

**LOCKWOOD SCHOOL DISTRICT #26**  
**SPECIAL MEETING AGENDA**  
**Lockwood School District #26**  
**THURSDAY, AUGUST 18<sup>th</sup>, 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
3. Items for Action  
A. Hire Classified Staff  
B. Approve Trustee Financial Report 2015-16  
C. Approve 2016-17 Budgets  
D. Paraprofessional Handbook Revision  
E. Employee Handbook Revision
6. Adjourn

**NEXT REGULAR MEETING IS SEPTEMBER 13<sup>th</sup>, 2016 AT 6:00 PM**

**Superintendent's Agenda Report – Action Items**

3. **Items for Action**
  - A. **Hire Classified Staff**  
I recommend that we hire Durene Green as a Para-professional (5 hours) and Christina Cowden as a Cafeteria Aide (3 hours). Both hires are pending background checks.
  - B. **Approve Trustee Financial Report 2015-16**  
Information will be available at the meeting.
  - C. **Approve 2016-17 Budgets**  
Information will be available at the meeting.
  - D. **Paraprofessional Handbook Revision**  
Names and dates have been updated.
  - E. **Employee Handbook Revision**  
Names and dates have been updated.

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

**Call To Order**

**August 18, 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 Joe Borgstrom, Kat Luhman, Tim Sather, Michelle Gomez, Superintendent Tobin Novasio and District Clerk Laurie Noonkester. Trustees Susanne Vinton, Scott Kiekoever, Teresa Stroebe were absent.

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.

Mr. Bowman introduced new 2<sup>nd</sup> Grade Teacher and Lockwood Alumni, Kiera Wulff.

**ITEMS FOR ACTION**

- A. Hire Classified Staff- Addition of Kim Peterson

Trustee Kat Luhman moved to recall Paraprofessional Durene Green for 5 hours per day, hire Lunch Aides Kim Peterson and Christina Cowden for 3 hours per day. Joe Borgstrom seconded the motion.

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

B. Approve 2015-2016 Trustees Financial Report

Business Manager Laurie Noonkester reviewed the 2015-16 TFS report highlighting the reduction in both the OPEB liability and MPERA Pension liability.

Trustee Joe Borgstrom moved to approve the 2015-2016 Trustees Financial Report as presented. Michelle Gomez seconded the motion.

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

C. Approve 2016-2017 Budget

Business Manager Laurie Noonkester reviewed the 2016-2017 budget and fielded questions from the Trustees.

Trustee Joe Borgstrom moved to approve the 2016-2017 Budget as presented. Michelle Gomez seconded the motion.

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

D. Approve Revised Paraprofessional Handbook

Superintendent Novasio and Special Services Coordinator Don Christman noted the changes made to the Paraprofessional Handbook.

Discussion was held.

Trustee Kat Luhman moved to approve the revised Paraprofessional Handbook as presented. Michelle Gomez seconded the motion.

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

E. Approve Revised Employee Handbook

Superintendent Novasio noted the changes were to update names and dates in the Employee Handbook.

Discussion was held.

Trustee Michelle Gomez moved to approve the revised Employee Handbook as presented. Joe Borgstrom seconded the motion.

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

**ADJOURN**

The next Regular Meeting will be on Tuesday, September 13, 2016, at 6:00 p.m. in the Lockwood School District Board Room.

Trustee Joe Borgstrom moved to adjourn the meeting at 7:37 p.m. Michelle Gomez seconded the motion.

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

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Tim Sather, Chairperson

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Laurie Noonkester, District Clerk