

**December 8, 2015
REGULAR MEETING**

The Board of Trustees of School District #4 and Forsyth High School District held a Regular Meeting on December 8, 2015, 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
Dennis Kopitzke, Vice-Chair “ “
Ginger Roll, Trustee “ “
Donald John Cameron “

Absent:

Jerry Hagadone, Trustee “ “
Gerald Killen, Trustee “ “

Also Present:

Dinny Bennett, Superintendent
Robert J. Martelle, District Clerk/Business Manager
Dixie Seleg, K – 6 Principal
Shelly Weight, 7 – 12 Principal
Ryan Gatch, Activities Director

Guests: Kamryn Silva, Deani Goyette Aerial Martens, Jan Banks, Heather Johnstone, Justin Haley

The Chairman called the meeting to order at 7:30 p.m.

The Chairman led the group in the Pledge of Allegiance.

Public Participation:

Community Foundation Grant

Heather Johnstone reported on the Community Foundation Grant that she had received and the progress of the track runway project. She has just received another grant to expand the project.

Revise/Review Agenda

The Agenda was approved as presented.

Consent Agenda

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

- December bills in the amount of \$100,606.06 including warrants #43806 through 43857.
- Minutes for the November 10, 2015 regular meeting.
- Warrant lists from 11/01/15 through 11/30/15 including the following:
 - Claims 43730 – 43805 \$ 340,140.31*
 - Payroll 310664– 310701 \$ 39,793.98

[*Includes direct deposit check 43800 \$ 94,599.60]
-Thank You Card from the Wannan Family

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

Students

BPA Report and Request to Travel

Deani Goyette and three members of the Business Professionals of America were present to report on their activities to date. The three members have already qualified through the BPA America's Torch Awards Program to attend the National Conference which will be held in Boston, MA May 5 – 9. They requested permission to attend the conference. Donald John Cameron moved, seconded by Ginger Roll, to approve the request. All trustees present voted in favor of the motion. Motion carried.

Personnel

Old Business

Superintendent's Evaluation

The Chairman reminded the trustees to turn in their evaluations of the Superintendent so that he can compile the results.

New Business

Hire Assistant HS Track Coach

The Activities Director discussed the open assistant track coach position that resulted from the resignation of Shane Cole. He recommended that Craig Knoche be hired to fill that position. Ginger Roll moved, seconded by Dennis Kopitzke, to accept the administrative recommendation and hire Craig Knoche. All trustees present voted in favor of the motion. Motion carried.

Appoint Volunteer Speech & Drama Coach

The Activities Director discussed the request to appoint a volunteer coach to assist with Speech and Drama. There are times when the competition is split between buildings and it is appropriate to have coaches available. He recommended that Tonya Wetherelt be appointed to the position. Dennis Kopitzke moved, seconded by Donald John Cameron, to appoint Tonya Wetherelt as recommended. All trustees present voted in favor of the motion. Motion carried.

Resignation – HS Head Volleyball Coach

The Activities Director presented the resignation of Deb Cole, the Head HS Volleyball Coach. He recommended that it be accepted. Donald John Cameron moved, seconded by Dennis Kopitzke, to accept the resignation as recommended. All trustees present voted in favor of the motion. Motion carried.

District

Old Business

Policy Review – Final Reading

The Superintendent presented the following policies for second reading. Any corrections or revisions noted at the November meeting have been made.

Policy 3417 – Student Health Issues in School Setting:

Policy 2158 – Family Engagement: This is a new policy

Dennis Kopitzke moved, seconded by Ginger Roll, to approve the policies on final reading. All trustees present voted in favor of the motion. Motion carried.

New Business

Draft Audit and Findings

The Business Manager presented the draft audit for the 2014 – 2015 fiscal year and the proposed responses to the audit findings. The findings were discussed. Three of them were ongoing findings and attempts to address some of them met with no suggestions for improvement from the auditors. The final finding was erroneous and will be disputed.

Dennis Kopitzke moved, seconded by Donald John Cameron, to approve the draft audit and the proposed responses. All trustees present voted in favor of the motion. Motion carried.

Audit Contract

The Business Manager presented the proposal to request cancellation of the audit contract with Olness and Associates following the completion of the 2014 – 2015 audit. The district has contracted with this firm for 21 years. It is time for a fresh look at the audit process. The contract can be cancelled through mutual agreement. If the contract is cancelled, it will be necessary to seek proposals for new audit services. After various discussion, Donald John Cameron moved, seconded by Ginger Roll, to request that the audit contract with Olness and Associates be terminated. All trustees present voted in favor of the motion. Motion carried.

Property Insurance Three Year Rate Lock

The Business Manager presented a proposal from the District's property and liability insurance carrier to enter into a three year agreement that would guarantee the renewal rates would not exceed 6%. There are circumstances under which the renewal rates could be higher such as increased property values or addition of insured property, a loss ratio of 50% or a claim in excess of \$200,000, or the inability of the carrier to obtain coverage due to a national catastrophe. In all, it is a way to predict expenses for future budgets. Dennis Kopitzke moved, seconded by Ginger Roll, to approve the three year rate lock with the Montana Schools Property and Liability Plan. All trustees present voted in favor of the motion. Motion carried.

Electronic Board Packets

The Chairman asked whether the trustees would be interested in receiving the board packet information electronically. There was discussion regarding the method of transmittal and type of device needed. The issue will be explored further and addressed at a future meeting.

Administrative Team Reports

K – 6 Principal

Dixie Seleg presented the K – 6 Principal's report. Activities that were held this past month were: a Veteran's Day observance in the Library basement, Good Behavior assembly, Brawl of the Wild (food bank canned goods drive), an anti-bullying presentation by Miss Montana, safety drills. Mrs. Seleg attended a Law and Technology

Symposium in Helena. The January PIR day will focus on the Math curriculum and texts. Enrollment is 197 K – 6. The Christmas concerts will be held on December 14 (Band), December 15 (Choir) and December 17 (K – 6).

7 – 12 Principal

Shelly Weight presented the 7 – 12 Principal’s report. There are 17 Connections groups in the 7 – 12 building. The focus of these groups is belonging and working together. Activities that were held this past month were: the Veterans’ Day observation, Shakespeare in the Schools, the Miss Montana anti-bullying assembly, the FFA traveled to the John Deere Expo in Bozeman, winter sports have started, the National Honor Society induction was held and the FCCLA presented its annual Hee Haw production.

District Clerk/Business Manager

Robert Martelle reported on the new E-rate requirements. He had previously discussed the audit process and issues involved with that.

Superintendent

Dinny Bennett reported on meetings that he had attended including MQEC and SEMASS. He also attended the School Law and Technology Symposium. A meeting was held with the FFA Advisory Council regarding their request for additional instructional area for the Vo-Ag and Shop classes. A plan is being developed to address the request. The MHSA Annual Conference will be in January. To date, no proposals have been received. He has been asked to serve on an Ad Hoc Committee for enrollment review. Beginning January, there will be a section in the Administrative Team Reports for the Activities Director.

Activities Director

Ryan Gatch discussed work being done to make changes to football. The Matador Wrestling tournament will be this weekend. Fifteen teams are registered. The first home basketball games will be December 22.

Next Meeting

The next regular meeting will be held Tuesday, January 12, 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 8:46 p.m.

Respectfully submitted,

Robert J. Martelle
District Clerk/Business Manager

Layton Salsbery
Chairman of the Board