

BOARD OF TRUSTEES MEETING MINUTES

September 25th, 2018

5:30pm in CONFERENCE ROOM, BUILDING 4

Call to Order, Pledge of Allegiance, Roll

A regular meeting of Board of Trustees was called to order at 5:30pm by Chairman Ryan Van Balleygoen

Trustees Present: Richard Pope, Missy Jones and Kelley Oakes. A quorum was present.

Trustees Absent: Jack Lackman

Administration Present: Superintendent Nathan Schmitz, Principal Mike Rice, Principal Jesse Moore and Business Manager Julie Copeman

Public Present: Vicki Green, Carol Phillips, Lexie Rice, Riddic Nations, and Amy Greer

Adopt Agenda

A motion was made to adopt the agenda.

Motion: Richard Pope Second: Missy Jones Passed: 4:0

Public Comment – Carol Phillips, Tech Director at Elder Grove, started a Tech Team which consists of 22 student members. They help her with various IT tasks around the school and so far have 40 volunteer hours in so far. PTO was at Saturday Live and raised a record amount of \$5,159. 42 volunteers came out to help along with 7th graders who were raising money for their 8th grade trip.

Reports and Recognitions

A. Administration Report

- a. **Superintendent:** Mr. Schmitz stated the radios were installed today and will be fully active tomorrow. Mutual aid channel needed clearance before being installed. Students within the “walk-zone” and riding the bus, yet not being charged the Bus Fee, will soon receive a letter and invoice. There was an oversight and is being corrected with new technology we are utilizing. Doing the same for Out of District students. Mr. Beeson is a valuable asset in our special education department and we want to use him as an advisor and pay him a stipend. More clarification will be provided at the next board meeting. Active shooter training was amazing and empowering. Admin wants to provide more training in the future to maintain what was learned.
- b. **Middle school Principal:** Mr. Rice stated the school climate is at an all-time high. “Lots of positive feedback from the staff.” English is a 2nd language is underway for both K-5 and 6-8.
- c. **Elementary Principal:** Mr. Moore stated Laurel Wal-Mart is starting a volunteer program at our school and possibly will bring in grant money to our school. Our “Going Above & Beyond” program is going great. Working in the classroom and getting to know the teachers is going well.
- d. **Student Council:** President Riddic Nation, stated that office positions have been created and filled. More integration between K-5 & 6-8 was in the works for this year. There are 25 participants. They are doing sucker and muffin sales to raise money. There is discussion of “Outlaw Unite”, a mentoring program. And developing clubs such as “Jr. Excel Club”, a community service club.

B. Correspondence

- a. News & Press release about “FBI Investigation releases PSA recommending engagement with consortiums”. Education Technologies: Data Collection and unsecured systems could pose risk to students.
- b. Nightlock Door Security Locks were ordered. Will be installed upon their arrival.

Consent Agenda:

- A. **Minutes** – Regular meeting minutes August 14
- B. **Claims Clearing Warrants** #9017848 - 9017914

A motion was made to approve the consent agenda.

Motion: Missy Jones Second: Kelly Oakes Passed: 4:0

Discussion

- A. **Out of District Students** – A motion was made to approve the Out of District 7th grader.
Motion: Ryan Pope Second: Kelly Oakes Passed: 4:0
- B. **Hire Paras** – A motion was made to hire Mason Reeves and Melody McCamy-Kramlich.
Motion: Ryan VanBalleygooen Second: Richard Pope Passed: 4:0
- C. **P-Card Payment Card through MASBO** – A Motion was made to authorize the issuance of Individual Procurement Cards through BMO via MASBO.
Motion: Kelly Oakes Second: Missy Jones Passed: 4:0
Discussion was had to understand how the p-Card system would benefit the school to include a % back at the end of the year, increased spending limit and no late fees when compare to current bank card. Motion stands.
- D. **Tuition Checking Account** - A motion was made to open a business checking account at Beartooth Bank for the collection of tuition and bus fees. Authorized persons on the account and to sign checks will be: Superintendent Nathan Schmitz, Business Manager Julie Copeman, Principal Mike Rice, and Admin Assistant Pamela Reeves.
Motion: Ryan VanBalleygooen Second: Missy Jones Passed: 4:0
- E. **Background checks** – A motion was made to authorize Business Manager Copeman to change our background checking process over to Mt. Dept of Justice.
Motion: Missy Jones Second: Ryan VanBalleygooen
Discussion was had about the difference between what we have now and what the new system will provide us with. Superintendent Schmitz consulted other schools that were already using the Mt. Dept of Justice, and said they were happy and ultimately we would be saving money.
Motion stands. Passed 4:0
- F. **Convenience Fee for Credit Cards** – A motion was made to discuss the board authoring Superintendent Schmitz to assess a fee for the use of credit cards both online and when used in our offices.
Motion: Richard Pop Second: Kelly Oakes Passed: 4:0
Discussion was had about whether to apply a flat fee or % fee. Final decision to apply a 1% fee to all credit card payments.
Motions: Richard Pope Second: Kelly Oakes Passed: 4:0
- G. **Board Position for SD #2** – A motion was made for the board opting to not pass a resolution regarding this board position.
Motion: Missy Jones Second: Richard Pope Passed: 4:0
Discussion was had to further understand. We now have 2 chances to get on the SD#2 board. Motion stands.
- H. **Copier Lease** – A motion was made to go with 360 Office for our new copier lease contract.
Motion: Richard Pope Second: Kelly Oakes Passed: 4:0
Superintendent Schmitz was impressed with 360 Offices presentation and what they had to offer. Carol Phillips added that 360 Office added 2 fax machines and their cost was still lower than competitors with 28% savings. Vicki Green asked about service response time. Discussion was had about the great service we already receive and donated calculators. Motion stands.
- I. **Investing Bond Money** – A motion was made to discuss the recommendation of authorizing Superintendent Schmitz to invest bond money long term either with the county or First Interstate Bank.
Motion: Richard Pop Second: Kelly Oakes
Discussion was had about the current interest rate the money was earning now and if it was invested with First Interstate Bank in No Risk Treasury Funds, how much more money could be made.
A motion was made to authorize Superintendent Schmitz to invest bond money in a long term vehicle either through the county or First Interstate Bank.
Motion: Richard Pope Second: Kelly Oakes Passed: 4:0
- J. **School Security Officer** – A motion was made to discuss putting out a request for a proposal for a private security officer.
Motion: Missy Jones Second: Richard Pope
It was discussed that it would be 5-7 years before the county would be able to provide an SRO, because of the lack of police offices. Private security firm is the way to provide security for our school. Armed or unarmed? It was agreed, armed would be preferred. What hours: 7:30-3:30. Chairman VanBallegooyen asked, where is

the money coming from to pay for said security? Discussion of running a Safety levy was had. The cost and about having 1 or 2 safety officers was discussed.
A motions was made to approve putting out a Request for Proposal for a private security officer.
Motion: Missy Jones Second: Richard Pope Passed: 4:0

The next board meeting is Tuesday, October 23, 2018 at 5:30P.M.

Adjournment

Chairman Van Ballegooyen adjourned the meeting at 7:09pm

Signed:

Attest:

Ryan Van Ballegooyen, Chairman Date

Julie Copeman, District Clerk Date