

# HAMILTON SCHOOL DISTRICT #3 REGULAR SCHOOL BOARD MEETING

District Board Room

Monday – May 11, 2009

Building and Grounds Committee – 5:30 P.M.

Regular Board Meeting AGENDA – 6:30 P.M.

1. Call to order:
  - 1.1. Pledge of Allegiance
2. Minutes, financial reports, and bills
3. Public comment on any public matter not on the agenda
4. Special presentations, requests, reports and correspondence:
  - 4.1. Internship Class Presentation – Nolan Green
  - 4.2. Keystone Summer Program – Ms. Ria Overholt
  - 4.3. Response to Intervention (R.T.I.) – Hamilton Principals
  - 4.4. Student Council Representative – Ms. Megan Baker
  - 4.5. Building Reports - Principals
5. Board Action:
  - 5.1. Recommendation to Accept Resignations:
    - 5.1.1. Shirly Smith – Teacher / Washington
  - 5.2. Recommendation to hire or offer contracts:
    - 5.2.1. Dee Hallock – Hamilton High School Summer School Teacher
  - 5.3. Recommendation to hire or offer contracts for the 2009-2010 School Year:
    - 5.3.1. Certified Staff – Renewal of Non-Tenured Teachers
    - 5.3.2. Certified Staff – Renewal of Teachers Who Will Receive Tenure
    - 5.3.3. Certified Staff – Non-renewal of a Non-Tenured Teacher
  - 5.4. Kristen Hattlestad–Teacher/High School – Request to Change FTE Status for 2009/2010:
  - 5.5. Authorization to Destroy Records According to the Retention Schedule:
6. Policy / Curriculum / Handbooks:
  - 6.1. Policy #8310 (new) –Donations/Third Reading
  - 6.2. Policy #1230 (revision)-Clerk/Second Reading
  - 6.3. Policy #3141 (revision)–Nonresident Student Attendance/Second Reading
  - 6.4. Policy #5122 (revision)–Fingerprints and Criminal Background Investigations/Second Reading
  - 6.5. Curriculum – Technology and Workplace Competencies/Second Reading
  - 6.6. Hamilton Public Schools Coach/Sponsor Handbook / First Reading
7. Discussion and possible action:
  - 7.1. Building and Grounds Committee
  - 7.2. Certified Negotiations Committee
  - 7.3. Classified Negotiations Committee
  - 7.4. Athletic & Extracurricular Assessment Committee
8. Superintendent's Report / Information:
  - 8.1. Legislature – 2009/2010 Preliminary Budget Estimates
  - 8.2. MTSBA Spring Workshop – May 13<sup>th</sup>
  - 8.3. MTSBA New Trustee and Leadership Symposiums – June 13th
  - 8.4. Marcus Daly Hospital – School Nurse Grant
  - 8.5. Other
9. Annual School Election: Note - The school election was cancelled and the trustees were elected by acclamation.
  - 9.1. Recognition and Appreciation to Departing Trustees-(Mr. Nick Hallett and Mrs. Tamis LaSalle)
  - 9.2. Recognize and Seat Newly Elected Trustees
  - 9.3. Reorganize Board of Trustees
    - 9.3.1. Elect Board Chair
    - 9.3.2. Elect Vice-Chair
    - 9.3.3. Board Committee Appointments
    - 9.3.4. Appoint Clerk

*Interested persons are encouraged to attend Board Meetings and to comment on agenda items. If you wish to add an agenda item, please submit a letter to the District Office at least one week prior to the next Board Meeting.*

*The next Regular Meeting of the Hamilton School District Board of Trustees will be held on June 8, 2009, at 6:30 p.m. in the District Conference Room.*

1. **Call to order** – Chair Mr. Nick Hallett called the Regular Meeting of the Board of Trustees to order at 6:30 p.m. on May 11, 2009, in the District Office Board Room. Trustees present included: Mr. David Bedey, Mrs. Corrine Gantt, Mr. Tom Pool, Mrs. Kelly Rogers and Mr. Jim Shea. Administrators present included: Superintendent Mr. Duby Santee; Principals Mr. Kevin Conwell, Mrs. Kathleen Dent, Mr. Brad Henson, Mr. Eric Larson and Mr. Dan Kimzey; Assistant Principals Ms. Joel Stuber and Mr. Toby Stack and District Clerk Ms. Cathy Binando. Trustee Mrs. Tamis LaSalle was not in attendance.

1.1. Pledge of Allegiance – Mr. Bedey led the group with the Pledge.

The agenda was amended to discuss the Student Council. Ms. Megan Baker discussed some of the activities of the Student Council which included a dance, the luau, planting trees, and elections. She invited everyone to the up coming play.

2. **Minutes, financial reports, and bills** – The Board reviewed the minutes from the Regular Meeting held on April 13th and the claim details for the month of April (warrant numbers 55477 – 55601). Mrs. Gantt noted an error on page 2 of the minutes.

***Mrs. Rogers moved to accept the minutes of April 13<sup>th</sup> as corrected. Mr. Shea seconded and the motion carried 6-0.***

Mrs. Rogers reported that the Finance Committee meets on the Wednesday prior to the Board Meeting at 6:00 p.m. – This is open to the public and anyone interested may attend. The committee reviewed the financial reports and bills for the month of April, 2009. The activity funds for the schools will be discussed at the next meeting. The district will be receiving commercial lighting rebates from NorthWestern Energy for changing current lighting fixtures. The auditors have almost completed their field work. Tournaments and their cost to the district were discussed. The tournaments bring in additional revenue for area businesses, but there are costs to the district that are not being reimbursed. Ways to help cover these costs and comparisons on the costs of hosting vs. traveling for tournaments will be calculated. This information will be reviewed and then will be brought to the full Board. The district's property and liability coverage will be increasing by approximately \$10,000.00. Marcus Daly Memorial Hospital was thanked for their donation of \$6,500.00 to the school nurse program.

***Mrs. Rogers moved to accept the bills and the financial reports for the month of April, 2009. Mrs. Gantt seconded and the motion carried 6-0.***

3. **Public Comment:**

None.

4. **Special presentations, requests, reports and correspondence:**

4.1. **Internship Class Presentation** – Nolan Green was not able to attend the meeting.

4.2. **Keystone After School Program Update** – Ms. Ria Overholt reported on the following: Ms. Overholt noted that the Title I summer program and the Keystone summer program would be combining their efforts and providing a program Monday through Friday from 7:30 a.m. to 5:30 p.m. This program will provide math and reading

skills which will help with the summer learning loss. Work is being done to also provide a strong middle school component. In the fund raising efforts, the St. Francis Parish donated \$1,000.00, the Beta Sigma Phi donated approximately \$2,000.00 from their annual tulip sale and Bitterroot Bid for Kids raised approximately \$4,000.00. Ms. Overholt was thanked by Mr. Hallett for all of her work with this program.

**4.3. Response to Intervention (R.T.I.) – Mr. Brad Henson reported on the following:** Mr. Henson handed out information on R.T.I. and explained what it is. Mr. Henson also provided the MTSBA model policy for Special Education and a proposal to add some R.T.I. information to it. This will be brought back next month as a policy first reading.

**4.4. Student Council Representative – Ms. Megan Baker reported on the following:** This item was discussed earlier.

**4.5. Building Reports :**

**High School – Mr. Conwell reported on the following:** Mr. Conwell reported on the emergency drill; a staff development workshop in Helena on classroom management; IEP meetings; 22 students took the AP tests; the AP test for U.S. History will be added next year; Mr. Olson's team of welders won first place at a completion in Butte; Ms. Jeske's students held an art show at the Bedford; and graduation will be on May 31st. Mrs. Stuber reported on her trip to Washington, D.C.

**Middle School – Mr. Kimzey reported on the following:** There are 351 students at the Middle School. Activities at the Middle School include: Career Day; meatballs will be served for teacher appreciation; Personal Best Program; Band performance; Choir performance; Spectra demonstration; "Bronc Beginnings" May 29th; "Colt" Beginnings on June 1<sup>st</sup>; Promotion on June 3<sup>rd</sup>; Ginny Rose has been nominated for Para-educator of the year; and the school wide Title 1 plan is in the mail. Mr. Stack reported on the income from the concession stand; the Personal Best Program; and the final track meet of the year.

**Daly Elementary School – Mr. Larson reported on the following:** Mr. Larson has been working on evaluations, attending IEP meetings, and been doing strategic planning for next year. The principals will be hosting a bar-b-q for teacher appreciation on May 13<sup>th</sup> and a family fund night will be held on the 14<sup>th</sup>. Other activities at Daly included the Farm Fair; wax museum; gold ticket celebration; and a visit from Mark Valentine.

**Grantsdale Elementary School – Mrs. Dent reported on the following:** Activities at Grantsdale include: the wax museum; field trips; the fifth grade going to the Middle School; quarterly math assessments; puberty and drug talks; the chickens laying eggs; and the annual trip to Como Lake. Mrs. Dickerson also discussed the process of making a five minute video on the "teach to's" at Grantsdale. Two field trips are planned in conjunction with Indian Education for All. On June 16<sup>th</sup>, the trip will head north to Traveler's Rest and on June 25<sup>th</sup> they will head south to the Big Hole Battlefield. Mrs. Dent is also busy planning the PIR days for next fall. On August 27<sup>th</sup> Ruby Pane will be speaking at the PAC and on August 28<sup>th</sup> there will be several different sessions.

**Washington Elementary School – Mr. Henson reported on the following:** There were two fundraisers held. The movie at the Roxy earned approximately \$600.00 and the silent auction at the community spaghetti dinner raised approximately \$900.00. These funds will be used towards the field trips. Other activities include: a visit by "Curious George"; first grade trips to Daly and Grantsdale; dental screenings; clean-up and planting for Earth Day; interviews for Title I Summer program; and work on the extended year for special education. Mr. Henson also recognized his two retiring teacher Mrs. Holeman and Mrs. Smith for their work over the years.

5. **Board Action:**

5.1. **Recommendation to Accept Resignations:**

5.1.1. Shirly Smith – Teacher / Washington

***Mr. Pool moved to approve the resignation of the individual as listed in 5.1.1. Mrs. Rogers seconded and the motion carried 6-0.***

5.2. **Recommendation to Hire or Offer Contracts:**

5.2.1. Dee Hallock – Hamilton High School Summer School Teacher

***Mr. Shea moved to hire the individual listed in 5.1.1. Mrs. Gantt seconded and the motion carried 6-0.***

5.3. **Recommendation to Hire or Offer Contracts- 2009/2010 School Year:**

5.3.1. Certified Staff – Renewal of Non-Tenured Teachers

***Mrs. Rogers moved to accept the recommendation and renew the teaching contracts of those listed in 5.3.1.1. – 5.3.1.24. Mr. Bedey seconded and the motion carried 5-0. Mr. Pool did not vote.***

5.3.2. Certified Staff – Renewal of Teachers Who Will Receive Tenure

***Mr. Pool moved to accept the recommendation and renew the teaching contracts of those listed in 5.3.2.1. – 5.3.2.10. Mr. Shea seconded. Mr. Hallett noted the importance of the evaluation process in determining which teachers should receive tenure as this has a direct impact on the education of the students of this district. The Board then voted and the motion carried 6-0.***

5.3.3. Certified Staff – Non-Renewal of a Non-Tenured Teacher

***Mr. Pool moved to approve the recommendation and non-renew the contract of the individual listed in 5.3.3.1. Mr. Bedey seconded. Mr. Kimzey stated that that class that this teacher instructed was going to be cut due to space and transportation issues and a course that was more academic was going to be offered in its place. The Board then voted on the motion which carried 6-0.***

5.4. **Kristen Hattlestad – Teacher/High School – Request to Change F.T.E. Status for 2009/2010:**

***Mr. Pool moved to approve the request of Ms. Hattlestad for a one year change of F.T.E. status to .5 F.T.E. for the 2009/2010 school year. Mr. Bedey seconded. Mr. Conwell stated that he supported the request and this position would be job shared. The Board then voted in favor of the motion by a vote of 6-0.***

**5.5. Authorization to Destroy Records According to the Retention Schedule:**

The Board was asked to authorize the destruction of the accounts payable for 07/2000-06/2001 and the employment applications from 07/2005-06/2006. Ms. Binando explained that the district must keep the accounts payable records for eight years and the applications for three years.

***Mr. Pool moved to approve the request to destroy the 07/2000-06/2001 accounts payable records and the 07/2005-06/2006 employment applications. Mrs. Gantt seconded and the motion carried 6-0.***

**6. Policy/Curriculum/Handbooks:**

- 6.1. Policy #8310(new)–Donations / Third Reading
- 6.2. Policy #1230 (Revision)–Clerk / Second Reading
- 6.3. Policy #3141 (Revision)–Nonresident Student Attendance/Second Reading
- 6.4. Policy #5122 (Revision) – Fingerprints and Criminal Background Investigations / Second Reading
- 6.5. Curriculum – Technology and Workplace Competencies / Second Reading
- 6.6. Hamilton Public Schools Coach/Sponsor Handbook / First Reading

***Mr. Shea moved to adopt Policy #8310-Donations. Mrs. Gantt seconded. This policy was developed by the Building & Grounds Committee. It was noted that the intent of this policy is not to discourage donations, but to give the district some control over what is donated. The Board then voted and the motion carried 6-0.***

The revision of policy #1230 was discussed and noted that the evaluation by the Board Chair and Vice Chair was in addition to the regular evaluation done by the Superintendent and was not intended to replace it. Mr. Hallett stated that he would like to see explicit goals included in the curriculum and Mrs. Dent stated that the state standards are moving in that direction and are also including ethics and higher learning. Mr. Pool thanked the administrators who worked on the coaching handbook and stated that the coaches will have a better idea of the expectations. There was some discussion as to why there are different rules between curricular and co-curricular activities. No action was taken on items 6.2.- 6.6. as these are the first or second readings for these policies and curriculum.

**7. Discussion and possible action:**

- 7.1. **Building and Grounds Committee** – Mr. Shea reported on the following: The boiler at the district office is no longer working and cannot be repaired. An estimate for a new boiler, insulation, windows, and siding was \$60,000.00. Alternatives, more estimates, and financing options are being researched. Lighting replacements at the schools that qualify for rebates from NorthWestern Energy will be done. There are over 1,000 sprinklers and the district used over 24 million gallons of water last summer for irrigation.

- 7.2. **Certified Negotiations Committee** – Mr. Hallett and Mrs. Rogers reported on the following: Funding for 2009/2010 has not yet been determined so the main discussions on salary and benefit items have not take place. There is a meeting scheduled for 05/13/2009.
- 7.3. **Classified Negotiations Committee** – Mrs. Gantt reported on the following: Insurance eligibility has been discussed. Like the Certified Committee, they are also waiting for 2009/2010 funding figures. The next meeting will be 5/14/2009.
- 7.4. **Athletic & Extracurricular Assessment Committee**-Mr. Pool reported on the following: The committee met and discussed winter coaches and the handbook. The committee will meet again on June 3<sup>rd</sup> to discuss the spring coaches.

**8. Superintendent's Report / Information – Mr. Santee reported on the following:**

**8.1. Legislature – 2009/2010 Preliminary Budget Estimates** – Mr. Santee played part of an OPI website webinar that discussed the final bills from the legislature on school funding. Stimulus funds will be added to school revenues for the first two years, but in the third year that will not be given and the schools will have lower basic and per A.N.B. funding. Due to the reduction in funds in two years, Mr. Santee stated that careful and prudent planning was needed. Final revenue totals will not be available until after the Governor has signed the legislation.

**8.2. MTSBA Spring Workshop – May 13<sup>th</sup>** – Mrs. Gantt expressed her interest at going to this workshop. Other interested members were asked to speak with Ms. Binando.

**8.3. MTSBA New Trustee and Leadership Symposiums – June 13<sup>th</sup>** – Mrs. Gantt will be going to this as a delegate. Other interested members were asked to speak with Ms. Binando about this training opportunity also.

**8.4. Marcus Daly Hospital – School Nurse Grant** – Mr. Santee noted the \$6,500.00 donation by Marcus Daly Memorial Hospital and thanked them for there donation. Without this funding, the program would not be able to continue.

**8.5. Other** – None.

**9. Annual School Election: Note** – The school election was canceled and the trustees were elected by acclamation.

**9.1. Recognition and Appreciation to Departing Trustees** ( Mr. Nick Hallett and Mrs. Tamis LaSalle)

Mr. Hallett was thanked for serving as a Trustee and Chair of the Board and given a plaque in appreciation of his 9 years of service. It was noted that Mrs. LaSalle was not able to attend this meeting due to health issues, but she was also thanked for her service and will be given her plaque at a later date.

**9.2. Recognize and Seat Newly Elected Trustees**

Mr. David Bedey, Mrs. Corrine Gantt, Mrs. Demaris Moore and Mr. Terry Nueman were given the oath of office and seated at the table.

**9.3. Reorganize Board of Trustees**

9.3.1. Elect Chair

***Mr. Bedey moved to elect Mr. Jim Shea as Board Chair. Mrs. Gantt seconded and the motion carried 7-0.***

9.3.2. Elect Vice-Chair

**Mrs. Rogers moved to elect Mr. Bedey as Vice-Chair. Mr. Neuman seconded. Mr. Shea asked if there were any other nominations. There were none and the motion carried 7-0.**

9.3.3. Board Committee Appointments

Mr. Shea appointed Mr. Nueman to replace Mr. Hallett on the Certified Negotiations Committee. Mr. Shea would like to speak to all of the Board Members about their interests.

**Mr. Pool moved to table committee appointments until June. Mr. Bedey seconded and the motion carried 7-0.**

9.3.4. Appoint Clerk

**Mrs. Rogers moved to appoint Ms. Cathy Binando as District Clerk. Mrs. Gantt seconded and the motion carried 7-0.**

**10. Adjourn** – Mr. Shea adjourned the meeting at 8:35 p.m.

Approved:

  
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Jim Shea, Board Chair

  
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Cathy Binando, District Clerk