

February Agenda

Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Monday, February 7, 2011 at 7:00 pm** at the Gallatin Gateway School Multipurpose Room. (All policies mentioned in the agenda can be found at www.gallatingatewayschool.com.)

Call to Order

Pledge of Allegiance

Presiding Trustee's Explanation of Procedures (GGS Policy #1441 & 1420F)

Public Comment- Non Agenda Items (GGS Policy #1441 & #1420F)

Guest(s)

Mr. Vanderbeck & 8th Grade Class- Washington D.C. Trip- May 8-12, 2011

Consent Agenda

Minutes – January 10, 2011- special meeting & January 10, 2011-regular meeting (GGS Policy #1420 & #1401); **Finance** - Warrants (GGS Policy #7310 & #7326), Budget vs. Expenditure Report (GGS Policy #7310 & #7326), Cash Reconciliation (GGS Policy # 7410), Extra-Curricular Recap and Reconciliation (GGS Policy #7425), Food Service Program Reports (GGS Policy #8200); **Hire-Classified/Certified Substitutes** (GGS Policy #5120)

Old Business

Quality Schools Grant Program (GGS Policy #7110 & #7210)

Superintendent's Report

New Business

Dishwasher Bids- Food Service Program (GGS Policy #7320)
School Board Annual Review of Policy- 3000 Series, 4000 Series, 5000 Series (GGS Policy #1310)
Board Negotiating Team (GGS Policy #1130)
2011-2012 Budget Discussions (GGS Policy #1111
RTI, Custodial Services, Aide Salary, Tech Levy, Building Reserve, Textbook review, Maintenance, Insurance, Negotiations, Finance Newsletter, and other budget topics for discussion
Purchasing- GGS Policy #7320
Authorization of Signatures- GGS Policy #1332
Lesson Plan- GGS Policy #2123

Adjournment

*Note: 2011-2012 Budget Meetings: February 7, March 7, March 28, April 4

Regular Meeting, Board of Trustees, Gallatin Gateway School District #35

Open Session

DATE: February 7, 2011

TIME: 7:00 PM

PLACE: Gallatin Gateway School Library

MEMBERS

PRESENT: Erik Yager, Chair
Celia O'Connor, Vice Chair
Wayne Thiem

MEMBERS

ABSENT: Cheryl Arnaud
Cheryl Deats

STAFF

PRESENT: Dr. Kim DeBruycker, Superintendent; Carrie Fisher, District Clerk; and Tom Vanderbeck, Teacher

OTHERS

PRESENT: Jamie Massey

CALL TO ORDER

The meeting was called to order at 7:03 pm.

Board Chair Erik Yager explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School Policy #1441. He stated that prior to a vote the public may comment on agenda items. There will be time for public comment on non-agenda items. Public comment periods are not intended to be a question and answer session and may not include discussions of performance, evaluations or anything that may infringe on any person's right to privacy.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

GUESTS

Mr. Tom Vanderbeck provided the Board with information about the proposed eighth-grade class trip to Washington DC May 8-12, 2011. He provided a planned itinerary, budget, and the current funds available for the trip. Mr. Vanderbeck requested the Board's approval to travel out of Montana with the class; he noted that the students and parents will fundraise to cover the expenses of the trip.

A motion was made by Vice Chair Celia O'Connor to approve the eighth-grade class trip to Washington DC May 8-12, 2011 and allowing students and parents to fundraise to pay for the expenses of the trip. Trustee Wayne Thiem seconded the motion. For: O'Connor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

CONSENT AGENDA

A motion was made by Vice Chair Celia O'Connor to approve the minutes for the January 10, 2011 - special meeting and the January 10, 2011 - regular meeting; approve warrants #30546-30610 and the direct deposit payroll. (Voids-none); Expenditure vs. Budget Report dated February 4, 2011; Cash Reconciliation as of December 31, 2010 dated February 4, 2011; Extra-Curricular Expenditure and Reconciliation Report as of February 7, 2011 with a balance of \$41,793.30 and January 2011 Food Service Reports, including inventory as of January 30, 2011. Trustee Wayne Thiem seconded the motion. For: O'Connor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

OLD BUSINESS

Dr. DeBruycker, Superintendent discussed the Quality Schools Grant Program and reviewed the Environmental Checklist. She explained that the community will be invited to attend the March 7, 2011 Board meeting to give input and suggestions on the needs of the school facility and to hear the presentation by Shawn Murray and Alan Anseth.

SUPERINTENDENT'S REPORT

Dr. Kim DeBruycker presented the following information with the Board: 1) Girls' Basketball- Coach Duane Walker; 2) Primary Clinic Schedule; 3) 8th Grade Sweetheart Spaghetti Supper Update; 4) Skate day- 1st -3rd Graders- February 10th; 5) Wrestling Practice Begins- February 14th; 6) Wrestling Tournament Schedule; 7) Dental Screenings Grades K-5- February 23rd; 8) NAEP for Grades 4 & 8- February 22nd; 9) Gateway Community Dinner- February 23rd from 5-7pm; 10) Museum of the Rockies Field Trip- Kindergarten & 2nd Grade- February 25th; 11) 7th/8th Girls' Basketball Tournament at Heritage Christian School- February 25th & 26th; 12) Jammin' with Diamonds & Dine with DeBruycker- March 4 from 5-7pm at GGS; and 13) CRT Testing- March 1st- 3rd.

NEW BUSINESS

The Board reviewed and discussed options available to the district to obtain a new dishwasher for the kitchen. The Board discussed the pros and cons for the district to purchase vs. lease a dishwasher. Board Chair Erik Yager recommended the district lease a dishwasher rather than purchase one because often times they are poorly built and require frequent maintenance. He noted that maintenance is very expensive and noted that regular maintenance is included in leases and most likely the district would recover its maintenance costs within the first two years of a lease. Trustee Wayne Thiem expressed his concern about the cost of service calls for a leased machine.

A motion was made by Vice Chair Celia O'Connor to appoint Superintendent DeBruycker to negotiate with vendors and enter into a lease agreement if it is the best option for a dishwasher for the kitchen. For: O'Connor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

After a review of GGS Policies in the 3000, 4000 and 5000 series. A motion was made by Vice Chair to approve policies in the 3000 & 4000 series, but review the 5000 series again at the March 7, 2011 meeting. The motion was seconded by Trustee Wayne Thiem. For: O'Connor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

Due to personal reasons Trustee Cheryl Deats will not be able to serve on the Board's Negotiations Committee. The Board appointed Trustee Wayne Thiem to the Negotiations Committee to replace Trustee Deats.

The Board discussed the following topics and their impact on the 2011-2012 general fund budget: RTI (Response to Intervention), Custodial Services, Special Education Aide Needs, Curriculum and Textbook Review for Social Studies, Building and Grounds Maintenance, Insurance, Certified Staff Contract Negotiations, Kindergarten Schedule, Newsletters, Technology Inventory and the Tech Levy, and the Building Reserves.

Public Comment: Jamie Massey commended the Board for their wonderful utilization of staff in a small school that was, in her opinion, underfunded.

The Board reviewed GGS Policy #7320- Purchasing. Trustee Wayne Thiem recommended the Board maintain the \$25,000 limit on purchases not requiring Board approval. Board Chair Erik Yager noted that public money should be hard to spend even if it has already been budgeted. Vice Chair Celia O'Connor explained that even though the Board has trust in Superintendent, it must be sensitive to the perception of the community. Board Chair Erik Yager agreed, but noted that \$25,000 can be spent fairly quickly in today's marketplace, but felt that the state's limit of \$50,000 was too excessive. He recommended \$35,000. The Board did not make a motion to change the policy and the amount remains \$25,000.

Public Comment: Jamie Massey noted that the lower the amount allowed for the Superintendent to spend without Board approval would mean the Board may have to meet more often to ensure the needs of the district are met in a timely manner.

The Board reviewed GGS Policy #1332- Authorization of Signatures as requested at the January 10, 2011 regular meeting. The Board did not change the policy.

The Board reviewed GGS Policy #2123- Lesson Plan as requested at the January 10, 2011 regular meeting. After some discussion, the Board revised the policy to include past practices for teacher submission of lesson plans, including pacing outlines, teaching objectives, and substitute plans/folder. The Board recommended the policy read: "To insure proper planning and continuity of instruction, the Board requires that each teacher prepare lesson plans for daily instruction. To facilitate more effective instruction, curricular pacing outlines are due digitally by September 15 for the school year in each curricular area of teaching. Lesson plans are to be prepared digitally and emailed to the building administrator before 9am every Monday for the week. On the first of each month teachers post monthly teaching objectives on the school bulletin board for their curricular areas and on or before the 5th of each month these teaching objectives are posted to the teacher web page for the school district. The teacher must develop a digital substitute folder, which should be readily available when a substitute teacher is needed."

A motion was made by Vice Chair to approve revisions to GGS Policy #2123- Lesson Plan. The motion was seconded by Trustee Wayne Thiem. For: O'Connor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

ADJOURNMENT

A motion was made by Vice Chair Celia O'Connor to adjourn the meeting. The motion was seconded by Trustee Wayne Thiem. For: O'Connor, Thiem, and Yager. Opposed: none. Motion passed unanimously.

Meeting was adjourned at 8:43 p.m.


Erik Yager, Board Chair


Carrie Fisher, District Clerk