

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
ROBERTS SCHOOL DISTRICT NO. 5  
MARCH 10, 2015**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Vice Chair Rusty Niemi at 6:00 p.m. on March 10, 2015, in the library at the Roberts School.

**ATTENDANCE**

Sarah DeVries, Chair (arrived at 6:05 p.m.)  
Rusty Niemi, Vice Chair  
Joel Bertolino  
Tami Hoines  
Luke Holdbrook

Alex Ator, Superintendent  
JaLayne Obert, Business Manager/District Clerk

GUESTS: Deb Hill, Amanda Smith, Ward Braten, Elta Ayre, Mary Allen, Jackie Ronning, Courtney Halvorsen, Nancy Langager, Sanford Langager, Kelby Langager, Lonnie Newton, Rees Newton, George Nelson, Rain Boehm, Sequoia Boehm, Kora Boehm, Sierra Boehm, Deb Hogan, Crystal Wright, James Binando, Stacie Nardinger, Mitzy Carter, Chris DeVries, Clark Begger

**PLEDGE OF ALLEGIANCE**

The meeting began with the Pledge of Allegiance.

**MINUTES**

Motion was made by Tami Hoines, seconded by Joel Bertolino and carried unanimously to approve the minutes of the regular meeting on February 10, 2015 as presented. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

**CLAIMS, SEQUENCE, AND VOIDED CHECKS**

Motion was made by Tami Hoines, seconded by Rusty Niemi and carried unanimously to approve the claims, sequence, and voided checks for March, 2015 as presented. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

**PUBLIC COMMENT**

Mary Allen and Elta Ayre, representing the Roberts Parents for the Performing Arts, spoke to the Board about things the group would like to do for the school.

Mrs. Allen stated the company they are working with, DIA, will be working on the sound system in the new gym and are donating their work, valued at \$3250 to the school in honor of her. She stated the sound system for the old gym has been ordered and will be completed before graduation at a cost of \$3500. She added the lighting system on the stage in the old gym is antique and eventually will be replaced at the cost of \$3700 which has yet to be raised by grants and donations.

Mrs. Allen stated the group would also like to paint the stage, probably black.

Mr. Ator stated this is probably a summer project which can be arranged with some lead time. He thanked RPPA, stating this is a wonderful donation that the community will appreciate.

Mrs. Ayre stated Mrs. Jones needs a flute and clarinet that the group will try to obtain.

**PERSONNEL**

ENGLISH POSITION – Mr. Ator stated two candidates for the English position were interviewed and recommended the Board hire Jake Krum. He stated he feels Mr. Krum will be a good addition to the staff.

Mr. Ator recommended hiring Mr. Krum at step 5, lane 1 with authority to bump to lane 2 with administration approval.

Motion was made by Rusty Niemi, seconded by Joel Bertolino and carried unanimously to offer the English teaching position to Jake Krum at step 5, lane 1, with authority to bump to lane 2 with administrative approval. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

CLERK EVALUATION –Executive session at end of meeting.

**NEW BUSINESS**

CALL FOR ELECTION – Motion was made by Joel Bertolino, seconded by Tami Hoines and carried unanimously to approve the trustee resolution calling for an election (see attached) on May 5, 2015. (YES—DeVries, Niemi, Bertolino, Hoiness, Holdbrook. NO—none).

GYM FLOOR BIDS – Mr. Ator stated he hasn't gotten the bid back on sanding the new gym floor. He stated that doesn't have to be done this year but will in the near future.

The item was tabled until the April meeting.

LEVY AMOUNTS – Mr. Ator stated the latest figures from the Office of Public Instruction show the district will receive about \$77,000 more in next year's general fund budget. He stated we may want to not run a mill levy for the general fund and run Technology and Building Reserve levies for \$10,000 to \$20,000 each. He added expenditures from both those funds would free up money in the General Fund.

PARENTAL INVOLVEMENT POLICIES FIRST READING – Mr. Ator stated the final corrective action for the Title I audit is the passage of two policies, 3130 Students and 3600F1, Notification to Parents and Student of Rights Concerning a Student's School Records.

Motion was made by Joel Bertolino, seconded by Tami Hoines and carried unanimously to approve Policy 3130, Students, on first reading (see attached). (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to approve Policy 3600F1, Notification to Parents and Students of Rights Concerning a Student's School Records, on first reading (see attached). (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

PART-TIME ATTENDANCE – Ms. DeVries called for an executive session at 6:30 p.m. stating the next item of business to come before the Board involves an individual and it is her determination that the individual's right to privacy supersedes the public's right to know. She returned the meeting to regular session at 6:39 p.m.

Mr. Ator stated there will be no motion on this item as it falls within the existing policy.

SENIOR TRIP – Rick Hibbs, Claire Schoening, and Rylee Perkins outlined their plans for a senior trip to Seattle, Washington, on April 8-12, 2015.

Ms. Hoines asked if the students had raised enough money for the trip.

Rick Hibbs stated they did plus money for graduation.

Claire Schoening stated they are hoping Mr. Nelson will chaperone the trip, along with Mr. Hibbs. She added Ms. Reinhart is their backup for Mr. Nelson.

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to allow the Class of 2015 access to their funds for their senior trip. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

### **OLD BUSINESS**

NEGOTIATIONS – Mr. Ator stated there is nothing to report with negotiations.

2015-2016 CALENDAR – Mr. Ator stated the speaker he had lined up for the PIR day backed out the night before so the staff worked collectively to look at potential problems and solutions for a four-day week. He stated the group looked at what the Friday morning program would look like and added each teacher would work six Fridays so would also get some additional prep time.

Mr. Ator stated K-6 students would be grouped together and 7-12 students would work more independently.

Mr. Bertolino asked what would be done with students who are there because of grades or discipline.

Mr. Ator stated those students would be isolated and not participate in Friday program activities. Mr. Ator stated the Boys and Girls Club may be starting its program at 12:30 on Friday.

Ms. DeVries stated there is concern about funding for the Boys and Girls Club program.

Mr. Ator stated the group looked at scheduling games and events on Friday and the fact that with some, such as FFA and BPA, we have no control over the schedule.

Mr. Ator stated the calendar for a four-day week would begin with PIR days on August 20 and the students beginning on August 24 and end on June 3, 2016. He stated this is 151 full days and 2 half days with the same number of hours as the five day week schedule.

Mr. Ator stated the proposed schedule for a four-day week, as for the five-day week, guards the core subject times. He stated there would be a change in electives at the junior high level.

Mr. Ator stated he has experience with a four-day week and a five-day week and sees this as an opportunity to do something different.

### **RECESS**

Ms. DeVries called for a recess at 7:18 p.m. and returned the meeting to order at 7:25 p.m. She opened the meeting for comment on the four-day week.

Deborah Hill stated she is concerned about teachers being able to keep young students engaged in the afternoon.

Mr. Ator stated the schedule puts electives in the afternoon to address that concern and gives the children time to adjust to the slightly longer day.

Crystal Wright stated she does have concern about the children who don't have a lot of support at home.

George Nelson stated the teachers discussed the issue and know they will each be responsible for Friday programs six times during the year. He added at the beginning of the school year there

was a discussion on retaining students and he came from the PIR day feeling really good about the prospect of a four-day week.

Rees Newton stated the teachers discussed the idea of being able to offer some really good programs on Friday.

Ms. DeVries asked if it gets to the point it has in Gardiner where only two children are attending, when what is done.

Jacking Ronning stated then we reevaluate but Gardiner is a much different socio-economic setting.

Sanford Langager stated his main concern was the younger students but the people from Gardiner answered all his questions and concerns. He stated if the decision is made to make this change, Mr. Ator and some of the teachers have experience in a four-day week setting.

Hunter Bell stated the Board has a unique opportunity to set forth some leadership that the town really needs.

Clark Begger stated the idea of something new is the direction everyone wants Roberts to go in and no one has brought forward any other ideas.

Mr. Ator stated he knows Board members have concerns and he wants to give everyone a chance to have their say but he would like some direction of what the Board is thinking.

Mr. Niemi stated he wants to provide as much structure for children as we can and three days off is a loss of a lot of structure. He stated we need to show the community we can do this right if we do it and he is just not comfortable with it at this time.

Mr. Bertolino stated he doesn't really like change but after the meeting with Gardiner there was a sense of reinvigoration and he sees the potential. He added he would like to hold off making a decision a bit longer so he can develop a level of comfort with his decision.

Ms. Hoines stated she is feeling the same as the Board needs to take everyone into consideration. She added right now she still prefers the 5-day week.

Ms. DeVries stated she was not in favor of the 4-day week at first but after hearing all the conversations, is leaning toward favoring it. She stated the Community Foundation is having a public meeting on March 19 and perhaps it can be brought up there and then have another special meeting on March 24 so everyone has an opportunity to participate. She tabled the item until 6:30 p.m. on March 24, 2015.

## **RECESS**

Ms. DeVries called for a short recess at 8:13 p.m. and returned the meeting to regular session at 8:15 p.m.

## **SUPERINTENDENT REPORT**

ACTIVITIES – Mr. Ator gave the following report on activities:

BPA – Five students qualified to attend the national BPA conference, three competitively and two on Torch awards.

HIGH SCHOOL TRACK – Six boys and one girl are out for high school track.

JUNIOR HIGH BOYS BASKETBALL – Season is in progress

FFA – Seven members will be attending the state competition later this month

ACADEMIC – Mr. Ator stated students finished taking the NAEP test and are preparing for the Smarter Balance tests.

Mr. Ator stated at the MASS meetings, legislative issues are still the main topic. He added the Pre-K program is probably not going to be funded.

BUILDING – Mr. Ator stated the summer walk-through will be done soon.

Mr. Bertolino asked Mr. Braten how things are in shop and if there is enough heat. Mr. Braten stated the heat is fine but the outside of the building will need to be repainted soon.

SUPT. SCHEDULE – Mr. Ator stated he attended State BPA today, will be in Helena on Monday and Tuesday for the state MASS meetings and Day of Advocacy, regional MASS meeting on March 25, and MTSBA budget meeting on March 30, 2015.

**EXECUTIVE SESSION**

Ms. DeVries stated the next item to come before the Board is the evaluation of the Business Manager/Clerk and called for an executive session at 8:35 p.m. stating it is her determination that the privacy rights of the individual supersede the merits of public disclosure. The meeting was returned to regular session at 8:50 p.m.

**ADJOURNMENT**

Ms. DeVries adjourned the meeting at 8:50 p.m.

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Board Chair

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District Clerk

## **TRUSTEE RESOLUTION CALLING FOR AN ELECTION**

BE IT RESOLVED, the Board of Trustees for Roberts School District No. 5, Carbon County, State of Montana, will hold the Annual Regular School Election on Tuesday, the 5th day of May, 2015, which date is not less than forty (40) days after the passage of this resolution.

The polls will be open from 12:00 noon until 8:00 p.m.

The purpose of the election is to elect two (2) trustees for three-year terms and one (1) trustee for a two-year term. Approval of additional levies to operate and maintain the Roberts School(s) for the 2015-2016 school year will also be requested. If it is later determined that any portion of the election is not required, the Board of Trustees authorizes JaLayne Obert, election administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

Three electors of this district who are qualified to vote at such election are hereby appointed to act as judges at the election at each voting place as follows:

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>VotingPlace</u></b>
Barbara Stark	PO Box 2075 Roberts MT 59070	Roberts Fire Hall
Sally DeSarro	25 DeSarro Road Roberts MT 59070	Roberts Fire Hall
Jane Zumbrun	8769 Hwy 212 Roberts MT 59070	Roberts Fire Hall

BE IT FURTHER RESOLVED, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election, and request him/her to close registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges.

No further proceedings were conducted relating to the election.

DATED this 10th day of March, 2015.

20-20-201 and 13-19-202, MC

Students of Legal Age

Every student eighteen (18) years of age or older will be deemed to be an adult and will have legal capacity to act as such. Such students, like all other students, will comply with the rules established by the District, pursue the prescribed course of study, and submit to the authority of teachers and other staff members as required by policy and state law.

Admission to School

The residence of an adult student who is not residing with a parent or guardian will be considered the residence for school purposes.

Field Trips/Athletic Programs

Approved forms for participation will be required of all students. The form should indicate that the signature is that of the parent or the adult student. Sponsors or coaches will be required to confirm the ages of those students signing their own forms.

Absence/Lateness/Truancy

Absence notes, normally signed by parents or guardians, may be signed by adult students. Excessive absences will result in consequences according to policy 3122P and will be reported on the report card.

Suspension/Expulsion

All suspension and/or expulsion proceedings will conform to the requirements of state statutes. Notification of all such proceedings will be sent to parents or guardians. Adult students, however, are permitted to represent themselves if they so choose.

Withdrawal From School

Adult students may withdraw from school under their own cognizance. Counselors will guide and counsel potential dropouts and encourage their continued attendance. Parents will be notified of impending dropouts by the school.

Permission to Inspect Student Records

A student that attains the age of legal majority is an “eligible student” under FERPA. An eligible student has the right to access and inspect their student records. An eligible student may not prevent their parents from accessing and inspecting their student records

if they are a dependent of their parents in accordance with Internal Revenue Service regulations.

### Report Cards

Progress reports will be sent to the parent or legal guardian.

### Excuses From School

The school will verify requests from students who wish to leave school early for reasons such as job interviews, college visits, driver testing, etc., with the organization being visited. Permission to leave school early may be denied for what is considered a non-valid reason.

### Financial Responsibility

Adult students can be held financially responsible for damage to school property.

### Policy History:

Adopted on:

Reviewed on:

Revised on:

\_\_\_\_\_ **School District**

**STUDENTS**

3600F1

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Student Records

Notification to Parents and Students of Rights Concerning a Student's School Records

*This notification may be distributed by any means likely to reach the parent(s)/guardian(s).*

The District will maintain two (2) sets of school records for each student: a permanent record and a cumulative record. The permanent record will include:

- Basic identifying information
- Academic work completed (transcripts)
- Level of achievement (grades, standardized achievement tests)
- Immunization records (per § 20-5-506, MCA)
- Attendance record
- Statewide student identifier assigned by the Office of Public Instruction
- Record of any disciplinary action taken against the student, which is educationally related

The cumulative record may include:

- Intelligence and aptitude scores
- Psychological reports
- Participation in extracurricular activities
- Honors and awards
- Teacher anecdotal records
- Verified reports or information from non-educational persons
- Verified information of clear relevance to the student's education
- Information pertaining to release of this record
- Disciplinary information

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over eighteen (18) years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. **The right to inspect and copy the student's education records, within a reasonable time from the day the District receives a request for access.**

"Eligible" students, who are eighteen (18) years of age or older, have the right to inspect and copy their permanent record. Parents/guardians or "eligible" students should submit to the school principal (or appropriate school official) a written

request identifying the record(s) they wish to inspect. The principal will make, within forty-five (45) days, arrangements for access and notify the parent(s)/guardian(s) or eligible student of the time and place the records may be inspected. The District charges a nominal fee for copying, but no one will be denied their right to copies of their records for inability to pay this cost.

The rights contained in this section are denied to any person against whom an order of protection has been entered concerning a student.

2. **The right to request amendment of the student's education records which the parent(s)/guardian(s) or eligible student believes are inaccurate, misleading, irrelevant, or improper.**

Parents/guardians or eligible students may ask the District to amend a record they believe is inaccurate, misleading, irrelevant, or improper. They should write the school principal or records custodian, clearly identifying the part of the record they want changed, and specify the reason.

If the District decides not to amend the record as requested by the parent(s)/guardian(s) or eligible student, the District will notify the parent(s)/guardian(s) or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent(s)/guardian(s) or eligible student when notified of the right to a hearing.

3. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA or state law authorizes disclosure without consent.**

Disclosure is permitted without consent to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the District has contracted to perform a special task (such as contractors, attorneys, auditors, consultants, or therapists); volunteers; other outside parties to whom an educational agency or institution has outsourced institutional services or functions that it would otherwise use employees to perform; or a parent(s)/guardian(s) or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest, if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records, without consent, to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by state or federal law. Before information is released to individuals described in this paragraph, the parent(s)/guardian(s) will receive written notice of the nature and substance of the information and an opportunity to inspect, copy, and challenge such records. The right to challenge school student records does not apply to: (1) academic grades of their child, and (2) references to expulsions or out-of-school suspensions, if the challenge is made at the time the student's school student records are forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting, or planning, provided that no student or parent(s)/guardian(s) can be identified; any person named in a court order; and appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

4. **The right to a copy of any school student record proposed to be destroyed or deleted.**
5. **The right to prohibit the release of directory information concerning the parent's/ guardian's child.**

Throughout the school year, the District may release directory information regarding students, limited to:

Student's name  
Address  
Telephone listing  
Electronic mail address  
Photograph (including electronic version)  
Date and place of birth  
Major field of study  
Dates of attendance

Grade level  
Enrollment status (e.g., undergraduate or graduate; full-time or part-time)  
Participation in officially recognized activities and sports  
Weight and height of members of athletic teams  
Degrees  
Honors and awards received  
Most recent educational agency or institution attended

*Any parent(s)/guardian(s) or eligible student may prohibit the release of all of the above information by delivering written objection to the building principal within ten (10) days of the date of this notice. No directory information will be released within this time period, unless the parent(s)/guardian(s) or eligible student are specifically informed otherwise. When a student transfers, leaves the District, or graduates, the school must continue to honor a decision to opt-out, unless the parent or student rescinds the decision.*

A parent or student 18 years of age or an emancipated student, may not opt out of directory information to prevent the district from disclosing or requiring a student to disclose their name [identifier, institutional email address in a class in which the student is enrolled] or from requiring a student to disclose a student ID card or badge that exhibits information that has been properly designated directory information by the district in this policy.

6. **The right to request that information not be released to military recruiters and/or institutions of higher education.**

Pursuant to federal law, the District is required to release the names, addresses, and telephone numbers of all high school students to military recruiters and institutions of higher education upon request.

Parent(s)/guardian(s) or eligible students may request that the District not release this information, and the District will comply with the request.

7. **The right to file a complaint with the U.S. Department of Education, concerning alleged failures by the District to comply with the requirements of FERPA.**

The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605  
**MINUTES OF THE SPECIAL MEETING**