

HARLEM PUBLIC SCHOOLS
Regular Board Meeting
July 16, 2019

ROLL CALL/CALL TO ORDER

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

A. GUESTS AND DELEGATIONS

- Dan and Lori Owens and students presented a slide show of the Travel Club trip to Italy and Greece and thanked the Board for supporting the trip.

B. UNANIMOUS CONSENT AGENDA

Blanket motion by Kathleen Adams to approve:

1. Minutes of the May 21 regular and June 10, 2019 special Board Meetings.
2. Payroll Warrant number 77301 – 77451 in the amount of \$1,481,613.97.
3. Claim Warrant number 18189 – 18246 in the amount of \$312,604.38.
4. Student Account check number 21676 – 21720 in the amount of \$47,809.19.
5. Purchase Orders over \$10,000:
 - a. NW Energy - \$126,201.66 (est.) – Electric & Gas, ongoing all year.
 - b. Western States Insurance - \$91,454 – Property, Liability, & vehicle fleet insurance
 - c. First Bank of MT - \$50,521.89 – Capital Lease payment for JCI Performance Contract due April 1, 2020.
 - a. First Bank of MT - \$50,521.87 - Capital Lease payment for JCI Performance Contract due October 1, 2019.
 - b. Blaine Co. Treasurer - \$33,168.44 (est.) – Garbage, landfill, mosquito, irrigation, weed, street Lights, etc.
 - c. Shell Energy - \$31,000.00 (est.) – Natural gas for HS building – ongoing all year.
 - d. City of Harlem - \$25,638.01 (est.) – Water & sewer – ongoing all year.
 - e. Wipfli, LLP - \$20,000.00 – Fiscal Audit for year ending June 30, 2019.
 - f. Bear Paw Co-op - \$17,675.00 (est) – 2019-2020 Cooperative Retirement Contribution
 - g. First Call Computers - \$14,760.00 (est) – 2019-2020 IT Assistance – ongoing all year.
 - h. Superior Business Equipment - \$14,000.00 (est) – 2019-2020 toner and maintenance contract for all district copiers.
 - i. Sysco Food Services - \$12,699.57 (est) – Food for student meals – ongoing all year.
 - j. Tyler Technologies - \$11,221.30 – 2019-2020 annual accounting software license/support.
 - k. Ezzie’s Wholesale - \$30,000.00 (est) – Fuel – ongoing all year.
 - l. Bear Paw Co-op - \$10,199.23 (est) – Related Services Block Grant Match for 2019-2020.

Second by Dean Doney and motion carried 5 for.

C. PROGRAM REPORTS

Lori Owens, Bonnie Nesslar, and Evelyn Bigby reviewed their written reports. Laramie Schwenke gave a verbal report.

D. STUDENT TRAVEL

Motion by Kathleen Adams to approve the FFA trip to the national convention in Indianapolis, IN in October/November 2019. Second by Dean Doney and motion carried 5 for.

E. 2019-20 INDIVIDUAL TRANSPORTATION CONTRACTS

Motion by Dean Doney to approve individual transportation contract for the 2019-20 school year for Ree Jones, Bette Jo Snider, Laurie Faber, Bobbie Mitchell, Kathy Mitchell, Jolene Liddle, Trisha Gruszie, and Lindsey Lankford. Second by Clayton Talks Different and motion carried 5 for.

F. 2019-20 BUS ROUTE APPROVAL

Motion by Clayton Talks Different to approve the following Harlem School bus routes for SY 2019-20:

<u>Bus Route</u>	<u>Route</u>	<u>Mileage</u>
1. Half Town / Newtown	12-K	25.0
2. West Valley / Old Hospital	12-2	39.4
3. East Valley / Sesame Street	12-3	131.0
4. South Main	12-4	20.4
5. Rodeo Drive #1	12-5	28.0
6. Rodeo Drive #2 (short bus)	12-6	23.4
7. People's Creek	12-8	100.8

Total Miles Per Day 368.0

Second by Kathleen Adams and motion carried 5 for.

G. ESTABLISH 2018-19 PETTY CASH ACCOUNT

Motion by Dean Doney 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. Second by Clayton Talks Different and motion carried 5 for.

H. HOUSING COMMITTEE RECOMMENDATIONS

Motion by Dean Doney to accept the Housing Committee recommendation to approve Amy Agdasi, James Kobeski, and Winona Azure for residency in district housing, contingent upon availability. Second by Kathleen Adams and motion carried 5 for.

I. REQUEST FROM TURNER FOR ENTRANCE INTO DISTRICT

Motion by Clayton Talks Different 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.

J. SET FINAL BUDGET MEETING DATE

Motion by Kathleen Adams to set August 20, 2019 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.

K. HEALTH INSURANCE RENEWAL

Motion by Kathleen Adams to accept the renewal plan rates from Blue Cross Blue Shield for health insurance, The Hartford Group for retiree insurance plan (for retirees >65), and Guardian for dental, vision, life/AD&D and disability insurance for the 2019-20 school year. The plan will be from September 1, 2019 through August 31, 2020. Second by Dean Doney and motion carried 5.

L. ADOPT 2019-20 HANDBOOKS

Motion by Kathleen Adams to adopt the 2019-20 handbooks as presented, keeping in mind that the “staff pages” in each handbook will be updated as needed. Second by Dean Doney and motion carried 5 for.

M. POSSIBLE OPEN POSITION

Discussion about adding a Spanish speaking para to assist in the high school Spanish class. No motion.

N. PERSONNEL LEAVE ISSUE

It was stated by the Board that Flex leave is not a part of any employee’s contract and should not be accumulated or used going forward.

O. SUB TEACHER PAY RATE

Motion by Kathleen Adams to set the substitute teacher pay rate for 2019-20 at the beginning Paraprofessional II rate of \$16.15 per hour. Second by Clayton Talks Different and motion carried 5 for.

P. ADMINISTRATIVE SUPPORT TEAM SALARY NEGOTIATION

Motion by Dean Doney to approve a salary of \$23,655 for Laramie Schwenke in the position of part-time Athletic Director for the 2019-20 SY with all benefits provided in the Certified Bargaining Agreement applied and pro-rated accordingly for 197 days. Second by Clayton Talks Different and motion carried 5 for.

Q. CONSIDERATION FOR ISSUANCE OF CONTRACTS FOR 2019-20 COACHES/EXTRA-CURRICULAR POSITIONS

Motion by Clayton Talks Different to hire Kent Mount as the Asst. H.S. Football Coach, Song Stuker as the Asst. H.S. Football Coach, and Enrique Rivera as the JH Football Coach for 2019-20 SY per the CBA. Second by Dean Doney and motion carried 5 for.

R. CONSIDERATION FOR ISSUANCE OF CONTRACTS FOR 2019-20 ADMINISTRATIVE SUPPORT STAFF

Tabled until August meeting.

S. SUB/EXTRA HELP LIST APPROVAL

None

T. WIPFLI AUDIT CONTRACT RENEWAL

Motion by Clayton Talks Different to renew the audit contract between Wipfli, LLP and HSD No. 12 for the audit period(s) from July 1, 2019 through June 30, 2021. Second by Dean Doney and motion carried 5 for.

P. ADJOURN

Motion by Valerie Blackcrow to adjourn at 7:27 PM. Second by Clayton Talks Different and motion carried 5 for.

Johnathan Walker, Chairperson

Lori Owens, Clerk