

LOCKWOOD SCHOOL DISTRICT #26
REGULAR MEETING AGENDA
TUESDAY, SEPTEMBER 11th, 2018
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. Correspondence
3. District Reports
 - A. Facilities Report
 - B. Technology Report
 - C. Primary Report
 - D. Intermediate Report
 - E. Middle School Report
 - F. Superintendent's Report
 - G. Curriculum Report
 - H. High School Project Update – Mark Qualman, Jeff Kanning and Nick Pancheau
4. Trustee Reports
 - A. MCEL – Golden Gavel
 - B. MASDA Legal Seminar – Billings
 - C. MTSBA Training
5. Items for Action
 - A. Consent Agenda
 1. Approve Minutes of August 14th Meetings
 2. Approve Bills and Wages for August 2018
 3. Hire Substitutes
 - B. Award Construction Manager At-Risk (CMAR) Contract
 - C. Approve Updated Bus Routes
 - D. Approve Job Description – Student Welfare Specialist
 - E. Update Policy 8100 – Day Care Busing
 - F. Approve Contract with CTA
6. Adjourn

NEXT REGULAR MEETING IS OCTOBER 9th, 2018 AT 6:00 PM

Superintendent's Agenda Report – Action Items

5. Items for Action

A. Consent Agenda

1. Approve Minutes of August 14th, September 5th Meetings
2. Approve Bills and Wages for August 2018
3. Hire Substitutes

Any Items 1-3 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. Award Construction Manager At-Risk (CMAR) Contract

The Board will need to select a Contractor based on the interview process; this selection will begin the negotiation of a contract for construction of Lockwood High School. We will select a firm subject to the negotiation and execution of a contract approved by the Board of Trustees.

C. Approve Updated Bus Routes

I have attached updated bus route maps and detailed route sheets. I have had to make numerous changes including eliminating the PM SPED route (those students were incorporated into the Stars PM route), moving some stops from route to route to help balance the number of riders, adding stops for homeless/foster students, adding several HS stops and making significant changes to the HS route times. I can go through these changes in as much detail as you wish.

D. Approve Job Description – Student Welfare Specialist

I recommend that the Board approve the attached job description. This is the new position we created in order to keep the services of our former School Resource Officer. I have also included our policy regarding weapons; at this time employees are not authorized to carry a weapon on campus however there has been some interest in revisiting that policy when we go through the comprehensive policy revision with MTSBA. I have left this job description flexible enough to fit both current policy and a range of possible revisions.

E. Update Policy 8100 – Day Care Busing

I recommend that the Board approve this revised policy with the exception of allowing students who have previously been approved for pick up and/or drop off at day cares to be grandfathered in. This is a revision and will only require one reading; we also have the option to do two readings if we want to have additional community input.

F. Approve Contract with CTA

I recommend that we approve the attached proposal from CTA to oversee the bidding and completion of Phase II of our roofing project.

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

Call To Order

September 11, 2018

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, Joe Borgstrom, Kat Pfau, Scott Kiekover, Jana Lind, Pamela Ask, Superintendent Tobin Novasio and District Clerk Laurie Noonkester. Trustee Sylvia Noble was absent. Trustee Joe Borgstrom arrived late to the meeting with his arrival time noted within the minutes.

Dan Carter with Exxon Mobil and Susanne Vinton HD 56 Representative 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.

Chairman Sather asked all in attendance to join the Trustees in a moment of silence to honor the victims of 9/11.

INDIVIDUALS, RECOGNITION, ACCOMPLISHMENTS AND CORRESPONDENCE

Public Comment: None were submitted.

Correspondence: None was received.

DISTRICT REPORTS

- A. Facilities- Manager Marc Dearing was not in attendance but submitted a written report.
- B. Technology Report- Technology Coordinator Darlene Hess had nothing further to add to her written report.

- C. Primary Report – Primary Principal Jenny Fox had nothing further to add to her written report.
- D. Intermediate Report – Intermediate Principal Kelly Kinsey had nothing further to add to his written report.
- E. Middle School Report – Middle School Principal Gordon Klasna had nothing further to add to his written report.

Trustee Joe Borgstrom arrived at this juncture of the meeting.

- F. Superintendent- Superintendent Tobin Novasio reviewed his written report, reiterating the service provided to the community by the onsite St. Vincent’s Mobile Clinic.
- G. Curriculum Report – Curriculum Director Cindy Gopp pointed out the civic portion that has been added back into the K-5 curriculum.
- H. High School Project Update – Jeff Kanning with Collaborative Design Architects provided an update on issues currently being addressed. Plans for the high school building are mostly completed.

Mark Qualman with QuEst noted the interviews for CMAR are complete and contract negotiations will begin.

TRUSTEE REPORTS

- A. MCEL – Superintendent Novasio congratulated the Trustees on being awarded the MTSBA Golden Gavel again for the 29th consecutive year.
- B. MASDA Legal Seminar –in Billings was noted.
- C. MTSBA Trainings in Laurel was noted.

ITEMS FOR ACTION

- A. Consent Agenda Items
 - 1. Approval of the August 14th Meeting Minutes
 - 2. Approval of August 2018 Bills and Wages
 - 3. Hire Substitute Staff- Haley Pardy was added to the list.

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.

B. Award Construction Manager At-Risk Contract

Chairman Tim Sather recapped the CMAR interview and tabulation process undertaken during the September 5th and 6th meetings with the five companies that responded to RFP. Mr. Novasio noted the voting/tabulation process eliminated two of the five companies from the pool. Those eliminated were Sletten Construction Companies and Swank Enterprises.

Discussion was held.

Trustee Kat Pfau thought more references should be checked and the Trustees should be complete due diligence in vetting these companies before eliminations or selections are determined.

OCR Mark Qualman explained the cost and fee factors within the field of Contractors.

Jeff Kanning with Collaborative Design tabulated the costs for all five CMAR companies and presented them to the Trustees.

Further discussion was held.

Trustee Scott Kiekoover noted that the district hired professionals to help make these decisions and he is cautious in making decisions outside of the advice of the OCR and Architects.

Continued discussion was held.

It was noted that Sletten Construction Companies and Langlas & Associates are the only two companies who have apprenticeship programs for students.

Kat Pfau moved to table the awarding of the contract to give the Trustees additional time to gather information regarding Hardy Construction Team and specifically who would be assigned to the Lockwood HS project. Joe Borgstrom seconded the motion.

Discussion was held.

Input from OCR Mark Qualman and Collaborative Design Architect Jeff Kanning was requested with construction time lines reviewed and discussed.

Superintendent Novasio noted he is uncomfortable with the previous motion and felt it needs to be restated.

Page 4
September 11, 2018
Regular Meeting

Trustee Joe Borgstrom amended the motion and moved to table the decision until next Tuesday in order to re-evaluate and do further due diligence in researching the candidates.

Trustees Tim Sather and Joe Borgstrom voted yes with Trustees, Scott Kiekover, Kat Pfau, Janna Lind and Pamela Ask voted no; the motion failed: with a two to four vote.

Trustee Janna Lind moved to hire the firm of Dick Anderson Construction as the CMAR for the High School Building Project. Kat Pfau seconded the motion,

Trustees Janna Lind and Kat Pfau voted yes with Trustees, Scott Kiekover, Tim Sather, Joe Borgstrom and Pamela Ask voting no; the motion failed: with a two to four vote.

Continued discussion was held.

Trustee Scott Kiekover asked why Langlas and Associates are not in the selection discussion when they are low bidder and the preferred contractor by both the OCR and Architects.

Chairman Tim Sather called for a 10 minute break in the meeting.

The meeting was again called to order at 7:34 p.m.

Trustee Scott Kiekover made the motion to begin CMAR contract negotiations with the firm of Langlas and Associates, Joe Borgstrom seconded the motion.

Discussion was held.

Trustees Tim Sather, Joe Borgstrom, Scott Kiekover and Pamela Ask voted yes with Trustees, , Kat Pfau and Janna Lind voting no; the motion passed: with a four to two vote.

C. Approve Updated Bus Routes

Superintendent Novasio presented and reviewed the bus routes updates for Trustee approval.

Trustee Kat Pfau moved to accept the updated bus routes as presented. Joe Borgstrom seconded the motion.

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

D. Approve Job Description – Student Welfare Specialist

Superintendent Novasio noted this is the new position created in order to keep the services of our former School Resource Officer. Mr. Novasio further noted he included district policy regarding

Page 5

September 11, 2018

Regular Meeting

weapons; at this time employees are not authorized to carry a weapon on campus however there has been some interest in revisiting that policy when we go through the comprehensive policy revision with MTSBA. He also believes this job description is flexible enough to fit both current policy and a range of possible revisions.

Discussion was held.

Trustee Pamela Ask moved to approve the job description as presented. Scott Kiekover seconded the motion.

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

E. Update Policy 8100 – Day Care Busing

Superintendent Novasio is asking for Trustee approval of the revised policy regarding day care busing noting the revision would require only one reading should the Trustees wish.

Trustee Pamela Ask suggested giving a one year notice of this change in order to allow for the daycares and parents time to make arrangements.

Trustee Scott Kiekover moved to approve the update to policy 8100 with the revision language to state current students will have grandfather status which will sunset at the end of the 2018-19 school year. Joe Borgstrom seconded the motion.

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

F. Approve Contract with CTA

Pat Todd with CTA said the low bidder and Perfect 10 Roofing contractor did a great job. Substantial completion inspection will be conducted tomorrow. Mr. Todd noted some of the issues that were uncovered during re-roofing project, noting the additions to the cafeteria were identified as the most problematic area.

Mr. Todd presented the second phase of the roofing project scheduled for next summer.

Superintendent Novasio recommended the approval of the proposed contract with CA to oversee the bidding and completion of Phase II of the Roofing Project.

Trustee Scott Kiekover moved to approve the contract with CTA for Phase II of the Roofing Project. Kat Pfau seconded the motion.

Page 6
September 11, 2018
Regular Meeting

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

ADJOURN

The next Regular Meeting will be on Tuesday, October 9, 2018, at 6:00 p.m. in the Lockwood School District Board Room.

Trustee Joe Borgstrom moved to adjourn the meeting at 8:36 p.m. Janna Lind seconded the motion.

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

Tim Sather, Chairperson

Laurie Noonkester, District Clerk