

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
AUGUST 15, 2022**

The regular meeting of the Board of Trustees of Roberts School District No. 5, Roberts, Montana was called to order by Chair Michelle Swansborough at 6:00 p.m. on August 15, 2022 in the library at the Roberts School.

ATTENDANCE

Michelle Swansborough, Chair
Brandon Crane, Vice Chair
Joel Bertolino
Sam Langager

Absent: Tyler Allen

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

GUESTS: Jen Larson, Sarah Shoopman, Kelley Guasp

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

MINUTES

Motion was made by Brandon Crane, seconded by Joel Bertolino and carried unanimously to approve the minutes of the June 15, 2022 and July 19, 2022 meetings as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

WARRANTS

Warrants will be presented for approval at a special meeting on August 25, 2022 at 5:45 p.m.

STAFFING

BOARD MEMBER RESIGNATION – Mr. Ator stated he received a letter of resignation from the board from Tyler Allen. He thanked Tyler for his service to the board and advocacy for what he really believed was right. He added Tyler was a big proponent of procurement cards and the district just received its first rebate for using those cards.

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to accept the letter of resignation from Tyler Allen for his trustee position. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

Mr. Ator stated he will take care of the advertising of the vacant board position.

TEACHER RESIGNATION –Mr. Ator stated he received a letter for resignation from Lindsay Thompson for her teaching position. He added he has informed her of the punitive damages of leaving a position at such a late date and she has agreed to those damages.

Motion was made by Brandon Crane, seconded by Sam Langager and carried unanimously to accept the letter of resignation from Lindsay Thompson from her elementary teaching position. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

NEW HIRE – Mr. Ator reported Janice Polzin has provided art instruction for the high school through a grant with the Carbon County Arts Guild and he would like to hire her at 1/8 time to teach an art class to the junior high. He added the Arts Guild will probably also pick up payment for this class in the second semester.

Motion was made by Sam Langager, seconded by Joel Bertolino and carried unanimously to approve hiring Janice Polzin as 1/8-time junior high art teacher. YES—Swansborough, Crane, Bertolino, Langager. NO—none).

COACHES AND ADVISORS—Mr. Ator recommended approval of the following Activities position:

Sarah Shoopman	Athletic Director	\$3890/year
Brian Frank	BPA Advisor	\$2345/year
Darryl Grove	FFA Advisor	\$1945/year
Sam McCrone	Cross Country	\$2500/year
Jaclyn Jessen	JH Volleyball Head	\$1615/year

Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve the Activities positions as recommended by the superintendent. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

Mr. Ator recommended approval of the following Activities positions:

Melissa Bertolino	Head HS Volleyball	\$2750/year
Theresa Kosel	Asst. HS Volleyball	\$1845/year

Motion was made by Sam Langager, seconded by Brandon Crane and carried unanimously to approve the Activities position as recommended by the superintendent. (YES—Swansborough, Crane, Langager. NO—none. Abstained: Bertolino (conflict of interest)).

Mr. Ator recommended approval of the following facilities position:

Peter Wisniewski	Facilities Director	\$13,450/year
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Motion was made by Brandon Crane, second by Joel Bertolino and carried unanimously to approve the facilities position as recommended by the superintendent. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

Mr. Ator recommended approval of an extended contract of fifteen days for Darryl Grove as FFA advisor.

Motion was made by Brandon Crane, seconded by Joel Bertolino and carried unanimously to approve an extended contract of 15 days for Darryl Grove as FFA Advisor. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

NEW BUSINESS

2021-2022 TRUSTEES FINANCIAL SUMMARY – Mrs. Obert presented the completed 2021-2022 Trustees Financial Summary and asked for approval so it can be submitted.

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to approve the 2021-2022 Trustees Financial Summary as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

2022-2023 BUDGET REPORT – Mrs. Obert presented the 2022-2023 Budget Report and asked for approval.

Motion was made by Sam Langager, seconded by Joel Bertolino and carried unanimously to approve the 2022-2023 Budget Report as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

STUDENT HANDBOOK 2022-2023 – Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to approve the 2022-2023 Student Handbook. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

2022-2023 STAFF HANDBOOK – Motion was made by Joel Bertolino, seconded by Sam Langager and carried unanimously to table discussion of the Staff Handbook until next month. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

POLICY UPDATES AND REVIEW

Mr. Ator presented the second reading of the following policies:

- 3100 Student Enrollment, Exceptional Circumstances Meriting Waiver of Age Requirements for Pupils
- 3123 Attendance Policy Procedure – Truancy
- 3231 Searches and Seizure
- 3300 Suspension and Expulsion – Corrective Actions and Punishment
- 3330 Use of Alcohol – Sensor Devices
- 3340 Extra and Co-Curricular Alcohol, Drug, and Tobacco Use
- 3417 Communicable Diseases
- 3431 Emergency Treatment

After discussion it was decided throughout policy 3300 change specific language to broader language regarding controlled and illegal substances

Motion was made by Joel Bertolino, seconded by Brandon Crane and carried unanimously to approve on second reading the above listed policies with the amendment to Policy 3300. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

Mr. Ator presented the 4000 policy series for review and recommended approval.

Motion was made by Sam Langager, seconded by Joel Bertolino and carried unanimously to approve review of the 4000 policy series as presented. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

Mr. Ator presented the following new policies on first reading:

- 4000 Goals
- 4125 District Social Media
- 4210 School Support Organization, Boosters, and Fundraising
- 4315 Spectator Policy
- 4321 Distribution of Fund Drive Literature through Students
- 4331 Conduct on School Property

It was noted that Policy 4331 should actually be 4332.

Motion was made by Brandon Crane, seconded by Joel Bertolino and carried unanimously to approve the following policies on first reading with the amendment to change Policy 4331 to 4332. (YES—Swansborough, Crane, Bertolino, Langager. NO—none).

SUPERINTENDENT REPORT

MEETING DATES

Mr. Ator stated meeting dates for the next few months are special meeting on August 25, regular meeting September 21 and TBD in October.

ACTIVITIES REPORT – Sarah Shoopman reported there are 14 high school girls out for volleyball and cross country is starting practice tonight. She added she has an AD meeting for volleyball on Friday and no more information is available on the shot clock because the MHSA Board has met.

FACILITIES-PROJECT UPDATES – Mr. Ator showed the board what has been accomplished with facility projects this summer.

ADJOURNMENT

Michelle Swansborough called for adjournment at 7:45 p.m.

Board Chair

District Clerk

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
ROBERTS SCHOOL DISTRICT NO. 5
AUGUST 25, 2022**

The special meeting of the Board of Trustees of Roberts School District No. 5, Roberts, Montana was called to order by Chair Michelle Swansborough at 5:45 p.m. on August 25, 2022 in the library at the Roberts School.

ATTENDANCE

Michelle Swansborough, Chair
Brandon Crane, Vice Chair
Sam Langager

Absent: Joel Bertolino

Alex Ator, Superintendent
JaLayne Obert, Business Manager/Clerk

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

REVIEW AND APPROVAL OF CLAIMS, SEQUENCES, AND VOIDED CHECKS

Motion was made by Brandon Crane, seconded by Sam Langager and carried unanimously to approve warrants 48523-48586 as presented. (YES—Swansborough, Crane, Langager. NO—none).

POLICY UPDATES AND REVIEW

Mr. Ator recommended approval of the following policies on final reading:

3100	Student Enrollment, Exceptional Circumstances Meriting Waiver of Age Requirements for Pupils
3123	Attendance Policy Procedure – Truancy
3231	Searches and Seizure
3300	Suspension and Expulsion – Correct Actions and Punishment
3330	Use of Alcohol-Sensor Devices
3340	Extra and Co-Curricular Alcohol, Drug, and Tobacco Use
3417	Communicable Diseases
3431	Emergency Treatment

Michelle Swansborough asked that line 6 of Policy 3330 be amended to read: “Students are prohibited by Montana law and District policy from using or possessing alcoholic, nicotine, or illegal substances.”

Motion was made by Sam Langager, seconded by Brandon Crane and carried unanimously to amend Policy 3330 as stated. (YES—Swansborough, Crane, Langager. NO—none).

Motion was made by Brandon Crane, seconded by Sam Langager and carried unanimously to approve the recommended policies as amended. (YES—Swansborough, Crane, Langager. NO—none).

Mr. Ator recommended approval of the following policies on second reading:

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|------|--------------------------------------------------------|
| 4000 | Goals |
| 4125 | School Support Organization, Boosters, and Fundraising |
| 4315 | Spectator Policy |
| 4321 | Distribution of Fund Drive Literature through Students |
| 4332 | Conduct on School Property |

It was noted that Policy 4321 is missing from the packet and will be acted on at the next meeting.

Motion was made by Sam Langager, seconded by Brandon Crane and carried unanimously to approve the following policies on second reading:

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|------|--------------------------------------------------------|
| 4000 | Goals |
| 4125 | School Support Organization, Boosters, and Fundraising |
| 4315 | Spectator Policy |
| 4332 | Conduct on School Property |

(YES—Swansborough, Crane, Langager. NO—none).

ADJOURNMENT

Michelle Swansborough called for adjournment at 6:10 p.m.

Board Chair

District Clerk