



DeSmet School District #20
Board of Trustees Meeting
7:00 pm Monday–Nov. 17, 2014

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

Board Trustees present: Paul Hanson, Carolyn Rossell, Bruin Herr, and Matt Hettick

Board Trustees absent: Don Snavely

Others present: District Clerk, Robbi Ludemann; Melanie Pettit, Amanda Jackson, Valann Valdason, Gregg Chambers, Tucker Lamberton, Dani Lamberton, Amy Beck

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

Item #2 – Consent Agenda:

A: Approval of Previous Meeting Minutes – Minutes from the ^{Oct 20th} November 17, 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, Bruin Herr made the motion to approve the previous meeting minutes and approval of the listed warrants. Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #3: Principal Report – Mrs. Ludemann read the principal report

Item #4: Business Manager/District Clerk Report –

- As of 10/31/14 the Petty Cash account had a balance of \$614.14; the Special Projects account had a balance of \$14,708.63.
- A spreadsheet of budgeted funds was handed out.

Item #5: Maintenance Report – Mrs. Ludemann read the maintenance report

Item #6: Committee Reports –None.

Item #7: M.O.U. for MEA days – Ms. Jackson presented the M.O.U. for MEA days. The teachers have met four times and discussed the new Go Math program. Ms. Jackson and Mrs. Pettit have also helped the teachers that are new to the Reading Street program. The Board Chair signed the M.O.U., Mrs. Ludemann will get the M.O.U. signed by the association president.

Item #8: M.O.U. for Amanda – Ms. Jackson explained this is on hold until further notice.

Item #9: Approve Sub list – The board approved the two new substitutes for the 2014-2015. There are 18 subs on the list with these two approvals. Matt Hettick made a motion to approve the two additional substitutes for the 2014-2015 school year. Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor. Motion passed.

Item #10: Board Goals & Evaluation – Trustees Carolyn & Paul read policy 1015 School District Organization Goals and Objectives. The board continually strives to improve. They have gotten all the policies updated. A plan will be proposed to review their goals. One public concern is how the board makes sure the goals and objectives are being met. There was a suggestion to do a poll of the staff, students, and community to do a poll of how everyone feels things are going. The board will look into questions for this and the most effective way to get this done.

Item # 11: Ground & Snow removal – We have two written bids and one phone bid on snow removal. Mr. Gottwig is also suggesting that he works an earlier shift and maybe we can find a sub to assist in the cleaning. This would save some money. This discussion was tables until we discuss more options with Mr. Gottwig

Item #12: Policy 3080 – Mrs. Andres and Mrs. Ludemann have not been able to make contact with the attorney yet on this. The item was tabled.

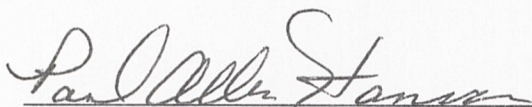
Item #13: TIF funding discussion – A special playground may be something to look into again. An example is an obstacle course. Also look in to getting the softball fields cleaned up and maintained better.

Item #14: Public Comment – Look into student council participating in board meetings. Look into the bus drop off. Not having parking places there. Having extra staff on morning recess to watch the kids going from the bus to the gate.

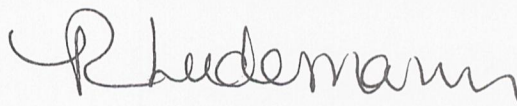
Item #15: Sign Warrants

Item #16: Adjournment – There being no further business, the meeting was declared adjourned at 8:40p.m. By Paul Hanson, Chair of the Board.

APPROVED 12-15-14
(date)


Paul Hanson, Chair of the Board

Minutes scribed and typed by Robbi Ludemann, District Clerk



Principal's Report

November 11, 2014

- * Health aide had 85 on in October
- * Had a successful Red Ribbon Week (October 27-31) arranged by Mrs. Holden
- * All students K-8 enjoyed the Star Lab October 31st. Students earned the Star Lab through bringing in Box Top Labels. Thank you Booster Club for cutting and counting Box Tops for DeSmet.
- * Booster Club hosted first badminton experience (November 6th the second experience will be on the 20th) approximately 40 students attended. Fun was had by all!
- * DeSmet was picked by the employees of Walmart and Mrs. Hettick came to present the staff with gift cards and cupcakes on the 6th of November. Thank you Walmart!
- * Special Education staff was trained to use a special app called pro lo que (it is a communication app)
- * EEE grant was given to DeSmet. The money will be given in the form of an Apple Card. Learning apps will be added to the two I-Pad carts. (Mrs. Keyes will attend the luncheon and receive the grant for DeSmet)
- * Middle school book club has started their next book. Students seem to look forward to the morning meetings.
- * Thirteen 4th and 5th graders participate in a Wednesday morning book club.
- * Friday, November 7th – Student Council and Mr. Kuchel held a movie and pizza party for k-5 students. About 35 students enjoyed a movie, popcorn and pizza.
- * Parent Teacher Conferences were very successful about 85% of our parents and guardians attended the Thursday, November 13th conferences.

* A few important upcoming dates:

Tuesday, November 25 – a regular school day schedule will be followed

Wednesday, November 26 – Friday, November 28th – No School

Monday, December 1st – Regular School schedule will resume

Thursday, December 11th – Winter Concert K-5 students will perform at 2:30 and 6th – 8th grade students will perform at 6:30

Monday, December 15th – next board meeting

Monthly Facilities Report Oct/Nov.

Replaced all needed fluorescent lights, and ballasts.

Managing and maintaining entry keys and FOBs database.

Changed reader board when needed.

Assisting in lunch clean up tues., and thurs.

Daily "run" is being completed (vacuum of all rooms, all bathrooms being cleaned, trash taken out) nightly.

Twice daily sanitizing of door knobs, door handles, drinking fountain and sink knobs, soap and sanitizer buttons.

Ordering cleaning product.

All extra projects and incidentals are being taken care of as soon as they come up like the urinals in the west bathrooms were plugged by some kids, consequently I snaked those urinals as well as all the urinals and the large feeder line which connects them together for preventative reasons as uric/calcium deposits are getting out of hand.

We have had a couple issues with the heat in the north end middle school rooms in which they were not getting heat. Those issues have been resolved.

The heat tape on our water pipes in the ceiling have been turned on, to keep the pipes from freezing the ceiling grates have been partially uncovered so the heat in the hall can make its way up to the space above ceiling tiles.

I have been working on the tractor to get it ready for winter which involves removal of all power take off equipment, changing weight of oil, and installing the snow plow. I have relocated the tractor to the barn on school property.

Demolition of old siding at the rental at 6600 padre began 10/15, and I am happy to report that new siding, fascia, soffits are complete, the house is painted and it looks good.

Thanks,

Josh Gottwig

Expenditure List - November.
2014-2015

12/11/2014
12:20:15 PM

Range of Days: 20 to 30
Select All (All Transactions).
Exclude Payroll.

Filename: FxieToExpList (DeSmet Public Schools).tsv
Location: C:\Program Files (x86)\Foxie Lady Computers\Fund Accounting\Output\

Print by Number - Totals Only

Transaction	Number	To Whom	Amount	Date	Status
Claims Check	15483	Positive Promotions	44.90	11/24/2014	Written
Claims Check	15484	Ryan Beck	30.87	11/24/2014	Written
			===== 75.77		

Overall Fund Totals

44.90	101-General Fund	
30.87	110-Transportation Fund	75.77 Elementary
===== 75.77	Overall Total	

Paul Allen Hanson
12-15-14

Expenditure List - November.
2014-2015

DeSmet Elementary School

11/11/2014
12:22:14 PM

Range of Days: 20 to 30
 Select All (All Transactions).
 Exclude Payroll.
 Filename: FoxieToExpList (DeSmet Public Schools).tsv
 Location: C:\Program Files (x86)\Foxie Lady Computers\Fund Accounting\Output\

Transaction Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Claims Check 15483	Positive Promotions	44.90		05119303	Red Ribbon Week supp	101-100-2122-610	11/24/2014	Written
Claims Check 15484	Ryan Beck	30.87			October 2014 Transpo	110-280-2700-514	11/24/2014	Written
		===== 75.77						

Overall Fund Totals

44.90 101-General Fund
 30.87 110-Transportation Fund 75.77 Elementary
 =====
 75.77 Overall Total

Paul Allen Hanson 12-15-14

Select All (All Transactions).
Exclude Payroll.

Filename: FoxieToExpList (DeSmet Public Schools).tsv

Location: C:\Program Files (x86)\Foxie Lady Computers\Fund Accounting\Output\

Print by Number - Totals Only

Transaction	Number	To Whom	Amount	Date	Status
Claims Check	15485	Christine Kuschel, Ed.D.	600.00	12/16/2014	Written
Claims Check	15486	J & H Inc.	304.14	12/16/2014	Written
Claims Check	15487	Missoula Electric Cooperative,	1,179.27	12/16/2014	Written
Claims Check	15488	Northwestern Energy	0.00	12/16/2014	Voided
Claims Check	15489	The Lincoln National Life Insu	73.30	12/16/2014	Written
Claims Check	15490	MUST	6,119.00	12/09/2014	Written
Claims Check	15491	Northwestern Energy	233.62	12/09/2014	Written
Claims Check	15492	4-G Plumbing & Heating	80.00	12/16/2014	Written
Claims Check	15493	Acadia Montana	7,758.99	12/16/2014	Written
Claims Check	15494	Allbrands Appliance Service, I	41.00	12/16/2014	Written
Claims Check	15495	Amazon	173.92	12/16/2014	Written
Claims Check	15496	Beach Transportation Company	9,824.08	12/16/2014	Written
Claims Check	15497	Capstone Web Services	44.00	12/16/2014	Written
Claims Check	15498	Cerebellum Corporation	16.94	12/16/2014	Written
Claims Check	15499	Community Home Service Dairy	615.79	12/16/2014	Written
Claims Check	15500	Culligan Water Company	46.00	12/16/2014	Written
Claims Check	15501	Desmet School Petty Cash	435.80	12/16/2014	Written
Claims Check	15502	Dream Catcher	112.00	12/16/2014	Written
Claims Check	15503	Erica Stevens	4.66	12/16/2014	Written
Claims Check	15504	Food Services Of America	2,082.06	12/16/2014	Written
Claims Check	15505	Janitors World Supplies	757.99	12/16/2014	Written
Claims Check	15506	Kaleva Law Firm	187.50	12/16/2014	Written
Claims Check	15507	Lowe's Commercial Services	48.10	12/16/2014	Written
Claims Check	15508	Mastercard	960.25	12/16/2014	Written
Claims Check	15509	P.E.T.E.S.	13.44	12/16/2014	Written
Claims Check	15510	Republic Services	189.11	12/16/2014	Written
Claims Check	15511	Ryan Beck	22.05	12/16/2014	Written
Claims Check	15512	Stacy Holden	13.85	12/16/2014	Written
Claims Check	15513	Sylvan Learning	2,480.00	12/16/2014	Written
Claims Check	15514	Sysco Montana, Inc.	1,717.43	12/16/2014	Written
Claims Check	15515	UniVision Computers	1,379.01	12/16/2014	Written
Claims Check	15516	Zee Medical, Inc.	59.30	12/16/2014	Written
Claims Check	15517	Mastercard	456.31	12/16/2014	Written
			=====		
			38,028.91		

Overall Fund Totals

12,078.78	101-General Fund	
9,737.65	110-Transportation Fund	
5,457.72	112-School Food Fund	
10,619.59	115-Miscellaneous Pgms	
87.00	120-Lease-Rental Fund	
48.17	128-Technology Fund	38,028.91 Elementary
=====		
38,028.91	Overall Total	

Paul Allen Hanson
12-15-14

Expenditure List - December.
2014-2015

DeSmet Elementary School

--/15/2014
1:45:12 PM

Select All (All Transactions).
Exclude Payroll.

Filename: FoenixToExpList (DeSmet Public Schools).tsv
Location: C:\Program Files (x86)\Foenix Lady Computers\Fund Accounting\Output\

Print by Number - Detail

Transaction Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Claims Check 15485	Christine Kuschel, Ed.D.	600.00			CSIP & Title I Repor	101-100-2300-330	12/16/2014	Written
Claims Check 15486	J & H Inc.	86.79		430004	photo copies	101-100-1000-610-900	12/16/2014	Written
Claims Check 15486	J & H Inc.	108.68		430005	photo copies	101-100-2300-610-900	12/16/2014	Written
Claims Check 15486	J & H Inc.	108.67		430005	photo copies	101-100-1000-610-900	12/16/2014	Written
	Total	304.14						
Claims Check 15487	Missoula Electric Cooperative,	1,179.27			December 14 Electric	101-100-2620-412	12/16/2014	Written
Claims Check 15488	Northwestern Energy	224.21			December 14 Gas	101-100-2620-411	12/16/2014	Voided
Claims Check 15488	Northwestern Energy	-23.00			Void Check 15488	101-100-2620-411	12/17/2014	Voided
Claims Check 15488	Northwestern Energy	-224.21			Void Check 15488	101-100-2620-411	12/17/2014	Voided
Claims Check 15488	Northwestern Energy	-210.62			Void Check 15488	101-100-2620-411	12/17/2014	Voided
Claims Check 15488	Northwestern Energy	210.62			December 14 Gas	101-100-2620-411	12/16/2014	Voided
Claims Check 15488	Northwestern Energy	23.00			December 14 Gas (gym)	101-100-2620-411	12/16/2014	Voided
	Total	0.00						
Claims Check 15489	The Lincoln National Life Insu	73.30			July & Aug Life Ins	101-100-1000-270	12/16/2014	Written
Claims Check 15490	MUST	6,119.00			Health Insurance-Dec	101-100-1000-260	12/09/2014	Written
Claims Check 15491	Northwestern Energy	23.00			December 14 Gas (gym)	101-100-2620-411	12/09/2014	Written
Claims Check 15491	Northwestern Energy	210.62			December 14 Gas	101-100-2620-411	12/09/2014	Written
	Total	233.62						
Claims Check 15492	4-G Plumbing & Heating	80.00		76901	furnace in Middle Sc	101-100-2620-440	12/16/2014	Written
Claims Check 15493	Acadia Montana	2,288.99		8174518	Medicaid Invoice	115-105-2113-330-215	12/16/2014	Written
Claims Check 15493	Acadia Montana	3,046.44		8198915	Medicaid Invoice	115-105-2113-330-215	12/16/2014	Written
Claims Check 15493	Acadia Montana	2,423.56		8162746	Medicaid Invoice	115-105-2113-330-215	12/16/2014	Written
	Total	7,758.99						
Claims Check 15494	Allbrands Appliance Service, I	41.00		2368	oven repair	120-160-2620-440	12/16/2014	Written
Claims Check 15495	Amazon	159.95			supplies-crash pad	101-100-1000-610	12/16/2014	Written
Claims Check 15495	Amazon	13.97			supplies	101-100-1000-610	12/16/2014	Written
	Total	173.92						
Claims Check 15496	Beach Transportation Company	9,715.60			Dec. Contract / Fuel	110-100-2700-513	12/16/2014	Written
Claims Check 15496	Beach Transportation Company	108.48		35294	5th grade field trip	101-100-2700-516	12/16/2014	Written
	Total	9,824.08						
Claims Check 15497	Capstone Web Services	44.00		2014150	Website Maintenance	101-100-2580-330	12/16/2014	Written
Claims Check 15498	Cerebellum Corporation	16.94		167052	supplies-posters	101-100-2122-610	12/16/2014	Written
Claims Check 15499	Community Home Service Dairy	98.55		1201	Food Supply	101-910-3140-630	12/16/2014	Written
Claims Check 15499	Community Home Service Dairy	68.52		1124	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15499	Community Home Service Dairy	80.83		1119	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15499	Community Home Service Dairy	80.66		1117	Food Supply	112-910-3100-630	12/16/2014	Written

Expenditure List - December.
2014-2015

Desmet Elementary School

12/15/2014
1:45:12 PM

Print by Number - Detail

Transaction Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Claims Check 15499	Community Home Service Dairy	121.43		1203	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15499	Community Home Service Dairy	83.11		1208	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15499	Community Home Service Dairy	82.69		1210	Food Supply	112-910-3100-630	12/16/2014	Written
	Total	615.79						
Claims Check 15500	Culligan Water Company	46.00		619610	Water/Filter/Softener	120-160-2620-421	12/16/2014	Written
Claims Check 15501	Desmet School Petty Cash	1.09			Dues	115-100-2300-330-192	12/16/2014	Written
Claims Check 15501	Desmet School Petty Cash	434.71			Supply	112-910-3100-630	12/16/2014	Written
	Total	435.80						
Claims Check 15502	Dream Catcher	112.00		11868	Supplies - weighted	101-280-1000-610	12/16/2014	Written
Claims Check 15503	Erica Stevens	4.66			Mileage/Per Diem	101-910-3100-582	12/16/2014	Written
Claims Check 15504	Food Services Of America	916.80		7842612	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15504	Food Services Of America	579.78		7849523	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15504	Food Services Of America	585.48		7830548	Food Supply	112-910-3100-630	12/16/2014	Written
	Total	2,082.06						
Claims Check 15505	Janitors World Supplies	210.76		212723	Supplies	101-100-2620-610	12/16/2014	Written
Claims Check 15505	Janitors World Supplies	180.00		212723	Supplies - ice melt	101-100-2630-610	12/16/2014	Written
Claims Check 15505	Janitors World Supplies	187.23		213696	Supplies	101-100-2620-610	12/16/2014	Written
Claims Check 15505	Janitors World Supplies	180.00		213697	Supplies - ice melt	101-100-2630-610	12/16/2014	Written
	Total	757.99						
Claims Check 15506	Kaleva Law Firm	187.50			Legal services	101-100-2313-330	12/16/2014	Written
Claims Check 15507	Lowe's Commercial Services	48.10			Supplies	101-100-2620-610	12/16/2014	Written
Claims Check 15508	Mastercard	362.25		2418	STAR kit Level 2	101-280-1000-610-901	12/16/2014	Written
Claims Check 15508	Mastercard	598.00			Freezer	112-910-3100-670	12/16/2014	Written
	Total	960.25						
Claims Check 15509	P.E.T.E.S.	13.44		35776R	recycle fluorescent	101-100-2620-440	12/16/2014	Written
Claims Check 15510	Republic Services	94.56			Disposal Services	112-910-3100-431	12/16/2014	Written
Claims Check 15510	Republic Services	94.55			Disposal Services	101-100-2620-431	12/16/2014	Written
	Total	189.11						
Claims Check 15511	Ryan Beck	22.05			November 2014 Transp	110-280-2700-514	12/16/2014	Written
Claims Check 15512	Stacy Holden	13.85			posters	101-100-2122-610	12/16/2014	Written
Claims Check 15513	Sylvan Learning	320.00		19154	SES Services	115-420-1000-320-315	12/16/2014	Written
Claims Check 15513	Sylvan Learning	960.00		19150	SES Services	115-420-1000-320-315	12/16/2014	Written
Claims Check 15513	Sylvan Learning	160.00		19107	SES Services	115-420-1000-320-315	12/16/2014	Written
Claims Check 15513	Sylvan Learning	160.00		19096	SES Services	115-420-1000-320-315	12/16/2014	Written
Claims Check 15513	Sylvan Learning	880.00		19123	SES Services	115-420-1000-320-315	12/16/2014	Written
	Total	2,480.00						
Claims Check 15514	Sysco Montana, Inc.	343.69		411170030	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15514	Sysco Montana, Inc.	933.04		412010189	Food Supply	112-910-3100-630	12/16/2014	Written
Claims Check 15514	Sysco Montana, Inc.	440.70		412080036	Food Supply	112-910-3100-630	12/16/2014	Written
	Total	1,717.43						
Claims Check 15515	UniVision Computers	312.84		205597	IT Services	101-100-2580-330	12/16/2014	Written

Print by Number - Detail

Transaction Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Claims Check 15515	Univision Computers	48.17		205925	printer issue	128-100-2580-330	12/16/2014	Written
Claims Check 15515	Univision Computers	1,018.00		205843	IT Services	101-100-2580-330	12/16/2014	Written
		1,379.01	Total					
Claims Check 15516	Zee Medical, Inc.	59.30		0161565973	Health Supplies	101-100-2134-610	12/16/2014	Written
Claims Check 15517	Mastercard	8.00			supplies	101-100-2510-610	12/16/2014	Written
Claims Check 15517	Mastercard	8.95			Business manager mee	101-280-1000-582	12/16/2014	Written
Claims Check 15517	Mastercard	12.00			supplies	101-100-2510-610	12/16/2014	Written
Claims Check 15517	Mastercard	99.00			membership	115-100-1000-640-192	12/16/2014	Written
Claims Check 15517	Mastercard	19.75			supplies	101-100-1000-610	12/16/2014	Written
Claims Check 15517	Mastercard	109.89			Book club books	115-100-1000-640-192	12/16/2014	Written
Claims Check 15517	Mastercard	14.38			UMASS meeting	101-100-2410-582	12/16/2014	Written
Claims Check 15517	Mastercard	20.30			Bookclub	115-100-1000-640-192	12/16/2014	Written
Claims Check 15517	Mastercard	32.00			Bookclub	115-100-1000-640-192	12/16/2014	Written
Claims Check 15517	Mastercard	13.72			supplies	112-910-3100-630	12/16/2014	Written
Claims Check 15517	Mastercard	16.66			Bookclub	115-100-2300-610-192	12/16/2014	Written
Claims Check 15517	Mastercard	85.00			supplies	115-100-1000-640-192	12/16/2014	Written
Claims Check 15517	Mastercard	16.66			Bookclub	115-100-2300-610-192	12/16/2014	Written
		456.31	Total					

=====
38,028.91

Overall Fund Totals

12,078.78	101-General Fund
9,737.65	110-Transportation Fund
5,457.72	112-School Food Fund
10,619.59	115-Miscellaneous Pgrms
87.00	120-Lease-Rental Fund
48.17	128-Technology Fund
	38,028.91 Elementary

=====
38,028.91 Overall Total