

Board of Trustees Regular Meeting – August 8, 2016

The Board of Trustees of Joliet School District No. 7 held a regular meeting on August 8, 2016, at 7:00 p.m. in the Joliet School Library Room. Board Members present were Melvin Stene, Justin Oswald, Kathy Grewell, Dawn Blain and Sharon Songstad. Corie Mydland and Doug Whitehead were absent. Also present were Allison Evertz, Superintendent, Sheryl Roberts, District Clerk/Business Manager and Marilyn Vukonich, High School Principal. Visitors were Dale Limberhand and Russ Salo.

Melvin Stene called the meeting to order at 7:02 p.m. followed by the Pledge of Allegiance. Mr. Stene welcomed guests. Mr. Stene asked for additional items for the agenda and explained and asked for public comment. There were none.

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

IV. Final Budget Adoption

Supt. Evertz provided a PowerPoint presentation about the budget and answered several questions from the trustees. The total budget comes from the elementary tax district and the high school tax district. There is one area that makes up the elementary district and the high school district includes the entire elementary district plus some property located close to the Yellowstone County/Carbon County borderline that is not included in the elementary district.

Motion made by Kathy Grewell to adopt the Elementary Budget totaling \$2,246,443.91. Motion seconded by Dawn Blain. There were no public comments or discussion. Motion passed unanimously.

Motion made by Justin Oswald to adopt the High School Budget totaling \$1,675,068.53. Motion seconded by Dawn Blain. There were no public comments or discussion. Motion passed unanimously.

V. Reports

- a. **Building Update** – Russ Salo reported on completed projects and projects still in progress. Projects finished include the gym floor refinishing, video intercom, restriping of the parking lot, carpet replacement, painting, crack sealing by the kitchen, air conditioning in the library, science lab remodel and bus inspections. All obsolete items are at the bus barn and will be disposed of after advertised. Projects still in progress include the new freezer/refrigerator installation and the booster panel for the fire alarm system needs to be replaced.

VI. Correspondence – Supt. Evertz reviewed an email in regard to filling volleyball positions.

VII. Old Business

- a. **Elementary, Middle and High School Handbook Revisions (Third Reading)**

Motion made by Justin Oswald to adopt the Elementary, Middle School and High School handbooks. Motion seconded by Sharon Songstad. There were no public comments or discussion. Motion passed unanimously.

b. Joliet Public School District Bus Driver Handbook (Second Reading)

Motion made by Dawn Blain to accept the second reading of the Bus Driver Handbook. Motion seconded by Sharon Songstad. There were no public comments or discussion. Motion passed unanimously.

c. MTSBA Policies (Second Reading)

Motion made by Dawn Blain to accept the second reading of the policies. Motion seconded by Sharon Songstad. There were no public comments or discussion. Motion passed unanimously.

VIII. New Business

a. Common Curriculum – Supt. Evertz is not ready to recommend purchasing yet.

Motion made by Sharon Songstad to table the item. Motion seconded by Justin Oswald. There were no public comments or discussion. Motion passed unanimously.

b. Olness and Associates Contract – This would be the first year of a 3-year contract for audit services.

Motion made by Justin Oswald to accept the 3-year contract with Olness and Associates ending June 30, 2018. Motion seconded by Dawn Blain. There were no public comments or discussion. Motion passed unanimously.

c. Obsolete Surplus Items

Motion made by Dawn Blain to declare the list of items obsolete. Motion seconded by Sharon Songstad. There were no public comments or discussion. Motion passed unanimously.

d. E-Rate Request For Proposal – Supt. Evertz explained the need for more bandwidth. Requesting proposals will not obligate the district to do the work.

e. Joliet Staff Relations and Bereavement Etiquette Policy – Supt. Evertz reviewed her proposal.

After discussion it was decided to delete the gift for an employee retiring after 5 years of service.

Motion made by Sharon Songstad to accept the policy as with changes. Motion seconded by Justin Oswald. There were no public comments or discussion. Motion passed unanimously.

IX. Personnel

a. Paraprofessional – Supt. Evertz recommended Brenda Wetstein.

Motion made by Justin Oswald to hire Brenda Wetstein for the paraprofessional position for the July 1, 2016 to June 30, 2017 school year. Motion seconded by Dawn Blain. There were no public comments or discussion. Motion passed unanimously.

b. Bus Driver – Supt. Evertz recommended Juanita Bruce.

Motion made by Kathy Grewell to hire Juanita Bruce as a Bus Driver for the July 1, 2016 to June 30, 2017 school year. Motion seconded by Justin Oswald. There were no public comments or discussion. Motion passed unanimously.

c. Middle School Girls Basketball – Supt. Evertz recommended Samantha Anttila for the head coach position.

Motion made by Justin Oswald to hire Samantha Anttila as the Head Middle School Girls Basketball Coach for the July 1, 2016 to June 30, 2017 school year. Motion seconded by Sharon Songstad. There were no public comments or discussion. Motion passed unanimously.

Supt. Evertz recommended Kennon Douglas for the assistant coach position.

Motion made by Justin Oswald to hire Kennon Douglas as the Assist. Middle School Girls Basketball Coach for the July 1, 2016 to June 30, 2017 school year. Motion seconded by Kathy Grewell. There were no public comments or discussion. Motion passed unanimously.

- d. Custodian Hourly Wage – Supt. Evertz explained an oversight when the wage was set for Kelly Songstad to do summer cleaning.

Motion made by Justin Oswald to increase the wage retroactive for this summer as recommended due to the oversight for the July 1, 2016 to June 30, 2017 school year. Motion seconded by Dawn Blain. There were no public comments or discussion. Motion passed with Melvin Stene, Justin Oswald, Kathy Grewell, and Dawn Blain voting yes. Sharon Songstad abstained because she is related.

- e. Athletic Director Administrative Compensation – Supt. Evertz review past practice for paying for administrative duties at games and said she recommended paying Ryan Workman as he is doing all the games.

Motion made by Justin Oswald to pay Ryan Workman \$1,000 for the fall season and \$1,000 for the winter season for administrative duties at home games for the July 1, 2016 to June 30, 2017 school year. Motion seconded by Sharon Songstad. There were no public comments or discussion. Motion passed unanimously.

X. Superintendent/Principal/Business Manager Reports

Supt. Evertz said she is looking for a concessions manager as Linda Mickle has decided she cannot do it. She provided Billings Schools Uniform Complaint Procedure for the trustees' information. The Board Retreat is scheduled for November 21 at 6 p.m. She reviewed the SBAC testing results, evolving demographics from free and reduced lunch numbers and the first aid class that will be held August 10. A rattlesnake was discovered on campus August 1 and is now deceased.

There was no HS Principal report.

Sheryl Roberts reviewed the audit results.

XI. Items for Next Agenda

- a. Nova Center for the Arts
- b. Vacation Pay-Out Policy for non-teaching staff
- c. IXL Schoolwide

The next board meeting date will be September 12, 2016 at 7:00 p.m.

Sharon Songstad made a motion to adjourn the meeting at 9:20 p.m. Dawn Blain seconded the motion. It was unanimously carried.

Approved 9-12-16

Clerk

Sheryl Roberts

Vice- Chairman

Justin Oswald