



Arrowhead Elementary District No. 75

Board of Trustees – Regular Board Meeting

MINUTES

Thursday, February 22, 2024

6:00pm Library

TRUSTEES PRESENT

Zane Curry, Chair
Meghaan Bauer – Via Zoom

Dustin Burns
Travis Alderman

OTHERS PRESENT

Lisa Rosberg, Co. Supt.
Billi Taylor, Co-Principal – Via Zoom
Amber Marks, Special Education
Stacey Coleman, Paraprofessional

Cinda Self, Clerk – Via Zoom
Laura Coolack, Bus Driver
Tessa Murphy-Vought, Teacher

Community Members: Byron Kassing

Zachary Park

Via Zoom: Jillian Yasutake
Lindsay Wells
Rebecca
Kelly Kearney

Sam Hungerford
Addie Webber
iPhone mini (no name)

CALL TO ORDER

Board Chair Mr. Curry called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

Mr. Curry led in the Pledge of Allegiance.

ADOPT AGENDA

Mr. Alderman made a motion to adopt the agenda as published. Mrs. Bauer seconded the motion. No comments. Motion carried 4-0.

VISITOR RECOGNITION AND WELCOME

Board Chair addressed and thanked visitors for attending

PUBLIC COMMENT – NON AGENDA ITEMS

Zack Park spoke on letter sent out on food service.

APPROVAL OF CONSENT AGENDA

- Approval of Minutes
 - January 18, 2024
- Approve Financial Report and Balance of Claims
 - Payroll Direct Deposit and Warrants
#-86413 thru #-86381 and #1001 in the amount of \$57,673.65
 - Claim Warrants
#-99635 and #3135 thru #3152 in the amount of \$26,933.97

- Approve Student Activities Report
 - January, 2024 in the amount of \$16,761.43
- TR-6

Mr. Burns made a motion to approve consent agenda. Mr. Alderman seconded the motion. Motion carried 4-0.

COMMUNICATION

County Superintendent Report

- Mrs. Rosberg updated the Board on putting the parent teacher conferences together. Working on having Jenny Malloy do a brief IC training they are putting out a survey on what training is needed between now and the end of the year. Will be setting up time to train all staff who will be scanning for food service. The vet science day went great, MSU after school program began and only a couple kids had to be turned away after they had tried to rearrange to allow more. Kids had fun on the ski PE day and the character and perfect attendance assembly went over well.

Co-Principal Report

- Mrs. Taylor thanked staff for flexibility and continuing to show up through the many transitions the administration appreciates all of you. Thank you to Julie for helping in the office. MSU, Tyson and Taylor were great on the cave painting session. The character and perfect attendance assembly lasted about 15 minutes and highlighted on perfect attendance. Will be scheduling Kindergarten roundup most likely in April. Will be sending out a survey to engage community with questions regarding calendar, programs, and accreditation. Lastly from the SAM webinar on open enrollment and Board Meetings due to the fact we are in a community with more than 1,000 residents we will need to begin in July recording our board and committee meetings that offer recommendations. We don't have to live broadcast and the video recordings are not the official minutes, those are done by the Clerk. The recordings should be posted on the website for approximately one year, they are still reading the fine print before official recommendations will come out.

Committee Reports

- Jillian Yasutake read submitted Grant update. Grant activities included a write up and submission of the LFS grant, school purchased insta pots to incorporate more scratch made food. Successfully secured local chicken (Black Dog Farm in Livingston), beef (Cowgirl Meat Co.) and lamb (Wolf Ridge Icelandics in Paradise Valley) providers. Most of the farm to school cooking lessons for the remainder of school year will be focused on recipe testing for new menu items. 7 parents taking SafeServ Training course, after completion scheduling of volunteers will begin for breakfast. Montana Space Grant Consortium – March/April K-8 after school Lego robotics activity (Lead-Tessa Vought) – Planning meeting scheduled for 3/5/24; materials have shipped. Grants in process included Greater Gallatin United Way – 21st CCLC after school and summer programming is due February 27th. Community Closet grant award notification sent to families in 2/6/23 Arrowhead Newsletter. Thank you cards/posters to funders to be created during art classes. Priorities and Next steps include schedule grants and curriculum committee meetings, ongoing strategic planning, and future grants possibly seeking are safety and energy-efficiency upgrades.
- Mrs. Bauer Looked into how to make dry goods storage off the kitchen drawings, and upcoming action item on possibly building the back wall of the kitchen to save time in the future.

Board Acknowledgement of Newly formed Arrowhead Education Association

- Mr. Curry reported that on February 16th certified staff made decision to form the Arrowhead Education Association, a certified union. On February 20th received notification from MT Department of Labor of notice of unit determination for a union.

ACTION ITEMS

OLD BUSINESS

a. Kitchen/Housing

- Discussion on building back wall on the kitchen, received quote for \$11,600 but may be able to get materials donated so total would only be \$9,600. Don't want to demo anything this would be a temporary storage for now. Everything can be lined out to accomplish over spring break.
- Mrs. Bauer made a motion to add wall in library. Mr. Alderman seconded the motion. Discussion around not sure if should be behind a project without complete funding being received, not liking the process at this point. Motion passed 3-1. Mrs. Bauer, Mr. Alderman and Zane Curry in favor, Mr. Burns against.

b. Calendar – Spring PTC

- Discussion on every effort possible to be made to schedule the majority of conferences on March 28th, this should be possible. Regardless, teachers have a PIR on the 29th, but the structure of the day will be modified if it is not needed for Conferences all day.
- Mr. Burns made a motion to approve parent teacher conferences on March 28th and modification of March 29th to accommodate conferences. Mr. Alderman seconded the motion. Motion carried 4-0.

NEW BUSINESS

a. Combine Safety and Facilities/Equipment Committee's

- Mr. Alderman made a motion to combine safety and facilities/equipment committees. Mr. Burns seconded the motion. Motion carried 4-0.

b. Hiring Committee

- Mr. Burns made a motion to create a hiring committee to include Dustin Burns, Billi Taylor, Lisa Rosberg, and one teacher on staff. Mr. Alderman seconded the motion. Motion carried 4-0.

c. 1st Reading Policy #3141

- Tabled

d. Long Term Sub Pay

- Discussion on difficulty getting a long term sub in at \$120/day. Kicked around \$130, \$145 what that looks like.
- Mr. Burns made a motion to hire up to two long term subs not to exceed \$180/day max with a sunset date to be the end of the 2023-2024 school year. Mr. Curry seconded the motion. Motion carried 4-0.

Mr. Alderman had to leave meeting at 8:30pm

e. Personnel

i. Termination – Crystal Plubell

- Mr. Burns made a motion to approve termination of Crystal Plubell. Mr. Curry seconded the motion. Motion carried 3-0.

ii. Non-renewal, non-tenure, emergency authorization – Addie Weber, Tina Libsack

- Mr. Burns made a motion to approve the non-renewal of non-tenure teacher Tina Libsack and non-renewal of non-tenure emergency authorization Addie Weber. Mr. Curry seconded the motion. Motion carried 3-0.

iii. Resignation – Katlyn McClure

- Mr. Burns made a motion to accept the resignation of Katlyn McClure. Mrs. Bauer seconded the motion. Motion carried 3-0.

iv. Pay Increase – Samantha Hungerford – Paraprofessional

- Discussion around keeping a difference in pay between high needs paraprofessionals

and paraprofessionals. Other options discussed.

- Mr. Burns made a motion to pay an extra \$2/hour for administratively assigned instructional leadership tasks. Mrs. Bauer seconded the motion. Motion carried 3-0.

v. Hire

- Wyatt Safford – High Needs Para
 - Mr. Burns made a motion to hire Wyatt Safford at \$18/hr as a high needs para. Mr. Curry seconded the motion. Motion carried 3-0.
- Julie York – Substitute Admin Assistant
 - Mrs. Bauer made a motion to hire Julie York as the substitute admin assistant at sub pay. Mr. Burns seconded the motion. Motion carried 3-0.
- Michelle Bryant – Substitute
 - Mr. Burns made a motion to hire Michelle Bryant as a substitute at sub pay. Mr. Curry seconded the motion. Motion carried 3-0.
- Aly Peterson – PE Long Term Sub
 - Mrs. Bauer made a motion to hire Aly Peterson at \$120/day as a long term sub for PE. Mr. Burns seconded the motion. Motion carried 3-0.
- Lisa Rosberg – Co Principal
 - Mr. Burns made a motion to approve a \$9,000 stipend for Lisa Rosberg for Co-Principal duties. Mrs. Bauer seconded the motion. Motion carried 3-0.

vi. Space Grant/Lego Robotics

- Hire Tessa Vought – Facilitator Stipend
 - Mr. Burns made a motion to hire Tessa Vought as facilitator at \$22/hr for 2hrs/day for 4 days. Mrs. Bauer seconded the motion. Motion carried 3-0.
- Helper Stipend
 - Mr. Burns made a motion to approve hiring a helper for the space grant/lego robotics at \$20/hr for 8 hours. Mrs. Bauer seconded the motion. Motion carried 3-0.

vii. New Contract Billi Taylor – Co-Principal

- Mr. Burns made a motion to hire Billi Taylor as the Co-Principal with the literacy grant coordinator still remaining and at the same pay originally hired at. Mrs. Bauer seconded the motion. Motion carried 3-0.

viii. Aly Peterson – PE Long term sub – Duplicate action earlier

ix. Posting – Administration Position

- Discussion around not committing to dollar amount at this tie will be contingent upon roles needing to be filled.
- Mr. Burns made a motion to post administration position. Mrs. Bauer seconded the motion. Motion carried 3-0.

x. Posting – Administration Assistant Position

- Mr. Burns made a motion to post the administration assistant position. Mrs. Bauer seconded the motion. Motion carried 3-0.

xi. Posting – K-8 Teacher Positions (2)

- Mrs. Bauer made a motion to post two K-8 teaching positions. Mr. Burns seconded the motion. Motion carried 3-0.

f. Co-op Interlocal Agreement

- Mr. Burns made a motion to sign the Co-op Interlocal Agreement. Mrs. Bauer seconded the motion. Motion carried 3-0.
- Mr. Burns made a motion to assign Billi as the district representative for the co-op. Mr. Curry seconded the motion. Motion carried 3-0.

g. Student Activity Account Signature

- Mr. Burns made a motion to add Lisa Rosberg and Billi Taylor and remove Bianca Mar-Elia from the student activities account. Mrs. Bauer seconded the motion. Motion carried 3-0.

- h. SRP – Safe return to school plan
 - Mrs. Bauer made a motion to approve SRP-Safe return to school plan with no changes. Mr. Burns seconded the motion. Motion carried 3-0.

- i. ARP/ESSER – American rescue plan
 - Mr. Burns made a motion to approve the ARP / ESSER – American Rescue Plan. Mrs. Bauer seconded the motion. Motion carried 3-0.

- j. Grants – Dustin Burns
 - Mr. Burns expressed need for better procedures for grants. Not having grants applied for right away. Noted to bring to the Board any grants that need District resources prior to applying for said grant.

BOARD REPORT/FUTURE AGENDA ITEMS

- Next Regular Board Meeting Date: March 19, 2024 at 6pm.

ACTION TO ADJOURN

- Mr. Burns made a motion to adjourn the meeting at 9:36pm. Mrs. Bauer seconded the motion. Motion carried 3-0.

Zane Curry
Board Chair

Signature

Date

Cinda Self
Printed Name District Clerk

Signature of District Clerk

Date