MINUTES

Boulder Elementary School District No. 7 November 18, 2019

Regular Meeting Boulder Elementary School

Board members present:

Eric Rykal Carrie Harris Matt Strozewski Andrea Dolezal Niki Conroy

Administrators present:

Maria Pace, Superintendent/Principal

Britton Mann, District Clerk

Visitors: Jordan Grimsrud, Jennifer Martinez-Agge, Chris Agge, Brandy Oliver

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| CALL ELEMENTARY BOARD TO ORDERAGENDA REVIEWAPPROVAL OF MINUTESAPPROVAL OF CLAIMSPUBLIC COMMENTCOMMUNICATIONSCOMMENDATIONS/RECOGNITIONSUNFINISHED BUSINESSCOMMITTEE REPORTSADMINISTRATORSREPORTNEW BUSINESSTOPICS FOR FUTURE AGENDASADJOURNMENT  |  | The Elementary Board was called to order at 5:30 p.m. by Eric, who led the Pledge of Allegiance. Move New Business #8 up after Public Comment. Matt motioned to approve the regular meeting minutes for October 2019. Carrie seconded, all present approved.Britton had original claims with invoices present at the meeting for board review. Eric asked about the ATS claim. Britton stated this was the bulk of the payment for the new clock and intercom system. There should be an additional $8000 left to pay. Carrie asked about the Johnson Controls claim and if the boiler was having problems. Ms. Pace explained that the boiler kept shutting off so Dave called in Johnson Controls to take a look. Carrie also asked what NWEA stood for and about the claim. Ms. Pace said it stood for Northwest Evaluation Association and this was a literacy grant training that would teach teachers how to analyze data. Niki asked about the claim to Nordic Refrigeration. Ms. Pace stated that the walk in cooler was not maintain temperature so Nordic was called to take a look and fix what was going on. Britton stated that the claims were here if any board member wanted to take a closer look at the claims or anyone in specific. Matt motioned to approve claims and warrants with the prior month ending with warrant # 8541 and the current warrant numbers 8542-8605 in the amount of $106,552.27. Niki seconded, all present approved.Eric read the public comment statement regarding stipulations for public comment. Parents were present to express concern for the safety of their children. They also expressed concern that their child suffered humiliation. Eric asked if the complaint procedures were followed before getting to this level. Parents stated they had met with Ms. Pace and was unable to meet with the teacher due to scheduling conflicts on both sides. Eric passed out copies of Policy 1700 to the other board members for review. Eric stated to the parents that the policy must be followed. The parents left the meeting without any resolution. Ms. Pace stated that the complaint procedures are in the student handbook, that all parents sign stating they have read and understand the handbook, and also on the website. Niki asked if Ms. Pace could give a copy of the procedures and complaint form to parents who wish to file complaints, Ms. Pace said of course. Matt asked if the parents would be able to still file a complaint even though the required 30 days have passed. Eric stated that he would contact MTSBA for further guidance. Ms. Pace stated that she would not discuss particulars of the meeting with the parents because she did not want to infringe the rights of the teacher or the student.  **LETTERS:** The board received a resignation letter from Mr. Harper as his position as Assistant Football Coach. Ms. Pace stated that she would advertise for both head and assistant coach for football.**STUDENT ISSUES:** Student attendance letters were sent out on 4 students. Ms. Pace is working with each family on a support plan for the students. Ms. Pace reviewed the policy for attendance. She felt that overall the attendance rate for the whole school is doing good. Eric stated that he is comfortable with having Ms. Pace continue to work with the families of the 4 students.Ms. Pace didn’t have anything at this time. None**Leadership –** Chair and Vice chair: Eric Rykal & Carrie Harris: This committee did meet. 1. Discussion on the upcoming visit with the auditor.
2. Boys Basketball has started and going well. It is a small team this year.
3. They set the agenda.
4. School Officials were here from Browning, based on a recommendation from OPI. They were interested in seeing how Boulder Elementary runs day to day.
5. The consultant for the Literacy Grant was present for trainings.

**Handbook/Policy –** Matt Strozewski & Niki Conroy: This committee did meet. 1. The committee reviewed 3 new policies put out by MTSBA. They also reviewed several policies for updated language change.

Ms. Pace stated that this committee did a great job reviewing each policy and had great discussion.**Budget/Finance and Negotiations/Personnel –** Carrie Harris & Eric Rykal: This committee did not meet.**Facilities –** Matt Strozewski & Andrea Dolezal: This committee did not meet. **Transportation –** Andrea Dolezal & Niki Conroy: This committee did not meet. Ms. Pace provided notes for the official minutes. **Personnel –** 1. Head Start Para Position – Ms. Pace let the board know that we had received 3 applicants so far for this para position.

**Non Resident Student Acceptance – *Standing Agenda* Item –** None at this time. **Liquidation of School Property – *Standing Agenda* Item –** None **Farm to School Sustainability - *Standing Agenda Item* –** Nothing to report at this time.**Audit –** Eric asked how the audit exit interview went. Andrea and Niki both attended that meeting, along with Maria and Britton. Andrea stated that there was a lot of information given during the meeting. Britton went over the findings. There were 3 that remained from last year and 6 more written for this year. There was discussion on the different findings. Andrea stated that during the exit interview Sharon Tripp, the auditor, was pleased to hear that Maria and Britton had already implemented different practices for some of the findings.**Policy Updates –** The new and revised policies were discussed during the committee portion of the meeting. With no more discussion, Eric asked for a motion on adopting all policies. Niki motioned to adopt all of the new policies presented by MTSBA. Carrie seconded the motion, all present approved. Niki motioned to accept and adopt the recommended revisions from MTSBA. Matt seconded the motion. All present approved.**Co-op Wrestling with Clancy Elementary –** Ms. Pace stated that the Clancy Superintendent is still working with the Clancy board. She stated that there is still time to work on this agreement.**SRO (School Resource Officer) –** Jordan Grimsrud was in attendance to answer any questions the board might have with the possibility of having a resource officer in the school. Officer Grimsrud will attend SRO training in Bozeman this upcoming July 2020. The Jefferson County Sheriff’s Office currently has a deputy who is SRO certified and has been mentoring Officer Grimsrud. He also stated that the City of Boulder Police Department currently has 3 employees, and due to scheduling and the number of employees it won’t be the same SRO every day. Niki stated that if a goal for having an SRO was to build relationships, wouldn’t having a different person defeat the purpose. Eric thought having the students get to know all of the City of Boulder Police would be a good idea. After a discussion on training and what exactly the SRO would be doing, Ms. Pace stated she would have to do more research and Officer Grimsrud said he would definitely know more once he has gone through the required training. Ms. Pace recommended that this topic be tabled until the January meeting when more questions have been answered. All board members agree.**Superintendent Evaluation –** Evaluations for the Principal part of Ms. Paces’ job was discussed. This would be done by the staff. Carrie stated that she would work on the formatting this week for the board to review and have staff complete before the Christmas break. Eric will do some research on a different format and email that out to the rest of the board. The board would need to have the Superintendent evaluation done before the January meeting.**Approval to pay Referee costs from the 18/19 school year –** Carrie motioned to allow Britton to reimburse the Student Activity Fund by paying for the referee costs from the 18/19 school year. Niki seconded the motion, all present approved.**Data Review –** Ms. Pace provided reports to be added to the official minutes. She discussed the results, however she asked that the board review the reports over the next month and come back with questions and further discussion at the January meeting.**Cancel December Meeting –** Carrie motioned to cancel the regular scheduled meeting in December. Andrea seconded the motion, all present approved.**Approval of December Claims –** Carrie motioned to give check writing authority to the clerk in order to pay claims in December. Niki seconded, all present approved.**December Staff Luncheon –** Eric asked what was done the past couple of years, Ms. Pace stated that we had ordered a catered luncheon from Chili O’Briens and the staff had really like eating together right when school got out before Christmas break. Eric said to go ahead and treat the staff to something awesome, they deserve it. Student Activities Fund – Sub fund name changesSub PaySuperintendent EvaluationCo-op with Clancy for Jr High WrestlingSRO ContractOpen NegotiationsRenewal / Non-Renewal Superintendent ContractNiki motioned to adjourn at 7:45, Carrie seconded, which passed unanimously. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair, Elementary Board Clerk, Elementary Board  |
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