

**November 8, 2016
REGULAR MEETING**

The Board of Trustees of School District #4 and Forsyth High School District held a Regular Meeting on November 8, 2016, 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
Robert J. Martelle, District Clerk/Business Manager
Dixie Seleg, K – 6 Principal
Shelly Weight, 7 – 12 Principal
Craig Knoche, Activities Director

Guests: Stephanie Schnug, Jan Banks, Kenzie Mork, Lane Parr, Carson Hein, Kim Knoche, Caleb Knoche, Reana Pederson, Morgan Martens, Sage McDaniel, Cassie DuBois, Hali Adams, Paul Johnstone, Annalea Sikes, Roxanne Keefer, Alexis Bell, Jordan Cookman, Amanda Brewer, Cade Johnstone, Lex Heberle, Mickey Bidwell, Teal Luther, Molly Fay

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

The agenda was accepted as presented.

Consent Agenda

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

- November bills in the amount of \$101,899.78 including warrants #44604 through #44666.
- Minutes for the October 11, 2016 regular meeting.
- Warrant lists from 10/01/16 through 10/31/16 including the following:
 - Claims 44530 – 44603 \$ 357,771.94*
 - Payroll 311071– 311105 \$ 42,924.51
 - [*Includes direct deposit check 44597 \$ 104,118.47]

- Resignation - Dana Icopini – Drama (School Play)
- Sharilyn Harvey – Kitchen Assistant
- Stephanie Schnug – Payroll/Accts. Payable Clerk

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

Students

FFA Report

Jan Banks and members of the FFA were present at the meeting. They reported on their national conference which was held in Indianapolis, IN during October. The group traveled by bus with other FFA groups and stopped at several places along the way. Some of the members reported on their experiences during the trip. The national trip was a great experience for the students.

FCCLA Report

Kim Knoche and members of the FCCLA were present at the meeting. They reported on their national conference which was held in San Diego, CA during July. Sixteen members qualified for the trip. Several students reported on what they had experienced at the conference. Mrs. Knoche requested permission for those students, who qualify, to attend the 2017 national conference in Nashville, TN. Gerald Killen moved, seconded by Doug Roberts, to approve the request. All trustees present voted in favor of the motion. Motion carried.

Personnel

New Business

Hire District Clerk/Business Manager

The Superintendent discussed the need to hire a new District Clerk/Business Manager to replace Robert Martelle who is retiring. He reported that three candidates had been interviewed for the position. It is his recommendation that Stephanie Schnug, who is currently the Payroll/Accounts Payable Clerk, be hired for the position. Doug Roberts moved, seconded by Donald John Cameron, to hire Mrs. Schnug as recommended. 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 Sharilyn Harvey. Two candidates were interviewed. It is the recommendation of the interview committee that Ruth Smith be hired for the position subject to the results of fingerprint and background checks. Gerald Killen moved, seconded by Donald John Cameron, to hire Mrs. Smith as recommended. All trustees present voted in favor of the motion. Motion carried.

New Business

Hire Asst. HS Wrestling Coach

The Activities Director discussed the need to hire an assistant wrestling coach because the team members are often wrestling simultaneously and one coach cannot cover all of the activity. He recommended that Taylor Ramsey be hired for the position. Mr. Ramsey has already completed the necessary fingerprint and background check requirements. Donald John Cameron moved, seconded by Doug Roberts, to hire Mr. Ramsey as recommended. All trustees present voted in favor of the motion. Motion carried.

District

Old Business

Handbook Language – Ticket Prices – Final Reading

The Activities Director discussed the proposal to adjust ticket prices which had been presented at the October meeting. The reason for the proposal is to be in line with the other member schools of the Southern B Division. The proceeds from ticket sales help to pay for the cost of game officials. Currently, the gate does not cover the cost of referees. He recommended that the following adjustments to the prices be approved on final reading:

Middle School Events:	Adults \$4.00; Students \$3.00
High School Single Events: (Volleyball or Football)	Adults \$5.00; Students \$4.00
High School Double Events: (Basketball)	Adults \$7.00; Students \$5.00

Doug Roberts moved, seconded by Gerald Killen, to approve the ticket changes on final reading. All trustees present voted in favor of the motion except Jeanette Krueger who voted “nay”. Motion carried.

New Business

Appoint Representative to Coop

The Superintendent reported that with the retirement of the Business Manager, who also serves as the District’s representative to the Big Country Educational Coop, a new representative needs to be appointed. He recommended that he be appointed to that position. Gerald Killen moved, seconded by Jeanette Krueger, to appoint Mr. Bennett as the District’s representative to the BCEC. All trustees present voted in favor of the motion. Motion carried.

Destruction of Records

The Business Manager reported that there are several records relating to student discipline in the Administration Office vault. These records date from 1999 to 2010. The School District Records Schedule permits destruction of these records. Due to privacy issues, the records cannot be listed. He requested permission to destroy the records in accordance with the schedule. Donald John Cameron moved, seconded by Jeanette Krueger, to authorize the destruction of the records as discussed. All trustees present voted in favor of the motion. Motion carried.

Football Coop with Rosebud

The Superintendent reported that in the fall of 2015, the Trustees had agreed to a cooperative agreement between Forsyth and Rosebud in football. Since the agreement, Forsyth has not received any participants from Rosebud. With the changes in classification for 2017 – 2018 and zero projected participants from Rosebud, there seems to be no reason to continue with the agreement. He recommended that the Trustees agree to dissolve the cooperative agreement with Rosebud. Gerald Killen moved, seconded by Doug Roberts, to dissolve the cooperative as recommended. All trustees present voted in favor of the motion. Motion carried.

Northwestern Energy Settlement

The Business Manager discussed the recent settlement between the Montana Department of Revenue and Northwestern Energy regarding disputed taxable valuations. He reported that the total effect on the Forsyth Schools is \$1,752.61 which is equal to .27 mills. The Superintendent and Business Manager discussed the issue and determined that it would not be practical to request revision of the taxable valuations used in the 2016 – 2017 budget. No action is required.

School Law and Technology Symposium

The Superintendent discussed the School Law and Technology Symposium sponsored by the Montana School Boards Association. The training is very valuable and any trustees who would like to attend should notify Mr. Bennet or Mandy Bonomo so that registration can be processed.

Superintendent's Evaluation

The Chairman reminded the Trustees that they had received copies of the evaluation instrument for the Superintendent. He requested that the completed documents be returned to him no later than Tuesday, December 6.

Renewal of MOU with Job Corps

The 7 – 12 Principal discussed the need to renew the Memorandum of Understanding between the Forsyth School District and the Montana Job Corps. She believes that there are students who would benefit from this program and would like for the MOU to be updated.

Administrative Team Reports

K – 6 Principal

Dixie Seleg presented the K – 6 Principal's report. The Elementary School participated in the MT Shakeout. Child Find screened 10 preschoolers for special needs. There was an assembly regarding Native American customs. Parent Teacher Conferences had a 96% turnout. There were other assemblies.

7 – 12 Principal

Shelly Weight presented the 7 – 12 Principal's report. Veterans' Day is November 11. There will be an assembly to honor veterans which will be open to the public. There have been various assemblies and committee meetings throughout the month.

Activities Director

Craig Knoche presented the Activity Director's report. MS Wrestling and MS Girls Basketball have started. Fall sports are over. Winter sports are gearing up.

District Clerk/Business Manager

Robert Martelle presented the Business Manager's report. He discussed training that was provided by Jeff Weldon's law firm and training received at MCEL. The TOE was a bit easier this year. Stephani Schnug, Mandy Bonomo and he will be attending training in Miles City regarding elections and the accounting software. The annual audit is in progress. The transition to the new business manager is starting.

Superintendent

Dinny Bennett presented the Superintendent’s report. There is now an EPASS evaluation instrument for administrators. He will look into it. There is a program called DoJo that provides information and reminders about happenings at the K – 6 school. The annual Thanksgiving dinner will be Thursday, November 10. All trustees and retirees are invited to a good meal.

MCEL

Doug Roberts provided a report on the MTSBA board meeting at MCEL.

Next Meeting

The next regular meeting will be held Tuesday, December 6, 2016. 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 8:25 p.m.

Respectfully submitted,

Robert J. Martelle
District Clerk/Business Manager

Layton Salsbery
Chairman of the Board