

**January 10, 2017  
REGULAR MEETING**

The Board of Trustees of School District #4 and Forsyth High School District held a Regular Meeting on January 10, 2017, 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, “ “  
Jeanette Krueger, Trustee “ “  
Doug Roberts, Trustee “ “  
Donald John Cameron, Trustee “ “

Absent:

Jerry Hagadone, Trustee “ “

Also Present:

Dinny Bennett, Superintendent  
Stephanie Schnug, District Clerk/Business Manager  
Dixie Seleg, K – 6 Principal

Guests: Robert Martelle, Jan Banks, Beth Hall, Justin Haley, Deanette Goyette, Chloe Maciag, Nyla Redding, Brianna Price, Joby Parker

The Chairman called the meeting to order at 7:03 p.m.

The Chairman led the group in the Pledge of Allegiance.

**Public Participation:** None

**Revise/Review Agenda**

The Chairman requested that Item VII.1.b., Superintendent Evaluation and Contract, be moved to the end of the agenda. There being no objection, the agenda was revised.

**Consent Agenda**

Doug Roberts moved, seconded by Donald John Cameron, to approve the consent agenda consisting of the following:

- January bills in the amount of \$325,639.31 including warrants #44736 through #44792.
- Minutes for the December 6, 2016 regular meeting.
- Warrant lists from 12/01/16 through 12/31/16 including the following:
  - Claims 44675 – 44743 \$ 357,771.94\*
  - Payroll 311143– 311170 \$ 42,924.51
  - [\*Includes direct deposit check 44738 \$ 105,793.33]
- Activity Cash Report
- Correspondence
  - Sandra James Resignation –Kitchen Assistant
  - Superintendent of Public Instruction, Elsie Arntzen, letter

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

## **Student**

### **BPA Request for Travel**

Deanette Goyette and members of BPA were present at the meeting. Mrs. Goyette reported on the activities for the past couple months. The Business Professionals of America State Leadership Conference will be held March 12-14, 2017 in Billings, MT. In anticipation of placing at state, the BPA Chapter requests permission to travel to the National Leadership Conference in Orlando, FL May 9-14, 2017. All costs for the travel will be funded by fundraising efforts except for the student's air fare, which is paid entirely by the student. Gerald Killen moved, seconded by Jeanette Krueger, to approve the request. All trustees present voted in favor of the motion. Motion carried.

### **Band Request for Travel**

Beth Hall and members of the band were present at the meeting. Forsyth HS Band is requesting to travel to Orlando, FL in June 2018 with The Eastern Montana Honor Group (Forsyth, Colstrip, Broadus). Mrs. Hall indicated there are 35 students from Forsyth that are interested in the trip. All costs for travel are funded completely by fundraising activities. Doug Roberts moved, seconded by Gerald Killen, to approve the request. All trustees present voted in favor of the motion. Motion carried.

## **Personnel**

### **New Business**

#### **Jan Banks-Professional Development**

Jan Banks was present at the meeting. Mrs. Banks is requesting out of state travel to Sheridan, Wyoming April 25-28, 2017 to attend National Association of Agricultural Educators Conference. Conference registration will be paid through Carl Perkins funds, and other travel expenses may be paid through the Agricultural State Vocational Funds. Gerald Killen moved, seconded by Donald John Cameron, to approve the request. All trustees present voted in favor of the motion. Motion carried.

#### **Hire Kitchen Assistant**

Dixie Seleg discussed the need to hire a kitchen assistant following the resignation of Sandra James. Two candidates were interviewed in December to fill a position that was needed to be filled at that time. Lisa Yazzie, the second candidate was contacted in regards to this new opening, and the position was offered to her. It is the recommendation of the interview committee that Lisa Yazzie be hired for the position subject to the results of fingerprint and background checks. Doug Roberts moved, seconded by Jeanette Krueger, to hire Mrs. Yazzie as recommended. All trustees present voted in favor of the motion. Motion carried.

**District  
Old Business**

**Draft Audit and Findings**

A draft of the annual audit of the District 2015-2016 fiscal year. Robert Martelle was present at the meeting to discuss the findings presented by the audit. Mr. Martelle expressed his approval with the draft audit report and discussed his responses. It is recommended the Board of Trustees approve the proposed responses as presented. Gerald Killen moved, seconded by Jeanette Krueger, to accept the responses as recommended. All trustees present voted in favor of the motion. Motion carried.

**New Business**

**Appoint District Clerk/Business Manager**

Stephanie Schnug was hired to Replace the retiring District Clerk/Business manager at the November 8, 2016 regular meeting, however her term was not effective until January 1, 2017. A certificate of appointment was signed by those trustees present and Mrs. Schnug was sworn in by Joby Parker, County Superintendent of Schools.

**Attendance Agreement (Non-Forsyth District)**

An attendance agreement was presented for a student who does not reside in the Forsyth district, this student was required by Mrs. Weight to be present to address the Trustees. This student was not present at the meeting therefore, The Chairman moved to dismiss and pass on this item.

**Agreement with Montana Youth ChalleNGe**

The Superintendent recommended that the Board of Trustees approve participation with Montana Youth ChalleNGe. The district is entitled to collect a portion of ANB money for any student(s) who may leave their school and attend the program. There is no cost to participate in the program. Donald John Cameron moved, seconded by Gerald Killen, to approve the participation in the program. All trustees present voted in favor of the motion. Motion carried.

**Activate Calendar Committee**

The Superintendent requested that the Calendar Committee be activated to begin working on the calendar for the 2017-2018 school year. Jeanette Krueger serves as the trustee on the committee. Mr. Bennett recommended that Shelly Weight and Dixie Seleg also serve. There being no objection, the Chairman stated that the individuals were duly appointed.

**Vehicle Purchases**

The Superintendent asked for The Board of Trustees to approve the purchase of two vehicles from Heberle Ford. The currently owned Dodge Van was purchased in 2012 has 51,656 miles on it and has good trade-in value. The vehicles looking to purchase are;

2016 Ford Flex (11,000 miles)	\$27,800.00
7 passenger	
2016 Ford Expedition (16,000 miles)	\$44,500.00
8 passenger	
2012 Dodge Van Trade in	-\$12,500.00

The total purchase price for both vehicles being \$59,800 will be paid out of the Van and inter-local funds. Doug Roberts moved, seconded by Donald John Cameron, to approve the purchase of the two vehicles. All trustees present voted in favor of the motion. Motion carried.

### **MHSA Proposals and Votes**

The Superintendent recommended that the Board of Trustees direct Mr. Knoche, Activities Director, to vote on the proposals at the 2017 MHSA Annual meeting that will be held on January 16, 2017 in Great Falls. The five proposals were discussed by the Trustees. Gerald Killen moved, seconded by Doug Roberts, to approve Mr. Knoche to be the voting delegate at the meeting. All trustees present voted in favor of the motion. Motion carried.

### **Administrative Team Reports**

#### **K – 6 Principal**

Dixie Seleg presented the K – 6 Principal’s report and the activities for December in the Elementary School.

#### **7 – 12 Principal**

The Superintendent presented for Shelly Weight, 7 – 12 Principal, report and activities for December for the Junior High and High School.

#### **Activities Director**

Craig Knoche not present, no report given.

#### **District Clerk/Business Manager**

Stephanie Schnug presented the Business Manager’s report. She discussed training that is ongoing with the new Payroll Clerk, Charly Bermes. The transition in to the new business manager position is ongoing.

#### **Superintendent**

Dinny Bennett presented the Superintendent’s report.

#### **Executive Session**

The Chairman moved the meeting into Executive Session at 8:47 p.m. to discuss the Superintendent’s evaluation after determining that the right of individual privacy exceeded that of the public’s right to know.

The meeting returned to regular session at 9:02 p.m.

#### **Superintendent’s Contract**

The Chairman recommended that the Superintendent’s contract be extended by one year (to make it a three-year contract) at the end of the current year. The end of the new contract would be June 30, 2020. Doug Roberts moved, seconded by Jeanette Krueger, to extend the contract as recommended. All trustees present voted in favor of the motion. Motion carried.

**Next Meeting**

The next regular meeting will be held Tuesday, February 7, 2017. 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 9:04 p.m.

Respectfully submitted,

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Stephanie Schnug  
District Clerk/Business Manager

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Layton Salsbery  
Chairman of the Board