



**Regular Meeting of the Trustees of School District #3  
Wednesday June 8, 2022**

A regular meeting of the Board of Trustees of Blue Creek School District #3 was held Wednesday evening, June 8, 2022 at Blue Creek School. Chair Leslie Friedel called the meeting to order at 6:00 p.m.

Members present: Leslie Friedel, John Fordham and Rachel Meech. Kara Landry joined via zoom.

Member absent: Phil Pimley

Administrator Cathi Rude was present for the entire meeting.

A clerk has not been appointed by the Board as of yet. Thus, Administrator Rude took minutes of the meeting.

Guests: David Mack, Auzie Blevins

**Adjustments to the Agenda**

None

**Correspondence**

The Board received a thank you from Extended studies student Madison Rust expressing her appreciation for the field trip opportunity they had to view the architecture around Billings.

The exit paperwork from departing staff was also made available to the trustees.

**REPORTS**

**1. Enrollment**

Administrator Cathi Rude reported the current enrollment at 182 students.

**2. Community Ed Report**

None at this time.

**3. Staff Report**

None at this time.

**4. Clerk Report Business Report**

End of year 2021-2022 budget and transfer information as action items later in the agenda.

**5. Administration Report**

Administrator Rude reported to the Board the following:

1. Business Manager Roger Heimbigner and Administrator Rude continue to work on preparation of the 2022-2023 budget for consideration at the August meeting.

2. Summer Boost session #1 enrollment numbers are at about 20 students and the first session begins next week.
3. Administrator Rude updated the Board regarding MFPE & MT Dept. of Labor re: requests for private information: Responses drafted by the attorney and these are being filed. This includes the discussion to file as a group since all involve the same legal issue.
4. Administrator Rude shared a draft of the posting for the Community Education Coordinator position. Trustees shared they felt this was a good description of the position.
5. The Board previously approved costs for heating and ventilation system work. Administrator Rude shared that due to labor and cost of material increases, the overall cost of the project had also increased. Phase one of the project is planned to be completed this summer.
6. Administrator Rude also accepted the resignation of Bryan Luke per Board Policy 3141 and reported this to the Board. Robin Thompson had provided her verbal resignation which was reported at the May meeting. She also provided a written resignation in late May which was also included in tonight's report and packet.

## **6. & 7. Consent Agenda**

Kara Landry moved, seconded by John Fordham to approve the minutes of May 11, 2022, and approval of bills and check listing #3030224 to #3030309. Motion passed unanimously.

## **BUSINESS ITEMS**

### **OLD BUSINESS**

## **8. Safe Return to Schools & Continuity of Services Plan**

This plan must be updated every 6 months and also be a standing Board agenda item. There have been no changes to the plan since the December 17, 2021 update and next update to take place in June. A link was provided to the BCS website for additional information. Information from the staff and community surveys to be shared with the Leadership Team. Trustee Friedel also shared that feedback from stakeholders has been positive regarding the opportunity for input and that results from the surveys being placed in the school newsletter is also helpful.

## **9. COVID 19 School Status update**

Administrator Rude updated the Board on the current status of Blue Creek School in regards to COVID-19. She shared that as things have slowed with Riverstone Health, they have discontinued the bi-weekly meetings with the intent things may be reinitiated as needs arise. Riverstone also indicated they are still available should schools have questions.

## **10. Survey & Assessment of Parking Lot regarding Park Land**

Trustee Leslie Friedel updated the Board in relation to the communication received below:

Communication from Jeff Reineking on 6-7-2022:

*I have not met with Jeff Martin for the final review, but will make that happen this week or next Monday at the latest. Once he ok's the final map, I will get the "mylar" made and to you for signature and notary, probably next week also. I will submit mylar to county for final review, routing, and ultimately recording, but Jeff Martin will need to get the deed prepared and the realty transfer certificate completed also. I am hoping he can get his done next week also as I am sure the planning department will want it to accompany the plat through the final cycle.*

*Sorry for the latest delay, but this is about done.*

*Jeff Reineking, ECS*

## **NEW BUSINESS**

### **11. End of the fiscal year 2021-2022**

Administrator Rude reported that she and Business Manager Roger Heimbigner are reviewing the status of the various funds for the remainder of the 2021-2022 school year. Some expenditure transfers will be needed and in other cases, transfers will be made into the Interlocal Fund. Business Manager Heimbigner anticipates transferring \$40,000 to the General Fund from the Tech Fund at year end. Any funds remaining may be transferred into the Interlocal Fund. Food service fund is healthier due to federal dollars received.

### **12. Year End Budget Transfers for 2021-2022**

Administrator Rude reviewed Roger Heimbigner's recommended expenditure transfer of approximately \$40,000 from the Tech Fund to the General Fund. After paying remaining bills, funds remaining may be transferred to the Interlocal Fund. A motion was made by Rachel Meech, seconded by Kara Landry to grant the business manager the authority to transfer expenditures as presented. Motion passed unanimously.

### **13. Flooring Maintenance**

There are a few floors that need carpet and vinyl plank floor replacement as preventative maintenance. Joe Rookhuizen has been our floor installer. Carpet replacement in rooms 4, 5 and 8 is \$12,655.09. Vinyl plank flooring in hallways, art room, teacher restroom, workroom hallway & west end copy room is \$35,529.09. John Fordham moved, seconded by Kara Landry to approve the flooring replacement and repairs as presented: carpet at \$12,655.09 and flooring at \$35,529.09. Motion passed unanimously.

### **14. Window Coverings**

Window coverings in several places need replacement. Lorrie Combs, Maintenance Director did a nice job obtaining quotes from three companies. The bid recommended was Budget Blinds which provided a bid of \$7,016.60.

Kara Landry moved, seconded by Rachel Meech to approve the blind/window covers through Budget Blinds for \$7,016.60 as presented. Motion passed unanimously.

### **15. Employment Hiring**

With the regular classroom openings posted we have conducted interviews and selected candidates.

David Mack - BA Step 0

Jennifer Ross - MA Step 5

Tiffany Shine - MA Step 4

Administrator Rude recommended the Board move to approve a 1.0 certified teaching contract for David Mack, Jennifer Ross and Tiffany Shine as presented. John Fordham moved, seconded by Rachel Meech to approve the recommendation as presented. Motion passed unanimously.

### **16. IT Services Contract 2022-2023**

Shane Scott has been providing IT services for one year. The 2021-2022 contract was for 12 months. The proposed 2022-2023 is for 10 months at the continued 1.5 days, 12 hours per week with outline of duties and expectations at \$2880/month, \$28,800/year. June and July are off site maintenance and data archiving only. Similar to previous IT contracts. Will re-evaluate in one year. Rachel Meech moved, seconded by John Fordham to approve the proposed IT services contract for 2022-2023 as presented. Motion passed unanimously.

**17. Math program/curriculum-iReady Math-**

The current Math curriculum, which has served the school for many years, is needing replacement. A lot of work has been done looking at options. iReady Math offers assessment, lessons, and progress for students and is usable online and in school as well as some hard copy materials. iReady also includes professional development. This program had been piloted by Title I this past school year. Administrator Rude recommended the Board move to approve the purchase of iReady Math for one year at the cost of \$15,375.00. Kara Landry inquired whether this would be for all kids. Administrator Rude responded: yes, this would be for all students and would be for a 1 year subscription. Kara Landry moved, seconded by John Fordham to approve the recommendation as presented. Motion passed unanimously.

**18. Canceled Warrants**

Some previous years' warrants are still outstanding that need to be canceled. Rachel Meech inquired if there is a time limit on these warrants. Administrator Rude will inquire with Roger Heimbigner, Business Manager, regarding this inquiry for future reference.

A motion was made by Rachel Meech, seconded by Kara Landry to cancel outstanding warrants as follows::

Check #	Date	Vendor	Amount
29394	09-14-20	US Name Plate	\$ 850.00
29554	02-01-21	Brittany Naffziger	\$ 29.40
29728	05-04-21	Candice Mosquera	\$ 81.76

Motion passed unanimously.

**19. Date and Time of Meeting**

The next scheduled meeting is Wednesday, July 13, 2022 at 6:30 p.m.

**Adjourn**

John Fordham moved, seconded by Kara Landry to adjourn. Motion passed unanimously.

Time of Adjournment: 6:44 p.m.

Board Chair \_\_\_\_\_

Attest: \_\_\_\_\_