

Board of Trustees Regular Meeting – December 8, 2014

The Board of Trustees of Joliet School District No. 7 held a Regular meeting on December 8, 2014, at 7:00 p.m. in the Joliet School Library Room. Board Members present were Dawn Blain, Corie Mydland, Melvin Stene, Clinton Kramer, Justin Oswald, Brad Stephenson and Sharon Songstad. Also present were Jeff Bermes, Superintendent, Sheryl Roberts, District Clerk/Business Manager Candidate, and Marilyn Vukonich, High School Principal. Visitors included Kevin Wilkerson, Ev Fischer, Mary Koon, Patty Bergum-Nafts, Lance and Chrissy Frank, Tess Sironen AND Michael Kananen.

Melvin Stene, Chairman, called the meeting to order at 7:00 p.m. Clinton Kramer made a motion to accept the consent agenda. Dawn Blain seconded the motion. It was unanimously carried.

Melvin explained and asked for public comment. Lance Frank said he thought Mr. Bermes was going to contact him to schedule the use of the gym and he has not been contacted. Mr. Bermes said he was waiting for Mr. Frank to contact him as he does not have enough information to do scheduling. Mr. Frank will contact Mr. Bermes for scheduling. Kevin Wilkerson spoke in favor of the K-4 basketball program Mr. Frank is setting up.

Correspondence

Mr. Bermes handed out thank you notes he has received.

Mr. Bermes has received a request from the Laurel Outlook for updated information about Joliet Schools. Discussion followed. He will put some information together for them.

Unfinished Business

Item #1 Hiring and Appointment of District Clerk/Business Manager – Sheryl Roberts

Mr. Bermes reviewed the terms of the contract offered to Mrs. Roberts. Corie Mydland made a motion to hire Sheryl Roberts as the Clerk of the Board. Sharon Songstad seconded the motion. It was unanimously carried.

Item #2 Extra Coaches for Basketball Program

Mr. Bermes would like to add a C-Squad practice coach position for the basketball teams. This would provide additional concentration on skills for the C-squad members. He recommended a stipend of approximately \$800. Discussion followed. Justin Oswald made a motion to post for the basketball practice coach position at a salary to be determined, but estimated to be approximately \$800. Clinton Kramer seconded the motion. It was unanimously carried.

Item #3 MHS A Proposal – Follow-up

Mr. Bermes reviewed his conversation with Mark Beckman on the proposal. Mr. Beckman said there may not be support for the proposal. If Joliet wants to play 8 man football next year, the decision needs to be made by April.

Item #4 Upcoming Librarian Opening Clarification

Ms. Koon reviewed the classes she is taking to become certified for Librarian. She also reviewed her goals for the library should she become the librarian. She is concerned about her education costs and would like a guarantee from the trustees as she moves forward with her education. Chairman Stene explained that the board cannot make such a guarantee. The board has to wait until the position does

become open and then needs to hire the best qualified applicant from the applicant pool. If any staff member has concerns, Mr. Stene recommends that they discuss them with their immediate supervisor.

Item #5 Bus Route #3 (Eik)

Mr. Bermes reviewed the bus route extension. He would like to stipulate that bus service will only be provided on days of safe and clear travel. Mr. Bermes will call the county to verify their plans for snow removal on bus routes.

Mr. Bermes would like to let the trustees know that students other than the one family are being picked up in Boyd per the Roberts Superintendent.

New Business

Item #1 New District Business Credit Cards

There are currently two credit cards with a bank in Canada with each card having a \$10,000 credit limit. Mr. Bermes would like to move the credit cards to a local bank, change the number of cards to four and set up lower limits over the four cards. Cards would be issued for the Superintendent, the HS Principal and two district cards—one with a lower credit limit and one with a higher credit limit—that would stay in the district office. The proposed total credit on the four cards would not be as much as what is currently on the two cards. Corie Mydland made a motion to allow Mr. Bermes to investigate other options for district credit cards. Sharon Songstad seconded the motion. It was unanimously carried.

Item #2 Payroll Date Change

Mr. Bermes recommended that the pay date be set to the 10th of the month rather than the day after the board meeting. If the 10th falls on a holiday the pay date would be the day before. If the 10th falls on a Saturday or Sunday, the pay date would be the Friday before. He feels this will help with effectiveness within the business office. Justin Oswald made a motion to change the payroll date to the 10th of the month beginning with the January payroll. Dawn Blain seconded the motion. It was unanimously carried.

Item #3 District Business Policy Changes

Mr. Bermes would like the trustees to consider adding an additional bill paying date toward the end of the month. The additional bills paid would be listed the following month for the trustees to officially approve. He feels this may help to keep bills current.

Item #4 Superintendent Evaluation

Mr. Bermes explained the evaluation form. He has filled in his response to duty areas and now the trustees need to evaluate him. The trustees set a date of January 7 for the forms to be returned to the clerk in a sealed envelope.

Item #5 Superintendent Duties/Compensation

Mr. Bermes considers extra duties to be a part of the job and does not expect or receive compensation for extra duties. In light of recent events in Laurel, the trustees may like to take official action clarifying compensation of extra duties for administrative staff. Motion made by Dawn Blain that there is no additional compensation for extra duties of administrative staff unless approved by the board. Corie Mydland seconded the motion. It was unanimously carried.

Item #6 Individual Transportation Contract

The Laurel Co-op will be providing services to a pre-K student living in the Joliet District. Sharon Songstad made a motion to approve the Individual Transportation Contract for the student. Dawn Blain seconded the motion. It was unanimously carried.

Superintendent/Principal/Business Manager Reports

Mr. Bermes discussed ACT Aspire testing, the letter from OPI accepting the district's response to the 2011-12 audit findings and the district's response to the 2012-13 audit findings. He also said he has decided to pursue other employment opportunities and will keep the trustees informed on the subject.

Mrs. Vukonich talked about the Junior Class serving Christmas Dinner in the lunchroom, the Wooden Tournament in Red Lodge, enrollment numbers, student activities and accomplishments, the calendar and a vigil on the football field planned by Janice Ward.

Mr. Bermes wondered if the trustees would like him to gather prices on four-wheel drive vehicles, like a Suburban, for district use. The trustees would like information.

The JEA said they will wait until February to discuss past concerns with the trustees.

Items for the next agenda – January 13, 2015 at 7 p.m. – Regular Meeting

- Item #1 Superintendent Evaluation
- Item #2 Four-wheel drive vehicle information
- Item #3
- Item #4

The next regular board meeting will be held on January 13, 2015 at 7 p.m. in the Library

Dawn Blain made a motion to adjourn the meeting at 8:14 p.m. Clinton Kramer seconded the motion. It was unanimously carried.

Approved 01-12-2015

Clerk Sheryl L. Roberts

Chairman Arvin Steene