

MINUTES

Boulder Elementary School District No. 7
Regular Meeting

May 11, 2020
Boulder Elementary School

Board members present:

Carrie Harris Matt Strozewski Andrea Dolezal Niki Conroy – Via Zoom

Administrators present:

Maria Pace, Superintendent/Principal
Britton Mann, Clerk

Visitors: 1 attendee via Zoom

CALL ELEMENTARY BOARD TO ORDER The Elementary Board was called to order at 5:32 p.m. by Carrie, who led the Pledge of Allegiance.

AGENDA REVIEW There was a mistake on the posted agenda. There is no Long-Term Substitute to discuss. Ms. Pace asked to move #7 (Leave of Absence) before Personnel in New Business.

CANVAS ELECTION The election was cancelled by acclamation.

CONSENT AGENDA Andrea motioned to approve claims and warrants with the prior month ending with warrant # 8785 and the current warrant numbers 8786-8801 in the amount of \$30,091.78. Matt seconded, all present approved. Andrea motioned to approve the special minutes for April 27, 2020 and the regular minutes for April 2020, Matt seconded, all present approved. Andrea approved the Student Activities Ledger Report. Matt seconded, which passed unanimously.

UNFINISHED BUSINESS None

SEATING OF TRUSTEES Andrea Dolezal was elected by Acclamation. Her term will expire in two (2) years. Niki Conroy was elected by Acclamation for a three (3) year term. Britton swore both Andrea and Niki in as trustees.

BOARD REORGANIZATION Carrie stated that the Food Corps, as a standing agenda item, could be eliminated from the agenda. Niki asked Carrie if either herself or Eric would be interested in getting off the Personnel/Finance Committee since they both were on this one and Leadership. Niki stated that she would be interested in participating with the Personnel/Finance Committee. Carrie said she would step down and move to Transportation. Matt motioned to keep all positions the same except for the Personnel and Transportation Committees and leave Eric Rykal as Board Chair and Carrie Harris as Vice Chair. Andrea seconded, all present approved.

APPOINTMENT OF CLERK Andrea motioned to appoint Britton Mann as the clerk for Boulder Elementary, Matt seconded all present approved. Britton will contact Pam Birkland to be sworn in the next day.

COMMITTEE APPOINTMENTS **Leadership** – Chair and Vice chair: Eric Rykal and Carrie Harris
Handbook/Policy – Matt Strozewski and Niki Conroy
Budget/Finance and Negotiations/Personnel – Eric Rykal and Niki Conroy
Facilities – Andrea Dolezal and Matt Strozewski
Transportation – Carrie Harris and Andrea Dolezal

PUBLIC COMMENT Carrie read the Public Comment Announcement

COMMUNICATIONS **Letters** – None
Student Issues – None

COMMENDATIONS AND RECOGNITIONS

Last week was Teacher Appreciation. Mugs with cookies and a gift certificate were purchased for the teachers.

COMMITTEE REPORTS

Leadership –Eric Rykal & Carrie Harris: The committee did meet and discussed the following:

1. Reviewed the Certified and Classified Staff for the next school year.
2. Discussed Evaluations
3. 8th Grade Graduation
4. Update on the remainder of the school year – response to parents via letter
5. Set the agenda

Handbook/Policy – Matt Strozewski & Niki Conroy: This committee did not meet.

Budget/Finance and Negotiations/Personnel – Carrie Harris and Eric Rykal – Niki Conroy will transition onto this committee: This committee did meet. The committee is currently working with the numbers and trying to come up with a plan to give the increase. Insurance costs are up for the upcoming year. Ms. Pace stated that until negotiations are done, the school will continue operating under the 2019-2020 Collective Bargaining Agreement (CBA). And the district will cover insurance based on the 19.20 CBA. Carrie expressed concern and wondered if the employees were aware of this, and stated there was no reason we couldn't begin negotiations while meeting the social distancing standards. Ms. Pace said she would reach out to the union committees and get something scheduled.

Facilities – Andrea Dolezal & Matt Strozewski – This committee did meet. They met with Travis Schneiderman from CAP paving regarding the playground. He felt the school has done a really good job maintaining the asphalt but recommended sealing a few concerned areas.

Transportation – Andrea Dolezal & Carrie Harris: The committee did not meet.

ADMINISTRATORS REPORT

Ms. Pace provided notes to be added to the official minutes.

Rochelle is hoping to have a summer program this summer if the state allows. Ms. Pace and Rochelle are working on a plan that fit the state guidelines. The program would run from June 22 – July 30. The district will receive COVID Funds directly into our E-Grants system. All of the Teacher Evaluations are done.

NEW BUSINESS

Personnel –

- a. Long term substitute – This was an error on the agenda.
- b. Appointment of Certified Staff and Grade Level – In Addition to recommending rehiring the presented certified staff, Ms. Pace also recommended Mrs. Breker for the Instructional Coach position. Andrea motioned to approve the staff appointments based on information presented. Matt seconded, all present approved.
- c. Renewal / Non-Renewal of Classified Staff – Ms. Pace recommended rehiring all current classified staff minus a para. This para was only hired as a one-year position. However, the need may arise for the additional para for the next school year. Matt motioned to approved the recommendation presented by Ms. Pace. Andrea seconded the motion, all present approved.
- d. Athletic Director / On site Tech Assistant – Andrea motioned to approve Devyn Ottman as the athletic Director and Sarina Eckman as the on-site Tech Assistant. Matt seconded, all present approved.
- e. Coaching Position – Mr. Harper has resigned his position as the football coach. Ms. Pace recommended only hiring 1 coach due to a decrease in numbers. So there will be 1 coach from Boulder and 1 from Clancy.
- f. Adult Education – Ms. Pace wanted the board to know that Samantha Humphrey is interested in conducting remote online adult education courses. Andrea motioned to allow Samantha Humphrey to conduct remote online adult education courses for one year due to unforeseen circumstances. Matt seconded, which passed unanimously.

Non Resident Student Acceptance – *Standing Agenda Item* – None

Liquidation of School Property – *Standing Agenda Item* – School House IT asked to e-waste a dell laptop. They would strip all information and tear it down and give to a recycling company in Great Falls. Matt motioned to e-waste the Dell laptop,

Andrea seconded, all present approved.

Food Corps Update –Standing Agenda Item – Currently the kitchen is producing 100 bagged lunches a day.

COVID Policies –

1. Matt motioned to approve COVID Policy 1903 (School District Meetings and Gatherings) option 2. Niki seconded, all present approved.
2. Andrea motioned to approve COVID Policy 1905 (Student, Staff, and Community Health and Safety) option 2. Matt seconded, all present approved.
3. Matt motioned to approve COVID Policy 1906 (Student Instruction and Education Services) option 2 & 3. Andrea seconded, all present approved.
4. Matt motioned to approve COVID Policy 1904 (Use of Transportation Funds) including all options. Andrea seconded, all present approved.
5. Niki motioned to approve all remaining COVID Policies as presented by MTSBA. Andrea seconded, all present approved.

Classified / Certified Evaluations – Ms. Pace stated that all evaluations are done.

Leave of Absence Request (SC) – Ms. Pace recommended granting the approval of the Leave of Absence Request for 1 year. This is in the Certified Bargaining Agreement and available to qualifying certified staff. Matt motioned to approved the 1 year leave of absence. Andrea seconded, all present approved.

Clerk Evaluation – Ms. Pace completed the evaluation on Britton and has recommended for rehire.

Graduation – The Jr. High Staff has asked for input from the 8th graders and received minimum response. They are currently still working on a plan.

Auditor's Report – Britton had mailed each trustee a copy of the report from the auditor, Tripp & Associates. Ms. Pace asked if there were any questions. Carrie stated that prior to the next audit she would like to make sure the findings from this year are reviewed carefully.

Resolution / Contract with County to run election for the 2020-2021 school Year

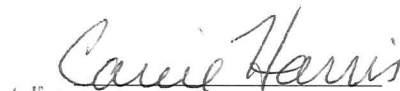
Andrea motioned to adopt the resolution to have the county run all elections next school year. Matt seconded, all present approved.

TOPICS FOR FUTURE
AGENDAS

Nonresident Students
TR4's
Clerk Contract
Superintendent Contract
Student / Staff Handbook
Coach Positions
Elementary Curriculum Positions
CBA Contracts
Strategic Planning

ADJOURNMENT

Meeting adjourned at 7:00


Vice Chair, Elementary Board


Clerk, Elementary Board