



**HAMILTON SCHOOL DISTRICT #3
REGULAR SCHOOL BOARD MEETING
District Board Room
Monday – October 13, 2008**

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

Regular Board Meeting and Final Budget Hearing 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. Student Council Representative – Ms. Megan Baker
 - 4.2. Building Reports - Principals
5. Board Action:
 - 5.1. Recommendation to hire or offer contracts:
 - 5.1.1. Michelle Wilson – Special Education Paraprofessional / Washington
 - 5.1.2. Marcee Bain – Special Education Paraprofessional / Grantsdale
 - 5.1.3. Jeff Lowe – Responsibility Room Monitor / High School
 - 5.1.4. Bob Carmody – Alternative School Paraprofessional
 - 5.1.5. Brenda Garrett – Special Education Paraprofessional
 - 5.1.6. Sonya Bertek – Science Specialist
 - 5.1.7. Shannon King – Night Custodian
 - 5.1.8. Pat Montgomery – Food Service
 - 5.1.9. Teri Anderson – Food Service
 - 5.1.10. Anna Parks – Food Service
 - 5.1.11. Janelle Lytle – After School Coordinator/Instructor – 21st Century Grant
 - 5.1.12. Marty Krueger – Transportation Mechanic/Assistant
 - 5.2. Accept Staff Resignations:
 - 5.2.1. Harry Sizeland - Transportation
 - 5.2.2. Shannon King – Night Custodian
 - 5.3. Recommendation to hire or offer contracts/Extracurricular:
 - 5.3.1. Neil Massey – Assistant High School Soccer Coach
 - 5.3.2. Jeff Lowe – Assistant Speech, Debate, and Drama Coach
 - 5.3.3. Shawn Thacker – Pep Band
 - 5.4. Recommendation to hire or offer contracts/Extracurricular – Head Coaches:
 - 5.4.1. Chad Williams – Head Wrestling Coach
 - 5.4.2. John Stromberg – Head Track Coach
 - 5.5. Transportation Services
 - 5.5.1. Extended Routes due to After School Move
 - 5.5.2. Special Education Routes
 - 5.6. Budget Amendment Procedures – Enrollment Increase
 - 5.7. Resignation of Trustee – Mrs. Lori Holley:
 - 5.7.1. Recognition
 - 5.7.2. Plan for Appointment of New Trustee
6. Discussion and possible action:
 - 6.1. Building and Grounds Committee
 - 6.2. Athletic and Extracurricular Assessment Committee
 - 6.3. School Wellness Committee
7. Superintendent's Report / Information
 - 7.1. Enrollment
 - 7.2. Student Achievement
 - 7.3. Technology Acquisition and Depreciation Fund Levy Proposition
 - 7.4. M.C.E.L. – October 16th and 17th in Billings
 - 7.5. Other

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 November 10, 2008, 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 6:32 p.m. on October 13, 2008, in the District Office Board Room. Trustees present included: Mrs. Corrine Gantt, Mrs. Kelly Rogers and Mr. Jim Shea. Trustees Mrs. Tamis LaSalle and Mrs. Lori Holley were late due to a traffic accident. Mrs. LaSalle arrived at 6:40 and Mrs. Holley arrived at 7:15. Administrators present included: Superintendent Mr. Duby Santee; Principals Mrs. Kathleen Dent, Mr. Brad Henson, Mr. Eric Larson and Mr. Dan Kimzey; Assistant High School Principal Ms. Joel Stuber; Assistant Middle School Principal Mr. Toby Stack; Head of Maintenance Ms. Judy Hake and District Clerk Ms. Cathy Binando. Trustee Mr. Tom Pool was not present at the meeting.

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

Mr. Hallett noted that he was going to amend the agenda to discuss 5.1.12. and 5.7. until just before the superintendent' report.

2. **Minutes, financial reports, and bills** – The Board reviewed the minutes from the Regular Meeting held on September 8th and the claim details for the month of September (warrant numbers 54566 – 54697).

Mr. Shea moved to accept the minutes of September 8, 2008. Mrs. Rogers seconded and the motion carried 4-0.

Mrs. Gantt and Mrs. Rogers reported that the Finance Committee meets on the Wednesday prior to the Board Meeting and the meetings are open to the public. The committee discussed changes that will be made for future building projects; the specialty license plates for the Hamilton School District may be revoked due to the minimum number of plates not being sold; it is possible that a supplier may place a lien on the Washington School due to a contractor not paying them and setting up an advisory committee for the School Food Program.

Mrs. Gantt moved to accept the bills and the financial reports for the month of September, 2008. Mrs. Rogers seconded and the motion carried 4-0.

3. **Public Comment:**

None.

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

4.1. Student Council Representative – Ms. Megan Baker: Ms. Baker reported that Homecoming went well; eight students will be attending the Student Council Convention in Belgrade; a mock election will be held; and a food drive is being planned.

4.2. Building Reports :

High School – Ms. Stuber reported on the following: The high school enrollment is 563 students, which compares to 569 students at the same time last year. Sidney Stewart, Danica Loucks, and Quinn Sloan were named as National Merit Scholars. The German exchange went well and the adult education classes are starting tonight.

Middle School – Mr. Kimzey reported on the following: Mr. Kimzey reported that the enrollment is 352 students; reading and math tests were being administered; fund raising

activities are taking place; and the planned activities for advisory time were discussed. Mr. Stack reported that teachers are meeting together during their preparation time; playground beautification is being worked on; and there are many activities for the students to participate in, including girls' basketball, football and cross country.

Daly Elementary School – Mr. Larson reported on the following: Mr. Larson reported that there are a total of 369 students; homecoming had many activities; red/white Fridays are being observed; they are working with "Safe Routes to Schools" and committees are busy.

Grantsdale Elementary School – Mrs. Dent reported on the following: Mrs. Dent reported the enrollment at Grantsdale is at 95; the yearly candy sales will begin soon; students are being named "Bears of the Month" for MBI; an Eagle Scout has offered to make a chicken coop; a new smart board and responders have been purchased.

Washington Elementary School – Mr. Henson reported on the following: Mr. Henson reported that there are 238 students at Washington and there are accreditation standard issues in all classes; there was a very large turn out for the open house; "Walk Your Student to School" was held last week and many parents attended; two articles were in the paper about the school; an Eagle Scout has made four picnic tables; and the gifted and talented program has begun strategy labs .

5. Board Action:

5.1. Recommendation to Hire or Offer Contracts:

- 5.1.1. Michelle Wilson – Special Education Paraprofessional / Washington
- 5.1.2. Marcee Bain – Special Education Paraprofessional / Grantsdale
- 5.1.3. Jeff Lowe – Responsibility Room Monitor / High School
- 5.1.4. Bob Carmody – Alternative School Paraprofessional
- 5.1.5. Brenda Garrett – Special Education Paraprofessional
- 5.1.6. Sonya Bertek – Science Specialist
- 5.1.7. Shannon King – Night Custodian
- 5.1.8. Pat Montgomery – Food Service
- 5.1.9. Teri Anderson – Food Service
- 5.1.10. Anna Parks – Food Service
- 5.1.11. Janelle Lytle – After School Coordinator/Instructor – 21st Century Grant
- 5.1.12. Agenda Amended

Mrs. Rogers moved to accept the recommendation and hire the individuals listed in 5.1.1. through 5.1.11. Mrs. LaSalle seconded. Mr. Santee stated that these were all positions that were being replaced except for the food service. The Board then voted in favor of the motion by a vote of 5-0.

5.2. Recommendation to Accept Staff Resignations:

- 5.2.1. Harry Sizeland - Transportation
- 5.2.2. Shannon King – Night Custodian

Mrs. Gantt moved to accept the resignations of the individuals listed in 5.2.1. and 5.2.2. Mrs. LaSalle seconded and the motion carried 5-0..

5.3. Recommendation to Hire or Offer Contracts / Extracurricular:

- 5.3.1. Neil Massey – Assistant High School Soccer Coach
- 5.3.2. Jeff Lowe – Assistant Speech, Debate and Drama Coach

5.3.3. Shawn Thacker – Pep Band

Mr. Shea moved to hire the individuals listed in 5.3.1. through 5.3.3. for the extracurricular positions. Mrs. Rogers seconded. The pep band stipend was discussed. The motion carried 5-0.

5.4. Recommendation to Hire or Offer Contracts / Extracurricular – Head Coaches:

5.4.1. Chad Williams – Head Wrestling Coach

5.4.2. John Stromberg – Head Track Coach

Mrs. Gantt moved to hire the individuals listed in 5.4.1. and 5.4.2. as head coaches. Mr. Shea seconded. The motion carried 4-0. Mrs. LaSalle abstained as her daughter participates in one of the activities.

5.5. Transportation Services:

5.5.1. Extended Routes due to After School Move

With the move of the After School Program from the Middle School to Westview, the mileage of the routes has changed. Mr. Krout noted that the contracted price would not increase due to the increased mileage of the following routes:

Route 1	Additional .4 miles per day / 72 miles per year
Route 2	Additional .4 miles per day / 72 miles per year
Route 4	Additional .4 miles per day / 72 miles per year
Route 8	Additional .4 miles per day / 72 miles per year
Route 11	Additional 1.0 mile per day / 180 miles per year

Mr. Shea moved to extend the routes 1, 2, 4, 8, and 11 as listed. Mrs. LaSalle seconded and the motion carried 6-0.

5.5.2. Special Education Routes

It was noted that an additional preschool route will be added to deal with the timing issues of the special education route bus. Individual contracts were also discussed.

5.6. Budget Amendment Procedures – Enrollment Increase:

The Board was given copies of the budget amendment procedure. Due to the large number of students at Washington, a teacher or four paraprofessionals are needed to meet accreditation standards. The funds would come from district reserves. OPI has the information and they determine the amount of the budget amendment from the enrollment figures. After getting the information, a special board meeting will be set to start the process. It was decided that a quorum could meet on Thursday – October 16th at 12:00 (noon).

6. Discussion and possible action:

6.1. Building and Grounds Committee – Mr. Shea reported on the following:

The committee voted to bring to the full Board a proposal to select a Board Member and an administrator to speak to the owner of the 3.9 acres. Mr. Santee noted that the property could be purchased without voter approval, if funds are available, since it is contiguous with the district. Mr. Hallett stated that for the sake of being transparent, it would be better to get voter approval first. ***Mr. Shea moved to have a board member and an administrator discuss the purchase of the property near Daly. Mrs. Gantt***

seconded. Mr. Shea volunteered for this position. Mr. Hallett stated that it was very appropriate to have a board member involved. The motion carried 6-0. The committee also discussed problems with the paving contractor at Washington and are working on a donation policy. The committee has set up a special meeting on October 27th at 5:00 p.m. This will be after the county wide meeting with the County Commissioners at 3:00 p.m.

6.2.School Wellness Committee – Mrs. Gantt reported on the following:

It was noted that the soap is harsh at Washington. Ms. Hake said she would check into it, as this was the soap that had been requested last year. The committee wants to discuss with the principals some of the issues at their respective buildings.

6.3.Athletic & Extracurricular Assessment Committee – Mr. Pool was not at the meeting and there was no report.

5.1. Recommendation to Hire or Offer Contracts:

5.1.12. Marty Krueger – Transportation Mechanic / Assistant

Mr. Shea moved to hire the individual listed in 5.1.12. Mrs. Rogers seconded. Items discussed included: job description; review requirements; what is needed vs. what was hired; and insurance and benefits.

Mr. Hallett determined that the demands of individual privacy clearly exceeded the merits of public disclosure and according to Section 2-3-203 (3) M.C.A., closed the meeting at 7:45 p.m. The Board, Mr. Santee and Mr. Holland remained during the closed session.

At 8:15 p.m., the Board reconvened into Regular Session.

The Board then voted on Mr. Shea's motion and it carried 6-0.

5.7. Resignation of Trustee – Mrs. Lori Holley:

5.7.1. Recognition

Mr. Shea moved to reluctantly accept the resignation letter of Mrs. Holley. Mrs. LaSalle seconded and the motion carried 5-0. Mrs. Holley did not vote.

Mrs. Holley was given a plaque to thank her for her service and dedication to the Hamilton School District.

5.7.2. Plan for Appointment of New Trustee

The Board reviewed the process from the last time a trustee needed to be appointed. It was decided to have letters of interest due on November 12th with interviews to be conducted on November 17th.

It was noted that changes would need to be made to the committee appointments. Mr. Pool will need to be taken off of the certified negotiations committee due to the hiring of his son. A new committee member is also needed for the Building and Grounds Committee. Mr. Hallett stated that if Mr. Pool could not participate on the committee that he would.

7. Superintendent's Report / Information :

7.1. Enrollment – The total enrollment compared to last year at this time are exactly the same at 1611.

7.2. Student Achievement – Mrs. Dent explained the CRT scores and graphs.

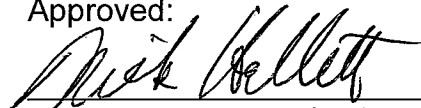
7.3. Technology Acquisition and Depreciation Fund Levy Proposition: This is a really important issue and individuals were encouraged to write letters to the editor in support of the levy.

7.4. M.C.E.L. – October 16th and 17th in Billings: Mrs. Gantt, Mr. Kimzey and Ms. Binando will be attending the conference.

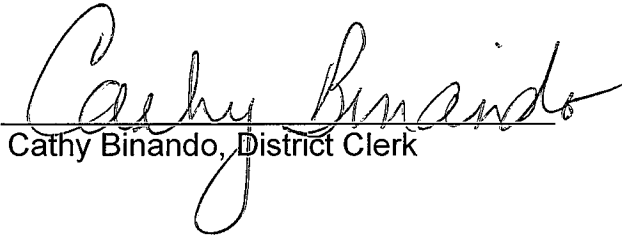
7.5. Other – It was noted that the candidates for the Superintendent of the Office of Public Instruction held a forum at the Hamilton Middle School. A video is available if anyone is interested in seeing this event.

8. Adjourn – Mr. Hallett adjourned the meeting at 8:40 p.m.

Approved:



Nick Hallett, Board Chair



Cathy Binando, District Clerk



Hamilton School District

217 Daly Avenue
Hamilton, MT 59840

voice: 406-363-2280
fax: 406-363-1843

SPECIAL SCHOOL BOARD MEETING
District Board Room
Thursday – October 16, 2008
12:00 Noon

Agenda

1. Call to order
2. Public Comment
3. Budget Amendment – Unanticipated Enrollment Increase
 - a. Proclamation -- To proclaim the need for a budget amendment in the amount of \$54,487.25 due to an unanticipated enrollment increase at Washington Elementary School. The additional funds will come from General Fund reserves.
 - b. Petition
4. Adjournment

**HAMILTON SCHOOL DISTRICT #3
SPECIAL SCHOOL BOARD MEETING
Thursday – October 16, 2008**

1. **Call to order** – Chair Mr. Nick Hallett called the Special Meeting of the Board of Trustees to order at 12:06 p.m. in the District Office Board Room. Trustees present included: Mrs. Tamis LaSalle, Mr. Tom Pool and Mrs. Kelly Rogers. Administrators present included: Superintendent Mr. Duby Santee and Administrative Assistant Ms. Denise Shoemaker. Trustees Mrs. Corrine Gantt and Mr. Jim Shea were not present at the meeting. Also in attendance was Brad Henson, Principal of Washington School and Sepp Jannotta, Reporter of the Ravalli Republic.

2. **Public Comment** – Sepp Jannotta introduced himself to the Board and staff and says he looks forward to working with the Board Members and School District.

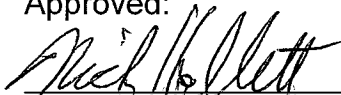
3. **Budget Amendment – Unanticipated Enrollment Increase**
Duby Santee stated that there is an enrollment increase of 16 new all-day kindergarten students at Washington School, making current class sizes exceed the accreditation limit of 20 students. School officials have made the decision to add a new kindergarten teacher along with a paraprofessional. The paraprofessional will be transferred from the Special Education Department. Additional funds are available from General Fund reserves. In order to obtain these funds, the Board must proclaim a need for the budget amendment and then a petition must be submitted to the Office of Public Instruction.
 - a. **Proclamation**
Tamis LaSalle moved to proclaim the need for a budget amendment in the amount of \$54,487.25 due to an unanticipated enrollment increase at Washington Elementary School. The additional funds will come from General Fund reserves. Tom Pool seconded and the motion carried 4-0.

 - b. **Petition**
Since the budget amendment is due to an unanticipated enrollment increase, a petition of the Superintendent of Public Instruction is necessary and her approval is required prior to the adoption of the budget amendment.


Tom Pool moved to petition the Superintendent of Public Instruction for approval of a budget amendment in the amount of \$54,487.25 due to an unanticipated enrollment increase, with the additional funds coming from General Fund reserves. Kelly Rogers seconded and the motion carried 4-0.

4. **Adjournment** – Mr. Hallett adjourned the meeting at 12.21 p.m.

Approved:



Nick Hallett, Chair



Denise Shoemaker, Administrative Assistant
1 