



**HAMILTON SCHOOL DISTRICT #3  
REGULAR SCHOOL BOARD MEETING  
District Board Room  
Monday – November 10, 2008**

**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. Bob Lake, Montana State Legislature Representative – Mr. Lake is seeking input on issues that face the Hamilton School District
  - 4.2. Cross Country Teams
  - 4.3. Student Council Representative – Ms. Megan Baker
  - 4.4. Building Reports - Principals
5. Board Action:
  - 5.1. Accept Staff Resignations:
    - 5.1.1. Michelle Kraft – Special Education Paraprofessional / High School
  - 5.2. Recommendation to hire or offer contracts/Extracurricular:
    - 5.2.1. Jayme Depee – Assistant Wrestling Coach
    - 5.2.2. Scott Holland - Assistant Track Coach
    - 5.2.3. Don Faris – Assistant Track Coach
    - 5.2.4. Aaron Carmondy – Assistant Track Coach
    - 5.2.5. Amber Lewis – Assistant Track Coach
  - 5.3. Maternity Leave Request - JustineGuthrie
  - 5.4. Canvass of November 4<sup>th</sup> Election Results – Technology & Depreciation Fund Levy Proposition
  - 5.5. Budget Amendment Resolution – Adoption due to Enrollment Increase
  - 5.6. Plan for Appointment of New Board of Trustee Member:
    - 5.6.1. Letters of Interest due November 12th
    - 5.6.2. Interviews – November 17th
6. Discussion and possible action:
  - 6.1. Building and Grounds Committee
  - 6.2. Athletic and Extracurricular Assessment Committee
    - a. Hamilton Public Schools Coach/Sponsor Handbook – First Reading
  - 6.3. School Wellness Committee
7. Superintendent's Report / Information
  - 7.1. Superintendent's Evaluation – Form and Timeline
  - 7.2. 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 December 8, 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 6:30 p.m. on November 10, 2008, in the District Office Board Room. Trustees present included: Mrs. Corrine Gantt, Mrs. Tamis LaSalle, 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 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.
  - 1.1. Pledge of Allegiance – Mr. Pool led the group with the Pledge.

2. **Minutes, financial reports, and bills** – The Board reviewed the minutes from the Regular Meeting held on October 13<sup>th</sup>, the Special Meeting held October 16<sup>th</sup> and the claim details for the month of October (warrant numbers 54698 – 54834).

***Mr. Shea moved to accept the minutes of October 13 and October 16, 2008. Mrs. Rogers seconded and the motion carried 6-0.***

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 the Food Service Program and the fact that the program is working in the red. It was noted that changes are required and stated that the administration and principals needed to support those changes.

***Mrs. Gantt moved to accept the bills and the financial reports for the month of October, 2008. Mrs. Rogers seconded and the motion carried 6-0.***

3. **Public Comment:**

None.

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

4.1. **Bob Lake, Montana State Legislature Representative** – Mr. Lake had asked to be on the agenda to seek input on issues that face the Hamilton School District. Mr. Lake was not present at the meeting.

4.2. **Cross Country Teams** – Mr. Mark Albert and representatives from the boys' and girls' cross county teams thanked the Board for their support. The girls placed third at the state competition and the boys were state champions.

4.3. **Council Representative – Ms. Megan Baker:** Ms. Baker reported that several classes ran mock elections in which John McCain won and they are working on having a student lock-in. They are also having ice cream sundaes for the teachers on Wednesday and developing a survey to get students opinions on what they want to have accomplished. Mr. Blake Brintnall, Treasurer, reported that the Student Council had \$4,481.87 in their account.

4.4. **Building Reports :**

**High School – Mr. Conwell reported on the following:** There are 556 students enrolled in the high school; the first quarter has ended; Ms. Joel Struber was nominated to M.A.S.S. as an Assistant Principal of the Year; students attended a youth entrepreneur workshop; Micosoft donated software; a recycling service has been started; and band and choir concerts are scheduled. Ms. Stuber handed out information on referrals and discussed the tutorial program.

**Middle School** – Mr. Kimzey reported on the following: Band and choir concerts are scheduled. Mr. Stack reported that there are 355 students enrolled; the fund raiser did well; and students participated in “rock the vote”.

**Daly Elementary School** – Mr. Larson reported on the following: A gold ticket celebration was held; utilizing assessment is being worked on; participated in “Fire Safety Week” and “Red Ribbon Week”; and the Daly web page is up and running.

**Grantsdale Elementary School** – Mrs. Dent reported on the following: There are 92 students enrolled; parent/teacher conferences are this week; math testing is going on at the three elementary schools to check on progress; the candy fund raiser is going on; working on the Holiday Craft Bazar; and an IEFA professional development grant was received.

**Washington Elementary School** – Mr. Henson reported on the following: Donaldson’s donated sand for the sandbox; the Kiwanis have sponsored a swimming program; the book fair will be this week as well as parent/teacher conferences; there are 238 students enrolled; and preparations are taking place to add the new kindergarten class.

**5. Board Action:**

**5.1. Recommendation to Accept Staff Resignations:**

5.1.1. Michelle Kraft – Special Education Paraprofessional / High School

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

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

- 5.2.1. Jayme Depee – Assistant Wrestling Coach
- 5.2.2. Scott Holland – Assistant Track Coach
- 5.2.3. Don Faris – Assistant Track Coach
- 5.2.4. Aaron Carmondy – Assistant Track Coach
- 5.2.5. Amber Lewis – Assistant Track Coach

*Mr. Pool moved to hire the individuals as listed in 5.2.1. through 5.2.5. for the extracurricular positions. Mrs. Gantt seconded and the motion carried 5-0.  
Mrs. LaSalle did not vote as her daughter participates in track.*

**5.3. Maternity Leave Request – Justine Guthrie:**

Mrs. Guthrie is planning on being on maternity leave from approximately March 17, 2009, through the end of the year. This was an informational item.

**5.4. Canvass of November 4<sup>th</sup> Election Results – Technology & Depreciation Fund Levy Proposition:**

Due to provisional ballots, the County Commissioners will not be canvassing the votes until Wednesday. The unofficial counts were 2,800 for and 3,062 against. This item was tabled until information from the County is available.

**5.5. Budget Amendment Resolution – Adoption due to Enrollment Increase:**

The Board reviewed the Budget Amendment Resolution, which is the final step in the budget amendment process. The budget amendment is for \$54,487.25 due to the increased enrollment in kindergarten. The additional funds are from reserves and will be used to add another kindergarten classroom and for a paraprofessional. Mr. Hallett asked for any input from the public present at the meeting.

*Mrs. Gantt moved to adopt the budget amendment resolution of \$54,487.25 due to increased enrollment. Mr. Pool seconded and the motion carried 6-0.*

**5.6. Plan for Appointment of New Board of Trustee Member:**

- 5.6.1. Letters of Interest due November 12<sup>th</sup>
- 5.6.2. Interviews – November 17<sup>th</sup> at 6:00 p.m.

It was noted that no letters of interest had been turned in yet. The Board reviewed the committee listing and made changes.

**6. Discussion and possible action:**

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

A joint meeting with the City Council and the School Board is being pursued. Due to sewer and septic questions, the land purchase negotiations have been put on hold until more information is available. Also to be discussed at this meeting would be impact fees, including fire, police, water, sewer, and potentially transportation. The High School roof repair is to begin on 11/17/2008.

*Mr. Shea moved to have Mr. Holland look into the Nike Grant and other sources for donations to install an all weather track at Haynes Field. In addition, Ms. Hake is to continue to search for cinders as an alternative. Mrs. Gantt seconded. It was noted that the District did not have the funds for this project and it would be completed by donations only. It was noted that the Nike Grant would run out in May, 2009. The motion carried 6-0.*

*Mr. Shea moved to have the Superintendent research the title on the Grantsdale School. Mr. Pool seconded. It was noted that a title company had already looked into the title, but an attorney was needed to interpret it. Mrs. Gantt questioned the price and it was determined that if it would be over \$500.00, Mr. Santee would get back to the Board. The motion carried 6-0.*

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

A meeting date of December 5<sup>th</sup> at 2:00 p.m. was set. Items to be discussed include: staff wellness, cleaning products, and overall wellness – not specifically nutrition. Mrs. Gantt asked Mr. Conwell to be present to discuss the nutrition break at the High School.

**6.3. Athletic & Extracurricular Assessment Committee** – Mr. Pool reported on the following: A meeting date of December 4<sup>th</sup> at 6:30 was set to discuss the fall coaches. A "First Reading" was held on the Hamilton Public Schools Coach/Sponsor Handbook. Questions or comments are to be sent to the committee by December 4<sup>th</sup>.

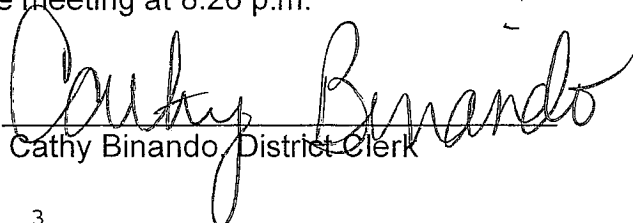
**7. Superintendent's Report / Information :**

7.1. Superintendent Evaluation and Timeline: Mr. Santee handed out a new evaluation form to the Board. The forms are due back to Mr. Hallett by December 8<sup>th</sup> and a Special Meeting to do the evaluation will be held at 6:00 p.m. on December 15<sup>th</sup>.

**8. Adjourn** – Mr. Hallett adjourned the meeting at 8:26 p.m.

Approved:

  
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Nick Hallett, Board Chair

  
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Cathy Binando, District Clerk

RESOLUTION



Hamilton School District #3 - 217 Daly Avenue - Hamilton, MT 59840 - (406) 363-2280  
2008-2009

**BUDGET AMENDMENT RESOLUTION  
HAMILTON SCHOOL DISTRICT  
RAVALLI COUNTY**

At the special meeting of the board of trustees of School District No. 3, Ravalli County, Montana, held **October 16, 2008**, at 12:00 p.m. at the Hamilton School District Board Room, the following resolution was introduced:

WHEREAS, the trustees of School District No. 3, Ravalli County, Montana, have made a determination that as a result of an unanticipated increase in enrollment, the district's budget for the general fund does not provide sufficient financing to properly maintain and support the district for the entire current school year; and

WHEREAS, the trustees have determined that an amendment to the elementary/high school general fund budget in the amount of **\$54,487.25** necessary under the provision of Section 20-9-161(1), MCA; and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be General Fund Reserves;

THEREFORE BE IT RESOLVED that the Board of Trustees of School District No. 3, Ravalli County, Montana, proclaims the need for an amendment to the elementary/high school general fund budget for fiscal year 2008-2009 in the amount of **\$54,487.25** under section 20-9-161(1), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of School District No. 3, Ravalli County, Montana, will meet at 6:30 p.m. at the Hamilton School District Board Room on November 10, 2008, for the purpose of considering and adopting the budget amendment.

Mr. Nick Hallett  
Chairperson  
Board of Trustees

Mrs. Cathy Binando  
District Clerk  
Board of Trustees

DATE BUDGET AMENDMENT WAS ADOPTED: November 10, 2008.

**BUDGET AMENDMENT EXPENDITURE DETAIL:**

General Fund		
Instructional Salaries - Teachers	- 201-100-1000-112	\$30,440.00
Instructional Salaries - Aides	- 201-100-1000-117	\$12,587.25
Instructional Health Insurance	- 201-100-1000-260	\$ 4,560.00
Instructional Supplies/Equipment	- 201-100-1000-6XX	\$ 6,900.00

**HAMILTON SCHOOL DISTRICT #3  
SPECIAL SCHOOL BOARD MEETING & BOARD OF TRUSTEE INTERVIEWS  
District Board Room  
Monday – November 17, 2008**

**Special Board Meeting AGENDA – 6:00 P.M.**

1. Call to order:
2. Public comment on any public matter not on the agenda
3. Board Action:
  - 3.1. Accept Staff Resignations:
    - 3.1.1. Karie Moles-Jackson / Custodian
    - 3.1.2. Scott Wanner / Custodian
    - 3.1.3. John Stromberg / Middle School Track Coach
  - 3.2. Recommendation to hire or offer contracts:
    - 3.2.1. Cindy Allen / Custodian
    - 3.2.2. Anne Zora / Teacher-Washington Kindergarten
    - 3.2.3. Maggi Liechty – Special Education Paraprofessional / High School
4. Preparation for Interviews / Review of Interview Questions:
5. Adjournment

**Board of Trustee Interviews AGENDA – 6:15 P.M.**

1. Call to order:
2. Public comment on any public matter not on the agenda
3. Interview of Potential Board of Trustee Appointments:
  - 3.1.1. David Bedey – 6:15 p.m.
  - 3.1.2. Demaris Moore – 6:45 p.m.
  - 3.1.3. Terry Nueman – 7:15 p.m.
4. Adjournment

*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 December 8, 2008, at 6:30 p.m. in the District Conference Room.*

1. **Call to order:** Chair Mr. Nick Hallett called the Special Meeting of the Board of Trustees to order at 6:00 p.m. on November 17, 2008, in the District Office Board Room. Trustees present included: Mrs. Corrine Gantt, Mrs. Tamis LaSalle, Mr. Tom Pool, Mrs. Kelly Rogers and Mr. Jim Shea. Administrators present included: Superintendent Mr. Duby Santee and District Clerk Ms. Cathy Binando.
2. **Public Comment:**  
None.
3. **Board Action:**
  - 3.1. **Recommendation to Accept Staff Resignations:**
    - 3.1.1. Karie Moles-Jackson / Custodian
    - 3.1.2. Scott Wanner / Custodian
    - 3.1.3. John Stromberg / Middle School Track Coach

***Mrs. Gantt moved to accept the resignations of the individuals listed in 3.1.1. through 3.1.3. Mr. Poole seconded and the motion carried 6-0.***

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

- 3.2.1. Cindy Allen / Custodian
- 3.2.2. Anne Zora / Teacher – Washington / Kindergarten
- 3.2.3. Maggi Liechty – Special Education Paraprofessional / High School

***Mrs. Rogers moved to accept the recommendation and hire the individuals listed in 3.2.1. through 3.2.3. Mrs. Gantt seconded. It was noted that the kindergarten position was new and would be paid for by the budget amendment and the other two positions were replacements. The Board then voted in favor of the motion by a vote of 6-0.***

**4. Preparation for Interviews/Review of Interview Questions:**

The Board reviewed and revised the questions to be asked to the potential School Board Member candidates. Mr. Pool had to leave the meeting and was not present for the interviews.

**5. Interview of Potential Board of Trustee Appointments:**


The Board interviewed Mr. David Bedey, Mrs. Demaris Moore, and Mr. Terry Neuman.

***Mrs. LaSalle moved to appoint Mr. Bedey to the Board of Trustees. Mrs. Gantt seconded and the motion carried 5-0.***

**6. Adjourn – Mr. Hallett adjourned the meeting at 7:30 p.m.**

Approved:

  
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Nick Hallett, Board Chair

  
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Cathy Binando, District Clerk