

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
AUGUST 14, 2018**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Sarah DeVries at 6:02 p.m. on August 14, 2018, in the library at the Roberts School.

ATTENDANCE

Sarah DeVries, Chair
Joel Bertolino, Vice Chair
Tyler Allen (via telephone)
Mariah Holdbrook

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

ABSENT: James Binando

GUESTS: Mary Allen, Jackie Ronning

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the minutes of the regular meeting June 12 and special meeting June 28, 2018 as presented. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

CLAIMS, SEQUENCE, AND VOIDED CHECKS

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the claims, sequence, and voided checks for June, July and August 2018, check numbers 44249 to 44371. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

PUBLIC COMMENT – Mary Allen stated RPPA would like to once again purchase tickets for the elementary classes at the Alberta Bair and asked for class counts for those grades after school starts. She added the costume closet is finished and available to staff.

BOARD RESIGNATION

Mr. Ator stated he received notice from James Binando of his resignation from the Board of Trustees.

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to accept the resignation of James Binando from the Board of Trustees. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

Mr. Ator extended thanks to Mr. Binando for his two years of service.

Ms. DeVries stated the Board will need to appoint someone to fill Mr. Binando's spot on the Board until the next election.

NEW HIRES

CUSTODIAN – Mr. Ator stated Mary Hyvonen has been working as a custodian on a temporary basis and he would like to hire her permanently for 32 hours per week at \$11.50 per hour.

Motion was made by Marian Holdbrook, seconded by Joel Bertolino and carried unanimously to hire Mary Hyvonen as custodian on a permanent basis for 32 hours per week at \$11.50 per hour. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

Mr. Ator stated Erin Koch is interested in working some custodial hours along with her paraprofessional position after the first of November but no one else has interviewed for the position.

PARAPROFESSIONAL – Mr. Ator stated he and Mrs. Holdbrook interviewed some applicants for the paraprofessional position but with our enrollment right now, he doesn't feel hiring another one is needed.

BUS ROUTE DRIVER – Mr. Ator stated Rod Melton is currently doing the afternoon portion of Route 1 and Bill Harvison may take the morning route for the time being. He stated those hours will be paid at \$15.00 per hour.

Mr. Ator stated Jon Milligan is willing to run the football bus to Red Lodge at the rate of \$45 per day.

Motion was made by Mariah Holdbrook, seconded by Tyler Allen and carried unanimously to hire Rod Melton for the afternoon portion of Route 1 and Bill Harvison (if he is interested) for the morning portion at \$15.00 per hour and Jon Milligan for the football bus to Red Lodge at \$45 per day. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

ASST. FOOTBALL COACH – Mr. Ator stated our students play football in Red Lodge and Red Lodge has asked that we provide an assistant high school football coach. He recommended the Board hire James Sigl for the position.

Motion was made by Mariah Holdbrook, seconded by Joel Bertolino and carried unanimously to hire James Sigl as assistant high school football coach in Red Lodge at our stipend salary of \$1675.00. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

NEW BUSINESS

RATIFY SUPERINTENDENT CONTRACT 2019-2020 – Mr. Ator stated he is requesting contract ratification for the 2019-2020 school year with a 2.5% increase in salary and one additional personal leave day.

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to ratify the superintendent's contract for the 2019-2020 year with a 2.5% salary increase and one additional leave day. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

BUS ROUTES APPROVAL - Mr. Ator stated the bus routes haven't really changed from last year and asked for approval of Routes 1, 2, and 3 as presented.

Motion was made by Tyler Allen, seconded by Joel Bertolino and carried unanimously to approve Bus Routes 1, 2, and 3 as presented. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

OUT OF DISTRICT ATTENDANCE – Mr. Ator requested approval of the following out-of-district students:

Arianna Medina, Robin Baird, Park Harvison, Baylor Harvison, Madilyn Harvison, Lillian Hyvonen, Brighid Doll, Gavyn Bickle, Gus Spencer, Riley Gebhardt, Arianna McGill, Alexis Bergman, Garrett Spencer

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the out-of-district students as recommended by the superintendent. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

STAFF HANDBOOK UPDATES – Mr. Ator stated names and dates are the basic changes in the Staff Handbook. Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the Staff Handbook for the 2018-2019 school year as presented by the superintendent. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

STUDENT HANDBOOK UPDATES – Mr. Ator stated last year the board discussed changing requirements for the valedictorian and salutatorian. He stated he spoke with some other administrators and after hearing some of the messy situations that have occurred in other districts when they changed requirements, feels it would be better to keep our requirements as they are.

Mr. Ator added as in the Staff Handbook, changes in the Student Handbook are mainly names and dates.

Motion was made by Mariah Handbook, seconded by Joel Bertolino and carried unanimously to approve the 2018-2019 Student Handbook as presented. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

2017-2018 TRUSTEES FINANCIAL SUMMARY – Mrs. Obert reported the Trustees Financial Summary, an overview of the financing of the district, is completed and ready to be submitted to the Office of Public Instruction. She asked for approval of the report.

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the 2017-2018 Trustees Financial Summary as presented. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

2018-2019 BUDGET REPORT – Mrs. Obert asked for approval of the 2018-2019 Budget Report which sets the budget amounts for budgeted funds for the next year in the following amounts:

General Fund	\$1,212,191.94
Transportation Fund	\$ 106,252.50
Bus Depreciation Fund	\$ 172,026.99
Tuition Fund	\$ 22,573.52
Retirement Fund	\$ 184,080.04
Technology	\$ 43,421.41
Flexibility Fund	\$ 4,088.24
Building Reserve	\$ 108,378.99
Debt Service Fund	\$ 98,850.00

Motion was made by Joel Bertolino, seconded by Mariah Holdbrook and carried unanimously to approve the 2018-2019 Budget Report as presented. (YES—DeVries, Bertolino, Allen, Holdbrook. NO—none).

SUPERINTENDENT REPORT

PIR DAY – Mr. Ator reported eight staff members went to Fromberg for training with the educational consultant for the literacy grant on Tuesday, everyone will attend the training on Wednesday in Fromberg and then Thursday will be spent here with him and Morgan providing dinner.

MCLP UPDATE – Mr. Ator reported over 80% of our staff attended some type of professional development this summer.

FILLING VACANT BOARD SEAT – Mr. Ator suggested if trustees know someone interested in filling the vacant trustee seat that they invite them to the September meeting.

LITERACY COACH – Jackie Ronning, Literacy Coach, spoke to the Board about her duties as Literacy Coach. She reported she attended trainings this summer, was given some tasks by our grant coordinator, and completed them successfully.
Mrs. Ronning stated one of her main goals is to develop a literacy plan that is sustainable.

BUILDING WALK – Mr. Ator conducted a tour of the building to show the custodial and maintenance projects completed this summer.

ADJOURNMENT

Ms. DeVries called for adjournment at 7:04 p.m.

Board Chair

District Clerk