

SWEET GRASS COUNTY HIGH SCHOOL
BOARD MINUTES – July 23, 2019

The Board of Trustees of Sweet Grass County High School met in regular session at 6:00 P.M. on July 23, 2019 in the Sweet Grass County High School Library. Trustees present included Chairman Rochelle Brownlee, Vice-chairman Josh Donald arrived at 6:55 P.M., Colleen Conner, Mary Gregorich, Jim Niebur, Susie Fiveash and Melanie Forrey. Also present were Superintendent Brad Moore, Principal Eric Gustafson, Activities Director Barry Snodgrass and Clerk Kim Plaggemeyer. Guests included: Jerry Hansen, Andre Toulouse, Melissa Bartelt, Jane Bailey, and Sam Spector.

1. Meeting called to order at 6:00 P.M. by Chairman Rochelle Brownlee.
2. Chairman Rochelle Brownlee welcomed guests.
3. Chairman Rochelle Brownlee read aloud Public Comment in Montana and requested Public Comment. There were no Public Comments.
4. Chairman Rochelle Brownlee requested approval of minutes of last regular meeting. Colleen Conner reported a correction of International Club travels from Puerto Rico to Costa Rica. Motion by Mary Gregorich, seconded by Susie Fiveash, to approve the minutes of the meeting on June 18. Passed 6-0.
5. Correspondence - Superintendent Brad Moore read aloud a thank you note from a recent interview administrative assistant candidate.
6. Student Representative Report - Chairman Rochelle Brownlee reported no Student Representative Reports.
7. SGCEA Report - Chairman Rochelle Brownlee reported no SGCEA Report.
8. Old Business
 - a. Type E Bus – Superintendent Brad Moore reported on E-Bus and requested approval to begin obtaining quotes for a future E-Bus purchase. Motion by Mary Gregorich, seconded by Colleen Connor, to approve Brad Moore to obtain quotes for an Expedition E Bus and to get rid-off the airport shuttle bus. Passed 7-0.
 - b. Clerk Contract – Clerk Kim Plaggemeyer negotiated her contract, suggested to change employee status to exempt, increase base salary to \$44,000.00 and change the status of medical and dental to include employee and spouse. Motion by Jim Niebur, seconded by Mary Gregorich, to approve employee status to exempt, increase base salary to \$44,000.00 and to change the status of medical and dental to include employee and spouse. Jerry Hansen disagreed and reported his taxes were being raised with this decision and he was not happy about it. Melissa Bartelt clarified that the insurance decision would not be pulled from the Retirement Fund and his taxes would not be raised. Jerry Hansen agreed, but was still not happy with the decision. Passed 6-0.
 - c. Fund 224 and Fund 261 Clarification – Chairman Rochelle Brownlee clarified the \$27,000.00, which was transferred from Fund 224 - Metal Mines into Fund 261 - Building Reserve in November 2016 for the resurfacing of the gym floor, can not be repaid back into Metal Mines from Building Reserve and reported this clarification was not communicated originally back in November 2016. Superintendent Brad Moore reported that budgeted funds can not transfer into non-budgeted funds. No action was taken.

- d. Retirement Contract between outgoing Superintendent, Alvin Buerkle and the District - Chairman Rochelle Brownlee reported not receiving the document from Jeff Weldon and Associates and would have the document at the August Board Meeting.

Chairman Rochelle Brownlee reported the original \$5675.00 paid in employer contribution to TRS for the \$50,000.00, could change to be as much as \$10,000.00 for employer contributions to TRS and wanted all to be aware. No action taken.

Jane Bailey reported Mr. Buerkle had given a lot of his time and a lot to the school and encouraged the Board to take this into consideration when making a decision.

9. New Business

- a. MHSA Dues – Superintendent Brad Moore suggested to approve the MHSA dues, which is required for Co-ops. Motion by Susie Fiveash, seconded by Jim Niebur, to approve MHSA dues required for this year. Passed 6-0.
- b. Civic Center Committee – Jane Bailey discussed the Interlocal Agreement between the high school and grade school and Andre Toulouse agreed with the discussion. It was suggested to have both parties on any decision making regarding the Civic Center. Jerry Hansen reported that the Interlocal Agreement would not cover what was discussed; suggested using Metal Mine funds; get a long term agreement with the grade school; get a bond and give taxpayers a carrot. It was suggested to form a Civic Center Committee, which was agreed and members are Superintendent Brad Moore, Principal Mark Ketchum, Jim Niebur, Susie Fiveash and Sam Spector.
- c. Audit Report – Superintendent Brad Moore discussed the 2017-2018 audit report and Clerk Kim Plaggemeyer distributed copies of the audit report to the Trustees and Jerry Hansen requested a copy. Jerry Hansen expressed his opinion and suggested to have the auditor attend a Board Meeting in the future, to address the audit and be available for any questions, which all agreed. Motion by Jim Niebur, seconded by Josh Donald, to approve the 2017-2018 Audit Report. Passed 7-0.
- d. Bus Coordinator – Superintendent Brad Moore recommended Chuck Raup for the Bus Coordinator position. Motion by Jim Niebur, seconded by Josh Donald, to follow the recommendation of Superintendent Brad Moore and hire Chuck Raup for the Bus Coordinator position for 2019-2020. Passed 7-0.
- e. Administrative Assistant – Superintendent Brad Moore recommended Angie Fuller for the Administrative Assistant position at \$15.50 per hour, 90-day probation period and based on completion of her background check. Motion by Susie Fiveash, seconded by Colleen Conner, to hire Angie Fuller for the Administrative Assistant position at \$15.50 per hour, 90-day probation period and based on completion of her background check. Passed 7-0.
- f. MTSBA 3000 Series Policies – Superintendent Brad Moore discussed the issues with the 3630 Cell Phone Policy. Jerry Hansen asked why can't the teachers tell them to turn off the cell phone. It was suggested to inform the parents of the 3630 Cell Phone Policy. The discussion was to leave the current wording the same in the 3630 Cell Phone Policy. No action was taken.
- g. Classified Handbook 2019-2020 – Superintendent Brad Moore recommended approval for the Classified 2019-2020 Handbook. Motion by Mary Gregorich, seconded by Susie Fiveash, to approve the Classified Handbook 2019-2020. Passed 7-0.

- h. Fund 212 – Superintendent Brad Moore reported Fund 212, a non-budgeted fund, was \$20,765.66 in the red from 2018-2019, which you can not use a budgeted fund to correct a non-budgeted fund. Superintendent Brad Moore suggested transferring \$20,765.66 from Fund 224 - Metal Mines to Fund 212 - Hot Lunch to correct the negative balance for 2018-2019. Motion by Susie Fiveash, seconded by Mary Gregorich, to move funds from Metal Mines to balance Fund 212. Passed 7-0.

10. Reports

- a. Activities Director - Barry Snodgrass reported Co-op did not make the MHSA's Agenda this month and will be on their November 2019 Agenda; basketball and volleyball will have 9 teams for divisionals and there is no golf coach yet for this year.
- b. Clerk - Kim Plaggemeyer thanked the Board for her new contract.
- c. Principal - Eric Gustafson reported starting back full-time on 8/5/2019.
- d. Superintendent - Brad Moore suggested updating Classified Contracts for the future; attending a conference in Helena 7/30/19 - 7/31/19; will meet with the Bus Coordinator - Chuck Raup to discuss placing an ad in the paper for substitute bus drivers; clarification of Solar Project; Sam Spector working with Raw Deal Fundraiser to raise \$20,000.00, proposed site and press release for Solar Project.

11. Approval of Payment of Claims - Motion by Josh Donald, seconded by Jim Niebur, to approve the claims from June. Passed 7-0.

12. The meeting was adjourned at 7:38 P.M.

 8/13/19
Clerk - Kim Plaggemeyer Date

 8/13/2019
Chair – Rochelle Brownlee Date