

AUGUST 20TH, 2019—REGULAR BOARD MEETING—6:00 P.M.
SAVAGE SCHOOL
BOARD ROOM

PRESENT: Shawn Conradsen, Kayleen Peters, Brandon Ler, Superintendent Martha Potter, Principal Angella Nelson and Clerk Diana Miller. Charles Thiel joined the meeting at 7:00 p.m.

VISITORS: Melissa Sanders and John Elmore

1.0 ROLL CALL

2.0 RECOGNITION OF VISITORS

PLEDGE OF ALLEGIANCE All joined in the Pledge of Allegiance.

3.0 APPROVE THE AGENDA

Brandon Ler made a motion to approve the agenda. Kayleen Peters seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

4.0 PUBLIC COMMENT ABOUT AGENDA ITEMS

There was no public comment about agenda items.

5.0 CONSENT AGENDA

- MEETING MINUTES

- JULY 16, 2019 REGULAR BOARD MEETING MINUTES

- Kayleen Peters made a motion to approve the meeting minutes as presented for July 16, 2019. Brandon Ler seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- AUGUST 7, 2019 SPECIAL BOARD MEETING MINUTES

- Brandon Ler made a motion to approve the August 7, 2019 meeting minutes as presented. Shawn Conradsen seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- AUGUST 13, 2019 SPECIAL MEETING MINUTES

- Kayleen Peters made a motion to approve the August 13, 2019 meeting minutes as presented. Brandon Ler seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- APPROVE WARRANTS AND CLAIMS

- APPROVE WARRANTS #20533-#20542, #20544-#20554

- Brandon Ler made a motion to approve warrants as presented. Kayleen Peters seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- APPROVE CLAIMS #955048-#955077

- Kayleen Peters made a motion to approve claims as presented. Brandon Ler seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- APPROVAL TO VOID DISTRICT WARRANT #20500

- Brandon Ler made a motion to void the warrant as presented. Kayleen Peters seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- APPROVAL TO VOID PAYROLL WARRANT #37900

- Kayleen Peters made a motion to void the warrant as presented. Brandon Ler seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

- APPROVE EXTRA-CURRICULAR BALANCES
Kayleen Peters made a motion to approve the extra-curricular balances as presented. Brandon Ler seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

6.0 REPORTS

- STUDENT REPRESENTATIVE—No report
- TEACHERS—Melissa Sanders and John Elmore reported on the Close-Up program starting at Savage School.
- ACTIVITIES DIRECTOR'S REPORT
 - Bus Logo is finalized and should be put on before first away game.
 - Impact Testing has been done. Would like to have it removed from the handbook. It was not beneficial.
 - Practices have started.
 - Still searching for Varsity Boys Basketball Coach
 - Football field looks good. Thanks to Mr. Murakami and Miss Preeo
 - Score Boards ordered. Should be here soon.
 - Pixelot ordered. Working on installation.
 - Blue Rock is bringing a large cooler for concession stand and providing us with program templates and water bottles.
 - Sponsorship fundraiser is going alright. We have received about \$1,000.00 so far.
 - Fan Cloth fundraiser is gearing up.
 - Keri Jorgensen is planning a 5k run to benefit the Athletic Fund.
 - Jan Bloesser and Toni Zieske are doing buttons again and donating all proceeds to the Athletic Fund.
- PRINCIPAL'S REPORT
 - Currently working out kinks in schedules and curriculum.
 - Lots of new families this year.
 - New teachers have been a great addition and are adjusting to new routines.
 - The generator has been purchased and is in the bus barn.
- CLERK'S REPORT
 - Working on the Budget and Trustees Financial Summary.
 - Back-To-School Primer in Glendive on September 11, 2019 that would be very beneficial for trustees to attend.
 - Plan to attend Veteran's Clerk Conference in Billings on September 26th, 2019.
 - Bonuses were paid. Amount divided was \$8,258.00 which is 2% of the excess oil and gas money after the budget was filled.
 - Audit responses are in your packets. The Department of Administration and Office of Public Instruction will let us know if the responses are sufficient to correct the errors.
- SUPERINTENDENT'S REPORT
 - Attending meetings on
 - August 23, 2019 MSSA
 - August 31, 2019 football game
 - September 4, 2019 NEMASS
 - September 5, 2019 Prairie View
 - September 10, 2019 Transportation

- School Maintenance
 - Yard Maintenance
 - We have had to contract help to mow grass
 - We hired teachers to water the football field.
 - Projects out to bid
 - Telephone system with intercoms to all the classrooms, gym and shop.
 - Window blind for security in kitchen.
 - B & B for repairs of the building
 - The projects will be greatest need to least need.
 - Elementary siding above doors being repaired.
- Water Issue
 - Costco Water will be here Monday August 19, 2019.
 - Hawkins, Mechanical Technology and Olson Plumbing have all stated we need to fix the root of the problem before repair of the pipes.
- Audit
 - Scheduled for November 18th, 2019.
- School Affairs
 - Staff
 - Excellent team to work with.
 - All members willing to help wherever needed.
 - Students
 - Mannerly, polite and respectful at all times.
 - Appear eager to be here.
 - Meet and Greet
 - Successful for all in attendance.
 - Guidance
 - I am filling in for college questions and attending the Montana Small School Alliance meetings that are required until we can hire a counselor.
- I will be calling each board member no later than Sunday evening to see if you have any questions or information on any agenda item so we can have answers for everyone by the Tuesday Board meeting.

7.0 UNFINISHED BUSINESS

7.1 APPROVAL OF SCHOOL SAFETY-DOOR LOCKS

- Discussion was made about the estimate provided by Holmlund Mobile Lock and Key. Brandon Ler made a motion to approve the estimate of \$33,486.50 plus the amount of the gym back door lock and the additional amount not to exceed \$2,000.00 for electrical installation using Homlund's electrician. Kayleen Peters seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.

8.0 NEW BUSINESS

8.1 APPROVAL OF THE BUDGET-ELEMENTARY AND HIGH SCHOOL

- Information was presented to the Board concerning the Elementary Budget.
- Discussion was made
- Kayleen Peters made a motion to adopt the Elementary Budget for the 2019-2020 school year. Brandon Ler seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.
- Information was presented to the Board concerning the High School Budget.
- Discussion was made

- Brandon Ler made a motion to adopt the High School Budget for the 2019-2020 school year. Kayleen Peters seconded the motion. Shawn, Kayleen, and Brandon voted yes and the motion carried.
- 8.2 APPROVAL TO PAY MECHANICAL TECHNOLOGY
- Discussion was made.
 - Brandon Ler made a motion to pay Mechanical Technology \$21,077.50. Kayleen Peters seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.
- 8.3 APPROVAL OF INSTALLATION AND SYSTEM FOR DEHUMIDIFIERS
- Discussion was made
 - The cost will be divided between the Flexibility Fund and the Building Reserve Fund.
 - Kayleen Peters made a motion to approve the installation and system for dehumidifiers for \$12,488.00 from Frontier Heating. Shawn Conradsen seconded the motion. Shawn, Kayleen and Brandon voted yes and the motion carried.
- 8.4 APPROVAL OF SMALL TRAILER HAULER FOR SPORTS EQUIPMENT
- Discussion was made
 - Brandon Ler made a motion to table this item until next meeting. Kayleen Peters seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.
- 8.5 APPROVAL OF COUNSELING/CONSULTING SERVICE CONTRACT FOR GLENDIVE COUNSELING CENTER
- Discussion was made.
 - Kayleen Peters made a motion to approve the counseling and consulting contract in the amount of \$7,500.00 for the 2019-2020 school year from Glendive Counseling Center. Brandon Ler seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.
- 8.6 APPROVAL TO TRANSFER ALL SUPERINTENDENT AUTHORIZED REPRESENTATIVE PERMISSIONS FROM 2018-2019 SUPERINTENDENT TO 2019-2020 SUPERINTENDENT.
- Brandon Ler made a motion to transfer all authorized representative permissions to 2019-2020 superintendent. Kayleen Peters seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.
- 8.7 APPROVAL OF HEAD CUSTODIAN RESIGNATION
- Brandon Ler made a motion to accept the resignation of the Head Custodian, Harold Hafemann Jr. Charles Thiel seconded the motion . Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.
- 8.8 HIRE HEAD OF MAINTENANCE PERSONNEL
- Superintendent Potter recommends hiring Terry Adolph as a temporary Head of Maintenance until we can find a permanent replacement.
 - Wages would be \$15.25 an hour. .25 will be added with documentation of a current water license and .25 with documentation of a current boiler license.
 - Kayleen Peters made a motion to hire Terry Adolph in the temporary position of Head Custodian. Charles Thiel seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.

8.9 APPROVAL TO INCREASE SALARY OF ASSISTANCE CUSTODIAN

- Discussion was made.
- Brandon Ler made a motion to increase the Assistant Custodian's wages a dollar an hour effective immediately making her wages \$14.75 an hour. Charles Thiel seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.

8.10 APPROVE SUBSTITUTE TEACHER

- Lexi Joslin has indicated an interest in substituting for the 2019-2020 school year.
- Charles Thiel made a motion to approve Lexi Joslin as a substitute teacher pending background check. Brandon Ler seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.

8.11 APPROVAL TO ACCEPT 8TH GRADE ALGEBRA CREDITS FOR INCOMING FRESHMAN.

- Discussion was made.
- Kayleen Peters made a motion to approve 8th grade Algebra credits for incoming Freshman. Brandon Ler seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.

9.0 PUBLIC COMMENT ON NON-AGENDA ITEMS

- There was no public comment on non-agenda items.

10.0 DATE/TIME FOR NEXT MEETING

10.1 Brandon Ler made a motion to set the meeting date on September 17th, 2019 at 7:00 p.m. Charles Thiel seconded the motion. Shawn, Kayleen, Brandon and Charles voted yes and the motion carried.

11.0 MEETING ADJOURNED AT 7:40 P.M.

Chairman

Clerk