

Anderson School District #41  
Regular School Board Meeting  
December 9, 2010

The regular meeting of the Board of Trustees, Anderson School District #41 was held in the Science and Math Room at Anderson School, December 9, 2010 for the purpose of considering business to come before the Board of Trustees, Chair Joe Long presided.

Chair Joe Long called the meeting to order at 7:01 p.m.

**Trustees Present** Joe Long, Cynthia Bradford Lencioni, Chris Catlett, Gene Miceli, Walt Zidack

**Trustees Absent**

**Staff Present** Jeff Blessum, Superintendent, Linda Svensrud, Business Manager, Tanya Roberts, Newly Hired Business Manager/Clerk

**Visitors Present** David Fowler, Ava Swanson, Abby Stroh, Dan Swanson, Scott Stroh, Jen Wold

**Minutes** Motion to approve the minutes from November 11, 2010.

Motion: Trustee Chris Catlett  
Seconded: Trustee Walt Zidack – passed unanimously.

**Correspondence** Superintendent Blessum reported that we had received a thank you note from Quality Roofing. Chairperson Joe Long reported that the Montana Department of Administration had accepted the Corrective Actions from the 2008 school audit.

**Committee Reports**

Anderson Parent Council Jen Wold stated that she would have a report at next month's meeting. Superintendent Blessum thanked the Parent Council for 1st annual grandparent's day. He stated that there were over 100 attendees and it was a huge success.

Safety Committee Trustee Lencioni stated that the engineers, Sanderson Stewart, have a preliminary trail design underway from Cougar to S. 19th. Superintendent Blessum reported that \$35,000 will come from the Safe Routes to Schools for this school year. Chairperson Joe Long asked if there had been any bridge discussion on the trail. Trustee Lencioni will ask the engineers to include this in their proposal. Trustee Lencioni stated that we can get changeable highway signs, from 45 to 30 mph, from the Safe Routes to Schools Grant.

Facilities Committee Trustee Zidack recommended postponing any changes to the bathrooms at this time. He stated that we need to look into the exhaust system. During his walk through with Superintendent Blessum a leak was found in utility room on the new addition. Quality Roofing will be contacted to follow up on this issue.

Wellness Committee Superintendent Blessum stated Dan Ferguson is working on completing the action guide for schools.

**Public Participation on  
Non-Agenda Items**

Chairperson Joe Long reminded those in attendance that no names are to be used in the conversations and no decision can be made since any discussion is not on the agenda.

There was no comment.

**Superintendent's  
Report**

Superintendent Blessum presented the attached Superintendent's Report.

Students Abbey Stroh and Ava Johnson gave a report on the MBI, (Montana Behavior Initiative), conference they attended December 5<sup>th</sup> and 6<sup>th</sup>. This is a leadership conference where they learned about different kinds of leaders, setting goals for yourselves and how to implement and achieve those goals. The Anderson MBI team will be working on a video to take to the next conference.

Superintendent Blessum thanked the students for their report and stated that he received great feedback that the Anderson Team was the best behaved at the conference.

Superintendent Blessum reported that parent/teacher conferences were complete and there was 100% contact.

**Old Business**

Review of Action Items    The Action Item list was reviewed by Board members.

Annual Agenda            Discussion of the annual agenda was held.  
January Agenda:  
Discuss trustee and levy election timeline.  
Business Manager/District Clerk Evaluation. Discuss current evaluation and possibly revise.  
Business Manager Svensrud would like an exit interview and will schedule it with the Board in February.

**New Business**

**Action**

Out-of-District            Superintendent Blessum's recommendation is to approve application #21129102N.  
Application

Motion to approve Out-of-District Application #21129102N in second grade for 2010-11, with attendance beginning Jan 3, 2011.

Motion: Trustee Catlett  
Seconded: Trustee Lencioni - passed unanimously

Warrant Authorization  
For new Business  
Manager/District Clerk

Business Manager Svensrud stated that two motions needed to be made, one to add Tanya Roberts as a signor with the Gallatin County Treasurer and a second motion to add Ms. Roberts as a signor with First Security Bank for the extra-curricular account.

Motion to approve Warrant Authorization with the Gallatin County Treasurer for new Business Manager/District Clerk: Tanya Roberts.

Motion: Trustee Catlett

Seconded: Trustee Lencioni - passed unanimously

Motion to approve Warrant Authorization with First Security Bank for new Business Manager/District Clerk: Tanya Roberts.

Motion: Trustee Zidack

Seconded: Trustee Catlett - passed unanimously

#### Personnel:

##### Hire Para-educator

Superintendent Blessum recommended hiring Caitlin Bauer as a 1 FTE para-educator.

Motion to approve hiring Caitlin Bauer as a 1 FTE para-educator at \$10/hour.

Motion: Trustee Lencioni

Seconded: Trustee Catlett - passed unanimously

##### Hire Part-time Bus Driver

Superintendent Blessum recommended hiring Yana Neely as a Part-Time Bus Driver. She will drive the afternoon route and some extra-curricular driving.

Motion to approve hiring Yana Neely as Part-Time Bus Driver at \$15/hour.

Motion: Trustee Lencioni

Seconded: Trustee Zidack - passed unanimously

##### Proposal for Schematic Design Services (David Fowler)

Architect David Fowler presented the Board with a Schematic Design proposal for remodeling the office. Mr. Fowler recommended more detailed schematics with structural elements defined. Once there was a price then possibly solicit certain line items to private donors. He would like to think the entire project could be completed for less than \$50,000. Trustee Catlett asked what the total pre-design cost would be. Mr. Fowler said this could total up to approximately \$7,000. Trustee Zidack stated that a fixed bid proposal for the entire project would seem like a better idea. The Board concurred.

Chairperson Long tabled the action until next month.

##### Strategic Planning/ Goals for Anderson School

Trustee Catlett reported that Superintendent Blessum had compiled a draft Goals and Strategic Objectives document. This document can serve as a template to help the Board formulate and implement a 5-10 year plan. Trustee Catlett recommended each Trustee review this template and add tactical ideas in each area and bring back for further discussion. Trustee Lencioni recommended having an annual operating plan to support goal achievement.

1<sup>st</sup> Reading Policy #3310  
Student Discipline A first reading was held on Policy #3310, Student Discipline. A second reading will be held in January.

1<sup>st</sup> Reading Policy #5328P  
Eligibility of Medical Leave A first reading was held on Policy #5328P, Eligibility of Medical Leave. A second reading will be held in January.

1<sup>st</sup> Reading Policy #5122F  
Authorization to Release Information, Including Consent to Fingerprint Background Check A first reading was held on Policy #5122F, Authorization to Release Information, Including Consent to Fingerprint Background Check . A second reading will be held in January.

1<sup>st</sup> Reading Policy #3415,  
3415P Management of Sports Related Concussions A first reading was held on Policy #3415, 3415P, Management of Sports Related Concussions. A second reading will be held in January.

1<sup>st</sup> Reading Policy #5510F  
HIPPA Release of Information A first reading was held on Policy #5510, HIPPA Release of Information . A second reading will be held in January.

1<sup>st</sup> Reading Policy #5253  
Retirement Programs For Employees A first reading was held on Policy #5253, Retirement Programs for Employees. A second reading will be held in January.

1<sup>st</sup> Reading Policy #5222  
Evaluation of Non-Administrative Staff A first reading was held on Policy #5222, Evaluation of Non-Administrative Staff. A second reading will be held in January.

