

Board of Trustees Regular Meeting – October 19, 2020

The Board of Trustees of Joliet School District No. 7 held a regular meeting on October 19, 2020 at 7:00 p.m. in the Joliet School Library. Board Members present were Melvin Stene, Justin Oswald, Sharon Songstad, Doug Whitehead, Kathy Grewell, and Josh Bachler. Also present were Allison Evertz, Superintendent, Clark Begger, Elementary/MS Principal, and Felicia Smith, District Clerk/Business Manager. Visitors in attendance were: Mandi Hernandez, Stacie Nardinger, Sean Sullivan, William George, Mary George and Scott Blain.

Melvin Stene called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Mr. Stene welcomed guests, explained procedure and asked for public comment.

Justin Oswald made a motion to accept the consent agenda. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

IV. Reports

- a. Student Council – Sean Sullivan reported on Homecoming week. The student council is working on ideas for sending teams off for playoffs. Plans are being made to participate in Flakesgiving.
- b. Athletic Director – Mandi Hernandez reported that the Cross Country team will leave for State on Thursday. Volleyball will have Districts next week. Football will begin playoff games on October 31st. Middle School Girls' Basketball has begun. High school basketball and wrestling will not begin practices until December 7th per MHSAA.
- c. Building Report – A building report was provided in the Board packet for review. Superintendent Evertz highlighted the new shower and eye washing stations; boiler inspections; a new custodian will be hired; foggers have arrived on campus; 52 temperature stations have been installed; the roof project is complete; irrigation has been winterized; an ADA compliant door has been installed; cameras have been installed in the crow's nest; the crow's nest will need some attention prior to next season.
- d. Public Health Officer – Dr. William George came to the Board meeting to give an update on COVID-19 and its effect on schools and communities. Stakeholders submitted questions that were posed to Dr. George.

V. Correspondence – Correspondence was provided to the Board.

VI. Unfinished Business

- a. New School Vehicle – The district purchased a 2018 Silver GMC Yukon on Thursday, October 8, 2020. It has roughly 44,000 miles and cost \$46,085.
- b. Phone Installation – Comtech has begun installation of new IP phones. The phone numbers will be ported on October 28, 2020. The cost of the new phone system is \$15,863.

VII. New Business

- a. Substitute Teacher Shortage – The District has always experienced a shortage of substitute teachers. With the current health crisis, that shortage has become more acute. Many school districts are creating incentives to attract substitute teachers by increasing the daily rate significantly. Superintendent Evertz previously recommended hiring a permanent roving substitute teacher for \$14 per hour through December 31st. Due to various circumstances,

that did not come to fruition. Superintendent Evertz would like to recommend that the Board approve a daily rate increase for substitute teachers to \$14 per hour through December 31, 2020. This would allow the District to utilize the CRF grant money from the Governor's office to pay for the substitutes.

Justin Oswald made a motion to approve the increase in substitute pay to \$14 per hour through December 31, 2020 using CRF money. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

- b. COVID-19 Designee Stipend – The District now has a COVID-19 designee who fulfills many roles during this health crisis such as: communicating with Public Health, school administrators, staff, students and families; and assisting Public Health in contract tracing. These duties are quite time consuming and are to be accomplished in addition to the designee's regularly scheduled duties.

Sharon Songstad made a motion to approve the \$1,000 stipend to be paid out of CRF money to the appointed designee (Mandi Hernandez) by December 31, 2020. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

- c. Analytics of Staff Quarantine – The trustees were asked to consider, over the next month, what course should be taken if the District gets to a point where it cannot adequately staff the school for normal operations. Options include: a two-week closure, or a hybrid model through the semester.
- d. National Honor Society Stipend – The District does not currently have an established stipend for the advisor of the National Honor Society, as do most other districts. The individual who was the advisor has retired. Our program is not particularly strong because there is no stipend attached to the role. Initial research shows that other districts pay between \$375 and \$1,000. Due to the various responsibilities of the chapter advisor, Superintendent Evertz would like to recommend that the NHS advisor position be paid an \$850 stipend.

Doug Whitehead made a motion to approve an \$850 stipend for the NHS advisor position (pending memorandum of agreement with the JTA). Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

- e. Parent-Teacher Conferences – The Administration has decided to cancel traditional parent/teacher conferences due to COVID-19. The conferences were originally scheduled for November 10th and 11th. Parents will receive a letter with options for them to contact the teacher to set up a time that is mutually agreeable to be held either by phone or by zoom.
- f. Policy 7425F-Class Fundraising – The advent of COVID-19 and the ensuing cancellation of various activities for students necessitated changes in the financial management of funds collected by clubs and/or classes. Montana School Boards Association has updated this policy to reflect the ability, under specific circumstances, for some flexibility in the use of funds raised by students.

Kathy Grewell made a motion to approve the first reading of Policy 7425F. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

VIII. Personnel

a. Resignations

Supt. Evertz recommended that the Board accept the resignation of Amber Lemoine from the kitchen effective immediately.

Justin Oswald made a motion to accept the resignation of Amber Lemoine effective immediately. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board accept the resignation of Brenda Lelevier from the kitchen effective immediately.

Kathy Grewell made a motion to accept the resignation of Brenda Lelevier effective immediately. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

b. Hiring

Supt. Evertz recommended that the Board approve the hiring of Linda Mickle at \$15.00 per hour through December 17, 2020.

Sharon Songstad made a motion to hire Linda Mickle at \$15.00 per hour through December 17, 2020. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of Diane Manis as kitchen help at \$12.50 per hour for 30 days.

Justin Oswald made a motion to hire Diane Manis as kitchen help at \$12.50 per hour for 30 days. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of Melissa DuBose at \$12.50 per hour as kitchen staff.

Josh Bachler made a motion to hire Melissa DuBose at \$12.50 per hour as kitchen staff. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of Kendall Denham as the Assistant Middle School Track coach for the 2020-21 school year.

Justin Oswald made a motion to hire Kendall Denham as the Assistant Middle School Track coach for the 2020-21 school year. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of Crystal Wright as the Head Middle School Girls' Basketball coach for the 2020-21 school year.

Justin Oswald made a motion to hire Crystal Wright as the Head Middle School Girls' Basketball coach for the 2020-21 school year. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of George Warburton as the 5-6 Grade Boys' Basketball coach for the 2020-21 school year.

Josh Bachler made a motion to hire George Warburton as the 5-6 Grade Boys' Basketball coach for the 2020-21 school year. Sharon Songstad seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of Paige Smith as the Head Middle School Boys' Basketball coach for the 2020-21 school year.

Josh Bachler made a motion to hire Paige Smith as the Head Middle School Boys' Basketball coach for the 2020-21 school year. Justin Oswald seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Supt. Evertz recommended that the Board approve the hiring of Dylan Smith as the Assistant Middle School Boys' Basketball coach for the 2020-21 school year.

Justin Oswald made a motion to hire Dylan Smith as the Assistant Middle School Boys' Basketball coach for the 2020-21 school year. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

IX. Superintendent/Principal/Business Manager Reports

Superintendent – Ms. Evertz advised the Board on: terms of employment accreditation and master schedule progress; e-grants consolidated grant application completion; concert in “the park”; and the interest based bargaining meeting taking place October 21, 2020.

Principal – Mr. Begger provided the Board an update on: K-7 instruction; elementary IAT meeting; textbook adoption; Halloween festivities; students/staff of the month; and Veteran's Day plans.

Business Manager – Ms. Smith provided the Board with reports of all claims paid, payroll disbursements, and a financial statement.

- X. Executive Session** - Melvin Stene determined that the discussion relates to a matter of individual privacy that clearly exceeds the merits of public disclosure and closed the public meeting and went into Executive Session. Mr. Begger was excused from the meeting. Dawn Blain joined the meeting via Zoom.

Executive Session began at 8:53 p.m. The trustees returned to regular session at 9:38 p.m.

- XI. Items for Next Agenda**
Exterior Grounds Walk

- XII. Next Board Meeting Date**
The next regular Board meeting will be held November 9, 2020 at 7:00 p.m. in the Joliet School Library.

XIII. Adjournment

Kathy Grewell made a motion to adjourn the meeting at 9:39 p.m. Josh Bachler seconded the motion. There was no discussion and no public comment. The motion was unanimously carried.

Approved 12/14/2021

Clerk 

Chairman 