

**HARLEM PUBLIC SCHOOLS**  
**Regular Board Meeting**  
**January 18, 2022**

**ROLL CALL/CALL TO ORDER**

Chairperson Johnathan Walker called the meeting to order at 6:05 PM.

Trustees present were Johnathan Walker, Kathleen Adams, Valerie Blackcrow, Michael King, and John Young. Dr. Arlene Bigby, Superintendent, Cassie Handran, Business Manager/Clerk, Teresa Cornell, Interim Business Manager/Clerk, and 6 guests were also present.

**A. GUESTS AND DELEGATIONS**

None.

**B. UNANIMOUS CONSENT AGENDA**

Motion by Valerie Blackcrow to approve:

- Minutes of the December 21, 2021 Regular and January 5, 2022, Special Board Meeting.
- Payroll Warrant number 79087 – 79121 in the amount of \$610,290.01.
- Claim Warrant numbers 19160 – 19188 in the amount of \$99,717.58.
- Student Account check number 22179 – 22193 in the amount of \$5,342.55.
- Purchase Orders over \$10,000:
  - Johnson Controls – Replace outdated NAE on our control system - \$15,250 – Marty Dirden – because this equipment is old, it is at risk of a cyber-attack. Also needed to keep controls upgradeable.

Second by John Young and motion carried 5 for

**C. PROGRAM REPORTS**

- Dr. Arlene Bigby, Cassie Handran/Teresa Cornell, Evelyn Bigby, Jessica Cochran, and Clayton Talks Different reviewed their written reports.
- Dr. Arlene Bigby reported that Wilma Mellville gave her resignation as Junior High Reading teacher effective May 27, 2022.
- Regular Board meetings were set for February 16, 2022, and March 16, 2022, at 6:00 PM.
- A Working Board meeting was set for February 2, 2022, at 6:00 PM.

**D. REVIEW ESSER PLAN**

The Data Collection due date has been changed from January 31<sup>st</sup> to March 18<sup>th</sup>.

Updating the Reopening Plan and Safe to Return to School and Continuity of Services Plan in Agenda Item E makes us current with ESSER requirements

No motion was made.

**E. REVIEW SAFE RETURN TO SCHOOL AND CONTINUITY OF SERVICES PLAN**

Motion by Mike King to approve both the Reopening Plan and Review Safe Return to School and Continuity of Services Plan. Second by Kathleen Adams and motion carried 5 for.

## **F. SCHEDULE SECOND IMPACT AID PUBLIC MEETING**

Motion by Kathleen Adams to set the second Impact Aid Public Hearing for February 9, 2022 at 6:00 PM. Second by John Young and motion carried 5 for.

## **G. FACILITY PLANS**

Johnathan Walker and Michael King reported on the Facilities Committee Meeting held on January 12, 2022.

No motion was made.

## **H. STUDENT HANDBOOKS VS BOARD POLICY**

Administrators were asked to reconcile three areas of the student handbook regarding cell phone use to coincide with Board Policy.

Motion by Kathleen Adams to approve Board Policy 3630. Second by Michael King and motion carried 5 for.

## **I. TRANSPORTATION REPORT APPROVAL TR-5 AND TR-6**

Motion by Valerie Blackcrow to approve the 1st semester 2021-22 TR-5 and TR-6 reports for Harlem Elementary and Harlem High School. Second by Kathleen Adams and motion carried 5 for.

## **J. ELECTION RESOLUTION**

Terms up are Kathleen Adams (3 year) and John Young (2 year).

Motion by Valerie Blackcrow to approve the Election Resolution. Second by Kathleen Adams and motion carried 5 for.

### **ELECTION RESOLUTION**

**BE IT RESOLVED**, the Board of Trustees for School District No. 12, Blaine County, State of Montana, will hold the Annual Regular School Election on **Tuesday, the 3rd day of May, 2022**, which date is not less than seventy (70) days after the passage of this resolution. **The election will be conducted by Mail Ballot. The purpose of the election is to elect; One (1) Trustee for a Three (3) year term and One (1) Trustee for a Two (2) year term.** If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Cassie Handran, election administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA. The following voting location will be used for the election and the three electors of this district who are qualified to vote at such election are hereby appointed to act as judges at the election at the voting place as follows; Harlem High School Business Office, 610 1st Ave SE, Harlem, MT 59526.

<b>Election Judge</b>	<b>Address</b>
Karolee Ann Cronk,	Harlem, MT.
L. U. Klungland,	Harlem, MT.
Betty Ann Azure,	Harlem, MT.

**BE IT FURTHER RESOLVED**, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election, and request the clerk to close regular registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges. No further proceedings were conducted relating to the election.

**K. IMPACT AID RESOLUTION**

Motion by Valerie Blackcrow to approve the Impact Aid Resolution. Second by Michael King and motion carried 5 for.

**IMPACT AID RESOLUTION**

**WHEREAS**, The Harlem School District #12 board of Trustees is the governing body of the Harlem School District #12, by the authority of the State of Montana and the School Laws of Montana and

**WHEREAS**, under the School Laws of Montana, the Board of Trustees is charged with the duty of conducting the fiscal business of the district in accordance with the provisions of the school financial administration part of MCA 20-3-324 and

**WHEREAS**, under Board Policy 7231, the Board of Trustees ensures that ALL children residing on Indian lands will have the opportunity to participate on an equal basis with all other children educated by the District and

**WHEREAS**, funding for all Children residing on Indian lands is provided by the Impact Aid authorizing legislation contained in the Improving America's Schools Act, P.L. 107-110.

**THEREFORE BE IT RESOLVED**, that the aforesaid Board fully supports the Improving America's School Act, P.L. 107-110, Impact Aid, Title VIII, legislation to provide funding for Federally Impacted School Children.

**BY ORDER** of the Board of Trustees of School District #12, Blaine County, MT

**L. MOU WITH ONE HEALTH FOR MENTAL HEALTH SERVICES**

Motion by Kathleen Adams to approve the MOU with One Health for Mental Health Services. Second by John Young and motion carried 5 for.

**M. NEGOTIATIONS**

A Negotiations Committee Meeting was set for February 2, 2022 at 12:00PM.

**N. SUB/EXTRA HELP LIST APPROVAL**

Motion by Valerie Blackcrow to approve the sub/extra help/volunteer list of applicants below with the district reserving the right to withdraw the offer based upon the results of the background check and age requirement

- Brian Hammett JH Basketball Volunteer.
- Nathan Urie Wrestling Volunteer

Second by Kathleen Adams and motion carried 5 for.

**O. TERMINATION OF CLASSIFIED EMPLOYEE**

Motion by Kathleen Adams to terminate LaWanda Jackson as Jr/Sr High Paraprofessional effective December 2, 2021. Second by Mike King and motion carried 4 for, 1 against (Valerie Blackcrow).

**P. REVIEW BOARD POLICY 7231 AND 7231P FEDERAL IMPACT AID FUNDS**

Motion by Kathleen Adams to approve BP 7231 and 7231P Federal Impact Funds. Second by John Young and motion carried 5 for.

**Q. POLICY AND PROCEDURES**

Motion by John Young to approve the 2<sup>nd</sup> and final reading of the Full Policy Manual. Second by Valerie Blackcrow and motion carried 5 for.

**R. SUPERINTENDENT EVALUATION**

Superintendent Evaluations were reviewed.

**S. CONSIDERATION OF SUPERINTENDENT CONTRACT RENEWAL FOR 2022-2023**

Motion by Kathleen Adams to approve the contract renewal for Dr. Arlene Bigby for the 2022-2023 SY with salary to be negotiated at a later date. Second by John Young and motion carried 5 for.

**T. ADJOURN**

Regular Board meetings were set for February 16, 2022 and March 16, 2022, at 6:00 PM.

A Working Board meeting was set for February 2, 2022, at 6:00 PM.

Motion by Kathleen Adams to adjourn at 7:17 PM. Second by John Young and motion carried 5 for.