

HARLEM PUBLIC SCHOOLS
Regular Board Meeting
July 17, 2018

ROLL CALL/CALL TO ORDER

Chairperson Johnathon Walker called the meeting to order at 6:02 PM. Trustees present were Kathleen Adams, Dean Doney, Johnathan Walker, and Clayton Talks Different. Valerie Blackcrow arrived at 6:07. Doreen Warren, Superintendent and Teresa Cornell/Lori Owens, Business Manager/Clerk were also present. Three guests attended the meeting.

A. GUESTS AND DELEGATIONS

- None

B. UNANIMOUS CONSENT AGENDA

Blanket motion by Kathleen Adams to approve:

1. Minutes of the June 19, 2018 regular and July 9 special Board meetings.
2. Payroll Warrant number 76577 – 76649 in the amount of \$388,597.83 and void spoiled warrant numbers 76632-76640.
3. Claim Warrant number 17734 – 17801 in the amount of \$229,286.29 and void warrant number 17751 dated 6/10/18 to Hope SpeakThunder for \$200 (didn't go on travel).
4. Student Account check number 21437 in the amount of \$8,562.60 and transfer \$500 of the Senior Class of 2018 funds to the incoming 7th grade class of 2024 and the remaining Senior Class of 2018 funds to Student Council.
5. Purchase Orders over \$10,000:
 - a. PO# 71330 - Adams Asphalt - \$20,150 for asphalt repairs.
 - b. Req#80093 - MT Schools Property and Liability Insurance Plan (MSPLIP) administered by Western States School Program – \$86,274 - 2018-2019 Property, Liability, and vehicle fleet insurance
 - c. Req#80078 – Bear Paw Co-op - \$17,675.00 (est.) - 2018-2019 Cooperative Retirement Contribution
 - d. Req#80077 – Bear Paw Co-op - \$10,199.23 (est.) - Related Services Block Grant Match for 2018-2019
 - e. Req#80081 - NW Energy -\$126,280.67 (est.) – Electric and Gas – ongoing all year
 - f. Req#80099 – Ezzie's Wholesale \$34,869.12 (est.) – Fuel – ongoing all year
 - g. Req#80029 – First Bank of Montana - \$48,757.89 - Capital Lease payment for JCI Performance Contract due April 1, 2019
 - h. Req#80071 – First Bank of Montana - \$48,757.89- Capital Lease Payment for JCI Performance Contract due October 1, 2018
 - i. Req#80082 – Shell Energy – Natural Gas for HS Building - \$31,000.00 (est.) – ongoing all year
 - j. Req#80072 – City of Harlem – \$25,638.01 (est.) - Water & Sewer – ongoing all year
 - k. Req#80067 – WIPFLI LLP - \$20,000.00 – fiscal audit for year ending June 30, 2018
 - l. Req#80074 – Blaine Co. Treasurer - \$33,168.44 (est.) – Garbage, landfill, mosquito, irrigation, weed, streets, lights, etc.
 - m. Req#80047 – Sysco Food Services - \$19,300 (est.) – Food for student meals – ongoing all year
 - n. Req#80048 – Superior Business Equip. - \$14,000 (est.) – 2018-2019 toner and maintenance contract for all District Copiers
 - o. Req#80045 – Tyler Technologies – \$10,686.95 - 2018-19 Annual Accounting Software License/Support

Second by Dean Doney and motion carried 5 for.

C. PROGRAM REPORTS

Doreen Warren and Teresa Cornell reviewed their written reports. Evelyn Bigby gave a verbal report – 21st CCLC was renewed as a co-op with an increase in funding. Doreen reported she had accepted the resignations of Tim Carse as Jr/Sr High Librarian, Kelly Mill as AD/Transportation Director, and Jennifer Mills as Kindergarten Teacher effective at the end of the 2017-18 school year. Doreen also reported that Claudia Edgewater-Russell who was hired as the Jr/Sr High Assistant Principal at the June 19, 2018 meeting and her salary was approved at the July 9, 2018 meeting, declined the offer of employment.

D. ESTABLISH 2018-19 PETTY CASH ACCOUNT

Motion by Kathleen Adams to approve the establishment of a petty cash fund in the amount of \$5,000 to use for approved staff development, approved travel, registrations, COD's, postage, fees, deposits, payroll taxes and approved memberships and dues. This account will also be used as a flow-thru for Allegiance Flex employee benefit funds. Second by Clayton Talks Different and motion carried 5 for.

E. REQUEST FROM TURNER FOR ENTRANCE INTO DISTRICT

Motion by Valerie Blackcrow to deny request from Turner Schools for bus entrance in Harlem School District #12 for the 2018-19 SY. Second by Dean Doney and motion carried 5 for.

F. 2018-19 STUDENT ATTENDANCE AGREEMENTS

1. Motion by Kathleen Adams to approve the Student Attendance Agreements for WF, VF, CF, KF, KB, TB, TB, TS, TS, and CM for SY 2018-19, whose district of choice is Harlem and district of residence is Hays. Second by Valerie Blackcrow and motion carried 5 for.
2. Motion by Kathleen Adams to approve the Student Attendance Agreement for AA and SS for SY 2018-19, whose district of choice is Harlem and district of residence is Chinook. Second by Valerie Blackcrow and motion carried 5 for.
3. Motion by Kathleen Adams to disapprove the Student Attendance Agreements for BC, CC, KC, RB, RB, SB, TB, CJ, CJ, PL, HR, NR, IK, MT, ET, GZ, BZ, and CZ for SY 2018-19, whose district of choice is Turner and district of residence is Harlem. Second by Valerie Blackcrow and motion carried 5 for.
4. Motion by Kathleen Adams to accept Student Attendance Agreements from out of district students who have attended previously and are in good standing in terms of attendance, grades and behavior. Second by Valerie Blackcrow and motion carried 5 for.

G. SET FINAL BUDGET MEETING DATE

Motion by Kathleen Adams to set August 14, 2018 as the Final Budget meeting at 6:00 p.m. with the Regular Board meeting immediately following. Second by Dean Doney and motion carried 5 for.

H. 3-YEAR RATE COMMITMENT FOR PROPERTY AND LIABILITY INSURANCE

Motion by Clayton Talks Different to acknowledge and agree to the three-year rate commitment with the Montana Schools Property and Liability Plan from July 1, 2018 through June 30, 2021 in exchange for a guarantee that our renewal rate shall be the annual rate increase for the MSPLIP program renewal and shall not exceed 6% in any one year. Second by Valerie Blackcrow and motion carried 5.

I. RESOLUTION FOR BUS BIDS

Motion by Kathleen Adams to adopt the following resolution to dispose of surplus property: 2003 Bluebird 84 Passenger School Bus (old bus #4) and 1991 Bluebird 46 Passenger Coach (maroon charter).

A Resolution to authorize the Board of Trustees of School District No. 12, Harlem, Montana to dispose of abandoned, obsolete and undesirable property through the sale or other mean, as provided by section 20-6-604, MCA.

WHEREAS, it has been determined that the following property has become undesirable by School District No. 12:

1. 2003 Bluebird 84 Pass School Bus – VIN# 1BABNBXAX3F211187 – Old Bus #4, Asset # 60309 - Minimum bid: \$5,000
2. 1991 Bluebird 46 Pass Coach – VIN# 1BABMB7A9MF042042 – Maroon Charter #9, Asset # 52291 - Minimum bid: \$5,000

THEREFORE, BE IT RESOLVED, the Board of Trustees will dispose of this property through the sale by sealed bid process at the August 14, 2018 regular board meeting. Sealed bids will be accepted at the District Business office until August 8, 2018 at 4:00 PM. Any property not sold will either be given away, recycled, hauled to the local dumpsite, or disposed of by the other means. The Board reserves the right to accept and/or reject any and/or all bids.

Second by Valerie Blackcrow and motion carried 5 for.

J. CONTRACT NEGOTIATIONS AND TEACHER RECRUITMENT STRATEGIES

Motion by Kathleen Adams to notify the Harlem Education Association about teacher recruitment strategies the District would like to utilize to improve teacher recruitment. Second by Dean Doney and motion carried 5.

K. SUB TEACHER PAY RATE

Motion by Dean Doney to set the substitute teacher pay rate for 2018-19 at the beginning Paraprofessional II rate of \$15.38 per hour. Second by Clayton Talks Different and motion carried 5 for.

L. CONSIDERATION FOR ISSUANCE OF CONTRACTS FOR 2018-19 COACHES/EXTRA-CURRICULAR POSITIONS

1. Motion by Clayton Talks Different to hire Marlin Lawrence as the Head Girls Basketball Coach for the 2018-19 SY per the CBA. Second by Kathleen Adams and motion carried 5 for.
2. Motion by Clayton Talks Different to hire Kent Mount as the HS Asst. Football Coach for the 2018-19 SY per the CBA. Second by Kathleen Adams and motion carried 5 for.
3. Motion by Clayton Talks Different to hire Cole McCabe as the Head Boys Basketball Coach for the 2018-19 SY per the CBA. Second by Kathleen Adams and motion carried 4 for, 1 against (Doney).
4. Motion by Clayton Talks Different to hire Brandon Trottier as the Asst. Girls Basketball Coach for the 2018-19 SY per the CBA. Second by Kathleen Adams and motion carried 5 for.

M. CONSIDERATION FOR ISSUANCE OF CONTRACTS FOR 2018-19 CERTIFIED STAFF

1. Motion by Clayton Talks Different to hire Michelle Crazy as an Elementary Teacher for SY 2018-19, per the CBA with the district reserving the right to withdraw the offer based upon the results of the pre-employment drug screen. Second by Valerie Blackcrow and motion carried 5 for.
2. Motion by Clayton Talks Different to hire Nicole Murray as the SPED Teacher for SY 2018-19, per the CBA with the district reserving the right to withdraw the offer based upon the results of the background check and pre-employment screen. Second by Kathleen Adams and motion carried 5 for.

N. SUB/EXTRA HELP LIST APPROVAL

Motion by Kathleen Adams to approve the sub/extra help/volunteer list of applicants below pending approved background check with the district reserving the right to withdraw the offer based upon the results of the background check, pre-employment drug screen, and age requirement.

Hyapatia Getten	Sub Bus Driver	\$16.21
	Custodian	\$14.04
Thomas Bear	Sub Bus Driver	\$16.21
	Custodian	\$14.04
Teddy Buckman	Sub Bus Driver	\$16.21
	Custodian	\$14.04
Briayan Flores	Substitute Teacher	\$15.38
Sheena Pursley	Substitute Teacher	\$15.38

Second by Dean Doney and motion carried 5 for.

O. APPROVE 2018-19 HANDBOOKS (STUDENT/STAFF/ADMIN/SUB)

Motion by Valerie Blackcrow to approve the following handbooks for the 2018-19 SY: Elementary Student Handbook, Jr/Sr High Student Handbook, Administrator's Handbook, Staff Handbook, Substitute Handbook, and the Coach's Handbook keeping in mind that the "Staff Pages" in each handbook will be updated as we continue to hire personnel during the coming weeks. Second by Dean Doney and motion carried 5 for.

P. ADJOURN

Motion by Kathleen Adams to adjourn at 6:45 PM. Second by Clayton Talks Different and motion carried 5 for.

Johnathan Walker, Chairperson

Lori Owens, Clerk