

MINUTES
LAMOTTE SCHOOL DISTRICT 43
BOARD OF TRUSTEES REGULAR MEETING
February 17, 2022 5:00 p.m.

The regular meeting of the Board of Trustees, LaMotte School District #43 was held on February 17, 2022 at LaMotte School for the purpose of considering business to come before the Board of Trustees. Board Chair Knoff called the meeting to order at 5:03 p.m.

Trustees Present: Birgen Knoff, Collin Duneman, Ken Miller, Katie Ivester, Edward Kronfuss

Staff Present: LeeAnn Burke-Superintendent, Sue Becker-District Clerk/Business Manager, Michelle Clark-Administrative Assistant

Public Present: Approximately 7

Pledge of Allegiance

Presiding Trustees Explanation of Procedures

The LaMotte Board of Trustees welcomes public comment on issues and concerns. Members of the community are given an opportunity to make brief comments to the board on any matter not included in the agenda. Comments on agenda items will be accepted when that item comes up during the meeting. The Board Chair discussed Zoom meeting and in person meeting comment etiquette. Public comment submitted in written form to the Board prior to the meeting will be shared with the Board but not read at the Board meeting.

Minutes of Previous Meeting

January 26, 2022 Regular Meeting

February 3, 2022 Special Meeting

Motion to approve the minutes of the January 26, 2022 Regular Meeting and the minutes of the February 3, 2022 Special Meeting as presented.

Motion: Vice Chair Duneman

Second: Trustee Kronfuss

Public Comment: None.

Board Discussion: Trustees reviewed the minutes of the January 26, 2022 Regular Meeting and the minutes of the February 3, 2022 Special Meeting.

Motion passed unanimously.

Staff Discussion & Reports

- Superintendent's Report
 - Enrollment is currently 68.
 - A Safety Compliance Inspection by the Department of Labor was recently completed. There were no serious violations and the inspection is closed.
 - Todd Lark submitted the Civil Rights Data Collection information.
 - The special education teacher will be leaving at the end of the school year. Superintendent Burke will use the Montana Recruitment Project (for special education teachers) to advertise the position.
 - There were 2 parents and one Board member at the Parent Collaborative Community meeting.

Trustee Discussion and Reports

None.

Public Input on Non-Agenda Items

None.

Financial Update

- **Approval of Accounts payable and Payroll warrants report and ACH payments**
Motion to approve the accounts payable, payroll warrants and ACH payments as presented.
Motion: Trustee Ivester
Second: Vice Chair Duneman
Public Comment: None.
Board Discussion: Trustees reviewed the warrants and ACH payments.
Motion passed unanimously.

Agenda Action/Discussion Items

1. Construction Project

a. Architect Update

Public Comment: None.

Board Discussion: Scott Hedglin, Architecture 118, gave a report on the construction project progress. There is a County Planning & Zoning Commission meeting on March 10, 2022 regarding the setback variance. Long lead time materials will need to be ordered soon. The plan is to vacate the Annex and possibly remove it in May.

2. Safe Return to School Plan 2021-2022

a. Face Coverings

Superintendent Discussion: Superintendent Burke polled staff on use of face coverings: 56% for masks mandatory; 46% for masks optional. Superintendent Burke is recommending masks mandatory based on school COVID case data.

Motion to approve the Superintendent's recommendation of making masks mandatory until the next Board meeting.

Motion: Trustee Ivester

Second: Chair Knoff

Public Comment: None.

Board Discussion: Trustee Miller, Vice Chair Duneman and Trustee Kronfuss spoke in favor of remaining mask optional. Trustee Ivester said she made the motion based on the Superintendent's recommendation. Chair Knoff said it is important to look at the teacher/administration recommendation.

Motion failed 2-3. Chair Knoff and Trustee Ivester voted for the motion. Vice Chair Duneman, Trustee Miller and Trustee Kronfuss voted against the motion.

b. Proposed changes to the Safe Return to School Plan

Superintendent Discussion: Superintendent Burke presented the proposed changes.

Motion to approve proposed changes to the Safe Return to School Plan.

Motion: Trustee Ivester

Second: Chair Knoff

Public Comment:

- Morgan Potter
- Bryan Preiss
- Jennifer Gerlach
- Jennifer Jones
- Michelle Clark

Board Discussion: The Board discussed physical distancing and the effect on classroom interaction and lunch schedules. Superintendent Burke said the plan is required per the federal ESSER monies received by the District. She updated the document at the meeting with the Board recommended changes to the “Physical Distancing” and “Visitors” areas.

Trustee Ivester withdrew her motion.

Motion to approve the Safe Return to School Plan (now one page) as finalized at the meeting.

Motion: Trustee Ivester

Second: Vice Chair Duneman

Motion passed unanimously.

3. Election Resolution

District Clerk/Business Manager Discussion: District Clerk/Business Manager Becker explained that the types of elections that might be held on the May 3, 2022 election include two (2) three-year trustee positions, one (1) two-year position trustee position in addition to a general fund levy. There is one year left on the current \$10,000 Building Reserve levy and two years left on one of the \$15,000 Technology Fund levies. She is not recommending a levy election in either of these funds.

Motion to approve the election resolution as presented.

Motion: Trustee Kronfuss

Second: Trustee Miller

Public Comment:

- Bryan Preiss

Board Discussion: None.

Motion passed unanimously.

4. Review Administrator Evaluation Form

Public Comment: None.

Board Discussion: Superintendent Burke recommended no changes be made to the evaluation form. Staff will complete a slightly modified evaluation form and Superintendent Burke will complete as a self-evaluation form. She will also address goals.

5. Student Parent Staff Survey

Public Comment:

Morgan Potter

Board Discussion: Trustee Miller presented his school climate survey research. The survey purpose is to get a sense of the perceptions of the school community and will be used to set future goals. Staff, parents and students (grades 3-8) will be asked to participate. The cost of hiring a third party to conduct the survey is reasonable. The Board discussed logistics of conducting the survey.

6. Crisis Procedure Manual Discussion

Superintendent Discussion: Superintendent Burke recently researched crisis procedure manuals and attended a Montana School Boards Association (MTSBA) “Art of Crisis Communication” webinar. She recognized that LaMotte’s Crisis Procedure Manual is outdated. Mrs. Spyke is doing her internship as an administrative leader and is working with Superintendent Burke on updating the manual. Superintendent Burke visited with the Bozeman School District (BSD7) crisis coordinator and determined: 1) the manual is lacking a good threat assessment procedure; 2) a team needs to be appointed (not just the administrator) which focuses on the incident/crisis; and 3) there needs to be a clear understanding of the process and how to progress through the plan (expectation and communication). Superintendent Burke will present the completed manual draft to the BSD7 crisis coordinator and to the resource officer to review.

Public Comment:

- Jennifer Duneman
- Jennifer Gerlach

Board Discussion: The Board discussed different components of the plan. Superintendent Burke will have a manual draft for the Board to review at a future meeting.

7. Personnel Action-Hire Paraprofessional

Superintendent Discussion: Superintendent Burke recommended hiring Ken Jones as a 2021-2022 school year paraprofessional. She discussed his background and qualifications.

Motion to approve hiring Ken Jones as paraprofessional for 2021-2022 school year at \$15.26/hr.

Motion: Trustee Kronfuss

Second: Trustee Miller

Public Comment: None.

Board Discussion: None.

Motion passed unanimously.

Policy

1400 Board Meetings

First Reading

1520 Board/Staff Communications

Clarification

Public Comment on Policy 1400: None.

Board Discussion: Trustee Miller contacted MTSBA to clarify what the District’s legal obligation is on public notice. The proposed revision clarifies that “The School District will post an agenda for regular and special meetings not less than 48 hours prior to the start of the meeting at designated physical and electronic locations for the public to review”.

Public Comment on Policy 1520-Clarification:

- Bryan Preiss

Board Discussion: Chair Knoff said the responsibility is on board members and the public to reach out to the Superintendent for more information on agenda items prior to the meeting. The Board is responsible for letting the public and any staff member be heard at public board meetings.

Adjournment

Motion to adjourn at 7:05 pm

Motion: Vice Chair Duneman

Second: Trustee Kronfuss

Public Comment: None.

Motion passed unanimously.

**The next regular meeting of the Board of Trustees is scheduled for Tuesday,
March 22, 2022 at 5:00 p.m.**



Birgen Knoff, Board Chair



Sue Becker, District Clerk/Business Manager