

**SUNBURST SCHOOL DISTRICT #2
REGULAR MEETING**

BOARD MINUTES

November 14, 2016

1. **CALL TO ORDER:** The regularly scheduled meeting of the Board of Trustees was called to order at 7:00pm by the Chairman, Lisa Kearns with the *pledge to our flag* following the National Honor Society induction ceremony. The School District No. 2. Trustees present to constitute a quorum were:

<i>Lisa Kearns, Chairman</i>	<i>Scott Griffin, Trustee</i>
<i>(Jonette Johannsen, Vice-Chairman-absent)</i>	<i>James Nagy, Trustee</i>
<i>Lisa Samsal, Trustee</i>	

- Guests and staff in attendance were:

<i>Christina Barbachano, Superintendent</i>	<i>District Staff – See attached list</i>
<i>Dan Nau, Principal K-6</i>	
<i>Peggy Tobin, Business Manager</i>	

2. **APPROVE/REVISE/AMEND AGENDA** Action 1
Jim moved to approve agenda as written. Scott seconded the motion and it passed unanimously.

3. **CONSENT AGENDA** Action 2
 - a. Minutes from the October 18th Regular Board Meeting
 - b. Warrants, Payroll Approval & Warrants to VoidJim moved to accept the consent agenda-Minutes for October 18th and the warrants and payroll. Lisa S. seconded the motion. All voted in favor and the motion carried unanimously.

4. **PUBLIC COMMENTS FOR ITEMS NOT ON AGENDA** Discussion
There were no public comments.

5. **BUSINESS MANAGER REPORT** Discussion
Peggy reported that a contract has been received from Strom & Associates for 2017-2020 and is \$500 less per year. The amount is fixed for three years.

6. **TRANSPORTATION/MAINTENANCE COORDINATOR REPORT**– (See attached report) Discussion
In addition to his report, Vince provided a time line for the repair of the steam damaged wall that needs to be replaced. Vince also provided the quote for the replacement flag pole. Discussion followed providing some background on the project.

7. **ELEMENTARY PRINCIPAL/TECHNOLOGY REPORT**– (See attached reports) Discussion
Dan reviewed his report and added the Science Fair winners who will compete next week in the Science Olympiad: Scrambler -Tara & Sean, Crimebusters - Conlan & Annika, Meteorology - Reno & Paige

8. **ATHLETIC DIRECTOR’S REPORT**– (See attached report) Discussion
In addition to his report, Jeff provided additional comments on the new content filter that Dan reported on during his technology report. He also reported that Katara Ryan & Carly Zell made the all-conference Volleyball team. Treyton Pickering, Jordan Williams, & Michael Buckley were selected for the all-conference Football team. The seams on the football field where the new sod was put down have sunk so there is still some work to be completed. Jeff reported that Speech & Drama are off to a great start. He also reported that some schools are protesting the proposed MHSAs regulations for school size and will report on the results next meeting.

9. **SUPERINTENDENT’S REPORT** – (See attached report) Discussion
Christina directed the board to her report which includes the following:
 - a. Enrollment
 - b. Extra-Curricular out of school tracking report
 - c. Curriculum
 - d. Employee absence breakout report

She also reported that we won't have any insurance coverage for the steam damage in the wall of the lounge. We received the results of the mold analysis and have no concerns there. Hopefully we will have a faculty lounge after Christmas. We got zero findings from the Title I desk audit. JH/HS had 51 (61%) students who met the criteria for honor roll. 22 out of 81 students made perfect attendance for the 1st quarter. All five juniors passed the ASVAB. She thanked several staff members for the hard work on Friday to celebrate with the veterans on Veteran's Day - Tami H for all the music, Kris R for flipping pancakes and Elizabeth S for the use of the FCS room.

10. NEW BUSINESS

a. New Hiring

i. Anthony (Tony) Fleisher – Substitute

Action 3

Peggy pointed out that this is actually a rehire. Scott moved to approve hiring Anthony Fleisher as a substitute for the district. Lisa S. seconded the motion and it passed unanimously.

b. Approve Strom & Associates Three Year Contract for 2017-2020

Action 4

Jim moved to approve the three-year Audit Contract with Strom & Associates for 2017-2020. Scott seconded the motion and it passed unanimously.

11. NEXT REGULAR BOARD MEETING—December 20, 2016 at 7:00 PM

12. ADJOURN

Action 5

Scott moved to adjourn the meeting at 7:33pm. The motion was seconded by Lisa S. and passed unanimously.



LISA KEARNS, CHAIRMAN



PEGGY TOBIN, CLERK

DATE: 12/19/16

DATE: 12/19/16

SUNBURST SCHOOL DISTRICT 2
REGULAR BOARD MEETING
NOVEMBER 14, 2016
GUEST LIST
PLEASE SIGN IN!!

NAME	REPRESENTING
Tami Hauschuff	
Annie Dunk	
Shannon Dunk	
Val McAlpine	
HKy	

SUNBURST SCHOOL DISTRICT #2

Expenditure List - November.
2016-2017

11/14/2016
3:40:13 PM

Select All (All Transactions).

Note: (*) Employee Reimbursements Included in Amounts.

Filename: FoxieToExpList (Sunburst School).tsv

Location: C:\Program Files (x86)\Foxie Lady Computers\Fund Accounting\Output\

Print by Number - Totals Only

Transaction	Number	To Whom	Amount	Date	Status
Auto Clear - ACH	418	STATE TAXES	5,751.00	11/18/2016	Cleared
Auto Clear - ACH	419	T.R.S.	18,376.66	11/18/2016	Cleared
Auto Clear - ACH	420	P.E.R.S.	3,899.65	11/18/2016	Cleared
Auto Clear - ACH	421	STATE TAXES-ADDITIONAL	25.00	11/18/2016	Cleared
Auto Clear - ACH	422	AFLAC (NONTAXABLE)	478.30	11/18/2016	Cleared
Auto Clear - ACH	423	AFLAC (TAXABLE)	24.29	11/18/2016	Cleared
Auto Clear - ACH	424	T.R.S. - WORKING RETIREE	147.85	11/18/2016	Cleared
Auto Clear - ACH	425	PEAK 1-FLEX	1,202.47	11/18/2016	Cleared
Auto Clear - ACH	426	PEAK 1-HSA	1,885.25	11/18/2016	Cleared
Auto Clear - ACH	427	PEAK 1-FEES	32.00	11/18/2016	Cleared
Auto Clear - ACH	428	GUARDIAN-DENTAL	1,438.76	11/18/2016	Cleared
Auto Clear - ACH	429	GUARDIAN-VISION	259.00	11/18/2016	Cleared
Auto Clear - ACH	430	P.E.R.S. - New Hire	232.99	11/18/2016	Cleared
Auto Clear - ACH	431	EMPLOYEE REIMB TO SCHOOL FOR P	505.76	11/18/2016	Cleared
Auto Clear - ACH	432	BANK OF MONTREAL-ACH	25,936.47	11/14/2016	Cleared
Auto Clear - ACH	433	NEOFUNDS BY NEOPOST	500.00	11/14/2016	Cleared
Claims Check	21785	A.N.DERINGER	20.00	11/14/2016	Written
Claims Check	21786	BIG SKY SPECIAL NEEDS COOP	3,148.17	11/14/2016	Written
Claims Check	21787	DEW DROP SPRINKLERS	375.00	11/14/2016	Written
Claims Check	21788	DISTRICT 7 MUSIC FESTIVAL	210.00	11/14/2016	Written
Claims Check	21789	DPHHS	85.00	11/14/2016	Written
Claims Check	21790	DRY FORK PLUMBING & HEATING	1,135.00	11/14/2016	Written
Claims Check	21791	FICO	3,643.32	11/14/2016	Written
Claims Check	21792	FOOD SERVICES OF AMERICA	2,744.86	11/14/2016	Written
Claims Check	21793	HELENA SCHOOL DISTRICT #1	50.00	11/14/2016	Written
Claims Check	21794	HEMMER PLUMBING & HEATING	132.66	11/14/2016	Written
Claims Check	21795	MARIAS RIVER ELECTRIC COOPERAT	3,176.20	11/14/2016	Written
Claims Check	21796	MT COUNCIL ON ECONOMIC EDUCATI	50.00	11/14/2016	Written
Claims Check	21797	ROBBINS, DANIELE	311.04	11/14/2016	Written
Claims Check	21798	SCHOOLHOUSE IT INC	2,192.00	11/14/2016	Written
Claims Check	21799	SHELBY GAS ASSOCIATION	2,133.11	11/14/2016	Written
Claims Check	21800	TOOLE CO TREASURER	2,387.44	11/14/2016	Written
Claims Check	21801	TOWN OF SUNBURST	1,315.31	11/14/2016	Written
Direct Deposit - ACH	58	Dir.Deposit - ACH	82,490.63*	11/16/2016	Cleared
EFTPS	63	Federal Taxes	3,694.28	11/14/2016	Cleared
EFTPS	64	Federal Taxes	29,570.56	11/17/2016	Cleared
General Purpose JV	11	Gen.Purpose JV	171.56	11/18/2016	Cleared
Payroll Check	28309	HANSON, JASON R.	2,011.14	11/14/2016	Written
Payroll Check	28310	HOVLAND, GARRETT S.	1,903.76	11/14/2016	Written
Payroll Check	28311	IVERSON, Terrese F.	1,657.30	11/14/2016	Written
Payroll Check	28312	LERUM, DEAN H.	2,824.90	11/14/2016	Written
Payroll Check	28313	NIX, JEFFREY S.	1,698.82	11/14/2016	Written
Payroll Check	28314	PACE, KORTNEE B.	2,039.21	11/14/2016	Written
Payroll Check	28315	PACE, ROSTYN D.	1,263.44	11/14/2016	Written
Payroll Check	28316	FLEISHER, LEISHA A.	237.84	11/18/2016	Written
Payroll Check	28317	HANSON, TAWNA L.	75.11	11/18/2016	Written
Payroll Check	28318	HART, FAYE M.	557.27	11/18/2016	Written
Payroll Check	28319	IVERSON, Terrese F.	1,339.71	11/18/2016	Written
Payroll Check	28320	KIMMET, Daniel J.	315.85	11/18/2016	Written
Payroll Check	28321	KIMMET, LYNN C.	2,454.60	11/18/2016	Written
Payroll Check	28322	LEICHLITER, Deborah C.	1,286.57	11/18/2016	Written
Payroll Check	28323	SCARBROUGH, BILLIE J.	1,031.33	11/18/2016	Written



SUNBURST SCHOOL DISTRICT #2

Expenditure List - November.
2016-2017

11/14/2016
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Print by Number - Totals Only

Transaction	Number	To Whom	Amount	Date	Status
Payroll Check	28324	TOMSHECK, REX L.	246.13*	11/18/2016	Written
Payroll Check	28325	TOMSHECK, TERRY L.	536.00*	11/18/2016	Written
Payroll Check	28326	AFLAC-CONTINENTAL AMERICAN GRP	54.80	11/18/2016	Written
Payroll Check	28327	DISTRICT HOUSING RENTAL PAYMEN	450.00	11/18/2016	Written
Payroll Check	28328	MEA/MFT	673.50	11/18/2016	Written
Payroll Check	28329	MUST-MEDICAL NON-TAXABLE	26,850.00	11/18/2016	Written
Payroll Check	28330	Waddell & Reed	505.00	11/18/2016	Written
Payroll Check	28331	UNUM VOLUNTARY LIFE	381.18	11/18/2016	Written
			=====		
			250,125.05		

Overall Fund Totals

184,694.10	201-K12 GENERAL FUND	
16,603.95	210-TRANSPORTATION FUND	
5,960.57	212-LUNCH FUND	
22,560.45	214-RETIREMENT FUND	
2,364.67	215-MISC PROGRAMS FUND	
457.58	218-DRIVERS EDUCATION	
15,071.74	229-FLEXIBILITY FUND	
2,411.99	261-BUILDING RESERVE	250,125.05 High School
=====		
250,125.05	Overall Total	



Submitted by Vince Burley

Transportation

No major problems - everything is going well

Maintenance

- FICO was up and capped the steam lines that were leaking as well as some work at the Elementary School .
- Mold lab report is back , if I read it correctly there is no toxic mold . We should be able to start tearing wall board off so that we can treat the problem area.
- I have been pricing flagpoles .It looks like around \$1000 - \$1500 plus shipping.
- The picture of the hills is hung in the Auditorium .
- Also still working on various other projects .

**School Board
Elementary Principal Report
November 14, 2016**

1. Current enrollment: 83 in K-6
2. We had a great mock election at school put on by Mrs. Pace and the 6th grade class. The kids did a great job of creating two polling places, leading all students through the voting process, tabulating results, etc. They learned a lot about the process and had a fun time graphing the results.
3. Oct. 24-28 was Red Ribbon Week – YOLO – Make Healthy Choices. Students dressed up under different themes, worked in buddy groups, and finished with an ending assembly. Thanks to Mrs. Kerfoot for helping to coordinate these activities.
4. Parent/teacher conferences were held on Oct. 25th and Oct. 26th. Between phone conferences and conferences that have been held at a different time, we had over 85% of our parents come in for conferences. It is vital for parents and teachers to communicate for a child to find the most success.
5. Torgersons came to our building (Adam Kerfoot) to donate pumpkins to all of our 1st grade students. They gave 1st graders across the state a pumpkin this year! Thanks Torgersons.
6. Thanks to the Toole County Health Department, flu shots were given out to students/staff that chose to participate. We had a large group take part this year.
7. We now have valves that work to shut off the water as it enters our building. We will work on the curb stop at a later time.
8. We celebrated Halloween on the 31st. All K-4 students had parties. The 5th/6th celebrated with a party at the bowling alley as part of their 1st quarter incentive trip. All but one student earned the opportunity to attend. The students all had an enjoyable time. Thanks to the room parents for their assistance with treats and party planning.
9. We had our 1st quarter awards assembly on Nov. 2. We had 29 perfect attendance students and 18 of 27 5th/6th that made the honor roll. They earned a trip to the Early Bird! Also, congrats to Ian Benjamin who already made the million word club.
10. The GF Rotary Club (Art Taft) came to distribute dictionaries to our 3rd grade students. They have been doing this for many years – thank you GF Rotary Club.
11. On Nov. 10th, we had the Sunburst Fire Department (Ben & Kyle) come and share information about fire safety with our K-6 students. They covered the idea of smoke detectors, a meeting place, and general fire safety. Thank you fire department.
12. The 6th graders competed in our local science Olympiad completion as part of their TAG class on Nov. 10th. The kids have put in a bunch of time to work on their scrambler projects, write it – do it, and crime scene projects. Thanks to Mrs. Griffin for all of her time and efforts to work on these awesome projects with our kids.
13. Thank you to the HS/JH for inviting us to the Veteran's Day Assembly on Nov. 11th. We had all of our kids work on writing cards of thanks to our veterans.
14. Lastly, Sunburst Elementary recently had a new stereo installed thanks to the Sunburst Refiner Reunion Committee. Special thanks to Korey Fauque for all of his hard work and assistance on this project. We have new speakers, a new wireless mic setup, etc – all to the tune of nearly \$2,000. Thank you Korey and the Refiner Reunion Committee.

Technology:

- A new content filter should be installed in the next few weeks.
- Wireless continues to work well.

AD Report November 14th

- XC runners paced well at State, some set new personal bests
- Volleyball took third in Districts and represented well in Divisionals
- Football played great for two playoff rounds but fell short at Bridger
- I would like to emphasize that all **three** sports had fantastic community support, well attended and good sportsmanship.

Now that the football season is over we need to look over the football field and come up with a plan of action and create an approved committee of workers for the field involving football coaches to take care of field.

JH basketball is already under way. We host our first Jamboree this past Saturday and will play host to three games against Augusta on Friday to conclude the fall season. Spring schedule can be found on the calendar and uploaded to the website.

HS basketball is starting Nov. 17, number of student-athletes participation is looking better than expected. No exact number count yet.

SUNBURST SCHOOL DISTRICT
Superintendent Report to the Board
11/14/2016

FACILITIES

- AG building renovations have been completed.
- Faculty Lounge is still closed. The radiator, piping and system itself has no further insurance and will not be covered due to erosion and deterioration. We are now waiting to see what kind of coverage is allowable for the actual physical damage to the wall, floor, and structure underneath. We have sent out the mold samples to determine remediation as far as that might be concerned.
- Boilers are running and schools are warming up. Willie and Vince will be scheduled for boiler classes this school year and will be licensed for steam boilers some time this summer.
- The floor in the Football Concessions booth and possibly the joists underneath will need to be replaced in the spring due to rot.
- There is a good possibility that the state's safety and inspections crew will be coming around to inspect our facilities and grounds. The maintenance crew is working on areas that need special attention in order to be prepared for such a visit.
- Please see the Maintenance List included as part of the Facilities report.

CURRICULUM & INSTRUCTION

- Beginning Math Curriculum and Instructional Resources Review- goal is to recommend new Math adoption by February board meeting for K-12th. Professional Development to implement the adoption would occur in the spring and early summer.
- Our Title I Audit came back with zero findings- that's excellent news.
- SBAC parent reports have finally shown up. They are going home at midterms.
- At the JH/HS there were 51 out of 83 students who met the criteria for Honor Roll. (61%)
- We have moved to being affiliated with the National Honor Society again.
- Juniors took the AFSVAB and the PSAT over the past quarter.

ENROLLMENT

Grade Level	5/16	8/16	9/16	10/16	11/16	12/16	1/17	2/17	3/17	4/17	5/17
Kinder	11	15	15	15	15						
1st	8	11	10	10	10						
2nd	11	8	8	8	8						
3rd	9	12	12	12	12						
4th	16	11	10	11	11						

5th	13	14	14	14	14						
6th	8	13	12	13	13						
7th	19	14	14	15	14						
8th	6	15	16	19	19						
9th	21	6	6	6	6						
10th	5	21	21	21	21						
11th	16	5	5	5	5						
12th	17	13	16	16	16						
Total	160	158	159	165	164						

EXTRA-CURRICULAR STUDENT PROGRAMS

- A BIG THANK YOU to all who helped make the Veteran's Day Celebration happen. It was sponsored by the Student Council.
- Honors Choir will be going to Honor Band & Choir on November 28th and 29th.
- Science Olympiad HS team will be going to Science Olympiad competition November 21st and 22nd.
- Speech and Drama will be going to Helena or Shelby at the end of November.
- FCCLA went to Clusters in Denver In November.
- Please see supplement for hours of school missed by all extra-curricular activities.
- FFA, Pep Club, Speech and Drama, Student Council, and ProStart are all in full swing with activities. Please view the district Calendar for events.

STAFFING NEEDS/CHANGES

- Drama Production Coach and Assistant Coach
- Substitute Bus Drivers

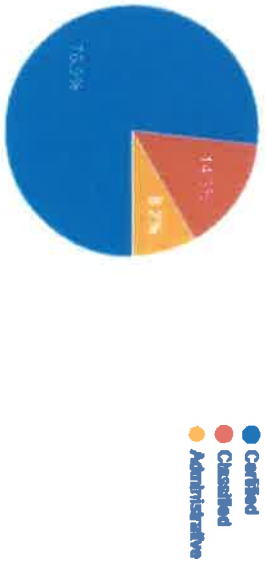
GRANTS

- Submitted a grant letter to Naturener for \$2000 to support travel related costs for HS Science Olympiad and Science Fairs
- REAP Award - \$14,172
- Title I Award - \$41,000
- Carl Perkins - \$3,100
- State VoEd - \$5,100
- VPRS - \$12,600 for 12/1/2016-11/30/2017

QUESTIONS

RESPONSES

Are you a Certified, Classified or Administrative Employee? (134 responses)



Why are you going to be gone?

What type of leave are you requesting? (134 responses)



- Personal Leave (Certified) 13.3%
- Vacation Leave (Classified/Admin) 10.4%
- Sick Leave 32.9%
- Bereavement (immediate family pe...)
- Jury Duty
- Professional Leave 19.3%
- Military Leave
- Leave without Pay 1.5%

12 ▼ Activity leave - 22.2%

Vacation leave Classified - 7%

Extra-Curricular and Athletic Absences (Student)**Volleyball**

Date	Hours of School Missed	Total # of Hours Missed
9/2/16	10am-2:30pm	6.5
9/23/16	1:30-3:30pm	2
9/29/16	1:30-3:30	2
10/7/2016	1:30-2:30	1
10/10/2016	3:00-3:30	0.5
10/11/2016	2:30-3:30	1
10/13/2016	2:30-3:30	1
10/14/2016	12:00-3:30	3.5
10/19/2016	2:00-3:30	1.5
10/27/2016	8:00-3:30	6.5
10/28/2016	8:00-3:30	6.5
11/3/2016	12:00-3:30	3.5
11/4/2016	10:00-3:30	5.5
Total Hours		41

Football

Date	Hours of School Missed	Total # of Hours Missed
10/7/2016	12:30-2:30	2
10/19/2016	8:30-12:00	3.5
11/4/2016	9-2:30	5.5
Total Hours		11

XCountry

Date	Hours of School Missed	Total # of Hours Missed
9/9/2016	11:00-2:24	3.5
10/6/2016	9:00-3:30	6.5
10/10/2016	3:00-3:30	0.5
10/14/2016	8:15-3:30	7
Total Hours		17.5

FFA

Date	Hours of School Missed	Total # of Hours Missed
9/13/2016	9:15-2:00	4.75
10/4/2016	8:30-3:30	7
10/17/2016	8:30-3:30	7
10/18/2016	8:30-3:30	7
10/19/2016	8:30-12:00	3.5

Total Hours	29.25
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FCCLA

Date	Hours of School Missed	Total # of Hours Missed
10/2/2016	8:30-3:30	7
10/3/2016	8:30-3:30	7
10/25/2016	8:30-3:30	7
10/26/2016	8:30-3:30	7
11/2-11/4	8:30-3:30	21
Total Hours		49

Student Council

Date	Hours of School Missed	Total # of Hours Missed
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Pep Band

Date	Hours of School Missed	Total # of Hours Missed
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Miscellaneous

Date	Hours of School Missed	Total # of Hours Missed
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