

**July 7, 2020**  
**REGULAR MEETING**

The Board of Trustees of School District #4 and Forsyth High School District held a Regular Meeting on July 7, 2020, at 7:00 p.m. in Room 9 of the Middle School Building with the following in attendance:

Layton Salsbery, Chairman School District #4 & Forsyth High School District

Gerald Killen, Vice Chairman “ “

David Sorenson, Trustee “ “

Jennifer Anderson, Trustee “ “

Jeanette Krueger, Trustee “ “

Absent:

Donald John Cameron, Trustee “

Also Present:

Dinny Bennett, Superintendent

Stacy Montgomery, District Clerk/Business Assistant

Dixie Seleg, K-6 Principal

Shelly Weight, 7-12 Principal

Craig Knoche, AD

Guests present via ZOOM meeting:

Andrew Kisman, Jan Banks, Jayme Nelson, Karen Harms, Kelsey Bird and Susan Treible

The Chairman called the meeting to order at 7:00 p.m.

The Chairman led the group in the Pledge of Allegiance.

**Public Participation: none**

**Revise/Review Agenda: none**

**Consent Agenda**

Gerald Killen moved, seconded by Jeanette Krueger, to approve the consent agenda consisting of the following,

-July bills in the amount of \$490,178.23 including warrants

#47286 through #47343

- Minutes for the June 9, 2020 Regular Meeting

- Warrant lists from 06/01/2020 through 06/30/2020 including the following:

-Claims 47298 – 47355 \$ 295,803.36\*

-Payroll 312560 -312583 \$ 28,375.17

[\*Includes direct deposit check 47287 \$ 52,588.91]

- Activity Cash Report

-Correspondence

Resignation – Cindy Wright – Elementary Teacher

Resignation – Nick Hubbard, JH Football Coach

Thank you card - MQEC

Upon call for a vote, all trustees present voted in favor of the motion. Motion carried.

**Student - none**

**Personnel**

**Old Business – none**

**New Business**

**Summer Hires**

Each summer, several students and staff members are hired to assist with the cleaning, repairs, maintenance, and grounds upkeep throughout the District. The following list was presented for approval by the Board of Trustees.

|                 |                  |
|-----------------|------------------|
| Cindy Bennett   | Lynda Montgomery |
| Joby Donnelly   | Haley Sand       |
| Kyleigh Heberle | Jackie Sand      |
| Tara McDermott  | Lorelie Shick    |
| Jade Montgomery | Annalee Sikes    |

It was recommended that the Board of Trustees approve the hiring of the listed summer hires.

Jeanette Krueger moved, seconded by Gerald Killen to approve the hiring of the listed summer hires. All trustees present voted in favor of the motion. Motion carried.

**District**

**Old Business**

**Year End Transfers**

The Business Manager reported that the dollar amount for the inter-local transfer was not final as of yet. The District may also need to make a transfer from the transportation fund if the combined ending fund balance for all budgeted funds of the district exceed 300% of the maximum general fund budget. This comes from the new law put into place beginning July 1, 2020, MCA 20-9-323.

For informational purposes only

**MTSBA policy Manual Review - update**

Progress on the MTSBA policy review was discussed. Also discussed was the relevance of some policies, and to make sure they pertain to our district.

For informational purposes only

**Policy 2420 – Grading/Honor Roll/Class Rank – Second and Final Reading**

The Policy 2420 – Grading/Honor Roll/Class Rank was presented at the regular June board meeting. After discussion, it was approved on first reading and was now being presented on second and final reading. It was recommended that the Board of Trustees approve the grading Policy 2420 on second and final reading.

Jennifer Anderson moved, seconded by David Sorenson to approve the Grading Policy 2420 on second and final reading. Two trustees voted in favor, two trustees opposed. Layton Salsbery broke the tie with an in favor vote. Motion carried.

### **7-12 Student/Parent Handbook - Second and Final Reading**

The 7-12 Student/Parent Handbook was presented at the regular June board meeting for second and final reading. The handbook was tabled pending final approval of the grading scale policy 2420. Following the final reading of the policy, the 7-12 Student/Parent handbook was again being presented for second and final reading. It was recommended that the Board of Trustees approve the 7-12 Student/Parent handbook on second and final reading.

Jeanette Krueger moved, seconded by Jennifer Anderson to approve the 7-12 Student/Parent Handbook on second and final reading. All trustees present voted in favor of the motion. Motion carried.

### **Addendum to k-6 Student/Parent Handbook**

An addendum to the approved K-6 Handbook was presented at the regular June board meeting to reflect the changes in Policy 2420-Grading/Honor Roll/Class Rank. The addendum was tabled pending final approval of the policy. It was recommended that the Board of Trustees approve the addendum to the K-6 Student/Parent Handbook.

Gerald Killen moved, seconded by Jennifer Anderson to approve the addendum to the K-6 Student/Parent Handbook. All trustees present voted in favor of the motion. Motion carried.

### **K-12 Staff Handbook – Second and Final Reading**

The K-12 Staff Handbook was presented at the regular June meeting on first reading. With no additional changes, the handbook was presented on second and final reading. It was recommended that the Board of Trustees approve the K-12 Staff Handbook on second and final reading.

Jennifer Anderson moved, seconded by Gerald Killen to approve the K-12 Staff Handbook on second and final reading. All trustees present voted in favor of the motion. Motion carried.

## **District**

### **New Business**

#### **Series 1900 – Emergency Policies Review**

The 1900 Emergency Policies were received from MTSBA for review and being presented on first reading. Mr. Bennett discussed some of the steps that were being taken by the District. The county health department is purchasing plexiglass for the HS and Elementary offices, and also face masks for the bus drivers, kitchen staff, and teachers. It was recommended that the Board of Trustees approve the Series 1900 – Emergency Policies on first reading.

Gerald Killen moved, seconded by Jeanette Krueger to approve the Series 1900 – Emergency Policies on first reading. All trustees present voted in favor of the motion. Motion carried.

#### **Hard to Fill Teaching Vacancies**

Resolutions and incentives were discussed regarding the hard to fill teaching positions within the district. Mr. Bennett discussed the idea of paying partial tuition for paras to obtain their teaching degree. He will look into language for this proposal. Also discussed was possibility of District owned housing.

For informational purposes only

#### **Art Curriculum Review**

The curriculum committee presented the reviewed/revised Art Curriculum to the Trustees on first reading. It was recommended that the Board of Trustees approve the Art Curriculum on first reading.

Gerald Killen moved, seconded by Jennifer Anderson to approve the Art Curriculum on first reading. All trustees present voted in favor. Motion carried

### **Results of Surveys**

Enclosed in the Board packet were the results from the surveys that were sent to parents and district employees regarding their thoughts on the 2020-21 school year. Comments were received from both families and employees. General consensus was to have the school open up.

For informational purposes only.

### **Review School Opening Options for 2020-21 School Year**

Options need to start being reviewed regarding the opening of school for the 2020-21 school year. Options will be based on the Phase level imposed by the Governor and our local Public Health Department.

Mr. Bennett discussed these different options and scenarios:

#### **Possible Options for the start of the 2020-21 School Year Reopening Montana Schools Guidance (OPI)**

1. Begin year under Phase 3 guidelines. Maintain education plan for all students. Must still adhere to social distancing. Consult with local/county health officials.

##### **A. Scenario 4 (RMSG)**

1. Staff at work with students at school.
  2. School day is 8:00-4:00 with all classes being broadcast by Zoom, Google, etc
  3. Online learning continues for those opting out of onsite learning.
  4. Meal served daily; social distancing in the lunch room, if necessary.
  5. Determine transportation needs.
  6. Follow/determine activities guidelines offered by the MHSA.
  7. Devise cleaning/sanitation plan.
2. Begin year under Phase 2 guidelines. Determine options for educational plan

##### **A. Scenario 3 (RMSG)**

###### Option 1

1. Staff at work with majority of students attending.
2. Online learning continues for those opting out of onsite learning.
3. School day is 8:00-4:00 with all classes being broadcast by Zoom, Google, etc.
4. Students follow daily schedules (includes both onsite and offsite learners). Attendance will be taken each period.
5. Determine transportation needs.
6. Meals will be served and delivered by Kitchen Staff. Social distancing in the lunch room.
7. Follow/determine activities guideline offered by the MHSA.
8. Devise cleaning/sanitation plan.

###### Option 2

1. Staff at work daily.
2. Alternate a M,W and T,Th schedule with one half of students at school, the other half online video conferencing into the classroom/teacher.
3. Continue online learning for those opting out of onsite learning.
4. Students follow daily class schedule.
5. Friday is a tutorial day for students needing extra assistance.

6. Transportation established by scheduled M-Th schedule (one half bus students daily).
  7. Attendance will be taken each period.
  8. Follow/determine activities guideline offered by the MHSA.
  9. Devise cleaning/sanitation plan.
3. Begin year under Phase 1 guidelines. Schools are closed. Maintain education plan for all students.

**A. Scenario 1 (RMSG)**

1. Staff at work daily.
2. Lessons will be broadcast online by Zoom, Google, etc.
3. All students are attending school online following daily schedules.
4. Attendance will be taken each period.
5. District will apply for summer lunch program to serve meals daily to our students.
6. Will be delivered, if necessary, through our transportation department.

For informational purposes only.

**Board Member Pay**

On the lighter side..... Since the start of the COVID- 19 pandemic, school board members have dedicated thankless hours in attending emergency meetings, reviewing new policies and options, and striving to provide the best solutions for the District during these uncertain times. It seems appropriate that they be compensated for their dedication by increasing their pay by doubling their current wage.

**Administrative Team Reports**

**K-6 Principal**

Dixie Seleg presented the K – 6 Principal’s report.

- Updated the music and art curriculum
  - Mrs. Hall worked on the music curriculum
  - Elementary Art curriculum was completed in 2018-2019
- Completed the Administrator Trauma Informed Class
- Trauma Informed
  - Attended conferences at MBI 2019
  - PIR day speaker – Zach Morris
  - Stacy York Nation class for administrators
- Putting trauma informed in to practice for the 2020-2021 school year
  - Regulation Room
    - Has been painted calming colors
    - Items have been ordered
  - Sensory Walks
    - Summer crew painted a sensory walk on the black top of the playground area
    - Mrs. Treible will be painting/developing some in the hallways.

**7-12 Principal**

Mrs. Weight presented the 7-12 Principal’s report

- Art curriculum completed
- Administration meeting to discuss start of school and set dates for orientation and return
- Tina Russell thank you for help with the Dogies head on chairs for gym
- Binders and artifacts for accreditation compiled for the year
- Working on English Curriculum, which will be ready for the August meeting
- Review 2000 series policies from MTSBA

- Work with Chalk Lesson Plan program on getting our accounts setup and calendar for next year input into the system.
- Matt Radue has put the new sound system in the auditorium
- Letters to Home School students and families who requested Title services
- Transcripts for students, vaccination records, and requisitions for teacher.

**Activities Director - none**

**District Clerk/Business Manager**

Stacy Montgomery presented the Business Manager report

- Year-end reports are being tackled
- School nutrition reports sent to OPI so those that qualified for free and reduces students can receive assistance this summer
- MASBO meeting in Miles City. Agenda items included CARES act expenditures, new chart of account, and ESSA reporting for Trustees Financial Summary review.

**Superintendent**

Mr. Bennett presented the Superintendent's report.

- Open gym being held for Basketball and Volleyball
- Lifting programs – 2 shifts for boys and 1 for girls
- Bleachers delivered by August 24. Takes about 1 week to install
- Julie Emmons contacted regarding Coal Board Grant money
- MDU grant for \$2500 received to be put toward the purchase of the score keeper's table
- Will be meeting with staff to discuss school reopening
- Next Coal Board Grant will be to purchase boilers. Approximate cost \$183,000
- Systems Northwest got the bell system up and running
- Will visit with Range for new telephone system

**Next Meeting**

The next regular meeting will be Tuesday, August 11, 2020. The meeting will be held in Room 9 of the Middle School Building at 7:00 p.m.

**Adjournment**

The Chairman declared the meeting adjourned at 9:20 p.m.

Respectfully submitted,

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Stacy Montgomery  
District Clerk/Business Manager

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Layton Salsbery  
Chairman of the Board