



DeSmet School District #20

Board of Trustees Meeting

7:00 p.m. March 17, 2014

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, Carolyn Rossell, and Matt Hettick

Board Trustees absent: none

Others present: Teachers, Gregg Chambers, Megan Dolphay, Robin Ray; Principal, Shelley Andres; District Clerk, Bernice Beard; Facilities, Josh Matlock

Item #1 - Call to Order: Bruin Herr called the meeting to order at 7:02 p.m.

Item #2 - Consent Agenda:

A: Approval of Previous Meeting Minutes – Minutes from the February 18, 2014 Regular meeting were reviewed.

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

Trustee, Paul Hanson made the motion to accept the changes to the agenda, approval of the previous meeting minutes and approval of the listed warrants. Bruin Herr seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #3: Principal Report –

- Mrs. Andres showed the Board members the samples of the new Common Core math curriculum, Go Math, which was selected by DeSmet curriculum committee as the replacement for the current math curriculum. The teachers will have a month to review the materials and provide their feedback. The possible purchase of the curriculum will be placed on the agenda for the April meeting.
- Reading Night has been re-scheduled for Thursday, March 20th.
- The DeSmet Science Fair winners went today to the County Fairgrounds to participate in the County-wide Science Fair.
- Ila Makela made through the fifth round of the County-wide Spelling Bee! Way to go!
- The Butler Creek Boogie was held on Sunday, March 9th with 80 people participating.
- March is *I Love to Read* month, the students have special activities along with incentives for participating.
- Mrs. Andres has been handing out YoWaffle certificates as prizes for fun activities.

- The health aide had 150 encounters during February and March 2014.
- Erica, school cook, found a great deal on a rolling hot box for the Grab-n-Go breakfasts. This makes it easier to transport the food from the kitchen and be able to serve hot meals.

Item #4: Business Manager/District Clerk Report –

- As of 2/28/2014 the Petty cash account had a balance of \$746.31; the Special Projects account had a balance of \$14,874.96.
- MUST health insurance premiums will remain the same for fiscal year 2015.
- The audit for fiscal year 2013 is almost complete and Bernice will set up an exit interview and let the Board members know the date and time if they would like to attend the meeting with Shelley and Bernice.
- A running cash total of each District fund was also given to the Board members.

Item #5: Maintenance Report –

- Josh has started the spring clean-up outside. He will finish the tree and bush trimming he began last year and look into getting some fill dirt to place around the well prior to putting down new grass seed.
- New grass seed will also be put around the 6600 property since the debris removal earlier this school year.
- Mr. Matlock will also look into the best spray for killing the thistle on the play field. He will also begin spraying the entire property for weeds as well.
- The tall junipers on the south side of the building will be trimmed during Spring Break to allow for a clear line of sight for the new point-to-point internet equipment.
- Josh is planning to shampoo the hallways and the library over Spring Break to remove the ice melt residue.
- Measurements for the final phase of the flooring project will be taken sometime during the next month. Cost estimate will be provided at the May 2014 meeting.

Item #6: Committee Reports –

- RTI committee for DeSmet are continuing to meet on Tuesday afternoons. April 29 & 30 will be the last meeting in Poulson. There is no more funding available for future collaborative meetings. The DeSmet RTI group will continue to meet at the school.
- Mrs. Andres would like to send five members of the RTI team to the MBI Summer Institute in Bozeman. The participants will stay in the dorms.

Item #7: New Hires. Mrs. Andres recommended the hire of Sarah Knutson for the Track coach position. Susan Hudson made a motion to hire Ms. Knutson to serve as the 2013-2014 track coach. Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #8: Employee Resignation.

Chris Cate gave a verbal resignation to Mrs. Andres with his apologies. To date, Shelley has not received a written notification and requests that the Board of Trustees accept his resignation. Matt Hettick made the motion to accept Mr. Cate's resignation, Susan

Hudson seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Meghan Dolphay, third grade teacher, presented a letter of resignation to the District on March 10, 2014 informing the Board that she and her husband are moving out of town at the end of the school year. Susan Hudson made the motion to accept Mrs. Dolphay's resignation, Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #9: Certified Employee Lane Changes. Mrs. Andres received intended lane change notifications from four certified teachers. Mrs. Pettit – 9/1/2013, Ms. Anderson – 2/26/2014, Ms. Ray – 2/26/2014, Mr. Feeley – 3/4/2014. Unfortunately, Mr. Feeley's letter was not received by the deadline date of 2/28/2014 and will not be able to be considered for a lateral move on the pay matrix for the 2014-2015 school term. Susan Hudson made a motion accept the 2014-2015 pay matrix lane changes for the remaining certified teachers (Pettit, Anderson, Ray). Motion was seconded by Carolyn Rossell. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #10: Approval of Two Days of School Closure. Mrs. Andres recommended that the Board members approve the two snow days incurred by the District without adding any additional hours or days to the 2013-2014 school calendar. Enough hours were originally built into the schedule to allow for the two days of lost instruction. Matt Hettick made a motion to allow for the two snow days without any make-up hours or days. The motion was seconded by Bruin Herr. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #11: Review of 2014-2015 School Calendar. Shelley thanks Kris Gardner, Kelli Ebbs and Carolyn Rossell for their hard work and collaboration in creating the three options for the school calendar for next term. The Board members were given copies of the three options as well as the teachers. Everyone will review and bring them to the April Board meeting for final approval.

Item #12: Approval of New Floor Machine. After a short discussion, Carolyn Rossell requested that additional quotes for the different types of floor machines be presented to the Board members at the next meeting. Approval was tabled.

Item #13: Approval of Rental Income for Building Fund. Bernice explained to the Board members that during the audit process for fiscal year 2013, it was suggested that the rental property income should actually be deposited in a 'non-budgeted' fund such as the Building Fund rather than the Building Reserve Fund which is a levied and budgeted fund. Paul Hanson made the motion to allow the rental monies for the properties be deposited into the Building Fund for the District. The motion was seconded by Matt Hettick. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #14: FY15 Preliminary General Fund Budget Review. Bernice gave the Board members the preliminary figures for next year. Based on the three year average ANB for the District the General Fund for FY15 will be \$1,042,350.60. After a short discussion, it was decided that no levy will be requested at this time. The Administration will focus on being prudent and responsible when creating the budget for next year.

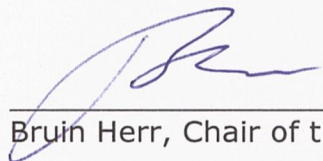
Item #15: Public Comment.

- Mrs. Andres announced that the Smarter Balanced testing window has been pushed back by OPI. It will commence on April 18, 2014 after Spring Break.
- Mrs. Andres announced to the Board members that the District is a 2014 recipient of the Clarice and Don Walter's School Award in the amount of \$500. This award is to help with 'out of pocket' needs for school supplies or technology. A big Thank You to the Walter's.

Item #16: Sign Warrants.

Item #17 – Adjournment: There being no further business, the meeting was declared adjourned at 8:38 p.m. by Bruin Herr, Chair of the Board.

APPROVED 4/21/2014
(date)


Bruin Herr, Chair of the Board

Minutes scribed and typed by Bernice Beard, District Clerk

Bernice Beard