# Trout Creek School District #6

# Special Meeting Minutes

7/11/2023

**In Attendance:** D. Scott Rasor, Carolyn Nesbitt, Michael Linderman, Marian Stonehocker, Zach Hannum, Jennifer McPherson, Preston Wenz, Sheila Hoffland, Monte Nesbitt, Beckie Doyle, Katie Platz, Cheryl Androes, Dan Androes, Kaitlyn Purdy, Doug Cooper, Ruth Allen, Liam McPherson, Michael Boys, Davina Everett, Dave Wrobleski. Via zoom: Debra Cashman, Nick Lawyer, Renna Mummert, Alicia Wenz, Alexandria (last name unknown).

**I. Call to order**

Mr. Rasor called to order the meeting of the Trout Creek School Board at 6:02 pm on 7/11/2023 at Trout Creek School.

**II. Pledge of Allegiance**

Mr. Rasor led the Pledge of Allegiance.

**III. Recognition of Visitors/Public Comment**

Mr. Rasor asked for public comment; no comments made.

**IV. Approval of Warrants**

 Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mr. Linderman

**On the poll of the Board, the motion carried unanimously.**

**V. Approval of the Agenda as Presented.**

After noting that the next scheduled regular meeting is Wednesday and not Tuesday, the action was read before the Board toa prove the agenda with that one change.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mr. Linderman

**On the poll of the Board, the motion carried unanimously.**

**VI. Approval of Minutes from 6/12/2023**

Action Read By: Mr. Rasor; Motion Made By: Mr. Linderman; 2nd: Mrs. Nesbitt

 Mr. Rasor recused himself from the vote.

**On the poll of the Board, the motion carried unanimously by those who voted.**

**VII. Administrative Report**

 Mr. Wenz reported the following:

Anticipated enrollment as of 07/11/23

Total **48**

EK **6**, K/1 **11**, 2/3 **7**, 4/5 **9**, 6-8 **15** ( 4 6th, 4 7th, 7 8th)

Still unsure of about 5 students from the 48 so could end up 43 depending on what they do. Will have a more firm number of enrollment in early August

General

* As previously emailed out, we did not get the HVAC grant
* Summer maintenance is going fine
* We were the only school represented in the Noxon 4th of July parade and I think in the Plains Day parade as well.

AGENDA ITEMS

Personnel Recommendations

* Recommending Beckie Doyleto teach 4/5 combined class for the 23-24 school year pending approval of an emergency certification from OPI
* Recommending Madison Koonce to teach 2/3 combined class for the 23-24 school year pending approval of an emergency certification from OPI and positive background check
* Recommending Callie Jacobson for the Special Education teaching position for the 23-24 school year pending approval of a provisional certification from OPI and positive background check

Mummert Request

* When Jennifer and I finished the classified matrix last year, we tried to fairly keep people in the pay range they were. We did not intentionally keep Renna from being at step 16 (at that time). The Board can move her to step 17 for years of service in the district or split the difference like they did with the most recent, previous similar situation with a teacher.

Raises

* The question came up last Board meeting about staff getting raises. The cost of living continues to rise significantly. We did lose 2 of our top salaries this year, and a third salary that was higher than any of the new teachers coming in, so it can be perceived that the district “gained” some money. Some costs of things were higher than budgeted for this year. Sustainability is a factor too. The fact remains that the Board gave a 4% raise to a staff member already this year so the question arose from other staff members. This is a sensitive and divisive topic unfortunately. The budget committee has not met yet. Keep in mind also, that you will be considering spending more money on sports later in the agenda. I recommend the Board find a way to approve raises for all staff to help with the cost of living.
* ***IF*** the Board is not going to give a raise for all staff, I recommend seeing if an amendment to ESSER 3 could be approved to do a one time stipend for all staff and use $60,000 of the $67,000 that was put back for HVAC. It would be about $3,300 before taxes to each staff member. No sustainability needed and the ESSER money has to be spent by the end of June 2024.

Matrix Modification (Classified Matrix)

* The consideration is to move the base amount for classified staff (non-department heads) to $13 an hour from $11 an hour. Keep in mind, we will be hiring less paras this year as numbers are down. Shery Robinett is leading/teaching EK this year. She was scheduled to make $13.50 an hour. IF the base is increased, I recommend Sheryl’s pay get moved to $15 an hour.

Soccer

* I did put out on our social media page as requested for interest and it was low. We had more younger kids interested then we did middle school kids.

AD Recommendation

* I recommend Beckie Doyle for the AD position for the 23-24 school year. Stipend paid would be $1,000 for the year.

Archery Coach Recommendation

* I recommend Beckie Doyle for the archery coach position for the 23-24 school year.

Archery Structure

* This is the school’s biggest sport/program/activity. I recommend you support however Beckie feels it should be set up. It sounds like splitting it into 3 seasons is the desired way.

Archery Stipend

* If archery is split into 3 seasons, then I recommend the stipend be $1,000 for each season (totalling $3,000 for the year).
* See Agenda item below on housing - Board could negotiate housing as part of this IF both parties agreed

Girls Basketball Coach Recommendation

* I recommend Kate Hardman for the girls basketball coach position for the 23-24 school year.

Cross Country Coach Recommendation

* Table

Housing Recommendation

* I recommend Beckie Doyle and her husband Jerry, be allowed to rent and live in the District’s house at 6 School Ln. The rent the Board set a few meetings ago was $350 per month. If the Board wanted to negotiate housing with the archery coaching stipend, they could.
* Move in could be as early as July 17 or August 1st. I am okay with either.

Mr. Rasor asked Mr. Wenz how he settled on those numbers. Mr. Wenz reported that he used phone calls and records requests to arrive at these numbers. Mr. Rasor asked if the Tri-District Agreement ending will lower that number. Mr. Wenz stated that it would.

Mr. Linderman stated that the Tri-District Agreement has been in place longer than he has been on the Board. Mr. Wenz reminded the Board that the County Transportation meeting is July 18, 2023 at noon. Mr. Linderman stated it would be good to have Board presence. Mr. Rasor stated he planned on attending, most likely via zoom.

**VIII. Maintenance Report**

Mr. Boys reported:

Rick Paul was here on July 10th to help with gym floor

Deconstructed the green house for proper reconstruction. Waiting for a trailer from a friend to go get lumber and clear plastic for the green house reconstruction.

June 19th, fire sprinkler system inspection, all is well.

General outdoor yard maintenance.

Inspections

The Safety and Health Specialist from

Montana Consultation Program, is expected at 11AM on July 11,

Trainings

Rick Paul provided training for coating floors.

Upcoming

* Supply run
* Reassemble greenhouse
* Coat Floors in school building
* Coat Gym floor
* Move classroom items back into classrooms
* Continue with outdoor yard maintenance
* Working with clerk and other maintenance supervisors (TF, Noxon) to develop a Summer Maintenance list and a School Year Maintenance list. Mr. Sorenson is also lending his experience to the project and has found a document in the archives that is going to be the basis of the lists. Thanks again, David.

Mr. Rasor offered the use of his 14 ft trailer for Mr. Boys to obtain the supplies. Mr. Boys thanked him. It was mentioned that the light switch in the kitchen doesn’t have a cover. Mr. Linderman stated there have been many lists over the years and we may want to grab them and combine. He also shared some things he feels are a priority: asbestos abatement, flooring, and the grass. He recommended prioritizing these issues to help provide a better learning environment.

Mr Hannum asked Mr. Boys who he consulted outside the District. Mr. Boys answered. Mr. Hannum then asked Mr. Boys if he has consulted the administrator. Mr. Boys stated he has attempted to do so by sending multiple emails but received no response. Further discussion took place about how the Maintenance Supervisor oversees the PT custodian.

Mr. Rasor raised his concerns about the parking lot. Discussion was had regarding the inability to sufficiently repave the lot due to insufficient funds. A possible soluntion of a one time levy was briefly discussed and will be looked into.

**IX. District Clerk Update**

1. Financials - Ms. McPherson provided financial documents and answered questions. Discussion took place about expected eRate rebates that should be coming up on the data portion of the Blackfoot bill.
2. MCA 20-7-104 - Ms. McPherson informed the Board that the legally required information is ready and on the website.

**X. Discussion and Action Items**

1. **Personnel Recommendations** - Mr. Wenz informed the Board of the statewide shortage of certified teachers applying for open teaching positions, not just in Montana, but surrounding states as well. Mr. Linderman shared that he recently learned that this issue has effected over 600 schools across Montana. Mr. Wenz made the following recommendations:

Rebecca Doyle for combined 4th and 5th grade.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mrs. Stonehocker

**On the poll of the Board, 4 ayes; 1 nay, cast by Mr. Hannum.**

Madison Koonce for combined 1st and 2nd grade.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mr. Linderman

**On the poll of the Board, 4 ayes; 1 nay, cast by Mr. Hannum.**

Callie Jacobson for Special Education.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mrs. Stonehocker

**On the poll of the Board, the motion carried unanimously.**

1. **Mummert Request** - Mr. Wenz presented Mrs. Mummert’s request and informed the Board that Mrs. Mummert has been with the district for 16 years. Mr. Rasor thanked Mrs. Mummert for all her years of service.

Action Read By: Mr. Rasor; Motion Made By: Mr. Rasor; 2nd: Mr. Linderman.

**On the poll of the Board, the motion carried unanimously.**

1. **Raises -** Mr. Wenz presented the possibility of raises or a stipend in lieu of raises. Discussion was had regarding the unclear picture of enrollment and the lack of sustainability. It was noted that returning employes are seeing a raise in pay with their experience step on the matrix.

**No motion was made.**

1. **Matrix modification for Part Time and Paraprofessionals** - Mr. Wenz presented the need to raise the base on the matrix for the part-time support staff and paraprofessionals only. This adjustment to the matrix would be a one-time event and is not considered to be a raise.

Action Read By: Mr. Rasor; Motion Made By: Mr. Linderman; 2nd: Mr. Hannum

**On the poll of the Board, the motion carried unanimously.**

1. **Soccer** - Mr. Wenz presented the possibility of adding soccer as a sport here at Trout Creek School. Dave Wrobleski and Nick Lawyer answered questions from the Board about what that would look like as far as ages, locations, equipment, etc.

Action Read By: Mr. Rasor; Motion Made By: Mr. Rasor; 2nd: Mr. Linderman.

**On the poll of the Board, the motion carried unanimously.**

1. **AD Recommendation** - Mr. Wenz recommended Rebecca Doyle for the Athletic Director position.

Action Read By: Mr. Rasor; Motion Made By: Mr. Linderman; 2nd: Mrs. Nesbitt.

**On the poll of the Board, the motion carried unanimously.**

1. **Archery Coach Recommendation -** Mr. Wenz recommended Rebecca Doyle for the Archery Coach position.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mr. Hannum.

**On the poll of the Board, the motion carried unanimously.**

1. **Archery Structure -** Mr. Wenz presented the idea of breaking the year-long archery program into three distinct “seasons.” Mrs. Doyle presented what educational benefits and topics each season would incorporate. Mrs. Doyle also stated that she will be holding students to high accountability for their academic status in order to remain eligible to stay in the archery program.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mr. Hannum.

**On the poll of the Board, the motion carried unanimously.**

1. **Archery Stipend -** Mr. Wenz recommended that since there were now 3 distinct archery seasons, the coaching stipend should be awarded for each season as the seasons are longer than sport seasons.

Action Read By: Mr. Rasor; Motion Made By: Mrs. Nesbitt; 2nd: Mr. Linderman.

**On the poll of the Board, the motion carried unanimously.**

1. **Girls Basketball Coach Recommendation -** Mr. Wenz recommended Kate Hardman to coach girls basketball again. This year the girls season precedes the boys season. Mr. Rasor stated that Mrs. Hardman did a phenomenal job last year.

Action Read By: Mr. Rasor; Motion Made By: Mr. Linderman; 2nd: Mr. Hannum.

**On the poll of the Board, the motion carried unanimously.**

1. **Cross Country Coach - TABLED**
2. **Housing Recommendation -** Mr. Wenz recommended that the District rent #6 Teacherage to the Doyle family for $350 a month plus utilities. Move in would be allowed the following Monday, July 17, 2023. It was decided that the Board would hold a special meeting to discuss the changes they would like to see to the proposed rental contract.

Action Read By: Mr. Rasor; Motion Made By: Mr. Linderman; 2nd: Mrs. Nesbitt.

**On the poll of the Board, the motion carried unanimously.**

1. **Date for August Board Meeting -** Ms. McPherson presented that as she is returning from vacation on August 8, 2023, she would need a few days to finalize the TFS and Budget Report, as well as meeting prep, prior to the Final Budget Board meeting. It was decided that the meeting would occur on August 16, 2023 at 6 pm.

**XI. Next Meeting Agenda Items:**

1. FY 23 Trustees Financial Statement
2. Budget Report for FY24
3. Strategic Planning Meeting, August 9, 2023 at 6 pm
4. Dress Code for Staff
5. May 9, 2023 Board Minutes.

 **XII. Adjournmen**t – Meeting was adjourned at 8:33 pm.

Next Meeting: Regular Board Meeting Wednesday, August 16, 2023 @ 6 pm.

Respectfully submitted,

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Jennifer McPherson, District Clerk Date

Approved on \_\_\_\_\_\_\_\_\_\_\_\_, 2023.

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D. Scott Rasor, Board Chair Date