



DeSmet School District #20

Board of Trustees Meeting

7:00 p.m. Monday – July 21, 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, Matt Hettick, and Don Snavelly

Board Trustees absent: none

Others present: Principal, Shelley Andres; District Clerk, Robbi Ludemann; Valann Valdason, Jeremy Kuchel

Item #1 - Call to Order: Paul Hanson called the meeting to order at 7:05 p.m.

Item #2 – Consent Agenda:

A: Approval of Previous Meeting Minutes – Minutes from the June 23, 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, Don Snavelly 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 –

- Fire at school on July 5th, burned the juniper bushes and the wall of the school by the teachers parking lot. RJ Green the adjuster estimates the damage to be around \$8,000. Josh is working on getting bids to repair the damage. Paul suggested removing all the juniper bushes because they are so flammable
- The budget still needs to be cut by \$25,000, suggestion was to cut sports
- Handbooks are ready for board to review, Shelley will email to save on paper and ink

Item #4: Business Manager/District Clerk Report –

- As of /30/14 the Petty Cash account had a balance of \$827.01; the Special Projects account had a balance of \$14,795.76
- I will be going to Helena on 7-25 for a Maefair training on TFS and budget.

Item #5: Maintenance Report – Josh has a daily checklist that he has been doing, walk around the building when he gets here and when he leaves. He checks the trash daily,

and waters directly around the building. The projects he has completed are extracted all carpets, waxed all VCT (except storage closets and bathrooms. Spot painted 3rd grade, cleaned walls K-3, cleaned all blinds, window screens, interior windows, cleaned north & west entry way, replaced fill valve in MS woman's last stall toilet, came in at 5am to check exterior lights 22 outside lights 11 need replacing.

Item #6: Committee Reports –None.

Item #7: Montana School Property & Liability Insurance – For FY15 the insurance bill is \$10,091. Matt Hettick made a motion to approve paying the FY15 insurance bill of \$10,091. Don Snavelly seconded the motion. All trustees voted 'aye' in favor. Motion passed.

Item #8: Approve new Hires:

- Mrs. Andres made a recommendation to hire Valann Valdson for FTE 1.0 Special Education teacher. Carolyn Rossell made a motion to hire Valann for the FTE 1.0 SPED teacher. Matt Hettick seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed
- Mrs. Andres made a recommendation to hire Jeremy Kuchel for FTE 1.0 Middle School teacher. Carolyn Rossell made a motion to hire Jeremy Kuchel for the FTE 1.0 Middle school teacher. Matt Hettick seconded the motion. All trustees voted 'aye' in favor of the motion. Motion passed.

Item #9: Approve sub list:

Mrs. Andres made the recommendation to approve the following people for the sub-list for school year 14-15

- Tracy Russell
- Laney Richards
- Gary Kiggins
- Judd Richards
- Morgan Andres
- Meghan Maloney
- David Hansen
- Bette Kinton
- Relinda Lindgren

Don Snavelly made a motion to approve the sub-list with the nine (9) names on it for school year 14-15. Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor. Motion passed.

Item #10: Rewrite Counselor contract: Mrs. Andres recommended the counselor contract be rewritten from FTE 0.5 to FTE 0.4. This change will still keep us in compliance. Mrs. Holden will be here all day on Tues. & Wed. Matt Hettick made a motion to approve Mrs. Holden's contract changing from FTE 0.5 to FTE 0.4. Carolyn Rossell seconded the motion. All trustees voted 'aye' in favor. Motion passed

Item #11: Executive Session – Contract: Went into session at 7:42 came out at 7:47. Carolyn made a motion to increase Mrs. Andre's salary by 2.5% for FY15. Don Snavelly seconded the motion. All trustees voted 'aye' in favor. Motion passed.

same as teachers for

Item #12: Secretary Contract: Mrs. Andres made the recommendation to increase Vicki Richards's hourly pay to \$13.00/hour. She has been doing a great job, she takes care

of Infinite Campus, she orders teacher supplies, she sorts the orders and puts them away even in the summer. Carolyn Rossell made a motion to increase Vicki's pay to \$13.00/hour. Matt Hettick seconded the motion. All trustees voted 'aye' in favor. Motion passed.

Item #13: Equipment rental: Erica Stevens our cook asked if she could rent the oven in the kitchen for a booth she is helping with at the fair. She said she would pay rent of \$150 to \$200. She would be willing to sign an agreement stating if she broke anything she would fix it. Matt Hettick made a motion to not rent the oven out. Don Snavelly seconded the motion. All trustees voted 'aye' in favor. Motion passed

Item #14: TIF funding discussion: Some new ideas are a Passover at the railroad so the kids can walk and ride their bikes to school safely. Don said he would speak with Washington Foundation & Safe Routes to see if they would like to join in on the project. Shelley will also call Barb

Item #15: Carolyn Rossell shared that she went to a MTSBA training, gave the other board members a packet and shared some of the items that she learned there. Some do not apply to our school, however she felt the training was worth her time.

Item #16: Sign Warrants

Item #18: Adjournment: There being no further business, the meeting was declared adjourned at 8:24 p.m. by Paul Hanson, Chair of the Board.

APPROVED

8-18-2014
(date)

Paul Allen Hanson
Paul Hanson, Chair of the Board

Minutes scribed and typed by Robbi Ludemann, District Clerk

R Ludemann