

# Hamilton Public Schools



217 Daly Avenue • Hamilton, MT 59840 406-363-2280

## HAMILTON SCHOOL DISTRICT #3 REGULAR SCHOOL BOARD MEETING

District Board Room

Monday – November 12, 2007

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.
4. Public comment on any public matter not on the agenda:
5. Special presentations, requests, reports and correspondence:
  - 5.1. C.A.O.S. – Mrs. Terri Vore
  - 5.2. Student Council Report
6. Board Action:
  - 5.1. Accept Staff Resignations:
    - 5.1.1. Linda Arends – After School Program
    - 5.1.2. Cindy Larot – Food Service
  - 5.2. Recommendation to hire or offer contracts:
    - 5.2.1. Desiree Holt – Science Curriculum Specialist
    - 5.2.2. Robin Vineyard – Assistant Director / 21<sup>st</sup> Century – After School Program
    - 5.2.3. Debra Brewer – Paraprofessional / Daly Elementary
    - 5.2.4. Twila Larson – Special Education Paraprofessional / Grantsdale
    - 5.2.5. Cheryl Conner – Special Education Paraprofessional / Daly
    - 5.2.6. Victoria Moore – Special Education Paraprofessional / Middle School
    - 5.2.7. Arielle Rhodes - .5 F.T.E. Teacher/State Gifted and Talented Grant
  - 5.3. Recommendation to hire or offer contracts – Middle School Activities:
    - 5.3.1. Emily Doyle – 6<sup>th</sup> Grade Girls' Basketball
    - 5.3.2. John Stromberg – 6<sup>th</sup> Grade Boys' Basketball
  - 5.4. Request for Extended Leave – Military Duty
  - 5.5. Request for Additional Track Coach – Pole Vault
  - 5.6. Request to Change Head Coach Hiring Procedures / Time Tables
  - 5.7. Request to Purchase an Additional Yellow Bus / Bus Depreciation Fund
  - 5.8. Request to Purchase Two Vehicles / Drivers' Education Fund
  - 5.9. Request to Increase Drivers' Education Fees for 2008-2009 and 2009/2010
  - 5.10. Development of a Life-Time Activity Pass for Retirees / Board of Trustees
6. Policy / Curriculum:
  - 6.1. Literature Curriculum – Second Reading
  - 6.2. Media Literacy Curriculum – Second Reading
  - 6.3. Reading Curriculum – Second Reading
  - 6.4. Collection Development Policy/Hamilton High School – First Reading
7. Discussion and possible action:
  - 7.1. Buildings and Grounds Committee
    1. Kurtz Lane – Tree Proposition
    2. Middle School Playground and Walkway
  - 7.2. School Wellness Committee
  - 7.3. Impact Fees
8. Building Reports
9. Superintendent's Report / Information
  - 9.1. Adequate Yearly Progress (A.Y.P.)
  - 9.2. MQEC
  - 9.3. Superintendent Evaluation
  - 9.4. Board Chair Resignation – Mr. Al Mitchell
  - 9.5. Other
10. Adjourn

**7.3. Impact Fees** – Mrs. Gantt reported on the following:

A proposal from TischlerBise was received and the proposed fee is \$28,500.00. Mrs. Gantt stated that the county-wide Impact Fee Advisory Board is reviewing the law and determining the criteria that is needed in the studies. The studies that were done for Florence-Carlton and Corvallis were found to be lacking in some areas and the study did not fulfill all the needed requirements. This issue will be held until the list of criteria is available. Mrs. Gantt will also research the name of another company that also does these studies

**8. Building Reports:**

**High School - Mr. Conwell reported on the following:**

- a. There are approximately 565 students enrolled at the High School. There are 19 students enrolled at the Alternative School. There have been two theatrical performances at the high school, *Frankenstein* and *Othello*. Ravalli County Bank helped to sponsor the Shakespeare performance. A speaker from M.S.U. provided information on risk management in sports.

**High School - Ms. Stuber reported on the following:**

- a. The new tardy policy is working well and there has been a dramatic decrease in the number of students who are late. A competition between classes is being considered. An honor roll party is being planned as well as providing recognition for attendance.

**Middle School - Mrs. Solomon reported on the following:**

- a. Mrs. Solomon reported that the Middle School is working on a food drive and students have been raking leaves for homes near the school. Through the MBI program, interventions are being done for yellow level students. Parent/teacher conferences are this week and Mrs. Solomon thanked the P.T.A. for providing food for the staff.

**Grantsdale Elementary School – Mrs. Kathleen Dent reported on the following:**

- a. Grantsdale would like to get their parents more engaged and involved so the school is working on several programs to help. The Staff Development Committee met on November 1<sup>st</sup>. Grantsdale students participated in the Veterans' Day celebration at the Daly school. Mrs. Dent, with other educators representing Montana, met with the Secretary of Education in Washington, D.C. to discuss how federal policies affect Montana.

**Daly Elementary School – Dr. Kelly Benson reported on the following:**

- a. The goal of 1,000 gold tickets was reached, so a Gold Ticket Celebration was held. Ellen Holton has been working on a handbook for the mentorship program. This includes information for the new and the master teacher. The Veterans' Day Celebration was a very big success. Mrs. Holton and Mrs. Dickerson were thanked for their work on this project. Parent/Teacher conferences will be held this week.

**Washington Elementary School – Mr. Brad Henson reported on the following:**

- a. There are 231 students enrolled in Washington with 15 in the special education preschool. Parent/teacher conferences are this week. The P.T.A. fund raiser of "Original Works" raised \$1,000.00 for Washington School. An informal survey

was conducted to see if given the option, how many parents would have enrolled their student in full day kindergarten. Sixty-five (65) surveys were returned and of those, 45 would have chosen full day kindergarten.

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

- 9.1. Adequate Yearly Progress (A.Y.P.): Mr. Santee noted that the district was moving forward and the schools were developing building action plans.
- 9.2. MQEC – Montana Quality Education Coalition: Mr. Santee reported that the coalition is undecided on how they will proceed from here. Surveys are being taken and information provided from that will help to determine if they continue to take the matter of school funding to court.
- 9.3. Superintendent Evaluation: It was decided that an informal evaluation would be held on November 26<sup>th</sup> at 5:30 in the District Conference Room.
- 9.4. Board Chair Resignation – Mr. Al Mitchell: Mr. Mitchell gave the Board of Trustees a resignation letter effective December 10, 2007.

***Mr. Hallett moved to accept Mr. Mitchell's letter of resignation. Mrs. Holley seconded. Mr. Mitchell was thanked for his years of service and dedication to the Board of Trustees and to the Hamilton School District. The motion then carried with a vote of 4-0 (Mr. Mitchell did not vote).***


The Board discussed the procedures to find a replacement. It was decided that a letter of interest would be asked for. Letters of interest are due November 30<sup>th</sup> and interviews will be held on December 6<sup>th</sup> starting at 6:00 p.m. Advertising will take place in the Ravalli Republic, school announcements and SynergE.

- 9.5. Other: None.

**10. Adjourn** – Mr. Mitchell adjourned the meeting at 8:40 p.m.

Approved:

  
\_\_\_\_\_  
Al Mitchell, Board Chair

  
\_\_\_\_\_  
Cathy Binando, District Clerk

1. **Call to order** – Chair Al Mitchell called the Regular Meeting of the Board of Trustees to order at 6:30 p.m. on November 12, 2007, in the District Office Board Room. Trustees present included: Mrs. Corrine Gantt, Mr. Nick Hallett, Mrs. Lori Holley, Mrs. Tamis LaSalle and Mr. Tom Pool. Administrators present included: Superintendent Mr. Duby Santee; Principals Dr. Kelly Benson; Mr. Kevin Conwell, Mrs. Kathleen Dent, Mr. Brad Henson and Mrs. Barbara Solomon; High School Assistant Principal Ms. Joel Stuber; Head of Maintenance Ms. Judy Hake and District Clerk Ms. Cathy Binando. Trustee Mr. Dan Moerkerke was not in attendance.

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 8<sup>th</sup>; the Special Meeting held on October 31st and the claim details for the month of October.

*Mr. Hallett moved to accept the minutes of October 8<sup>th</sup> and October 31, 2007, as presented. Mrs. Gantt seconded and the motion carried 6-0.*

*Mr. Hallett moved to accept the bills and the financial reports for the month of October, 2007. Mrs. LaSalle seconded and the motion carried 6-0.*

3. **Public Comment:**

None.

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

4.1. **CAOS - Mrs. Teri Vore reported on the following:** The committee is working on a possible art auction of student work. Volunteers are needed to help with the Red Calendar. Hamilton Middle School students will be attending the “The Artist & the Wolves” presentation at the Ravalli County Museum and the fourth graders will be attending the symphony. Mrs. Vore received \$2,000.00 from ING/Unsung Hero Awards. These funds will be used to bring programs into the Middle School.

4.2. **Student Council Representative – Ms. Megan Baker reported on the following:** Students went “trick or treating” for canned goods which will be donated to the Haven House. Failure to attend meetings has resulted in students being impeached or resigning. The Student Council is working on hosting a regional meeting and starting a “power puff” volleyball team. The Student Council is also working on the annual food drive and the Mr. Bronc competition.

5. **Board Action:**

5.1. **Accept Staff Resignations:**

5.1.1. Linda Arends – After School Program

5.1.2. Cindy Larot – Food Service

*Mr. Hallett moved to accept the resignations of the individuals listed in 5.1.1. and 5.1.2. Mrs. Gantt seconded and the motion carried 6-0.*

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

- 5.2.1. Desiree Holt – Science Curriculum Coordinator
- 5.2.2. Robin Vineyard – Assistant Director / 21<sup>st</sup> Century – After School Program
- 5.2.3. Debra Brewer – Paraprofessional / Daly Elementary
- 5.2.4. Twila Larson – Special Education Paraprofessional / Grantsdale
- 5.2.5. Cheryl Conner – Special Education Paraprofessional / Daly
- 5.2.6. Victoria Moore – Special Education Paraprofessional / Middle School
- 5.2.7. Arielle Rhodes - .5 F.T.E. Teacher / State Gifted and Talented Grant

***Mr. Hallett moved to hire or offer contracts to the individuals listed in 5.2.1. to 5.2.7. Mr. Pool seconded. It was noted that the .5 F.T.E. teacher was a new position and would be funded by a grant. The Board then voted in favor of the motion 6-0.***

**5.3. Recommendation to Hire or Offer Contracts-Middle School Activities:**

- 5.3.1. Emily Doyle – 6<sup>th</sup> Grade Girls' Basketball Coach
- 5.3.2. John Stromberg – 6<sup>th</sup> Grade Boys' Basketball Coach

***Mr. Pool moved to hire or offer contracts to the individuals listed in 5.3.1. and 5.3.2. Mrs. LaSalle seconded. Discussion included other teams to play, practice and game times, and payment for the coaches. The motion then carried 6-0.***

**5.4. Request for Extended Leave – Military Duty:**

Ms. Heather Stricker, first year social studies teacher at the Middle School, requested extended leave from April 2, 2008, until the end of the school year to fulfill her training requirements as a 2 Lieutenant in the Montana National Guard.

***Mr. Hallett moved to grant Ms. Stricker extended leave/leave without pay, beginning April 2, 2008. Mrs. Gantt seconded and the motion carried 6-0.***

**5.5. Request for Additional Track Coach – Pole Vault:**

Mr. Darrell Holland, Activities Director, requested that an additional track coach be hired for the pole vault due to supervision and liability reasons. Training and safety seminars were discussed.

***Mrs. Gantt moved to accept the recommendation and hire a pole vaulting coach. Mrs. LaSalle seconded and the motion carried 6-0.***

**5.6. Request to Change Head Coach Hiring Procedures / Time Tables:**

Mr. Darrell Holland requested a change to the current head coach hiring procedures. He requested that the head coaches of the fall sports be hired in December; the head coaches of the winter sports be hired in April; and the head coaches of the spring sports be hired in June. This would provide more time to fill open positions.

***Mrs. Holley moved to accept the recommendation and change the head coach hiring procedures. Mrs. LaSalle seconded. It was questioned if this left enough time and Mr. Holland stated that there was. All inventory and***

*evaluations would be completed. This would allow for earlier advertising. This process may be delayed if there are also open teaching positions. The Board then voted in favor of the motion by a vote of 6-0.*

**5.7. Request to Purchase an Additional Yellow Bus / Bus Depreciation Fund:**

Mr. Holland requested permission to purchase an additional yellow bus from the Bus Depreciation Fund to help transport students in-district and on field trips. Currently the yellow bus and one of the Bronc buses are being used. The approximate cost would be \$20,000.00 for a bus 10 years of age or newer. The Board discussed the cost of contracting out this service versus purchasing a new bus and asked for a cost comparison.

*Mr. Pool moved to table this issue until a cost comparison can be made. Mrs. Gantt seconded and the motion carried 6-0.*

**5.8. Request to Purchase Two Vehicles / Drivers' Education Fund:**

Mr. Holland requested permission to purchase two vehicles from the Drivers' Education Fund. The vehicles would be Chevrolet Uplanders and the approximate price would be \$18,000.00 per vehicle. The Uplander is a seven passenger vehicle with four doors. The proposed Uplanders have approximately 8,000 miles on them. Mr. Holland is able to purchase the Uplanders for less than the blue book price. Discussion included driving a van versus a car; insurance increase due to the purchase of new vehicles; need ; scholarship program for needy students so that they are able to take drivers' education; use of current vehicles for other district uses; and wheel chair access. In order to maintain and upgrade the district vehicles, Mr. Holland plans to purchase one new vehicle every other year.

*Mr. Pool moved to approve the purchase of two new drivers' education vehicles. Mrs. LaSalle seconded. Mr. Hallett and Mrs. Gantt voiced concerns about the purchase. The Board then voted in favor of the motion 6-0.*

**5.9. Request to Increase Drivers' Education Fees for 2008-2009 and 2009-2010:**

Mr. Holland requested that the fees for the 2008-2009 and 2009-2010 be increased each year by \$25.00, as has been done in the past. These increases would be used for vehicle purposes and to cover the increased cost of gasoline. Payment schedules and a scholarship program were discussed. Mr. Pool requested an updated version of the projected budget. This request died for lack of a motion.

**The agenda was amended to discuss 7.7.1.2. – Middle School Playground and Walkway.**

Mrs. Holley and Mr. Schlechten gave the Board an update on the situation at the Middle School. Drainage issues, uneven walking areas, safety issues and hazards were discussed. Mr. Schlechten provided pictures of the affected areas. This area includes the walk way and where the students get on and off the buses. The estimated cost of this project is \$40,000 to \$45,000 and will be paid from the deferred maintenance funds from the State. The Building and Grounds Committee

discussed this issue and recommended it be completed. Mr. Schlechten stated that due to the change in weather, this project needs to be started right away. If approved tonight, the project can be started in the morning and be completed by the weekend. Planning with staff, bus contractor, and food service will be needed.

***Mrs. Holley moved to approve the Middle School project. Mr. Hallett seconded. There was some discussion as to the scheduling. The motion then carried by a vote of 5-0. Mr. Pool left the meeting and was not present for this vote.***

The Board then returned to the regular agenda.

**5.10. Development of a Life-Time Activity Pass for Retirees/ Board of Trustees:**

The Board discussed developing a program that would award retirees and members of the Board of Trustees with a life-time activity pass. The pass would be good for the retiree/trustee and their spouse. Discussion included qualifications.

***Mr. Hallett moved to institute a life-time activity pass program for individuals who retire from the district with 20 years of service, with at least 10 years of service to the Hamilton School District, and to Board Members with the completion of a three year term of service to the District. Mrs. Holley seconded and the motion carried 5-0.***

**6. Policy / Curriculum:**

- 6.1. Literature Curriculum – Second Reading
- 6.2. Media Literacy Curriculum – Second Reading
- 6.3. Reading Curriculum – Second Reading
- 6.4. Collection Development Policy / Hamilton High School – First Reading

The Board held a Second Reading on the curriculum and were asked to bring their copies for further review and a vote at the December Board Meeting. The Board reviewed the Collection Development Policy. Mr. Conwell stated that this was an update to the current policy with the only inventory items being changed. The Board will discuss this issue at the next meeting.

**7. Discussion and possible action:**

**7.1. Building and Grounds Committee** – Mrs. Holley reported on the following:

- 1. Kurtz Lane – Tree Proposition

The committee discussed a letter from the mayor regarding the addition of trees to Kurtz Lane. Since there is currently no way to maintain the trees, this item will need further research and discussion.

- 2. Middle School Playground and Walkway

This item was discussed earlier.

- 3. Other – The next Building and Grounds Committee Meeting is scheduled for December 4<sup>th</sup>.

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

The next meeting was scheduled for November 28<sup>th</sup> at 5:30 in the District Office.

# *Hamilton Public Schools*



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**HAMILTON SCHOOL DISTRICT #3  
SPECIAL SCHOOL BOARD MEETING  
District Board Room  
November 9, 2007  
12:00 (Noon)**

AGENDA

1. Call to order
2. Public comment on any public matter not on the agenda:
3. Student Discipline Hearing
4. Adjourn

This meeting may be closed for privacy issues.

**HAMILTON SCHOOL DISTRICT #3  
SPECIAL SCHOOL BOARD MEETING  
Friday – November 9, 2007**

- 1. Call to order** – Chair Mr. Al Mitchell called the Special Meeting of the Board of Trustees to order at 12:15 p.m. in the District Office Board Room. Trustees present included: Mrs. Corrine Gantt, Mr. Nick Hallett and Mr. Dan Moerkerke. Administrators present included: Superintendent Mr. Duby Santee; Principals Mr. Kevin Conwell and Ms. Joel Stuber; and District Clerk Ms. Cathy Binando. Trustees Mrs. Lori Holley, Mrs. Tamis LaSalle, and Mr. Tom Pool were not able to attend the meeting.
  
- 2. Public Comment** – None.
  
- 3. Student Discipline Hearing**  
Mr. Mitchell 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 12:16 p.m. The student and his parent did not waive his right to privacy, so the meeting remained closed.

At 12:25 p.m., the Board reconvened into Regular Session.


***Mr. Hallett moved to accept the administrators' recommendation and expel student #15541. Mrs. Gantt seconded and the motion carried 4-0.***

- 4. Adjournment** – Mr. Mitchell adjourned the meeting at 12:26 p.m.

Approved:



Al Mitchell, Chair



Cathy Binando, District Clerk

# *Hamilton Public Schools*



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**HAMILTON SCHOOL DISTRICT #3  
SPECIAL SCHOOL BOARD MEETING  
District Board Room  
November 26, 2007  
5:30 P.M.**

AGENDA

1. Call to order
2. Public comment on any public matter not on the agenda:
3. Superintendent Evaluation
4. Adjourn

This meeting may be closed for privacy issues.

**HAMILTON SCHOOL DISTRICT #3  
SPECIAL SCHOOL BOARD MEETING  
Monday – November 26, 2007**

1. **Call to order** – Chair Mr. Al Mitchell called the Special Meeting of the Board of Trustees to order at 5:55 p.m. in the District Office Board Room. Trustees present included: Mrs. Corrine Gantt, Mr. Nick Hallett, Mrs. Lori Holley, Mrs. Tamis LaSalle, Mr. Dan Moerkerke, and Mr. Tom Pool. Administrators present were Superintendent Mr. Duby Santee.
2. **Public Comment** – None.
3. **Superintendent Evaluation**  
Mr. Mitchell 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 5:56 p.m. The superintendent did not waive his right to privacy, and the meeting remained in closed session.

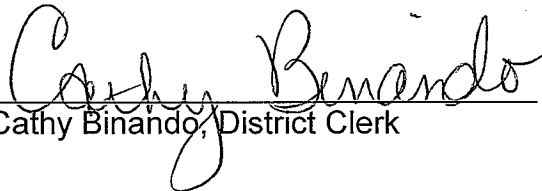
At 7:24 p.m., the Board reconvened into Regular Session.

4. **Adjournment** – Mr. Mitchell adjourned the meeting at 7:25 p.m.

Approved:



Al Mitchell, Chair



Cathy Binando, District Clerk