

**MINUTES
LAMOTTE SCHOOL DISTRICT 43
BOARD OF TRUSTEES REGULAR MEETING
January 17, 2018 4:30 p.m.**

The regular meeting of the Board of Trustees, LaMotte School District #43 was held on January 17, 2018 for the purpose of considering business to come before the Board of Trustees. Chair Allen called the meeting to order at 4:35 p.m.

Trustees Present: Amy Allen, Katie Ivester, Ken Miller, Birgen Knoff, Suzanne Ogle
Staff Present: LeeAnn Burke-Supt./Principal, Sue Becker-Business Manager
Public Present: Sandy Wilson, Rural School Bozeman Trustee

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

November 15, 2017 Regular Meeting

Board Discussion: Trustees reviewed the minutes.

Motion to approve the minutes from the Regular Meeting on November 17, 2017 as presented.

Motion: Trustee Knoff

Second: Trustee Ivester

Public Comment: None

Motion passed unanimously.

November 27, 2017 Special Meeting

Board Discussion: Trustees reviewed the minutes.

Motion to approve the minutes from the Regular Meeting on November 27, 2017 as presented.

Motion: Trustee Knoff

Second: Trustee Ivester

Public Comment: None

Motion passed unanimously.

Staff Discussion & Reports

• **Supt./Principal's Report**

-Addition of new students brings the current enrollment to 60 students.

-Todd Lark and Supt./Principal Burke have started the E-rate process. Once an E-rate application is approved, the District will not be able to continue internet service with the current provider as he does not have an E-rate number. CenturyLink is laying cable which will provide stability in the internet service to the school.

-The Title I grant has been scheduled for an audit.

- Supt./Principal Burke will start working on the FY19 budget when the Preliminary budget data sheets are distributed in late February/early March.
- Supt./Principal Burke and Business Manager Becker will attend an election meeting presented by the County Superintendent on January 31, 2018. There are two trustee positions open for election at the May 2018 election.
- Supt./Principal Burke discussed a parking lot accident. No fault claim-will not affect our insurance rates.

Trustee Discussion and Reports

Sandy Wilson, rural school representative on the Bozeman School District Board of Trustees, introduced herself. She tries to visit the schools she represents at least once a year. She presented a timeline on the opening of the new high school and discussed issues involved with this opening (ex. school design, boundaries, athletic facilities, parking). The new high school information is updated frequently on the Bozeman School District website. Other topics discussed-rural school registration, new Bozeman elementary school possible land purchases, possible staff training with Anderson in Bozeman K-5 curriculum.

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 Knoff
Second: Trustee Allen
Public Comment: None
Motion passed unanimously.

Agenda Action/Discussion Items

1. Approval of FY2017 Financial Report

Board Discussion: Business Manager Becker presented the FY17 Financial Report and corrective action letter which will go to the Montana Department of Administration and OPI.
Motion to approve the FY2017 Financial Report.
Motion: Trustee Ivester
Second: Trustee Ogle
Public Comment: None
Motion passed unanimously.

2. Actuaries Northwest Valuation Proposal

Board Discussion: Per GASB 75, the District must have this valuation completed prior to the next audit.
Motion to approve the Actuaries Northwest Valuation Proposal in the amount of \$2,250.00.
Motion: Trustee Ivester
Second: Trustee Knoff
Public Comment: None
Motion passed unanimously.

3. Certified Leave Accruals

Board Discussion: Tad Drake presented other rural school district certified leave accrual policies/procedures. The Board would like Supt./Principal Burke to discuss the county rural schools' leave policies/procedures with the administrators. The Board would like Tad Drake to present a leave accrual proposal at the next meeting. This item was tabled.

4. Review Administrator Evaluation Form

Board Discussion: The Board discussed the different components of the Montana Educator Performance Appraisal System (MONTANA-EPAS). The Board would like Supt./Principal Burke to provide input on administrator evaluation form modifications. The Board will modify the form and present this evaluation form for approval at the next meeting. Supt./Principal Burke has a multi-year contract so the Board can evaluate at any time. If the Board does not let her know she is non-renewed by February 1st her contract continues. This item was tabled.

5. Approval of 2018-2019 Calendar

Board Discussion: Supt./Principal Burke presented the proposed 2018-2019 calendar. It is similar to the Bozeman School District calendar.

Motion to approve the 2018-2019 Calendar.

Motion: Trustee Knoff

Second: Trustee Ivester

Public Comment: None

Motion passed unanimously.

Policy

3224	Student Dress	First Reading
3416	Administering Medicine to Students	First Reading
5122F	Applicant Rights and Consent to Fingerprint	First Reading

New Policy

1014FE and 1014FE-F1	Intent to Increase Non-Voted Levy and Form	First Reading
3124	Military Compact Waiver	First Reading
4350	Website Accessibility and Nondiscrimination	First Reading

Board Discussion: 3416 Trustee Knoff explained that training is important if the Board decides to maintain medicine at the school. 4350 Website needs to be ADA compliant which it is not. Supt./Principal Burke talked with person maintaining the District website. He can update for a fee.

6. Series 1000 Review

Board Discussion: All Series 1000 policies need to reflect the administrator as Superintendent. Policy 1610 goals in October, the Board would like a calendar of what is expected per month. The Board discussed how to handle closed meetings, Robert's Rules of Order and the Chair role in directing discussion.

Motion to approve 1000 series with “administrator (or principal)” changed to “Superintendent” where applicable.

Motion: Trustee Knoff

Second: Chair Allen

Motion passed unanimously.

7. Adjournment

Motion to adjourn 6:35 p.m.

Motion: Trustee Miller

Second: Trustee Knoff


Public Comment: None

Motion passed unanimously.

The next regular meeting of the Board of Trustees is February 21, 2018 at 4:30 p.m.



Amy Allen, Board Chair



Sue Becker, Business Manager