



## DeSmet School District #20

### Board of Trustees Meeting

7:00 p.m. March 27, 2017

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The Board of Trustees for DeSmet School District #20 met for the regular monthly meeting in the school library.

**Board Trustees present:** Marie Michels, Dani Lamberton, Aaron, Foster, Meredith Webster, and Rick Mallozzi

**Board Trustees absent:** None

**Others present:** Principal, Matt Driessen; District Clerk, Christy McLaren

**Item #1:** Call to Order: Dani Lamberton called the meeting to order at 7:02 p.m.

**Item #2:** Consent Agenda:

a) **Approval of Previous Meeting Minutes** – Minutes from the 2/21/17 Regular meeting were reviewed. Rick made a motion to approve, Aaron seconded the motion. All trustees voted ‘aye’ in favor, motion passed.

b) **Approval of Warrant Lists** – The list of payroll and claims warrants was passed to each Board member for review and questions and comments. Meredith made a motion to approve, Aaron seconded the motion all trustees voted ‘aye’ in favor, motion passed.

**Item #3:** Public Comment - None

**Item #4:** Principal Report –

- 109 students, 2 new.
- Costco is looking at buying 109 acres near school and putting in a new store.
- Met with Edgell Construction and Bretz RV regarding property near school that is being considered for new residential construction.
- YMCA will waive initiation fees for staff/board to help promote wellness and encourage staff members to become more active. Staff would only be responsible for their monthly fees.

**Item #5:** Business Manager/District Clerk Report – Special Projects fees Balance is \$16,155.48. Board would like fund balances for each project at a future Board meeting. The Board would also like a report on the SPED balance remaining.

**Item #6:** Maintenance Report – All of the “Smart Boards” in the classrooms have been repaired. Nothing else to report at this time.

**Item #7: Committee Reports –**

- Per Rick Mallozzi the **Budget Committee** is working to get a budget for the 2017-18 school year together. No mill levy will be needed. Mr. Driessen has been able to review the budget from 2016-2017 and uncover monies to help fund an additional teacher for the upcoming school year.
- **Gym Committee** – Aaron Foster is waiting to hear from the Booster Club. He has reached out to Kimberly Crandall and never heard back regarding the 501c3. Marie will follow up with Kimberly to see if she can get a response.

**Item #8: Teacher Report - None**

**Item #9: Review/Action – Senate Bill 307 (New Authority for School Facilities Levy) –** Tabled for now.

**Item #10: Review/Action – Approve MTSBA Dues -** Discussed the dues amount of \$2125.50 for 2017-2018, all trustees felt that it was money well spent. Aaron motioned to approve payment. Rick seconded the motion. All trustees voted ‘aye’ in favor, motion passed.

**Item #11: Review/Action – Letters of Intent to Staff –** Mr. Driessen is seeing improvements in student scores in math. Mr. Driessen will recommend to the Board that our certified teachers be renewed for the 2017-18 school year.

**Item #12: Review/Action – Letter of interest to begin DEA negotiations –** Meredith and Aaron are on the DEA Negotiation Committee and they will be sending a letter of interest with several potential meeting dates to the teacher’s union in the near future.

**Item #13: Review/Action – Teacher Retirement Incentive –** Dr. Driessen explained how the incentive would work. It would be a onetime deal for teachers who are interested in retiring this year. Board indicated that it was okay for Mr. Driessen to proceed ahead and find out which teacher might be interested in this arrangement.

**Item #14: Review/Action – Add Music Teacher/Basic Computers 1.0 FTE –** Mr. Driessen would like to add 1 FTE position to be a music teacher 60 % of the time and do basic maintenance on school computers the remaining 40% of time. Choir and band would be taught to 5<sup>th</sup> through 8<sup>th</sup> grades. Basic music for K-6. Meredith motioned to approve. Rick seconded the motion all trustees voted ‘aye’ in favor, motion passed.

**Item #15: Review/Action – Library/Foreign Language – Increase FTE –** Mr. Driessen sees this position as a Librarian that would be able to teach younger students how to use the library and older students how to use resources such as the internet to research information. (i.e. AP citation) Mr. Driessen indicates that it is difficult to find teachers with Spanish language skills to teach due to the fact Missoula has an International School that many currently teach at. We are currently trying to figure out a solution to that problem, which might be online courses.

**Item #16: Review/Action – PE/Art/Practical Arts 1.0 FTE –** This position was tabled at this time.

**Item #17: Review/Action – 2017/2018 Student Handbook Review** – Mr. Driessen is looking to make changes to our discipline policies so that parents and students are aware of what consequences will be when misbehaving occurs. Mr. Driessen is also concerned about our attendance policies. He will work with Vicki to find out what state guidelines are regarding absences/attendance and create a policy from there. A discussion regarding failing grades and student participation in sports and extra-curricular activities was discussed and the importance of using these activities as an incentive to help motivate students to improve their grades or risk being unable to participate.

**Item #18: Review/Action – Quote for new Computer Server** - Univision Computers has recommended that the server be upgraded to provide a better firewall for the school computer network. It would allow each child to have their own log on. Much better system for auditing purposes too. Marie motioned to approve. Rick seconded the motion all trustees voted ‘aye’ in favor, motion passed.

**Item #19: Review/Action – Acknowledge Mark Smith’s Resignation – Effective March 31, 2017** – Board acknowledged that Mark Smith would be leaving March 31, 2017.

**Item #20: Review/Action – Review Public Employees’ Retirement System (PERS) Contract** - The Board recommends that we educate those staff members that would be eligible for PERS about what it is, etc. If we have enough staff members interested we will proceed ahead.

**Item #21: Review/Action – CAPS Office request letter on zoning** – Letter asks for DeSmet Public School presence at all zoning issues around our school.

**Item #22: Review/Action – Rental leases:** Christy checked with the current renters and both of them would like to renew their leases if we are going to keep the rent at \$700/month. Both leases are expired at this time, and the board would like to sign one year agreements with each tenant if we can.

**Item #23: Review/Action – Switching to Black Mountain Accounting Software** – Rick and Christy did a software demonstration last week with Black Mountain representatives. Rick discussed the benefits of switching to Black Mountain Software with the Board. The software will enable us be much more productive. The current software doesn’t allow you to open several different windows at once, the new software will allow you to do so, which is more time efficient. The program has budgeting software which will enable us to predict many different scenarios at the touch of a button. The software allows the user to breakdown funds so that we are able to keep track of monies spent for different grades/projects which will help the Board monitor expenditures better. Meredith motioned to approve the purchase. Aaron seconded all trustees voted ‘aye’ in favor, motion passed.

**Item #24: Review/Action – Election Resolution** – So far no one has come forward to apply for the open position. If no one has come forward by Friday, March 30<sup>th</sup> at 5 pm, then we will cancel the election. Meredith has indicated that she is interested in being appointed by acclamation if we have no write-in candidates. We will address at a future board meeting depending on what happens.

Item #25: Review/Action – Greater DeSmet Community Center – 501 (c) (3) – Tabled for now.

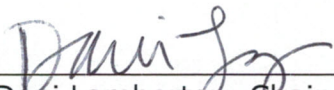
Item #26: Review/Action – DeSmet School Strategic Plan

- a) **Community Outreach** – The Board feels they must remain vigilant. That it is important that they let the community know what is going on at the school; what has happened over the past year and what they are planning to do in the future. Dani thought maybe a quarterly newsletter could be done to let community members know what is happening around the school.

Item #27: No Warrants to sign.

Item #10: **Adjournment** - There being no further business, the meeting was declared adjourned at 10:11 p.m. by Dani Lamberton, Board Chair.

APPROVED 4.17.17  
(Date)

  
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Dani Lamberton, Chair of the Board

*Minutes scribed and typed by Christy McLaren, District Clerk*

  
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