

The Regular January meeting of the Cayuse Prairie School Board of Trustees was called to order at 7:03pm by Chairman, Brad Cronk.

Roll: Present: Brad Cronk, Bart Woods, Roberta Maness, Pam Skonord (7:21pm) and Dan Diehl (8:37pm). Also present: Ken Miller, Don Counsel, Bridget Ekstrom, Shannon Limberis, Keith Meehan, Rick Nadeau and Heather Mumby.

Minutes: Minutes approved.

Correspondence: MTSBA letter regarding membership dues and benefits. Also included was the 2009 Flathead County Statistical Report of Schools.

Additions: None

ITEMS FOR REPORT

Administrator's Report: Rick Nadeau announced the Geography Bee winners. On January 14th, there was a MBI/Olweus Assembly celebrating our anti-bullying program. Holes were dug January 18th to collect soil samples and test compactness of the ground for the new gym. No post holiday party is being scheduled at this time. The new Alert Now Emergency calling system is in place. The trial run was on the 15th and went pretty well with only a few minor adjustments needed. The first semester ends January 22nd. Ski trips for 5th – 8th grades have been scheduled for this month. The lunch menu will change on Tuesdays from hamburgers to tacos. On January 27th, the FHS counselor will meet with 8th graders and their parents to discuss their transition into the high school. MathCounts will be February 5th at FVCC. Cayuse will be sending a team to the competition. Counterfeit Money has been received at the school, so be on the look-out. There have been three incidents of money being stolen out of classrooms this year. The staff needs to be extra vigilant about locking up rooms and personal belonging and making sure all money is handed in at the office. Kindergarten needs to be split into two classrooms at the end of the semester if possible. Finally, January 18th and February 15th are scheduled holidays for the school. Either day could be used to make up a snow day if needed.

ACTION ITEMS

January Bills: Roberta Maness moved to accept the January bills. Bart Woods seconded the motion. Motion passed unanimously.

Bond Update – Bridget Ekstrom: Bridget Ekstrom from DA Davidson went over the bond closing information. Hopefully the closing and delivery of the bonds will be March 1st. Thursday, January 27th; there will be a conference call at 2pm to lock into the tax credit rate. The following day there will be a pricing call. After the pricing call and the sale of the bonds, the purchase agreement will need to be signed by Brad Cronk, Rick Nadeau, and Heather Mumby. To date there have been four Montana banks interested in these QSCB bonds, including Glacier Bank, the bank that has bought several other bonds similar to the one Cayuse is selling. Cayuse Prairie got an "A" S&P rating, which is a very good rating. This will help with the sale of the bonds. There have been only a few financial institutions interested in buying these bonds because of the size of the school and the size of the bond.

The resolution that will be adopted at the February meeting will set the accounting structure, including the creation of a sinking fund. The sinking fund agreement will then be signed on March 1st, the date of closing. The funds will be invested into three-year CDs at a locked in rate. According to the federal regulations, the sinking fund can only earn 4.37%. If the fund earns more, the bond reverts to a regular bond, with interest having to be paid. A third party will monitor the yield restrictions and make sure payments are made. This can be done by US Bank or Wells Fargo. Wells Fargo's fee is quite a bit lower and offers the same services. Pam Skonord moved to accept Wells Fargo as the third party administrator. Bart Woods seconded the motion. Motion passed unanimously. Bridget Ekstrom will send the information to Wells Fargo and they will get a hold of Heather Mumby for the financial information needed.

Construction Update: Ken Miller presented some floor plan changes. They would like to add doors to the North side of the gym to allow greater access for moving heavy or wide items. A light and sound booth has been added above the bathrooms next to the mechanical room. It was also proposed that the convertible classroom next to the concession area be used for a home-ec room. Ken Miller also proposed that the base bid for the construction include asphalt on the parking lot while the alternate bids simply include a gravel parking lot. The platform in the gym will be 30" high and the new risers will work well with that height. Also, according to code, nothing can be stored under the platform area. There can be a soffit for a curtain but nothing coming directly down from the ceiling over the platform. Conduits for wireless can be put in when wired and then added later if it is wanted.

There have been some concerns voiced about constructing a flat ceiling. However, Ken Miller assured the Board that a flat ceiling is slightly sloped and way the roof is constructed and can hold major amounts of snow without having a problem with weight or leaks. The melted snow goes through an advanced drain system and the roof has a rubber coating on it with fused joints. Also, there will be access to the roof through the mechanical room.

Finally, Ken Miller showed floor samples to the Board. He proposed a wooden gym floor, with grade 2 and better maple flooring. This would make the price of the floor about \$8 per square foot. However, instead of a 3/8" pad, Ken Miller suggested a 5/8" pad. This would increase the price by about 5¢ per square foot. With the free floating floor (at 6700) feet, the price would be between \$54,000.00 and \$55,000.00. Brad Cronk asked if the bidding process could start sooner than May since we would have the money before that. He also asked Rick Nadeau to take these proposals to the staff to get their input before the next meeting.

Budget Update: Heather Mumby explained to the Board that the budget is right on track and in good shape. With the grant monies that need to be spent this year, there will be enough money in the general fund to pay the initial costs associated with constructing the gym.

Final Reading of Policies: 1400, 3130, 3300P, 4315P, & 4550: There being no discussion, Bart Wood moved to accept the final reading of the policies. Dan Diehl seconded the motion. Motion was passed unanimously.

Second Reading of Policies: 3225, 3225P, 5010, 5012, & 5012P: There being no discussion, Bart Wood moved to accept the second reading of the policies. Dan Diehl seconded the motion. Motion was passed unanimously.

First Reading of Policies: 1000, 1114, 1130, 1230, 1250, 1312, 1320, 1332, 1332P, 1401:

There being no discussion, Bart Wood moved to accept the first reading of the policies. Dan Diehl seconded the motion. Motion was passed unanimously.

Criteria for Selecting Substitute Teachers:

Rick Nadeau explained that the criteria for hiring subs begins by using a 4-tiered list from the County Superintendent’s Office. We also have our own list of people that will come out this far to substitute. Policy 5410 covers the requirements for hiring and reviewing substitute teachers. The Board wanted to make sure that a review process is taking place as well as making sure the substitutes have specific directions and guidelines. However, since we often have to hire substitutes on the spur of the moment, we do not have criteria in place that limit who we call. The only limitations we have are the ones put in place by the substitutes themselves, a review process, and a background check. The Board asked Rick Nadeau to just put in writing what is already being done to avoid any misunderstandings or confusion.

New Kindergarten Teacher:

Rick Nadeau recommended that a new Kindergarten teacher be hired for the second semester. Pam Skonord moved to accept the recommendation. Bart Woods seconded the motion. Motion was passed unanimously.

Policies & Procedures with regards to Theft:

Page 8 of the Employee Handbook mentions specifically that cash is not to be left in the classrooms. This has, once again, been reviewed with staff. The Board also asked that the gate by the bathrooms, be locked after hours, especially on the weekends. Also, the student handbook should state that excessive amounts of cash should not be brought to school. Rick Nadeau said he would make sure that it was included in the student handbook.

ITEMS FOR DISCUSSION

Administrator’s Evaluation and Intent to Rehire:

The Evaluation form will be sent via email and done by February 2nd. The Evaluation and Intent to Rehire will take place at the February meeting.

Clerk’s Evaluation:

The Evaluation form will be sent via email and done by February 2nd. The Evaluation will take place at the February meeting.

PUBLIC PARTICIPATION

None

ADJOURN

There being no further discussion, Pam Skonord moved to adjourn the meeting at 9:30pm Roberta Maness seconded the motion. Motion was passed unanimously.

The next regular board meeting will be February 16 at 7pm.