

**September 15, 2015
REGULAR MEETING**

The Board of Trustees of School District #4 and Forsyth High School District held a Regular Meeting on September 15, 2015, at 7:00 p.m. in Room 9 of the Middle School Building with the following in attendance:

Dennis Kopitzke, Vice-Chair, School District #4 & Forsyth High School District

Jerry Hagadone, Trustee (7:16) “ “

Gerald Killen, Trustee “ “

Ginger Roll, Trustee “ “

Absent:

Layton Salsbery, Chairman “ “

Donald John Cameron “ “

Also Present:

Dinny Bennett, Superintendent

Robert J. Martelle, District Clerk/Business Manager

Dixie Seleg, K – 6 Principal

Shelly Weight, 7 – 12 Principal

Guests: Heather Johnstone, Dave Tweet, Katie Sikes

In the absence of the Chairman, the meeting was conducted by the Vice-Chair, Dennis Kopitzke.

The Vice-Chair called the meeting to order at 7:16 p.m.

The Vice-Chair led the group in the Pledge of Allegiance.

Public Participation:

Track Runway Project

Heather Johnstone introduced her father, Dave Tweet. Mrs. Johnstone had obtained grants from the Community Foundation of Northern Rosebud County. The purpose of the grants was to make improvements to the pole vault runway at the track facility in Riverside Park. Mr. Tweet volunteered to spearhead the project. He recruited volunteers to help with the project and also negotiated discounts on the materials used. It appears that the project will be completed with the available funding. The Board thanked Heather and Mr. Tweet for their efforts on behalf of the Forsyth students.

Revise/Review Agenda

The Agenda was approved as presented.

Consent Agenda

Jerry Hagadone moved, seconded by Gerald Killen, to approve the consent agenda consisting of the following:

- September bills in the amount of \$186,073.31 including warrants #43588 through 43647.
- Minutes for the August 11, 2015 regular meeting and the August 25, 2015 budget hearing.
- Warrant lists from 08/01/15 through 08/31/15 including the following:
 - Claims 43508 – 43587 \$ 196,319.83*
 - Payroll 310565– 310583 \$ 19,979.24
 - [*Includes direct deposit check 43581 \$ 26,365.27]
- Activity Cash Report

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

Personnel

New Business

Hire Food Service Assistant

The Superintendent discussed the part-time food service assistant position that had been vacant since early in the 2014 – 2015 school year. He recommended that Geneva Stroud be hired for that position. Ms. Stroud has been serving as a substitute bus driver for several years. Ginger Roll moved, seconded by Jerry Hagadone, to hire Geneva Stroud as recommended. All trustees present voted in favor of the motion. Motion carried.

Hire Substitutes

The Superintendent presented a list of district substitutes and recommended that they be hired for the 2015 – 2016 school year. The following individuals were recommended:

Certified/Classified Substitutes

Biglake, Melanie	Jones, Tracie Joe
Brunner, Patricia	Kaup, Lanell
Buckalew, Beverly	Moehr, Resha
Cope, Sharon	Polich, Sarah
Dahlman, Jean	Sorenson, Elsie
Duffy, Heather	Tooke, Johanna
Ferguson, Cassandra	Warner, Barb
Fulton, Jo	

Bus Driver/Kitchen Substitutes

Green, Jim	Schwend, Bev
Potts, Cheri	Smith, Ray
Potts, Dave	Stroud, Geneva

Jerry Hagadone moved, seconded by Gerald Killen, to hire the substitutes as recommended. All trustees present voted in favor of the motion. Motion carried.

Appoint Volunteer Coaches

The Superintendent discussed the request of some coaches to appoint volunteers to assist in their programs. He recommended that the following individuals be appointed:

HS Football	Scott Weber
MS Football	Dillon Rohrich

Gerald Killen moved, seconded by Ginger Roll, to appoint the volunteer coaches as recommended.

Resignation – HS Asst. Track Coach

The Superintendent presented the resignation of Shane Cole, an Assistant HS Track coach, and recommended that it be accepted. Ginger Roll moved, seconded by Jerry Hagadone, to accept the resignation. All trustees present voted in favor of the motion. Motion carried.

Community Education Hourly Rate

The Business Manager discussed the request to increase the hourly rate paid to Community Education Instructors. The rate has been \$12.00 per hour for several years. It is recommended that the rate be increased to \$14.00 per hour effective the 2015 – 2016 year. Gerald Killen moved, seconded by Jerry Hagadone, to approve the pay increase as requested. All trustees present voted in favor of the motion. Motion carried.

Resignation – Bus Driver

The Superintendent presented the resignation of Jenell Martens from her position as Driver of Route #2. He recommended the resignation be accepted with thanks for her service to the students of the Forsyth Schools. Jerry Hagadone moved, seconded by Gerald Killen, to accept the resignation as recommended. All trustees present voted in favor of the motion. Motion carried.

Hire Bus Driver

The Superintendent discussed the need to hire a replacement bus driver. He recommended that Geneva Stroud be hired for that position. Ms. Stroud has previously served as a bus driver for the district and is currently on the substitute list. Gerald Killen moved, seconded by Jerry Hagadone, to hire Geneva Stroud as recommended. All trustees present voted in favor of the motion. Motion carried.

District

Old Business

Budget Update

The Business Manager discussed an error that had occurred during the budget preparation process. It was corrected, however, the total budgets of the Transportation Funds needed to be reduced to correct the error and maintain the mill levies at the level adopted by the trustees. The Elementary Transportation Fund budget was reduced by \$8,000 and the High School Transportation Fund budget was reduced by \$2,000. These funds can function with the reductions without affecting the programs significantly. It was recommended that the Trustees approve the adjustments as discussed. Jerry Hagadone moved, seconded by Gerald Killen, to approve the budget adjustments as recommended. All trustees present voted in favor of the motion. Motion carried.

Policy #3125 – Final Reading

The Superintendent presented proposed policy #3125 – McKinney-Vento Homeless Act Policy for final reading. There were no changes since the first reading. Mr. Bennett

recommended that the policy be passed on final reading. Ginger Roll moved, seconded by Jerry Hagadone, to approve Policy #3125 on final reading. All trustees present voted in favor of the motion. Motion carried

New Business

Policy Review

The Superintendent presented three policies with minor revisions and that need review. He requested that they be passed on first reading and that the final reading be at the October meeting. The policies were addressed individually as follows:

#8225 – Tobacco Free District

Gerald Killen moved, seconded by Jerry Hagadone, to approve the changes to Policy #8225 on first reading. All trustees present voted in favor of the motion. Motion carried.

#3310 – Student Discipline

Ginger Roll moved, seconded by Gerald Killen, to approve the changes to Policy #3310 on first reading. All trustees present voted in favor of the motion. Motion carried.

#2140 – Guidance and Counseling

Jerry Hagadone moved, seconded by Ginger Roll, to approve the changes to Policy #2140 on first reading. All trustees present voted in favor of the motion. Motion carried.

Accreditation Report

The Superintendent presented and discussed the accreditation report for 2014 – 2015. The deviations were all at the 7 – 8 grade level and have been corrected through scheduling adjustments.

Attendance Agreements – Forsyth Students

The Business Manager presented attendance agreements for Forsyth HS Students who are attending the Melstone Schools. In order for the Melstone Schools to count these students as eligible transportees, the Forsyth Trustees need to approve the agreements. There is no cost to the Forsyth District. It was recommended that the following attendance agreements be approved:

NAME	PARENT/GUARDIAN	GRADE
Grebe, Brody	Grebe, Jason	9
Griswold, Harry	Stroh, Karen & Michael	9
Griswold, Joe	Stroh, Karen & Michael	10
Hofer, Travis	Hofer, Paul	12
Roskelley, Holden	Roskelley, Rebecca & Nate	9
Simmons, Xavier	Grebe, Jason	12

Ginger Roll moved, seconded by Jerry Hagadone, to approve the attendance agreements as recommended. All trustees present voted in favor of the motion. Motion carried.

Attendance Agreements – Non-Forsyth Students

The Business Manager presented attendance agreements for students who are not residents of the Forsyth District but wish to attend school in Forsyth. It was recommended that the following attendance agreements be approved:

NAME	PARENT/GUARDIAN	RESIDENT DIST.	GRADE
Cozzens, Chastity	Long, Susan	Hysham	6
Fawver, Lillyanna	Long, Susan	Hysham	3
Morrow, Jayd	Morrow, Jason	Rosebud	2

Gerald Killen moved, seconded by Ginger Roll, to approve the attendance agreements as recommended. All trustees present voted in favor of the motion. Motion carried.

Extracurricular Fund Account

The Business Manager requested permission to establish an Extracurricular Fund account for the Class of 2021 (incoming 7th grade class). This will be used to account for the fund raising activities of that group. Ginger Roll moved, seconded by Jerry Hagadone, to approve the account as requested. 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. A new teacher workshop was held August 20. A substitute workshop was held. The open house was successful. Enrollment is 199 in grades K – 6. Mrs. Seleg discussed the various goals for herself and the K – 6 staff this year.

7 – 12 Principal

Shelly Weight presented the 7 – 12 Principal’s report. She discussed the new teacher workshop. Scheduling was done several times over the summer due to staffing changes. It was finalized August 25. Mrs. Weight discussed the mentoring program which provides support for new staff and utilizes retirees. She also discussed the professional development provided by the district on August 24. Enrollment is currently 53 in grades 7 & 8 and 113 in grades 9 – 12. She reported on other activities that are ongoing including Homecoming, academic assistance, students in Advance Placement classes and students taking credit recovery through the Montana Digital Academy.

District Clerk/Business Manager

Robert Martelle reported that work is being done on the September payroll which is the first one of the school year. He is working with the Big Country Educational Cooperative providing accounting assistance. There have been 55 free and reduced lunch applications processed so far this year. TEAMS and TOES have opened for data entry. The annual audit is scheduled for the week of November 16.

Superintendent

Dinny Bennett reported on the new teacher workshop and the elementary open house. The year is off to a great start. He is working on the Title I Grant. A letter was sent to Range Telephone expressing concern over the speed of the District’s Internet service.

The response from Range was great and the issue has been addressed and will be monitored. He will be attending the Fall Superintendents' Conference and a legal primer. He reminded the Trustees that registration is still open for MCEL.

Next Meeting

The next regular meeting will be held Tuesday, October 6, 2015. The meeting will be held in Room 9 of the Middle School Building at 7:00 p.m.

Adjournment

The Vice-Chair declared the meeting adjourned at 8:22 p.m.

Respectfully submitted,

Robert J. Martelle
District Clerk/Business Manager

Dennis Kopitzke
Vice-Chair of the Board

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