

Frenchtown School Board of Trustees Meeting
June 16, 2020 at 7:00 p.m.
Middle School Shared Common Area
Public Meeting Available through Zoom Online Platform

- I. **Call to Order:** The Regular School Board Meeting was called to order by Chair Debbie Lester. Trustees Jami Romney FitzGerald, Gordon Schmill, Bryce Simpson, Shiloh Lucier and John Hogland were in attendance. Trustee David Weber attended electronically via Zoom. Also in attendance were Superintendent Randy Cline, Principals Jake Haynes, Aaron Griffin, Riley Devins, Jodi Hall, Activities Director/Assistant Principal Kipp Lewis, Special Services Coordinator Jennifer Demmons, Technology Coordinator Arron Rowan, Deputy Clerk Stacie Methers and District Clerk Shauna Anderson.
- II. **Pledge of Allegiance:** Meeting opened with the pledge at 7:00 p.m.
- III. **Board Recognition** – A reception was held prior to the meeting to honor Superintendent Randy Cline. Board Chair Debbie Lester thanked Superintendent Cline for his 14 years of service with the District. Also recognized was Tonya Chestnut, who on very short notice helped finish and publish the Middle School Yearbook. Principal Aaron Griffin acknowledged Ms. Chestnut's help – the yearbook would not have been completed without her.
- IV. **Public Comment Period – none.**
- V. **Individuals and Delegations to Address the Board – none.**
- VI. **Business**
 - A. Old Business
 - 1) Information/Discussion: Summer Maintenance Projects

Maintenance Supervisor Sean Mechem reviewed progress on the prioritized summer maintenance list by building. Projects emphasized were the elementary small gym floor and modular building ramps and decking. Questions were asked about plans for repairs and funding sources for each project discussed. The little gym project will be added to the agenda for the next board meeting to discuss further.
 - 2) Review/Action: Reorganization of the School Board Committees

Board Chair Debbie Lester discussed board committees and the need to reorganize and fill open positions. Superintendent Randy Cline discussed the insurance committee and changes for the future. Board members were asked to identify committees they would be interested in participating in. All open positions were filled. Jami Romney FitzGerald made a motion to approve the committees as reorganized and add an ad hoc wellness committee. John Hogland seconded the motion. Public discussion – none. Board discussion – none. Unanimous.
 - 3) Information/Discussion: Preliminary Budget Figures for 2020-2021

Superintendent Randy Cline discussed budget estimates for the FY21 general fund budget and items impacting the budget. Questions were asked about budget changes and any projections that may change prior to the adoption of the 2020-2021 budget.
 - 4) Information/Discussion: Resignations

The resignation letters from bus driver Joan Garrett and HS Art Teacher Rhonda Lund were discussed. Ms. Lund is retiring after 41 years with Frenchtown School District.
 - B. New Business
 - 1) Review/Action: Approval of Bus Routes for 2020-2021 School Year

Superintendent Randy Cline discussed bus routes and the potential for change due to possible COVID-19 restrictions and CDC guidelines. Principal Aaron Griffin discussed district boundaries, new neighborhoods in the District and their impact on bus routes. Budgets will be impacted with any restrictions in place. Jami Romney FitzGerald made a motion approve the bus routes as listed.

- Gordon Schmill seconded the motion. Public discussion – none. Board discussion – regarding the board procedure with changes in bus routes. Unanimous.
- 2) Review/Action: Set Graduation Date for 2021
Principal Jake Haynes recommended setting the graduation date for the 2020-2021 school year as Sunday, May 30, 2021 at 1:00 p.m. The success of the recent graduation was discussed and an outdoor ceremony will be considered for next year. David Weber made a motion to approve Sunday, May 30, 2021 at 1:00 p.m. for the 2021 graduation date. Shiloh Lucier seconded the motion. Public discussion – comments were made about the 2020 graduation and the excellent weather for the event. Principal Aaron Griffin discussed 8th grade promotion and would like it to be discussed in the Academic Achievement committee. Board discussion – none. Unanimous.
 - 3) Review/Action: Approve Exercising the Option for Years Two and Three of the Auditor’s Contract
Jami Romney FitzGerald made a motion to approve exercising the option for years two and three of the contract with Ross R. Stalcup, CPA. Gordon Schmill seconded the motion. Public discussion – none. Board discussion – none. Unanimous.
 - 4) Review/Action: Spring Coaching Contracts for 2020-2021 School Year
Activities Director Kipp Lewis a list of spring coaches recommended for hire and the list was presented by Superintendent Cline. Questions were asked about the coach’s contract language and considerations for cancelled competition. Superintendent Cline mentioned that for any changes to be made to coach contracts that must be decided before the first contracts are offered for the school year, which traditionally occurs in January. Gordon Schmill made a motion to approve the spring coach hires as listed. David Weber seconded the motion. Public discussion – none. Board discussion – questions were asked about the Middle School Activities Coordinator position. Unanimous.
 - 5) Review/Action: Hiring
Recommended for hire were Suzanne Dallapiazza – Elementary K-3 Behavior/Instructional Intervention Teacher; Jess Gyapay, Ryann Rugg, Rebecca Sammons, Amber Reed, Christi Hoskinson, Julie Smiley, Lilah Fox and Suzanne Dallapiazza – August “Jump Start” Summer School teachers; Joel Bergen – Extended School Year (ESY) Paraprofessional. Superintendent Cline discussed the positions and the use of CARES funding. Jami Romney FitzGerald made a motion to approve the hires as listed. John Hogland seconded the motion. Public discussion – none. Board discussion – none. Unanimous.
 - 6) Review/Action: Approve K-12 Handbooks for 2020-2021
Superintendent Randy Cline discussed the list of handbooks that need Board approval. All handbooks were posted on the District website and sent to the Board members prior to the meeting for review. David Weber made a motion to approve the handbooks as submitted. Jami Romney FitzGerald seconded the motion. John Hogland asked if it was possible to separate one handbook and vote on it individually. Bryce Simpson asked David Weber to amend the motion. The request was denied. Questions were asked of the building principals regarding handbook language. Board Chair Debbie Lester asked that any recommended grammatical edits be sent to the Board and building Administration. Public discussion – a lengthy discussion was held regarding the new “Personnel Practices for Administrators & Coordinators” handbook. Previous Board Member Teresa Teagle raised concerns regarding the process surrounding the creation of the document and the perception of negotiations with the administration personnel. Community members asked questions about online access to this document prior to the meeting and the transparency and timing of the document with a new Superintendent and the pandemic. Other questions were asked regarding the length of the terms in the handbook. Board discussion – each Board member addressed the community member concerns and their opinion of this particular handbook. Opinions opposed and in favor of the document were presented in depth. Further public discussion was held in opposition to the handbook. Board Chair Debbie Lester and Superintendent Randy Cline concluded the discussion with their opinion of the document and the process surrounding its creation. Debbie Lester, Jami Romney FitzGerald, Shiloh Lucier and David Weber voted in favor

of approving the K-12 Handbooks for 2020-2021. Gordon Schmill, Bryce Simpson and John Hogland opposed the motion. The motion carried 4-3.

- 7) Review/Action: Approve Administration Salaries for 2020-2021
Superintendent Randy Cline recommended a 3.25% salary increase for administrators for 2020-2021. David Weber made a motion to approve the administration salaries as presented. Jami Romney FitzGerald seconded the motion. Public discussion – regarding each administrator receiving the same percentage increase and tax impact. Board discussion – none. Unanimous.
- 8) Review/Action: Approve One Time Bonuses on Merit for Administrators
Superintendent Randy Cline recommended one time bonuses for \$3,000 each to Principals Aaron Griffin and Riley Devins. Superintendent Cline read a written justification for the recommendations. Jami Romney FitzGerald made a motion to approve the one time bonuses on merit as presented. Shiloh Lucier seconded the motion. Public discussion – regarding the previously discussed administration handbook and benefits offered and its impact on the negotiations with the FEA next year. Also discussed was that the recommendation was appreciated and the administrators were congratulated for the merit reward. Questions were asked regarding the merit language in the handbook. Board discussion – regarding the language in the handbook and questions were asked of the receiving administrators. Principal Aaron Griffin acknowledged that this year was a team effort. Additional public discussion regarding the appreciation for the administrators and their responsibilities in comparison to the teaching staff. Superintendent Cline clarified historical salary changes for administrators and also the teachers and the differences between the two. Unanimous.
- 9) Review/Action: Approve Supervisor and Administrative Support Personnel Salaries for 2020-2021 School Year
Superintendent Randy Cline is recommending a salary increase of 2.25% for supervisors and administrative support personnel, with the exception of the Maintenance Supervisor with a 7.7% increase. Jami Romney FitzGerald made a motion to approve the Supervisor and Administrative Support personnel salaries for the 2020-2021 school year. John Hogland seconded the motion. Public discussion – regarding the difference between the support staff and administrative increases. Board discussion – regarding using percentage increases for all support personnel, and appreciation for the work Maintenance Supervisor Sean Mecham has performed. Unanimous.
- 10) Review/Action: Approve Purchases
Randy Cline presented a list of informational purchases to the Board. Discussion was held regarding the quote for a new website host and the savings with services no longer needed and improvement to the website. A list of purchases requiring approval was also provided:
- STS Education – Middle School Chromebooks (\$26,097)
 - STS Education – Elementary/Intermediate Chromebooks (\$55,194)
 - STS Education – High School Chromebooks (\$38,116)
 - EZ Access – revised pricing for modular prefabricated deck – (additional \$7,290)
 - Red Rock Sporting Goods – pole vault pit (\$18,999.95)
 - iX Systems – replacement network storage (\$16,365)
- Questions were asked regarding the lifetime of the Chromebook devices. Also discussed was the pole vault pit, and Activities Director described the condition of the existing pit and the inability to repair it. David Weber made a motion to approve the purchases as presented. Bryce Simpson seconded the motion. Public discussion – none. Board discussion – none. Debbie Lester, David Weber, Bryce Simpson, Gordon Schmill, Shiloh Lucier and John Hogland voted in favor of the motion. Jami Romney FitzGerald opposed. The motion carried 6-1. Additional board discussion was held regarding the potential for fundraising this year and priorities for next year with athletics.
- 11) Review/Action: Approve Health and Life Insurance Carriers
Jami Romney FitzGerald made a motion to approve Lincoln Life and the carrier for Long Term Disability and Life Insurance for employees not participating in the MUST health benefits program. John Hogland seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

12) Information/Discussion: Strategic Plan 2020-2022

Superintendent Randy Cline recommended moving the discussion regarding the strategic plan to the Tuesday, June 23, 2020 Special School Board Meeting.

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

Superintendent Randy Cline discussed items 13, 14 and 15 as a way to put excess funds from FY20 into three funds if available. One motion is appropriate for all three items.

14) 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.

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

The allowable limit to fund excess reserves is 5% of the General Fund budget. Jami Romney FitzGerald made a motion to approve the transfer of General Fund monies to the Compensate Absence Fund, approve the funding of operating reserves up to 10% of the General Fund budget and approve the funding of excess reserves with protested tax dollars up to the legal limit possible. Shiloh Lucier seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

VII. **Policy Review**

A. BP 3600F2 revision – requires one reading

Jami Romney FitzGerald made a motion to approve BP3600F2 in first reading. Bryce Simpson seconded the motion. Public discussion – none. Board discussion – none. Unanimous.

VIII. **Update on District Strategic Plan Goals for 2019-2020**

Building administration submitted spring semester 2020 accomplishments towards strategic plan goals. Board Chair Debbie Lester acknowledged how much was accomplished considering the difficulties that were faced this school year. Principal Aaron Griffin discussed the strategic plan work session and felt the process to develop the new strategic plan worked well. Principal Riley Devins complimented the FTSD kitchen staff for the work they did to serve all the children of the community during the closure.

IX. **Superintendent's Agenda**

A. Approval of Minutes

B. Approval of Warrants

C. Approval of Individual Transportation Contract

David Weber made a motion to approve the minutes, warrants and individual transportation contract with isolation status as presented in the Superintendent's agenda. Shiloh Lucier seconded the motion. Public discussion – none. Board discussion – regarding a grounds maintenance purchase. Unanimous.

XI. **Reports**

A. Approval of Financial Report

David Weber made a motion to approve the financial reports as presented. Gordon Schmill seconded the motion. Public discussion - none. Board discussion – none. Unanimous.

B. Administrative Reports

1) Superintendent 2) Technology Coordinator 3) Maintenance Supervisor

4) Administrative Assistant

Superintendent Randy Cline discussed the upcoming MTSBA training scheduled for trustees and negotiations committee updates. David Weber made a motion to approve the Administrative Reports as presented. Shiloh Lucier seconded the motion. Public discussion – none. Board discussion – questions were asked regarding the maintenance report. Unanimous.

XII. **Committee Reports**

A. Policy (Debbie Lester, Shiloh Lucier, John Hogland)

- B. Insurance (David Weber, Debbie Lester, & Jami Romney FitzGerald)
- C. Negotiations/Labor Relations (Debbie Lester, Jami Romney FitzGerald & Bryce Simpson)
- D. Transportation (David Weber & Bryce Simpson)
- E. Safety (Gordon Schmill & Bryce Simpson)
- F. School Improvement/Goals Committee (Jami Romney FitzGerald, Bryce Simpson & John Hogland)
- G. Ad Hoc Committees – IT (Jami Romney FitzGerald & John Hogland), Facilities- (Jami Romney FitzGerald, Gordon Schmill, & Bryce Simpson), Curriculum/Professional Development (Jami Romney FitzGerald & John Hogland), Academic Achievement – (Debbie Lester, Shiloh Lucier & John Hogland), Wellness (Jami Romney FitzGerald & Shiloh Lucier).

XIII. **Correspondence** – none.

XIV. **Board Recognition** - Send recommendations to the Superintendent prior to the next regular board meeting.

ADJOURNED 10:59 p.m.

Approved: July 21, 2020

Respectfully Submitted,

/s/ Debbie Lester
Board Chair

/s/ Shauna Anderson
District Clerk