

Board of Trustees Regular Meeting – July 27, 2015

The Board of Trustees of Joliet School District No. 7 held a regular meeting on July 27, 2015, at 7:00 p.m. in the Joliet School Library Room. Board Members present were Melvin Stene, Dawn Blain, Corie Mydland, Sharon Songstad and Doug Whitehead. Justin Oswald and Kathy Grewell were absent. Also present were Allison Evertz, Superintendent, Sheryl Roberts, District Clerk/Business Manager and Marilyn Vukonich, High School Principal. Visitors included Russ Salo, Evelyn Fischer, and Patty Bergum.

Melvin Stene, Chairman, called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Mr. Stene welcomed guests. Item VI(a) Linda Mickle to discuss the Lunch Program is moved to next month. Reading of the student handbooks was added to the agenda.

Corie Mydland made a motion to accept the consent agenda. Sharon Songstad seconded the motion. It was unanimously carried.

Chair Stene officially welcomed Allison Evertz as the new Superintendent to Joliet Schools.

Mr. Stene explained and asked for public comment. There was none.

III. Reports

a. Building Reports

Supt. Evertz reviewed the kitchen inspection. Several issues have been fixed. The entryway carpet will be finished soon. The gym doors have been locked to allow the floor to be refinished and have time to cure. One wall in the elementary boys' bathrooms has been updated; maintenance would like to eventually update the other three walls to match. Several bus windows have been replaced so the busses will pass inspection. Six ceiling panels in the high school boys' locker room are being replaced; discussion on better supervision may be needed to prevent the problem from re-occurring. Some of the fascia and the south side of the old gym wall are being painted. The crows nest will re-roofed tomorrow, weather permitting. A question arose in regard to the roof on the visitors' side of the baseball field. The roof is the responsibility of the baseball group.

IV. Correspondence

V. Old Business

a. Head Maintenance Salary Approval

Motion made by Corie Mydland to approve the head maintenance salary package of \$25.00 per hour with single insurance coverage. Motion seconded by Dawn Blain. Motion passed unanimously.

b. School Instrument rental vs. purchase

Supt. Evertz talked to Eckroth about the possibility of renting musical instruments. When rented, the price is set at the retail price instead of a bid price which is usually much less. She recommends the district purchase a bass clarinet, tenor sax and bars sax for \$5,785.

Motion made by Dawn Blain to purchase the instruments for the music department as recommended. Motion seconded by Sharon Songstad. Motion passed unanimously.

c. Cross Country Co-op with Columbus

Mrs. Evertz talked with Mark Beckham and there is still time to set up a co-op. One advantage of the co-op would be that the girls will be able to compete as a team as Joliet has not had enough numbers in the past for the girls to compete as a team. Potential drawbacks are that new uniforms will have to be purchased and that the co-op will be for three years and can only be dissolved by the MHSA board.

Motion made by Sharon Songstad to co-op cross country for both the boys and girls with Columbus. Dawn Blain seconded the motion. Motion passed unanimously.

Clarification on how trophies are awarded should the team be successful has been requested.

d. Resolution to Dispose of School Property

Supt. Evertz reported that the garage sale has been held and disposal of left over property has taken place.

VI. New Business

a. Linda Mickle to discuss school Lunch Program – moved to next month

b. Art Classes K-6 through Carbon County Arts Guild

The Carbon County Arts Guild would like to do an outreach program that would have an artist come two days a week and provide an art lesson for each grade K-6. The cost would probably be \$9,000-\$10,000 a year depending on the number of weeks billed. Supt. Evertz recommended Joliet take part in this opportunity. Discussion followed and established that Joliet will provide materials for the lessons, the artists will be fingerprinted as per district policy, a budget will be provided to the artists and time will be tight but doable. There was one unanswered question of will each classroom receive a lesson or will each grade receive a lesson.

Motion made by Doug Whitehead to accept the recommendation to take part in this opportunity. Dawn Blain seconded the motion. Motion passed unanimously.

c. OPI Finding

OPI contacted the district with additional questions on repeated audit findings from previous years. A letter has been written explaining how the district will justify the allocation of salaries charged to the transportation fund so the finding will not continue. We are waiting for a response from OPI to our letter.

d. Transportation Meeting August 6

Supt. Evertz and Chair Stene will attend.

e. Technology Purchase

The proposed purchases were reviewed.

Motion made by Sharon Songstad to accept the bid for technology purchases in the amount of \$20,195.95 from Rimrock Computer. Corie Mydland seconded the motion. Motion passed unanimously.

f. Approval of Out-of-District students

Supt. Evertz reviewed the totals.

Motion made by Dawn Blain to approve the list. Corie Mydland seconded the motion. Motion passed unanimously.

g. Lunch Tables

Supt. Evertz reviewed prices on new tables. Discussion followed. The trustees would like more information on the tables. Item tabled until the next meeting.

h. Vaccination Changes

Supt. Evertz reviewed the new requirements and said information was included in the newsletter that was mail to parents. It was decided to see if the health nurse would be available to provide a time for parents to have children vaccinated if needed.

i. Preliminary Budget Numbers

Supt. Evertz reviewed recommendations from Mr. Bermes for the Transportation Fund and Retirement Fund. The proposed amounts will be reviewed after final expenses are in to determine if changes need to be made.

j. MCEL

Supt. Evertz will be attending MCEL. If trustees are interested in attending, we will get them registered.

k. Classified Handbook

Supt. Evertz reviewed the handbook for the first reading.

l. Paraprofessional Handbook

Supt. Evertz reviewed the handbook for the first reading. One typo will be fixed.

m. Concessions Contract for Tournament

Providing concessions for the district volleyball tournament was not included under the regular concessions manager contract. Supt. Evertz recommended that the tournament duties be paid at \$200.00 per day and include an additional 10% of the profit.

Motion made by Sharon Songstad to pay Vicki Cooke \$200 per day and 10% of the profits as the concession manager for the district volleyball tournament. Dawn Blain seconded the motion.

Motion passed unanimously.

n. Pre-employment Physicals Required for Maintenance & Custodial Staff

Supt. Evertz explained that pre-employment physicals are provided for in the district policies. She would like to begin the practice for all kitchen, maintenance and custodial staff. Discussion followed on adding paraprofessionals to the list.

Motion made by Dawn Blain to require pre-employment physicals for all kitchen, maintenance, custodial and paraprofessionals. Sharon Songstad seconded the motion. Motion passed unanimously.

VII. Personnel

a. Extra Curricular Recommendations

Motion made by Corie Mydland to hire Shane Anderson as the head middle school football coach. Sharon Songstad seconded the motion. Motion passed unanimously.

Motion made by Dawn Blain to hire Ryan O'Rourke as the assistant middle school football coach. Doug Whitehead seconded the motion. Motion passed unanimously.

Motion made by Corie Mydland to hire Ryan Workman as the high school athletic director and the assistant high school football coach. Dawn Blain seconded the motion. Motion passed unanimously.

b. Classified Recommendations

Motion made by Corie Mydland to hire Diane Brooks as a paraprofessional for the 2015-16 school year. Doug Whitehead seconded the motion. Motion passed unanimously.

Motion made by Dawn Blain to hire Diane Manis as a paraprofessional for the 2015-16 school year. Sharon Songstad seconded the motion. Motion passed unanimously.

Motion made by Corie Mydland to hire Venita Eckley as a paraprofessional for the 2015-16 school year. Sharon Songstad seconded the motion. Motion passed unanimously.

Motion made by Corie Mydland to hire Zachary Harry as custodian for the 2015-16 school year contingent on him passing the pre-employment physical. Sharon Songstad seconded the motion. Motion passed unanimously.

VIII. Superintendent/Principal/Athletic Director/Business Manager Reports

Supt. Evertz reported that the auditors began the annual audit today.

Mrs. Vukonich discussed the traffic education reimbursement rate, Ed. Ready for math, Get Focused Stay Focused curriculum. She will get more information on the Get Focused Stay Focused curriculum.

The third reading of the handbook was done by Mrs. Vukonich.

Motion made by Doug Whitehead to accept the third reading of the middle school and high school handbooks. Sharon Songstad seconded the motion. Motion passed unanimously.

Patty Bergum-Nafts reviewed the AD meeting she attended in June. She recommends that the new AD attend the January and June meetings.

IX. Items for Next Agenda

- a. Review job descriptions for custodial staff
- b. Linda Mickle discussion on Lunch Program
- c. Trustees--grounds walk-around at 6:15 p.m.
- d. Expectations of the trustees for Supt. Evertz
- e. MBI presentations
- f. Need to Hire an Assistant Boys Basketball Coach
- g. Need to Hire a Kitchen Dishwasher
- h. Needs Assessment in the District

The next regular board meeting date will be August 17, 2015 at 7:00 p.m.

Dawn Blain made a motion to adjourn the meeting at 8:57 p.m. Sharon Songstad seconded the motion. It was unanimously carried.

Approved August 17, 2015

Clerk Sheryl Roberts

Chairman Phillip L. Stone