

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
JUNE 15, 2022**

The regular meeting of the Board of Trustees of Roberts School District No. 5, Roberts, Montana was called to order by Chair Michelle Swansborough at 6:05 p.m. on June 15, 2022 in the library at the Roberts School.

ATTENDANCE

Michelle Swansborough, Chair
Brandon Crane, Vice Chair
Joel Bertolino
Sam Langager

Absent: Tyler Allen

Alex Ator, Superintendent

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to table approval of the May 18, 2022 meeting minutes until the special meeting to be held on June 27, 2022 at noon. (YES— Swansborough, Crane, Bertolino, Langager. NO—none).

WARRANTS

Motion was made by Sam Langager, seconded by Brandon Crane and carried unanimously to approve warrants 48190-48394 as written. (YES— Swansborough, Crane, Bertolino, Langager. NO—none).

PUBLIC COMMENT

Mr. Ator stated included in the packet is a note from Anna Prinkki expressing appreciation for the opportunity to teach at Roberts School.

Discussion was held on safety policies and procedures.

TEACHER REPORTS

Brian Frank gave the teacher report for the month.

Mr. Frank discussed his fourth grade classroom and student progress post pandemic. He spoke of his Careers and Art/Programming class with junior high students and the coding activities and music tracks they have been exposed to.

Mr. Frank also reported on the BPA program, with discussion held on nationals and the program.

STAFFING

CLASSIFIED CONTRACTS – Mr. Ator recommended approval of classified contracts as proposed.

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve classified contracts as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

ADMINISTRATIVE CONTRACTS – Mr. Ator stated after closing negotiations later in the meeting, he would recommend approval of administrative contracts but the item needs to be tabled until the negotiations are approved.

NEW BUSINESS

END OF YEAR ORDERS – Mr. Ator stated year-end orders will be finalized at the special meeting on June 27 but asked for approval for the property and liability insurance for \$33471, copier maintenance agreement for \$10000, and purchase of new cafeteria tables from the School Foods Fund.

Motion was made by Joel Bertolino, seconded by Brandon Crane, and carried unanimously to approve payment of the property and liability insurance, copier maintenance agreement, and purchase of new cafeteria tables as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

AUDIT REPORT – Mr. Ator stated we are still waiting on the audit report.

SUBSTANCE USE POLICY AND PROCEDURES – It was determined a committee made up of the superintendent, board chair, staff representative, student representative, and parent representative will meet to examine the Substance Use Policy and Procedures.

ACTIVITIES NEGOTIATIONS – Mr. Ator recommended negotiations with coaches and bus drivers be opened. It was determined Sam Langager and Brandon Crane would meet with staff representatives.

INDIVIDUAL TRANSPORTATION CONTRACT – Mr. Ator recommended approval of an individual transportation contract with Nicole Joyce.

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve an individual transportation contract with Nicole Joyce for the 2022-2023 school year. (YES – Swansborough, Crane, Bertolino, Langager. NO—none).

OLD BUSINESS

ADMINISTRATIVE NEGOTIATIONS – Joel Bertolino reported the administrative staff has agreed to a negotiated salary increase equivalent to the classified staff of a one-year contract with \$3.00 per hour increase in compensation.

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried to approve a one-year contract with the administrative staff and a \$3.00 per hour increase in compensation. (YES—Swansborough, Crane, Bertolino. NO—none. Abstained – Langager (conflict of interest)).

CLERK EVALUATION – Delayed until July meeting.
AFFILIATION RENEWAL – Mr. Ator recommended approval of the Service Agreement for School Nurse Services with Beartooth Billings Clinic.

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve the Service Agreement for School Nurse Services with Beartooth Billings Clinic. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

POLICY UPDATES AND REVIEW

Mr. Ator presented the required policies in the 1000 and 2000 policy series for review.

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve the review of required policies in the 1000 and 2000 series as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

Mr. Ator presented the first reading of the following policies for approval:

- 1113 Vacancies
- 1332 Authorization of Signatures
- 1401 Records Available to Public
- 1511 Code of Ethics for School Board Members
- 1512 Relationships Defined and Charts
- 1520 Board/Staff Communications
- 1531 Trustee Expenses
- 2050 Student Instruction
- 2150 Suicide Awareness and Prevention
- 2158 Family Engagement
- 2163 Traffic Education
- 2166 Gifted Program
- 2170 Digital Academy
- 2171 Significant Writing Program
- 2240 Summer School
- 2334 Release Time for Religious Interactions
- 2410 High School Graduation Requirements
- 3110 Entrance, Placement, and Transfer
- 3121 Enrollment and Attendance Records
- 7220 Financial Management
- 8100 Transportation

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve by consent motion the above listed policies. (YES—Swansborough, Crane Bertolino, Langager. NO—none).

SUPERINTENDENT REPORT

LITERACY REPORT -- Mr. Ator reported 16 staff members will be attending the MTSS Summer Conference in Bozeman later in the month.

MEETING DATES

Mr. Ator stated a special meeting will be held on June 27 to approve final expenditures and second reading of the policies approved on first reading tonight. Regular meetings are scheduled for July 19 and August 15, 2022.

SUPERINTENDENT SCHEDULE

Mr. Ator reviewed his schedule for the rest of June and July.

ADJOURNMENT

Michelle Swansborough called for adjournment at 7:55 p.m.

Board Chair

District Clerk