

REGULAR MEETING

January 15, 2020

6:00 PM

The regular meeting of the Baker School Board was called to order by Chairperson Gye Varner at 6pm in the Boardroom of Baker High School. Trustees Johnna Koenig, Mike Gunderson, Quentin Burdick, and Klint Flint were in attendance. Also present were Superintendent Aaron Skogen, Principals Bo Lingle and David Breitbach, Vice-Principal Jacob Gion, District Clerk Jennifer Mettler, and Technology Director Scott Anderson; Head Custodian Mardi Brown was absent. Guests were Karol Zachmann, Lacey Janz, Jill Myhre and Karen Wang.

Consent Items:

The bills, investment report, activity account report, journal adjustments, and minutes were reviewed by the trustees; claim checks 55865 to 55940 were reviewed and approved. There being no objections, Chairperson Varner approves the consent items as presented.

PUBLIC COMMENT

None

EDUCATION REPORT

Karen Wang presents this month's Education Report for math in her classroom.

ACTION ITEMS

HOLIDAY BAZAAR & HEALTH FAIR BUILDING USE – KAROL ZACHMANN & LACEYJANZ

Mrs. Karol Zachmann and Mrs. Lacey Janz ask the board what the expectation for insurance coverage for their events are? Mrs. Zachmann stated the Thanksgiving Bazaar hosted by the Sorority has been hosted at the High School gymnasium for years and in the past they have had special event insurance; however, this year the agent was no longer writing those policies so they went without insurance coverage and want to know if the Board will continue to require the insurance coverage for the day and if so, they will have to consider discontinuing the venue as the insurance for the day would be too expensive.

Mrs. Lacey Janz stated she would be in the same predicament since the Health Fair is not covered by FMC for the day but it is organized by Southeastern MT Health Fair. Mrs. Mettler inquires what company of the committee a part of, since that company would be able to provide insurance coverage for the day. Mrs. Janz states the committee is part of FMC and she will go back and talk to them to see if they can provide proof of insurance for the day.

The Board recommends the Sorority to obtain coverage for the day of the event for next year.

Karol Zachmann and Lacey Janz leave the meeting.

LETTERS OF RESIGNATION – TEACHERS

Mr. Skogen presents to the board letters of resignation from Mrs. Lindsay Chaska, Mrs. Carol Hadley, and Mrs. Cindy Quade for the end of the 2019-20 school year.

Johnna Koenig moved to accept the resignations of Mrs. Chaska, Mrs. Hadley, and Mrs. Quade and wish them the best in their future endeavors. Quentin Burdick seconded the motion; motion carried unanimously.

MEMORANDUM OF UNDERSTANDING – BAKER EDUCATION ASSOCIATION

Mr. Skogen presents to the board a Memorandum of Understanding with the BEA for the remainder of the Collective Bargaining Agreement. The purpose of the MOU is to address drive time of our coaches and advisors when they are transporting the students or athletes to an event in lieu of a bus in a school licensed vehicle. The MOU is as follows:

MEMORANDUM OF UNDERSTANDING

Effective immediately, the Baker School District and the Baker Education Association enter into this Memorandum of Understanding to clarify the Master Agreement between the two parties. This agreement is necessary to address the establishment of an hourly pay rate for coaches/advisors who transport students in a school issued vehicle.

The parties agree as follows:

1. Coaches/Advisors are *not* required to drive/transport students to and from activities or events.
2. If a coach/advisor agrees to transport students to an activity and or even in a school issued vehicle, the coach/advisor will be paid \$.20 per mile for their drive time.
3. Coaches/Advisors will *not* be paid for standby time, only their drive time.
4. The District agrees to reimburse coaches/advisors who have transported students prior to the signed date of this agreement for the 2019-20 school year only.

Signed this ____date of January, 2020.

_____, President, Baker Education Association
_____, Board Chair
Attest,
_____, District Clerk

Johnna Koenig moved to approve the MOU between the Baker School Board of Trustees and the Baker Education Association as presented. Mike Gunderson seconded the motion; motion carried unanimously.

BOARD POLICY 7225 – 2ND READING

Mr. Skogen presented to the board the 2nd reading of BP7225, Crowdfunding as follows:

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Crowdfunding Proposals

A Baker Public School professional may submit a proposal to benefit the Baker Public Schools by raising funds or acquiring materials via a crowdfunding platform that has been approved by the Superintendent of the Baker Public Schools. The individual proposal shall first be submitted to the building principal for approval. Once approved by the building principal, the Superintendent or her/his designee will then review the proposal. A decision on the application will be made within ten (10) school days. A list of approved crowdfunding platforms will be maintained by the Superintendent; in addition, the Superintendent will post, on the school district tech page, the appropriate form through which a Baker Public School professional may seek approval for a proposal. Crowdfunding platforms not included on the approved list may be considered at the discretion of the Superintendent or designee.

If the proposal is denied by the Superintendent or her/his designee, she/he will communicate, on the above referenced form, the reason for denial. Reasons for denial may include:

- The proposal requests the purchase or use of technology that is not compatible with the Baker Public Schools current or future plans for the purchase and/or use of technology.
- The proposal requests the purchase and/or use of technology not supported by the Baker Network Administrator.
- The proposal requests the purchase of curriculum materials and supplies that are not standards based.
- The proposal requests materials that could be substituted by similar materials that are already supplied by the district or will be supplied by the district.
- The proposal seeks to start a program that would require the continued use of materials or funding beyond what is obtained through the proposal.
- The proposal will result in demands on staff not involved in the proposal.
- The proposal is in conflict with or takes away from adequate instructional time and/or established foci of the District Improvement Plan or the School Improvement Plans.
- The proposal requests athletic equipment or donations not consistent with or in direct conflict with the athletic programs of Baker Public Schools.
- The proposal is in conflict with current and/or planned curriculum and instruction initiatives, School policy, one or more of the Baker Collective Bargaining Agreements, regulations of the Office of Public Instruction and/or Montana General Laws.

If a proposal is successfully funded:

- The author(s) shall immediately notify the building principal and the district office.
- A check should be requested to be mailed to the school in the name of the school, not to an individual person.
- All gifts, grants, bequests and contributions must be officially accepted in accordance Policy 7260 (Endowments, Gifts, and Investments).
- All non-monetary items (supplies, equipment, etc.) obtained are the property of the Baker School District and all inventory procedures apply, and, if applicable, will remain in the school where the author(s) was (were) located at time of the grant award.
- All monetary donations should be recorded by the business manager in the Schools Fund; accounting system at each school.

A file is to be maintained at the school for any crowdfunding request. This file should include: the principal's/administrator's fundraising approval form, the written detail of the projects as well as what is posted on the platform website, any photos or images posted with the project and a copy of all agreements and permission forms.

Only district related/approved groups are permitted to operate under this policy and that non-District groups may not use the District's name, network or infrastructure to conduct online fundraising.

As public employees, staff members are subject to Montana public employees ethics laws. Staff members may not solicit or accept material, cash, or equipment intended for personal use from individuals or through a crowd source effort that could be considered a gift of substantial value or that otherwise violates the ethics statutes.

Klint Flint moved to approve the 2nd reading of BP7225 Crowdfunding. Quentin Burdick seconded the motion; motion carried unanimously.

CLASSIFIED HANDBOOK & BP5333 REVISIONS

Mrs. Mettler presented to the board changes to the Classified Handbook and BP 5333. There was a change to 12 month employee holidays by the Board from 2 hours of Holiday Pay on Christmas Eve to 4 hours of Holiday Pay on Christmas Eve. Those changes need to be approved by the board. Quentin Burdick moved to approve the changes to the Classified Handbook and BP5333 as presented. Mike Gunderson seconded the motion; motion carried unanimously.

Chairperson Varner requests to move the Superintendent Evaluation to the end of the meeting for convenience of those in attendance since it will be executive session; no objections.

REPORTS:

1. COMPLEX, DARBY WALDBILLIG

Absent

2. MAINTENANCE, MARDI BROWN

Absent, but Mr. Skogen reports American Steele will be here tomorrow in the pool area to finish installing the roof access.

3. TECHNOLOGY, SCOTT ANDERSON

An example and video is shown to the board for new view boards to install in classrooms as the SmartBoards start to fail; these type of interactive TV/white boards will be used in place of the SmartBoards going forward for a comparable price. Tomorrow the administration has a phone conference call to look into options of replacing the District-wide phone system as well.

4. PRINCIPALS

a. ELEMENTARY PRINCIPAL, BO LINGLE

Next week, for the 100th day of school, Lincoln is doing a food drive and February 5th is National Read Out Loud day.

b. HIGH SCHOOL PRINCIPAL, DAVID BREITBACH

End of the 1st semester is Friday and hope to have a school calendar to present to the board for approval for the 2020-21 school year and will be attending MHSA meetings next week.

c. VICE PRINCIPAL, JACOB GION

District Science Fair will be January 23rd and Speech and Drama will be hosting their open house on January 23rd as well; also had 23 students qualify for State BPA.

5. SUPERINTENDENT, AARON SKOGEN

Strategic Planning is scheduled February 6th. Potential Upcoming Summer Projects (requested quotes)
High School Gym - Repaint (walls) & Replace carpet walls
Lincoln & Longfellow Playgrounds - Resurface (rubber/synthetic)

Next scheduled board meeting is February 12, 2020 at 6 pm.

ACTION ITEMS

SUPERINTENDENT EVALUATION – EXECUTIVE SESSION

Chairperson Varner calls for executive session to perform the Superintendent Evaluation; all guests leave the meeting but the Superintendent and District Clerk.

Meeting closes at 7:39pm

Meeting reconvenes at 9:29pm.

Johnna Koenig moves to offer a 3 year contract to Aaron Skogen as Superintendent of Baker Public Schools for the 2020-21, 2021-22, and 2022-23 school years and further move to set his salary increases for the 3 year term of 3.5% FY21, 1.5% FY22, 1.5% FY23; 10 additional personal days, and an annual \$2,500 duty stipend, all of which will be for the duration of his contract term, along with the current offerings of cell phone, personal days and bonus in FY20 contract. Quentin Burdick seconded the motion; motion carried unanimously.

There being no other business, meeting adjourned at 9:44 pm.

Clerk

Chairman