

LOCKWOOD SCHOOL DISTRICT #26
REGULAR MEETING AGENDA
TUESDAY, JULY 12th, 2016
REGULAR MEETING 6:00 P.M.

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.

NOTE TO OUR GUESTS: VISITORS WISHING TO RECORD THIS MEETING ELECTRONICALLY MAY DO SO PROVIDING THE RECORDING DOES NOT DISRUPT THE ORDERLY CONDUCT OF THIS MEETING.

1. Call to Order
Pledge to the Flag
Welcome
2. Individuals, Delegations, Correspondence
 - A. Public Comment
 - B. PTA Report
 - C. Correspondence
3. District Reports
 - A. Facilities Report
 - B. Superintendent's Report
4. Trustee Reports
5. Items for Action
 - A. Consent Agenda
 1. Approve Minutes of June 14th, 22nd and July 7th Meetings
 2. Approve Bills and Wages for June 2016
 3. Hire Classified Staff
 4. Hire Coaches
 - B. Discuss Bond Refinancing Schedule
 - C. Adopt Resolution to Authorize Refunding Bonds
 - D. Approve Contract for Facilities Consulting Services
 - E. Policy Updates
 - a. Recommended Changes – Second (Final) Reading
1400 Board Meetings, 2166 Gifted Program, 4301 Visitors to School, 4411 Investigations and Arrests by Police, 5232 Abused and Neglected Child Reporting
 - b. New Policy – Second (Final) Reading – 7535 Electronic Signatures
 - c. Delete Policy – 4313 Disruption of School Operations
 - F. Adopt Goals for 2016-17
 - G. Adjust Language on Principal Contract
 - H. Approve Job Descriptions
 - I. Set Date for Budget Meeting
6. Adjourn

NEXT REGULAR MEETING IS JULY 12th, 2016 AT 6:00 PM

Superintendent's Agenda Report – Action Items

5. Items for Action

A. Consent Agenda

All of the items 1-4 can be approved with one motion and vote. Any trustee can pull an item from the consent agenda at any meeting if they want to discuss that item further. I recommend that we approve the consent agenda.

1. **Approve Minutes of June 14th, 22nd and July 7th Meetings**
2. **Approve Bills and Wages for June 2016**
3. **Hire Classified Staff**

I recommend the hiring of Jean Bolton as a Custodian.

4. **Hire Coaches**

I recommend that John Nielsen be approved as the 8th Grade Football Coach, Brennan Nielsen as the 7th Grade Football Coach, Scott Owens, Ry Nelson, Eric Carlson, Chase Lawrence and Jake Vinton as Volunteer Assistant Football Coaches. I recommend Quentin Staton be approved for Marching Band, Eric Karls for Student Council and Helen Webber for Dance. I recommend that Jesse Swanke be approved for Softball. I recommend that Gretta Henrickson and Eric Karls be approved for Cross Country. I recommend that Courtney Metzler be approved for 8th Grade Volleyball. I may have additional Volleyball coaches for approval at the meeting.

B. Discuss Bond Refinancing Schedule

Bridget Ekstrom from D.A. Davidson will present a timeline for refinancing our outstanding bonds. She will be able to answer any questions that trustees may have. Updated estimates are that we will save our taxpayers over \$960,000.

C. Adopt Resolution to Authorize Refunding Bonds

I have included resolutions for trustees to approve as part of the refinancing process.

D. Approve Contract for Facilities Consulting Services

The MTSBA attorney is working on putting together a contract with Facilities Solutions Management and Consulting for services this upcoming year. I have not received anything at this point.

E. Policy Updates

This is the second reading of policies that we reviewed last month. I believe that we are safe pulling policy 4313 since policy 4411 will go into effect.

- a. **Recommended Changes – Second (Final) Reading**

1400 Board Meetings, 2166 Gifted Program, 4301 Visitors to School, 4411 Investigations and Arrests by Police, 5232 Abused and Neglected Child Reporting

- b. **New Policy – Second (Final) Reading – 7535 Electronic Signatures**

- c. **Delete Policy – 4313 Disruption of School Operations**

F. Adopt Goals for 2016-17

I will have goals for you to approve from the July 7th work session.

G. Adjust Language on Principal Contract

I recommend that the board approve the included language change to Mike Bowman's contract.

H. Approve Job Descriptions

I recommend that the attached job descriptions be approved; they reflect the restructuring of our facilities and custodial management.

I. Set Date for Budget Meeting

We need to set a date for our budget meeting. It is unlikely that we will be able to have everything ready by the regular meeting and we have to adopt a budget by the 20th.

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

Call To Order

July 12, 2016

Chair Tim Sather called the Regular Meeting of the Board of Trustees to order at 6:00 p.m. by leading those present in the Pledge of Allegiance. The following trustees and officers were present: Trustees Susanne Vinton, Scott Kiekover, Joe Borgstrom, Kat Luhman, Susanne Vinton, Michelle Gomez, Superintendent Tobin Novasio and District Clerk Laurie Noonkester. Trustee Don Reed was absent.

Bridget Ekstrom with D.A. Davidson, Dan Carter with ExxonMobil and Evelyn Pyburn with Yellowstone County News were in attendance.

All guests are asked to sign in upon arrival.

Mr. Sather 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. Visitors wishing to record this meeting electronically may do so providing the recording does not disrupt the orderly conduct of the meeting. As a courtesy, all cell phones should be turned off. The public is also reminded that they may provide input on all motions being considered by the board at this meeting.

INDIVIDUALS, RECOGNITION, ACCOMPLISHMENTS AND CORRESPONDENCE

Public Comment: No requests were submitted.

PTA Report: Sue Robertson provided an update on the Lions Lair 2.0 construction progress. Mrs. Robertson acknowledged the many volunteers and sponsors showing up to assist and listed material and skills the group is still in need of to complete the construction.

Correspondence: No correspondence was received.

DISTRICT REPORTS

A. Facilities- Manager Consultant Rob Guzman noted the Fellowship Baptist Church group will once again gather to do work on the campus and will be striping the parking lots. Mr. Guzman remarked upon how grateful the district is for the work this group has done over the years on a strictly volunteer basis.

Mr. Guzman concluded his remarks by introduced Marc Dearing as his replacement, noting Mr. Dearing's experience and qualifications in facilities work.

B. Superintendent- Superintendent Tobin Novasio reviewed points of his written report, adding he has received an email from SkoolLive declining the option to place electronic kiosks on campus. SkoolLive has recently suspended all middle school kiosk placements. Mr. Novasio continued by reviewing his upcoming schedule and highlighting the additional committee seats he has accepted. Mr. Novasio concluded, approximately 15 students received counseling support initiated by Mr. Kinsey and Mr. Klasna due to the swimming tragedy and continued search efforts for missing 7th grade student Taeva Hawkins. A candlelight vigil will be held tonight at 8:30 p.m. at the middle school for Taeva.

TRUSTEE REPORTS

Trustee Susanne Vinton noted Bob Vogel with MTSBA is seeking Trustees to replace Don Reed on the MTSBA K-12 Vision group committee in light of his resignation.

ITEMS FOR ACTION

A. Consent Agenda Items

1. Approval of June 14th, 22nd and July 7, 2016 Meeting Minutes
2. June 2016 Bills and Wages
3. Hire Classified Staff
4. Hire Coaches- addition of Jennifer Sannon and Teresa Kauer.

Chair Tim Sather asked if there were any objections to the consent agenda items with typographical corrections to the minutes as noted. Hearing none, the above agenda items were approved as presented.

B. Discuss Bond Re-financing Schedule

Superintendent Novasio introduced Bridget Ekstrom with D.A. Davidson who presented the timeline for the bond refinancing process. Ms. Ekstrom provided a narrative regarding the market, yields, interest rate trends as well as projected comparison savings on the current bonds verses the refinanced bonds. Discussion was held to schedule required Bond Re-Financing Committee meetings. The dates of July 21st at 12:00 for a pricing call and July 25th at 12:00 to locking rates were set.

Further discussion was held.

C. Adopt Resolution to Authorize Refunding of Bonds

Trustee Susanne Vinton made the motion to adopt the resolution to authorize refunding of the bonds as corrected; striking wording Chair and Vice Chair and placing “Three members of the board” Kat Luhman seconded the motion.

Trustees Scott Kiekover, Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

D. Approve Contract Facilities Consulting Services

Superintendent Novasio presented a contract that has been written under MTSBA legal advice.

Discussion was held.

Trustee Joe Borgstrom moved to approve the contract as presented. Susanne Vinton seconded the motion.

Trustees Scott Kiekover, Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

E. Policy Updates

Superintendent Novasio recommended the Trustees approve the updates to the policies as provided in the electronic board packet.

a. Recommended Changes – Second (Final) Reading

1. 1400 Board Meetings, 2166 Gifted Program, 4301 Visitors to School, 4411 Investigations and Arrests by Police, 5232 Abused and Neglected Child Reporting

b. New Policy – Second (Final) Reading

2. 7535 Electronic Signatures

c. Delete Policy

3. 4313 Disruption of School Operations

Trustee Kat Luhman moved to accept Policy 1400, 2166, 4301, 4411, 5232 and 7535 as the second and final reading. Joe Borgstrom seconded the motion.

Trustees Scott Kiekover, Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

Trustee Joe Borgstrom moved to delete Policy 4313 Disruption of School Operations as

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recommended. Scott Kiekover seconded the motion.

Trustees Scott Kiekover, Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

F. Adopt Goals for 2016-17

Chairman Tim Sather presented the Board Goals as revised from the July 7th Work Session.

Trustee Joe Borgstrom moved to approve the Board Goals as presented. Scott Kiekover seconded the motion.

Discussion was held.

Trustees Scott Kiekover, Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

Trustee Scott Kiekover exited the meeting at this time.

G. Adjust Language on Principal Contract

Superintendent Novasio presented and recommended a language change to K-5 Principal Mike Bowman's contract pertaining to the insurance paid at the time of his retirement.

Trustee Joe Borgstrom moved to approve the language change as recommended. Kat Luhman seconded the motion.

Discussion was held.

Trustees Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

H. Approve Job Descriptions

Superintendent Novasio presented the new job descriptions reflecting the restructuring of the custodial and facilities management.

Trustee Joe Borgstrom moved to approve the job descriptions as recommended. Michelle Gomez seconded the motion. Typographical error noted and corrected.

Trustees Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

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I. Set Date for Budget Meeting

Business Manger/District Clerk Laurie Noonkester explained it is unlikely to have everything prepared by the August regular meeting for the budget. The deadline for adoption is August 20th.

Thursday, August 18, 2016 at 6:00 p.m. the Trustees will conduct a Special Meeting to review and adopt the 2016-17 Budget.

In other Business of the Board:

Trustee Don Reed submitted a letter of resignation from the Lockwood School Board of Trustees due to health reasons.

Michelle Gomez moved to accept Mr. Reed's resignation. Trustee Joe Borgstrom seconded the motion.

The Trustees reluctantly and regretfully accepted Mr. Reed's resignation with a vote as follows:

Trustees Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously

ADJOURN

The next Regular Meeting will be on Tuesday, August 9, 2016, at 6:00 p.m. in the Lockwood School District Board Room.

Trustee Kat Luhman moved to adjourn the meeting at 7:05 p.m. Joe Borgstrom seconded the motion.

Trustees Michelle Gomez, Kat Luhman, Tim Sather, Joe Borgstrom and Susanne Vinton voted yes; the motion passed unanimously.

Tim Sather, Chairperson

Laurie Noonkester, District Clerk