

REGULAR MEETING

June 21, 2022

6:00 PM

The regular meeting of the Baker School Board was called to order by Chairperson Johnna Koenig at 6pm in the Boardroom of Baker High School. Trustees Quentin Burdick, Klint Flint, Dalon Dyke and Samm Schermele were in attendance. Also present were Superintendent Aaron Skogen, Vice-Principal/AD Bo Lingle, District Clerk Jennifer Mettler, Technology Director Scott Anderson, and Head Custodian Mardi Brown; Elementary Principal Erin Nevers was absent. Guests were Maranda Hastig, Emily Palo, Tim Robinson, and Karen Hedglin with McKinstry.

Consent Items:

The bills, investment report, activity account report, journal adjustments, and minutes were reviewed by the trustees; claim checks 57777 to 57853 were reviewed and approved. There being no objections, Chairperson Koenig approves the consent items as presented.

PUBLIC COMMENT

None

EDUCATION REPORT

None

ACTION ITEMS

EXTRACURRICULAR CONTRACTS

Mr. Lingle presents to the board contracts for extracurricular positions for the 2022-23 school year. The following are being recommended to hire:

Jason Coulter – Head Girls Basketball
Sheila O'Connor – Asst Girls Basketball
Jay Hoversland – MS Boys Basketball
Tom Breitbach – MS Boys Basketball
Halle Burdick – Asst Girls Volleyball

Klint Flint moved to hire the coaches as presented for the 2022-23 school year. Quentin Burdick seconded the motion; motion carried unanimously.

INDIVIDUAL TRANSPORTATION CONTRACTS 2022-23

Mrs. Mettler presented to the board the individual transportation contracts for the 2022-23 school year; these contracts are for those over 3 miles from the nearest bus stop/school.

Quentin & Lisa Burdick
Chris & JaNae Crawford
LeRoy Tronstad
Tina Crawford
Jessica Johnson

Klint Flint moved to approve the individual transportation contracts as presented for the 2022-23 school year. Samm Schermele seconded the motion; motion carried unanimously.

TUITION RATES 2022-23

Mrs. Mettler presented to the board the tuition rates for the 2022-23 school year. It is recommended to continue to charge the maximum rate allowed by OPI for State placed and other school district placements and continue to not charge the parent/guardian requests.

Quentin Burdick moved Baker School District #12 tuition rates for the 2022-23 school year be set at the State maximum for other district and the State and be set at \$0.00 for parent/guardian requests. Klint Flint seconded the motion; motion carried unanimously.

OBSOLETE EQUIPMENT LIST TO SELL

Mr. Anderson presents to the board a list of obsolete technology equipment to sell online; he will price all the equipment at reasonable resale prices and post on the schools website and it will be a first-come-first-serve.

Mr. Skogen adds the elementary library would like to offer up old books as well.

Klint Flint moved to sell the obsolete computers at a set price to the general public in July 2022 and to include the books from the elementary library. Samm Schermele seconded the motion; motion carried unanimously.

POLICY REVISIONS

Mr. Skogen presents to the board the recommended policy revisions from MTSBA.

Policy 1520 – Board Staff Communications – This policy has been updated to clarify that the provisions do not limit a staff member's right to comment during a board meeting under the Montana Constitution. These are required updates for those districts that have previously adopted the policy.

Policy 2167 – Correspondence Courses – This policy has been updated to clarify that correspondence courses which a district does not pay for may not be included in the ANB calculation. A district can include those students taking a course "provided at district expense" in the ANB calculation as authorized by Policies 2050 and 3121 and Section 20-9-311(11), MCA, and Section 20-1-101(17), MCA. These are required updates for those districts that have previously adopted the policy.

Policy 2168 – Distance, Online, and Technology Learning – This policy has been updated to clarify that distance learning courses which a district does not pay for may not be included in the ANB calculation. A district can include those students taking a course "provided at district expense" in the ANB calculation as authorized by Policies 2050 and 3121 and Section 20-9-311(11), MCA, and Section 20-1-101(17), MCA. These are required updates for those districts that have previously adopted the policy.

Policy 2170 – Digital Academy Classes – This policy has been updated to clarify that digital academy courses which a district does not pay for may not be included in the ANB calculation. A district can include those students taking a course "provided at district expense" in the ANB calculation as authorized by Policies 2050 and 3121 and Section 20-9-311(11), MCA, and Section 20-1-101(17), MCA. These are required updates for those districts that have previously adopted the policy.

Policy 2312 – Copyright – The policy has been updated to address the use and display of dramatic performances, musical works, motion pictures, or television programming in the school setting consistent with federal copyright law. These are required updates for those districts that have previously adopted the policy.

Policy 5121 – Applicability of Personnel Policies – This policy has been updated to include a provision on professional development plans as outlined in ARM 10.55.714. These are recommended updates for those districts that have previously adopted the policy.

Policy 5223 – Personal Conduct – This policy has been updated to specifically include a provision prohibiting secretly recording others as outlined in state law. This is a required update.

Policy 5314 – Substitutes – This policy has been updated to distinguish between classified and certified substitute staff and specify procedures for each type of substitute. These are recommended updates for those districts that have previously adopted the policy.

Policy 2510 – School Wellness – This policy has been updated to reflect changes to state and federal school wellness guidance and the names of specific programs. Alternative 2 of this policy has been removed from the MTSBA Model Policy Manual. All districts are now expected to adopt the updated version of Alternative 1 to comply with state and federal guidance. These are required updates for those districts that have previously adopted the policy.

Policy 3121 – Enrollment and Attendance Records – This policy has been updated to specifically authorize ANB for students enrolled for exceptional circumstances in accordance with Policy 1010FE/3100 and to update legal citations. This is a required update for those districts that have adopted an exceptional circumstances policy.

Policy 3310 – Student Discipline – This policy has been updated to specifically prohibit violations of state and federal law and now includes a provision prohibiting secretly recording others as outlined in state law. This is a required update.

Policies 3413F1 and 3413F2 – Immunization Exemption Forms – These are the new forms for Policy 3413 to comply with DPHHS guidance and the changes to Section 20-5-405, MCA, as adjusted by HB 334 (2021). These are required updates for those districts that have previously adopted the policy.

Policy 3416 – Administering Medicines to Students – This policy has been updated to clarify that an authorized physician may provide guidance on student medication and not only a school physician. These are required updates for those districts that have previously adopted the policy.

Policy 3612, 3612F and 3612P – Student Use of District Provided Technology – This policy and its related form and procedure have been updated to include district equipment that is issued to students. This change expands the policy to include more than just networks and accounts. It now includes physical equipment used or issued to a student. These are recommended updates for those districts that have previously adopted the policy.

Policy 5228P – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – This policy has been updated to clarify the definitions and procedures associated with post-accident drug testing as specified in federal law.

Policy 5450, 5450F, and 5450P – Employee Use of District Provided Technology – This policy has been updated to include district equipment that is used by or issued to staff. The policy now includes a related form and procedure. This change expands the policy to include more than just networks and accounts. It now includes physical equipment used or issued to a staff member. These are recommended updates for those districts that have previously adopted the policy.

Klint Flint moved to approve the policy revisions for all board policies presented. Quentin Burdick seconded the motion; motion carried unanimously.

PROFESSIONAL DEVELOPMENT CALENDAR

Mr. Skogen presented to the board the professional development calendar for the 2022-23 school year. The following is the calendar presented and approved by the BEA:

- August 22nd (Full Day)**
 - o Breakfast – Longfellow Cafeteria (all staff)
 - o Shawna Heiser - Behavioral Management & Trauma Informed Instruction
- August 23rd (Full Day)**
 - o First Aid/CPR
 - o Lincoln & Longfellow ELEM Open House (5:30pm--7:00pm)
- August 25th**
 - o 7-12 Open House (6:00pm--7:00pm)
- September 21nd (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- 8 Keys of Excellence (strategies for implementation)
 - o K-6 -- Shawna Heiser
- September 26th (Full Day--NO SCHOOL)**
 - o Quantum Learning -- *Classroom Culture & Management Part II*
- October 20th-21st (NO SCHOOL)**
 - o Montana Teachers Convention (MFPE)
- October 26th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- Quantum Learning Follow Up
 - o K-6 -- Zones of Regulation Book Study
- November 1st (Holiday Schedule 1:29 Release)**
 - o Parent Teacher Conferences
- November 16th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- Curriculum Mapping
 - o K-6 - Secret Stories or ELA
- December 14th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- Curriculum Mapping
 - o K-6 -- Zones of Regulation Book Study
- January 16th (Full Day--NO SCHOOL)**
 - o Quantum Learning -- *Design & Delivery for Learning Part I*
- February 8th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- Building Level PLCs (safety committee, handbook committee, event committee, etc.)
 - o K-6 -- K-2 Fastbridge Data Review, 3-6 SBAC Test Prep
- March 15th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- Building Level PLCs (safety committee, handbook committee, event committee, etc.)
 - o K-6 -- Math Curriculum Committee Presentation
- April 19th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- PD Calendar
 - o K-6 -- Grade Level Meetings, PD Calendar
- May 17th (Wednesday 2:30pm--3:50pm)**
 - o 7-12 -- Curriculum Mapping
 - o K-6 -- Grade Level Meetings

Quentin Burdick moved to approve the professional development plan for the 2022-23 school year as presented. Klint Flint seconded the motion; motion carried unanimously.

CROSS-COUNTRY COOP WITH GLENDIVE HIGH SCHOOL

Mr. Lingle presents to the board the request to re-instate the coop with Glendive High School for the sport of cross country. The arrangement has been the athletes have workout schedules they receive from the Glendive HS coach and they train themselves at Baker HS. Athletes arrange transportation on their own to

meet with Glendive HS for meets and/or practices. Coops can be a maximum of three (3) years after which they must be renewed in order to continue.

Quentin Burdick moved to approve a coop with Glendive High School for cross-country for the 2022-23, 2023-24, 2024-25 school years. Samm Schermele seconded the motion; motion carried unanimously.

CLASSIFIED CONTRACTS – DISTRICT CLERK & HEAD OF MAINTENANCE

Chairperson Koenig stated she visited with Mr. Skogen about the contracts for the District Clerk and Head of Maintenance which are the only two contracts not on salary schedules. She would like to work on getting them on a scale to help with contracts and recommend Mrs. Jen Mettler \$.75/hr raise and Mrs. Mardi Brown \$.70/hr raise.

Klint Flint moved to approve the raises for Mrs. Brown and Mrs. Mettler as presented for the 2022-23 school year. Quentin Burdick seconded the motion; motion carried unanimously.

PERMISSION TO PAY BILLS THROUGH JUNE 30, 2022

Mrs. Mettler asks the board for permission to pay bills through the end of the fiscal year until the next board meeting. Klint Flint moved to allow the District Clerk to pay bills through June 30, 2022. Samm Schermele seconded the motion; motion carried unanimously.

CANCELLATION OF JULY BOARD MEETING

Chairperson Koenig stated with lack of agenda items would entertain a motion to cancel the July board meeting. Quentin Burdick moved to cancel the regularly scheduled board meeting for July 12, 2022. Klint Flint seconded the motion; motion carried unanimously.

SAFE RETURN TO SCHOOLS & CONTINUITY OF SERVICES PLAN

No changes to the plan at this time; no board action.

REPORTS:

1. COMPLEX

Lessons have started at the complex and private lessons will start next week after swim lessons and go for only 1 week.

2. MAINTENANCE, Mardi Brown

Thursday May 19th I took all the water samples needed for lead testing and sent them to the lab in Billings. Report came back with only 2 issues. The RO in Brethbachs room was very high. We will have the filters changed and will resample. Another issue is the workroom sink which needs to be flushed more often.

BHS classrooms 27,28,30 and Longfellow teachers lounge, workroom and restroom have been cleared out and abated. Scott Kilsonk has the flooring in the Longfellow almost completed and will definitely have it finished before Summer School starts. Kirk will put the toilet back in and install the new vanity. Emily will be painting those rooms to give it a new updated look.

Thursday June 2nd Todd Griffith and crew came and covered the scoreboard for us again. They do a great job for us year after year.

We closed Lincoln and BHS gyms on June 7th for cleaning and prepping for Bruco.

Lincoln gym was done on thursday June 9th and BHS floor was done on Friday.

BHS gym will be open before we start the Longfellow gym project.

June 14th Sarah with Mckinstry was on site to put a data sensor in the weight room sump pump. This is to record the amount of water that's being pumped daily.

Custodial staff are busy cleaning rooms and getting us ready for the 2022-23 school year.

3. TECHNOLOGY, Scott Anderson

Longfellow Stage Microphone Equipment Install Date - June 27, 2022

Equipment already assigned a number will be listed for sale by the end of the month. Might still have a additional items at the August meeting.

AUE (Auto-Update Expiration) explanation - Security & Hardware

<https://www.maketecheasier.com/chromebook-expiration-date/>)

“Every Chromebook comes with an AUE, which stands for “Auto Update Expiration” date. Essentially, this is an expiry date for your device. Beyond the AUE date, your device won’t be updated and will become obsolete.

Initially, Chromebooks could only last through five years of operating system and security updates. Later, Google changed this to 6.5 years before settling for eight. From the Chromebook help page, Google clarifies that you’ll receive software updates until the AUE date. On the very day your Chromebook expires and onwards, there will be no new updates.

While the concept of an expired laptop isn’t new, Chromebooks are slightly different in this respect.

For instance, take your standard Windows 8 laptop. When your OS expires, there's no problem, as you just upgrade to Windows 10 or Windows 11 (if your device is compatible). With ChromeOS, it isn't that simple. Once your Chromebook hits its AUE date, the hardware expires. And that's it – there are no more updates. Your Chromebook will still run – but without software and security support.”

4. PRINCIPALS

- a. **ELEMENTARY PRINCIPAL, Erin Nevers**
Absent but reported previous board meeting
- b. **HIGH SCHOOL PRINCIPAL**
Reported previous board meeting
- c. **VICE PRINCIPAL/ATHLETIC DIRECTOR, Bo Lingle**

5. SUPERINTENDENT, Aaron Skogen

Karen Hedglin with McKinstry presents to the board some plans for structure updates/work with some costs to come at the August board meeting.

Current Openings: Paraprofessional and Complex Manager

Handbook Changes: no early dismissal for 7&8 grades, no cell phones all day – only during passing times and before/after school, if student fails to pass they will not be allowed to walk at graduation and some training rules cleanup. The new HS Principal, Mr. Vergara has some things to change with training rules as well.

Next scheduled board meeting is August 16, 2022 at 6 pm.

There being no other business, meeting adjourned at 7:00 pm.

s/ Jennifer Mettler

Clerk

s/ Johanna Keenig

Chairman