

**MINUTES**  
**July 17, 2006**

**CALL TO ORDER**

A regular meeting of the Board of Trustees, School District #14, Toole County, Montana, was held in the Board Room of the Administrative Offices at 1010 Oilfield Avenue. The meeting was called to order at 7:00 p.m. by Chairman Kevin Mitchell.

Members present were: Kevin Mitchell, Barb Mercer, Greg Matteson, Mark Grotbo, Joe Larsen and Joe Sisk. Member absent: Elda Nichols. The superintendent and clerk were present throughout the entire proceedings. Visitors present were Joe Rapkoch, Charlotte Hanson and Sara Aikins.

The **Pledge of Allegiance** was recited.

**APPROVAL OF MINUTES**

A motion was made to approve the minutes of the June 13, 2006 meeting as presented.  
Motion: Joe Larsen Second: Mark Grotbo - passed unanimously.

**PUBLIC COMMENT**

Comment on any public matter

Joe Rapkoch said "It's hot!" Kevin Mitchell commented that if anyone hears the rumor that the motel is for sale, it is true.

Community Positive Comment on District Operations

Joe Rapkoch said the work at the Elementary is fabulous; the doors are getting done, the drain field looks like it will work real well. He again added that there is real nice work going on at the school. Greg Matteson said he appreciated the opportunity to participate in the interviews of the PE/Health position. He added the committee interview is a good idea; he learned a lot from it and thinks it is a good process. Joe Rapkoch said Sara Aikins, Jeanenne Haugestuen and Barb Mercer helped with the elementary interviews and he agreed it is a good process. Mark Grotbo said the MTSBA workshop he attended was very positive, he received a lot of information and a lot to read. There were different viewpoints and it was very worthwhile to go. He thanked the school for allowing him to attend. Joe Larsen thanked Mr. Rogers for allowing him to go the MTSBA workshop in Bozeman and added it was time very well spent.

**REPORTS**

Shelby Elementary School - Mr. Rapkoch said progress is being made on the prior mentioned items such as the doors and drainage area. He said we should have the final cap on the staffing tonight. Summer school is going on now with Mrs. Aikins and Miss Donnell covering reading and math.

Superintendent's report - Mr. Rogers reported the county auction was held Saturday and almost everything sold. We should make about \$600 or \$700 on the auction. The County, City and Hospital also had items. The back room is cleaned out and organized. We are very fortunate to have John Hough in our district; he is very capable in our technology department. We are also very fortunate to have Jack Sterling on top of our E-rate project.

**INFORMATION ITEMS**

FY07 Budget - Mr. Rogers said the budget gets adopted on August 8<sup>th</sup>. If any trustees have questions on line items, please come and see him for explanations. The construction projects are underway.

The roofing man was around today, the door repairs are underway, and the concrete work is done. The doors chosen for repair/replacement were: the east end of the gym, the auditorium doors that are on the side toward the teacher's parking lot and the one off the stage, the doors at the elementary and the overhead doors at the Vo-Ed building. The dust collection system at the Vo-Ed is completed.

## **PERSONNEL ACTION ITEMS**

A motion was made to hire Tyson Byers as 7-12 Health Enhancement teacher and Head Football Coach; Keely Huso for 3<sup>rd</sup> grade teacher and Veronica Goodan for Elementary Music.  
Motion: Joe Sisk                      Second: Greg Matteson – passed unanimously.

A motion was made to accept the resignation of Penny Underdahl as instructional aide.  
Motion: Barb Mercer    Second: Mark Grotbo – passed unanimously.

## **ACTION ITEMS**

### Approval of Bills and Student Activity Accounts

The Clerk reported that an additional claim warrant was run today in the amount of \$1008.57 to Teacher's Retirement System and asked that it be included in the bills to be approved tonight. A motion was made to approve the claims approval list and the monthly listing of Student Activities accounts as presented and added. The claims approval list may be referenced in the claims approval file in the administration office and the Student Activities accounts may be referenced in the Student Activities file in the administration office.

Motion: Joe Larsen    Second: Mark Grotbo - passed unanimously.

### Clerk's Report

Student attendance agreements were presented for the children of Andrea Gouchenour, Jayne Ratzburg Kenneth Judisch, Julene Peters and Cheryl Judisch. A motion was made to accept the agreements.

Motion: Mark Grotbo                      Second: Joe Sisk – passed unanimously.

The clerk asked the Board if anyone wanted her to register them for the MTSBA Back to School Legal Primer workshop held in August. She asked that anyone interested please let her know by August 4<sup>th</sup> and she would submit the registration.

### Opening of fuel bids

Opening of the fuel bids was tabled until the August board meeting as that is the date the bids are to be turned into the district.

### Approval of Elementary District Student and Staff Handbooks

Clarification was needed on how to report cases of child abuse, whether to report orally or submitting a report directly to Helena. Mr. Rogers and Mr. Rapkoch will check on this.

A motion was made to approve the Elementary District Student and Staff Handbooks.

Motion: Greg Matteson                      Second: Barb Mercer – passed unanimously.

### Approval of High School District Student and Staff Handbooks

The policy in the District Policy Manual regarding electronic devices should be added to the handbook.

A motion was made to approve the High School District Student and Staff Handbooks.

Motion: Mark Grotbo                      Second: Joe Sisk – passed unanimously.

### Approval of Student Activity Handbook

The suggested changes to the handbook were discussed. Item number 14.32 needs to be clarified.

A motion was made to approve the Student Activity Handbook with the changes except to item number 14.32.

Motion: Barb Mercer                      Second: Joe Sisk – passed unanimously.  
A break was taken at 8:24 p.m. The meeting reconvened at 8:37 p.m.

Call for bids - Milk

A recommendation was made to call for bids for milk for the 2006-2007 school year. The bids will be opened at the August meeting.

A motion was so made.

Motion: Joe Larsen    Second: Mark Grotbo – passed unanimously.

Request for use of bus

Wells Fargo requests the use of a bus for the Fun Run on July 22.

A motion was made to allow the use of the bus on the condition they pay for the driver and expenses.

Motion: Greg Matteson                      Second: Joe Sisk – passed unanimously.

Resolution for continued participation with State Surplus Property Bureau

A motion was made to approve the District’s continued participation in the State Surplus Property Bureau.

Motion: Mark Grotbo                      Second: Joe Larsen – passed unanimously.

Set dates for work sessions

Dates need to be set for strategic planning and budgeting. Mark Grotbo suggested 2 separate meeting dates. The strategic planning work session date was set for Monday, August 21<sup>st</sup> at 6:00 p.m. It was decided to set the date for the budgeting work session at the August board meeting. Mr. Rogers asked the trustees to bring ideas for the district to set as goals.

**CORRESPONDENCE**

Holly Pepprock sent a letter thanking Mr. Clark, Mr. Rogers and the Board Members for the opportunity to attend the Advanced Placement seminar for English and Composition in Washington State. She mentioned that this was possibly the most valuable professional development of her career and wanted to express her sincere gratitude.

**NEXT MEETING OF THE BOARD**

Regular Meeting, Tuesday, August 8, 2006, 7:00 p.m.

Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana

**ADJOURNMENT**

A motion was made to adjourn the meeting at 8:54 p.m.

Motion: Joe Sisk                      Second: Mark Grotbo – passed unanimously.

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**BUSINESS MANAGER/CLERK**

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**CHAIRMAN OF THE BOARD**