

HAMILTON SCHOOL DISTRICT #3  
REGULAR SCHOOL BOARD MEETING  
District Board Room  
Monday – December 8, 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
  - 1.2. Board Reorganization
    - 1.2.1. Seating of New Trustee/Oath – Mr. David Bedey
    - 1.2.2. Election of Vice Chair
    - 1.2.3. Committee Appointments
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. Science Olympiad Teams
  - 4.3. Keystone After School Program/Financial Concerns if it is to Continue – Ms. Ria Overholt
  - 4.4. Student Council Representative – Ms. Megan Baker
  - 4.5. Building Reports - Principals
5. Board Action:
  - 5.1. Accept Staff Resignations:
    - 5.1.1. Renae Dorward – Special Education Paraprofessional / Daly
  - 5.2. Recommendation to hire or offer contracts:
    - 5.2.1. Carol Pomelear – Part-time Paraprofessional / Grantsdale
    - 5.2.2. Sonia Berdeck – Science Specialist
    - 5.2.3. Richard Buchanan – Night Custodian
  - 5.3. Recommendation to offer extracurricular contracts–Varsity Head Coaches/Fall Activities:
    - 5.3.1. Cross Country – Mark Albert
    - 5.3.2. Football – Steve Weston
    - 5.3.3. Golf – Owen Burch
    - 5.3.4. Boys' Soccer – Randy Lint
    - 5.3.5. Girls' Soccer – Greg Shifflett
    - 5.3.6. Volleyball – DeEtte Monson
  - 5.4. Review and Acceptance of November 4<sup>th</sup> Election Results – Technology & Depreciation Fund Levy Proposition
  - 5.5. Request to Purchase Used Yellow Bus With Trade-In of Two Buses
6. Policy / Curriculum / Handbooks:
  - 6.1. Policy #7332 – Advertising in Schools/Revenue Enhancement / First Reading
  - 6.2. Hamilton Public Schools Coach/Sponsor Handbook / Second Reading
7. Discussion and possible action:
  - 7.1. Building and Grounds Committee
  - 7.2. Athletic and Extracurricular Assessment Committee
  - 7.3. School Wellness Committee
8. Superintendent's Report / Information
  - 8.1. Accreditation Report
  - 8.2. Supervision and Evaluation Responsibilities Flow Chart
  - 8.3. MTSBA Advocacy Training – December 11<sup>th</sup> – Hilton Garden Inn
  - 8.4. Negotiations Update
  - 8.5. Superintendent's Evaluation – December 15<sup>th</sup> – 6:30 p.m.
  - 8.6. 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 January 12, 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 December 8, 2008, in the District Office Board Room. Trustees present included: Mr. David Bedey, Mrs. Corrine Gantt, Mrs. Tamis LaSalle, Mrs. Kelly Rogers and Mr. Jim Shea. Administrators present included: Superintendent Mr. Duby Santee; Principals Mrs. Kathleen Dent, 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; Activities Director Mr. Darrell Holland and District Clerk Ms. Cathy Binando. Trustee Mr. Tom Pool was not in attendance.

1.1. Pledge of Allegiance – Mrs. LaSalle led the group with the Pledge.

1.2. Board Reorganization

1.2.1. Seating of New Trustee/Oath – Mr. David Bedey

Mr. Bedey was given the oath of office and seated as a new trustee.

1.2.2. Election of Vice Chair

***Mrs. LaSalle nominated Mrs. Gantt to serve as Vice Chair. Mr. Bedey seconded and the motion carried 6-0.***

1.2.3. Committee Appointments

Changes were made to the School Board Committee Appointments. Mr. Bedey will replace Mr. Hallett on Buildings and Grounds and also replace Mrs. LaSalle on Certified Negotiations. Mr. Bedey will also join the Certified Sick Leave Bank Committee. Staff Development and Vocational Education will remain with each needing one position filled.

2. **Minutes, financial reports, and bills** – The Board reviewed the minutes from the Regular Meeting held on November 10<sup>th</sup>, the Special Meeting held November 17<sup>th</sup> and the claim details for the month of November (warrant numbers 54835 – 54967).

***Mrs. Gantt moved to accept the minutes of November 10 and November 17, 2008. Mr. Shea seconded and the motion carried 6-0.***

Mrs. LaSalle 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 cost of food. They want comparisons between other schools. There will be revenue coming from tax collections, and the bus purchase/trade in and Keystone finances were also discussed.

***Mrs. LaSalle moved to accept the bills and the financial reports for the month of November, 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. **Science Olympiad** – Mr. Tom Schmidt and representatives from the High School team discussed the program, areas that they competed in, results and fundraising projects. Teachers from the Middle School, Susan Matthews and Kris Butts, discussed the program at their school.

#### **4.3. Keystone After School Program/Financial Concerns if it is to Continue**

Ms. Ria Overholt discussed the after school program, projects that they have done, students that participate and program fees. The program is in the fifth and final year of grant funding. The program held a summer program this year and the costs were greater than expected and the fees collected were less than anticipated. Due to this short fall, the program may run out of funds before the end of the year. Grants are being looked into and parents are trying to develop fund raisers to support the program through the end of the year and for coming years. Ms. Overholt noted that she knew the district was not in the position to fund the program, but she would like the support from the Board in getting the word out about the program and its financial needs.

**4.4. Council Representative – Ms. Megan Baker:** Ms. Baker reported that the council decorated for Christmas and is working on a food drive.

#### **4.5. Building Reports :**

**High School – Ms. Stuber reported on the following:** There are 556 students enrolled at the High School; attendance at the parent/teacher conferences was approximately 60%; the ASVAB and PLAN standardized tests were given; MBI was discussed at both early outs in November; “Shakespeare in the Schools” was hosted; Town Pump gave a \$500.00 grant; the Sweetheart Dance was held; and Danica Loucks was selected by KPAX for the “Student Service” award. It was also noted that Ms. Stuber was selected as the “Assistant Principal of the Year” by the M.A.S.S.P. and will now compete for the national award.

**Middle School – Mr. Kimzey reported on the following:** There are 354 students enrolled; 20 students participated in the BRASS (Bio-Medical Research After School Scholars); advisory classrooms provided Thanksgiving dinners for 22 families; Mr. Stromberg and Mr. Mahon were accepted to be members of the Montana Math Content Standards Revision Team; and HMS band and choir concerts will be held next week. Mr. Stack reported that 80% of the parents attended parent/teacher conferences; proceeds from the concessions at the Middle School are going to the activity budget; and the tip-off tournament will be held this weekend.

**Daly Elementary School – Mr. Larson reported on the following:** Santa Charlie will be coming tomorrow; there was almost 100% participation in all of the classes for parent/teacher conferences; Christmas concerts are planned and there were struggles with the transportation for practices at the P.A.C.; schedules and evaluations are being worked on.

**Grantsdale Elementary School – Mrs. Dent reported on the following:** Santa Charlie visited the school and handed out books to all the students; working on math achievement by instituting a reward for the student and the parent as they must practice at home; for RTI they are working on different groupings and interventions; the holiday programs will be later this week; and Grantsdale now has an individual from BVSEC working on the Youth Enhancement Program. Mrs. Dent noted that the budget cuts of the field trips also affected the transportation funds used to travel back and forth for band and music practices.

**Washington Elementary School – Mr. Henson was not at the meeting.**

#### **5. Board Action:**

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

5.1.1. Renae Dorward – Special Education Paraprofessional / Daly

**Mr. Shea moved to accept the resignation of the individual listed in 5.1.1.**

**Mrs. LaSalle seconded and the motion carried 6-0.**

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

- 5.2.1. Carol Pomelear – Part-time Paraprofessional / Grantsdale
- 5.2.2. Sonia Berdeck – Science Specialist
- 5.2.3. Richard Buchanan – Night Custodian

***Mrs. LaSalle moved to hire the individuals as listed in 5.2.1. through 5.2.3. Mr. Shea seconded. It was noted that these are all replacements for current positions and the science specialist is housed at the district office. The Board then voted and the motion carried 6-0.***

**5.3. Recommendation to Offer Extracurricular Contracts-Varsity Head Coaches/Fall Activities:**

- 5.3.1. Cross Country – Mark Albert
- 5.3.2. Football – Steve Weston
- 5.3.3. Golf – Owen Burch
- 5.3.4. Boys' Soccer – Randy Lint
- 5.3.5. Girls' Soccer – Greg Shifflett
- 5.3.6. Volleyball – DeEtte Monson

***Mrs. Gantt moved to approve the recommendation to hire the individuals as listed in 5.2.1. through 5.2.6. for the extracurricular positions. Mrs. LaSalle seconded. Mrs. Gantt noted that the Athletic and Extracurricular Assessment Committee had voted unanimously to present the recommendations to the full Board. Questions on the memo from Mr. Darrell Holland were discussed. The Board then voted and the motion carried 6-0.***

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

It was noted that since the County Election Office ran the election, the County Commissioners canvassed the results. The official counts were 2,838 for and 3,085 against.

***Mr. Shea moved to accept the election results. Mrs. Gantt seconded and the motion carried 6-0.***

**5.5. Request to Purchase Used Yellow Bus With Trade-In of Two Buses**

Mr. Holland handed out additional information on quotations of a 1996, 1999 and two 2001 buses. The district's current 1989 Bluebird (yellow) bus is in need of repairs that are estimated at \$4,000.00. The value of the bus is \$2,500.00. With this proposal, a used bus would be purchased to replace the current one needing repairs and that bus in addition to the 1979 MCI would be used as trade-ins. A replacement for the 1979 MCI was purchased in July and there has been no one interested in purchasing it. The Bus Depreciation Fund (#211) was discussed. There is currently a balance of approximately \$79,000.00 in this fund, which is to be used for the purchase and replacement of district buses. It was noted that in the transportation contract, the contractor responsible for picking up and taking the students home is required to use a bus that is 10 years old or newer.

***Mr. Shea moved to pursue the purchase of a 2001 Am Trans with approximately***

*47,000 miles. The purchase price of \$36,000.00 will be decreased with the trade-in values of the district's two buses for a total of \$29,000 with the delivery costs to be negotiated. Mrs. LaSalle seconded and the motion carried 6-0.*

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

- 6.1. **Policy #7332 – Advertising in Schools/Revenue Enhancement – First Reading** – The Board held a First Reading on the proposed new policy. It was noted that this policy was needed to bring Board Policy in line with current practice.
- 6.2. **Hamilton Public Schools Coach/Sponsor Handbook – Second Reading** – The Board reviewed proposed changes to the handbook that were made at the Athletic and Extracurricular Assessment Committee meeting on Thursday.

**7. Discussion and possible action:**

7.1. **Building and Grounds Committee** – Mr. Shea reported on the following: The septic/sewer at Daly was discussed and it would be possible to have a K-2 building added to this site. It was also noted that the City owns part of the pipe used to carry the black water to the sewer. It was noted that the City of Hamilton was given permission to install underground utilities through district property to the new restrooms at Kiwanis Park. In order to improve the track at Haynes Field, Mr. Holland is seeking donations and Mr. Stromberg and Mr. Sparks are writing a grant to Nike. There are still issues in trying to have Gen Flex/Firestone complete warranty work on the High School Roof. The materials have been delivered, but the contractors have failed to show up to install them. There are currently at least 11 active leaks and the weather is a big concern at this point. Legal action may be needed. It was suggested that the district contact its insurance carrier and see if they can help. The next meeting will be January 12<sup>th</sup> at 5:30 p.m.

7.2. **School Wellness Committee** – Mrs. Gantt reported on the following: At the meeting held on December 5<sup>th</sup> the following items were discussed: nutrition break at the High School; making the kitchen at the High School more independent with their own menu; developing a student group to discuss offerings; and the salad bar at the Middle School. The next meeting will be January 8<sup>th</sup> at 3:30 p.m.

7.3 **Athletic & Extracurricular Assessment Committee** – Mrs. Gantt reported on the following: Items discussed at the meeting included fall coaches and the coaching handbook. A meeting to discuss recommended coaches has been called for April 9, 2009, at 6:30 p.m. There will be another meeting in late January or early February also.

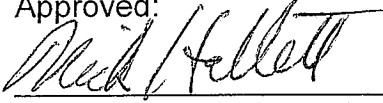
**8. Superintendent's Report / Information :**

- 8.1. **Accreditation Report** – Mr. Santee reported on the preliminary accreditation report. He stated that several items in it had already been corrected including class load deviations at Washington. He noted that there are two misassigned teachers at the high school and the library should have more certified F.T.E.'s. An alternative to the library requirement is being sought.
- 8.2. **Supervision and Evaluation Responsibilities Flow Chart** – Mr. Santee discussed the flow chart. The Board decided that they should complete an evaluation of the business manager. They are looking to do this in March or April and Ms. Binando is to look at different evaluation forms.

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- 8.3. MTSBA Advocacy Training – December 11<sup>th</sup> – Hilton Garden Inn
  - 8.4. Negotiations Update – Mr. Stromberg has not sent a letter to the Board Chair, but he stated that the union would be ready to begin after January 1<sup>st</sup>. Mrs. Boer was also present at the meeting and stated that the classified union would also be ready to being the negotiation process.
  - 8.5. Superintendent's Evaluation – December 15<sup>th</sup> – 6:30 p.m.
  - 8.6. Other – There were no other items discussed.
9. **Adjourn** – Mr. Hallett adjourned the meeting at 8:33 p.m.

Approved:



Nick Hallett, Board Chair



Cathy Binando, District Clerk