

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
SEPTEMBER 10, 2013**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Chair Sarah DeVries at 6:05 p.m. on August 14, 2013, in the library at the Roberts School.

ATTENDANCE

Sarah DeVries, Chair
Joel Bertolino, Vice Chair
Tami Hoines
Rusty Niemi

Absent: Frank Ropp

Elliott Crump, Superintendent
JaLayne Obert, District Clerk

GUESTS: Nancy Langager, Sanford Langager

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Joel Bertolino, seconded by Tami Hoines and carried unanimously to approve the minutes of the regular meeting August 14, 2013 as presented. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

CLAIMS, SEQUENCE, AND VOIDED CHECKS

Mr. Bertolino asked about the warrant to Jann Voelz. Mr. Crump stated we attempted to purchase locally grown organic vegetables but we'll probably not continue with that until the price is more competitive.

Motion was made by Tami Hoines, seconded by Rusty Niemi and carried unanimously to approve the claims, sequence, and voided checks for September, 2013 as presented. (YES: DeVries, Bertolino, Hoines, Niemi. NO—none).

PERSONNEL

SPECIAL EDUCATION PARAPROFESSIONAL – Mr. Crump recommended the Board hire Charlotte DeVries for the special education paraprofessional position for 7.5 hours per day at \$13.17 per hour.

Motion was made by Tami Hoines, seconded by Rusty Niemi and carried unanimously to hire Charlotte DeVries for the special education paraprofessional position for 7.5 hours per day at \$13.17 per hour. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

SUBSTITUTE TEACHER APPROVAL – Mr. Crump recommended the Board add the following people to the substitute teacher list:

Lonna Gray
Jessie Dines
Janelle Skorupa
Keith Darling-Brekhus

Motion was made by Joel Bertolino, seconded by Tami Hoines and carried unanimously to approve adding Lonna Gray, Jessie Dines, Janelle Skorupa, and Keith Darling-Brekhus to the substitute teacher list. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

OUT OF DISTRICT CONTRACTS – Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to approve Student Attendance Agreements for the following students as recommended by the superintendent: Rain Boehm, Sequoia Boehm, Abigail Dines, Augustus Dines, Bryce Dines, Makayla Dines, Seth Green, Wyatt Hobson, Treston Mitchell, Trey Mitchell, Danni Nardinger, Brooklin Nimrick-Ayers, Landin Nimrick-Ayers, Claire Schoening, Garrett Spencer, Gus Spencer, Amanda Ullom, Saige Weimer, Savvana Weimer. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

CONCESSIONS – Mr. Crump stated his recommendation two years ago for concessions was to pay a concessions manager \$750 per season and 20% of the profit out of the concessions sold. He stated this year's junior class is doing concessions and Michelle Schoening has been heading it up but the class hasn't approved paying for a manager.

Michelle Schoening stated the class met again last night and has been discussing a number of things such as what to purchase and how to pay for it. She stated there was confusion before the meeting and she didn't realize the stipend for the manager had to come from the student funds.

Mr. Crump stated there is money in the class account and reimbursements are made to those getting the supplies when a receipt is submitted.

Ms. Schoening stated there needs to be another way for the class to access the money.

Mr. Bertolino stated there are civic organizations that would possibly front the money and then be reimbursed.

Mr. Crump stated if a parent gets a credit card, the purchases could be paid off before a bill is even received.

Ms. Schoening stated when she was approached about doing the position, it was offered at \$750 per season and a percentage of the profits and that is what she accepted but neither she nor the class understood the class had to pay the stipend.

Mr. Crump stated whenever a concessions manager has been discussed, it has been with the understanding the stipend would be paid from the concessions profit.

Ms. Schoening stated she wished things were in writing so everyone was on the same page.

Sarah DeVries stated this is either a discussion we have every year or we need to formalize some guidelines. She asked Mr. Crump to work on this item.

NEW BUSINESS

SKI DAYS – Mr. Crump recommended the Board designate March 10 and March 17, 2014, as ski days for the school.

Ms. Hoines asked who will be organizing the program. Mr. Crump stated Mrs. Wright has done it in the past but if he needs to run it, he will.

Motion was made by Rusty Niemi, seconded by Tami Hoines and carried unanimously to approve March 10 and 17, 2014 as ski days for the school. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

STUDENT ADMITTANCE – Mr. Crump stated the Board was given information on the statute regarding admitting a 19 year old student. He stated the district won't receive any ANB for the student but the student can be admitted.

Mr. Crump stated there is a student who has been out of school for a year but would like to enroll at Roberts to complete the last 4 – 4.5 credits needed to graduate. He stated the student would fit into classes we offer at no cost to us.

Mr. Bertolino asked if enrolling the student would have any effect on the rest of the student body. Mr. Crump stated it wouldn't.

Mr. Niemi asked if Mr. Crump would recommend enrolling the student.

Mr. Crump stated he has talked at length with the student and would recommend enrollment.

Motion was made by Rusty Niemi, seconded by Joel Bertolino and carried unanimously to allow a 19-year old student to enroll at Roberts School. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

CREDITS FOR GRADUATION – Mr. Crump two students have transferred in as seniors who haven't had the opportunity to earn as many credits in the schools they attended as we require in Roberts for graduation (25).

Mr. Crump stated if the first student passes all classes currently enrolled in, the student would complete all graduation requirements and graduate with 24.5 credits.

Mr. Crump stated the second student would end up with 24 credits if all classes are successfully completed.

Ms. Hoines asked if this is a district level decision.

Mr. Crump stated it is as long as the students meet the state requirements for graduation. He added we offer more opportunities for students to gain credits than these students had access to.

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to allow two senior transfer students to graduate with 24.5 and 24 credits instead of the required 25 as long as they pass all the required courses for graduation. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

MATERNITY LEAVE – Mr. Crump stated Crystal Wright has requested maternity leave from approximately October 21, 2013 through February 3, 2014. He added because of medical issues, the start date of the leave may be sooner than October 21 but recommended the Board approve the request.

Ms. Hoines asked who will cover for Mrs. Wright while she is gone.

Mr. Crump stated the current aides, Mrs. Smith and Mrs. DeVries, will be here but we're also looking at having one more person available.

Motion was made by Rusty Niemi, seconded by Tami Hoines and carried unanimously to approve maternity leave for Crystal Wright. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

OLD BUSINESS

ADMINISTRATIVE NEGOTIATIONS/CONTRACTS – Ms. Hoines stated she and Mr. Niemi met with Nancy Langager and JaLayne Obert for negotiations. She stated the recommendation for

Mrs. Langager as Executive Assistant is to reduce the contract days from 220 to 200 and increase the salary by \$.50 per hour to \$25,200.

Motion was made by Tami Hoines, seconded by Joel Bertolino and carried unanimously to approve a 200 day contract with annual salary of \$25,200 for Executive Assistant Nancy Langager. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

Ms. Hoines stated the recommendation for JaLayne Obert as Business Manager/District Clerk is to give an increase equal to \$.35 per hour and convert salary to spouse health coverage, resulting in a new salary of \$33,280. She stated Ms. Obert would also be granted five paid PIR days off.

Motion was made by Tami Hoines, seconded by Joel Bertolino and carried unanimously to approve the \$.35 per hour increase and then salary conversion to spouse health coverage resulting in a yearly salary of \$33,280, insurance coverage for employee and spouse, and five paid PIR days off for JaLayne Obert, Business Manager/District Clerk. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

SUPERINTENDENT REPORT

SUPERINTENDENT SCHEDULE – Mr. Crump stated there is a PIR day scheduled for September 23 and teachers have been signing up for training sessions.

Mr. Crump stated MCEL (Montana Conference of Educational Leadership) is scheduled in Billings on October 16-18, 2013 and he may attend, depending on the agenda.

Mrs. Obert stated she may also be going if there are valuable sessions offered.

Mr. Crump stated the next meeting on the evaluation process is October 30, 2013 in Great Falls. He added our staff evaluation team of five teachers has met and started looking at the process. He stated the first meeting was very positive.

PROGRAM UPDATE – Mr. Crump stated our student number is at 110.

Mr. Crump stated the art program will be starting next week and will be held three times per week, always at the end of the day. He added we have a new art instructor this year.

Mr. Crump asked approval to get a credit card with a \$1000 limit for the school foods program. He stated many times items can be purchased cheaper than ordered from Sysco or Food Services and this will allow Joanne Stark to purchase those items.

Motion was made by Rusty Niemi, seconded by Tami Hoines and carried unanimously to approve obtaining a credit card with a \$1000 limit for the school food service. (YES—DeVries, Bertolino, Hoines, Niemi. NO—none).

TRUSTEE RESIGNATION – Mr. Crump stated Frank Ropp has resigned as School Board Trustee and a replacement will need to be named.

ADJOURNMENT

Ms. DeVries adjourned the meeting at 7:09 p.m.

Board Chair

District Clerk