

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
ROBERTS SCHOOL DISTRICT NO. 5  
APRIL 15, 2015**

The regular meeting of the Board of Trustees, Roberts School District No. 5, was called to order by Chair Sarah DeVries at 6:06 p.m. on April 15, 2015, in the library at the Roberts School.

**ATTENDANCE**

Sarah DeVries, Chair  
Rusty Niemi, Vice Chair  
Joel Bertolino  
Tami Hoines  
Luke Holdbrook

Alex Ator, Superintendent  
JaLayne Obert, Business Manager/District Clerk

GUESTS: Chris DeVries, Ron Prinkki, Crystal Wright, Deb Hill, Sheila Roberts, Selina Miller, Stacie Nardinger, Lonnie Newton, Rees Newton, Sanford Langager, Ward Braten, Bob Carter, Jeanette Carter

**PLEDGE OF ALLEGIANCE**

The meeting began with the Pledge of Allegiance.

**MINUTES**

Motion was made by Luke Holdbrook, seconded by Joel Bertolino and carried unanimously to approve the minutes of the regular meeting March 10 and special meetings March 3 and 25, 2015 as presented. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

**CLAIMS, SEQUENCE, AND VOIDED CHECKS**

Motion was made by Tami Hoines, seconded by Rusty Niemi and carried unanimously to approve the claims, sequence, and voided checks for April, 2015 as presented. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

**PUBLIC COMMENT**

Ron Prinkki stated he would like to lend his support to all his daughter's teachers and hopes they will all be retained.

**PERSONNEL**

RESIGNATIONS – Mr. Ator recommended the Board accept the following resignations:

Jackie Ronning – Junior High Volleyball Coach

Jené Reinhardt – Head High School Girls' Basketball Coach

Motion was made by Luke Holdbrook, seconded by Joel Bertolino and carried unanimously to accept the resignation of Jackie Ronning as junior high volleyball coach. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to accept the resignation of Jené Reinhardt as head high school girls' basketball coach. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

RECOMMENDATIONS FOR TENURED TEACHERS -- Mr. Ator recommended renewing tenured teachers Ward Braten, Julie Jones, Stacie Nardinger, George Nelson, Jené Reinhardt, and Crystal Wright.

Motion was made by Rusty Niemi, seconded by Joel Bertolino and carried unanimously to renew tenured teachers Ward Braten, Julie Jones, Stacie Nardinger, George Nelson, Jené Reinhardt, and Crystal Wright. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

RECOMMENDATIONS FOR TEACHERS UP FOR TENURE – Mr. Ator stated there are no teachers being offered a fourth consecutive contract and therefore eligible for tenure.

RECOMMENDATIONS FOR NON-TENURED TEACHERS – Mr. Ator recommended renewal of non-tenured teachers Clark Begger, Courtney Halvorsen, Myrna Lastusky, Rees Newton, Sheila Roberts, Jackie Ronning, and Adam Ruhnke.

Motion was made by Joel Bertolino, seconded by Luke Holdbrook and carried unanimously to renew non-tenured teachers Clark Begger, Courtney Halvorsen, Myrna Lastusky, Rees Newton, Sheila Roberts, Jackie Ronning, and Adam Ruhnke. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Mr. Ator recommended non-renewal without cause for non-tenured teacher Jeanette Carter.

Motion was made by Luke Holdbrook, seconded by Joel Bertolino and carried unanimously to non-renew without cause non-tenured teacher Jeanette Carter. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Jeanette Carter stated she loves her job and the students at Roberts School.

RECOMMENDATIONS FOR COACHING POSITIONS – Mr. Ator stated included in the Board packet is a spreadsheet of coaching positions and his recommendations. He stated he is not asking for approval at this time but asked for concerns Board members may have with any of the positions.

Mr. Ator reported he has talked with Red Lodge about the junior high football program for next year. He stated our students could play on their teams on a pay to play basis and they do separate teams for the fifth/sixth graders and seventh/eighth graders.

Mr. Bertolino asked how many students we would potentially have playing.

Mr. Ator there is a maximum of eight and the potential of only five or six and some of those are younger students.

#### **NEW BUSINESS**

ALTACARE CONTRACT RENEWAL – Mr. Ator stated the AltaCare program is going very strong and currently serving ten students. He stated the program may break even in its first two months and there are programs at other schools that have been in existence longer that haven't reached that point yet.

Mr. Ator stated a question he was asked is if there is a big overlap with students in special education and added currently there is only one student enrolled in both programs. He recommended the contract be signed to continue the program.

Motion was made by Rusty Niemi, seconded by Tami Hoines and carried unanimously to approve the contract for the AltaCare program from July 1, 2015 to June 30, 2016. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

MONTANA SMALL SCHOOLS ALLIANCE AGREEMENT – Mr. Ator stated we currently have an agreement with the Montana Small Schools Alliance to meet accreditation standards as Mrs. Lastusky is not certified as a librarian. He stated cost for the program is \$300 per year and he recommends continuation of it for the 2015-2016 school year.

Mrs. DeVries asked if training is provided for Mrs. Lastusky. Mr. Ator stated it is.

Motion was made by Luke Holdbrook, seconded by Joel Bertolino and carried unanimously to continue with the program with the Montana Small Schools Alliance for library services at a cost of \$300 per year. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

MAPS TESTING – Mr. Ator stated the district used MAPS testing in the past and he would like the Board's input on having the leadership team explore the possibility of using it again. He stated the cost through ACE is about \$15.00 per student and it could be extremely helpful in tracking student progress with the four day week as testing could be done the first week of school, at winter break, and the last week of school.

The Board told Mr. Ator to explore options for MAPS testing.

HEALTH INSURANCE RATES – Mr. Ator stated we still haven't received our rates for health insurance for next year.

THIRD AND FINAL READING OF POLICIES – Mr. Ator recommended adoption of Policy 3130 – Students, on third and final reading.

Motion was made by Joel Bertolino, seconded by Rusty Niemi and carried unanimously to approve adoption of Policy 3130 – Students, on third and final reading (see attached).. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

Mr. Ator recommended adoption of Policy 3600F-1 – Students, on third and final reading.

Motion was made by Tami Hoines, seconded by Luke Holdbrook and carried unanimously to approve adoption of Policy 3600F-1 – Students, on third and final reading. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

MONTANA BEHAVIORAL INITIATIVE – Mr. Ator stated the Montana Behavioral Initiative is a program that could help us qualify students for AltaCare (CSCT) services. He stated this is a free program except for expenses for sending people to the Summer Institute in June. He added his recommendation is to join and send at least two teachers to the training and asked if this is something the Board would be interested in.

Deborah Hill stated she was involved in MBI from its beginning and highly recommends it.

Mr. Holdbrook asked Mrs. Hill how many staff members should attend the training.

Mrs. Hill stated it would be beneficial for everyone but is very important to send a high school teacher, elementary teacher, and the superintendent.

Mr. Ator stated the training is in June which is outside the contract year so we would either have to reimburse teachers for those days or use them as substitutes for PIR days.

Mr. Holdbrook volunteered to help Mr. Ator choose teachers to attend the training.

BUILDING PROJECT – Mr. Ator reported four contractors have looked at the sidewalk project but he doesn't have any bids yet. He stated he also asked them to bid on putting in concrete pads for the pole vault and high jump areas.

PROCEDURE REVIEW (8<sup>TH</sup> GRADE GRADUATION – Mr. Ator stated following is the graduation policy as included in the student handbook:

“GRADUATION POLICY – Senior class members who have not completed the requirements for graduation by the last day designated for Seniors in the month of May will not receive a signed diploma and will not be allowed to go through commencement exercises at graduation. In the instance where a Senior is .5 credit or less short of graduation requirements he/she will be allowed to participate in commencement exercises. In this case, the student will receive a Certificate of Attendance.

Any 8<sup>th</sup> grade students failing a fall or spring semester class will not be allowed to participate in the 8<sup>th</sup> grade graduation ceremony.”

Mr. Ator stated we have parents of an 8<sup>th</sup> grader who are appealing this policy. He added he doesn't like to see us drop our standards and would rather take out the section than grant a waiver to the requirement.

Motion was made by Joel Bertolino and seconded by Tami Hoines to remove “Any 8<sup>th</sup> grade students failing a fall or spring semester class will not be allowed to participate in the 8<sup>th</sup> grade graduation ceremony” from the Graduation Policy in the student handbook.

Mrs. DeVries called for an executive session at 6:54 p.m. stating this item of business concerns an individual and it is her determination that the privacy rights of the individual supersede the merits of public disclosure. She returned the meeting to regular session at 7:15 p.m.

The motion was voted on and failed. (YES—none. NO—DeVries, Niemi, Bertolino, Hoines, Holdbrook).

Motion was made by Tami Hoines, seconded by Luke Holdbrook and carried unanimously to revise the eighth grade graduation procedure by eliminating “Any 8<sup>th</sup> grade students failing a fall or spring semester class will not be allowed to participate in the 8<sup>th</sup> grade graduation ceremony” and replacing it with “If a student fails 1 or less 8<sup>th</sup> grade class for the semester, they are allowed to participate in 8<sup>th</sup> grade graduation as long as they finish a school approved credit recovery class before being promoted to freshman year. This class is to be paid for by the parent/guardian. If the student does not finish the class they will be re-tended to 8<sup>th</sup> grade or have to be approved by the board of trustees to enter high school”. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

#### **OLD BUSINESS**

GYM FLOOR BIDS – Mr. Ator stated sometime in the future the new gym floor will need to be sanded down and redone but the cost for that is over \$20,000. He recommended approving the bid from Bruco, Inc. in the amount of \$3,070.08 for the new gym and \$1630.98 for the old gym for the annual gym floor re-coat service.

Mr. Niemi asked if the floor in the new gym is vented and if not, does it need to be.

Mr. Ator stated he would check on that when they come to do the floor.

Motion was made by Joel Bertolino, seconded by Luke Holdbrook and carried unanimously to approve the bid from Bruco, Inc. in the amount of \$4701.06 for the annual gym floor maintenance. (YES—DeVries, Niemi, Bertolino, Hoines, Holdbrook. NO—none).

NEGOTIATIONS – Mr. Ator stated the teachers' offer and district counter offer are included in the Board packet.

Ms. DeVries stated a negotiations meeting is scheduled for tomorrow.

BUS DONATION – Mr. Ator stated after talking to others about the possible bus donation, he feels it is best to not pursue the matter.

### **SUPERINTENDENT REPORT**

ACTIVITIES – Mr. Ator gave the following report on activities:

BPA – The itinerary for the five students attending the BPA national conference in Anaheim, California is included in the packet.

FFA – One team qualified for state.

MUSIC FESTIVAL – Band received a one and a two and choir received a one.

NHS – National Honor Society has asked to have a lock-in with students from other districts invited if approved by the administration of their school.

Prom – Prom is April 18 and Luke and Crystal Wright and Aaron and Lindsay Dantic will be chaperoning.

Ms. DeVries stated the junior high dance is also April 18 in Bridger and asked if we're providing transportation. She added chaperones are also needed.

Mr. Ator stated he would arrange for a bus and driver.

TRACK – Seven students are in track at the high school level and 21 at the junior high level.

ACADEMIC – Mr. Ator stated CRT testing is completed and Smarter Balance testing will be May 6-15, 2015.

MASS – Mr. Ator stated he has information to report from the MTSBA finance meeting he attended but will put that on the May agenda.

COMMON CORE – Looks like it will be around for at least another two years.

BUILDING UPDATE – There are some plumbing projects in the kitchen that will be part of the summer projects.

RPPA's project to fix speakers in the new gym has begun.

AD MEETING IN HYSTAM – Custer/Hysham was moved to the other portion of the division beginning with the 2016-2017 school year but will probably appeal to the MHSA and be changed back before they ever move.

SUPERINTENDENT SCHEDULE – Mr. Ator stated April 22 is Administrative Assistant Appreciation Day and he would like to take Mrs. Langager and Mrs. Obert to lunch.

MASS meeting on April 29 as well as a track meet. Mr. Ator asked if he should be attending track meets on May 8, 11, and 14. The Board felt Mr. Ator could make that call.

### **RECESS**

Ms. DeVries called for a short recess at 7:55 and returned to regular session at 8:00 p.m.

**EXECUTIVE SESSION**

Ms. DeVries called for an executive session at 8:01 p.m. stating the next item to come before the Board involves an individual and it is her determination that the privacy rights of the individual supersede the merits of public disclosure.

The meeting was returned to regular session at 8:23 p.m.

Motion was made by Luke Holdbrook, seconded by Rusty Niemi and carried unanimously to direct the superintendent to place Jeanette Carter on administrative paid leave for the remainder of the school year.

**ADJOURNMENT**

Ms. DeVries adjourned the meeting at 8:24 p.m.

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Board Chair

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District Clerk

**STUDENTS**

Students of Legal Age

Every student eighteen (18) years of age or older will be deemed to be an adult and will have legal capacity to act as such. Such students, like all other students, will comply with the rules established by the District, pursue the prescribed course of study, and submit to the authority of teachers and other staff members as required by policy and state law.

Admission to School

The residence of an adult student who is not residing with a parent or guardian will be considered the residence for school purposes.

Field Trips/Athletic Programs

Approved forms for participation will be required of all students. The form should indicate that the signature is that of the parent or the adult student. Sponsors or coaches will be required to confirm the ages of those students signing their own forms.

Absence/Lateness/Truancy

Absence notes, normally signed by parents or guardians, may be signed by adult students. Excessive absences will result in consequences according to policy 3122P and will be reported on the report card.

Suspension/Expulsion

All suspension and/or expulsion proceedings will conform to the requirements of state statutes. Notification of all such proceedings will be sent to parents or guardians. Adult students, however, are permitted to represent themselves if they so choose.

Withdrawal From School

Adult students may withdraw from school under their own cognizance. Counselors will guide and counsel potential dropouts and encourage their continued attendance. Parents will be notified of impending dropouts by the school.

Permission to Inspect Student Records

A student that attains the age of legal majority is an “eligible student” under FERPA. An eligible student has the right to access and inspect their student records. An eligible student may not prevent their parents from accessing and inspecting their student records

if they are a dependent of their parents in accordance with Internal Revenue Service regulations.

### Report Cards

Progress reports will be sent to the parent or legal guardian.

### Excuses From School

The school will verify requests from students who wish to leave school early for reasons such as job interviews, college visits, driver testing, etc., with the organization being visited. Permission to leave school early may be denied for what is considered a non-valid reason.

### Financial Responsibility

Adult students can be held financially responsible for damage to school property.

### Policy History:

Adopted on:

Reviewed on:

Revised on:

\_\_\_\_\_ **School District**

**STUDENTS**

3600F1

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Student Records

Notification to Parents and Students of Rights Concerning a Student's School Records

*This notification may be distributed by any means likely to reach the parent(s)/guardian(s).*

The District will maintain two (2) sets of school records for each student: a permanent record and a cumulative record. The permanent record will include:

- Basic identifying information
- Academic work completed (transcripts)
- Level of achievement (grades, standardized achievement tests)
- Immunization records (per § 20-5-506, MCA)
- Attendance record
- Statewide student identifier assigned by the Office of Public Instruction
- Record of any disciplinary action taken against the student, which is educationally related

The cumulative record may include:

- Intelligence and aptitude scores
- Psychological reports
- Participation in extracurricular activities
- Honors and awards
- Teacher anecdotal records
- Verified reports or information from non-educational persons
- Verified information of clear relevance to the student's education
- Information pertaining to release of this record
- Disciplinary information

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over eighteen (18) years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. **The right to inspect and copy the student's education records, within a reasonable time from the day the District receives a request for access.**

"Eligible" students, who are eighteen (18) years of age or older, have the right to inspect and copy their permanent record. Parents/guardians or "eligible" students should submit to the school principal (or appropriate school official) a written

request identifying the record(s) they wish to inspect. The principal will make, within forty-five (45) days, arrangements for access and notify the parent(s)/guardian(s) or eligible student of the time and place the records may be inspected. The District charges a nominal fee for copying, but no one will be denied their right to copies of their records for inability to pay this cost.

The rights contained in this section are denied to any person against whom an order of protection has been entered concerning a student.

2. **The right to request amendment of the student's education records which the parent(s)/guardian(s) or eligible student believes are inaccurate, misleading, irrelevant, or improper.**

Parents/guardians or eligible students may ask the District to amend a record they believe is inaccurate, misleading, irrelevant, or improper. They should write the school principal or records custodian, clearly identifying the part of the record they want changed, and specify the reason.

If the District decides not to amend the record as requested by the parent(s)/guardian(s) or eligible student, the District will notify the parent(s)/guardian(s) or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent(s)/guardian(s) or eligible student when notified of the right to a hearing.

3. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA or state law authorizes disclosure without consent.**

Disclosure is permitted without consent to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the District has contracted to perform a special task (such as contractors, attorneys, auditors, consultants, or therapists); volunteers; other outside parties to whom an educational agency or institution has outsourced institutional services or functions that it would otherwise use employees to perform; or a parent(s)/guardian(s) or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest, if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records, without consent, to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by state or federal law. Before information is released to individuals described in this paragraph, the parent(s)/guardian(s) will receive written notice of the nature and substance of the information and an opportunity to inspect, copy, and challenge such records. The right to challenge school student records does not apply to: (1) academic grades of their child, and (2) references to expulsions or out-of-school suspensions, if the challenge is made at the time the student's school student records are forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting, or planning, provided that no student or parent(s)/guardian(s) can be identified; any person named in a court order; and appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

4. **The right to a copy of any school student record proposed to be destroyed or deleted.**
5. **The right to prohibit the release of directory information concerning the parent's/ guardian's child.**

Throughout the school year, the District may release directory information regarding students, limited to:

Student's name  
Address  
Telephone listing  
Electronic mail address  
Photograph (including electronic version)  
Date and place of birth  
Major field of study  
Dates of attendance

Grade level  
Enrollment status (e.g., undergraduate or graduate; full-time or part-time)  
Participation in officially recognized activities and sports  
Weight and height of members of athletic teams  
Degrees  
Honors and awards received  
Most recent educational agency or institution attended

*Any parent(s)/guardian(s) or eligible student may prohibit the release of all of the above information by delivering written objection to the building principal within ten (10) days of the date of this notice. No directory information will be released within this time period, unless the parent(s)/guardian(s) or eligible student are specifically informed otherwise. When a student transfers, leaves the District, or graduates, the school must continue to honor a decision to opt-out, unless the parent or student rescinds the decision.*

A parent or student 18 years of age or an emancipated student, may not opt out of directory information to prevent the district from disclosing or requiring a student to disclose their name [identifier, institutional email address in a class in which the student is enrolled] or from requiring a student to disclose a student ID card or badge that exhibits information that has been properly designated directory information by the district in this policy.

6. **The right to request that information not be released to military recruiters and/or institutions of higher education.**

Pursuant to federal law, the District is required to release the names, addresses, and telephone numbers of all high school students to military recruiters and institutions of higher education upon request.

Parent(s)/guardian(s) or eligible students may request that the District not release this information, and the District will comply with the request.

7. **The right to file a complaint with the U.S. Department of Education, concerning alleged failures by the District to comply with the requirements of FERPA.**

The name and address of the office that administers FERPA is:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605