

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
JULY 22, 2014**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Chair Sarah DeVries at 6:00 p.m. on July 22, 2014, in the library at the Roberts School.

ATTENDANCE

Sarah DeVries, Chair
Rusty Niemi, Vice Chair
Joel Bertolino
Tami Hoines
Luke Holdbrook

Alex Ator, Superintendent
JaLayne Obert, Business Manager/District Clerk

GUESTS: Rees Newton, Amanda Smith, Chris DeVries, Jahna White, Courtney Halvorsen, Jackie Ronning, Ward Braten

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Tami Hoines, seconded by Luke Holdbrook and carried unanimously to approve the minutes of the regular meeting on June 10, 2014 as presented. (YES--DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

CLAIMS, SEQUENCE, AND VOIDED CHECKS

Mrs. Obert asked for approval of warrants from the end of June, July, and one unwritten warrant for \$20.00 to the U.S. Treasury for payment of a special fee on the health insurance plan.

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to approve the claims, sequence, and voided checks for June and July, 2014 as requested by Mrs. Obert. (YES--DeVries, Niemi, Bertolino, Hoines, Holdbrook.. NO-- none).

PUBLIC COMMENT

Ward Braten stated the FFA national convention is in Louisville, Kentucky in October and he came to the Board in May requesting permission for some students to attend. He stated the item was tabled at that time. He stated the convention is scheduled the same time as the district volleyball tournament.

Joel Bertolino asked if there would be any expense to the district for the trip.

Mr. Braten stated the trip would be partially funded through the FFA with the balance coming personally from the students attending.

Ms. DeVries asked that this item be placed on the August agenda.

Ms. DeVries stated the Booster Club is planning an ice cream social on August 21. She stated the club is also setting up a Facebook page which will contain general information for the school.

Jackie Ronning thanked the Board for purchasing the new math series for the elementary.

PERSONNEL

COACHING RECOMMENDATIONS – Mr. Ator stated we currently have no applications for the head high school volleyball coaching position. He stated Jackie Ronning has agreed to be the head junior high volleyball coach and recommended the Board approve the hire.

Motion was made by Joel Bertolino, seconded by Tami Hoines and carried unanimously to hire Jackie Ronning as the head junior high volleyball coach at the stipend rate of \$1350. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Mr. Ator stated Stacie Nardinger has agreed to be the assistant high school volleyball coach but is not interested in being the head coach. He recommended the Board approve that hire.

Motion was made by Rusty Niemi, seconded by Luke Holdbrook and carried unanimously to hire Stacie Nardinger as assistant high school girls' volleyball coach at the stipend rate of \$1650. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

ATHLETIC DIRECTOR OPENING -- Mr. Ator stated individuals interested in the Athletic Director position include Chris DeVries and himself and he declined to make a recommendation as he is personally involved.

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to hire Alex Ator as Athletic Director at a yearly stipend of \$3400. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

BUS DRIVER OPENING – Mr. Ator stated we received an application from Rick Sederberg, Jr. for the bus driver position and recommended we hire him for that position at \$16.75 per hour. He stated Mr. Sederberg already has his bus driver certification.

He stated Mr. Sederberg will continue to work his custodial position for 25 hours per week.

Motion was made by Luke Holdbrook, seconded by Joel Bertolino and carried unanimously to hire Rick Sederberg (Richard Sederberg Jr.) for the bus driver position at \$16.75 per hour. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Mr. Ator stated Roly DeVries has asked to change his contract with the district and drive only the morning route in August, September, October, April, and May and both routes in November, December, January, February and March.

Mr. Ator stated Mr. DeVries has spoken to Rod Melton about filling in on the evening route. He asked the Board if they would rather one person fill the spot or give all the substitutes an opportunity to rotate through the position.

Mr. Holdbrook stated he would rather see all the substitutes have an opportunity to rotate the position.

Mr. Ator stated the substitute rate for route drivers is \$11 per hour and he would like the rate for this position to be \$15 per hour.

Motion was made by Luke Holdbrook, seconded by Joel Bertolino and carried unanimously to have the bus driver substitutes rotate filling in Mr. DeVries's evening route in August, September, October, April and May and be paid at the rate of \$15 per hour. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none)

ASSISTANT COOK OPENING – Mr. Ator stated we received three applications for the two day per week assistant cook position and he will set up interviews for those applicants with him and Joanne Stark.

Mr. Holdbrook stated he could be available for the interviews if needed.

Mr. Ator stated he would like to start the position off on a probationary basis at \$10.50 per hour with an increase to \$11 per hour after sixty days.

NEW BUSINESS

ADMINISTRATIVE NEGOTIATIONS – Mr. Bertolino stated negotiations with the administrative staff (other than the superintendent) have been completed. He recommended the Board approve contract renewal with a 2.5% increase. Motion was made by Tami Hoines, seconded by Luke Holdbrook and carried unanimously to approve the administrative negotiations with renewal of contracts with a 2.5% salary increase. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

HOME SCHOOL ACTIVITY PARTICIPATION – Mr. Ator stated he has been asked by a community member about activity participation at the high school level for a home school student. He stated the MHSA policy requires a student to be enrolled in classes twenty hours per week and in regular attendance in the building ten hours per week at the school where the student participates. He added the easiest way to accommodate that is have the student taking classes in the building four hours per day so they qualify as a ½ time student and are no longer considered a home school student.

Mr. Ator stated if the district were to allow home school students to enroll and participate in activities, it should be done from the seventh grade through high school. He added eighth grade students can participate at the high school level so it would definitely have to be in place at that level.

Ms. DeVries stated we don't want to deny participation to any child and asked if we need to adopt a policy.

Mr. Ator stated he would draft a policy starting at the seventh grade level for first reading at the August meeting. He stated if we do adopt such a policy, he would like permission to send a letter to all home school parents in the district.

SCHOOL LUNCH PRICES – Mr. Ator stated it has been a few years since the district raised prices for school lunches. He stated our prices are lower than called for by USDA and he would like to see small increases to get us where we need to be and take some of the pressure off the General Fund. He recommended the prices be increased by \$.25 from \$2.00, \$2.25, and \$3.00 to \$2.25, \$2.50, and \$3.25.

Mr. Ator stated the increase could result in more families completing the application for free and reduced meals, which helps with some of our funding.

Motion was made by Joel Bertolino, seconded by Luke Holdbrook and carried unanimously to raise the price of school lunch by \$.25 at all levels to \$2.25, \$2.50, and \$3.25. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

OLD BUSINESS

CLASS SCHEDULE – Mr. Ator stated he made a few changes to the class schedule that was put together in the spring and feels it is as good as it gets at this point. He stated this is an eight period schedule with no study halls and we could look at a seven period schedule with the last ½ hour scheduled as study hall. He added students not only have one less subject, teachers have

one less class to prep for. He stated he could put together a new schedule with that format or we can go with the schedule that was drafted earlier.

Mr. Niemi asked how long it would take Mr. Ator to put together a new schedule. Mr. Ator stated it would probably take between eight and twelve hours.

Mr. Bertolino stated if Mr. Ator has ideas and input on the schedule he would like to see them.

Motion was made by Rusty Niemi, seconded by Luke Holdbrook and carried unanimously to table a decision on the class schedule until Mr. Ator has an opportunity to work on a new one. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

CLASSIFIED STAFF NEGOTIATIONS – Ms. DeVries stated negotiations with the classified staff have been completed with the agreement the staff receive a raise of \$.30 per hour.

Motion was made by Joel Bertolino, seconded by Luke Holdbrook and carried unanimously to approve raising wages for classified staff by \$.30 per hour. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

CERTIFIED STAFF NEGOTIATIONS – Mr. Bertolino stated negotiations with the certified staff have been completed with agreement on the continued payment of single coverage health insurance and the granting of steps (and lanes where applicable) for teachers.

Motion was made by Tami Hoines, seconded by Rusty Niemi and carried unanimously to approve negotiations with the certified staff to grant them steps (and lanes if applicable) and full payment of single coverage health insurance. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

Mr. Bertolino stated it was also agreed to grant a one day extended contract for the counselor for completion of work after school gets out.

Mr. Ator recommended extensions to contracts be dealt with the same as extra-curricular contracts and paid out after completion of the extension rather than figured in the base contract.

Motion was made by Joel Bertolino, seconded by Luke Holdbrook and carried unanimously to grant a one day extension to Stacie Nardinger's contract to allow for records completion to be paid out upon completion of the additional day. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

Motion was made by Tami Hoines, seconded by Rusty Niemi and carried unanimously to approve a fifteen (15) day extension to Ward Braten's contract to allow him to participate in FFA events during the summer and to be paid out at the completion of the extension. (YES—DeVries, Niemi, Bertolino. Hoines, Holdbrook. NO—none).

FOOTBALL COOPERATIVE – Mr. Ator stated in working with the football co-op, a couple of items have come up. He stated he would like to see there be a set number of players necessary to have a junior high football program and if that number isn't met, we don't run the program.

Clark Begger stated there are currently six boys interested in playing.

Mr. Ator stated the Red Lodge Board of Trustees took a straw vote and they would accept our students for junior high football. He stated if the decision isn't made now, our students will probably miss the first week of practice.

Mr. Bertolino asked where the limit would be to run the program.

Mr. Ator stated Jerry Thompson from Rapelje says their policy calls for 10 players, with four or more from the upper grades. He added after two years without a program, Rapelje decided to co-op with Reed Point. He stated we need to have these tough conversations to do what is best for the students.

Mr. Ator stated with the high school football co-op with Red Lodge, they are not willing to budge on their policies and our students will have to abide by their policies. He stated examples are they don't allow home school students to participate and they have mandatory random drug testing. He stated some of our policies may be stricter than Red Lodge's and the athletes would have to abide by the strictest policy.

Mr. Ator stated if the junior high students go to Red Lodge to play, we'll have to provide transportation. He stated Red Lodge doesn't have any coaching vacancies now but at some point, he would like to see the bus driver work as an assistant coach. He added the driver would be responsible for communicating with the coach.

Mr. Ator stated there is a meeting scheduled with junior high players and parents on August 4 to see where the numbers fall so he should have some answers before the August 12 meeting.

SUPERINTENDENT REPORT

CURRICULUM ADOPTION PROCEDURE – Mr. Ator stated he included copies of the curriculum adoption procedure from the Board policy book in the agenda material. He stated he would like to look at the history curriculum at the sixth grade level and will be doing that with Mr. Begger and Mrs. Halvorsen but all curriculum and textbooks have to be approved by the Board.

STAFF/STUDENT HANDBOOKS – Mr. Ator stated the staff and student handbooks both need to be updated but he would like to create a leadership team with representatives from different areas of the staff and perhaps from the students and Board to work together on those updates.

Mr. Bertolino stated he really likes that idea. Ms. DeVries stated it will be great to have input from different areas.

Mr. Holdbrook asked why a student would be asked to be on the team.

Mr. Ator stated they are our product and we need to hear their perspective on how the student body will feel about changes.

Ms. DeVries asked if there are policies that need to be looked at before school starts, such as attendance.

Mr. Ator stated he would recommend changing the policy to have an attendance committee made up of the superintendent, counselor, teachers of classes in which the student has excessive absences, and parents to review the student absences before it is brought to the Board. He stated that committee would come up with a plan to address the absences and if the student doesn't follow it, the Board has a pretty clear picture of the situation when it comes to them.

Ms. DeVries asked Mr. Ator to put this on the August agenda.

Courtney Halvorsen stated she would like to see eligibility enforced at the elementary level so those students participating in activities are held to the same standards as the junior high students. She stated that may result in elementary students bringing up their grades.

Mr. Ator stated that doesn't always work as some students can't do any better but he would look at that policy to include elementary.

Mr. Ator stated he did some research and found we legally can't keep an eighth grade student from advancing to high school, no matter what their grades. He stated we can make recommendations but if the parent wants the student to advance, we can't stop them.

COURSE CATALOG – Mr. Ator stated the course catalog will be the next thing to be reviewed after the handbooks.

RECESS

Ms. DeVries called for a short recess at 7:50 p.m. and returned the meeting to regular session at 7:56 p.m.

EVALUATION PROCEDURE – Mr. Ator stated Senate Bill 275 includes requirements for evaluations and he would like to put together committees to work with him on evaluation tools at each level so we don't have to use the state model.

Ms. Hoines asked if the state will be requiring us to use the state model.

Mr. Ator stated not if we have our own tool. He stated he would like to come up with a model that isn't as cumbersome as the state's and also avoid costs when they decide to charge for theirs. He added he wants to keep evaluations for classified staff and coaches as simple as possible and would be willing to help the Board create an administrative evaluation tool.

E-GRANT TRAINING – Mr. Ator stated he attended training on the E-Grant system on July 16 and is waiting for a final password so he can submit the grant application.

DRIVER EDUCATION – Mr. Ator reported Adam Ruhnke is instructing Driver Education with 14 students. He stated he will have Mr. Ruhnke and the class write thank you notes to Archie Cochrane Ford for use of the vehicle and Ford roadside assistance for their help when the vehicle broke down.

WELCOME BACK PIR AND SOCIAL – Mr. Ator reported he and his wife are planning on having a barbecue for staff, coaches, and board members on either August 25 or 26, probably the 25th. He stated the Methodist Church is providing lunch for the staff on one of the PIR days and he would like to thank them for that.

Mr. Ator stated he would like to keep the format for the PIR days simple with round table and group discussions to identify needs of the staff and students and to create a discipline plan that is consistent with the entire staff.

Ms. DeVries asked if Mr. Ator wanted Board members to attend. Mr. Ator stated they are welcome to attend if they desire but it isn't necessary.

SUPERINTENDENT SCHEDULE – Mr. Ator stated the SAM conference is in Helena July 28-30 and it is a great meeting but he doesn't know if he can work out the schedule to go. He added the MCA Coaches Clinic is July 30 through August 1 and that is also great training but he really feels this year his time is best spent here.

Ms. DeVries stated he would be the best judge of what needs to be done.

Mr. Ator stated he would like to join the mentorship program with SAM (School Administrators of Montana). He stated the fee is \$500 but that pays not only the mentorship but also some conference fees. He added Mark Brajcich of Red Lodge would be his mentor.

Motion was made by Rusty Niemi, seconded by Luke Holdbrook and carried unanimously to approve paying \$500 to SAM for the mentorship program for Mr. Ator. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Mr. Ator stated he will be attending the County Transportation Meeting in Red Lodge on August 5, 2014.

Mr. Ator reported he has met with nine classified staff and four certified staff so far and will be scheduling meeting with the rest soon.

Mr. Ator asked to switch having Friday off for Monday off for the next two weeks.

FFA NATIONALS – Mr. Ator stated it is pretty late in the game to try to attend FFA Nationals this year but we do need to give Mr. Braten an answer and perhaps he could get those students to attend the next meeting.

BUILDING AND GROUNDS WALK-THROUGH – Mr. Ator and the Board toured the building and grounds.

ADJOURNMENT

Ms. DeVries adjourned the meeting at 9:00 p.m.

Board Chair

District Clerk