**MINUTES**

A Special Board Meeting of the Board of Trustees of Trout Creek School District #6 was held on Monday, July 5, 2021. This meeting was held in person in the multi-purpose room.

In attendance were Board Members: Mike Linderman, Chairman; Zach Hannum, Trustee; Carolyn Nesbitt, Trustee; Karren McKinzie, District Clerk; Veronica Colyer, Craig Barrus.

Mr. Linderman called the meeting at 6:21 P.M.

Mr. Linderman asked that all present stand and recite the Pledge of Allegiance.

Mr. Linderman asked for Public Comment and stated that if there were any comments, he would need to read the 1420 F policy before comments began.

Discussion was opened about Sheila Brown as the New Hire for the Special Education teacher. Mr. Linderman stated that she is going to be a very good fit for the students and the school. Student teaching will be in the first Semester and then onto a Provisional Teaching Certification.

Mr. Linderman asked if all of the board saw the revised Calendar. It was stated that OPI required Trout Creek School to go to a 5 day in session school. The calendar was revised and the Trustees were made clear as to why the revision was necessary. Mrs. Colyer had a question about the OPI’s hour for in session? Mr. Linderman did not have that answer for her.

Mrs. McKinzie gave the overview of the three raises that were requested by staff that felt their duties had increased to a next level of pay grade. It was discussed by the Administration and the District Clerk to see what the pay should be and if the school could fund the pay that was agreed upon. Mr. Hannum asked how we chose the wages that we did. Mrs. McKinzie stated that we took the Cook pay and checked on what the surrounding rural schools were paying their Cooks and with the times spent on COVID food for the children, it was clear we needed to meet in the middle on what was requested. The Head Maintenance Supervisor asked for an amount and we clearly were on board with that request. The Administrative Assistant requested a raise with no stipulations but her duties have increased through the COVID year and other duties have been added.

Mrs. Colyer requested that the board look at her duties and give permission that during the Clerk’s departure, if she needed to be working on Payroll or other things alongside Mrs. Smith that she could up the hours of work as needed. Mr. Linderman stated that if you are needed, then up the hours as your needed.

Mr. Linderman stated that he would like to have Bea Kavala as a consultant for board training. The board was asked to pay her rates without question. Bea Kavala specializes in Educational Law.

Mr. Linderman had been talking with a gentleman about being the school’s interim Administrator until one could be hired. The gentleman said No after thinking about it. It was recommended that Kelly Moore, a former principal of Thompson Falls might be willing to be the interim Administrator. Other names were mentioned. Mr. Linderman stated that he would make some phone calls. Mr. Linderman stated that we need an interim Administrator. He then opened the discussion to the other board members and then Mr. Linderman asked how the board felt about Mrs. Nesbitt and being the interim Administrator appointed by the board until one could be hired. An interim Administrator needed to be one of the board members per Bea Kavala, Attorney. Mr. Hannum stated that we should have Mrs. Nesbitt be the interim Administrator and Mr. Linderman as a Co-signer during the interim.

Karla Smerker is doing a 4 hour board training for $750, if they come here and the school would need to cover lodging as well. Mr. Linderman suggested that we have the training that Bea Kavala does since we already wanted to get other training from Bea as well. MTSBA has their trainings on-line already. Mr. Linderman felt that it would be better to get our answers to our questions in person and personal recommendations. The board was still encouraged to do the on-line courses through MTSBA.

Mr. Linderman and Mr. Hannum stated that they would like to possibly see if we could search for a Superintendent with Principal’s duties and a Principal with Superintendent’s duties to see if that would help find the right Administrator for the school. It was made clear that if we got a Principal with Superintendent’s duties, that they are Tenured after their 4th year, just like teachers are. A Superintendent is a year at a time, no matter how long they are there. Mr. Hannum liked that idea so it could be handled with no restrictions to years.

Mr. Linderman stated that he received a phone call from the young lady that was interested in the District Clerk position. She let him know that with the wage as was presented and the out of pocket insurance rates, she would need at least $21.75 an hour to stay afloat. Mr. Hannum asked if we could try to make the wage. Mr. Linderman said it would be looked into. Mrs. Colyer stated it would be worth the try.

Mr. Linderman also asked that we have Bea Kavala do the application/background checks for the new Administrative hire. Mrs. Nesbitt stated that she would like to see someone that has the Spirit to meet the needs of the students.

Mrs. McKinzie asked why we can’t hire a Superintendent at the wage we have had the Principal at and give a hire wage after the first year of Grants and Donations to help meet their higher wage.

VII Action items

1. Motion to Approve the New Hire upon clearing of the Background check was made by Mr. Hannum, 2nd by Mrs. Nesbitt. All were in favor.
2. Motion to Approve Revised 2021-2022 Academic Calendar made by Mrs. Nesbitt, 2nd by Mr. Hannum. All were in favor.
3. Motion to Approve the 3 staff raises as presented made by Mr. Hannum, 2nd by Mrs. Nesbitt. All were in favor.
4. Motion to Approve an Interim Administrator (Contracted) per Board discussion made by Mr. Hannum, 2nd by Mr. Linderman. All were in favor.
5. Motion to Approve Payroll clerk extra hours/duties for the summer made by Mr. Hannum, 2nd by Mrs. Nesbitt. All were in favor.

NEW BUSINESS

Action item – Bea Kavala’s rates as presented.

Rescinding the Disciplinary Letter to Mrs. Phillips.

Ms. Ohning’s salary vs. hourly option.

Meeting was adjourned at 7:19 P.M.

Next Meeting: Regular Board Meeting on Tuesday, August 10, 2021.

Respectfully Submitted,

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Karren McKinzie, Business Manager/District Clerk Date

Approved on \_\_\_\_\_\_\_\_\_\_\_\_, 2021.

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Michael Linderman, Board Chair Date