

Board of Trustees Regular Meeting – October 11, 2021

The Board of Trustees of Joliet School District No. 7 held a regular meeting on October 11, 2021 at 6:00 p.m. in the Joliet School Library. Board Members present were Dawn Blain, Justin Oswald, Sharon Songstad, Kathy Grewell and Karin Williams. Also present were Allison Evertz, Superintendent, Clark Begger, Elementary/MS Principal, and Felicia Smith, District Clerk/Business Manager. Visitors in attendance were: Mandi Hernandez, Anna Killebrew, Cynde Cole, Brandy Feller, Riley Killion, Lily Lavers, and Amanda Dinsdale.

Dawn Blain called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance. Ms. Blain welcomed guests, explained procedure and asked for public comment.

Justin Oswald made a motion to accept the consent agenda. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

IV. Reports

- a. Student Council – Lily Lavers updated the Board on homecoming activities. Plans are in the works for post season send-offs for cross country, football and volleyball. The Student Council will again participate in the Thanksgiving meal assembly program.
- b. Athletic Director – Ms. Hernandez notified the Board that middle school girls' basketball and wrestling have begun. There are 29 athletes participating in basketball and 3 participating in wrestling. Thursday, October 14th there will be a home cross country meet. Senior Night will be October 20th and 23rd. The Fall Sports Banquet is scheduled for November 16, 2021. District volleyball will be held at our school on October 29th and 30th. Rockwood Frank was chosen as a national merit scholarship finalist.
- c. Art Teacher – Ms. Killebrew presented to Board with information on what is happening in her art classes, and showed them projects from her Sculpture and Painting/Drawing classes.
- d. Building Report – The building report that was provided in the Board packet for review. Superintendent Evertz noted that the roof on the old gym has been completed.

V. Correspondence – Correspondence was provided to the Board.

VI. Unfinished Business

- a. Interest-Based Bargaining – Superintendent Evertz indicated that the JTA has given notice of their intent to open contract negotiations for certified employees.

Justin Oswald made a motion to enter into contract negotiations with the Joliet Teachers Association. Karin Williams seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

- b. Old Gym Roof Update – The leaking roof on the old gym has been replaced. The contractor and crew were very personable. The site was cleaned thoroughly and the job was completed in quick fashion.
- c. Strategic Planning – On September 30th, the Board Chair and Superintendent placed an inquiry with MTSBA regarding District strategic planning. The request was forwarded to Debra Silk. The District awaits a response.

- d. Upper Field Archway – Preliminary quotes have been received for the materials for a new archway. While a lot of the labor has been, or will be donated in kind, the materials for the project have not. Russell Evertz of The Grag Forge is leading the effort to design and construct the project with several partners. Initial quotes for steel and finishing total \$5,659.06. The foundation will be designed, with no fee, by engineers at KLJ in Billings. No contractor has yet been contacted in regard to the foundation construction.

VII. New Business

- a. DEQ Water Requirements – the Department of Environmental Quality enacted a Lead Reduction in Schools Drinking Water regulation. This will require the District to label and test each water source within the school. The school has requested the testing supplies from the certified lab and will run the test in the next month. The State pays for the lead testing, but not for any remediation if lead levels are above the allowable amount.
- b. Policy Updates – The MTSBA Policy Services team has prepared necessary updates to model policies to ensure compliance with the law and best practice.

Policy 1135 – School Board Advocacy has been updated to reflect the current operations of the MTSBA advocacy program.

Karin Williams made a motion to update Policy 1135. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 1210 – Officer and Qualifications has been updated to reflect a board of trustees' authority to set the scope of the authority of the board chair to participate in the board meeting.

Justin Oswald made a motion to update Policy 1210. With the option that the Chairperson may make a motion and may second motions. Karin Williams seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 1420 – School Board Meeting Procedure has been updated to clearly state the role of the board chair in approving agenda items, update the authority of the board to change the order of business in compliance with the latest interpretation of the open meeting law, and ensure consistency of notification requirements with special meeting provisions in law.

Karin Williams made a motion to update Policy 1420. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 2050 – Student Instruction has been updated to ensure consistency with the law and applicability when districts are not facing an emergency.

Kathy Grewell made a motion to update Policy 2050. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 2140 – Guidance and Counseling has been updated to address alternative discipline matters and correct outdated language regarding student and post-secondary opportunities.

Karin Williams made a motion to update Policy 2140. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 2167 – Correspondence Courses has been updated to reflect previous changes to Model Policy 2170 and 3121 consistent with newly enacted law. These updates remove limitations on the number of correspondence courses a student may take.

Justin Oswald made a motion to table this agenda item. Kathy Grewell seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 2168 – Distance Learning has been updated to reflect previous changes to Model Policy 2170.

Justin Oswald made a motion to table this agenda item. Karin Williams seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 2221P – School Closure Procedures has been updated to reflect expanding the scope of possible closures and clarify the roll of staff during a closure.

Sharon Songstad made a motion to update Policy 2221P. Kathy Grewell seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 2240 – Summer School has been updated to provide clear expectations for the program in a manner consistent with law.

Karin Williams made a motion to update Policy 2240. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 3121 – Enrollment and Attendance has been updated to reflect the requirements of HB233. The bill, which is now law, allows for certain students with disabilities up to 21 years of age to be included in average number belonging calculations.

Justin Oswald made a motion to table this agenda item. Karin Williams seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 3222 – Distribution and Posting Materials has been updated to reflect changes to other policies governing the activities of student clubs and organizations and ensure consistency with community postings under Policy 4331.

Sharon Songstad made a motion to update Policy 3222. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 3231 – Search and Seizure has been updated to clarify the scope of the authority of school administrators to utilize devices for the purposes of preserving school safety.

Karin Williams made a motion to update Policy 3231. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 3235 – Video Surveillance has been updated to establish procedures for maintaining and monitoring school surveillance footage and clarify the options for audio surveillance.

Karin Williams made a motion to update Policy 3235 with the following personnel to have access to the system: administration, maintenance and technology supervisor; and Option 1 “video recordings will be totally without sound”. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 4330P and 4330F – Community Use of Facilities have been updated to address additional ways community members may use district facilities and to have the use agreement reflect standard insurance practices and health protocols.

Karin Williams made a motion to update Policy 4330P stating the fees “may” be waived from Rule #3, and to update Policy 4330F removing “audio and” from Condition #4. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 5140 – Classified Employment and Assignment has been updated to reflect changes to the Wrongful Discharge from Employment Act and to clarify district obligations to employees regarding issuance of contracts and terms of employment following successful completion of the probationary period.

Karin Williams made a motion to update Policy 5140 with a 3 month probationary period and that “leaves of absence by an employee for a period of more than 5 consecutive working days...will not be counted as part of the probationary period”. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 5223 – Personal Conduct has been updated to address ownership of materials completed by employees in the scope of their duties using public resources.

Karin Williams made a motion to update Policy 5223. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 5314 – Substitutes has been updated to specifically apply confidentiality standards to substitute employees.

Karin Williams made a motion to update Policy 5314. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 7251 – Disposal of Property has been updated to remove inapplicable language from the “with the vote” section of the policy.

Karin Williams made a motion to update Policy 7251. Dawn Blain seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 4125 – District Social Media is now available to provide guidance and structure to a school district’s use of social media for community engagement.

Sharon Songstad made a motion to accept the first reading of Policy 4125. Karin Williams seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policy 8211 – Procurement Policy Using Federal Funds provides compliance with federal procurement standards that may apply to districts when using federal funds for purposes beyond food service.

Kathy Grewell made a motion to accept the first reading of Policy 8211 with all options. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Policies to be Deleted – 1135P, 2312P and 4330F1 – School Board Advocacy Procedure, Copyright Procedure, and Assumption of Risk have all been deleted based on law and updated new policies.

Justin Oswald made a motion to delete Policy 1135P, 2312P and 4330F1. Dawn Blain seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

- c. Bus Route Amendments – Due to the bus driver shortage, the District has been forced to reduce our routes from 5 to 4. The administration and transportation department have worked methodically to spread the five routes across the remaining four routes. A letter was sent to all parents district-wide regarding the change and was provided in the Board packet.
- d. Bus Driver Wages – Due to nationwide bus driver shortages and the current driver roster at the District: As a preemptive measure to eliminate the possibility of attrition, and, as an incentive to remain in the Joliet School District, it would be prudent to utilize money out of the Transportation budget to boost the existent hourly wage by \$1.00 for route driving.

Justin Oswald made a motion to approve a \$1.00 per hour increase to route bus driver wages, effective October 1, 2021. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

- e. Bus Barn Status – The current bus barn is 60 years old and the facility no longer provides the necessary accommodations for the transportation department. The Board discussed the needs of the district.
- f. Construction Project Process – During a workshop regarding facilities financing, several presentations were given on the complexities and processes involving construction projects. These construction projects typically take 4 years from beginning to end. The Board was provided with a presentation by A&E Architects which laid out the process from pre-bond planning to completion of the project. Estimates for pre-bond costs are between \$40,000 and \$65,000. This cost can come out of the Building Reserve Fund since it directly relates to building and facility expansion. The need for an owner’s representative was emphasized during the presentations.
- g. Emergency Connectivity Funding – The FCC has a program to help schools provide tools and services their communities need for remote learning. The District currently participates in the E-Rate program, which gives us a significant discount on our internet service. There is also available funding for reimbursement of the purchase of devices. The school is purchasing another 100 Chromebooks, which will initially be paid out of the Technology Fund, but can be reimbursed from ECF on a first come, first serve basis.

- h. Request for Proposal – The District will be putting out a Request for Proposal for the HVAC project that we hope to start in the summer months. The ventilation system in the multi-purpose room needs a great deal of attention and will likely cost over \$80,000. It would be advantageous to get this process started now since we need to sign Terms and Conditions, and will need to get onto a company's schedule for next summer.
- i. Exterior Grounds Plan – The exterior grounds walk was held before the last regularly scheduled board meeting. The results of the grounds walk were included in the Board packet.
- j. Reporting Season – The ESEA Consolidated Grant was submitted, as well as the ESSER III Amendment. Due this month are the Civil Rights Data Collection report, Terms of Employment, Accreditation and Master Schedule. These are quite detailed and time intensive reports.
- k. Survey Results – In coordination with the survey committee, results have been compiled by Adam Milligan who propagated the surveys for parents, high school students and teachers. There was only a small percentage of respondents, which creates a potentially skewed representation of the responses. The district can post the results of the surveys on the website and the Facebook page for stakeholders to review.

Karin Williams made a motion to post the results of the surveys, along with the number of survey requests and the return rate for responses. Kathy Grewell seconded the motion. There was no discussion. Amanda Dinsdale offered public comment in support of posting the survey results, and Brandy Feller offered public comment on the possibility of more clarification when surveys are sent out regarding who should complete the surveys. The motion was unanimously carried.

VIII. Personnel

a. Resignations

Supt. Evertz recommended that the Board accept the resignation of Rebecca Bergum.

Kathy Grewell made a motion to accept the resignation of Rebecca Bergum. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

b. Hiring

Supt. Evertz recommended that the Board approve the hiring of Annie Olson as the 5th/6th grade girls' basketball coach for the 2021-22 school year.

Karin Williams made a motion to hire Annie Olson as the 5th/6th grade girls' basketball coach for the 2021-22 school year. Justin Oswald I seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

IX. Principal/Business Manager Reports

High School Principal – Ms. Evertz advised the Board on: high school academics, which include two AP classes (Biology, taught by Mrs. Nardinger; and Literature and Composition, taught by Mr. Price). The principal hopes to have more teacher presentations for the Board in upcoming meetings.

Principal – Mr. Begger provided the Board with an update on: K-8 instruction; Gifted & Talented; dyslexia screening; middle school band; middle school dance proposal.

Business Manager – Ms. Smith provided the Board with reports of all claims paid, payroll disbursements, and a financial statement.

- X. **Executive Session** – Dawn Blain determined that the discussion relates to a matter of individual privacy that clearly exceeds the merits of public disclosure and closed the public meeting and went into Executive Session.

Executive Session began at 8:09 p.m. The trustees returned to regular session at 8:20 p.m.

- XI **Items for Next Agenda**
Policy 4125 – Second Reading
Policy 8211 – Second Reading
Security Window Film Bids
Sound system Bids

- XII. **Safe Return to School and Continuity of Services Plan**
No changes to the Plan were necessary.

- XIII. **Next Board Meeting Date**
The next regular Board meeting will be held November 8, 2021 in the Joliet School Library.

- XIV. **Adjournment**
Justin Oswald made a motion to adjourn the meeting at 8:22 p.m. Kathy Grewell seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Approved 11/08/2021

Board Chair Dawn Blain

Clerk [Signature]