

WEST VALLEY SCHOOL DISTRICT #1  
BOARD OF TRUSTEES  
West Valley School, Classroom B12, 5:00PM  
September 12, 2016

Board Members Present

Stephanie Nadasi  
Wendy Field  
Jane Wheeler  
Cory Hill

Board Members Absent

Rochelle Nicholson

Also present

Cal Ketchum, Superintendent  
Cindy Foley, District Clerk  
Guests in attendance: Doug Anthony, Brinn Romagnuolo, Erin Grieco, Tina Blair and Brent Benkelman

Chairman Nadasi called the meeting to order at 5:03PM.

PLEDGE OF ALLEGIANCE

Chairman Nadasi led the Pledge of Allegiance.

CONSENT AGENDA

Jane Wheeler noted wording corrections needed within the minutes. Jane Wheeler moved to approve the Consent Agenda with corrections as noted in the August Board Minutes. Cory Hill seconded. The motion passed unanimously.

MONTHLY BILLS

Cory Hill moved to approve the August bills totaling \$154,558.04. Wendy Field seconded and the motion passed unanimously.

CORRESPONDENCE/GUESTS/PUBLIC PARTICIPATION

None.

WEST VALLEY PTO

Nothing to report.

WEST VALLEY TEACHERS ASSOCIATION

Brinn Romagnuolo stated the WVTA is looking forward to another great year and with this being a negotiation year, they will notice the Board in January to begin the process.

## PRINCIPAL REPORT

Principal Benkelman shared that STAR testing had begun in reading and math and would run for two weeks; Neilia Solberg will be presenting and meeting with staff regarding the Lucy Calkins writing curriculum and will also work with staff concerning the Reading Wonders program; Title 1 staff will be working with kids on interventions; and the recent Open House went well with a great turnout.

Tina Blair shared that parents had a “bell” schedule to follow during Open House which allowed them to follow their student’s daily schedule and was very well received; a MT Digital class through U of M has been initiated with students in a German and Spanish class of which nine students are currently involved in this elective. This class could go up to 18 or 20 students.

## SUPERINTENDENT’S REPORT

Mr. Ketchum thanked the Board and Rochelle Nicholson for the staff breakfast on August 30th; the school year is off to a smooth start and Infinite Campus has been well received, with parents having access to the program by the end of first quarter; regarding Curriculum, Mr. Ketchum shared that the Reading Wonders program is being reviewed for 5th grade; a new math curriculum will be reviewed this year; the Principals did a great job presenting the EPAS evaluation tool to the staff; Mr. Ketchum will be attending the AdvancEd Conference the end of September and will have a recommendation for the Board following the conference; the administrative staff will meet with union representatives on Wednesdays following monthly board meetings; Mr. Ketchum will be in Bozeman the end of September for the MT Association of School Superintendents meeting and in Billings for the MT Conference on Educational Leadership the third week of October; the Conference Room will be ready to use in October; wiring is being done for a new copier in the office/staff room area; and the cameras will be completely installed by the middle of September, will remain on at all times, and Mr. Ketchum will provide a map to staff regarding where the cameras are and which ones are equipped with sound.

## ACTION ITEMS:

### 1. Volleyball Coaches - John Chisholm

Mr. Ketchum recommended Mr. Chisholm for the 8th grade volleyball coach. Mr. Chisholm has coached volleyball for the district in the past.

Jane Wheeler moved to approve John Chisholm as volleyball coach. Wendy Field seconded. The motion passed unanimously.

### 2. Job Description - Assistant Cook

Cindy Foley noted we did not have a job description for two of the workers in our food services program which would fall under the assistant cook duties. The proposed job description was received from MTSBA.

Wendy Field moved to approve the Assistant Cook Job Description. Jane Wheeler seconded. The motion passed unanimously.

3. Policy Revisions: 1400-Board Meetings, 2166-Gifted Program, 3121-Enrollment/Attendance Records, 4301-Visitors to School, 4411-Investigations and Arrests by Police, 5122F-Authorization to Release Information, 5232-Abused and Neglected Child Reporting, 5322-Military Leave, 8123-Driver Training and Responsibility, DELETE Policy-4313-Disruption of School Operations

Mr. Ketchum noted that these were all existing policies and noted changes or deletions were in policy notes from Joe Brott at MTSBA. The Board discussed deleting the section referencing a SRO in Policy 4411; Policy 1400 Board Meetings would have blanks filled in as appropriate to West Valley School and our procedures; Policy 4301 would remove checking in with "Principals Office"; Policy 5122F would choose "administration" in last paragraph and would check #4 against our policy as to what the district permits in giving a copy of report to the applicant; Policy 8430 was not included in the August or September packet and Mr. Ketchum will check with MTSBA about putting it on the October Board Agenda.

Jane Wheeler moved to approve the second reading on the policies with additions/revisions noted, with a third reading to be held at the October Board Meeting. Wendy Field seconded. The motion passed unanimously.

4. New Policies: 7535 Electronic Signatures, 7550-Indirect Cost Reimbursement  
It was noted that Policy 7550 was struck in the first reading in September.

Jane Wheeler moved to approve Policy 7535 Electronic Signatures. Wendy Field seconded. The motion passed unanimously.

5. Pure Cleaning Janitorial Contract

Mr. Ketchum noted that the contract with Pure Cleaning will remain the same with the exception of increasing the daily hours to 20 over 16 in the 15/16 school year. The cost per hour of \$25.00 remains the same.

Wendy Field moved to approve the Pure Cleaning contract with the increase to 20 hours per day. Cory Hill seconded. The motion passed unanimously.

Cory Hill asked if there would be some funds available to have someone help with janitorial during the winter months, much like the mowing contract offered in the summer. Mr. Ketchum stated he and the Clerk would review the budget and bring information back to the Board.

6. Out of District students attending in West Valley  
- Kalispell SD#5, Somers, Smith Valley

Cindy Foley shared that the administrators had approved 7 out of district contracts for students, with three in Kindergarten, 1 in third grade, 1 in each sixth, seventh, and eighth grades.

Jane Wheeler moved to approve the Out of District students as presented. Wendy Field seconded. The motion passed unanimously.

7. Annual/Yearbook Editor - Melanie Ruonaavara

Mr. Ketchum stated that Ms. Ruonaavara was interested in again acting as Annual/Yearbook Editor and that she does a very good job.

Cory Hill moved to approve Melanie Ruonavaara as Annual/Yearbook Editor. Wendy Field seconded. The motion passed unanimously.

8. Authorization to Remove/Add Co-signers to Boys/Girls Bank Account

Cindy Foley shared that we have 2 signers on each check written on the Activity Account and would like to remove Nick Hanson and Carrie Burnham as signers on the account, while adding Brent Benkelman and Matt Pollard as signers.

Jane Wheeler moved to approve the removal of Nick Hanson and Carrie Burnham from the account, while adding Brent Benkelman and Matt Pollard. Cory Hill seconded. The motion passed unanimously.

9. Teri Dierenfield, Discipline with Love & Logic Contract

Mr. Ketchum noted that Mrs. Dierenfield usually provides this course in February or March, however would like to hold it in October/November for our West Valley families.

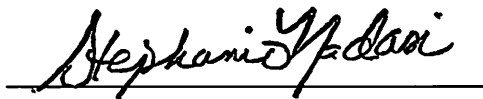
Cory Hill moved to approve the contract with the minimum number of participants as set in spring 2016. Wendy Field seconded. The motion passed unanimously.

INFORMATION ITEMS:

None

ADJOURNMENT

Wendy Field moved to adjourn at 6:09PM. Cory Hill seconded. The motion passed unanimously.



Stephanie Nadasi, Board Chairman



Cindy Foley, District Clerk