

LOCKWOOD SCHOOL DISTRICT #26
REGULAR MEETING AGENDA
TUESDAY, NOVEMBER 14th, 2017
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. Student Recognition – Exchange Club Students
 - C. PTA Update
 - D. Staff Report – Assessment Teams – Elementary, Middle School
 - E. Correspondence
 - F. Big Sky Economic Development – TEDD Update
3. District Reports
 - A. Facilities Report
 - B. Technology Report
 - C. Primary Report
 - D. Intermediate Report
 - E. Middle School Report
 - F. Superintendent's Report
4. Trustee Reports
 - A. SD #2 High School Trustee Update
 - B. Set Date for Christmas Luncheon
 - C. Discuss Possible Work Session – High School
5. Items for Action
 - A. Consent Agenda
 1. Approve Minutes of October 10th Meeting
 2. Approve Bills and Wages for October 2017
 3. Hire Classified Staff
 4. Approve Substitute Staff
 5. Hire Coaches
 6. Approve Out of District Students
 - B. Review Roofing Report/Approve Representative Agreement
 - C. Create Fund – Don Reed Memorial
 - D. Canvas Election Results
 - E. Approve Scoreboard Agreement
 - F. Special Education Cooperative Commitment
 - G. Background Check Policy Review
 - H. Approve Negotiated Agreement with Teacher's Association
6. Adjourn

NEXT REGULAR MEETING IS NOVEMBER 14th, 2017 AT 6:00 PM

Superintendent's Agenda Report – Action Items

5. Items for Action

A. Consent Agenda

1. Approve Minutes of October 10th Meeting
2. Approve Bills and Wages for October 2017
3. Hire Classified Staff
4. Approve Substitute Staff
5. Hire Coaches
6. Approve Out of District Students

Items 1-6 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.

B. Review Roofing Report/Approve Representative Agreement

CTA recently finished updating our roofing plan, which has basically been on hold since 2012 as we searched for funding options. With the permissive Building Reserve we now have a way to possibly pay for the project. Patrick Todd will be available for questions on the report. I would like to move forward with an agreement with CTA to represent the district. We believe that we will get better prices if we put the project out to bid before January. I'd also like to discuss options for funding including the possibility of an INTERCAP loan.

C. Create Fund – Don Reed Memorial

A group of Don Reed's friends have been spearheading an effort to create a memorial fund in his name. I recommend that we create a Don Reed Memorial fund as a sub-fund of our Humanitarian fund. This will allow us to earmark these funds for items that honor his memory and allow us to track donations in Don's name. I anticipate that some of Don's friends may be in attendance to share their thoughts.

D. Canvas Election Results

The board will need to canvas and approve the results of the November 7th election.

E. Approve Scoreboard Agreement

Mr. Derrig has worked to secure the donation of a new scoreboard for the Sturtevant Gym from Stockman Bank. The value of this generous donation is almost \$5,000. I have included a copy of the agreement for your approval.

F. Special Education Cooperative Commitment

I recommend that the board approve this recommitment to the East Yellowstone Special Services Cooperative. This commits us through the next three school years (Spring of 2020). I gave the Coop a verbal commitment that we would remain a member until the retirement incentive for our former director is complete. I also confirmed this in writing, but they would like a copy of the commitment to keep their records complete.

G. Background Check Policy Review

During the October meeting there were several questions about background checks. I placed this on the agenda based on that conversation so we could review our policy and practices regarding background checks.

H. Approve Negotiated Agreement with Teacher's Association

We have completed negotiations with the Lockwood Education Association. Changed language is highlighted. There is a 4% raise over three years, several language changes, and a modification to health insurance contributions.

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

Call To Order

November 14, 2017

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 Tim Sather, Kat Pfau, Jana Lind, Pamela Ask Joe Borgstrom, Scott Kiekoover Superintendent Tobin Novasio and District Clerk Laurie Noonkester. Trustee Sylvia Noble was absent.

Evelyn Pyburn with the Yellowstone County News and Dan Carter with ExxonMobil 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: Charity Boller submitted a request to discuss bullying. Ms. Boller requested the Trustees address their policy in regard to bullying. In response to Ms. Boller request, Chairman Sather noted the Trustees may not respond to public comment.

Student Recognition: MS Principal Gordon Klasna recognized the October Students of the Month and introduced Ethan Oliszcak as the Heights Exchange Club Student of the Month. Mr. Klasna noted these students are each great role models for the entire student body.

PTA Update: Lacey Horton provided PTA event updates which included a cleanup of the Lions Lair area. The group is asking for guidance on the type of restroom facilities and preferred placement of facilities the district would recommend. The Coin Drive is wrapping up with donations being behind last year's contributions. Ms. Horton concluded her comments with a reminder to please fill out the staff survey.

Correspondence: Don Reed's Coffee Buddies read a letter requesting the district create a memorial fund to receive donations made in Don Reed's memory for the betterment of the students. They have collected \$655.00 to open up the fund.

Staff Report: K-5 Assessment Team Chairman Susan Anderson had each team member introduce themselves and provided a timeline listing the dates when assessment are taken and explained the use of data to incorporate educational changes within the classroom. The team fielded questions regarding the NWEA testing process and results.

Middle School Assessment Team Chairman Jen Rice and Vice Chair Marina Davis provided a graph tracking proficiency of the Lockwood Middle School students compared to other local neighboring schools. Ms. Davis fielded questions regarding the testing data and how it compares to the national trends. Jen Rice noted one of their goals is to reward and acknowledge any student growth in the hopes to encourage ownership and pride in individual test scores.

Big Sky Economic Development-TEDD Update: Dianne Lehm provided an update on the progress of the project and an updated master plan that included transportation needs. The transportation evaluation incorporated the planned bypass and intersections needed for industrial properties. Ms. Lehm noted the Yellowstone County Commissioners will open up a public comment period regarding the resolution of intent to increase the TEDD area and will create a TEDD Advisory Board that consists of school trustees, business owners and community members. The Board objective is to develop a work plan to evaluate bypass, rail transportation and traffic needs which are currently at the top of list of concerns. Ms. Lehm further noted additional land owners have express interest in joining the TEDD area and have submitted their formal requests to the Yellowstone County Commissioners. The steps for inclusion are lengthy and may require zoning changes.

Robin Rude from the Department of Revenue explained taxation for any new parcels asking to be added to the TEDD. The Trustees expressed their concern about losing tax revenue should the TEDD be expanded by these new additions. In response to the Trustee's concern, Big Sky Economic Development Director Steve Arveschoug explained the normal life of the TEDD project is 15 years but with the option to bond against infrastructure the TEDD life period could be extended by 20 to 25 years. Mr. Arveschoug noted realistically the TEDD area would take decades to be developed fully.

Discussion was held.

DISTRICT REPORTS

- A. Facilities- Manager Marc Dearing had nothing further to add to his written report. Middle School Librarian Johanna Freivalds provided the Facilities Staff with accolades for their spectacular assistance during the recent Book Fair.
- B. Technology- Technology Director Darlene Hess had nothing further to add to her written report. She fielded questions about the district's broadband providers.

- C. Primary- K-2 Principal Jenny Fox had nothing further to add to her written report but noted 369 parent teacher conferences were held.
- D. Intermediate- 3-5 Principal Kelly Kinsey had nothing further to add to his written report.
- E. Middle School- MS Principal Gordon Klasna noted the FAC class is still taking orders for Thanksgiving pumpkin pies. He further commented Middle School parent teacher conference structure is a bit different and are still being held the following week.
- F. Superintendent- Superintendent Tobin Novasio reviewed his written report noting the fall staffing/scheduling reporting has been completed by the principals and business office resulting in one possible accreditation deviation. He congratulated the Trustees on being the recipients of the Golden Gavel Award and thanked the trustees for their dedication to education.

Special Services Director Don Christman spoke to the status of the St. Vincent's Mobile Medical Clinic and the logistic of building a parking pad with electricity service as well as the targeted opening date.

Superintendent Novasio concluded his remarks with an update on school funding issues being discussed during the current Special Legislative Session.

TRUSTEE REPORTS

- A. SD2 Trustee Update- SD2 High School Trustee Gordon Klasna noted the work being reviewed of a facilities master plan which includes expansion of the Career Center, upgrades to Daylis Stadium/Wendy's Field and a demographic data study being conducted. Ongoing strategies to build educational partnership with the community and expanding the partnership with MSU-B in offering dual credits were also noted. Mr. Klasna fielded questions.
- B. Set Date for Christmas Luncheon- It was determined to set the date of December 8th beginning at 10:30 a.m.
- C. Discuss Possible Work Session Regarding the High School- Superintendent Novasio explained he has conducted preliminary meetings with architects to investigate a possible time line for developing a building plan. Mr. Novasio suggested fast forwarding the request for a Lockwood High School bond during the May school election due to the SD #2 bond plans as previously noted by Mr. Klasna. The merits of a May election or a later election were discussed.

Lockwood Education Committee Chairman Chad Hanson stated he is hearing the community message, "The sooner the better!"

Audience member, Peter Freivalds requested clarification regarding the voting process of building plans and structure of the expansion law. Mr. Novasio explained the law as he understands it.

A Trustee Work Session was set for December 5th at 6:00 pm.

ITEMS FOR ACTION

A. Consent Agenda Items

1. Approval of the October 10th Meeting Minutes
2. Approval of October 2017 Bills and Wages
3. Hire Staff-
4. Approve Substitute Staff
5. Hire Coaches
6. Approve Out of District Students

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

PTA President Lacy Horton asked when would be the appropriate time for the public to ask questions regarding bills and wages. She specifically asked how the district ensures books being purchased with the Amazon gift card were not used for personal purchases. Middle School Librarian Johanna Freivalds noted she keeps a detailed listing of books purchased using the card and submits her inventory list to the business office for verification. Ms. Horton had additional detailed questions regarding district purchasing and policy. Ms. Horton has been invited to the district business office to go over her specific questions.

B. Review Roofing Report/Approve Representative Agreement

Superintendent Novasio explained CTA firm has completed the requested roofing plan which has been on hold since 2012 due to funding exploration. Mr. Novasio feels that the permissive Building Reserve options provide a way to pay for the project and recommends approving the agreement with CTA to represent the district in this project.

CTA Representative Patrick Todd noted the conditions of the roofing on the buildings are in crisis mode and must be addressed quickly to prevent a potential disaster.

He reported upon the conditions of the current roofs and provided detailed plans of what the repairs Page 5

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Regular Meeting

would necessitate.

Mr. Todd fielded question from the audience and Trustees regarding the plan and the role of the district representative.

Discussion was held.

Trustee Joe Borgstrom moved to approve the CTA Representative Agreement as presented. Pamela Ask seconded the motion.

Trustees Tim Sather, Kat Pfau, Jana Lind, Scott Kiekover, Joe Borgstrom and Pamela Ask voted yes; the motion passed unanimously.

C. Create Fund – Don Reed Memorial Humanitarian Fund

Superintendent Novasio recommended the Trustees approve the creation of the Don Reed Memorial Humanitarian Fund within the Extra Curricular accounts to provide a way to track the donations and expenditures associated with the monies collected in memory of former Lockwood School Board Trustee Don Reed.

Trustee Pamela Ask moved to approve the creation of the Don Reed Memorial Fund within the Extra Curricular accounts as recommended. Kat Pfau seconded the motion.

Discussion was held.

Trustees Tim Sather, Kat Pfau, Jana Lind, Scott Kiekover, Joe Borgstrom and Pamela Ask voted yes; the motion passed unanimously.

D. Canvas Election Results

Chairman Tim Sather noted the results of the November 7, 2017 K-12 Expansion Election provided the Trustees with overwhelming call to proceed with a bond election for a Lockwood High School. The voter tally results were 1,492 for and 660 against the expansion issue.

Trustee Janna Lind moved to accept the K-12 Expansion Election Results as presented. Joe Borgstrom seconded the motion.

Trustees Tim Sather, Kat Pfau, Jana Lind, Scott Kiekover, Joe Borgstrom and Pamela Ask voted yes; the motion passed unanimously.

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E. Approve Scoreboard Agreement

Superintendent Novasio reported that Activities Director Tony Derrig has secured a \$5,000.00 donation for a new Sturdevant Gym scoreboard from Stockman Bank. The Trustees thanked Mr. Derrig for his efforts.

Discussion was held.

Trustee Kat Pfau moved to accept the Stockman Bank Agreements as presented. Pamela Ask seconded the motion.

Trustees Tim Sather, Kat Pfau, Jana Lind, Scott Kiekover, Joe Borgstrom and Pamela Ask voted yes; the motion passed unanimously.

F. Special Education Cooperative Membership

Superintendent Novasio recommended the district recommit to the East Yellowstone Co-operative through the 2019-2020 school year.

Discussion was held.

Trustee Pamela Ask moved to recommit to the East Yellowstone Co-operative through the 2019-2020 school year. Kat Pfau seconded the motion.

Trustees Tim Sather, Kat Pfau, Scott Kiekover, Joe Borgstrom and Pamela Ask voted yes; the Trustee Janna Lind voted no; motion passed with a 5 to 1 vote.

G. Background Check Policy Review

Chairman Tim Sather noted that during the October meeting questions arose regarding background check practices. This item was placed on the agenda for policy review.

Discussion was held.

Superintendent Novasio will contact MTSBA legal department regarding a decision on volunteer background checks.

H. Approve Negotiated Agreement with the Lockwood Education (Teachers) Association

Chairman Sather reported that the negotiations were very cordial and much work was accomplished to come to this agreement and recommends everyone participate in the positive bargaining process. Superintendent Novasio noted agreement is for three years and provides a 4% raise over those three years, several language changes, and a modification to health insurance contributions were noted.

Discussion was held.

Trustee Jana Lind moved to approve the Negotiated Agreement as presented. Pamela Ask seconded the motion.

Chairman Sather thanked those who participated in the bargaining sessions.

Trustees Tim Sather, Kat Pfau, Jana Lind, Scott Kiekover, Joe Borgstrom and Pamela Ask voted yes; the motion passed unanimously.

ADJOURN

The next Regular Meeting will be on Tuesday, December 12, 2017, at 6:00 p.m. in the Lockwood School District Board Room. A Work Session Regarding High School Planning will be held on December 5, 2017 at 6:00 p.m.

Trustee Kat Pfau moved to adjourn the meeting at 9:18 p.m. Pamela Ask seconded the motion.

Trustees Tim Sather, Kat Pfau, Jana Lind, Scott Kiekoover, Joe Borgstrom and Pamela Ask voted yes; the motion passed unanimously.

Tim Sather, Chairperson

Laurie Noonkester, District Clerk