

**April 2, 2022- SPECIAL SCHOOL BOARD MEETING- 11:00 A.M.  
SAVAGE SCHOOL**

**11:00 A.M. Pledge of Allegiance**

**01. ROLL CALL**

- Action: Establish Quorum
- Present: Shawn Conradsen, Tim Tharp, Wayne Quinnell, Connie Smith, and Martha Potter, Superintendent.

**02. RECOGNITION OF VISITORS**

- None

**03. CONSIDERATION OF AGENDA**

- **3.1 Action: Consider Agenda**
  - Tim T. made a motion to accept the agenda.
  - Connie S. seconded the motion.
  - Shawn C., Tim T., Wayne Q., Connie S., all voted yes, motion carried.

**04. PUBLIC COMMENT FOR AGENDA ITEMS:**

- The Savage School Board of Trustees would like to encourage public comment on any agenda item during the time that it is presented.
- If any visitor has any particular agenda item or items on which to comment, we would ask that you please state your name and indicate your intentions at that time.
- Visitor Sign-In Sheet for Agenda items is located at the door and indicates that you wish to comment on agenda items.
- Comments cannot be directed toward individual staff members or students due to privacy rights guaranteed by the Montana State Constitution.
- None

**05. NEW BUSINESS:**

- **5.1 Consider the circulation source(s) when the school district has to advertise a bid in the amount of \$80,000 or more.**
  - **One source must be a newspaper giving notice to the largest number of people of the district in accordance with (MCA 20-9-204, Sec. B3).**
  - **Trustees may choose an additional circulation for advertisement as well.**
- Connie S. made a motion to choose the Roundup newspaper for the advertisement along with Billings Bidder's Exchange.
- Shawn C. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Connie S., Wayne Q., all voted yes, motion carried.

**06. UNFINISHED BUSINESS**

- NONE AT THIS TIME

**7.0 PUBLIC COMMENT FOR NON-AGENDA ITEMS:**

- The public comment section is intended to inform the trustees of concerns of the citizens.
- The trustees may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter. (MCA, 2-3-103)
- Public comment received at a meeting must be incorporated into the official minutes of the meeting.
- Comments must follow the student and employee privacy laws, as set forth in the privacy rights guaranteed by the Montana State Constitution.
- Public Comment Sign-In Sheet for Non-Agenda Items is located at the door.
- None

**8.0 DATE/TIME FOR NEXT REGULARLY SCHEDULED MEETING**

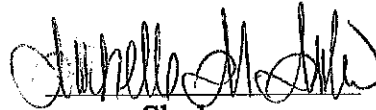
- Regular Board Meeting: Date: April 11, 2022 Time: 7:00 P.M. Location: Boardroom.

**9. ADJOURNMENT**

9.1 11:03 A.M.



Chairman



Clerk

**MARCH 31, 2022- SPECIAL SCHOOL BOARD MEETING- 7:15 P.M.  
SAVAGE SCHOOL**

**7:15 P.M. Pledge of Allegiance**

**01. ROLL CALL**

- Action: Establish Quorum
- Present: Shawn Conradsen, Wayne Quinnell, Connie Smith, and Martha Potter, Superintendent.

**02. RECOGNITION OF VISITORS**

- None

**03. CONSIDERATION OF AGENDA**

- **3.1 Action: Consider Agenda**
- Connie S. made a motion to accept the agenda.
- Wayne Q. seconded the motion.
- Shawn C., Connie S., Wayne Q. all voted yes, motion carried.

**04. PUBLIC COMMENT FOR AGENDA ITEMS:**

- The Savage School Board of Trustees would like to encourage public comment on any agenda item during the time that it is presented.
- If any visitor has any particular agenda item or items on which to comment, we would ask that you please state your name and indicate your intentions at that time.
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- None

**05. NEW BUSINESS:**

- **5.1 Consider the resignation of Tom Reitz, maintenance.**
- Wayne Q. made a motion to accept the resignation of Tom Reitz, maintenance.
- Connie S. seconded the motion.
- Discussion: Martha explained what was going to take place to fill in the position until someone was hired.
- Shawn C., Connie S., Wayne Q., all voted yes, motion carried.
- **5.2 Consider ForeFront Engineering following options for drinking water:**
  - **A. Raw chlorinated drinking water would not run through the water softener as long as the taste is palatable.**
  - **B. Raw chlorinated water would run through the water softener and each drinking fountain and sink would have a small RO unit to make the water taste palatable.**

- Wayne Q. made a motion to consider option A, raw chlorinated drinking water would not run through the water softener as long as the taste is palatable.
- Shawn C. seconded the motion
- Discussion: There was discussion on wells and the depth of wells.
- Shawn C., Tim T., Chuck T., Wayne Q., all voted yes, motion carried.
- **5.3 Consider the cement work construction proposal for the track and Field program in the amount of \$13,450.00 from Badlands Construction.**
  - 2- 160' x 4' runways
  - 3- Long jump landing areas slightly larger than the 15'x9' minimum with an 8" wide curb.
  - 8-18" circumference x 3' deep augured holes for discus net.
- Connie S. made a motion to accept the proposal.
- Wayne Q. seconded the motion.
- Discussion: Martha explained the process of finding a contractor.
- Shawn C., Connie S., Wayne Q. all voted yes, motion carried.

**06. UNFINISHED BUSINESS**

- NONE AT THIS TIME

**7.0 PUBLIC COMMENT FOR NON-AGENDA ITEMS:**

- The public comment section is intended to inform the trustees of concerns of the citizens.
- The trustees may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter. (MCA, 2-3-103)
- Public comment received at a meeting must be incorporated into the official minutes of the meeting.
- Comments must follow the student and employee privacy laws, as set forth in the privacy rights guaranteed by the Montana State Constitution.
- Public Comment Sign-In Sheet for Non-Agenda Items is located at the door.
- None

**8.0 DATE/TIME FOR NEXT REGULARLY SCHEDULED MEETING**

- **Regular Board Meeting: Date: April 11, 2022 Time: 7:00 P.M. Location: Boardroom.**

**9. ADJOURNMENT**

9.1 7:32 P.M.



Chairman



Clerk

**MARCH 21, 2022- SCHOOL BOARD MEETING- 7:00 P.M.  
SAVAGE SCHOOL**

**7:01 P.M. Pledge of Allegiance**

**01. ROLL CALL**

- Action: Establish Quorum
- Present: Shawn Conradsen, Tim Tharp, Connie Smith, Wayne Quinnell, Chuck Thiel, Martha Potter, Superintendent, Michelle Miller, Clerk.

**02. RECOGNITION OF VISITORS**

- April McPherson, Todd Dooley & Myssie Sanders

**03. CONSIDERATION OF AGENDA**

- **3.1 Action: Consider Agenda**
- Wayne Q. made a motion to accept the agenda.
- Connie S. seconded the motion.
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

**04. PUBLIC COMMENT FOR AGENDA ITEMS:**

- The Savage School Board of Trustees would like to encourage public comment on any agenda item during the time that it is presented.
- If any visitor has any particular agenda item or items on which to comment, we would ask that you please state your name and indicate your intentions at that time.
- Visitor Sign-In Sheet for Agenda items is located at the door and indicates that you wish to comment on agenda items.
- Comments cannot be directed toward individual staff members or students due to privacy rights guaranteed by the Montana State Constitution.
- Todd Dooley, April McPherson & Myssie Sanders signed up to speak on agenda item 5.3

**05. NEW BUSINESS:**

- **5.1 Action: Consider Setting the Mill Dollar Amount for the May 3, 2022 Mill Levy Election.**
  - A. HS General Fund Over Base of \$0.00: 0 Mills
    - 1. \$100,000 Home Increase: \$ 0.00
    - 2. \$200,000 Home Increase: \$0.00
  - B. HS Building Reserve Permissive Mill of \$4,244.11: 1.16 Mills
    - 1. \$100,000 Home Increase: \$1.56
    - 2. \$200,000 Home Increase: \$3.12
  - (B. 1) HS Building Reserve Without State School Major Maintenance Aid Voted Mill Levy of \$17,970.00: 4.89 mills
    - 1. \$100,000 Home Increase: \$ 6.61
    - 2. \$200,000 Home Increase: \$13.22
- Chuck T. made a motion to for the permissive Building Reserve mill levy of option B in the amount of \$4244.11.
- Wayne Q. seconded the motion.

- Discussion: Martha explained how the mills work, should the board vote to run a levy for the building reserve without state aid. The bottom line is the taxpayers have to come up with the entire amount. Martha has looked at the upcoming budget numbers and what all the expenses are and recommends to the board to save the taxpayers additional levy by using the permissive mill option. Shawn explained that we have always went with the permissive levy.
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

C. EL General Fund Over Base of \$3,800.92: 1.67 Mills  
 1. \$100,000 Home Increase: \$ 2.25  
 2. \$200,000 Home Increase: \$4.51

- Tim T. made a motion to ask voters to increase the Elementary General Fund in the amount of \$3,800.92.
- Chuck T. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

D. EL Building Reserve Permissive Mill of \$5,828.32: 2.56 Mills  
 3. \$100,000 Home Increase: \$3.45  
 4. \$200,000 Home Increase: \$6.91

(D.1) EL Building Reserve without State School Major Maintenance Aid Voted Mill Levy of \$25,340.00: 11.12 Mills  
 1. \$100,000 Home Increase: \$15.02  
 2. \$200,000 Home Increase: \$30.00

- Wayne Q. made a motion to for the building reserve permissive mill levy, option D in the amount of \$5,828.32.
- Shawn C. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

**Note: The amount of dollars will be the same, yet the mills may vary pending on the August 2022 taxable value.**

- **5.2 Action: Consider Savage Elementary and High School Districts # 7, #7J & #2 Resolution Intent to Impose an Increase In Permissive Levies of the Following Funds.**

✓ Adult Education, Building Reserve, Bus Depreciation, Transportation and Tuition

- Connie S. made a motion to impose and increase the permissive levy for the Adult Education, Building Reserve, Bus Depreciation, Transportation and Tuition.
- Tim T. seconded the motion.
- Discussion: Martha explained about the Bus Depreciation and Adult Ed programs and how they work. Transportation is paid to KT Inc. for the school bus routes. For now, we do not have tuition coming in because we do not have any children that have to be sent to another district.
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

- **5.3 Action: Consider adding the following language to the extracurricular coaching job descriptions effective for the 2022-2023 school year and beyond: "Must be present for all required or assigned games, events, and practices. Must ride to and from events on the provided school transportation; unless absence or**

**alternate transportation is approved by the administration (i.e. Superintendent) because of unforeseen emergencies or medical conditions.**

- Chuck T. made a motion to accept adding the language with the addition of unforeseen circumstances.
- Wayne Q. seconded the motion.
- Discussion: Martha explained that this is just a clarification to the language in the contracts. Chuck mentioned that we are not going to get coaches that are going to be able to be here for every single practice or games that we have to have some flexibility, but to an extent. We all realize that there is going to have to be exceptions to this. Tim would like some additional language added to how it is written, but feels it is very to the point and commented that when taking a coaching position, you are expected to be there just like any other job.
  - Myssie mentioned that from the A.D. standpoint she wants to know that the person hired to be a coach is dedicated to the position and the students. She can understand one or two days out of a season, but not weeks. It also makes it clear to people that are applying for the coaching position that you are expected to be there just as your student athletes are.
  - April and Todd both talked about the way the wording is and when it will and will not be approved by the administration. They both felt comfortable with the administration being able to make the exceptions for unforeseen circumstances, because not everyone knows what is going to happen. Todd asked about the volunteer coaches if this was to be for them as well. Martha explained that she spoke with director of MHSAA and asked what is required for volunteers. As a whole, the feeling is that there is definitely a need for clarification on job position wording when it comes to the volunteer.
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, to accept the language with the additional language of unforeseen circumstances, motion carried.

• **5.4 Action: Consider Rebecca Dooley as volunteer golf coach for the 2021-2022 season.**

- Tim T. made a motion to approve Rebecca Dooley as the volunteer golf coach.
- Wayne Q. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

**06. UNFINISHED BUSINESS**

• **6.1 Action: Consider: The Safe Return to School and Continuity of Services Plan in Compliance with:**

- Section 2001(i)(3) of the ARP Act that a school district developed a plan for the safe return to in-person instruction and continuity of services prior to the date of enactment of the ARP Act.
- Connie S. made a motion to approve the safe return to school plan.
- Wayne Q. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

**07. REPORTS: (Any required actions will be under Unfinished or New Business)**

- **7.1 Information: Student Representative:**
  - None

- **7.2 Information: Teacher(s):**
  - None
  
- **7.3 Information: Activities Director:**
  - Myssie Sanders submitted in her activities report that we are currently looking for a JH Football coach. The Burns Creek Inn hosted a St. Patrick's Day 5K with some of the proceeds going to the activities fund. Those funds will be used to pay for travel expenses. She also turned in a track and golf schedule. Myssie also attended the football meeting Friday March 18, 2022. Her frustration is adding games in our division; we are the smallest division yet they are sending teams all over the state with a lot of travel time. Volleyball and Football schedules for the fall are finished.
  
- **7.4 Information: Safety Committee:**
  - Wade Hagler submitted report that the safety committee is remaining on track with the training schedule and safety drills. We are still trying to fix our communications with the gymnasium and the shop work areas. We have sufficient communication to get by, but at some point, we may need to consider an upgrade to the system. As the year is starting to wind down, we will be scheduling our self-inspections of the school and grounds. In the past we have utilized some of the board members to come and do the walk arounds with our safety committee members. He hopes that we can do this again, as the Safety Committee believes this really is a benefit for the committee and board to be together in knowing what needs done.
  
- **7.5 Information: Principal:**
  - Angella Nelson reported that teacher evaluations will be completed by the end of the month and that the paraprofessional evaluations are to be completed by April. Quarter 3 wrapped up and the last parent teacher meetings were held. She noted that our students represented Savage well at the Spelling Bee. She has also been working on viewing materials for a new elementary math curriculum and she assisted in preschool screenings.
  
- **7.6 Information: District Clerk:**
  - Michelle Miller submitted current enrollment numbers and a worksheet with current budget vs expenditures.
  
- **7.7 Information: Superintendent:**
  - Martha is needing to have a medical procedure and is waiting on the scheduled dates.
  - She has visited with the board chair and requested to take four days of vacation. Those dates will include the two contractual dates of April 15<sup>th</sup> and 18<sup>th</sup> in addition to April 19-22.
  - She still attends virtual meetings with Think Tank on Thursday's, attending the MTSBA training on HR February 8, 15, 22 and SAM spring conference March 21-22.
  - The CRDC and ESSER Data Collection have been completed.
  - Preliminary Budget Data Sheets were in board members' packets.
  - Audit for the 2020-2021 school year has been tentatively scheduled for April 11-15, 2022.
  - We continue to ask community members to check Facebook and the website for the most updated information on school events, menus, etc.



- We will have a Flex day on April 18.
- Grades 5-12 Musical Drama Production, "Into the Woods" March 24-26 with shows starting at 7:00 p.m..
- The senior class trip begins March 27 and ends April 2, 2022.
- The senior class of 2023 will present their senior trip in April, as they are still in the planning process due to mandates and uncertainty of travel costs.
- At the April meeting we will need to approve language for lettering in golf, as the state has made changes pertaining to divisional golf. Our language will consist of saying that boys need to shoot under 110 and girls under 130 at any meet to letter.
- Teacher hire will be done at the next board meeting.
- She would like to also hire the classified staff at the April meeting.
  - Our classified staff needs are the same, as we do not have any place we can cut at this time.
  - Classified evaluations will be completed by April 15, 2022.
- Calendar and Professional Development Committee will be meeting to tweak the calendar for 2022-2023 on Wednesday, March 23, 2022 at 11:40 AM.
  - Committee members are as follows: Cassandra Moos, Nate Louisignau, Montana Osterman, Wade Hagler, Shawn Conradsen, Angie Nelson and Martha Potter.
- Wiese construction visited the school on Thursday to look at the track and field project.
- We have one rental unit left to inspect and we need to skirt the doublewide trailer, which is across the street from the superintendent's house.
- She continues to check with Ray Dawes and his last response to the check in was as follows: *"We are going to shoot you a draft plan tomorrow to show our progress. That plan will be 80% complete and your side can look at it. We are still working with water quality specialists to gather ideas for design on the treatments side of things and working through the next week. We would like to have full spec and plans done by the end of the month that are unstamped. After you review them, we will stamp them, and get them ready for distribution to contractors. You will want to set up your public advertising to run Sunday April 3 and April 10 and have walkthroughs by contractors, probably the 7<sup>th</sup> on site. Bid due date probably should be due to you April 19. Does this make sense?"*
- Martha has not yet received anything and knows the solution for drinkable water is being discussed.
- Plans from ForeFront Design were distributed at the meeting with further information.

- **7.8 Information: Trustees and Requests:**

- None

- **8.0 AGENDA ITEM # AND TITLE**

- **8.1 Meeting Minutes: Action: Consider minutes from the following meeting(s)**

- **March 7, 2022 (Special Board Meeting)**

- Connie S. made a motion to accept the meeting minutes.
- Shawn C. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

- **February 24, 2022 (Regular Board Meeting)**
  - Wayne Q. made a motion to accept the minutes with corrections.
  - Connie S. seconded the motion.
  - Discussion: There was some typing corrections to the minutes and they have been edited.
  - Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.
  
- **February 22, 2022 (Special Board Meeting)**
  - Connie S. made a motion to accept the minutes.
  - Shawn C. seconded the motion.
  - Discussion: None
  - Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.
  
- **8.2 A. Finance Report: Action: Consider the following finance transactions:**
  - **Warrants: #22002-22029**
    - Chuck T. made a motion to accept the warrants.
    - Wayne Q. seconded the motion.
    - Discussion: None
    - Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.
  
- **8.2 B Finance Report: Action: Consider the following finance transactions:**
  - **Claims: #956815-956841**
    - Chuck T. made a motion to accept the claims.
    - Shawn C. seconded the motion.
    - Discussion: None
    - Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.
  
- **8.2 C Finance Report: Action: Consider the following finance transactions:**
  - **Voided Warrant(s): 75022019**
    - Wayne Q. made a motion to accept the voided warrant.
    - Connie S. seconded the motion.
    - Discussion: None
    - Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.
  
- **8.2 D Finance Report: Action: Consider the following finance transactions:**
  - **Voided Payroll Check(s): #74038877**
    - Connie S. made a motion to accept the voided check.
    - Shawn C. seconded the motion.
    - Discussion: None
    - Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

- **8.2 E Finance Report: Action: Consider the following finance transactions:**
- **Activities Fund Balances: Checks (#21310-21324) and Deposit Registers with Balances**
- Chuck T. made a motion to accept the checks and balances for student activities.
- Wayne Q. seconded the motion.
- Discussion: Shawn commented, that next month the concession money needs to be split up.
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.
- **8.2 F Finance Report: Action: Consider the following finance transactions:**
- **Voided Extra-Curricular Activities Check(s): #21314 & #21319 - 21320**
- Tim T. made a motion to accept the voided extra-curricular activity checks.
- Wayne Q. seconded the motion.
- Discussion: None
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

**9.0 PUBLIC COMMENT FOR NON-AGENDA ITEMS:**

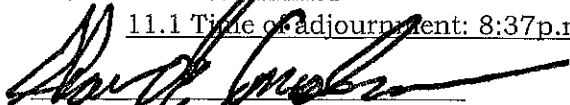
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- None

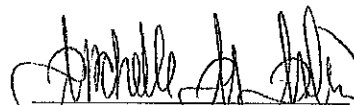
**10.0 DATE AND TIME FOR NEXT REGULARLY SCHEDULED MEETING:**

- **10.1 Action: Consider Scheduled: Date: Monday April 11, 2022 Time: 7:00 Location: Board Room.**
  - Change needed due to Monday, April 18, 2022 School is not in session for a Flex Day.
- Wayne Q. made a motion to hold the meeting April 11, 2022.
- Connie S. seconded the motion.
- Discussion: Tim will call in, Wayne may call in if gone, and Chuck is questionable at this time.
- Shawn C., Tim T., Chuck T., Wayne Q., and Connie S. all voted yes, motion carried.

**11.0 ADJOURNMENT**

11.1 Time of adjournment: 8:37p.m.

  
Chairman

  
Clerk