

SUNBURST SCHOOL BOARD OF TRUSTEES REGULAR MEETING

Tuesday, September 10, 2024
NTCHS LIBRARY – 7:00 PM

1. Call the meeting to order & pledge to our flag
2. Student of the Month Recognition Discussion
3. Consent Agenda Action 1
 - a. Consideration to approve minutes from the August 13, 2024, Regular Board Meeting and the August 20, 2024 Special Board Meeting
 - b. Consideration to approve Warrants, Payroll, & Warrants to Void since last regular meeting
 - c. Athletic Extra-Curricular Hiring for 2024-25
Trish Bergstrom – Speech and Drama Head Coach
Brad Fenger – Volunteer Junior High Assistant Coach
4. Public comments about items that are not on the agenda. Discussion

The Board would like to remind everyone in attendance that public comment is for members of the public to give input on public matters, not personal issues. To avoid violations of privacy, a member of the public wishing to address the Board will NOT be allowed to make comments about any student, staff member or member of the public during his/her designated time to speak. In order to maintain order and to allow everyone the opportunity to speak, the chair may choose to limit an individual's time. By law, the district cannot take any action on matters that come up during public comment.
5. Business Manager's Report Discussion
6. Transportation Director's Report Discussion
7. Technology Report Discussion
8. Athletic Director Report Discussion
9. Elementary Lead Teacher Report Discussion
10. Superintendent's Report Discussion
11. New/Old Business
 - a. Consideration to increase substitute pay to \$100 for certified subs, \$90 for non-certified substitutes, and \$12 per hour for classified substitutes Action 2
 - a. Consideration to appoint Tyler Bucklin as the representative for the Big Sky Special Needs Cooperative Joint Cooperative Board Action 3
 - b. Consideration to approve contracts for the following personnel: Action 4
 - a. Lynn Kimmet – custodian/maintenance
 - c. Consideration to purchase Verkada Intercoms for all entryways Action 5
 - d. Consideration to form a negotiations committee for negotiations with the STO Action 6
 - e. Consideration to update policy 3125 Action 7
 - f. Consideration to approve out of district contract(s) Action 8
12. Next Regular Board Meeting—October 8, 2024 at 7:00 PM
13. Adjourn Action 9

Information about this agenda, including the Board packet and supplemental documents, is available at the School District office. Please contact the office if you have any questions. The Board Chair is authorized to adjust the order of agenda items to accommodate scheduling needs of interested parties.

**SUNBURST SCHOOL DISTRICT #2
REGULAR MEETING & BUDGET HEARING**

BOARD MINUTES

September 10, 2024

- 1) **CALL TO ORDER:** The Regular meeting of the Board of Trustees was called to order at 7:00pm by Chairman Marcia Manthey with the *pledge to our flag*. The School District No. 2. Trustees present to constitute a quorum were:

Marcia Manthey, Chairman - present

Marlena McAlpine, Vice-Chairman

Lyle Benjamin, Trustee - absent

Teresa Berthelote, Trustee

Jonette Johannsen, absent

Guests and staff in attendance were:

Tyler Bucklin, Superintendent

District Staff – See attached list

Peggy Tobin, Business Manager

Dan Nau, Business Manager

2) **STUDENT OF THE MONTH**

Discussion

The September student of the month will be recognized at the October board meeting.

3) **CONSENT AGENDA**

Action 1

Consent Agenda

- a. Consideration to approve minutes from the August 13, 2024 Regular Board Meeting and Budget Meeting as well as the August 20, 2024 Special Board Meeting.
- b. Consideration to approve Warrants, Payroll, & Warrants to Void since the last regular meeting
- c. *Consideration to approve Athletic Extra-Curricular Hiring for 2024-25*
Trish Bergstrom – Speech and Drama Head Coach
Brad Fenger – Volunteer Junior High Assistant Coach

Dan directed the board to the August summary expenditure reports. The reports reflect all P-card transactions for August, claim checks 30258-30267, payroll checks 40183-40185, as well as all payroll electronic transactions.

Marlena made the motion to accept the consent agenda. Teresa seconded the motion and it passed unanimously.

4) **PUBLIC COMMENTS ABOUT ITEMS THAT ARE NOT ON THE AGENDA**

Alison Scalese discussed her concerns about the mold issues she feels are present at the high school and gave a letter to the board. Marcia addressed the concerns and explained to her that steps have been taken. There were no other public comments.

5) **BUSINESS MANAGER'S REPORT:** (see attached report)

Dan reviewed his report.

6) **TRANSPORTATION:**

Ulan reviewed his report. They are working out the kinks in route times and drop off times.

7) **ELEMENTARY LEAD TEACHER REPORT:** (see attached report)

Shannon reviewed his report.

8) **TECHNOLOGY DIRECTOR'S REPORT:** (see attached report)

Dan reviewed his report.

9) **ATHLETIC DIRECTOR'S REPORT:** (see attached report)

Jeff reviewed his report. He thanked his coaches and showed his appreciation and thanked Willow for his appreciation. They will have recommendations for JHBB coaches at the next meeting. Participation is: JHVB: 10; JHHS-10: 10 HSFB; 8 JHFB; 2 JHXC and 9 HSXC. The Northern Divisional issue is tomorrow where realignment is on the agenda.

10) **SUPERINTENDENT'S REPORT:** (see attached report)

Tyler reviewed his report. He mentioned the back to school training for teachers involving social & emotional learning on Monday and math program training on Tuesday was helpful for staff.

11) NEW/OLD BUSINESS

- a) **Consideration to increase substitute pay to \$100 for certified subs, \$90 for non-certified substitutes, and \$12 per hour for classified substitutes** **Action 2**
Teresa moved to accept the substitute pay raises as per recommendation. Marlena seconded the motion and it passed unanimously.
- b) **Consideration to appoint Tyler Bucklin as the District Rep for the Big Sky Special Needs Cooperative Joint Cooperative Board** **Action 3**
Marlena made the motion to approve Mr. Bucklin as the District Rep for the Big Sky Special Needs Cooperative Joint Cooperative Board. Teresa seconded the motion and it passed unanimously.
- c) **Consideration to approve contracts for the following personnel** **Action 4**
a. Lynn Kimmet – custodian/maintenance
Tyler explained the role Lynn will have and made the recommendation to bring Lynn back to work at Sunburst Schools. Teresa made the motion to approve hiring Lynn Kimmet. Marlena seconded the motion and it passed unanimously.
- d) **Consideration to purchase Verkada Intercoms for all entryways** **Action 5**
Tyler and Dan explained the project and the quote. It was noted that this would be paid for out of safety and security monies. The board asked some clarification questions about the system and Dan and Tyler explained the need and the benefits of the new system. Teresa made the motion to purchase the Verkada Intercoms as per the quote. Marlena seconded the motion and it passed unanimously.
- e) **Consideration to form a negotiations committee for negotiations with the STO** **Action 6**
The board discussed potential members to be on the negotiations committee. After some discussion, Lyle and Marlena were recommend to be on the negotiations committee. Teresa made the motion to appoint the board members listed to negotiate with the STO. Marlena seconded the motion and it passed unanimously.
- f) **Consideration to update policy 3125** **Action 7**
Tyler explained that this is simply a review of the policy and that there is no wording change. Marlena moved to approve the review of policy 3125 as per recommendation. Teresa seconded the motion and it passed unanimously.
- g) **Consideration to approve Individual Transportation and Out of District Contracts** **Action 8**
Students September 1-5 (5 students) were recommended by Tyler. One of them will be online. Teresa moved to approve the Out of District Contracts for students Sept 1-5. Marlena seconded the motion and it passed unanimously.

Next Regular Board Meeting — **October 8, 2024 at 7:00 PM**

12) ADJOURN

Action 9

Marlena moved to adjourn the meeting at 7:38 pm. Teresa seconded the motion. The motion passed unanimously.



BOARD CHAIRPERSON



BUSINESS MANAGER

DATE: 10-7-24

DATE: 10-8-24

Business Manager Report –September 10, 2024

Dan Nau

Strom and Associates is conducting our yearly audit this week, September 9-12, 2024. Lee Martin and his associate are going through all of our financial records and so much more from the 2023-2024 fiscal year. We have been busy preparing for the audit over the past few weeks as the audit requires a lot of paperwork in advance. After the audit is completed, we will finalize working on the internal budget and hopefully be working on more normal day to day tasks.

We are excited about the Community Eligibility Provision for our food service program which provides free breakfast and lunch for all K-12 students. As stated, this will cost our district some money but will hopefully help parents to alleviate some expenses. After the first few days, we have seen a slight uptick in meal eaten, but we hope to see more folks take advantage of this great opportunity.

Later in the agenda is an action item to raise the substitute pay rate. We feel this is necessary to try and fairly compensate our valued substitutes.

Last, I want to thank Peg for all of her assistance in training me over the past year. As her role changes at the end of this month, I want to sincerely thank her for all of her efforts and all she has done for me and our district. This job is very complex and she has done a remarkable job!

Transportation Report
9/10/24

All the routes are going well.

The ducting is complete for when the new bus arrives in May. They are working on another heater issue.

I believe all the times are ironed out for pickups. All of the parents and secretaries know. If there are any other drop off times, it will take a day to know for sure.

There's a new camera on its way for the new red van.

School Board Technology Report September 10, 2024

Technology:

- We purchased 16 new desktop computers that were placed in various areas around the district to include the elementary music room (10), the 5/6 lab (4), the resource conference room (1), and the bus barn (1). In addition, two TVs were purchased and just arrived. One of the TVs will be in the concessions area and the other will be in the elementary art/science room.
- I continue to get quotes on Chromebooks and will likely make a purchase in the next month.
- Technology is working well to support the learning for our students and staff at Sunburst Schools.

Lead Teacher Board Report- September 10, 2024

- Back to School PIR Night for Parents and Students- 8/26/24 from 6 to 7 pm.
- Welcome Back Assembly on Friday, August 30th with Staff & Students.
- No School on Monday, September 2nd due to Labor Day Holiday.
- Volleyball and Football Practices are in full Swing and the teams are beginning their seasons.
- We are nearing the start of our Fall Benchmarking Testing for our K-6 students (Reading & Math).
- School Picture Day will be on Monday, September 16th starting at 8:30 am at the Elementary building and then moving to the JH/HS Building in the late morning and after lunch.
- ENROLLMENT: K-6 (57)

SUNBURST SCHOOL DISTRICT
Superintendent Report to the Board
9-10-24

Facilities

As of right now the buildings are running smoothly. Trane is still waiting on a plate to be able to install the new burning on the big boiler, but everything else they have fixed. We should be ready to go when the colder weather hits.

Enrollment

High School - 38 Junior High - 24 Elementary - 57

		9-10	10-8	11-12	12-10	1-14	2-11	3-11	4-8	5-13
K		8								
1		6								
2		11								
3		7								
4		10								
5		9								
6		8								
7		9								
8		15								
9		7								
10		10								
11		14								
12		7								
Total		119								

Policy Adoption

Policy 3125 is a policy that needs to be updated to become compliant for Title I.

Online School

The online option that the school has provided has been well used. Currently we have three students that are completely remote and pending approval of the out of district student there will be 4 after the board meeting. At this time things are running smoothly and I do not have any recommendations for change.

Negotiations

I have asked the STO to move up negotiations to the fall instead of the spring. One of the main reasons is so that we will have an approved contract before sending out individual contracts. In the past we have had to send out a letter of intent and then resend out the actual contracts because we didn't have an official CBA until school was out. I am hoping that we could have negotiations wrapped up by the end of October.

We will need to assign a board committee to serve as the negotiations team.

Personel

I am recommending that we hire Lynn Kimmett back in a part time capacity for school maintenance. Lynn would be working in both schools.

Extracurricular and Student Activities

- Football
 - @ CJI 9/20
 - North Star (H) 9/28
 - @ Box Elder 10/5
 - @ Valier 10/11
- Volleyball
 - @ Augusta 9/12
 - Simms (H) 9/13
 - @ Cascade 9/20
 - @ Belt 9/21
 - GFCC (H) 10/3
 - JH VB Tournament @ Simms 10/3-4
 - @ North Star 10/5
- Cross Country
 - @ Browning 9/13
 - @ Shelby 9/30
 - @ GF 10/4
 - @ Helena 10/10
- College Fair @ Conrad for Juniors and Seniors 9/19
- Jobs Fair @ GF for 8th Graders and Sophomores 9/24
- Fall Benchmarking for 7/8th Graders week of Sept 16-20

Willow Wieskamp

August 7, 2024

P.O. Box 363,

Sunburst, MT 5482

To: Jeff Nix

High School AD

414 3rd St. S,

Sunburst, MT 59482

Dear Mr. Nix:

I am writing this letter to inform you that I will be stepping down from my position as the middle school girls head basketball coach. After six, wonderful years living in the community of Sunburst, I have decided it is time for me to return to Nebraska to be closer to family. This has been a very hard decision to make, as I have loved my role as MS girls basketball coach and being a part of this community. I believe timing is everything and after much thought and consideration, I believe this is my time to make a change and be closer to my family.

The past 5 years working in this program have been amazing and I am so thankful to have had the opportunity to coach. It was something that I had never done before, and it reminded me just how much I love the sport of basketball. I wish you all the best and I know that you will find a great replacement, because there are so many talented individuals in our community and surrounding areas.

Best Wishes,

A handwritten signature in cursive script that reads "Willow Wieskamp".

Willow Wieskamp

Products & Services

Intercom: TD52-HW

TD52 Video Intercom (MSRP \$1599)

Door: AD33-HW

Verkada Multi-format Card Reader (MSRP \$349)

iPad + Stand

10th Generation, 10.9" iPad with stand

License: LIC-TD-5Y

5-Year TD52 Intercom License (MSRP \$999)

License: LIC-TX-5Y

5-year Desk Station App License (\$999)

Install: TD52 Intercom

TD52 intercom installation, including wire and surface mount, and programming

Install: New Access Door Controls

Door installation, non-electrified door, includes lock and wire

Distance Fee

Distance fee covers travel as well as hotel and food. Distance fees vary widely not only based on distance to the site but also how long we are going to be staying nights and eating meals.

Verkada Shipping

Verkada Shipping

One-time subtotal	\$31,033.00
Total	\$31,033.00

[illegible]