

# Regular Meeting

Cascade School District 3B

Board of Trustees

March 15, 2016 - 6:00 pm

## Board Members Present –

### High School Board

Rick Cummings - Chair  
Chris Boland - Vice Chair  
Charlie Hawn  
Deanna Hastings  
Erin Wombold  
Terri Bogden

### Elementary Board

Rick Cummings - Chair  
Chris Boland - Vice Chair  
Charlie Hawn  
Deanna Hastings  
Erin Wombold

## Members Not Present -

**Others Present:** Justin Barnes - Superintendent, Becky Smith - Administrative Assistant, Kevin Sukut - Principal, Jeff Grimes - AD, April Pepos - XCELL, Matt Hastings, Ray Castellanos, Blake Standley, Andrea Ethridge, Tracy Taft, Felicia O'Brien, Maureen and David Dachs, Jay Pribyl, Kristin Skasick, Carol Brady, Jodie Campell.

Rick Cummings - Board Chair, called the Board of Trustees meeting to order at 6:00 pm. Mr. Cummings asked for public comment on **non**-agenda items

**Non Agenda Discussion** - David Dachs: Asked a question on McKinstry item, lock box (student office safety window). Addressed question of certified vs noncertified substitutes.

## Old Business

## Informational

- A. McKinstry DOC Update - Grant was re-submitted with a few small additions. Asked Dan McGee when we'd be notified of receiving, which is likely to be in November. July of 2017 is when work would begin if grant approved.

## Staff Report

- A. Booster Club - Andrea Ethridge: Honor Roll ice cream was a huge success and largely attended. Missoula Children's Theatre coming up. Please let organization know if any housing is available. Fundraiser has begun in elementary
- B. PTSA - Not present
- C. Kim DeFries, K-6 Principal - Not present
- D. Kevin Sukut, 7-12 Principal - End of 3rd Q coming up. All of K-12 teachers completed

portfolios and teacher observations. Organizing teaching schedules for next year. Pursuing increasing science requirements for next year. Researched surrounding schools for their science requirements. Mr. Tilleman and Mrs. Cotton did their job shadowing at COT and can now offer dual credit. Mr. Tilleman is certified in welding, building construction. Mrs. Cotton is looking into increasing financial technology.

- E. Jeff Grimes, AD - We will be hosting Jr Hi boys tournament April 8-9, girls are the next week. JRHW concludes this weekend in Conrad. Spring sports started this week, including Golf for the first time. BPA reaped many rewards at the state competition. 7 first place, 19 qualified for nationals, 2 state officers. FFA drew awards as well.
- F. April Pepos, XCELL! - A number of new kids added to XCELL. Fit Kids grant has helped add a fitness aspect, hiking, videos, running halls. Working on attendance for the year. Will be hiring a high school student to help with the program (Kennadi Schumaker). Would like to add an element of the program for junior high and high school kids to give a number of kids a place to go after school. PIR day this month is Flippin Family Fun, along with pizza and cupcakes. Next PIR may be at the natatorium for a swim party if all comes together.

## **New Business**

- A. Recommendation Cleaning Company contract - Charlie Hawn moved, seconded by Chris Boland to accept the recommendation of the cleaning company contract. Superintendent Facts: Challenge has been to keep a fully staffed custodial staff. Cleaning company actually saves money compared to custodial staff for remainder of year, and have retained 2 custodians for weekends. Contract is for the remainder of school fiscal year. They currently clean the buildings of others schools as well. Will analyze cost vs service at conclusion of school year. Public Discussion: What has been done to retain employees, are they background checked, why hire out of district company? Board Discussion: We advertise like all other positions, short staffing requires subs working full time and taxes the staff. Head custodian was in favor of hiring cleaning company with a lesser cost, and better services, less tax on employees. Their employees are background checked, licensed, bonded, insured. It has been a challenge to retain staff, district still pays unemployment on those who quit. Hard to keep janitors, worth exploring. Nice to see bathrooms clean, our janitors can't keep up. Cleaning company has a much larger crew vs number of our staff. Passed unanimously.
- B. McKinstry Pre-Construction Service Contract - Charlie Hawn moved, seconded by Chris Boland to accept McKinstry's Pre-Construction Service Contract, Wellness Center removed. Superintendent Facts: Contract thus far has been free, approval looks into further maintenance and construction. District has worked with McKinstry since 2008. Believe in hiring local to service the building and construction. They provided scopes for Quality Schools Grant. Have a very knowledgeable staff who have worked with our administrators for a long time, very good with customer service. Public Discussion and discussion notes: *This is just an overview and synopsis of the*

*discussion held. It is not meant to be a verbatim account of proceedings.*

Public questions/discussion posed: Bids from other places? Answer: If bid is over \$80,000 it's a requirement to get a bid, lesser no. It would be a significant cost to have other companies bid because McKinstry is so familiar with the building and has already done so much work for the District. A large scale construction (over a million for example) must be bid out.

Public questions/discussion posed: Are they responsible for maintenance? Answer: No, they have implemented energy projects and previous grant funding.

Public questions/discussion posed: Before spending money on contract wouldn't it be wise to see if public is in favor? Answer: A special upcoming meeting will determine what's actually on the ballot. McKinstry will still be providing a line item budget for the deferred maintenance. The funds cover scopes, prints, estimating, bidding before anything can be put into place.

Public questions/discussion posed: How much were they paid already? Answer: Planning grant was \$50,00 for HVAC, heating system, boiler. Cummings: The meeting is the day before to have as much information as possible.

Public questions/discussion posed: Proposal in packet says no required funds, is it in the budget? Does school only get \$150,000/yr if levy passes? When does contract go into effect? Answer: Yes, in the general fund. This has happened in the past, applying for a grant but not getting it can cost some funding. It's important to understand that under the Quality Schools funding it only covers certain items. Legislature did not put money back into schools so Quality Schools Grant covers the cost of needed maintenance. Intercap loan explained. Contract will go into effect as soon as approved.

Public questions/discussion posed: What are the additions? Answer: Windows.

Public questions/discussion posed: When will we have numbers? Answer: Before next meeting.

Public questions/discussion posed: Maintenance listed is important, but technology levy was a significant increase for tax payers. Maintenance center needs to be a priority, separated from wellness center. Many issues associated with wellness center that need to be addressed.

Public questions/discussion posed: Preliminary sketch for the wellness center and are there gender identity restrooms.

Board discussion: Terri Bogden questioned size of wellness center. Answer: McKinstry proposed the size. Why move XCELL? Answer: They can't be in classrooms because

they're being cleaned. They are currently in the cafeteria because they don't have their own space. Why not get another bid? Answer: McKinstry has already done the work. Getting further bids is going to be costly. McKinstry will bid services to other companies, such as the bleachers. The wellness center started with a community request through the strategic plan and the strategic plan was approved by the board. It's up to the board to make the decision how the contract is approved.

Deanna Hastings: With \$15,000 bid, how much just applies to maintenance, taking the wellness center out? Suggest taking wellness center out of contract. Answer: Dan can get those, but guessing half. Pros and cons. Pro is leaving it on the ballot and the community can speak. Plans and scopes stay on the contract, already paid for. Wellness center can be put on Ulm taxpayers as well, with the board's discretion. Board needs to decide whether it stays just on Cascade's tax base, or shared with Ulm.

Board discussion: None. All in favor of removal of wellness center. Passed unanimously. All in favor of McKinstry contract with amendment. Passed 6-5, Terri Bogden dissented.

- C. Recommendation of District Clerk, Karsen Drury - Charlie Hawn moved, seconded by Deanna Hastings to accept the recommendation of Miss Karsen Drury for District Clerk. Superintendent Facts: Interview committee interviewed 8 of about 20 applicants. Recommendation is only candidate with any school clerk experience. Public Comment: Concern about experience, yet easier to train a young candidate than retrain an older seasoned employee. Black Mountain Software has excellent service for training.

Board discussion: Chris Boland good experience, energy, well fitted for job, will be easily trainable. Todd Watkins will provide excellent training. Terri--concern of youth and experience. How long do we keep Todd for training? JB/Rick: Can be month by month, probably less than a year. We are already at stage of preliminary budgets and she is willing to come and learn. Passed Unanimously.

- D. Consent Agenda - Deanna Hastings moved, seconded by Charlie Hawn to approve consent agenda. Passed Unanimously
1. Minutes of Regular Board Meeting Feb 16, 2016
  2. Minutes of Special Meeting Feb 23, 2016
  3. Business Claims
  4. Petty Cash Report
  5. Student Activity Account
  6. Student Attendance Agreements
  7. Sub List
  8. Community Key List

## **Superintendent Report**

- A. Z-Space Update (3D learning opportunity)
- a. \$64,000-\$95,000
  - b. Maximizing Use
  - c. But after talking with staff there's not enough interest to justify the price.
- B. MUST Insurance

- a. Board approved 5% increase
- b. Will have final numbers toward the end of the month
- C. Coffee Corner 3/16/16 at the Angus at 9am. Topic: Building Reserve Levy & Wellness Center
- D. March 24th Deadline for new trustee candidacy
  - Forms on website
  - March 28th candidate may withdraw from election
  - April 11th write-in candidate deadline
  - April 12th notice of "No Election Required" if no election is required
  - May 3rd elections if required
- E. Preliminary Budget Projection for FY 17

### **Committee Report**

- A. Finance and Budget - Clerical error made at beginning of the year resulted in a potential shortfall of \$60,000, probably due to interfund transfers. Remainder of year simply requires frugality, being conscious of spending decisions. Funding is there for students. Student accounts showing negative balances are under 4 years of reconciling by Todd Watkins. Previous clerical errors were made with those fund transfers. Current reconciling shows a negative balance although balances will be brought to proper funding by end of school year. Will take some time to bring to proper balance.
- B. Policy Review
- C. Transportation - Not looking to purchase a bus this year, possibly next year. Started the before school program for students who need to be at school early due to transportation issues. Hasn't been a lot of kids, rather inconsistent.
- D. Facilities and Grounds - Covered with previous agenda items
- E. Negotiations - Met early in year to discuss Mr. Barnes contract. Final decision made at end of school year.
- F. Technology - Dobbins went to META conference. Nominated Tech Director of the year.

### **Announcements**

- A. MTSBA School Budget Symposium March 23, 2016 in Great Falls
- B. MTSBA Employment Seminars April 15, 2016
- C. Next Regular School Board Meeting April 19, 2016

### **Adjournment**

8:04 pm Charlie Hawn moved, seconded by Deanna Hastings **to adjourn. Passed Unanimously**

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Rick Cummings, Board Chair

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ATTEST: Justin Barnes, Superintendent

Date Signed \_\_\_\_\_