

# MINUTES Jefferson High School Dist. 1

May 17, 2022

Regular Board Meeting

Board members present: In-person: Cami Robson Kyrie Russ Justin Willcut  
Dani Morris Bryher Herak Buster Bullock

Board members remote attendance: Larry Rasch

Administrators present: Tim Norbeck, Superintendent Lorie Carey, Business Manager  
Mike Moodry, Principal

Staff Present: Aubrie Carey, Eric Gustafson, Amy Williams, Sarah Layng, Clint Layng, Mary Drynan, Clara Rauch-Davis, Erin Ritchie

Visitors: Erika Morris, Eliza McLaughlin,, Conner McCauley, Josh Morris, Noah Genger, Scott Dietle, Suzanne Schultz, Quinn Schultz, Tim Tholtz, Jenny Genger, Lindsey Graham, Andrea Dolezal,

## **A. Call to order-Chairperson**

1. Pledge of Allegiance *The pledge was led by Ms. Robson, chair*

**B. Announcements and Public Comment.** *Please see information printed on the back of the agenda and in the brochure at the entrance to the meeting about speaking to the board during this time.* Suzanne Schultz thanked the school for the way COVID was handled. She asked where the weighted GPA was being handled. Ms. Russ replied that policy had discussed it but needed more information. Ms. Schultz expressed her support for the weighted GPA.

**C. Student Report** – None.

**D. Staff Report** – Erin Ritchie and Clara Rauch-Davis gave an overview of the nursing program presently. Clara encouraged the board to consider finding a nurse for next year since she is going to work full-time for Clancy Element Erin stated that she has to spend equitable time between all schools so she can't meet the needs of the students. Mr. Gustafson, the instructional coach, gave an overview of his position.

**E. Committee Reports** Building committee has met a couple times, negotiations met thrice, budget met, facilities met.

**F. Administration Reports**– The board briefly reviews the written reports provided in board packet. Some specific, anticipated items are listed below. The Board will not act on items in a report unless the item appears as an action item in the new or unfinished business sections of the agenda.

1. Clerk/Business Manager
2. Principal/A.D. – Singles and doubles to state, golf is currently doing well at their meet.
3. Superintendent – Altacare (CSCT) is leaving Montana, Boulder Elementary School plans to cease school food service for JHS

**G. Unfinished Business- Action is always possible for Unfinished Business items.**

**H. New Business – Action is always possible for New Business items.**

### **1. Policy First Reading**

a. 2151F8 – *Coach's Code of Conduct* Ms. Robson presented a possible replacement for the current one. NFHS has a policy for the Coach's Code of Ethics that is used widely across the state and the nation. Mr. Josh Morris spoke in support of changes but stated that the current codes of conduct for parents and students should be replaced as well. Ms. Robson stated that the latter two would be discussed. Mr. Moodry added that JHS coaches have to take an 8-hour course which includes these items. Ms. Herak moved to adopt the NFHS coach code of ethics. Ms. Russ seconded the motion, which passed unanimously.

### **2. Policy Second Reading**

- a. 1520 – Board/Staff Communications
- b. 2161P – Special Education

- c. 2167 – Correspondence Courses
- d. 2168 – Distance, Online, and Technology-Delivered Learning
- e. 2170 – Digital Academy Classes
- f. 2312 – Copyright
- g. 2510 – School Wellness
- h. 3310 – Student Discipline
- i. 3310P2 – Student Risk Assessments
- j. 3413F1 – Medical Exemption Statement
- k. 3413F2 – Affidavit of Exemption on Religious Grounds
- l. 3416 – Administering Medication to Students
- m. 3612 – District-Provided Access to Electronic Information, Services, Equipment, and Networks
- n. 3612F – Internet Access Conduct Agreement
- o. 3612P – District-Provided Access to Electronic Information, Services, Equipment, and Networks
- p. 5121 – Applicability of Personnel Policies
- q. 5223 – Personal Conduct
- r. 5228P – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- s. 5314 – Substitutes
- t. 5321 – Leaves of Absence
- u. 5450 – Employee Use of Electronic Mail, Internet, Networks, and District Equipment
- v. 5450F – Employee Equipment Use, Internet Conduct, and Network Access Agreement
- w. 5450P – Employee Use of Electronic Mail, Internet, Networks, and District Equipment Procedure
- x. 7625 – Use of Enhanced Tax Credit Receipts
- y. 8300 – Risk Management

Ms. Russ moved to approve the above policies on 2<sup>nd</sup> reading. Mr. Willcut seconded the motion, which passed unanimously. Policy 3305 is still under discussion.

### 3. *Personnel*

- a. Substitutes –R. Workman Ms. Herak moved to accept Mr. Norbeck’s recommendation. Ms. Morris seconded the motion, which passed unanimously.
- b. Superintendent search recommendation – Ms. Kaleva has received no new applications. She has 2-3 other people who may be interested in an interim position.
- c. Resignations – Nurse -C. Rauch-Davis, Asst. AD – Dan Sturdevant Mr. Bullock moved to accept. Ms. Morris seconded the motion, which passed unanimously.
- d. Staff employment recommendations
  - i. *Administrative* – L. Carey, A. Carey Ms. Herak moved to accept the resolution for Ms. Lorie Carey. Mr. Willcut seconded the motion, unanimously. Ms. Herak moved to accept the resolution for Ms. Aubrie Carey. Ms. Russ seconded the motion which passed unanimously. Mr. Bullock abstained on each.
  - ii. *Coaching* – assistant cheer, National Honor Society Mr. Moodry recommended Taylor Quackenbush for cheer. Ms. Herak moved to accept his recommendation to hire Taylor Q for 2022/23. Ms. Morris seconded the motion which passed unanimously. Mr. Moodry recommended Mr. Brower and Ms. Voeller for the NHS positions. Ms. Herak moved to approve Mr. Brower and Ms. Voeller, Ms. Russ seconded the motion, which passed unanimously.
  - iii. *School nurse position* – Mr. Norbeck has spoken to Mr. Elliott of BES. With his cooperation, along with the county nurse; Mr. Norbeck will move forward to advertise the position.
  - iv. *Paraprofessional position(s)* – Mr. Moodry recommended Brandia Tanaka and Emily Harper the paraprofessional positions. Ms. Herak moved to accept his recommendation. Mr. Willcut seconded the motion, which passed unanimously.
  - v. *Summer employment* – Ms. Herak moved to hire to summer helpers. Ms. Russ seconded the motion, which passed unanimously.
  - vi. *Activities Director position* – Ms. Robson said that now is the time to make any necessary changes to the position. Mr. Norbeck and Mr. Moodry will put together a job description to present to the board.
  - vii. *Custodial position* – Brandon Kifer Ms. Herak moved to approve. Mr. Willcut seconded the motion, which passed unanimously.

4. *Attendance Agreements* – 2 YDI , 24 JHS student to Helena, 1 Helena student to JHS Ms. Herak moved to accept the attendance agreements for YDI and the 1 student attending JHS. Mr. Willcut seconded the motion, which passed unanimously.

5. *Approval of Changes proposed for the Boulder Association of Teachers' Collective Bargaining Agreement* - Proposed changes. Insurance 50% of premium as salary, no new teachers on plan, \$9400 for insurance, 4% increase on base for classified, working group for language cleanup, one for discretionary days rather than sick and personal, counselor position – 5 days at end and 5 days at the beginning of the year, formal evaluations every 3<sup>rd</sup> year for tenured teachers. Ms. Herak moved to accept the recommendation. Ms. Morris seconded the motion, which passed unanimously.

6. *Heard Scholarship Applications discussion and recommendation* – Parents have asked to extend the deadline. Mr. Moodry said it was not put out on social media. It was suggested that the 5 applicants be awarded \$5000 apiece and the remaining \$10,000 be advertised again with a deadline of May 26. Mr. Bullock moved adopt the suggestion. Ms. Herak seconded the motion, which passed by 6, Mr. Rasch abstained as his son was an applicant.

7. *Sports Co-op update* Mr. Moodry gave a printout about his research concerning this item. Ms. Herak moved to add boys' tennis at JHS and girls' softball which would be a coop with East Helena. Ms. Russ seconded the motion, which passed unanimously.

8. *Approval of Prickly Pear Cooperative representative* – Mr. Willcut moved to assign the new superintendent as the representative. Ms. Herak seconded the motion, which passed unanimously.

9. *Mental Health Contractor* – Mr. Norbeck will search for options.

10. *Food Services* – Boulder Elementary School wishes to sever the MOU with JHS for food service. Mr. Norbeck will reach out to BES.

11. *Activity Bus update* – Metal Mines money has been used for this bus.

12. *Construction/Renovation update & Community Event Coordination* (3-4 events/Kickoff)

a. Community Events – several different gatherings will occur in the next couple of weeks.

13. *Facility Use charge update* – referred to policy committee

14. *Canvass of Election* – Canvass was conducted by the members present.

#### ***I. Communication and Comments***

1. Letter of resignation – Dan Sturdevant – AD position, Clara Rauch-Davis - nurse

***J. Commendations*** Ms. Robson commended the outgoing board members.

#### ***K. Consent Agenda***

a. Approval of High School Claims and Accounts and minutes of the previous meeting(s) – action Ms. Herak moved to approve the consent agenda. Ms. Morris seconded the motion, which carried unanimously., (except that Mr. Bullock had stepped out.)

#### ***L. Follow-up/Adjournment – upcoming months***

Next meeting – June 21 at regular time.

Heard Scholarship – round 2

Co-op of sports

***M. Adjournment*** - the meeting adjourned at 9:00 p.m.

## REORGANIZATIONAL MEETING

- A. Call to Order**
- B. Board Reorganization (Policy 1120)**
- i. Seating of Trustees – Ms. Sarah Eyer installed the two new members of the board.
  - ii. Election of Chair – called by Superintendent Nominations – Ms. Morris nominated Ms. Robson. She was elected.
  - iii. Election of Vice-Chair – Nominations – Ms. Genger nominated Ms. Morris. She was elected.
  - iv. Appointment of Clerk – moved to June
  - v. Assignment of Committees  
Facilities – Cami Robson, Buster, Larry  
Negotiations – Justin, Buster, Jenny  
Policy – Dani, Jenny, Lyndsay  
Budget – Lyndsay, Dani, Justin  
Technology – Larry, Justin, Cami
  - vi. Establishment of Meeting Format/Times – keep the same Send to policy – Heard Scholarship timing, etc.
  - vii. Appointment of MTSBA Liaison (Policy 1135P)  
Mr. Rasch moved to have Ms. Robson represent JHS as the liaison. Ms. Morris seconded the motion, which passed unanimously.
- C. New Business**
- i.. New Board Member Training Ms. Robson explained the process of available training.
  - ii.. Approval to have Jefferson County run the 2023 election(s) by mail ballot – Mr. Bullock moved to send the request. Ms. Graham seconded the motion, which passed unanimously.
- D. Adjournment** 9:20 p.m.

  
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Signature of Chair

  
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Signature of Clerk