



DeSmet School District #20  
Board of Trustees Meeting  
7:00 p.m. December 16, 2013

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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: Bruin Herr, Paul Hanson, Susan Hudson, Ralph Fessenden, and Carolyn Rossell

Board Trustees absent: none

Others present: Teachers, David Feeley, Amanda Jackson; Principal, Shelley Andres; District Clerk, Bernice Beard

Item #1 - Call to Order: Bruin Herr called the meeting to order at 7:16 p.m.

Item #2 - Consent Agenda:

A: Approval of Previous Meeting Minutes – Minutes from the November 18, 2013 Regular meeting were reviewed.

C: Approval of Warrant Lists – The list of claims warrants was passed to each Board member for review and questions and comments.

*Trustee, Ralph Fessenden made the motion to approve the previous meeting minutes and approve the listed warrants. Bruin Herr seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.*

Item #3: Principal Report –

- The school health aide had 168 encounters during the past month
- The District met their goal of collecting 2000 box top labels! The reward will be an Animal Wonders presentation.
- The Winter Concerts were extremely well received. Both concerts had full houses and wonderful reviews by staff and parents alike.
- John Combs from MCPS brought the all-male singers from three different high schools for a great short concert. The students seemed to really enjoy listening to them.
- Update to the Backpack Friday. Currently the District has 43 students participating. The bags are costing approximately \$4/bag. As previously mentioned, the MT Food Bank would like the distribution centers to become self-funded. The District will be okay for the remainder of this school year, but at some time in the near future we will need to address how to fund this program. The Food Bank here in Missoula is working with the local distributors to help with fundraising efforts.
- Mrs. Andres would like to try a new breakfast program for the middle school students beginning January 27<sup>th</sup> - the beginning of the new semester. As the

students come into the building, they will stop by a cart pick up breakfast and a milk, proceed to their homeroom classroom for the morning announcements and will eat their "Grab-n-Go" breakfast there. At the conclusion of the homeroom period the students will deposit their breakfast trash into the container in the hall before proceeding to their first class of the day. It is suspected that a good number of middle school students are not eating breakfast and this is one way to ensure they can at least get something to eat each morning. Every middle school student will be given a Grab-n-Go breakfast.

- ▣ The main building will be closed for a few days over the winter break for completing this year's flooring project, deep cleaning of the hallways, and painting & set of the new computers in the lab.
- ▣ Monday, January 13<sup>th</sup> will be our first Math Night for students and their parents to participate. It will be held in the gym from 6-8pm. A chili feed will also be included.
- ▣ During the January Board meeting Mrs. Andres will request a Board member to be on the Calendar Committee for the 2014-2015 school year.
- ▣ A big "Thank You" to the Booster Club for holding the Wreath Raffle. The music program really appreciates the donation!

Item #4: Business Manager/District Clerk Report –

- ▣ As of 11/30/2013 the Petty cash account had a balance of \$768.67; the Special Projects account had a balance of \$14,980.95.
- ▣ Bernice informed the Board members that the mileage reimbursement rate will decrease from \$0.565 to \$0.56 effective January 1, 2014.
- ▣ Ms. Beard anticipates working with the auditor on the audit reports for fiscal year 2013 sometime within the first quarter of 2014.

Item #5: Maintenance Report –

- ▣ Regarding the water system, the pit less was replaced and hopefully this is the last time digging will have to be done.
- ▣ The water pressure tank and manifold at the 6600 rental property froze solid during the cold snap. Josh installed heat tape and built an insulated box around the manifold, put a space heater in the pit and insulated the top opening of the tank pit.
- ▣ The outside doors at both rental properties need to be replaced. All the doors are very old and cracked or broken in some fashion. Weather stripping can only do so much to prevent the cold air from rushing into the homes during the winter months. Mr. Matlock is currently getting a quote and hope to have them replaced during January 2014.
- ▣ One of the furnaces at the school had the motor burn up during the severe cold weather. Luckily, 4G's was able to replace the motor on the same day.
- ▣ One of the art room windows had a small crack in it. During the severe cold weather the crack greatly increased in size. Garden City Glass was able to replace the window the same day they were called.
- ▣ The gas detectors are scheduled to be installed on December 26 & 27, 2013.
- ▣ All the air locks will get new carpeting along with Mrs. Andres' office and new tile in the staff lounge.

Item #6: Committee Reports –

- RTI – There will be two large OPI meetings coming up shortly and the Grade Band meetings at school will begin in January from 3:30-4:00pm on Tuesdays.

Item #7: Teacher Presentations.

Amanda Jackson, Kindergarten teacher, attended a Kindergarten Conference in July. She made a short presentation to the Board members on her experience at the conference. There were many teachers in attendance which allowed for a lot of learning from others as well as participating in a number of the organized lessons and activities that were available. The offerings were varied: reading/language arts/science/math/technology/etc. The Common Core is moving in the direction of including a lot more non-fiction in education – even with kindergarten. There were numerous website ideas provided and a lot of hands-on activities available. Ms. Jackson received a number of materials that motivated her to purchase even more! There were sessions focused on center activities and learning to manage centers, as well as how to group student levels within a single classroom. Amanda thanked the Board members for allowing her to have this great experience. She returned to Missoula so excited to engage a lot of the ideas gleaned from her exposure during the conference.

Mrs. Andres made apologies for Ms. Ebbs and Mrs. Dolphay as they were unable to do their presentation tonight because of an unforeseen Copper League meeting that Ms. Ebbs needed to attend. The teachers want to share the information they learned at a two day Singapore Math workshop. They will be presenting some of this information during the Math Night scheduled in January.

Item #8: The Forum Presentation. Brandee Tyree from *The Forum* gave a presentation to the Board members regarding what services the organization provides to the communities of greater Missoula. Their focus is on underage substance abuse prevention. She provided the District with their current "Parent Resource Guide" and gave statistics regarding underage substance abuse and how her organization is trying to reduce these numbers.

Item #9: Employee Resignations. Karry Betson resigned her position as the 1.0 FTE Title I ParaEducator effective November 22, 2013. Jason Gruber resigned his position as the 0.5 FTE Special Education ParaEducator effective December 31, 2013.

Item #10: New Hires. Mrs. Andres recommended Julie Jezierski to fill the vacant 0.5 FTE Special Education ParaEducator position effective January 6, 2014. Paul Hanson made the motion to hire Ms. Jezierski for this position. Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

A new substitute list was provided for Board member approval with the addition of Joe DiFulgentis and Arla CallingLast. Susan Hudson made the motion to approve the updated substitute list. Paul Hanson seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #11: Beach Transportation Proposal. Mitch presented a proposal to Mrs. Andres for implementing school bus routing software into the future cost of transporting the students to and from school. This software is currently being utilized by Beach Transportation for MCPS schools. They have found it to be highly effective in creating

and maintaining the routes for each school. The cost of the annual support is \$2,750. Beach is proposing that this cost be divided between Target Range, DeSmet, Woodman, and Lolo based on the number of buses located at each school. The cost per bus will be \$392.85. DeSmet hires two buses so the annual cost will be \$785.70 for the routing software. Ralph Fessenden made a motion to accept the additional cost of the routing software. Bruin Herr seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #12: Student Immunization Decision. Issue resolved, no action necessary.

Item #13: Principal Evaluation Committee. Susan Hudson and Carolyn Rossell volunteered to be on then Principal evaluation committee utilizing the EPAS tool for principals. Erin Lipkind volunteered to start the Board members on the process as a kick-start to understanding the tool. Ralph made a motion to include Mrs. Lipkind on the committee, Bruin Herr seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #14: Carolyn to Attend EPAS Meetings. Carolyn Rossell attended two EPAS meetings and is allowed to be reimbursed for her travel expenses to these meetings. She requested approval from the other Board members to attend without receiving remuneration. Susan Hudson made the motion to allow Carolyn's request, Ralph Fessenden seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed. Ms. Rossell abstained from voting.

Item #15: Adopt 3000 Series District Policies. Paul Hanson made a motion to adopt District policies 3000 – 3110 (see attached document) with the changes requested by Mr. Fessenden. Bruin Herr seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #16: *Public Comment*. none

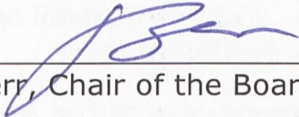
Item #17: *Sign Warrants*.

Item #18 – Adjournment: There being no further business, the meeting was declared adjourned at 8:38 p.m. by Bruin Herr, Chair of the Board.

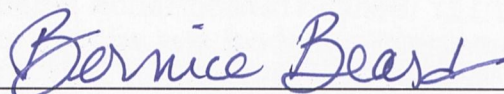
APPROVED

(date)

1/21/2014

  
Bruin Herr, Chair of the Board

*Minutes scribed and typed by Bernice Beard, District Clerk*

  
Bernice Beard