

## **Board of Trustees Regular Meeting – December 11, 2017**

The Board of Trustees of Joliet School District No. 7 held a regular meeting on December 11, 2017, at 7:00 p.m. in the Joliet School Library. Board Members present were Melvin Stene, Dawn Blain, David Schaible, Doug Whitehead, Sharon Songstad and Kathy Grewell. Justin Oswald was absent. Also present were Allison Evertz, Superintendent, Sheryl Roberts, District Clerk/Business Manager, Marilyn Vukonich, High School Principal and Darlene Hartman, Elementary Principal. Visitors in attendance were Sean McAndrews, Felicia Smith, Taylor Rowilson and Dawson Bancroft.

Melvin Stene called the meeting to order at 7:09 p.m. followed by the Pledge of Allegiance. Mr. Stene welcomed guests and explained and asked for public comment. There was none.

Kathy Grewell made a motion to accept the consent agenda. David Schaible seconded the motion. There was no discussion and no public comments. The motion was unanimously carried.

### **IV. Reports**

#### **a. Student and Faculty Reports**

Student Council -- Taylor Rowilson and Dawson Bancroft reported on Student Council activities. Flakesgiving was a huge success, the halls were decorated for Christmas, and a sing along is planned for December 20. The winter formal is scheduled for January 20 with a DJ for music.

Science Olympiad -- Sean McAndrews reported on the Science Olympiad competition. This is the first year the middle school competed and they did very well. He reviewed the team results and answered several questions from the trustees.

Athletic Director -- Marilyn Vukonich read the AD report from Samantha Anttila which reviewed the number of students going out for basketball, upcoming games and speech/drama events for the last month. Referees for middle school games will be from the Billings referee pool this season.

Building Report – Supt. Evertz reviewed the monthly maintenance log. The contractor has begun digging for the fiber installation. It may be in place by Christmas. Hopefully, the bus routes will be increasing to five routes after the Christmas break.

**V. Correspondence** – Supt. Evertz reviewed the correspondence in the board packet. She has responded to one letter received and has been trying to schedule an IEP progress meeting, but the parent is not available at this time.

### **VI. Old Business**

a. Fiber Installation Update – completed under the Building Report.

### **VII. New Business**

a. New Complaint Procedure for District

Jeff Weldon has provided copies of the complaint procedures from two school districts he works with for the trustees to review.

b. Budget Amendment

Due to an unanticipated enrollment increase in the elementary, a budget amendment can be done.

Sharon Songstad made a motion to proclaim the need for a budget amendment due to an unanticipated enrollment increase in the elementary. Dawn Blain seconded the motion. There was no discussion and no public comments. The motion was unanimously carried.

c. Infinite Campus Instant Messenger

Supt. Evertz explained how Infinite Campus Instant Messenger works; it will be used to contact parents/guardians when it is necessary to notify them of changes such as a snow day.

Dawn Blain made a motion to purchase Infinite Campus Instant Messenger. Kathy Grewell seconded the motion. There was no discussion and no public comments. The motion was unanimously carried.

d. One More Credit Card

Sharon Songstad made a motion to add another credit card with a \$5,000 limit and ask for replacement cards for the other district credit cards. David Schaible seconded the motion. There was no discussion and no public comments. The motion was unanimously carried.

**VIII. Personnel**

a. Business Manager/Clerk

Chairman Stene welcomed and introduced Felicia Smith.

Dawn Blain made a motion to hire Felicia Smith as the Business Manager/Clerk for the period of December, 2017 to June 30, 2018. Doug Whitehead seconded the motion. There was no discussion and no public comments. The motion was unanimously carried.

**IX. Superintendent/Principal/Business Manager Reports**

Allison Evertz reported that Site Assist has been added to the website to make it more ADA compliant; the school climate survey is up and running and she is reviewing options for attracting participation; the teaching staff will be attending professional development this spring. A future purchase to consider is a backup generator. The musical was a success and concerts are scheduled for December 18.

Marilyn Vukonich reported that Joliet received the 2016-17 Sportsmanship Award from MHSAA. She also handed out her report and reviewed items scheduled during December.

Darlene Hartman provided an update on standards-aligned grading, curriculum five-year plan and Title I.

Sheryl Roberts provided her written report.

**X. Items for Next Agenda**

- a. Superintendent Evaluation
- b. Election Resolution
- c. First Reading of New Policy 1700
- d. Budget Amendment Resolution

David Schaible made a motion to adjourn the meeting at 8:44 p.m. Sharon Songstad seconded the motion. It was unanimously carried.

Approved 1-8-2018

Clerk Sheryl Roberts

Chairman Andrew L. Stene