

## REGULAR MEETING

January 18, 2023

6:00 PM

The regular meeting of the Baker School Board was called to order by Chairperson Johnna Koenig at 6pm in the Boardroom of Baker High School. Trustees Quentin Burdick, Klint Flint, Samm Schermele, and Dalon Dyke were in attendance. Also present were Superintendent Aaron Skogen, Principals Dom Vergara and Erin Nevers, Vice-Principal/AD Bo Lingle, District Clerk Jennifer Mettler, Technology Director Scott Anderson, and Head Custodian Mardi Brown. Guests were Maranda Hastig and Emily Palo.

### **Consent Items:**

The bills, investment report, activity account report, journal adjustments, and minutes were reviewed by the trustees; claim checks 58190 to 58320 were reviewed and approved. There being no objections, Chairperson Koenig approves the consent items as presented.

### **PUBLIC COMMENT**

None

### **EDUCATION REPORT**

Mrs. Emily Palo reported to the board on the exciting things going on in her 4<sup>th</sup> grade classroom.

### **ACTION ITEMS**

#### **SCHOOL CLOSURE – DECLARATION OF EMERGENCY BP2221**

Mr. Skogen presented to the board the recommendation for the makeup of the days missed before Christmas break. School was cancelled three days (3) in December due to extreme weather conditions and per policy 2221, the Board of Trustees may declare an emergency closure of school for one (1) day each year without having to make up the instructional time lost. It is the recommendation of the administration to declare Thursday, December 15, 2022 as the day of emergency and rest of the lost instructional time would be incorporated into the day for the remainder of the year, starting January 23, 2023. The only building affected will be the 7-12; school will begin one minute earlier each day, 8:23am, lunch will start one minute later 12:03pm (regular schedule), 12:08 pm (Friday Schedule), 11:59 am (holiday schedule). School will release one minute later each day, 3:26pm (regular schedule), 2:16pm (Friday schedule), and 1:30pm (holiday schedule). Zero hour teachers will release students one minute earlier to allow for passing time to first period and all staff will not need to report to work a minute earlier and stay a minute later. Discussion followed.

Quentin Burdick moved to authorize an emergency closure of schools for Thursday, December 15, 2022, due to extreme weather conditions. Additionally, I move to accept the plan as presented to make up for lost instructional time. Samm Schermele seconded the motion; motion carried unanimously.

#### **CLASSIFIED CONTRACT CONSIDERATIONS – LUNCH AIDE & PARAPROFESSIONAL**

Mr. Skogen presented to the board recommendations for hire. Currently, the elementary have two paraprofessional positions available, in addition to one lunch aide position. It is recommended to hire as follows:

- Ms. Rorie Piil – Lunch Aide
- Ms. Alexis Mitchell – Paraprofessional
- Ms. Ashli Wiedmer – Paraprofessional

Samm Schermele moved to hire the individuals as presented for the 2022-23 school year. Dalon Dyke seconded the motion; motion carried unanimously.

#### **RESOLUTION TO CALL FOR ELECTION**

Mrs. Mettler presents to the board the call for election on May 2, 2023. Mrs. Mettler also requests approval to conduct this election by mail ballot as last year; trustees agree to run mail ballot election. Resolution is as follows:

**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, 2<sup>nd</sup> day of May, 2023, which date is not less than seventy (70) days after the passage of this resolution.

The election will be conducted by **mail ballot** election. Voting will end at 8:00 pm on Election Day. The designated place of deposit will be located at Baker Public Schools Boardroom, 1015 S 3<sup>rd</sup> St W, Baker, MT.

The purpose of the election is to:

1. Elect **two (2)** trustees for a three-year term, or as otherwise designated.
2. Approval of additional levies to operate and maintain Baker Public Schools for the 2023-24 school year.

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**.

Three electors of this district who are qualified to vote at such election are hereby appointed to act as judges of the election: Elaine Stanhope, Candace Mettler, and Therese Thompson.

**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	
Printed Name of Board Chairperson	Signature of Board Chairperson

Jennifer Mettler	
Printed Name of District Clerk	Signature of District Clerk

DATED this 18<sup>th</sup> day of January, 2023

Quentin Burdick moved to adopt the resolution as presented for election set for May 2, 2023. Dalon Dyke seconded the motion; motion carried unanimously

**CYBER SECURITY AGREEMENT – MTSBA**

Mr. Scott Anderson presented to the board a Data Breach Incident Response Plan required as part of our insurance with MSGIA/MTSBA. Discussion followed.

Quentin Burdick moved to approve the Data Breach Incident Response Plan as presented. Samm Schermele seconded the motion; motion carried unanimously.

**SUPERINTENDENT EVALUATION – EXECUTIVE SESSION**

Chairperson Koenig stated at this time we will continue with the agenda and move this item to the end of the meeting to accommodate all the guests in attendance.

**REPORTS:**

**1. COMPLEX**

Nothing to report

**2. MAINTENANCE, Mardi Brown**

Annual Bazaar went well and all areas were cleaned up nicely by Karol Zachmann.

I then scrubbed the covering since it hasn't been done in awhile.

Thiel Roofing was on site 11/22 to repair the leak on the complex roof. Rubber seals around the new AHU units on the roof have the seal on backwards. With the current wind and weather conditions water found a way in.

Thursday December 1 I traveled over to Marmarth to do the 6 month evaluation for asbestos.

The Snow days helped us try to keep up with the snow removal and areas cleared. The staff that was able to make it to work did a great job assisting in areas where we were short handed. Jacob helped Sheila at Lincoln and TJ and Adam took main care of BHS.

Ted Aubaugh was onsite Jan 12, 2023 and did the sensor installs for all 3 buildings. BHS is too big for just 1 Gate. He will speak with our MSGIA Rep Matt Komac about getting us 2 more Gates for the High School. I was able to use the extra Temp sensors from BHS and Lincoln for Longfellow old side classrooms. They all have sensors in the classrooms to alarm me if those rooms get too cold. I can now check the kitchen walk-in cooler and freezer on my phone without physically going on Saturdays and Sundays. He also did the boiler inspections at all 3 buildings for our normal inspector.

Jeff and Cody Tutt with Tutt Constructions came and did the adjustments to the Longfellow bleachers. They showed me the eight motors that run the bleachers and the safety switches they have on them to protect the motors. They also demonstrated how to release and move the bleachers forward if we choose. I should be able to adjust them myself, or with a phone call from them to assist without coming to Baker themselves again.

The Pool pump went out on Thursday Dec 29th and Kirk took it to Bowman to be repaired.

As soon as we can get it back I will get the pool filled and up and running.

Custodial staff used the morning of the PIR day to deep clean the BHS gym bleachers and are all ready to go for the busy week of wrestling and basketball games.

**3. TECHNOLOGY, Scott Anderson**

Updated Obsoulete Equipment List -

[https://docs.google.com/spreadsheets/d/1PDhwtJXoKWB286nEsJ\\_3uy8i\\_3d8-fr\\_P1m46dHTbi4/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1PDhwtJXoKWB286nEsJ_3uy8i_3d8-fr_P1m46dHTbi4/edit?usp=sharing)

Concessions - Credit Card Sales are working and now just monitoring fees.

NFHS Scheduling Issues have been worked out and fixed. We will also plan to have the radio broadcast turned on again for local games.

Football field Wireless Mic(s) have arrived and will be installed in the next few weeks.

**4. PRINCIPALS**

**a. ELEMENTARY PRINCIPAL, Erin Nevers**

Huge accolades to Mrs. Hess and Ms. Whiteman. Not only did they plan and rehearse for our holiday music programs, but also have presented twice for PVCC via Zoom, helping other teachers improve their techniques and skills.

Holiday Stations 3-6 - Thank you to Mrs. Benter for planning the fun Christmas Frenzy that was set to take place Thursday, December 22nd!

Congratulations to our Baker Staff of the Month for December - Mrs. Alyson Lineback and Mrs. Jill Whiteman! Continue to implement the Keys to Excellence and FastBridge screening for the winter began this week. Lunch with a Cop has continued to be a hit with the students. Student behavior is a strong focus at the moment as they need constant guidance and direction with peer engagement and interactions. Some 2<sup>nd</sup> semester focus items are attendance concerns, Super Spartan certificates, school safety, recess expectations and staffing and scheduling for next year.

**b. HIGH SCHOOL PRINCIPAL, Dom Vergara**

A special thank you to our local law enforcement for providing increased presence on campus. Getting ready to attend the upcoming principals conference in Helena next week. Some things focusing on and addressing are increased law enforcement presence on campus, PE locker rooms and bathroom supervision, encouraging guest speakers in classrooms, lost and found area moved to the custodial area, back parking lot spacing/parking concerns, 7<sup>th</sup> and 8<sup>th</sup> grade before school and at lunch supervision, teacher-parent communication, reviewing individual goals and follow up meetings being scheduled.

**c. VICE PRINCIPAL/ATHLETIC DIRECTOR, Bo Lingle**

Like to thank Mr. Anderson for helping out with the scheduling of the NFHS events. When events have to be rescheduled, wanted to thank all our custodians and elementary staff when we had weather events. Health Fair will be April 26<sup>th</sup> in HS gym. FFA went to districts today and have a list of students going to state. January 31<sup>st</sup> for high school basketball, will be parents' nights. S&D will be at Divisionals in Roundup and next week will be State in Manhattan. Science fair in the concession area tomorrow. High school band will be attending jazz festival in Billings Feb. 3<sup>rd</sup>. Just attended the MHSA meeting in Missoula Sunday (15<sup>th</sup>) – Tuesday(17<sup>th</sup>).

**5. SUPERINTENDENT, Aaron Skogen**

GMP by next meeting from McKinstry; bids due by January 20<sup>th</sup>. Facilities meeting today; going to push back the project for the HS gym floor and basketball basket lift until Summer 2024 to make sure we can financially finish the projects already planned with McKinstry.

**ACTION ITEM**

**SUPERINTENDENT EVALUATION**

Chairperson Koenig calls for executive session at 7:23 pm; all guests leave the meeting with exception of Superintendent and District Clerk.

Meeting reopens at 8:11pm.

Quentin Burdick moved to offer Mr. Aaron Skogen a 3 year contract as Superintendent of Baker Public Schools for 2023-24, 2024-25, 2025-26 school years with a 1.5% increase to base contract for each year of the contract with all benefits staying as-is. Klint Flint seconded the motion; motion carried unanimously.

Next scheduled board meeting is February 14, 2023 at 6 pm.  
There being no other business, meeting adjourned at 8:13 pm.

          s/ Jennifer Mettler            
Clerk

          s/ Johanna Keenig            
Chairman