

Frenchtown School Board of Trustees Meeting

June 20, 2023 at 7:00 p.m.

Middle School Shared Common Area

- I. **Call to Order:** The Regular School Board Meeting was called to order by Board Chair Shiloh Lucier. Trustees Jami Wright, Jami Romney FitzGerald, Bryce Simpson, Noah Peters, Rainier Batt and Amanda Hansen were in attendance. Also in attendance were Superintendent Les Meyer, Technology Coordinator James Forrider and District Clerk Shauna Anderson.
- II. **Pledge of Allegiance:** The meeting opened with the pledge at 7:00 p.m.
- III. **Board Recognition**
Superintendent Les Meyer welcomed athletes representing the softball and baseball teams. Carah Evans, Dakota Fortney and Tarin Croy spoke for the softball team, highlighting their conference championship and the difficulties with weather to start and end the season. Board members congratulated these players for their success and asked about future plans. Noah and Gabe Gibbs spoke for the baseball team, highlighting the first state tournament and the use of Ogren Field and thanked the Board for approving baseball in Frenchtown.
- IV. **Public Comment Period**
Tyler Hilderbrand addressed the Board, discussing the out of district application that was recently denied and has been waiting for a Board response. Specifics about the student were discussed regarding the impact of changing schools. Clarification questions were asked about communications with administration. Lane Long addressed the Board, thanking the members of the curriculum committee for their time through the ELA adoption process, was appreciative that the books in question were choices and even though the content is difficult with some books they provide thoughtful discussion and the opportunity for students to appreciate where they live. Debbie Lester addressed the Board, and indicated that an inappropriate flyer was distributed to some community members, and felt the fallout from this communication would negatively impact Frenchtown teachers, and expressed support for the Frenchtown School Board and teaching staff.
- V. **Individuals and Delegations to Address the Board** – none.
- VI. **Staff Presentation** – none.
- VII. **Approval of Minutes**
Jami Wright made a motion to approve the minutes as written. Rainier Batt seconded the motion. Public discussion – none. Board discussion – none. Unanimous.
- VIII. **Administrative Reports**
Highlights of the administrative reports were 1) Maintenance Supervisor Sean Mecham discussed HVAC preventative maintenance contracts and questions were asked about potential savings. Board members commented on how good the school grounds look. 2) Technology Coordinator James Forrider discussed the end of the school year and recent E-Rate funding for infrastructure improvements. 3) Superintendent Les Meyer discussed upcoming accreditation process changes, public health report on Frenchtown school meals, MAST vs. SBAC testing, the service commitment from MSGIA, completion of HS flood repairs in the library and the recent canine and Advanced Law Enforcement Rapid Response Training (ALERRT) in the District facilities. Superintendent Meyer asked meeting attendees and law enforcement officers Scott Rasmussen and Justin Shaffer to address the Board regarding the training. The officers thanked the District for the use of the facility and discussed the training in detail. The benefit is not only for officer preparation but also provides valuable knowledge and familiarity with the District facilities in case of emergency. A coordinated training was held between agencies including law enforcement, fire and EMT called Active Attack Integrated Response (AAIR) and all agencies are using sophisticated mapping software to coordinate

their response. Questions were asked of the officers regarding the training and additional discussion was held regarding District preparation for emergency situations. Officers Rasmussen and Shaffer were thanked for this interesting and informative discussion regarding the training.

IX. Business

A. Old Business

1) Review/Action: Reorganization of the School Board Committees

Board Chair Shiloh Lucier distributed an informational document to the Trustees regarding committee information. Standing vs. Ad Hoc committee designations were discussed as well as the history behind some existing Ad Hoc committees that potentially can be discontinued until needed again. Trustees expressed interest in remaining on the committees as organized currently. It was agreed to discontinue Ad Hoc committees for IT and Academic Achievement, and designate Facilities and Curriculum as standing committees. Negotiations/Labor Relations will now be designated as Negotiations/Labor Relations/Finance. District Clerk Shauna Anderson read the list of committees and members as discussed. All positions on the committees were filled. Jami Wright made a motion to approve the reorganization of committees as discussed. Bryce Simpson seconded the motion. Public discussion – none. Board discussion – regarding participation in community group meetings. Unanimous.

B. New Business

1) Review/Action: Approval of Bus Routes for the 2023-2024 School Year

Superintendent Les Meyer recommended the approval of the routes as presented in the Board packet. These routes will be submitted for approval to the County Transportation Committee in July, but may change in the future depending upon staffing. Bryce Simpson made a motion to approve the bus routes for the 2023-2024 school year as presented. Noah Peters seconded the motion. Public discussion – none. Board discussion - none. Unanimous.

2) Review/Action: Student Breakfast and Lunch Increases

Superintendent Les Meyer recommended increasing student lunch prices by 15 cents and student breakfast prices by 10 cents for the 2023-2024 school year. Resulting pricing is included in the board packet. Superintendent Meyer provided comparison prices from other schools. Amanda Hansen made a motion to approve student breakfast and lunch price increases as listed in the packet. Noah Peters seconded the motion. Public discussion – none. Board discussion – regarding whether the prices not covering the cost of the lunch and the need for the General Fund to subsidize the Lunch Fund. Also discussed was free and reduced lunch applications and the need for the application to be available to the community which will benefit both the students and the District. Unanimous.

3) Review/Action: Hiring

Superintendent Les Meyer recommended the hiring of: Student Paraprofessionals Gabby Wine and Kailee Scott, Student Worker Shae Gooden, Summer Grounds and Head HS Girls Soccer Coach Mark Richardson, Assistant HS Girls Basketball Coach Sadie Forte, Permanent Substitute Sami Tandy, Assistant HS Football Coach Brian Labbe, HS Newspaper Advisor Caitlyn McIver, Bus Driver David Diehl, MS Soccer Coach Sky McMaster, HS Assistant Cross Country Coach McKenzie Luth, Special Education Teacher Lacey DeSalles, K-8 Art Teacher Kaitlynn Radloff, .5 FTE MS Computer Applications Teacher Brian Labbe, PT Paraprofessional Mandy Patch, PT Kitchen/Playground Diana Erickson and Shipping/Receiving/Grounds Peggy Duncan. Rainier Batt made a motion to approve the hires as listed with the correction of the packet document for HS Assistant Cross Country incorrectly listed as Soccer. Jami Wright seconded the motion. Public discussion – none. Board discussion – regarding the .5 MS Computer Applications position and the change to .5 FTE. Unanimous.

4) Review/Action: Hiring of Spring High School Coaches/Coordinators for the 2023-2024 School Year

Superintendent Les Meyer recommended the hiring of HS Baseball, Softball and Track coaches as listed in the packet, and discussed the success and participation numbers for these programs. Jami

Wright made a motion to approve the hires of HS Coaches and Coordinators as listed. Rainier Batt seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

5) Information/Discussion: Resignations

The resignations of Teachers Shanelle Shirey, Shareena Musso, Rae-Ann Beaulieu, Cross Country and Track Coach Shanelle Shirey, School Psychologist Intern Sarah Drew, MS Basketball Coach Josh Criner, HS Assistant Track Throwing Coach Sean Mecham and Custodian Dane Anderson were discussed.

6) Review/Action: Approve K-12 Handbooks for 2023-2024 School Year

Superintendent Les Meyer discussed the handbooks the recent legislative changes that will require additional changes. The handbooks have been sent to MTSBA for review. Superintendent Meyer attended legal training recently and many policies will need changes due to the legislative session, which will impact handbook language. Jami Wright made a motion to table the action item due to the Policy Committee not able to see the legislative changes yet that will impact the handbooks. Rainier Batt seconded the motion. Public discussion – none. Board discussion – regarding adding language to the student handbooks on parental treatment of staff, and reasoning and history behind the board approving these handbooks. Unanimous.

7) Review/Action: Ratify the Certified Negotiations and Collective Bargaining Agreement

Superintendent Les Meyer discussed the year-long collaborative process with the FEA and the Negotiations Committee for the FEA CBA. Superintendent Meyer and the Negotiations Committee recommended approval of the CBA. Bryce Simpson made a motion to ratify the certified negotiations and approve the Collective Bargaining Agreement. Jami Romney FitzGerald seconded the motion. Public discussion – none. Board discussion – regarding the mutually agreed upon one year agreement and that this was a very cooperative negotiations. FEA representative Jim Stanicar was thanked for the many hours of work. Unanimous.

8) Review/Action: American Rescue Plan & Continuity of Services Plan

Superintendent Les Meyer discussed the need for a six-month review of the aforementioned plans. These plans are available on the website and the Board and the community have had opportunities for input. Superintendent Meyer recommended the approval of the American Rescue Plan and Continuity of Services Plan. Jami Wright made a motion to approve the American Rescue Plan and Continuity of Services Plan as presented and on the website. Noah Peters seconded the motion. Public discussion – none. Board discussion – regarding the remaining projects and funds available, priorities and accomplishments in the plans how the District has prepared for the end of this funding. Questions were asked regarding ending summer school programs due to lack of funding. Teachers and administrators were thanked for their work through the challenges of the pandemic. Unanimous.

9) Review/Action: Approve Purchases/Contract

a. HVAC Preventative Maintenance Plan

Superintendent Les Meyer recommended the approval of Comfort Systems as the HVAC preventative maintenance contractor. Maintenance Sean Mecham discussed the quotes received for the service and the reasoning behind the recommendation. Comfort Systems offered a comprehensive program and is adequately staffed to provide this service. Rainier Batt made a motion to approve Comfort Systems HVAC preventative maintenance plan for \$48,100. Jami Wright seconded the motion. Public discussion – none. Board discussion – regarding when the District would see the impact of consistent maintenance on existing systems, and the benefits of preventative maintenance in the reduction of emergency service calls. Unanimous.

b. Retro Commission – North Campus

Superintendent Les Meyer recommended the approval of the Existing Building Commissioning Proposal by McKinstry, which will investigate and optimize the performance of the HVAC system in the North Campus building which will result in savings over the long term. Jami Wright made a motion to approve the Retro Commission

proposal from McKinstry for \$39,300. Rainier Batt seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

c. Sage Hill Occupational Therapy

Superintendent Les Meyer recommended the approval of the contract with Sage Hill Occupational Therapy for the 2023-2024 school year for \$92.00/hour. Noah Peters made a motion to approve the contract with Sage Hill Occupational Therapy as presented in the packet. Jami Wright seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

10) Review/Action: Approval of Middle School out of state travel – April 24-28

Superintendent Les Meyer recommended the approval of the out of state travel for the MS to Yellowstone in April, 2024. Teacher Connie Hart and students will spend time in Yellowstone National Park with wildlife biologists studying the ecosystem at a cost of \$495 plus the cost of fuel. Noah Peters made a motion to approve MS out of state travel to Yellowstone April 24-28, 2024. Bryce Simpson seconded the motion. Public discussion – none. Board discussion – regarding whether this was the same trip the HS made and the number of students attending. Unanimous.

11) Review/Action: Approval – Approval of UofM Tipline

Superintendent Les Meyer discussed the MOU with the University of Montana for Tipline. This is a component of Safe Schools, a grant funded program through UM that provides an opportunity for students to call a line to report potential self-harm or harm in other ways. Jami Wright made a motion to approve the UM Tipline as presented. Rainier Batt seconded the motion. Public discussion – none. Board discussion – regarding communication of the program, the roll out in fall and communications with parents. Unanimous.

12) Review/Action: Approval of indirect cost reimbursement

Per BP 7550, approval is needed for indirect cost recovery and recommendations for expenditures. Business Manager Shauna Anderson discussed indirect costs for FY22 and expenditure recommendations for these funds. Jami Wright made a motion to approve the indirect cost reimbursement as presented and required by BP 7550. Bryce Simpson seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

13) Review/Action: Motion to Transfer General Fund Monies to the Compensated Absence Liability Fund

Superintendent Les Meyer and Business Manager Shauna Anderson discussed action items 13, 14, 15 and 16 as a way to manage excess funds from FY23 if available. One motion is appropriate for all four items.

14) Review/Action: Motion to Transfer Transportation Fund Balance in Excess of Reserve Limit to Building Reserve Safety Subfund

After establishing adequate reserves, fund balance in the transportation fund can be used to support known safety and security costs for FY24.

15) Review/Action: Motion to Fund Operating Reserve Up to 10% Limit of General Fund Budget

The allowable amount to fund the operating reserve is 10% of the General Fund budget.

16) Review/Action: Motion to Fund Excess Reserves with Protested Tax Dollars Up to the Legal Extent Possible

The allowable limit to fund excess reserves is 5% of the General Fund budget.

Noah Peters made a motion to approve the transfer of General Fund monies to the Compensated Absence Fund, approve the transfer of Transportation Fund balance to the Building Reserve safety subfund, funding of operating reserves up to 10% of the General Fund budget and approve the funding of excess reserves up to the legal limit possible. Jami Wright seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

17) Information/Discussion: Superintendent 6-month review

The meeting was set for June 27, 2023 at 5:30 p.m. Also discussed was the upcoming negotiations/finance committee meeting June 22 at 4:30 p.m.

X. **Policy Review – none.**

Superintendent Les Meyer indicated there would be many policy changes coming due to recent legislation and a meeting will be scheduled soon.

XI. Approval of Warrants/Approval of Financial Report

Jami Wright made a motion to approve the warrants and financial reports as presented. Rainier Batt seconded the motion. Public discussion – none. Board discussion – regarding additional detail requested for claim remittance advice. Unanimous.

XII. Committee Reports – Updated Committees

- A. Policy (Shiloh Lucier, Jami Wright & Noah Peters)
- B. Insurance (Bryce Simpson, Amanda Hansen & Jami Wright)
- C. Negotiations/Labor Relations/Finance (Jami Romney FitzGerald, Bryce Simpson & Jami Wright)
- D. Transportation (Bryce Simpson & Rainier Batt)
- E. Safety (Bryce Simpson & Rainier Batt)
- F. School Improvement/Goals Committee (Jami Romney FitzGerald, Bryce Simpson & Noah Peters)
- G. Facilities (Jami Romney FitzGerald, Bryce Simpson & Rainier Batt)
- H. Curriculum (Noah Peters & Amanda Hansen)
- I. Ad Hoc Committees – Wellness (Jami Romney FitzGerald & Shiloh Lucier).

The recent transportation committee meeting discussed earlier south campus start time to provide flexibility with routes and the possibility of increasing parent drop off to alleviate bus overcrowding.

XIII. Adjournment

ADJOURNED 9:35 p.m.

Approved: July 20, 2023

Respectfully Submitted,

/s/Shiloh Lucier
Board Chair

/s/Shaina Anderson
District Clerk