

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
MARCH 18, 2020**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Sarah DeVries at 6:09 p.m. on March 18, 2020 in the gymnasium at the Roberts School.

ATTENDANCE

Sarah DeVries, Chair
Joel Bertolino, Vice Chair
Tyler Allen
Michelle Swansborough

Absent: Mariah Holdbrook

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

GUESTS: Sanford Langager (in person), Sarah Shoopman, Lindsay Thompson, Jessica Parpart, Nancy Langager, Shannyn Wilson, Kristen Garcia, Jackie Ronning, Caitlin Hall, Kelley Guasp, Anna Prinkki (videoconferencing).

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to approve the minutes of the February 19, 2020 meeting as presented. (YES –DeVries, Bertolino, Allen, Swansborough. NO—none)

CLAIMS, SEQUENCE, AND VOIDED CHECKS

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to approve warrants 45930 through 45990 as presented. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

PUBLIC COMMENT

Sanford Langager asked the board to listen to a commentary from Paul Harvey in 1965 regarding the result of inciting fear in people and compared it to the situation with COVID-19. He stated the blood drive scheduled for Monday at the school is essential and we need to find a way to still have it, even though the school has been closed.

Mr. Ator stated he checked with all the legal sources and hasn't gotten any feedback that says that is a good idea.

Sarah DeVries stated we probably shouldn't do it at the school at this time.

Michelle Swansborough stated since we aren't in the middle of an outbreak in Carbon County, she doesn't feel it would be a risk if the social distancing policy is enforced and people are screened at the door.

Nancy Langager stated she would be willing to screen people and Vitalant will also screen.

Tyler Allen stated we shouldn't be holding the blood drive at the school unless we can good confirmation from legal sources that it is okay.

Mr. Ator stated that isn't going to happen

Joel Bertolino stated as a trustee he has to think about what is best for the district but on the other side there is a public need for blood.

Mr. Ator stated he will make a few more phone calls but hopes another site can be found for the blood drive.

STAFFING

RESIGNATION – Mr. Ator reported he received a letter of resignation from Brianne Payne and recommended it be accepted.

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to accept the letter of resignation from Brianne Payne. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

The board expressed appreciation for the wonderful addition Ms. Payne has been to the school for the last two years.

NEW BUSINESS

E-RATE BID APPROVAL – Mr. Ator recommended the proposal from Rural Broadband for increased Wi-Fi be approved as an E-Rate bid for a three-year contract for \$720 per month plus construction cost of \$2700.

Motion was made by Tyler Allen, seconded by Michelle Swansborough and carried unanimously to accept the bid from Rural Broadband for internet services as an E-Rate bid for a three-year contract at \$720 per month plus \$2700 in construction costs. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

CDW BID FOR EQUIPMENT COSTS – Mr. Ator recommended approval of the bid from CDW for equipment to improve our internet functionality in the amount of \$16,465.71, an E-Rate bid of which we pay 20%.

Motion was made by Michelle Swansborough, seconded by Joel Bertolino and carried unanimously to approve the bid from CDW for equipment to improve our internet functionality in the amount of \$16,465.71, an E-Rate bid of which we pay 20%. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

OLD BUSINESS

LEVY OPTIONS AND RESOLUTIONS – Mr. Ator recommended approval of the levy resolution as presented for permissive levies (see attached). He stated the resolutions calls for 0% increase in the Bus Depreciation Fund, \$1375 increase in the Transportation Fund, \$32 decrease in each of the elementary and high school Building Reserve Permissive Fund, \$20,000 increase to fund the Adult Education Fund, and \$0 increase in the Tuition Fund for the 2020-2021 school year.

Motion was made by Joel Bertolino, seconded by Tyler Allen and carried unanimously to approve the Resolution of Intent to Impose an Increase in Levies as presented. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

SUPERINTENDENT REPORT

LITERACY REPORT – Mr. Ator stated we are working on the application for the next literacy grant, for which the deadline has been extended to April 17.

He reported the teaching staff had a good professional development day with the education consultant with the staff from Fromberg. He stated it was on differentiation of instruction and note taking and our staff was very engaged.

Mr. Ator stated the testing season is coming up soon. He added the district received its report card from the state and our growth toward proficiency is good.

ACTIVITY UPDATE – Mr. Ator stated the high school girls' basketball team had the most successful season they've had in quite a few years and the boys' team survived the year, which is good. He added we have had a few junior high boys' games.

Mr. Ator added this district has great athletes and great people working with them.

NEXT MEETING DATES – Mr. Ator stated he no longer has to be out of town so the April meeting can be held on its regular date, April 14. He added the May meeting is scheduled for May 20.

COVID-19 PLANNING – Mr. Ator recommended the board approve a declaration of emergency regarding the closure of school because of COVID-19. He stated this limits our potential loss of funding for this week.

Motion was made by Tyler Allen, seconded by Joel Bertolino and carried unanimously that the board of trustees of Roberts School District declares an unforeseen emergency in accordance with Sections 20-9-801 through 20-9-806, MCA, due to the community and school health concerns related to COVID-19 and authorizes the administration to take necessary steps to execute this declaration and inform the public and government agencies of this declaration. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

Mr. Ator outlined the following steps the district is taking during this period:

1. Breakfast and lunch are being delivered to students upon request.
2. Staff met today as a group to do some big picture planning and formulated a plan to begin educational services on March 23
3. Both online and offline materials will be used with the busses and bus drivers transferring materials and meals
4. Families who have internet access but not enough devices for their students will be allowed to check out Chromebooks from the school.
5. Teachers will call students and check in. We want to create a sense of community for the students and let them know someone is thinking of them.
6. It is not known if the Governor will continue with school closures on March 30 but at this point we probably will continue with distance learning for students with internet access and plan for those who don't.
7. Mr. Ator recommended all activities be suspended until further notice.
8. Mr. Ator recommended that we continue paying staff who are working.
9. Mr. Ator recommended administrative discretion be used to allow staff to work from home as needed or if quarantined.

Michelle Swansborough stated the National Institute of Health is studying the virus and how long it can survive. She stated staples and paper clips shouldn't be used for student materials and nothing should be put in plastic because of the length of time the virus can survive on those products.

Mr. Ator stated teachers won't be introducing new materials during this period of time but will use it as a time of review so students aren't overwhelmed. He added we will use distance learning on a week to week basis.

Sarah DeVries added the caveat that all students need to have access to teachers when they need help.

Michelle Swansborough stated if this continues, teachers could teach new content with lecture videos. She stated the students have trust in their teachers so it would be best to video a lecture.

Mr. Ator asked about guidelines for letting staff work at home.

Sarah DeVries stated we need to follow the CDC guidelines and allow them to work at home if necessary but they have to be doing their job. She asked about the teachers who teach specials.

Mr. Ator stated the teachers teaching specials are working on delivery plans for those classes and they are still expected to put in their hours.

Jackie Ronning, Lindsay Thompson, and Caitlin Hall all thanked the board for allowing flexibility during this time.

Mr. Ator stated he really doesn't know what the Governor will do on March 30 but asked for a special board meeting on April 29 to decide how to proceed.

LEVY OPTIONS – Mr. Ator stated because of declining enrollment, our budget for next year will be reduced by about \$28,000 unless we pass a local mill levy to increase it. He stated the maximum amount we can ask for is approximately \$171,000, \$95,000 is what we need to break even, and \$125,000 would allow for some cost of living increases.

Motion was made by Michelle Swansborough, seconded by Tyler Allen and carried unanimously to run a mill levy for the General Fund in the amount of \$125,000 in the election scheduled for May 5, 2020. (YES—DeVries, Bertolino, Allen, Swansborough. NO—none).

ADJOURNMENT

Ms. DeVries called for adjournment at 8:16 p.m.

Board Chair

District Clerk

Resolution of Intent to Impose an Increase in Levies

As an essential part of its budgeting process, the Roberts School District #5 Board of Trustees is authorized by law to impose levies to support its budget. The Roberts School District #5 Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2020, using certified taxable valuations from the current school fiscal year as provided to the district:

Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact Home of \$100,000*	Estimated Impact Home of \$200,000*
Bus Depreciation	\$0.00 increase	0 increase	\$0.00 increase	\$0.00 increase
Transportation	\$1375 increase	(.97) mill decrease	(\$1.31) decrease	(\$2.62) decrease
Tuition	0	0	0	0
Building Reserve Elementary	(\$32) decrease	(.03) mill decrease	(\$.04) decrease	(\$.09) decrease
Building Reserve High School	(\$32) decrease	(.03) mill decrease	(\$.04) decrease	(\$.09) decrease
Adult Education	\$20,000 increase	10.08 mill increase	\$13.61 increase	\$27.22 increase
Total	\$21,311 increase	9.05 mill increase	\$12.22 increase	\$24.44 increase

*Impacts above are based on current certified taxable valuations from the current school fiscal year.

The addition of an Adult Education program for the 2020-2021 school year is the biggest change in permissive budgets. The slight increase in the Transportation Fund will be offset by reallocation of the fund budget which results in a decrease in the number of mills needed for the budget.

Regarding the increase in the building reserve levy referenced above, the following are school facility maintenance projects anticipated to be completed at this time:

1. Construction and Repairs of Existing Facilities
2. Electrical and Mechanical System Upgrades
3. Weatherization of Existing Facilities
4. General Grounds and Facilities Maintenance

(attachment 1

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
MARCH 25, 2020**

The special meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Sarah DeVries at 7:30 p.m. via videoconferencing.

ATTENDANCE

Sarah DeVries, Chair
Joel Bertolino, Vice Chair
Tyler Allen (logged in at 7:45 p.m.)
Mariah Holdbrook
Michelle Swansborough

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

GUESTS: Sarah Shoopman, Lindsay Thompson, Nancy Langager, Jackie Ronning, Caitlin Hall, Sam Langager, Sarah Wallila, Mary Hyvonen

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

DISTANCE LEARNING PLAN

Mr. Ator stated in order to receive state funding during the school closure due to COVID-19, the Governor is requiring school districts to submit distance learning plans. He stated a template for a model plan was put out by the state and ours is patterned from that.

Mr. Ator stated the Governor wants the plan to provide for offsite learning, meals for students, and outreach for meeting the needs of IDEA students. He stated the plan will sunset at the end of the Governor's proclamation for school closures.

Motion was made by Mariah Holdbrook, seconded by Joel Bertolino and carried unanimously to approve the distance learning plan to be submitted to the Governor's office outlining how education will continue during the school closure due to COVID-19. (YES—DeVries, Bertolino, Allen, Holdbrook, Swansborough. NO—none).

Mr. Ator stated when he received the template for the model plan, he found we were already doing 99% of what it contained. He commended the staff for all their hard work during this pandemic.

Mariah Holdbrook stated the staff is doing a great job and she knows it is more than some other schools in the area have been doing.

Mr. Ator stated this is an interesting time when people are doing jobs they didn't sign up for and he is very proud of this staff.

ADJOURNMENT

Ms. DeVries called for adjournment at 8:26 p.m.

Board Chair

District Clerk