

**MINUTES
LAMOTTE SCHOOL DISTRICT 43
BOARD OF TRUSTEES REGULAR MEETING
SEPTEMBER 18, 2013 4:00 p.m.**

The regular meeting of the Board of Trustees, LaMotte School District #43 was held on September 18, 2013 for the purpose of considering business to come before the Board of Trustees. Chair Allen presided and called the meeting to order at 4:00 p.m.

Trustees Present: Amy Allen, Elisa Eshbaugh, Stacey Etchart

Staff Present: LeeAnn Burke, Principal, Sue Becker, Business Manager, Michelle Clark, District Clerk

Public Present: Paul Griffin

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.

Paul Griffin, Sheriff's Office explained to the School Board how school safety training has changed since the Sandy Hook school shooting. The Sheriff's office will be completing a security assessment of the school. Officer Griffin provided details to the School Board regarding the safety and awareness training the school employees will receive next week.

Minutes of Previous Meeting

August 21, 2013 Regular Meeting

August 30, 2013 Special Meeting

Board Discussion: Trustees reviewed the minutes.

Motion to approve the minutes from the Regular Meeting on August 21, 2013, and from the Special Meeting on August 30, 2013.

Motion: Trustee Eshbaugh

Second: Trustee Etchart

Public Comment: None

Motion passed unanimously.

Staff Discussion & Reports

Principal's Report

In her report to the trustees Principal Burke presented to the Board:

- The Parent Group will be holding a fundraiser selling garden bulbs next week.
- Principal Burke explained the Board Member Sipes Schmidt is getting funding from her company for the hours she donates to LaMotte. Her company Takeda will be providing funding for the foundation. The Board had discussion about how to get funding for the foundation started.
- Car wash fundraiser was very successful for the middle school field trips.

- Principal Burke explained that LaMotte is a pilot school for the newly developed educator's performance program and she is receiving training through the Office of Public Instruction and Charlotte Danielson Group Workshops.

Trustee Discussion and Reports

Chairperson Allen had no new information. Trustee Eshbaugh stated the bylaws for the foundation will be available soon.

Financial Update

Approval of Accounts Payable and Payroll Warrants and ACH payments.

Board Discussion: Trustees had discussion regarding a few warrants.
Motion to approve the accounts payable, payroll warrants and ACH payments.
Motion: Trustee Eshbaugh
Second: Trustee Etchart
Public Comment: None
Motion passed unanimously.

Agenda Action Items

1. Approval of Handbooks

1a. Student Handbook

1b. Staff Handbook

Principal Burke stated we will continue reviewing the handbooks throughout the year to make sure they align with school policies.

Board Discussion: Trustees had discussion about requiring sports physicals or if signing a waiver is sufficient. They also discussed policy for schools having epinephrine pens stored in the school office. These items will be addressed at a future meeting.

Motion to approve the Student and Staff Handbooks.

Motion: Trustee Eshbaugh

Second: Trustee Etchart

Public Comment: None

Motion passed unanimously.

2. Approval of Additions to the Substitute List

Principal Burke stated the list has been provided to the Board there have been a few additions since last approved.

Motion to approve the Substitute List as presented.

Motion: Trustee Etchart

Second: Trustee Eshbaugh

Public Comment: None

Motion passed unanimously

3. Review Proposal from Infinite Campus to Upgrade to District Edition

Principal Burke stated the school is currently using Infinite Campus Montana Edition to track attendance and student information which the State pays for. Upgrading to the District Edition of the software will provide us with additional functionality and the middle school will be able to use the grade book portion. We will still receive credit for the portion of the licensing fee that the State pays for which equals \$3.00/student. The Board felt the additional functionality would be useful for the staff. Chair Allen stated that Principal Burke has the authority to approve this amount of purchase. No motion was made.

4. Select a Meeting Date for October

Board Discussion: The next meeting will be held on October 23, 2013 at 4:00 p.m.

Policy

1000 Board of Trustees Series Review

Board Discussion: – Chair Allen stated she reviewed the 1000 Series and there were no policies to update.

3123-Attendance Policy Procedure-Truancy Second Reading

Motion to approve Policy 3123 Attendance Policy Truancy.

Motion: Trustee Etchart.

Second: Trustee Eshbaugh.

Public Comment: None.

Motion passed unanimously

3300 Suspension and Expulsion Second Reading

Motion to approve Policy 3300 Suspension and Expulsion.

Motion: Trustee Etchart.

Second: Trustee Eshbaugh.

Public Comment: None.

Motion passed unanimously

3311 Firearms and Weapons First Reading Option 1

Board Discussion: Principal Burke stated we will be using Option 1.

Motion to approve Policy 3311 Firearms and Weapons using Option 1.

Motion: Trustee Etchart.

Second: Trustee Eshbaugh.

Public Comment: None.

Motion passed unanimously

7405 Financial Management – Procurement Card Use

Trustees reviewed Policy 7405 at first reading. Principal Burke explained how there is a need to raise the credit limit on the procurement cards.

8301 District Safety

Principal Burke explained that the Crisis Manual has been sent to the MTSBA for review and to find out if it can be incorporated into this policy since hazards have already been identified.

Adjournment

Motion to adjourn.

Motion: Trustee Eshbaugh.

Second: Trustee Etchart.

Public Comment: None

Motion passed unanimously.

The next regular meeting of the Board of Trustees is October 23, 2013 at 4:00 p.m.

Amy Allen, Board Chair

Michelle Clark, District Clerk