

**BUTTE SCHOOL DISTRICT NO. 1  
BOARD OF TRUSTEES  
REGULAR MEETING  
MARCH 18, 2019**

The Board of Trustees held a Regular Meeting on Monday, March 18, 2019 at 5:00 p.m. at the School Administration Building with Chairperson Ann Boston presiding. Trustees present were Patti Hepola, Tom Billteen, Susanne Dauenhauer, Becky Nicholls, J.P. Gallagher, and Kelly Howery. Trustee Jay LeProwse was absent. Also present were: Judy Jonart, Superintendent, Therese McClafferty, Director of Human Resource and Dennis Clague, Director of Business Affairs.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**WELCOME AND DIRECTIONS FOR PUBLIC PARTICIPATION**

**APPROVAL OF MINUTES**

**Item 1 – Regular Board Meeting, February 19, 2019**

Trustee Hepola made motion to approve, second by Trustee Dauenhauer. Motion carried unanimously.

**Item 2 – Special Board Meeting, February 19, 2019**

Trustee Billteen made motion to approve, second by Trustee Hepola. Motion carried unanimously.

**COMMUNICATIONS**

**Item 3 – Update from Butte High School Student Representative**

None

**Item 4 – 1<sup>st</sup> Reading of Policy – Visitors to the School - 4301**

Superintendent Jonart explained that the changes to Policy 4301 were recommended by MTSBA.

Trustees had no questions.

**Item 5 – 1<sup>st</sup> Reading of Policy – Tobacco Free Policy – 8225**

Superintendent Jonart explained that the changes to Policy 8225 included adding language to include any nicotine delivery innovations.

Trustees had no questions

**Item 5 – Public Comment On Items Not On Agenda**

None

**CONSENT AGENDA**

**Item 6 – Consent Agenda**

- **Payroll, Claims Disbursements, Budget Transfers, Expenditure Reports (February 2019) & Revenue Reports (January 2019)**

MONTH: FEBRUARY 2019

DATE: 3/11/19

FUND	TOTALS	GRAND TOTAL
ELEMENTARY GENERAL	\$1,429,354.13	\$1,429,354.13
ELEMENTARY TRANSPORTATION	\$65,203.10	\$65,203.10
FOOD SERVICE	\$64,483.02	\$64,483.02
ELEMENTARY RETIREMENT	\$217,829.27	\$217,829.27
ELEMENTARY ADULT ED FUND	\$1,695.94	\$1,695.94
MEDICAID SPECIAL SERVICES	\$13,162.03	\$13,162.03
ELEMENTARY SICK LEAVE	\$308.46	\$308.46
HIGH GENERAL	\$696,648.68	\$696,648.68
HIGH TRANSPORTATION	\$33,221.61	\$33,221.61
HIGH RETIREMENT	\$102,441.56	\$102,441.56
HIGH ADULT ED FUND	\$5,087.84	\$5,087.84
HIGH SCHOOL SICK LEAVE RESERVE	\$151.93	\$151.93
HIGH ACTIVITY BUS SERVICE FUND	\$11,681.79	\$11,681.79
HIGH CO-CURR ACTIVITIES FUND	\$1,242.50	\$1,242.50
FEDERAL PROGRAMS	\$325,003.90	\$325,003.90
TOTAL CLAIMS (400)	\$2,967,515.76	\$2,967,515.76
GRAND TOTAL PAID THIS MONTH	\$2,967,515.76	

LETTER # 5 CLAIMS  
RECAP

MONTH: FEBRUARY 2019

DATE: 3/11/19

FUND	TOTALS	REIMBURSEMENTS	GRAND TOTAL
ELEMENTARY GENERAL	\$148,605.25	\$71.02	\$148,534.23
ELEMENTARY TRANSPORTATION	\$7,506.74		\$7,506.74
FOOD SERVICE	\$58,208.91	\$61.17	\$58,147.74
ELEMENTARY ADULT EDUCATION	\$739.66		\$739.66
MEDICAID SPECIAL SERVICES	\$270,381.80		\$270,381.80
ELEMENTARY TECHNOLOGY FUND	\$32,843.73		\$32,843.73
COBRA	\$2,081.92		\$2,081.92
HIGH GENERAL	\$105,108.31	\$45.66	\$105,062.65
HIGH TRANSPORTATION	\$3,654.25		\$3,654.25
HIGH BUILDING FUND RESERVE	\$3,650.00		\$3,650.00
HIGH ACTIVITY BUS SERVICE FUND	\$328.00		\$328.00
HIGH SCHOOL CO-CURR FUNDS	\$24,407.32		\$24,407.32
FEDERAL PROGRAMS	\$17,464.58		\$17,464.58
TOTAL CLAIMS (400)	\$674,980.47	\$177.85	\$674,802.62
LESS REIMBURSEMENTS	\$177.85		
GRAND TOTAL PAID THIS MONTH	\$674,802.62		

NOTE: A complete and detailed listing of the Payroll and Claims Warrants, Budget Transfers and Revenue Reports is on file in the Clerk's Office and by this reference is made part of these minutes.

- **Student Activity Fund Report from East Middle School (February 2019)**
- **Student Activity Fund Report from Butte High School (February 2019)**
- **Travel Requests: Mike Kujawa, Diana Kujawa, River Newman to attend Art Trek**
- **Travel Request: Jeremy Whitlock to attend the Annual Transfinder Client Summit**
- **Grant Awards: \$500.00 Exxon/Mobil Education Alliance Grant from Town Pump Inc. awarded to Kennedy, Emerson, Hillcrest, Whittier, Margaret Leary, and West Elementary Schools**

Trustee Nicholls made motion to approve, second by Trustee Howery. Motion carried unanimously.

## **PERSONNEL**

### **Item 7 – AMENDED Personnel Action Report (PAR) – February 19, 2019**

Therese McClafferty, Director of Human Resource presented the AMENDED PAR from February 19, 2019. Ms. McClafferty explained that due to the Snow Days in February and March, the retirement dates of personnel had to be extended.

**Butte School District No. 1  
Personnel Action Report  
Amended February 19, 2019**

Name	Effective	Assignment/Location
<b>Certified Personnel</b>		
<b>Appointment:</b>		
Tess Kenison	02/14/19-06/10/19	Temporary 2nd Grade Teacher, Hillcrest
Mary Spangler	02/20/19-06/10/19	Temporary Special Education Teacher, District
<b>Retirement:</b>		
Dale Burgman	06/10/19	Social Studies Teacher, BHS
Terri Daily	06/30/19	5th Grade Teacher, West
Theodora Davis	06/10/19	English Teacher, EMS
Laura Hartwig	06/10/19	Psychologist, District
David Henrich	06/10/19	5th Grade Teacher, Hillcrest
Patricia Hill	06/10/19	2nd Grade Teacher, Kennedy
James Konen	06/10/19	Social Studies Teacher, EMS
Cynthia McCarthy	06/10/19	Elementary PE Teacher, District (West, Emerson, M Leary)
Kristina Mengon	06/10/19	Math Teacher, BHS
Sheila Richardson	06/10/19	FACS Teacher, EMS
Dave Susanj	06/10/19	PE/Health Teacher, EMS
Bonnie Thompson	06/10/19	3rd Grade, Hillcrest
<b>Classified Personnel</b>		
<b>Appointment:</b>		
Frances Castren	02/20/19	Substitute Clerical, Food Service, Bus and Playground Monitor, District
Sharon Champeau	02/20/19	Substitute Food Service, District
Sharon Champeau	03/01/19	Food Service, EMS
Mary Darnell	02/20/19	Substitute Cleaner & Engineer, District
Emily Harper	02/20/19	Substitute Monitor, District
Richard Hawe	03/01/19	Bus Driver, Transportation
Kramer Ungaretti	02/20/19	Substitute Cleaner, District
<b>Leave of Absence:</b>		
Lois Hill	03/04/19-06/03/19	Cleaner, BHS
<b>Removal Inactivity:</b>		
Nedra Chase	02/10/19	Substitute Clerical, District
Kaye Holland	02/10/19	Substitute Bus & Playground Monitor, District
Kyle Miller	02/10/19	Substitute Classroom Monitor, District
Virginia Powers	02/10/19	Substitute Bus Driver, Transportation
Frank Walsh	02/10/19	Substitute Food Service, District
Janet Yother	02/10/19	Substitute Classroom Monitor, Playground Monitor, and Food Service, District

Trustee Billteen made motion to approve, second by Trustee Gallagher. Motion carried unanimously.

**Item 8 – Personnel Action Report (PAR) – March 18, 2019**

Therese McClafferty, Director of Human Resource, presented the March 18, 2019 PAR.

**Butte School District No. 1  
Personnel Action Report  
March 18, 2019**

Name	Effective	Assignment/Location
<b>Classified Personnel</b>		
<b>Appointment:</b>		
Brian Noctor	03/19/19	Substitute Engineer, District
Alexandrea Rhoades	03/19/19	Substitute ParaProfessional, District

Russ Rintala	04/01/19	Maintenance Specialist Engineer, BHS
Robert Siler	03/19/19	Substitute Engineer, District

**Leave of Absence:**

Quinten Joe Hoff	03/08/19- 06/10/19	Bus Driver, Transportation
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**Resignation:**

Pat Burns	03/12/19	Substitute Clerical, Food Service, Playground Monitor, District
Joseph Dwyer	02/22/19	Substitute Cleaner, District
Russ Rintala	03/31/19	Chief Engineer, West

**Retirement:**

Leonard Welter	05/31/19	Cleaner, West
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**Supplemental Personnel**

**Appointment:**

Kaitlyn Bennett	03/19/19	Substitute Teacher, District
Keri Gukeisen	03/19/19	Substitute Teacher, District
John Harrington	03/19/19- 06/10/19	Volunteer Elementary Sports Coach
Matthew Haynes	03/19/19	Assistant Tennis Coach, BHS
Brianna Petersen	03/19/19	Substitute Teacher, District
Alexandrea Rhoades	03/19/19	Substitute Teacher, District
Jarret Rowling	03/19/19	Wrestling Coach, EMS
Jamie Vanderlinden	03/19/19- 06/10/19	Volunteer Elementary Sports Coach

**Resignation:**

Luke Powers	3/12/2019	Head Boys' Basketball Coach, BHS
Heather Trent	3/12/2019	Asst Girls' Basketball Coach, BHS

Trustee Gallagher made motion to approve, second by Trustee Billteen. Motion carried unanimously.

**Item 9 – Approval to Advertise for School Psychologists and a Speech Language Pathologist**

Therese McClafferty, Director of Human Resource, asked the Trustees to approve the request to advertise for the positions even though the Staffing Plan for the 2019-2020 school year had not been set or approved. These positions went unfilled last year and she would like to get a jump on hiring this year.

Trustee Nicholls made motion to approve, second by Trustee Dauenhauer. Motion carried unanimously.

**Item 10 – Approval of Memorandum of Understanding (MOU) with Machinist Union**

Therese McClafferty, Director of Human Resource, requested the Board approve an MOU with the Butte Machinist Union, Local 88 to allow the payday to remain consistent during the spring break of the proposed 2019-2020 School Calendar.

Trustee Billteen made motion to approve, second by Trustee Dauenhauer. Motion carried unanimously.

**Item 11 – Approval of Memorandum of Understanding (MOU) with Butte Teachers Union**

Therese McClafferty, Director of Human Resource, requested the Board approve an MOU with the Butte Teachers Union, Local No. 332, allowing the payday to remain consistent during the spring break of the proposed 2019-2020 School Calendar.

Trustee Gallagher made motion to approve, second by Trustee Hepola. Motion carried unanimously.

**Item 12 – Approval of Memorandum of Understanding with Butte Teachers Union covering Secretarial and Clerical Personnel**

Therese McClafferty, Director of Human Resource, asked the Board to approve an MOU with the Butte Teachers Union covering Secretarial and Clerical personnel, allowing the payday to remain consistent during the spring break of the proposed 2019-2020 School Calendar.

Trustee Howery made motion to approve, second by Trustee Billteen. Motion carried unanimously.

**Item 13 – Approval of Resolution for Emergency Closure of Schools**

Dennis Clague, Director of Business Affairs, explained that due to adverse weather conditions on February 26, 28, and March 1, Butte School District No. 1 closed all school buildings to ensure the safety of students, staff, and community members. As per 20-9-8, MCA, two of the closure days will be made up on April 23<sup>rd</sup> and June 7<sup>th</sup>.

Trustee Gallagher made motion to approve, second by Trustee Dauenhauer.

Superintendent Jonart thanked Mr. Clague and explained that due to the closure, payroll was a very complex undertaking. Superintendent Jonart thanked all involved. Motion carried unanimously.

**Item 14 – Approval of Permissive Levy Increase**

Dennis Clague, Director of Business Affairs, requested Board approval of a resolution required by Senate Bill 307 which was passed in the 2017 legislative session requiring the publishing of the intent to increase the number of mills and revenue generated for the Transportation, Bus Depreciation, Tuition, Adult Education, and Building Reserve permissive levies by March 31 of each fiscal year.

**Resolution of Intent to Impose an Increase in Levies**

As an essential part of its budgeting process, the Butte School District #1 Board of Trustees is authorized by law to impose levies to support its budget. The Butte School District #1 Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2019, using certified taxable valuations from the from the current school fiscal year as provided to the district. The information provided below is estimated based on current year information and not information for the ensuing fiscal year. Accurate numbers for ending fund balance, reserves and reappropriation, all of which affect permissive tax levy revenue, are not known until after the fiscal year end books are closed, which is after June 30. Taxable value for the FY2020 budgets, which is used to calculate the number of mills needed to generate the tax levy revenue, is not received from the Dept. of Revenue until August 1.

Elementary District

Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact, Home of \$100,000*	Estimated Impact, Home of \$200,000*
Transportation	\$ -	0	\$ -	\$ -
Bus Depreciation	\$ (373.13)	-0.01	\$ (0.01)	\$ (0.02)
Tuition	\$ -	0	\$ -	\$ -
Adult Education	\$ -	0	\$ -	\$ -
Building Reserve	\$ 4,700.00	0.08	\$ 0.11	\$ 0.22
Total	\$ 4,326.87	0.07	\$ 0.10	\$ 0.20

Building Reserve Projects:

- Remaining Category 1 & 2 deficiencies in the 2008 Facilities Condition Inventory
- Carpet/Flooring Replacement
- Roof Repairs

**Resolution of Intent to Impose an Increase in Levies**

As an essential part of its budgeting process, the Butte School District #1 Board of Trustees is authorized by law to impose levies to support its budget. The Butte School District #1 Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2019, using certified taxable valuations from the from the current school fiscal year as provided to the district. The information provided below is estimated based on current year information and not information for the ensuing fiscal year. Accurate numbers for ending fund balance, reserves and reappropriation, all of which affect permissive tax levy revenue, are not known until after the fiscal year end books are closed, which is after June 30. Taxable value for the FY2020 budgets, which is used to calculate the number of mills needed to generate the tax levy revenue, is not received from the Dept. of Revenue until August 1.

High School District

Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact, Home of \$100,000*	Estimated Impact, Home of \$200,000*
Transportation	\$ -	0	\$ -	\$ -
Bus Depreciation	\$ (8,256.99)	-0.13	\$ (0.18)	\$ (0.36)
Tuition	\$ -	0	\$ -	\$ -
Adult Education	\$ -	0	\$ -	\$ -
Building Reserve	\$ (100.00)	-0.01	\$ (0.01)	\$ (0.02)
Total	\$ (8,356.99)	-0.14	\$ (0.19)	\$ (0.38)

Trustee Hepola made motion to approve, second by Trustee Gallagher. Motion carried unanimously.

**Item 15 – Review and Approval of Election Judges for the May 7, 2019 School Election**

Dennis Clague, Director of Business Affairs, presented a list of Election Judges to the Board for their approval. Mr. Clague explained that this is a preliminary list as it will change right up until Election Day.

Trustee Billteen made motion to approve, second by Trustee Gallagher. Motion carried unanimously.

**Item 16 – Approval of Contract Term Changes with St. James Healthcare’s Montana Sports Medicine Program**

Chuck Merrifield, Athletic Director, explained that the contract remains the same except for a 25% increase in cost. It currently costs \$195,000 a year for the Sports Medicine Program and the School District pays \$60,000 of that cost. The increase in cost represents \$5,000 per trainer. We have three (3) trainers. Mr. Merrifield explained this is a good deal for the School District.

Trustee Gallagher made motion to approve, second by Trustee Dauenhauer. Trustee Billteen asked if this increase was in the budget. Dennis Clague, Director of Business Affairs, explained that the budget did cover the increased cost. The real question was whether we could afford NOT to have this program.

Trustee Nicholls asked if this cost was typical of other AA schools. Mr. Merrifield explained that we are quite lucky to have this program. Some other Districts do not have this type of program.

Motion carried unanimously.

**Item 17 – Approval to Increase Current Drivers Education Fee**

Josh Schad, Drivers Education Director, requested the Board increase the Drivers Education fee by \$25.00. This increase would put Butte right in the middle of other AA districts as far as cost goes.

Trustee Gallagher made motion to approve, second by Trustee Hepola. Trustee Billteen said he understood the increase was to sustain the program; what exactly does that mean? Dennis Clague, Director of Business Affairs, explained that the fee covers vehicle rental if necessary, gas, insurance, salaries, etc. Therese McClafferty, Director of Human Resource, explained that salaries for this year are set by the CBA. Future salaries will be discussed in on-going negotiations.

Trustee Hepola asked if scholarships are available: Mr. Schad said they were. Trustee Gallagher suggested that perhaps they could have a sliding fee scholarship.

Motion carried unanimously.

**Item 18 – Approval of 2019-2020 School Calendar**

Judy Jonart, Superintendent, requested the Board approve the 2019-2020 School Calendar.

Trustee Gallagher made motion to approve, second by Trustee Hepola. Motion carried unanimously.

**ADJOURNMENT**

There being no further business to come before the board, Trustee Hepola moved to adjourn, second by Trustee Billteen, motion carried. Chairperson Boston adjourned the meeting at 5:40 p.m.

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Chairwoman of Board of Trustees

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District Clerk  
mcs