

**MINUTES
LAMOTTE SCHOOL DISTRICT 43
BOARD OF TRUSTEES REGULAR MEETING
August 17, 2017 5:00 p.m.**

The regular meeting of the Board of Trustees, LaMotte School District #43 was held on August 17, 2017 for the purpose of considering business to come before the Board of Trustees. Vice Chair Ivester presided and called the meeting to order at 5:07 p.m.

Trustees Present: Katie Ivester, Ken Miller, Birgen Knoff, Suzanne Ogle

Staff Present: LeeAnn Burke, Supt./Principal, Sue Becker, Business Manager

Public Present: None

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. Interested persons may also submit views in written form to the Clerk prior to the meeting, and those comments will be brought to the attention of the Board during the meeting.

Minutes of Previous Meeting

May 16, 2017 Regular Meeting

Board Discussion: Trustees reviewed the minutes.

Motion to approve the minutes from the Regular Meeting on May 16, 2017.

Motion: Trustee Miller

Second: Trustee Knoff

Public Comment: None

Motion passed unanimously.

Staff Discussion & Reports

• **Supt./Principal's Report**

- Projected fall enrollment is 58 students. Enrollment has not been this low since the Supt./Principal started with LaMotte. This is due in part to 11 8th graders leaving and only 5 kindergarten students coming in. In addition, several students have moved.
- PE teacher position-will be interviewing several applicants next week.
- Cell phone stipend-requesting \$40/month cell phone stipend for Michelle and Supt./Principal. The Board would like to add this to the September agenda to formalize approval.
- Replace windows in annex-Travis Huntsinger has given a bid and was hired to complete the work. If additional work is needed, he will let Supt./Principal know additional cost.
- Art auction-raised almost \$6000. This will cover the cost of art program (it is anticipated that no general fund monies will be needed for this program in FY18).
- The Foundation has a new website. Supt./Principal will make sure it is completed once school starts. QuickBooks for Nonprofits will be purchased. The Parent Group

will be a fund within the Foundation. Per Vice Chair Ivester, Mountain Fresh will be donating \$500. In addition, Mountain Fresh won a contest in Missoula so will also donate an additional \$250.

- Supt./Principal and District Clerk summer work schedule reviewed.
- August 31 3:00 p.m. Ice Cream Social-parents/students get a chance to say hello, complete paperwork and sign up for volunteering. Bozeman Library Bookmobile will be here. Mr. Ivester will provide samples from the lunch program menu. Teachers start on August 31st; first day of school for students is September 5th.

Trustee Discussion and Reports

- **Create Climate Survey for School Staff**-Trustee Miller discussed the new ESSA state procedures which include school climate measures; will there be something regarding school climate coming in from the State level? Supt./Principal Burke said the school should get this information from the State in early September. The Board tabled the survey until the District can review the information from the State.

Financial Update

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

Agenda Action Items

1. **Approval of TR-4 Transportation Contracts 2017-2018**
Board Discussion: Supt./Principal Burke discussed the transportation contract guidelines.
Motion to approve the TR-4 Transportation Contracts School Year 2017-2018 as presented.
Motion: Trustee Miller
Second: Trustee Knoff
Public Comment: None
Motion passed unanimously.

2. **Approval of the County Health Nurse Contract**
Board Discussion: Supt./Principal Burke stated this will be the final County Health Nurse contract as the County will not provide these services in FY19. She will look for other options including shared opportunities with other schools for the 2018-2019 school year.
Motion to approve the FY18 County Health Nurse Contract.
Motion: Trustee Knoff
Second: Trustee Ogle
Public Comment: None
Motion passed unanimously.

3. **Personnel Action**
 - a. Renewal of Extra Duty Contract
 - b. Classified Staff Contracts

Board Discussion: Supt./Principal Burke recommended renewing Extra Duty Contract (8th Grade Math Stipend) for Mr. Pierre. She recommended offering classified contracts to Derek Ivester, Susan Sailer, Mary Cota, Dirk Larsen, Maryani Larsen and Sue Becker. Motion to approve extra duty contract and recommended classified contracts.

Motion: Trustee Knoff

Second: Vice Chair Ivester

Public Comment: None

Motion passed unanimously.

4. Approve Audit Contract

Board Discussion: Business Manager Becker explained that FY16 was the last year of the prior 3-year contract with Olness and Associates. The new audit contract is a 3-year contract with Olness and Associates for FY17, FY18 and FY19.

Motion to approve the Olness and Associates 3-year audit contract for FY17, FY18 and FY19.

Motion: Trustee Miller

Second: Trustee Knoff

Public Comment: None

Motion passed unanimously.

5. Final Budget Approval

Board Discussion: Business Manager Becker presented the FY18 budget packet. The Board discussed the OPI Level 4 budget revenue cuts. Supt./Principal Burke discussed general fund line items: paraprofessional budget shift to 8th grade math paraprofessional, other paraprofessional salary expenditures will be included in the Title I and REAP budgets; Guidance salary budget will change due to staffing change; staff development-have invited conference attendees to come to Board meeting to discuss what they learned at the Lucy Calkins writing conference; will offer Ms. Ticknor professional development in Everyday Math curriculum. Trustee Knoff inquired about e-rate status. Supt./Principal Burke explained she started the process but was advised to advance slowly due to cost (estimated \$25,000 - \$35,000). She discussed State level for matching funds for internet in rural schools. She has started the process and will take last spring's information and roll to this state funding match application. The current internet vendor will continue to provide internet. The current service has increased bandwidth this year. She discussed the Gallatin Madison Special Education Cooperative services that will be provided during school year 2017-2018. The approved employee bonus will be paid in September.

Motion to approve the FY18 Budget as presented.

Motion: Trustee Knoff

Second: Trustee Ogle

Public Comment: None

Motion passed unanimously.

6. Approval of Non-Resident students

Board Discussion: Supt./Principal Burke explained that out-of-district applications are considered once a year at the August meeting.

Kindergarten: no applications received

1st grade - 3 applications are being recommended-2 returning students and 1 new students.

2nd grade – 1 application is being recommended-1 returning student.

3rd grade – 1 application is being recommended-1 returning student.

4th grade – 3 applications received (all new, no returning) - recommending not to accept any applications due to class size. Trustee Ogle asked about the total limit in each grade. Supt./Principal Burke explained the allowed number of students per grade and the recommended limit per Board policy.

5th grade – 2 applications are being recommended-2 returning students.

6th grade – 2 of the 3 applications are recommended-both are returning students.

7th grade – 2 applications are being recommended-2 returning students.

8th grade – 5 applications are being recommended-5 returning students.

Motion to approve Superintendent's recommendation for Non-Resident student acceptance.

Motion: Trustee Knoff

Second: Trustee Miller

Public Comment: None

Motion passed unanimously.

7. Montana Property & Liability Insurance Plan 3 Year Rate Commitment

Acknowledgment

Board Discussion: Business Manager Becker explained that with this commitment the renewal rate shall not exceed 6% in any one year.

Motion to approve the Montana Property & Liability Insurance Plan 3 Year Rate Commitment.

Motion: Trustee Miller

Second: Trustee Knoff

Public Comment: None

Motion passed unanimously.

8. Elect Superintendent to Special Education Co-op Board

Board Discussion: None

Motion to approve the Superintendent as the school representative on the Special Education Co-op Board.

Motion: Trustee Miller

Second: Trustee Knoff

Public Comment: None

Motion passed unanimously.

9. Elect Voting Member for Transportation Committee

Board Discussion: None

Motion to approve Business Manager Becker as Voting member for the Transportation Committee.

Motion: Trustee Knoff

Second: Vice-Chair Ivester

Public Comment: None

Motion passed unanimously.

10. Approval of Handbooks

a. Student Handbook

b. Staff Handbook

Board Discussion: Handbook changes in red per Joe Brott, MTSBA. Supt./Principal Burke pointed out that lunch will go up to 3.75 and if milk is selected, there will be a \$2.00 charge per student/\$4.00 per family.

Motion to approve the Student Handbook and Staff Handbook with changes as presented.

Motion: Trustee Knoff

Second: Trustee Miller

Public Comment: None

Motion passed unanimously.

11. Adjournment

Motion to adjourn 6:28 p.m.

Motion: Trustee Miller

Second: Trustee Knoff

Public Comment: None

Motion passed unanimously.

The next regular meeting of the Board of Trustees is September 20, 2017 at 4:30 p.m.



Katie Ivester, Board Vice Chair



Sue Becker, Business Manager