

**AGENDA**  
Regular Board Meeting  
July 14, 2008

6:00pm.

Pioneer School Main Building - 4th Grade Classroom

**I. OPENING:**

1. Call to Order
2. Minute Approval; June 16, 2008 meetings
3. Public Comment
4. Lead Teacher Report

**II. OLD BUSINESS:**

1. Full Time Kindergarten

**III. NEW BUSINESS**

1. Set Date for Final Budget Adoption for FY 2009
2. Policy Update:
  1. 2100 School Year Calendar and Day
  2. 2161P Special Education
  3. 2168 (new) Distance, Online and Technology Delivered Learning
  4. 3110 Students Entrance, Placement and Transfer
  5. 3231 Searches and Seizure
  6. 3416 Administering Medicines to Students
  7. 3612 District-Provided Access to Electronic Info, Serv, and Networks
  8. 5226 Drug-Free Workplaces
  9. 5450 Employee Electronic Mail and On-Line Serv Usage/Cell Phone Usage
3. Technology Duty Review
4. Library Duty Review
5. Lead Teacher Duty Review

**IV. FINANCIAL REPORT:**

1. June Financial Report:

**V. TRUSTEE CONCERNS:**

1. Mail
2. Other Concern

**VI. ADJOURNMENT:**

**LOCKWOOD SCHOOL DISTRICT #26  
YELLOWSTONE COUNTY, BILLINGS, MT  
REGULAR MEETING**

**CALL TO ORDER**

**JULY 14, 2009**

Chair Susanne Vinton opened the regular meeting and called it to order at 7:00 p.m. and led those present in the Pledge of Allegiance.

The following trustees and officers were present: Trustees Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Jason Hamrick, Tamara Spillum and Greg Bochy, Superintendent Eileen Johnson and District Clerk Diane Brook.

Staff members present were Mike Bowman, Art Anderson, Mike Sullivan and Charles Harvey.

Evelyn Pyburn from the Yellowstone County News was present.

Mrs. Vinton welcomed visitors and advised the following:

Any person present who wishes to address the board or raise any question about public school district matters or governing policies may do so under public participation. No discussion of personnel or individual students is permitted at this time. A limit of three minutes is placed on each speaker. Persons who want more time may make arrangements to be placed on a future agenda. The public is also reminded that they may provide input on all motions being considered by the board at this meeting.

**INDIVIDUALS, DELEGATIONS, CORRESPONDENCE**

Chair Vinton passed around correspondence from Annette Efta and Jeff Weldon.

**ITEMS FOR ACTION**

A. Approval of Minutes

Chair Vinton asked if there was any objection to the minutes as presented. Hearing none, the minutes of the June 9, 2009 regular board meeting and the June 16, 2009 special board meeting were approved.

B. Approve Bills and Wages for April

Chair Susanne Vinton asked if there was any objection to the bills and wages as presented. Hearing no objection, the bills and wages were approved.

C. Employee Handbook Update

The updated Employee Handbook was attached to the agenda. Recommended changes were identified with strikethrough highlighted text.

Trustees briefly discussed the use of personal cell phones and procedures for handling late student assignments.

Becky Malenowsky moved to approve the Employee Handbook as presented. Greg Bochy seconded the motion. Trustees Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

D. Setup a Recycling Fund in the Extracurricular

Eileen explained about the recycling bin. Last year the funds from recycling were moved to Student Council Fund. Some of the staff was concerned because they were unable to see the recycling fund balance separately, so she recommended separating it once again having a Recycling Fund within the Extracurricular Funds.

Supt. Johnson also advised trustees that they will split the Library Fund into three school accounts to track balances separately for primary, intermediate and middle school.

Jason Hamrick moved to approve setting up a new account for Recycling in the Extracurricular Fund and to divide the Library Fund into three library accounts. Peter Freivalds seconded the motion. Trustees Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

E. Policy Recommendations

Policy No. 5222 – Teacher Evaluation – Third and Final Reading

Peter Freivalds moved to approve Policy No. 5222 as presented on third and final reading. Holly Sather seconded the motion. Trustees Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

Policy No. 2310 – Selection of Library Material – Second Reading

Jason Hamrick moved to approve Policy No. 2310 on second reading. Tamara Spillum seconded the motion. Trustees Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

F. Hiring

Athletic Director: Randall Rice and West Caldwell, MS teachers are recommended to share the duties of AD for the 2009-10 school year.

Paraprofessional: Korinne Butler is also recommended for hire. She is trained in sign language. She is an addition to the agenda hiring.

Summer Maintenance Worker: Travis Noonkester is recommended for hire on a temporary basis for summer maintenance. Eileen advised that he would be hired to assist Art with getting the sprinkler system repaired.

Trustees were advised that necessary background fingerprint checks have been completed for the above-mentioned people.

Peter Freivalds made a motion to hire individuals noted on the agenda with addition of Korinne Butler. Becky Malenowsky seconded the motion. Trustees Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

#### G. Out-of-District Students

The attached list is for students to be enrolled who live out of the district. We do not charge tuition along with most districts in the area with the exception of District No. 2. Many on the list are children of employees. If we were to charge tuition, they too would have to pay.

Supt. Johnson advised that these tuition agreements will come to the board on a regular basis. She explained about the tuition form the district uses. Principals sign it first then it goes to her. Then the state tuition forms are completed.

Peter Freivalds moved to accept the out-of-district students listed. Tamara Spillum seconded the motion. Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

#### H. Graduation Procedure for the Future

Trustee Peter Freivalds suggested putting a time limit on the discussion.

Becky Malenowsky said there were a handful of students not dressed appropriately at graduation. She feels there needs to be some type of enforcement of the Student Handbook guidelines for graduation dress.

Tamara Spillum asked about the possibility of providing gowns.

Principal Mike Sullivan advised that gowns cost \$80-\$100 each. Gowns for one time use would cost the students about \$20 each.

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There was discussion about the subjectivity of enforcing dress code and how different individuals interpret it differently.

Mike said gowns would make it easier and they would eliminate the problem inappropriate dress.

Supt. Johnson said she would rather explore the option of providing gowns, also.

Becky disagrees completely and wholeheartedly; she feels that boundaries should be enforced.

Holly feels the robes are going to be the way to solve the problem.

Trustee Freivalds said the school is going to have another bill that we can't afford and parents would have a bill that they don't have money for.

Susanne suggested possibly getting Student Council involved in the process.

Eileen said it could save the parents money that they now spend for graduation clothing.

Peter said if it goes to Student Council it wouldn't get acted on until at least October. He doesn't feel that 8<sup>th</sup> grade graduation is necessarily a good thing to have. He thinks the option of having no graduation and providing a party instead should be explored.

Chair Vinton noted that any discussion or decision about the graduation ceremony itself would have to be on the agenda for a later meeting.

Principal Sullivan advised that he will look into more options for gowns. It was general consensus of those present that caps would not be necessary.

Trustees asked Charles Harvey, Student Council Advisor, to think about how Student Council could be involved.

This item will continue to be put on the agenda until it is resolved.

#### I. Middle School Handbook

Mr. Sullivan advised that he had two additions this year: PE Uniforms and Gang Policy.

Those present briefly reviewed current dress code in the handbook. Eileen advised that they take out the existing graduation dress guidelines and put in a notation that graduation dress guidelines will be announced by the end of October.

Peter Freivalds moved to approve the 2009-10 Middle School Handbook, with the above-mentioned changes advised by Supt. Johnson, regarding graduation dress guidelines. Jason Hamrick seconded the motion. Susanne Vinton, Holly Sather, Peter Freivalds, Becky

Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

### **DISTRICT REPORTS**

Facilities Report on Stimulus Grant: Lockwood Schools has received a \$425,000 Quick Start Energy Grant. Facilities Director Art Anderson advised that spending it within the time frame is a very aggressive schedule. The district is responsible for a match of \$10,648.00 and \$35,000 to conduct the building audit.

The bid documents will be printed on July 28. Advertisements will be published on July 26 and August 2. Bid drawings will be available to be picked up on August 3. The bid opening is scheduled for 12:00 noon on August 11. The bid award decision will be an agenda item for the Regular Board Meeting on the evening of August 11.

Art advised that over 1,400 light fixtures could possibly be addressed. They will set up areas for deletions if necessary due to bid pricing. Notifications will be sent out to major contractors in the area. Problems may be encountered due to the aggressive schedule. Much of the work will have to be done in off hours for the 6-week period of the job. The bid documents will include wording that work cannot begin until 4:00 p.m. and the rooms must be left in such a way that regular school can be conducted the next day.

Art informed those present that payback for the savings in power usage should be within 11 years.

Trustees were advised of the potential liability to the district if only a portion of the work is completed by 9/30/09. As an example, Art said if only 75 percent of the work was complete on 9/30/09, the district would need to pay the 25 percent remaining to finish the project. Due to this possible liability, it is mandatory that we have to have a project that can be completed by September 30, which involves using fixtures that are available.

Eileen advised that Jeff Tobin of Travelers Insurance had inspected the boilers. He said the work that Art has done and the recommendations he has made on these boilers was excellent.

It was noted that the district's share, \$10,000 will be paid from Building Reserve.

Art researched and found a new material, aquatherm pipe, to use for installation of the chiller. This pipe has been available in Europe for twenty years. It exceeds what steel pipe is capable of doing and it has less erosion. Using it will reduce labor costs by 25 percent. It also reduces the amount of insulation needed. This effort was very important to getting the chiller pack back in the middle school project within the budget available.

Art noted he believes we will have it operable by the first weeks of school.

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The intermediate building portion of the HVAC Project is progressing pretty well. It is still on schedule; the chiller has not yet arrived, but is due soon. The old boilers have been cut out and concrete pads are ready for the new boilers to be installed. We are in pretty reasonable shape with five weeks to go.

### **TRUSTEE REPORTS**

Chair Vinton thanked Faith Chapel for laying the sod and noted they also sent a donation check for \$1,600. The sod laying was very well organized and they did a good job of keeping the volunteers busy.

Susanne said she has copies of information from the Weldon Legal Workshop for anyone who would like them.

### **ADJOURN**

The next Regular Meeting will be on Tuesday, August 11, 2009, at 7:00 p.m.

Becky moved to adjourn the meeting at 9:05 p.m. Peter Freivalds seconded the motion. Susanne Vinton, Holly Sather, Peter Freivalds, Becky Malenowsky, Greg Bochy, Tamara Spillum, Jason Hamrick voted aye; the motion passed seven to zero.

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Susanne Vinton, Chairperson

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Diane M. Brook, District Clerk