

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
ROBERTS SCHOOL DISTRICT NO. 5  
JUNE 12, 2012**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Chair Frank Ropp at 6:00 p.m. on June 12, 2012, in the library at the Roberts School.

**ATTENDANCE**

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

Elliott Crump, Superintendent  
JaLayne Obert, District Clerk

GUESTS: Chris DeVries, Ron Prinkki, Deborah Hill, Crystal Wright, Tisa Wright, Breanna Funke, Sonja Funke

**MAINTENANCE WALK THROUGH**

The Board conducted the annual maintenance walk through.

**PLEDGE OF ALLEGIANCE**

The meeting began with the Pledge of Allegiance.

**MINUTES**

Motion was made by Sarah DeVries, seconded by Joel Bertolino and carried unanimously to approve the minutes of the regular meeting May 15, reorganization meeting May 15, and special meeting May 1, 2012 as presented. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**CLAIMS, SEQUENCE, AND VOIDED CHECKS**

Motion was made by Joel Bertolino, seconded by Sarah DeVries and carried unanimously to approve the claims, sequence, and voided checks as presented for June, 2012. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**BOOSTER CLUB**

Deborah Hill and Tisa Wright, representing the Roberts Booster Club, stated the club met last month and, as requested by the Board, discussed taking over concessions next year. She stated the club doesn't have the manpower to take over the job at this time but does have some suggestions for how they should be done. She stated it is the club's suggestion that concessions be moved to the room currently used by the speech and occupational therapists to work with students. She stated those people could be moved to what is now the copy/mail room and that area moved upstairs to the teachers' lounge.

Mrs. Hill stated the second suggestion is that a stipend be offered for the position of concessions manager and perhaps also a percentage of the proceeds as incentive to do a great job. She stated the set up and tear down for concessions in the kitchen is very labor intensive.

Mrs. DeVries asked if moving concessions to the smaller room would eliminate offering hot food. Tisa Wright stated it would and concessions would go back to the basics.

Mr. Ropp asked if grease and the mess would be a concern. Chris DeVries stated that would depend on if the cafeteria was still used for seating.

Mr. Ropp stated perhaps concessions could be moved to the BPA closet. He stated another consideration is which students would be assisting and is doing concessions opened up to all student groups. He stated we're going to have to address this pretty soon as fall sports start in August.

## **STUDENT ATTENDANCE ISSUE**

Mr. Ropp stated the next item to come before the Board involves an individual and it is his determination that the privacy rights of the individual supersede the public's right to know and closed the meeting at 7:47 p.m. The meeting was returned to regular session at 7:52 p.m.

Motion was made by Rusty Niemi, seconded by Tami Hoines and carried unanimously to reinstate credit for student BF for the 7<sup>th</sup> and 8<sup>th</sup> period classes of the second semester of the 2011-2012 year that had been taken away because of excessive absences. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

## **PERSONNEL**

**RESIGNATION** – Mr. Crump stated Annette Hart submitted a letter of resignation from her special education teaching position and recommended the Board accept the resignation and begin advertising for the position.

Motion was made by Sarah DeVries, seconded by Rusty Niemi and carried unanimously to accept the letter of resignation from Annette Hart as special education teacher. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**CLASSIFIED STAFF RECOMMENDATIONS** – Mr. Crump stated most of the classified staff are covered by a two-year contract but we do need to offer contracts to Chris DeVries and Richard Sederberg. He stated he will make a recommendation for Anita Ankerholz after she has completed her probationary period.

Motion was made by Joel Bertolino, seconded by Sarah DeVries and carried unanimously to offer contracts to Chris DeVries (custodian) and Richard Sederberg (bus driver) for the 2012-2013 school year (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

## **NEW BUSINESS**

**ACE MEMBERSHIP** –Mr. Crump stated the dues for membership in the Alliance for Curriculum Enhancement are increasing from \$2500 per year to \$3000 per year. He stated although he is concerned about that large an increase, we couldn't do the work they perform for us on curriculum for any less and they also offer training for teachers.

Motion was made by Rusty Niemi, seconded by Joel Bertolino and carried unanimously to approve continuation of the district's membership in the Alliance for Curriculum Enhancement and pay the dues of \$3000. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**NWEA MAPS TESTING** – Mr. Crump stated the MAPS test is a standardized test that measures students ability levels in different areas. He stated we use the test in grades 3 to 6 in reading and math for information to send to the state.

Mr. Crump stated the Core Curriculum has passed and it will have a new testing procedure but we need to continue the MAPS testing for now.

Motion was made by Joel Bertolino, seconded by Sarah DeVries and carried unanimously to approve the fee for the NWEA MAPS testing for the 2012-2013 school year. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**MHSA DDUES** – Mr. Crump recommended the Board approve payment of the dues and catastrophic insurance with the Montana High School Association for high school sports.

Motion was made by Sarah DeVries, seconded by Tami Hoines and carried unanimously to approve payment for dues and catastrophic insurance to the Montana High School Association for the 2012-2013 school year. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**ACADEMIC ACHIEVEMENT AWARD** – Mr. Crump stated the Office of Public Instruction has awarded the district a total of \$15,302 in Academic Achievement Awards for having always made Annual Yearly Progress (AYP).

Mrs. DeVries asked how the money can be spent. Mr. Crump stated the only criteria is it be spent for the betterment of the school.

**SUPERINTENDENT SALARY** – Mr. Ropp stated the Board needs to act on the superintendent's contract for next year. He added the superintendent is requesting the contract be renewed at his current rate of pay.

Mrs. Obert stated all other employees in the district received raises in one form or another and it doesn't seem fair to not increase the superintendent's.

Mr. Ropp stated this will be discussed at the next meeting.

MTSBA WORKSHOP REVIEW – Frank Ropp, Sarah DeVries, and Joel Bertolino reported on the MTSBA workshop they attended in Laurel.

NATIONAL MULTIPLE SCLEROSIS SOCIETY – Mr. Crump stated NMSS has requested the use of our parking lot on August 26, 2012, as a station for their fundraising bike ride and recommended the request be approved.

The Board indicated its approval of the request.

BUS CONCERNS – Mr. Crump stated Roly DeVries has a concern with using the activity bus for some trips, such as when there are a small number of students.

Mr. Crump stated it is his understanding the bus was bought to get the school's name out there, although there are situations where a small bus is better because of parking.

Mr. Ropp stated we put additional money in the bus installing dvd players and monitors to help with safety issues.

Mr. Bertolino stated this is probably a situation where good discretion should be used but we also need to talk with the other bus drivers to see how they feel.

Mr. Crump stated he would do that.

### **OLD BUSINESS**

ORGANIZATIONAL CHART – Mr. Crump stated a proposed organizational chart was included in the packet for review by the Board.

Mr. Ropp stated he sees some grey areas with the position of the business manager/clerk and would like to dig more into this issue.

Mr. Bertolino asked Mr. Crump to speak to Jerry Scott about this issue.

The organizational chart was tabled until next month.

### **RECESS**

Mr. Ropp called for a break at 9:20 p.m. and returned the meeting to order at 9:26 p.m.

END OF YEAR PRIORITY LIST – Mr. Crump distributed the latest copy of the priority list of items to purchase with year-end money and recommended the Board approve the items listed as a #1 priority, totaling \$63,994.49.

Motion was made by Sarah DeVries, seconded by Joel Bertolino and carried unanimously to approve purchasing the following items listed as a #1 priority with year-end money:

Classroom supplies	\$ 9,933.21
Computer Programs/Software	\$18,688.77
Copier	\$ 7,995.00
Custodial	\$14,924.40
Desks & Chairs	\$ 4,225.00
Office Supplies	\$ 5,000.00
Postage	\$ 2,000.00
Trane	\$ 1,228.21

(YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

Mr. Crump stated he would have recommendations for the remaining money at the next meeting.

SAFE ROUTES TO SCHOOL – Mr. Bertolino stated he met with representatives from Great Western Engineering and talked about the scope of the project and some of the questions about ways to improve safety. He stated they also discussed drainage systems and sidewalks. He stated they felt they had enough information to start on the basic design of the program.

Mr. Crump stated drainage is an important aspect of the project because safety is priority but we also don't want to cause more drainage problems. He added the total of the project will be \$25,000 instead of \$30,000.

TEACHER NEGOTIATIONS – Mr. Ropp stated he met with George Nelson, negotiator for the teachers, on next year's contract. He stated they agreed on the granting of steps and lanes, increase in health insurance premium to \$426.88 per month, and to leave the discretionary days as they are.

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to approve the 2012-2013 teacher contract with the granting of steps and lanes, increase in single coverage health insurance, and no change to discretionary days. (YES: Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**SUPERINTENDENT REPORT**

SUPERINTENDENT SCHEDULE – Mr. Crump stated he has been busy with the co-op, working on negotiations with staff and hiring a new director.

Mr. Crump stated we received 27 applications for the elementary teaching position. He added he would like to interview next week and asked two board members to be on the interview team. It was decided Sarah DeVries and Rusty Niemi would serve on the interview team.

ONLINE/DUAL CREDIT CLASSES – Mr. Crump stated the Board asked for more criteria for students taking online and dual credit classes and the revision of the policy was included in the Board package. (See attached.) He stated the policy addresses the process for freshmen and sophomores to take the classes. He added it will be added to next month's agenda as a policy revision.

PROGRAM UPDATE – Mr. Crump stated Mrs. Hart's resignation caused some changes in the course schedule for next year and it has been updated. He added with the low number of second grade students, it won't be necessary for Mr. Nelson to teach math in that class so he can teach his own social studies class.

NEXT MEETING – It was decided the next meeting would be held on June 26, 2012, at 6:00 p.m.

**ADJOURNMENT**

Mr. Ropp adjourned the meeting at 10:27 p.m.

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Board Chair

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District Clerk

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF TRUSTEES  
ROBERTS SCHOOL DISTRICT NO. 5  
JUNE 26, 2012**

The special meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Chair Frank Ropp at 6:00 p.m. on June 26, 2012, in the library at the Roberts School.

**ATTENDANCE**

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

Elliott Crump, Superintendent  
JaLayne Obert, Business Manager/Clerk

Guests: Chris DeVries

**PLEDGE OF ALLEGIANCE**

The meeting began with the recitation of the Pledge of Allegiance.

**ELEMENTARY TEACHING POSITION**

Mr. Crump stated it was a long process as we had four very good candidates for the elementary teaching position. He stated after much discussion it is the committee's recommendation that the district hire Kathryn O'Hara for the elementary teaching position.

Motion was made by Sarah DeVries, seconded by Joel Bertolino and carried unanimously to offer the elementary teaching position to Kathryn O'Hara with the salary of \$24,900. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**MAINTENANCE POSITION**

Mr. Crump recommended posting an on-call maintenance position with a boiler license.

Mr. Niemi asked what happens with snow removal in the winter.

Mr. Crump stated the custodial staff is responsible for clearing the walkways and right now, we don't have anyone for more than that.

Mr. Niemi stated we may want to get someone in mind if we get a great deal of snow.

**SCIENCE CURRICULUM**

Mr. Crump presented the science schedule with rotating classes that combines grades to decrease the number of classes for which a teacher has to prep. He stated to do this, he started looking at our textbooks and would like to modernize how we're teaching science at the junior high level. He stated the series he is looking at features soft covered books that the students use and keep and the district receives replacement each year for seven years. He added he wouldn't recommend this type book at the high school level but feels it will be great at the junior high level for Earth Science and Life Science and fits in well with the Promethean Board.

Mrs. DeVries stated since Mr. Neibauer is teaching science at the junior high level this year, perhaps he should teach the second rotation next year.

Mr. Crump stated we'll see how the year goes. He added Mrs. Nardinger will be teaching biology, environmental science, and chemistry this year with the rotation.

Motion was made by Joel Bertolino, seconded by Tami Hoines and carried unanimously to approve the science rotation and junior high curriculum as recommended by the superintendent. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**END OF YEAR PRIORITY LIST**

Mr. Crump stated there is \$30,990.33 remaining in the general fund and recommended spending it as follows:

Rekey the building	\$ 5,907.50
Science curriculum	\$10,543.73
Color copier (students) and service contract	\$ 7,956.00
Steamin' Demon Carpet cleaner	\$ 5,022.83
Two (2) computers (touch screen)	\$ 1,475.00
<b>TOTAL</b>	<b>\$30,905.06</b>

Mr. Ropp asked if there are other items Board members would like to consider.

Mr. Niemi stated he would like something done with the steam vent coming of the boiler room door.

Mr. Ropp stated we need to look at fixing some of the glass blocks by the old gym and also figure out how they're getting broken. He stated the sidewalk out of the science room needs repaired, the timers for the outside lights need to be repaired and reset, and mats placed at the outside elementary entrance.

Motion was made by Rusty Niemi, seconded by Joel Bertolino and carried unanimously to approve the superintendent's recommendations for use of general fund year-end funds totaling \$30,905.06. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**SUPERINTENDENT CONTRACT**

Mr. Ropp stated the classified staff was given a \$.25 per hour bonus for the 2012-2013 year in their last contract and the raise for the teachers is about a 2.5% increase. He stated we need to decide on the superintendent's contract for next year.

**RECESS**

Mr. Ropp called for a short recess at 7:10 p.m. He returned the meeting to regular session at 7:25 p.m.

**SUPERINTENDENT CONTRACT (continued)**

Mr. Ropp stated there are several different ways we could look at granting an increase in the superintendent's contract and the amounts range from \$520 to \$1750.

Motion was made by Tami Hoines, seconded by Sarah DeVries and carried unanimously to increase the superintendent's contract from \$70,000 to \$70,700 for the 2012-2013 school year. (YES—Ropp, Bertolino, DeVries, Hoines, Niemi. NO—none).

**ADJOURNMENT**

Mr. Ropp adjourned the meeting at 7:40 p.m.

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Board Chair

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District Clerk