portion of the employees' side of the premium for one month. Paperwork is being filed to get the NEW SLATE grant off the ground. The District will be the Prime Award agency for the two year grant; year one \$81,186 and year

two \$78,063. Bridger will receive payment, indirect costs, for administrating the grant. This grant is in collaboration with OPI and Montana State University Billings. The goals of the grant funds are to improve student academic achievement through the effective use of technology to improve technology literacy of teachers and students, and to improve the capacity of teachers to effectively and efficiently integrate technology into their curriculum and instruction. The heating system has been installed. The engineer's final inspection is yet to be completed. Harvey will be working on a rotation schedule for the boilers. The new doors have been installed on the bus barn and they are working out very well. Superintendent Ballard will be getting the board's negotiation team together to work on a proposal for the teachers. The Board will gather with Jeff Weldon on December 5th at the Bridger Café at 9:00 a.m. to hold a work meeting on boardsmanship and related skills. Discussion topics are open to any item the members would like to discuss.

9. OLD BUSINESS:

A. Second Reading Policy 4330-Community Use of School Facilities, 5254-Payment of Employer Contributions & Interest on Previous Service, 5338-Payment of Interest on Employer Contributions for Workers' Compensation Time and 5254F/5338F Employer Payment Policy Form: Trustee Zentner made a motion to accept the second reading of the policy listed and to add the number 5254F/5338F at the top of the Employer Payment Policy Form. Trustee Young seconded the motion. Vote: 5/0.

B. Vision, Mission and Goals: This item was moved on the agenda to between New Business items D and E. In order to fill out the 5-year plan, work needs to be done on a vision and mission statement for the District. Chairman Keith had worked on a philosophy statement that everyone thought embodied the vision of the District. *Bridger Schools is dedicated to leading the educational community in providing innovation and imagination with an advanced curriculum and professional staff, inspired by all to bring a superior educational learning experience for the students.* This statement and other items will be discussed further at the next meeting and at the December 5th Board work meeting.

10. NEW BUSINESS:

A. Out of State Travel Request – JMG Student to Washington DC: Trustee Young made a motion to allow JMG student Brooke Marshall permission to go to Washington DC this November 18-22. Trustee Imlay seconded the motion. Vote: 5/0. Brooke won the National Leadership letter writing contest for Montana JMG at Fall Leadership in Helena. She will be traveling to Washington D.C. on an all expense paid trip to the National Leadership Conference. She is one of 5 representatives from Montana.

B. First Reading Policy 8105-School Bus Replacement: Superintendent Ballard has been working with mechanic Drew Harper on this policy and plans to add language to note that buses will be traded after 8 years or 100,000 miles or expense costs over \$15,000 in an 8-year period (exclusive of normal wear and tear), etc. Trustee Zentner made a motion to table this policy till the provisions necessary are added. Trustee Young seconded the motion. Vote: 5/0.

C. Personnel: 1. Accept Resignation: Trustee Imlay made a motion to accept, with regrets, the resignation of 2nd grade teacher Jenny Ewing and offered her the Board's thanks for her service.

She has been supervising Mrs. Witt's student teaching experience. Trustee Giesick seconded the motion. Vote: 5/0.

2. Hire 2nd Grade Teacher: Trustee Giesick made a motion to hire Michaela Witt as our 2nd grade teacher upon completion of her certification. Trustee Imlay seconded the motion. Vote: 5/0.

D. 08-09 Draft Audit: Trustee Giesick made a motion to accept the draft audit for fiscal year 2009 as prepared by Olness and Associates. Trustee Imlay seconded the motion. Vote: 5/0.

E. Principal Evaluation: A draft of the principal's job description was given to the members and they were asked to provide input into an evaluation tool. The previous evaluation form, the old job description for the principal and superintendent positions were given out as well as the superintendent's evaluation form and job application. The superintendent will do the evaluation of the principal in February and report to the Board. Meanwhile, Mr. Ballard would like the Board members' input on what they would like to see in the principal's evaluation.

As provided by statute 2-3-203 (3) MCA, the meeting was declared closed for rights of privacy at 10:07 p.m. The meeting opened at 10:55, no action was taken.

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. The clerk will be on vacation November 23-27. Work has started on end of the year payroll reports and a draft of the Management Discussion and Analysis will be prepared for the superintendent's review before submission to the auditors.

12. FUTURE ISSUES:

Changes may be made to the district cell phone policy and procedures for dealing with cell phones. Principal Bell is piloting allowing cell phone use for academic purposes during the school day.

Surplus items sale results, Elementary Roof, front doors, superintendent job description & search, 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 meeting adjourned at 11:00 p.m. The next Board meeting will be held Tuesday, December 8th at 8:00 p.m.

ATTEST:

Board Chairman

Clerk of the Board