

**MINUTES**  
**July 10, 2018**

**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 Chairperson Brian Aklestad.

Members present were: Brian Aklestad, Richard Jorata, Dan Leck, Anna Fretheim and Jay Hould. Member(s) absent: Rikki James and Krista Mellinger. The superintendent and clerk were present. Visitors present were Suzanne Hough, John Hough and Philip Kleinsasser.

The **Pledge of Allegiance** was recited.

**APPROVAL OF MINUTES**

A motion was made to approve the minutes of the June 12, 2018 regular board meeting.  
Motion: Anna Fretheim Second: Richard Jorata- passed unanimously.

Approval of Bills and Student Activity Accounts

A motion was made to approve the claims approval list. The approved warrants were numbered 69467 through 69530. The student activity checks for this month were numbered 14560 through 14567. 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: Richard Jorata Second: Dan Leck- passed unanimously.

**Public Comment**

None

**Reports**

Superintendent's Schedule

The Superintendent told the Board that he is planning to take days off on July 13<sup>th</sup> and August 3<sup>rd</sup> and that he will be attending the Joint Powers Trust conference in Billings from July 23<sup>rd</sup> through July 27<sup>th</sup>.

**ACTION ITEMS**

Resignation/Retirement

Mr. Crump made a recommendation to accept the letter of resignation from Kathy Cleverly. The Board thanked Mrs. Cleverly for her 32 years of service to the Shelby Public Schools.

Motion: Dan Leck Second: Jay Hould- passed unanimously.

Classified Recommendations

Elementary/Junior High Paraprofessionals:

Kelly Buxel, Katelyn Bohmer, Linnet Doane, Shannon Scarborough, Alecia Perry, Valerie Stratton, Tun McCracken and Melody Taylor

Motion: Anna Fretheim Second: Dan Leck- passed unanimously.

High School Paraprofessionals:

Terri Jo Baney, Sandra Blosser, Carissa Buxel, Debra Jordan, Julie Olsen and Karen Watson

Motion: Richard Jorata Second: Dan Leck- passed unanimously.

Cafeteria Staff:

Becky Hansell, Casey Clark, Inga Odden, Teresa Baney and Judy Swick-Scofield

Motion: Richard Jorata Second: Dan Leck- passed unanimously.

Custodial Staff:

Lee Davis, Lyle Kimmet, David Clark, Guy Knickerbocker, Janet Kuntz and Jonathan Aspensen

Motion: Jay Hould

Second: Richard Jorata- passed unanimously.

Transportation/Maintenance Director- Danny Hintz

Motion: Jay Hould

Second: Dan Leck- passed unanimously.

Bus Drivers:

Jeanne Wigen and Susan Cleverley

Motion: Dan Leck

Second: Anna Fretheim- passed unanimously.

District Secretaries:

Jessica Larson, Dallas Stirling, Amber Sanchez and Alyssa Edwards

Motion: Jay Hould

Second: Dan Leck- passed unanimously.

Business Manager- Melit Flynn

Motion: Jay Hould

Second: Anna Fretheim- passed unanimously.

Technology Coordinator- John Hough

Motion: Richard Jorata

Second: Jay Hould- passed unanimously.

Year-End Spending

Mr. Crump told the Board that he has not received any bids for the asphalt work.

Elementary Account

No action was made at this time.

Board Policy Updates (Second and Final Reading)

The policy committee made a motion to approve the second and final reading and updates to the following board policies:

1401- Records Available to Public

1420- School Board Meeting Procedure

3141- Discretionary Nonresident Student Attendance

4330F- School Facilities and Grounds Use and Liability Release Agreement

5002- Accomodating Individuals with Disabilities and Section 504 of the Rehabilitation Act of 1973

5500- Payment of Wages Upon Termination

6110P- Superintendent – Board Responsibilities

7260- Endowments, Gifts and Investments

7320- Purchasing

7332- Advertising in Schools – Revenue Enhancement

7530- Procurement of Supplies or Services

8124- Student Conduct on Buses

5000- Personnel Goals (Deletion)

Second: Anna Fretheim - passed unanimously.

Cut Bank School Bus Entering Shelby School District 14

A motion was made to grant permission for the Cut Bank Public School bus route #4 to travel 5 miles into the Shelby School District for the 2018-2019 school year.

Motion: Richard Jorata

Second: Dan Leck- passed unanimously.

Student Attendance Agreements

A motion was made to approve the student attendance agreements for the elementary school.

Motion: Anna Fretheim

Second: Jay Hould- passed unanimously.

A motion was made to approve the student attendance agreements for the high school.  
Motion: Richard Jorata Second: Jay Hould- passed unanimously.

Individual Transportation Contracts

A motion was made to approve the individual transportation contract for the high school.  
Motion: Dan Leck Second: Richard Jorata- passed unanimously.

**DISCUSSION**

Staff Handbook Review

Mr. Crump and the Board reviewed the process of lane advancement for teachers who are planning to move across the pay schedule.

Elementary Handbook Review

There are few alterations and are mainly grammatical corrections.

Junior High/High School Handbook Review

There are few alterations and are mainly grammatical corrections.

Junior High/High School Schedule

The schedule was reviewed and the Board suggested a few changes which Mr. Crump will address before the next board meeting.

School App

Mr. Crump explained the new Shelby Public School app to the Board. He said the app is available for download on Android devices and the full release is set for the beginning of 2018-2019 school year.

RECCS Program Update

The Superintendent informed that the RECCS Program lost it's funding for the upcoming school year. He added that the District is looking at alternative ways to fund the program and that he will be asking the local businesses for donations.

Special Education Co-op Update

None.

Correspondence

None.

**NEXT MEETING OF THE BOARD**

Regular Meeting, Tuesday, August 14, 2018 7:00 p.m.  
Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana

**ADJOURNMENT**

Chairperson Brian Aklestad adjourned the meeting at 9:15 p.m.

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**BUSINESS MANAGER/CLERK**

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**CHAIRPERSON OF THE BOARD**