

## REGULAR MEETING

February 12, 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 and Klint Flint were in attendance; Trustees Mike Gunderson and Quentin Burdick were absent. Also present were Superintendent Aaron Skogen, Principals Bo Lingle and David Breitbach, Vice-Principal Jacob Gion, District Clerk Jennifer Mettler, Technology Director Scott Anderson, and Head Custodian Mardi Brown. Guests were Amanda Tunby and Darby Waldbillig.

### Consent Items:

The bills, investment report, activity account report, journal adjustments, and minutes were reviewed by the trustees; claim checks 55941 to 56008 were reviewed and approved. There being no objections, Chairperson Varner approves the consent items as presented.

### PUBLIC COMMENT

#### EDUCATION REPORT – Amanda Tunby

Mrs. Tunby gives a report of her 1<sup>st</sup> grade class and her seesaw portfolio she uses in her classroom daily.

### ACTION ITEMS

#### WORK STUDY – HOT LUNCH ROOM

Mr. Skogen presents the board an opportunity for students and the hot lunch program to help with a staff shortage. Administration are recommending to advertise in the bulletin for students with 4<sup>th</sup> or 5<sup>th</sup> period honor study hall to work in the lunch room, to be paid a guaranteed 2 hours at \$10/hour with a free lunch to help the cooks in the lunchroom.

Klint Flint moved to create work study positions for students to assist in the kitchen, upon approval by administration. Further move the hourly rate to be set at \$10/hour, being paid minimum of 2 hours per shift and provided a paid lunch. Johnna Koenig seconded the motion; motion carried unanimously.

#### LETTER OF RESIGNATION – CERTIFIED

Mr. Skogen presented to the board the letters of resignation of Mr. Jade Melby. He would also like to follow current Board Policy 5251 which states the, “The Board authorizes the Superintendent to accept on its behalf resignations from any District employee. The Superintendent shall provide written acceptance of the resignation, including the date of acceptance to the employee, setting forth the effective date of the resignation.” He also added the policy only speaks to resignations and the Superintendent does not have the authority to hire or dismiss staff that is a power that solely with the Board of Trustees.

Board agrees to start following this procedure from now on with letters of resignation; no board action is required.

#### CALL FOR ELECTION

Mrs. Mettler presents the board with the Resolution to Call for Election. The election is scheduled to be held on May 5, 2020, deadline to file for trustee is March 26, 2020 and the election may be cancelled by April 3, 2020.

#### TRUSTEE RESOLUTION CALLING FOR AN ELECTION

**BE IT RESOLVED**, the Board of Trustees for School District No. 12, Fallon County, State of Montana, will hold the Annual Regular School Election on Tuesday, 5<sup>th</sup> day of May, 2020, which date is not less than seventy (70) days after the passage of this resolution.

The election will be conducted by poll election and the polls will be open from 12:00 noon until 8:00 pm.

The purpose of the election is to elect **two (2)** trustee for a three-year term, or as otherwise designated. Approval of additional levies to operate and maintain the General Fund for the FY 2021 will also be requested. If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Jennifer Mettler, election administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313 MCA.

The following polling location will be used for the election and the three electors of this district who are qualified to vote at such election are hereby appointed to act as judges at the election at each voting place as follows:

The election will be held at the **Longfellow School Gymnasium lobby**, located on W. Fallon Ave, Baker, MT.

Election Judge	Address
Phyllis DuCharme	PO Box 365
Candy Mettler	612 S 1 <sup>st</sup> St W
Arlene Singer	174 Sandstone Rd

**BE IT FURTHER RESOLVED**, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election,

and request the clerk to close regular registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges. No further proceedings were conducted relating to the election.

Johnna Koenig moved to adopt the resolution as presented for election set for May 5, 2020. Klint Flint seconded the motion; motion carried unanimously.

### **RENEWAL OF ADMINISTRATIVE CONTRACTS & SALARY MATRIX**

Mr. Skogen presents to the board the recommendation to renew the administrators contracts for the 2020-21 school year for Mr. David Breitbach, HS Principal/AD, Mr. Bo Lingle, Elem Principal, Mr. Jacob Gion, HS Vice Principal/Assist AD and Mr. Scott Anderson, Technology Director.

It has been a past practice to offer contracts to the administrators before May, but the board has in front of them a proposed salary schedule; the schedule is meant to set salaries for new and old administrators to help if/ever have to hire a new administrator. The proposed schedule is based on the teacher's bargained salary matrix.

Johnna Koenig moved to renew contracts of Mr. David Breitbach, Mr. Bo Lingle, Mr. Jacob Gion, and Mr. Scott Anderson; I further move to table the presented administrative salary matrix for further review. Klint Flint seconded the motion; motion carried unanimously.

### **3<sup>RD</sup> QUARTER OIL & GAS REVENUE**

Mrs. Mettler presents to the board the 3<sup>rd</sup> quarter oil and gas revenue. It is recommended this quarter's oil and gas revenue be allocated into the Building Reserve fund. Discussion followed.

Klint Flint moved the reallocate the oil and gas revenue on or about February 1, 2020 to the Building Reserve \$600,058.38, reserving the right to reallocate the future payments when received. Johnna Koenig seconded the motion; motion carried unanimously.

### **REPORTS:**

#### **1. COMPLEX**

Lifeguard training is scheduled with Bruce Inion on March 13<sup>th</sup> and 14<sup>th</sup> in our pool and pool usage and memberships are up.

#### **2. MAINTENANCE**

Boiler inspectors were here and scheduled carpet projects for the summer; music room will be done in June and Library will be done in July.

#### **3. TECHNOLOGY**

High School and Lincoln schools Bluetooth speakers are installed and working great and getting quotes on a new phone system and will report to the board later on that project.

#### **4. PRINCIPALS**

##### **a. ELEMENTARY PRINCIPAL, BO LINGLE**

Kindergarten roundup will be March 18<sup>th</sup> and Kindergarten screening is scheduled at Lincoln on April 1<sup>st</sup> and have scheduled interviews with two elementary teaching candidates on Saturday.

##### **b. HIGH SCHOOL PRINCIPAL, DAVID BREITBACH**

Nothing to report.

##### **c. VICE PRINCIPAL, JACOB GION**

Speech & Drama placed 3<sup>rd</sup> at State this year and senior night for basketball is Saturday, with District Tournament at Colstrip the next week.

#### **5. SUPERINTENDENT, AARON SKOGEN**

Upcoming projects for the summer would be to repaint the High School Gym, resurface the playgrounds at Lincoln and Longfellow, new wall padding in the High School Gym and the flooring in the Band and Library. Next month hopefully have a school calendar to approve and have some new hires to approve with upcoming interviews. The next strategic planning meeting is still to be planned but will keep the board informed as a date is scheduled.

Next scheduled board meeting is March 10, 2020 at 6 pm.  
There being no other business, meeting adjourned at 6:56 pm.

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Clerk

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Chairman