

REGULAR MEETING
September 13, 2017
7:00 PM

The regular meeting of the Baker School Board was called to order by Chairperson Christy Follmer at 7pm in the Boardroom of Baker High School. Trustees Johnna Koenig, Mike Gunderson, Quentin Burdick and Gye Varner were in attendance. Also present were Superintendent Jon Wrzesinski, Principals Bo Lingle and David Breitbach, Vice-Principal Jacob Gion, District Clerk Jennifer Mettler, Technology Director Scott Anderson, and Head Custodian Mardi Brown. Guests were Pam Beach, JoAnn Parini, Jennifer Fisher, Anna Straub, Marni Moberg, Carole Bettenhausen, Tim Robinson, Dena Kirschten, Jay Shumaker, Robert Pfund, Angel Wyrwas and Angie Rabbitt.

Consent Items:

The bills, investment report, activity account report, journal adjustments, and minutes were reviewed by the trustees. There being no objections, Chairperson Follmer approves the consent items as presented.

ACCOUNTS PAYABLE

CHK NO	DATE	VENDOR	INVOICE	TOTAL
53850	8/24/2017	ANNA ESPELAND	SCHOLARSHIPS	\$2,200.00
53851	8/24/2017	BISMARCK SEWING & QUILTING	MACHINE REPAIR	\$158.98
53852	8/24/2017	BRUCO, INC	CUST SUPPLY AUG 17-2	\$300.00
53853	8/24/2017	CITY OF BAKER	AUG 17 UTILITIES	\$3,170.37
53854	8/24/2017	DERYK VAN ZEE	FB HELMET PUMPS	\$29.86
53855	8/24/2017	ECOLAB PEST ELIM. DIV.	PEST CONTROL AUG17	\$131.42
53856	8/24/2017	FALLON COUNTY TIMES	TRAVEL GUIDE	\$137.00
53857	8/24/2017	GE MONEY BANK/AMAZON	AUG 17 SUPPLIES	\$965.88
53858	8/24/2017	HM RECEIVABLES CO LLC	ELEM GO MATH PO10266	\$545.80
53859	8/24/2017	ISAAC ROST	SCHOLARSHIP	\$500.00
53860	8/24/2017	MCGRAW-HILL COMPANIES	ELEM PO10264/10263	\$7,078.05
53861	8/24/2017	MT DEPARTMENT OF JUSTICE	BACKGROUNDS AUG17	\$81.75
53862	8/24/2017	PATHWAYS TO READING INC	ELEM SUPPLY PO 10219	\$546.15
53863	8/24/2017	PEAK 1 ADMINISTRATION	SEPT 17 V&D PREMIUMS	\$959.26
53864	8/24/2017	RED ROCK SPORTING GOODS	AUG 17 SUPPLIES	\$11,677.40
53865	8/24/2017	SCHOOL SPECIALTY	ELEM SUPP PO 10267	\$147.13
53866	8/24/2017	SPARTAN BUS LINE LLC	AUG17 YELLOW BUS	\$12,217.50
53867	8/28/2017	MONTANA DAKOTA UTILITIES	AUG 17 UTILITIES	\$9,611.53
53868	8/28/2017	MUST	SEPT 17 PREMIUMS	\$68,033.00
53869	9/13/2017	BAKER ACE HARDWARE	SEPT 17 SUPPLIES	\$508.86
53870	9/13/2017	BAKER PUBLIC SCHOOL PAY FLEX	SEPT 17 MED FLEX	\$300.01
53871	9/13/2017	BAKER REXALL DRUG	NURSE SUPPLY SEPT 17	\$15.09
53872	9/13/2017	Bo Lingle	AUG 17 TRAVEL	\$9.63
53873	9/13/2017	BOSS	SEPT 17 SUPPLIES	\$2,169.91
53874	9/13/2017	BRUCO, INC	CUST SUPPLY SEPT17	\$299.20
53875	9/13/2017	CENGAGE LEARNING	MT DATABASE PO10616	\$1,250.00
53876	9/13/2017	CENTRAL RESTAURANT PRODUCTS	TRAYS PO 09816	\$315.05
53877	9/13/2017	CERBERUS SECURITY	KEY FOB-HANDY DOOR	\$2,568.90
53878	9/13/2017	CONNIE ALBERTS	AUG 17 TRAVEL	\$6.42
53879	9/13/2017	CRYSTAL CLEAN LLC	CARPET CLEAN SEPT 17	\$1,026.60
53880	9/13/2017	CYNTHIA QUADE	ASIST TRAINING	\$173.34
53881	9/13/2017	DACOTAH PAPER CO.	SUPPLY/PAPER	\$2,349.11

53882	9/13/2017	DEAN FOODS, INC.	MILK SEPT 17	\$932.72
53883	9/13/2017	DEPARTMENT OF REVENUE	1% KEY FOB SEPT 17	\$25.95
53884	9/13/2017	DIRECT ELECTRIC	SEPT 17 REPAIRS	\$1,015.77
53885	9/13/2017	FALLON COUNTY TIMES	SEPT 17 ADS	\$335.90
53886	9/13/2017	FARMERS UNION OIL CO.	CUST GAS SEPT 17	\$121.07
53887	9/13/2017	FELT, MARTIN, FRAZIER, WELDON PC	EE INVEST FEE AUG17	\$2,061.22
53888	9/13/2017	FOOD SERVICES OF AMERICA	SEPT 17 ITEMS	\$8,480.40
53889	9/13/2017	G & J ENTERPRISES	LIFT MAINT SEPT 17	\$856.00
53890	9/13/2017	GOODHEART-WILLCOX PUBLISHER	ADOBE BKS PO 00101	\$150.00
53891	9/13/2017	HAWKINS INC.	CHLORINE/REPAIRS	\$954.13
53892	9/13/2017	HESS, JODEE L	AUG 17 TRAVEL	\$4.82
53893	9/13/2017	JEREMY FIX	ANNUAL INSPECT 17	\$2,642.00
53894	9/13/2017	JILL MYHRE	OPI SPED TRANINING	\$37.00
53895	9/13/2017	JOHNNA KOENIG	MTSBA LEGAL PRIMER	\$75.97
53896	9/13/2017	KIM O'DONNELL	AUG 17 TRAVEL	\$4.28
53897	9/13/2017	KRUGER WINDOWS & GLASS	LINCOLN DOOR SEPT 17	\$757.85
53898	9/13/2017	LISA BURDICK	AUG 17 TRAVEL	\$3.21
53899	9/13/2017	MECHANICAL TECHNOLOGY, INC.	HS REPAIR SEPT 17	\$96.00
53900	9/13/2017	MT DEPARTMENT OF JUSTICE	BACKGROUNDS SEPT17	\$109.00
53901	9/13/2017	NAXIN SAFETY	SEPT 17 SUPPLIES	\$301.88
53902	9/13/2017	PITNEY BOWES INC.	METER RENT SEPT17	\$131.22
53903	9/13/2017	PITNEY BOWES PURCHASE POWER	POSTAGE SEPT 17	\$301.50
53904	9/13/2017	PRECISION PARTS & SUPPLY	CUST SUPPLY SEPT17	\$96.38
53905	9/13/2017	QUAD K SUPPLY	CUST SUPPLY SEPT 17	\$195.00
53906	9/13/2017	REALLY GOOD STUFF, INC.	ELEM SUPPLY SEPT 17	\$738.60
53907	9/13/2017	RED ROCK SPORTING GOODS	SEPT 17 SUPPLIES	\$259.90
53908	9/13/2017	REYNOLDS -- BAKER	SEPT 17 SUPPLIES	\$357.81
53909	9/13/2017	ROSS R. STALCUP	FY17 AUDIT	\$2,850.00
53910	9/13/2017	RUNNING'S SUPPLY, INC.	CUST SUPPLY SEPT 17	\$197.47
53911	9/13/2017	VOID	VOID	\$0.00
53912	9/13/2017	VOID	VOID	\$0.00
53913	9/13/2017	SCHOOL SPECIALTY	ELEM SUPP SEPT 17	\$490.56
53914	9/13/2017	SID PARINI	SETTLE-EE MED PREM	\$1,474.00
53915	9/13/2017	SOUTHWEST BUSINESS MACHINES	SEPT 17 SUPPLIES	\$1,729.93
53916	9/13/2017	SUPERIOR WATER TREATMENT	SEPT 17 SUPPLIES	\$932.80
53917	9/13/2017	TEACHER CREATED MATERIALS INC.	ELEM SUPPLY PO10272	\$14.47
53918	9/13/2017	WRZESINSKI, JON W	DISH/SEMASS/BCEC	\$699.36
53919	9/13/2017	AMY LINGLE	LUNCH TRAINING	\$86.67
53920	9/13/2017	MID-RIVERS TELEPHONE COOP, INC	AUG17 PHONE	\$3,936.99
53920	9/13/2017	PARADISE DRY CLEANING	BAND/CHOIR	\$1,335.43
53920	9/13/2017	VERNIER SOFTWARE & TECH	BATTERIES	\$88.16
53920	9/13/2017	ASSOCIATED POOL BUILDERS, INC	COMPLEX	\$234.00
53920	9/13/2017	WAL MART STORE #2608	COMPLEX-CALCULATOR	\$45.64
53920	9/13/2017	MCGRAW-HILL COMPANIES	CORRECTIVE MATH	\$1,558.61
53920	9/13/2017	SCHOOL SPECIALTY	COUNSELOR-LABELS	\$33.86

53920	9/13/2017	CAROLINA BIOLOGICAL SUPPLY C	DOGFISH PAIL	\$47.00
53920	9/13/2017	OFFICE DEPOT	ELEM	\$55.98
53920	9/13/2017	REALLY GOOD STUFF, INC.	ELEM PRIVACY SHIELDS	\$62.93
53920	9/13/2017	ORIENTAL TRADING CO., INC.	ELEM SUPPLIES	\$139.85
53920	9/13/2017	REALLY GOOD STUFF, INC.	ELEM SUPPLIES	\$139.03
53920	9/13/2017	SCHOOL SPECIALTY	ELEM SUPPLIES	\$48.60
53920	9/13/2017	AGILE SPORTS TECH DBA HUDL	FY18 HUDL RENEW	\$2,000.00
53920	9/13/2017	BILLINGS GAZETTE CIRC DEPT	FY18 PAPER	\$100.80
53920	9/13/2017	FALLON COUNTY TIMES	FY18 RENEWAL	\$82.00
53920	9/13/2017	SHMOOP UNIVERSITY INC	FY18 RENEWAL	\$3,500.00
53920	9/13/2017	SPELLING CITY .COM INC	FY18 RENEWAL	\$337.50
53920	9/13/2017	RUSTY MAY	FY18 SUBSCRIPTION	\$800.00
53920	9/13/2017	STAGECOACH STATION	INSURANCE MTG	\$11.75
53920	9/13/2017	Apple Inc.	ITUNES	\$2.99
53920	9/13/2017	SCHOOL ADMIN OF MONT.	MCEL17	\$225.00
53920	9/13/2017	FOOTBALL PCARD	MEAL	\$244.75
53920	9/13/2017	VOLLEYBALL PCARD	MEALS	\$231.00
53920	9/13/2017	POSTMASTER	MEMORIAL/POSTAGE	\$52.57
53920	9/13/2017	EAI EDUCATION	MS MATH-DK	\$216.32
53920	9/13/2017	BAKER ACE HARDWARE	MTG SUPPLIES	\$14.98
53920	9/13/2017	J.W. PEPPER & SON INC.	MUSIC	\$134.94
53920	9/13/2017	REYNOLDS -- BAKER	OFFICE SUPPLIES	\$5.38
53920	9/13/2017	BAKER ACE HARDWARE	OFFICE-BATTERIES	\$9.99
53920	9/13/2017	POSTMASTER	RECORDS POSTAGE	\$41.49
53920	9/13/2017	VOYAGER SOPRIS LEARNING	SPED	\$327.64
53920	9/13/2017	SCHOOL SPECIALTY	SPED-JM	\$167.29
53920	9/13/2017	MY PROJECTOR LAMPS.COM	TECH LAMPS	\$251.99
53920	9/13/2017	NEWEGG.COM	TECHNOLOGY SUPPL	\$130.04
53920	9/13/2017	BENGO'S PIANO TUNING & REPAIR	TUNING	\$600.00
53920	9/13/2017	FARMERS UNION OIL CO.	VEHICLE MAINT	\$119.41
53920	9/13/2017	HM RECEIVABLES CO LLC	VOCAB BKS	\$628.88

PAYROLL

CHK NO	DATE	PAYEE	INVOICE	TOTAL
37788	9/15/2017	BETTENHAUSEN, CAROLE M	SEPT PAYROLL	\$3,922.02
37789	9/15/2017	BARRETT CHASKA, LINDSAY L	SEPT PAYROLL	\$3,586.43
37790	9/15/2017	CHESTER, PATRICIA M	SEPT PAYROLL	\$3,379.52
37791	9/15/2017	OCONNOR, SHEILA M	SEPT PAYROLL	\$2,055.65
37792	9/15/2017	SCHELL, BREE ANN N	SEPT PAYROLL	\$2,374.68
37793	9/15/2017	TUNBY, AMANDA K	SEPT PAYROLL	\$2,240.91
37794	9/15/2017	WRZESINSKI, MICHELE C	SEPT PAYROLL	\$3,302.01
37795	9/15/2017	FISHER, JENNIFER R	SEPT COMPLEX	\$2,446.49
37796	9/15/2017	EHRET, PATTIE S	SEPT PAYROLL	\$505.85
37797	9/15/2017	NIEBURG, TARA R	SUBSTITUTE	\$281.59
37798	9/15/2017	RATH, BEVERLY A	SEPT PAYROLL	\$620.21
37799	9/15/2017	BAGLEY, MARY E	SEPT PAYROLL	\$711.51
37800	9/15/2017	KILSDONK, LISA D	SEPT PAYROLL	\$787.96
37801	9/13/2017	FAL.CO TRES. DIRECT DEPOSIT	WITHHOLDING	\$182,129.94
37802	9/15/2017	BREITBACH, MELISSA M	SEPT COMPLEX	\$805.83

37803	9/15/2017	DURDEN, AMBER N	SEPT COMPLEX	\$302.28
37804	9/15/2017	KENNEL, LENA M	SEPT COMPLEX	\$337.69
37805	9/15/2017	KOENIG, TERRELL R	SEPT COMPLEX	\$488.42
37806	9/15/2017	LINGLE, TREVOR J	SEPT COMPLEX	\$300.88
37807	9/15/2017	MILLER, KELSEY A	SEPT COMPLEX	\$263.07
37808	9/15/2017	MILLER, MARIAH M	SEPT COMPLEX	\$355.39
37809	9/15/2017	REDDICK, MADISON P	SEPT COMPLEX	\$333.75
37810	9/15/2017	ROBINSON, SCOTTI J	SEPT COMPLEX	\$596.13
37811	9/15/2017	ROBINSON, SKYLER	SEPT COMPLEX	\$398.80
37812	9/15/2017	SCHULTZ, ALIVIA M	SEPT COMPLEX	\$648.46
37813	9/15/2017	SMITH, AARON W	SEPT COMPLEX	\$278.12
37814	9/15/2017	TUDOR, COURTNEY I	SEPT COMPLEX	\$396.26
37815	9/15/2017	CROW, ROBERT J	SUMMER TECH ASST	\$144.78
37816	9/15/2017	GREIFF, MEGAN R	SUMMER MAINT	\$835.13
37817	9/15/2017	STEVENS, ASHLEE M	SUMMER MAINT	\$671.23
37818	9/15/2017	TRONSTAD, PAMELA I	SUMMER MAINT	\$295.55
37819	9/15/2017	ROBINSON, TIM	SUMMER MAINT	\$1,148.37
37820	9/15/2017	SOLBERG, ELIZABETH ANN	SUMMER SCHOOL	\$485.21
37821	9/15/2017	AFLAC REMITTANCE PROCESSING	WITHHOLDING	\$2,002.30
37822	9/15/2017	AMERICAN HEALTH VALUE	WITHHOLDING	\$4,604.00
37823	9/15/2017	BAKER HOT LUNCH	WITHHOLDING	\$475.00
37824	9/15/2017	BAKER PUBLIC SCHOOL PAY FLEX	WITHHOLDING	\$1,900.00
37825	9/15/2017	BAKER SCHOOL DISTRICT 12	WITHHOLDING	\$1,300.00
37826	9/15/2017	EDWARD JONES INVESTMENTS	WITHHOLDING	\$50.00
37827	9/15/2017	FALLON CO. FED CREDIT UNION	WITHHOLDING	\$1,450.00
37828	9/15/2017	FALLON CO. TREAS FED TAX ACCT	WITHHOLDING	\$157,826.60
37829	9/15/2017	HORACE MANN LIFE INS COMPANY	WITHHOLDING	\$432.00
37830	9/15/2017	MONTANA CSED	WITHHOLDING	\$378.00
37831	9/15/2017	VOID	VOID	\$0.00
37832	9/15/2017	VOID	VOID	\$0.00
37833	9/15/2017	PRE-PAID LEGAL SERVICES INC	WITHHOLDING	\$25.90
37834	9/15/2017	UNUM LIFE INS CO OF AMERICA	WITHHOLDING	\$339.80
37835	9/15/2017	VOID	VOID	\$0.00
37836	9/15/2017	VOID	VOID	\$0.00

DIRECT DEPOSIT

DATE	PAYEE	TYPE	AMT
9/15/2017	ALBERTS, CONNIE R	DIRECT DEPOSIT	\$859.75
9/15/2017	ALLERDINGS, JOLINDA M	DIRECT DEPOSIT	\$900.63
9/15/2017	ANDERSON, MICHELLE A	DIRECT DEPOSIT	\$3,279.98
9/15/2017	ANDERSON, SCOTT E	DIRECT DEPOSIT	\$3,823.12
9/15/2017	BEACH, PAMELA L	DIRECT DEPOSIT	\$3,813.51
9/15/2017	BOGGS, JESSICA K	DIRECT DEPOSIT	\$1,646.91
9/15/2017	BRANSON, MAIRE A	DIRECT DEPOSIT	\$769.93
9/15/2017	BREITBACH, DAVID P	DIRECT DEPOSIT	\$4,291.70
9/15/2017	BREITBACH, THOMAS J	DIRECT DEPOSIT	\$3,572.98
9/15/2017	BREITZMAN, SHEILA M	DIRECT DEPOSIT	\$74.10
9/15/2017	BRENCE, BRITTANI R	DIRECT DEPOSIT	\$2,283.58
9/15/2017	BROWN, MARDELLA E	DIRECT DEPOSIT	\$2,840.29
9/15/2017	BURDICK, LISA M	DIRECT DEPOSIT	\$2,532.54
9/15/2017	COLLINS, BROOK L	DIRECT DEPOSIT	\$1,869.63
9/15/2017	CURRY, TERRY L	DIRECT DEPOSIT	\$3,455.24
9/15/2017	DAVIS, SONYA M	DIRECT DEPOSIT	\$883.69
9/15/2017	DUKART, JENNIFER E	DIRECT DEPOSIT	\$2,835.30
9/15/2017	GION, JACOB A	DIRECT DEPOSIT	\$3,428.17
9/15/2017	HADLEY, CAROL J	DIRECT DEPOSIT	\$2,841.98

9/15/2017	HADLEY, JOSI M	DIRECT DEPOSIT	\$1,052.97
9/15/2017	HASTIG, MARANDA A	DIRECT DEPOSIT	\$2,787.44
9/15/2017	HESS, JODEE L	DIRECT DEPOSIT	\$3,030.43
9/15/2017	HOVERSLAND, BRITTANY M	DIRECT DEPOSIT	\$2,926.86
9/15/2017	HOVERSLAND, JAY W	DIRECT DEPOSIT	\$2,513.85
9/15/2017	JOHNSON, VALERIE JOYCE	DIRECT DEPOSIT	\$3,261.59
9/15/2017	KENDALL, THOMAS	DIRECT DEPOSIT	\$3,475.47
9/15/2017	KIRSCHTEN, DENA F	DIRECT DEPOSIT	\$3,593.67
9/15/2017	KRUGER, KRISTINE E	DIRECT DEPOSIT	\$2,136.97
9/15/2017	LESH, KIMBERLY R	DIRECT DEPOSIT	\$3,038.16
9/15/2017	LINEBACK, ALYSON	DIRECT DEPOSIT	\$1,924.74
9/15/2017	LINGLE, AMY S	DIRECT DEPOSIT	\$1,977.05
9/15/2017	LINGLE, BO E	DIRECT DEPOSIT	\$3,508.92
9/15/2017	MADLER, KALLIE A	DIRECT DEPOSIT	\$2,384.34
9/15/2017	MASHAK, EMILY S	DIRECT DEPOSIT	\$778.08
9/15/2017	MELBY, JADE D	DIRECT DEPOSIT	\$3,684.35
9/15/2017	METTLER, JENNIFER R	DIRECT DEPOSIT	\$3,089.76
9/15/2017	MORRIS, PATRICIA A	DIRECT DEPOSIT	\$3,456.93
9/15/2017	MYHRE, JILL L	DIRECT DEPOSIT	\$4,104.69
9/15/2017	NOWAK, JOHN A	DIRECT DEPOSIT	\$2,960.49
9/15/2017	O'DONNELL, KIM A	DIRECT DEPOSIT	\$997.31
9/15/2017	PARINI, JOANN M	DIRECT DEPOSIT	\$3,102.23
9/15/2017	QUADE, CYNTHIA R	DIRECT DEPOSIT	\$4,211.14
9/15/2017	RABE, ADAM G	DIRECT DEPOSIT	\$2,518.87
9/15/2017	REHM, ERIN C	DIRECT DEPOSIT	\$856.62
9/15/2017	REISSIG, NICKI L	DIRECT DEPOSIT	\$2,266.20
9/15/2017	ROBINSON, TIM	DIRECT DEPOSIT	\$3,924.22
9/15/2017	ROST, LINDA C	DIRECT DEPOSIT	\$3,183.88
9/15/2017	SCHEETZ, SHEILA R	DIRECT DEPOSIT	\$474.42
9/15/2017	SCHILLINGER, SHAWNA L	DIRECT DEPOSIT	\$3,851.93
9/15/2017	SCHMID, CHRISTINA D	DIRECT DEPOSIT	\$3,458.97
9/15/2017	SCHWARTZ, ASHLEY M	DIRECT DEPOSIT	\$2,110.16
9/15/2017	SHELHAMER, JILL N	DIRECT DEPOSIT	\$3,499.10
9/15/2017	SHUMAKER, JAY D	DIRECT DEPOSIT	\$3,908.48
9/15/2017	SMITH, MARYELLA A	DIRECT DEPOSIT	\$2,121.92
9/15/2017	SMITS, SAMANTHA J	DIRECT DEPOSIT	\$2,828.24
9/15/2017	SOLBERG, ELIZABETH ANN	DIRECT DEPOSIT	\$3,899.42
9/15/2017	SOUMAS, TIELER D	DIRECT DEPOSIT	\$2,520.57
9/15/2017	STIEG, NIKKI L	DIRECT DEPOSIT	\$958.47
9/15/2017	SUSA, CARLEEN F	DIRECT DEPOSIT	\$922.44
9/15/2017	THILMONY, SHEILA R	DIRECT DEPOSIT	\$2,347.73
9/15/2017	VAN ZEE, DERYK E	DIRECT DEPOSIT	\$2,492.94
9/15/2017	VANGORDEN, DIANE K	DIRECT DEPOSIT	\$3,562.40
9/15/2017	WANG, DENISE M	DIRECT DEPOSIT	\$3,537.50
9/15/2017	WANG, KAREN R	DIRECT DEPOSIT	\$3,284.06
9/15/2017	WEDEMEYER, JULAINE A	DIRECT DEPOSIT	\$2,638.67
9/15/2017	WHITEMAN, JILL K	DIRECT DEPOSIT	\$3,631.98
9/15/2017	WICKSTROM, EDWARD H	DIRECT DEPOSIT	\$2,421.19
9/15/2017	WISEMAN, KELSEA C	DIRECT DEPOSIT	\$54.37
9/15/2017	WRZESINSKI, JON W	DIRECT DEPOSIT	\$4,834.72

PUBLIC COMMENT

Carole Bettenhausen comments and addresses her concern with students working on a construction project by cutting out a section of the wall between the weight room and racquetball court in the complex.

JoAnn Parini comments, as a teacher, her concern the project between the weight room and racquetball court was not discussed with the staff that would be affected, since it is used for PE classes; worries now she will not be able to use the racquetball courts in her curriculum.

Jay Shumaker commented the forming of the committee over the summer for the Head Girls Basketball Coach, have they made a decision or recommendation and will it be continued practice going forward. Chairperson Follmer stated it has not been the role of the board in the past to hire extracurricular positions and with no grading rubric in place, the board felt to hire the head basketball position would be the best path forward as there was some conflict of interest between one applicant and the Athletic Director; it is not the desire of the board to continue that process going forward and feel the Athletic Director is more than capable to make those decisions with the backing of the board.

OLD BUSINESS

EXTRACURRICULAR POSITIONS

Mr. Breitbach stated he would defer the hiring of the basketball coaches to the committee of the board. Gye Varner stated himself, Quentin Burdick and Jacob Gion interviewed the coaches for the Head Girls Basketball Coach. It was discussed by the committee and recommendation is to hire Sheila O'Connor as Head Girls Basketball Coach and Jay Shumaker as assistant. Discussion followed.

Quentin Burdick moved to hire Sheila O'Connor as the 2017-18 Head Girls Basketball Coach and Jay Shumaker as the assistant girls coach. Gye Varner seconded; motion carried unanimously.

Mr. Shumaker asked per the minutes of the board in May 2017, Tom Breitbach was approved as the girls assistant coach and now the motion has been made to hire himself as the assistant coach; he asked what happens next. Johnna Koenig asked to see the matrix of extracurricular positions hired in May 2017 and Mrs. Mettler gives it Mrs. Koenig.

Board agrees there is a discrepancy and Mr. Tom Breitbach will be talked to; at this time there are three girls basketball coaches hired and Chairperson Follmer will follow up with Mr. Breitbach.

NEW BUSINESS

SUBSTITUTE TEACHER LIST

Mr. Breitbach and Mr. Lingle presented to the board with their list of substitute teachers for the 2017-18 school year. The following is a list of substitute teachers:

Traci Bruha	Bob Curry	Cameron Farrell
Jessica Fenner	LaDonna Freimark	Lola Fried
Robin Gejeske	Mary Alice Havens	Seth Kendall
Brittany Lyson	Brenda McPhee	Ashlee Moore
MaKenzie Neilson	Cheryl Niemerg	Jan Rustad
Josh Stieg	Joe Epley	DeAnna Herbst
Tana Taylor	Angel Wyrwas	Amanda Rost
Ashli Wiedmer	Carrie Schwartz	

Johnna Koenig moved to approve the substitute teacher list as presented. Mike Gunderson seconded the motion; motion carried unanimously.

Marni Moberg leaves the meeting.

STUDENT ATTENDANCE AGREEMENTS

Mrs. Mettler presents to the board the attendance agreements for the 2017-18 school year. The attendance agreements on the agenda are for two students to Ekalaka and four state placements.

Quentin Burdick moved Baker Public School District #12 approve the 2017-18 attendance agreements for the following students from Baker School District to attend Ekalaka Public School:

Sean Wolenetz Cameron Wolenetz

The following students are state placed:

Darion Jungels Makenzie Jungels Madalynn Wiseman

Ashlynn Wiseman

Mike Gunderson seconded the motion; motion carried unanimously.

AUDIT & TRUSTEES FINANCIAL STATEMENT

Mrs. Mettler presents to the board a copy of the 2016-17 Trustees Financial Summary and informs the board the auditor, Ross Stalcup, will be in the office September 27-29, 2017. No board action required at this time.

POLICY REVISIONS – BP 1006FE, 3224, 5122F, 1014FE, 1014FE-F1, 4350 & 8910

Mrs. Mettler presents to the board the policies recommended by MTSBA for revision due to changes in the past legislative session. The following are the revisions:

1006FE TRANSFERS FOR SCHOOL SAFETY

It is the policy of the District to increase the flexibility and efficiency of the District's resources by utilizing the provision of law allowing transfers of funds to improve school safety and security.

The District may transfer state or local revenue from any budgeted or non-budgeted fund, other than the debt service fund or retirement fund, to its building reserve fund in an amount not to exceed the school district's estimated costs of improvements to school safety and security

The transfer of such funds can be for:

1. planning for improvements to school safety, including but not limited to the cost of services provided by architects, engineers, and other consultants;
2. installing or updating locking mechanisms and ingress and egress systems at public school access points, including but not limited to systems for exterior egress doors and interior passageways and rooms, using contemporary technologies;
3. installing or updating bullet-resistant windows and barriers; and
4. installing or updating emergency response systems using contemporary technologies.

Any transfers made under this policy and Montana law are not considered expenditures to be applied against budget authority. Any revenue transfers that are not encumbered for expenditures ~~by June 30, 2019~~ **in compliance with the four reasons stated above, within 2 full school fiscal years after the funds are transferred**, must be transferred back to the originating fund from which the revenue was transferred. If transfers of funds are made from a District fund supported by a non-voted levy, the District may not increase its non-voted levy for the purpose of restoring the transferred funds.

Legal Reference: 20-9-503, MCA Budgeting, tax levy, and use of building reserve fund.

20-9-236, MCA Transfer of funds – improvements to school safety and security

3224 STUDENT DRESS

The District recognizes that a student's choice of dress and grooming habits demonstrate personal style and preference. The District has the responsibility to ensure proper and appropriate conditions for learning, along with protecting the health and safety of its student body. Even though the schools will allow a wide variety of clothing styles, dress and grooming must not materially or substantially disrupt the educational process of the school or create a health or safety hazard for students, staff, or others.

Building administrators shall establish procedures for the monitoring of student dress and grooming in school or while engaging in extracurricular activities. **Students attending public events sponsored by the school district are permitted to honor their American Indian heritage through the display of culturally significant tribal regalia at a public event sponsored by the school district. Any item that promotes drug use, weapon use, threats of violence, sexual harassment, bullying, or other intimidation, or violates another district policy, state, or federal law may not be worn at a public event sponsored by the school district.** Specific regulations shall be published annually in student handbooks.

5122F APPLICANT RIGHTS TO CONSENT TO FINGERPRINT

Applicant Rights and Consent to Fingerprint

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for employment or a license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification⁸ by Baker Public Schools that your fingerprints will be used to check the criminal history records of the FBI.
- You must be provided, and acknowledge receipt of, an adequate Privacy Act Statement when you submit your fingerprints and associated personal information. This Privacy Act Statement should explain the authority for collecting your information and how your information will be used, retained, and shared.
- If you have a criminal history record, the officials making a determination of your suitability for employment, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The officials must advise you that the procedures for obtaining a change, correction, or updating of your criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the criminal history record.⁹

You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.¹⁰

If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <http://www.fbi.gov/about-us/cjis/background-checks>.

If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI at the same address as provided above. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency.

If a change, correction, or update needs to be made to a Montana criminal history record, or if you need additional information or assistance, please contact Montana Criminal Records and Identification Services at dojitsdpublicrecords@mt.gov or 406-444-3625.

Your signature below acknowledges this agency has informed you of your privacy rights for fingerprint-based background check requests used by the agency.

Signed: _____

Name

Date

⁸ Written notification includes electronic notification, but excludes oral notification.

⁹ See 28 CFR 50.12(b).

¹⁰ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(c); 28 CFR 20.21(c), 20.33(d) and 906.2(d).

NCPA/VCA Applicants

To _____:

You have applied for employment with, will be working in a volunteer position with, or will be providing vendor or contractor services to (write in Agency or Entity name) _____ for the position of (please be specific) _____.

The National Child Protection Act of 1993 (NCPA), Public Law (Pub. L.) 103-209, as amended by the Volunteers for Children Act(VCA), Pub. L. 105-251 (Sections 221 and 222 of Crime Identification Technology Act of 1998), codified at 42 United States Code (U.S.C.) Sections 5119a and 5119c, authorizes a state and national criminal history background check to determine the fitness of an employee, or volunteer, or a person with unsupervised access to children, the elderly, or individuals with disabilities.

1. Provide your name, address, and date of birth, as appears on a document made or issued by or under the authority of the United States Government, a State, political subdivision of a State, a foreign government, a political subdivision of a foreign government, an international governmental or an international quasi-governmental organization which, when completed with information concerning a particular individual, is of a type intended or commonly accepted for the purpose of identification of individuals. 18 U.S.C. §1028(D)(2).
2. Provide a certification that you (a) have not been convicted of a crime, (b) are not under indictment for a crime, or (c) have been convicted of a crime. If you are under indictment or have been convicted of a crime, you must describe the crime and the particulars of the conviction, if any.
3. Prior to the completion of the background check, the entity may choose to deny you unsupervised access to a person to whom the entity provides care.
The entity shall access and review State and Federal criminal history records and shall make reasonable efforts to make a determination whether you have been convicted of, or are under pending indictment for, a crime that bears upon your fitness and shall convey that determination

to the qualified entity. The entity shall make reasonable efforts to respond to the inquiry within 15 business days.

Your Name:

First	Middle	Maiden	Last
-------	--------	--------	------

Date of Birth: _____

Address: _____

City	State	Zip
------	-------	-----

- I have been convicted of, or am under pending indictment for, the following crimes [include the dates, location/jurisdiction, circumstances and outcome]:
- I have not been convicted of, nor am I under pending indictment for, any crimes
- I authorize Montana Department of Justice, Criminal Records and Identification Services Section to disseminate criminal history record information to Baker Public Schools.

Signature of Applicant

Date

1014FE INTENT TO INCREASE NON-VOTE LEVY

The trustees shall adopt a resolution no later than March 31 whenever the trustees intend to impose an increase in a non-voted levy in the ensuing school fiscal year for the purposes of funding any of the funds listed below:

- a. Tuition fund under 20-5-324;
- b. Adult education fund under 20-7/705;
- c. Building reserve fund under 20-9-502 and 20-9-503;
- d. Transportation fund under 20-10-143 and 20-10-144; and
- e. Bus depreciation reserve fund under 20-10-147.

The trustees shall provide notice of intent to impose an increase in a non-voted levy for the ensuing school fiscal year by:

- a. Adopting a resolution of intent to impose an increase in a non-voted levy that includes, at a minimum, the estimated number of increased or decreased mills to be imposed and the estimated increased or decreased revenue to be raised compared to non-voted levies under a-e imposed in the current school fiscal year and, based on the district’s taxable valuation most recently certified by the department of revenue under 15-10-202, the estimated impacts of the increase or decrease on a home valued at \$100,000 and a home valued at \$200,000, and
- b. Publish a copy of the resolution in a newspaper that will give notice to the largest number of people of the district as determined by the trustees and posting a copy of the resolution to the school district’s website.

The resolution and publication of same must take place no later than March 31.

The Superintendent shall keep the trustees informed of any changes that may have occurred, which may have an effect on the estimated change in the mills and revenue, between the adoption of the resolution and the final adoption of the budget.

1014FE-F1

As an essential part of its budgeting process, the Baker Board of Trustees is authorized by law to impose levies to support its budget. The Baker 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, _____, using certified taxable valuations from the current school fiscal year as provided to the district:

Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact, Home of \$100,000*	Estimated Impact, Home of \$200,000*
Adult Education	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease
Bus Depreciation	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease
Transportation	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease
Tuition	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease
Building Reserve	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease
Total	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease	\$__increase/decrease

*Impacts above are based on current certified taxable valuations from the current school fiscal year

Regarding the increase in the building reserve levy referenced above, the following are school facility maintenance projects anticipated to be completed at this time:

1. _____
2. _____
3. _____
4. _____

4350 WEBSITE ACCESSIBILITY AND NONDISCRIMINATION

The District is committed to ensuring that people with disabilities have an opportunity equal to that of their nondisabled peers to participate in the District's programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration.

Benchmarks for Measuring Accessibility

In order to assure that people with disabilities have an opportunity equal to that of their nondisabled peers to access information delivered through electronic and information technology, all pages on the District's website will conform to the W3C Web Accessibility Initiative's (WAI) Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 techniques for web content, or updated equivalents of these guidelines, except where doing so would impose an undue burden or create a fundamental alteration.

Website Accessibility

With regard to the District's website and any official District web presence which is developed by, maintained by or offered through third party vendors and open sources, the District is committed to compliance with the provisions of the Americans with Disabilities Act (ADA), Section 504 and Title II so that students, parents and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as those without disabilities, which substantially equivalent ease of use; and that they are not excluded from participation in, denied benefits or, or otherwise subjected to discrimination in any District programs, services, and activities delivered online.

All existing web content produced by the District, and new, updated, and existing web content provided by third party developers, will conform to the WCAG 1.0 Level AA and the WAI-ARIA 1.0 techniques for web content or updated equivalents. This policy applies to all new, updated, and existing web pages, as well as all web content produced or updated by the District or provided by third-party developers.

Website Accessibility Concerns, Complaints, and Grievances

The following statement will appear on the District's website homepage and all subsidiary pages:

The District is committed to ensuring accessibility of its website for students, parents, and members of the community with disabilities. All pages on the District's website will conform to the W3C WAI's Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance, or updated equivalents.

Under District developed administrative procedures, students, parents, and members of the public may present a complaint regarding a violation of the Americans with Disabilities Act (ADA), Section 504 related to the accessibility of any official District web presence which is developed by, maintained by, or offered through the District or third party vendors and open sources.

A student, parent, or member of the public who wishes to submit a complaint or grievance regarding a violation of the ADA, Section 504 or Title II related to the accessibility of any official District web presence that is developed by, maintained by, or offered through the District, third party vendors and/or open sources may complain directly to a school administrator. The initial complaint or grievance should be made using the District's Uniform Grievance Form, upon request at the District office, however, a verbal complaint or grievance may be made. When a school administrator receives the information, they shall immediately inform the District's **Technology Director**. The Complainant need not wait for the investigation of any grievance or complaint in order to receive the information requested.

Whether or not a formal complaint or grievance is made, once the District has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information.

Testing and Accountability

The District will ensure website accessibility training to all appropriate personnel, including employees who are responsible for developing, loading, maintaining, or auditing web content functionality. The **Technology Director** will be responsible for reviewing and evaluating new material that is published by **IT Department** and uploaded to the website for accessibility on a periodic basis. The **Technology Director** will be responsible for reviewing all areas of the District's website and evaluating its accessibility on a periodic basis, and at least once per quarter. Any non-conforming webpages will be corrected in a timely manner. This policy shall be available to the public via a link entitled "Accessibility," which shall be located on the District's homepage.

8910 ACCESS TO SCHOOL BUILDING

The purpose of this regulation is to establish responsibility for administration of school building key control and to designate individuals authorized to have possession of school keys/key cards.

General

1. Master keys/key cards are authorized to be in the possession of the following individuals:
 - a. Superintendent
 - b. Principal
 - c. Maintenance and custodial staff
 - d. Business Manager/Clerk
 - e. Administrative Secretary
2. No other authorization for master keys / key cards will be given except by the Superintendent *or Building Principal*.
3. Lending of school keys / key cards is prohibited ~~under any circumstances~~ *unless authorized by a school administrator*.
4. The unauthorized use of master keys / key cards or any school employee possessing an unauthorized master key / key cards shall be reported to the Superintendent for appropriate action.

Additional Responsibilities

Administration and other accountable individuals are responsible for repossessing school keys / key cards when an employee terminates. Keys may not be loaned to non-employees for any reason.

Exceptions

Requests for exceptions to the preceding authorizations and responsibilities may be addressed to the Superintendent. Such requests shall be reviewed on an individual basis to assure optimum security of the facility concerned.

Procedures

The following procedures pertain to school keys:

1. Requests for keys / key cards shall be submitted to the *Building Principal or Superintendent*.
2. Justification for all keys/ key cards must accompany requests. Each key issued shall be recorded by the ~~District Clerk~~ *Building Principal*.
3. Keys shall not be passed to a successor.
4. Requests for repairs to keys or locks shall be submitted to the Administration as a maintenance requirement.
5. ~~One copy of each key shall be tagged and marked for each entrance and deposited in the centrally located key case.~~
6. An audit of all outstanding keys shall be conducted at least once each school year by the ~~Administration or the District Clerk~~ *Building Principal or Superintendent*.
7. Duplicating keys is not permitted without approval by the Administration.
8. Co-curricular sponsors/coaches must turn in keys at the close of their season prior to receiving their stipend, unless other arrangements have been made with the administration.

The board has established a \$10 fee for replacement key fobs if the initial fob is damaged or lost. All lost or damaged fobs must be reported within 48 hours to your Building Principal and/or Superintendent. The board states in regards to policy 8910, they would like to see an addition of the public groups that have the fobs have to pay a deposit for use and if they don't return the fob, they do not receive the deposit back. Mr. Wrzesinski states staff would like to use the complex and do not have key fobs yet, therefore, need to get the policy approved and changes can be made at a later date for those type of changes; the administration would like to get fobs to staff so the facility can be used as intended.

Mike Gunderson moved to approve revisions to policies 1006FE, 3224, 5122F, 1014FE, 1014FE-F1, 4350 & 8910 as presented. Johnna Koenig seconded the motion; motion carried unanimously.

Angel Wyrwas leaves the meeting.

COMPLEX MANAGER REPORT

They started selling key fobs with memberships; the heat exchanger will be replaced next Thursday/Friday and as the weather gets colder, hope to see the kids start to swim more to bring up attendance numbers.

MAINTENANCE REPORT

Still trying to finish up the key fob system; they handicap door by the gym had to be fixed and then some programming issues still happening, but it should be up and running to be fully implemented for staff soon.

TECHNOLOGY DIRECTOR

Since the fob policy has been accepted, fobs will be ready to hand out to staff by the next staff meeting in October. Chairperson Follmer inquired if there would be any way to utilize the website for coaches and teachers so they are not going out to social media and posting on it; Mr. Anderson states they can use the website, but the coaches/staff have to update them and keep up with it but will look into options.

PRINCIPAL'S REPORT

ELEMENTARY PRINCIPAL, BO LINGLE

Positive Choices assemblies will be September 20th and parent session on September 19th; wrapping up DIBELS tests this week and MAPs testing in Longfellow will be the last week of September.

HIGH SCHOOL PRINCIPAL/AD, DAVID BREITBACH

MAPs testing at the high school will be last week of September; met with concession managers and advisors and they are working hard to get the kids to help out more – will have more to report later.

Last month with the District hosting a very large funeral for a former student, Stevenson Funeral Home expressed their gratitude and also a letter to the District setting out guidelines if/when this ever happens to use the facilities if need be. Board agrees not to charge a fee at this time if the facilities are needed for a larger funeral.

VICE PRINCIPAL, JACOB GION

Juniors went to Glendive today for a Career Fair; took a group of freshman to Bowman today as well for Freshman Impact assembly and it was a great experience and talked about maybe bringing it to Baker next year. Homecoming is week of September 25th and started to work on Math Intervention programs for students that struggle.

SUPERINTENDENT'S REPORT

SUPERINTENDENT, JON WRZESINSKI

Attended the Coop meeting and SEMASS meeting in Miles City where discussion was had about the upcoming budgetary cuts from the State level. It was also discussed safety training for all those involved with concessions; at this time it is not mandatory, but we will have to look into it.

There being no other business, meeting adjourned at 8:22 pm.

Clerk

Chairman