FLORENCE-CARLTON SCHOOL DISTRICT 15-6

BE SAFE, BE RESPONSIBLE AND BE RESPECTFUL

"HOME OF THE FALCONS"

School Board Agenda – July 14, 2026

N - O - T - I - C – E

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July 14, 2026 @ 5:00 P.M.

Meeting Location: K-2 Board Room, Long Ave Entrance - K-2 Building

Board Attendance: [ ] - Bobbie Ketelhut; [ ] – Ben Crocker; [ ] – James Kennedy; [ ] – Virginia Mahn; [ ] – Sarah Brucker

NOTE: All meetings will be recorded while in session of a regular board meeting and archived accordingly. Meetings may be viewed after posted to the website: www.florencecarlton.org

Order of Meeting	Presenter:	Motion/Action:

Call to Order – Time: _____ Board Chair

Pledge of Allegiance …… Board Chair (begins)

Approval of Agenda (to include any Revisions):

Motion: "I move to approve the agenda as presented to include any revisions."

Motion made by: _____
Motion 2nd by: _____
Discussion:
Motion: Yes ____ No _____

Community Comments …….. Board Chair

Guidelines for Public Comment are outlined in Board Policy 1420 and 1420F and 1441. The Board Chairperson may place reasonable time limits on any "public comment" period to maintain and ensure effective and efficient operations of the Board. Please sign up for public comment and you will be recognized. Public comments shouldn't pertain to agenda items presented.

Equal Education, Nondiscrimination and Sex Equity

The District will make equal educational opportunities available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious belief, physical or mental handicap or disability, economic or social conditions, or actual or potential marital or parental status. No student, on the basis of sex, will be denied equal access to programs, activities, services, or bene- fits or be limited in the exercise of any right, privilege, or advantage, or denied equal access to educational and extracurricular programs and activities.

Order of Meeting	Presenter:	Motion/Action:

Correspondence: ……. None

Student(s)/Staff Representative Report:

Student Reps as presented (if available) NONE

Business /Finance Report:

a. Finance update **– Audit review (Ms. Bobbie, Deb and Todd) meeting to review any findings. It was a clean audit report (one that hasn't occurred). Always a few things to be reminded of: Clear check and balances when it comes to funds (signing off and having a multi check system).**

Superintendent / Clerk

Administrative Reports:

*** Superintendent:** * General Updates: Mr. Fiske

*Maintenance Updates – District Office Septic Issues, General Maintenance of building, Roofing contract for monthly inspections of school roofs (appears to be aging to 15+ years, minus elementary bldg).

* Outdoor Classroom – Tree removal for safety concerns.

***Administrative Reports (if in attendance; otherwise summary in board packet): NONE**

- Elementary
- Middle School
- High School

Order of Meeting	Presenter:	Motion/Action:

*** Trustee(s) Reports:**

2026 Ballot

Montana School Boards Association

To: MTSBA Member District Board Chairs
From: Lance Melton, Executive Director
Date: June 17, 2026
Re: 2026 MTSBA Membership Electronic Vote

Thank you for your continued membership and engagement in the Montana School Boards Association (MTSBA). Your participation and leadership are essential to advancing MTSBA's core purpose of developing the full potential of each child through school board leadership and mission of supporting Montana's public schools and the locally elected trustees who govern them. We sincerely appreciate your commitment to the Association and to public education across our state.

Please submit your District's **2026 MTSBA Annual Meeting Electronic Ballot** by clicking on the voting link provided below and following the instructions outlined in this communication.

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Annual Meeting and Electronic Voting Process

The MTSBA Annual Meeting was held on June 10, 2026, at MTSBA Headquarters in Helena. The purpose of the meeting was to provide members with an opportunity to review and discuss the items presented in the **2026 Annual Meeting Booklet**. No formal action was taken during the meeting.

Pursuant to the MTSBA Bylaws, Association business may be conducted between membership meetings through an electronic ballot process authorized by the Board of Directors. Relevant bylaw provisions include:

***Article III, Section 7 – Voting Between Meetings of Members**, which authorizes voting by ballot distributed by the Executive Director; and*

***Article XII – Conducting Business Through Electronic Means**, which authorizes the Association to conduct business through electronic methods, including electronic ballots and elections.*

Items Requiring Membership Action

The following matters have been advanced by the MTSBA Board of Directors and are presented to the membership for consideration. Detailed information regarding each item can be found in the **2026 Annual Meeting Booklet** at the page numbers indicated below:

- **Confirmation of MTSBA Principles & Guidelines** (beginning on page 7)
- **Confirmation of the Foundational Elements of MTSBA's DNA** (beginning on page 13)
- **FY28 Dues Revenue Estimate** (beginning on page 37)
  Please note: Members are not voting on their district's FY28 dues assessment. Rather, members are voting on the FY28 Dues Revenue Estimate calculated pursuant to the MTSBA Bylaws.
- **Proposed MTSBA Bylaw Amendments** (beginning on page 40)
- **MTSBA Gap Analysis Resolution for the 2027 Interim and 2027 Legislative Session** (beginning on page 59)
- **Election of MTSBA Representative to the Montana High School Association (MHSA) Board of Directors**, both jointed nominated by the MTSBA Board of Directors. NOTE: Your District will be voting for one (1) nominee (beginning on page 67):
  - Iris KillEagle, Dodson Public Schools Trustee
  - Tom Billteen, Butte Public Schools Trustee
- **Election of MTSBA President-Elect** (page 69)
  Nominee:
  - Jennifer Hoffman, Billings Public Schools Trustee
- **Election of MTSBA Vice President** (page 69)
  Nominee:
  - Stephanie Esch, Stevensville Public Schools Trustee and MTSBA Region 6 Director

Attached Documents

The following documents are attached for your review:

1. **2026 Annual Meeting Booklet** – provides background information and explanations regarding each item on the ballot.
2. **Electronic Ballot PDF** – a printable copy of the ballot for review and discussion prior to submission of your District's official vote.

Electronic Voting Link

Please use the following link to submit your District's official ballot:

https://www.surveymonkey.com/r/2026_MTSBA_Membership_Electronic_Vote

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Instructions for Submitting Your District's Vote

Step 1 – Board Review and Action

Your Board of Trustees should place these matters on its July or August meeting agenda, discuss the issues presented, and take official action on each item.

Step 2 – Complete the Electronic Ballot

Following Board action, the Board Chair or District Clerk (acting on behalf of the Board Chair) should complete the electronic ballot by providing:

- The **name of your school district** (please do not use the district number);
- The **name of the individual submitting the ballot** on behalf of the district;
- The district's vote on each ballot item as directed by the Board;
- The **Board Chair's name**, which will serve as the Board Chair's electronic signature; and
- Submission of the completed ballot.

Step 3 – Submit by the Deadline

All electronic ballots must be submitted no later than:

5:00 p.m. (Mountain Time) on Friday, July 31, 2026

The electronic voting portal will close at that time.

Personnel:

New Hires: …… Superintendent (None)

Order of Meeting	Presenter:	Motion/Action:

New Business: …… Board Chair

1. **Action Item: Move to approve leave of absence for Alicia Anderson to return in a para-educator capacity after completion of her student teaching obligation.**
   Summary: Ms. Anderson is completing her degree in education and will be student teaching in another school district. She is asking to preserve her position while she completes student teaching.

Motion made by: _____
Motion 2nd by: _____
Board Discussion:
Public Comment:
Motion: Yes ____ No _____

2. **Action Item: Move to approve the audit report for the 24/25 SY**
   Summary: Audit completion with no findings (incredible result for a school audit).

Motion made by: _____
Motion 2nd by: _____

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Board Discussion:
Public Comment:
Motion: Yes ____ No _____

3. **Action Item: Move to approve raising the Certified Substitute hourly rate to reflect the hourly rate listed for Year #3 for "Para-Educator" on the Classified Hourly Matrix as adopted by the board. Currently: $16.40 per hour.**
   Summary: Passing this motion will ensure that the rate for substitutes grows accordingly. This eliminates lagging rates over a period of time. Implications are more dollars for retirement payouts, leave payouts, etc. Positive implications will be attracting suitable substitutes in teacher areas. Current rate: $14.20 per hour. This would be a $2.20 per hour increase for teaching substitutes. Note: Without changing the rates – it would be more suitable to sub in a classified position before a certified position.

Motion made by: _____
Motion 2nd by: _____
Board Discussion:
Public Comment:
Motion: Yes ____ No _____

4. **Action Item: Move to approve Third reading of Policy 2700 and AI Use Guidelines.**
   Summary: Adopting an AI policy gives our school district clarity, guardrails, and confidence as AI becomes a daily part of teaching, learning, and operations. It ensures staff and students use AI ethically, safely, and responsibly, while protecting data privacy and aligning with state and federal laws.

Motion made by: _____
Motion 2nd by: _____
Board Discussion:
Public Comment:
Motion: Yes ____ No _____

Order of Meeting	**Presenter:**	**Motion/Action:**
Old Business: ……..	Board Chair	None
Consent Agenda: (can be made in one motion a. – d.) ……	Board Chair	
a. Warrants		
b. Review Budget to Actuals & Cash Report		
c. Journal Vouchers		

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d. Minutes

Motion: “I move to accept the Consent Agenda as Presented.”
Motion made by: _____

Motion 2nd by: _____
Motion: Yes _____ No _____

Next regular meeting …… Board Chair

REGULAR BOARD MEETING: **August 18, 2026 (Date altered due to completion of budget adoption and Trustee Financial Summary)**

Place: K-2 Building – 5:00 pm

Adjournment …… Board Chair Time Noted:

---------- District Office Use: ----------

Board Chair Approval of Prior Board Meeting Minute:

_____ _____

Signature: Date:

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